



# **STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING**

11/05/2019 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*

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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. 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. 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. 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 November 5, 2019.

4. **DISCUSSION/POSSIBLE ACTION:**

Approval of the Minutes for October 1, 2019.

5. **DISCUSSION/POSSIBLE ACTION:**

Approval of the Minutes for October 15, 2019.

6. **CONSENT AGENDA**

- I For possible action, approval of claims in the amount of \$2,308,490.32.
- II For possible action, approval of Resolution 19-559, a resolution to direct the County Assessor to prepare a list of all the taxpayers on the secured roll in the County pursuant to NRS 361.300(3).
- III For possible action, approval of business license first readings:
  - A. **All Out Patio Solutions, LLC** - Contractor / 1920 Farm District Rd ~ Fernley, NV
  - B. **Environmental Air Systems, LLC**- General / 250 Swathmore Ave ~ High Point, NC
  - C. **Freedom Crane Service Corporation**- Contractor / 926 Desert Breeze Way ~ Fernley, NV
  - D. **Golden Bear Construction** - Contractor / 2100 Kings Canyon Road ~ Carson City, NV
  - E. **High Desert Electric, Inc.**- Contractor / 865 Selkirk Circle ~ Gardnerville, NV
  - F. **Katayama Steel, Y.K.** - General / Japan
  - G. **Mettler-Toledo, LLC** - General / 1900 Polaris Parkway ~ Columbus, OH
  - H. **Nexius Solutions Inc.** - Contractor / 2595 Dallas Parkway Ste. 300 ~ Frisco, TX
  - I. **Red's Fire and Flood** - Contractor / 2410 Walnut St. ~ Reno, NV
  - J. **Sideplate Systems, Inc.** - General / 25909 Pala Ste. 200 ~ Mission Viejo, CA
  - K. **Summit Millworks, LLC** - Contractor / 145 Isidor Ct Ste C ~ Sparks, NV
  - L. **Velex Inc.** - Contractor / 2595 Dallas Parkway Ste. 300 ~ Frisco, TX
  - M. **Veolia Es Technical Solutions, LLC** - General / 53 State St. ~ Boston, MA
  - N. **Clementine & Huckleberry's** - General / 11 N. C Street ~ Virginia City, NV
  - O. **Columbia Rubber LLC** - General / 14800 SE 82<sup>nd</sup> Dr. ~ Clackamas, OR
  - P. **Constanza Cleaning Service** - General / 455 E 5<sup>th</sup> Ave. ~ Sun Valley, NV
  - Q. **Correct Cryogenics Inc.** - Contractor / 15698 Boyle Ave ~ Fontana, CA
  - R. **3D Systems, Inc.** - General / 333 Three D Systems Circle ~ Rock hill, SC

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

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

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

Update from the Nevada Association of Counties (NACO) and activities from the 2019 legislative session by NACO Executive Director Dagny Stapleton.

10. **DISCUSSION/POSSIBLE ACTION:**

Regarding whether to opt out or remain in the Negotiation Class in the *In re National Prescription Opiate Litigation*, Case No. 1:17-md-2804 pending in the United States District Court for the Northern District of Ohio.

11. **PUBLIC HEARING (No Action):**

Public hearing to hear any objections to the proposed lease of County Property at 1705 Peru Drive to the TRI General Improvement District.

12. **DISCUSSION/POSSIBLE ACTION:**

Consideration and possible approval of Resolution 19-560 approving the lease of County-owned property at 1705 Peru Drive to the TRI General Improvement District and authorizing the chairman to sign said lease.

13. **WORKSHOP (No Action):**

Public workshop to discuss and receive comments on the proposed draft extension and modification of the franchise agreement between Storey County and Waste Management, Inc. (dba "Storey County Sanitation") for the collection of solid waste. Public comments and questions will be reviewed by the board before considering approval, denial, or amendment of the franchise agreement at a future board meeting.

14. **DISCUSSION/POSSIBLE ACTION:**

Acceptance of grant of easement from Joyce and Larry Herceg across their property for the purpose of constructing, reconstructing, maintaining, repairing, and servicing a water pipe and related equipment.

15. **DISCUSSION/POSSIBLE ACTION:**

Acceptance of Sierra Nevada Construction as the apparent low bidder for the 2019 Road Rehabilitation Project.

16. **DISCUSSION/POSSIBLE ACTION:**

Award of Contract for Propane Delivery to County Facilities.

17. **DISCUSSION/POSSIBLE ACTION:**

Storey County Proclamation for Flood Awareness Week, November 16-22, 2019.

18. **RECESS TO CONVENE AS THE STOREY WATER AND SEWER BOARD**

19. **DISCUSSION/POSSIBLE ACTION:**

Approval of Resolution #19-557 making changes to Water Rates for Service in Virginia City, Gold Hill and Silver City and Sewer Rates in Virginia City and Gold Hill.

20. **RECESS TO RECONVENE AS THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS**

21. **DISCUSSION/POSSIBLE ACTION:**

Consideration and possible approval of first reading of Ordinance 19-302 establishing the position of Director of Security/Bailiff in the government of Storey County.

22. **DISCUSSION/POSSIBLE ACTION:**

Approval of business license second readings:

A. **Burger King #27205** - General / 470 USA Parkway ~ Sparks, NV

B. **Four Winds-** General / 167 S. C Street ~ Virginia City, NV

C. **Freedom Forever Nevada, LLC-** Contractor / 43445 Business Park Dr. Ste. 110 ~ Temecula, CA

D. **Global Power Technologies, LLC** - General / 6525 The Corners Pkwy 102 ~ Peachtree Corners, GA

E. **Iron Mountain Information Mgmt LLC-** General / 165 Catron Dr. ~ Reno, NV

F. **Lindsey Family Investments LLC** - Contractor / 260 N. O St. ~ Virginia City, NV

G. **Most Wanted Drilling, LLC** - Contractor / 1516 W Stone Field Way Ste. 2 ~ Pleasant View, UT

H. **Symbia of Colorado, LLC** - General / 775 Waltham Way Ste. 105 & 107 ~ McCarran, NV

I. **Schmueser & Associates, LLC** - Contractor / 811 22 Road ~ Grand Junction, CO

J. **The V. C. Rolling Stoned Reader** - General / 609 Highland St. ~ Carson City, NV

K. **Thomas Brinkoetter** - Home Business / 21500 Sazarac ~ Reno, NV

L. **Truckee Mountain Home Center, Inc.** - Contractor / 11403 Brockway Rd. ~ Truckee, CA

M. **U.S. Metal Works, Inc.** - Contractor / 36370 Industrial Way ~ Sandy, OR

N. **California Industrial Rubber Co.** - General / 1095 Spice Island Dr. Ste. 103 ~ Sparks, NV

O. **Carneys Full Service Movers** - General / 1749 Victorian Avenue ~ Sparks, NV

P. **3D Concrete, LLC** - Contractor / 600 S. 21<sup>st</sup> St. ~ Sparks, NV

23. **PUBLIC COMMENT (No Action)**

24. **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](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](mailto:program.intake@usda.gov).

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**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 10/30/2019; 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:** November 5, 2019

**Estimate of time required:** 5 min.

**Agenda:** Consent ☐ Regular agenda ☒ Public hearing required ☐

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1. **Title:** Approval of minutes for October 1, 2019

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

3. **Prepared by:** Vanessa Stephens

**Department:** Clerk & Treasurer

**Telephone:** 775 847-0969

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

5. **Supporting materials:** Attached.

6. **Fiscal impact:** N/A

Funds Available:


Fund:

\_\_\_\_ Comptroller

7. **Legal review required:** N/A

\_\_\_\_ District Attorney

8. **Reviewed by:**

 Department Head

Department Name: Clerk & Treasurer

\_\_\_\_ County Manager

Other agency review: \_\_\_\_\_

9. **Board action:**

☐ Approved  
☐ Denied

☐ Approved with Modifications  
☐ Continued

Agenda Item No. 4



# STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, OCTOBER 1, 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 Keith Loomis, Sheriff Antinoro, Comptroller Hugh Gallagher, Interim Recorder Marney Martinez, Public Works Director Jason Wiezrbicki, Project Coordinator Mike Northan, Community Relations Director Cherie Nevin, Assistant Comptroller Jennifer McCain, Fire Marshal Martin Azevedo, VCTC Director Deny Dotson, Water/Sewer Project Manager Mike Nevin, IT Director James Deane, Fire Chief Jeff Nevin, Administrative Officer Jen Chapman, Communications Director Dave Ballard, Assessor Jana Seddon, 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 October 1, 2019.

Mr. Osborne requested items 15 and 16 be combined.

Public Comment: None

**Motion:** I move to approve Agenda for October 1, 2019, combining items 15 and 17, **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 September 3, 2019.

Public Comment: None

**Motion:** I move to approve Minutes for September 3, 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 claims in the amount of \$1,985,286.90.

II For possible action, approval of Interlocal Agreement with Washoe County Human Services Agency for Senior Nutrition Meals at the Lockwood Senior Center.

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

- A. Bonanno Concrete, Inc. - Contractor / 36 Glen Carran Circle ~ Reno, NV
- B. Fraternal Order of Eagles- Non-Profit / 36 N. B Street ~ Virginia City, NV
- C. Nevada ICF, LLC- Contractor / 1491 Serendipity Ct. ~ Sparks, NV
- D. Transport Refrigeration Services, Inc. - General / 2195 USA Parkway ~ McCarran, NV
- E. Chromatic Software Solutions, LLC- General / 748 S. Meadows Pkwy ~ Reno, NV
- F. Cybermetrics Corporation. - General / 1523 W. Whispering Wind Dr. ~ Phoenix, AZ

Public Comment: None

**Motion:** I move to approve the Consent Agenda for October 1, 2019, **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:

- Reported that Street Vibrations was rather quiet and uneventful.

Chairman McBride said Sheriff's deputies did a fine job with crowd control. The Fire side was busy with several incidents - they also did a great job.

### IT Director James Deane:

- In 2018 the County had everything audited from WiFi to public access. As a result, fire walls were updated and anti-virus was changed.
- Thank you Vanessa Stephens for her efforts in getting the Department of Homeland Security to actively scan the (County's) network from the outside. This first report has been received - the most comprehensive security report he has seen. The reports are done bi-weekly and there has not been a lot of major issues found. One issue found was the old exchange server, which is scheduled to be replaced. The fee is normally \$10,000 but Vanessa was able to get for free through the State level. Storey County is taking cyber-security very seriously.
- Working with Austin Osborne and Jen Chapman on Office 365 - they have been able to reduce the projected cost for exchange about 30% for this coming year (approximately \$20,000). Thank you to Fire Chief Nevin for transitioning off career and seasonals resulting in cost savings.

- County wide security is training is being looked at and we are working with the Office of Cyber-Security (State level), who provide resources to all Nevada counties. Cyber security training will be given to our users.
- Department heads have been asked to pass on to staff how well we really are doing with security. Security awareness has increased substantially.

**Water/Sewer Project Manager Mike Nevin:**

- Ames Construction will start this week addressing issues in the recent wastewater/sewer project. Mostly ground subsidence and pavement settling issues.
- The 30% drawing review has been completed for the Hillside Water Tank replacement project. The 60% drawings should be complete within the next few weeks. Because water storage volume is being increased, these tanks will be four times the amount of the current tanks. This creates a need to look into a "tank mixing operation". The mixing system is being designed by Farr West. This will be an "add on" cost, but is something that can't be overlooked.
- Since trenching has to be done from the outlet down to Hwy. 341, conduits for fiber and power will be added. This will provide option to someday remove antenna networks currently on top of the tanks.
- The original alignment will be maintained due to USDA concerns about going through undisturbed areas.
- Great Basin Consulting services will be the on-site archaeological monitor.
- The geo-technical site survey has been completed for the Hillside tanks. It was determined that additional investigation by a geologist is needed to look at potential for landslides.
- Site renderings have been completed by Farr West to be presented to the Comstock Historic District. The CHD and the BLM must approve the color selection for the tanks, the retaining wall, and any other issues related to the view-shed.
- Walk-through with Ames Construction and USDA is scheduled for the pipeline portion on October 15<sup>th</sup> to address any warranty issues found.

**Fire Marshal Martin Azevedo:**

- The Fire Prevention Trailer will be going to the schools during Fire Prevention week.
- With winter coming up, have furnaces checked, wood stoves and fireplaces cleaned. These are top areas for fires.

**Fire Chief Jeff Nevin:**

- ISO (Insurance Services Organization) recently did a review – a report will be sent to the Commission. He doesn't think the ratings will change much. This review is done every five years.
- Pile burning will open October 12 in Mark Twain and Painted Rock in conjunction with Lyon County. Permits available beginning today.
- The Fire Department was busy during Street Vibrations. There were two Care Flight calls at the same time.
- Transitioning in to fuel management season – working along the grade.

**Tourism Director Deny Dotson:**

- The community participation, led by Jeff Wood, in picking up garbage during Street Vibrations really helped out. This may be something to look at in the future.

- Virginia City special events do not wind down in September. There are a lot more things to come. This weekend's Outhouse Races will be held between Sutton & Union, with an overnight closure. Detours will be in place through B Street.
- Hauntober will include: line dancing at Pipers, parade, and Thomas the Train, along with other things.
- New lights will be purchased for Christmas – a lot of merchants and non-profits are signed up and involved in three weekends of Christmas on the Comstock.

**Administrative Officer Jen Chapman:**

- Working with the Comptroller and A&H Insurance on insurance renewal to insure all (County) real and personal property, and equipment, is insured – and things that don't need to be insured aren't.
- Department job descriptions are being updated. Job descriptions will be posted on-line on the County website.

**Community Relations Director Cherie Nevin:**

- Unveiling of the statute in Miners Park will be held October 25<sup>th</sup> at 11 AM.
- Saturday the County is hosting the Quad County exercise in TRI.
- The Virginia City sewer improvement project was discussed at the annual Public Works Association conference. The archaeological report has been approved by the National Park Service. We are working on a list of artifacts that were found and on displays that will probably be in the Slammer and Fourth Ward School museums.
- Annual flu vaccine clinics: October 2<sup>nd</sup> at Lockwood Community Center; October 3<sup>rd</sup> at Virginia City Senior Center; October 16<sup>th</sup> at Mark Twain Community Center (9:30 am to 11 am) and at Virginia City Highlands Fire Station (4:30 pm to 6:30PM).
- The State Superintendent of Public Education was in Virginia City touring the schools, holding a community forum after.

**Interim Recorder Marney Hansen-Martinez:**

- The historic records (1859 to 1974) imaging project should wind up in the next week or so.
- Attended Power I at NACO.
- The Recorder's Office is back to full staff with the hiring of Veronica Martinez.

**Deputy District Attorney Keith Loomis:**

- The Attorney General's Office has advised an Open Meeting Law complaint has been filed against the County, requesting response by October 11<sup>th</sup>. He does not anticipate any problems.

**County Manager Austin Osborne:**

- We continue to work with Linda Ritter developing a contract for her to work with the County on a Strategic Plan
- Along with Linda Ritter, met with Carson City Sheriff Ken Furlong going through his strategic plan, benchmarks, and score carding process he has. It was a great and interesting meeting and how he can analyze data relating to situations. It's an idea of what the County may want to build in a Strategic Plan, or something similar. The time Sheriff Furlong and Linda Ritter spent is greatly appreciated.
- Along with the Comptroller's Office, work is being done on a Capital Improvement Plan – looking at all five communities, being able to measure what budget monies are going in to the

communities, how much is being spent, what type of return is the County getting. This can be tied into the Strategic Plan.

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

**Commissioner Carmona:**

- Thank you to everyone who was out there this last weekend patrolling the town.

**8. DISCUSSION/POSSIBLE ACTION:** Approval of contract with Summit Food Service for providing meals for inmates.

Sheriff Antinoro said the previous service had raised shipping costs, so meals were being purchased locally from WalMart. Summit Food Service, one of two providing this service in this area, contacted the Sheriff. Using this company will be within the budget for this year. Sheriff requests approval of this contract.

Chairman McBride asked if the last contract expired.

Sheriff Antinoro: That contract was on a month to month basis.

Commissioner Carmona: What is the average cost of a meal?

Sheriff Antinoro: It is broken down in the contract - \$4.99 per meal.

Public Comment: None

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

**9. DISCUSSION/POSSIBLE APPROVAL:** 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.

Mr. Osborne explained based on the vacancy in the County Recorder's Office, the position of Interim Recorder was posted. Two letters of interest were received: one from Marney Martinez, the current Interim Recorder, and from Jim Hindle, applicant. It was not an easy decision. Marney Martinez is recommended – she has been the Deputy Recorder since 2013. The appointment will be through January 4, 2021 to align with the normal election cycle.

Public Comment:

**Jim Hindle, Virginia City resident:** Thank you for the opportunity. The Recorder's Office has a stellar reputation. Being on the Planning Commission, he is able to look forward to what is coming at the County – the development. Mr. Hindle discussed some of his experience with the Technology Committee of the (State) Senate. Storey County is an epicenter for technology. He explained and reviewed his interests in the County Recorder's Office and thanked the (County) for its consideration.

**Marney Hansen-Martinez, current Interim Recorder:** Ms. Martinez expressed her interest in the long-term appoint of this position. She has had the opportunity to get to know the greater functions of the office as well as manage and collaborate with other County Recorders. Ms. Martinez discussed the Tyler system that was set up last year. She would enjoy continuing in the position and thanked the Board for its consideration.

Commissioner Carmona asked if Ms. Martinez intended on running in the next election cycle. Whoever is appointed has to run for office – correct?

Chairman McBride: Yes, in the next election cycle.

Ms. Martinez: Yes, that is my intention.

Chairman McBride commented that he is happy to have more than one applicant for this position.

**Motion:** In accordance with the recommendation by staff, I Lance Gilman, motion to appoint Marney Hansen-Martinez, current Deputy Recorder, to fill the existing County Recorder vacancy in the Storey County Recorder's Office. The appointment will fill the vacancy until January 4, 2021, **Action:** Approve, **Moved by:** Vice Chairman Gilman,

Commissioner Carmona commented that both candidates are equally qualified and hopes that Mr. Hindle will run in January if he is still interested,

**Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**10. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of Memorandum of Understanding between Storey County and the Virginia Township Justice's Court regarding the handling of additional fees to be generated by the Court's adoption of new fees.

Deputy District Attorney Keith Loomis reviewed the background regarding a Justice Court's authority to establish its own fees. Judge Herrington is following other Justice Courts in asking for an order to impose additional fees for mental health evaluations and pretrial services. A Memorandum of Understanding is required to deal with the fees collected by the court. The fees will be put into a separate fund to be used for the additional fees.

Public Comment:  
None

**Motion:** I, Lance Gilman, move to approve the Memorandum of Understanding with the Virginia Township Justice Court and authorize the Chairman to sign, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**11. DISCUSSION/POSSIBLE ACTION:** Approval and acceptance of grant of easement from Joyce and Larry Herceg across their property in Washoe County for the purpose of constructing, maintaining, repairing, and servicing a water pipe and related equipment.

Mike Northan explained this item addresses the waterline failure that occurred under the Herceg's house. This item relinquishes the existing easement that was on the Herceg's property and grants the easement for the new location of the waterline.

Public Comment: None

**Motion:** I, Lance Gilman, move to approve and accept the grant of easement from Joyce and Larry Herceg across their property in Washoe County for the purpose of maintaining, repairing, and servicing a water pipe and related equipment, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**12. DISCUSSION/POSSIBLE ACTION:** Abandonment request (File 2019-042) to abandon a portion of unimproved Main Street right-of-way, located within Gold Hill. The right-of-way abandonment is approximately 25-feet in width and extends from the developed intersection at Main Street adjacent to the northern most point of APN 002-113-02 to the southern boundary of APN 002-111-08. The right-of-way abandonment is located adjacent to parcels owned by Storey County and the DuFresnes, adjacent to 2377 Main Street, Gold Hill, Storey County, Nevada and borders Assessor's Parcel Numbers (APNs) 002-111-07, 002-111-08 and 002-113-02.

Senior Planner Kathy Canfield reviewed this request for a roadway abandonment and gave a slide show presentation with an overview description of the property. The utility companies have nothing in this area. The abandonment will help facilitate the new Public Works sewer system. The Planning Commission heard this request, with one public comment. A driveway access easement will be recorded to allow access on an existing driveway to a residence. Planning Commission recommended approval.

Public Comment: None

**Motion:** In accordance with the recommendation by staff and the Planning Commission, the findings under section 3.A of the Staff Report, and in compliance with all Conditions of Approval, I, Lance Gilman, move to approve the abandonment of a portion of unimproved Main Street right-of-way, located within Gold Hill. The right-of-way abandonment is approximately 25 feet in width and extends from the developed intersection at Main Street adjacent to the northern most point of APN 002-113-02 to the southern boundary of APN 002-111-008. The right-of-way abandonment is located adjacent to parcels owned by Storey County and the DuFresnes, adjacent to 2377 Main Street, Gold Hill, Storey County, Nevada and borders Assessor's Parcel Numbers (APNs) 002-111-07, 002-111-08, and 002-113-02, **Action:** Approve, **Moved by:** Vice Chairman Gilman,

Ms. Canfield read the Findings of Fact:

This approval is to abandon a portion of unimproved Main Street right-of-way, located within Gold Hill. The right-of-way abandonment is approximately 25-feet in width and extends from the developed intersection at Main Street adjacent to the northern most point of APN 002-113-02 to the southern boundary of APN 002-111-08. The right-of-way abandonment is located adjacent to parcels owned by the Storey County and the DuFresnes, adjacent to 2377 Main Street, Gold Hill, Storey County, Nevada and borders Assessor's Parcel Numbers (APNs) 002-111-07, 002-111-08 and 002-113-02.

The Abandonment complies with NRS 278.480 relating to Abandonment of a street or easement.

The Abandonment complies with all Federal, State, and County regulations pertaining to vacation or abandonment of streets or easements, including NRS 278.240.

The Abandonment will not impose substantial adverse impacts or safety hazards on the abutting properties or the surrounding vicinity.

The Abandonment will not cause the public to be materially injured by the proposed abandonment.

The conditions of approval for the requested Abandonment do not conflict with the minimum requirements in Storey County Code Chapters 17.12.090, General Provision - Access and Right-of-Ways, or any other Federal, State, or County regulations.

**Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**13. DISCUSSION/POSSIBLE ACTION:** Zone Map Amendment request (File 2019-029) to rezone two Commercial- Residential (CR) zoned parcels, and a portion of abandoned right-of-way between the two parcels, to Public (P) zoning. The existing parcels have been owned by Storey County since 1993/94 and are either vacant or are associated with the Gold Hill wastewater system. No modifications to the existing conditions are proposed with this zone map amendment application. The property is located at 2377 Main Street, Gold Hill, Storey County, Nevada, and has Assessor's Parcel Numbers 002-111-08 and 002-113-02.

Ms. Canfield reviewed this request. When the Zoning Code was adopted in 1999, the referenced parcels should have been zoned as public-type zone - this was an oversight. This re-zoning is for the parcel just approved to be abandoned, plus the two parcels owned by the County. Ms. Canfield reviewed the zoning map shown in the power-point. There are other public properties in the area. Staff and the Planning Commission recommend approval of the zoning change.

Public Comment: None

Ms. Canfield read the Findings of Fact:

The proposed Zone Map Amendment complies with all Federal, Nevada State, and Storey County regulations;

The proposed Zone Map Amendment will not impose substantial adverse impacts or safety hazards on the abutting properties;

The conditions of approval of the Zone Map Amendment require compliance with the applicable codes;

The conditions of approval of the Zone Map Amendment do not conflict with the minimum requirements in Chapter 17.15 P Public Zone or Chapter 17.03.220 Zone map amendments and zone text amendments;

The uses allowed by the new zone do not appear to cause substantial adverse impacts to the uses allowed in abutting zones;

The proposed Zone Map Amendment is in substantial compliance with and supports the goals, objectives and recommendations of the 2016 Storey County Master Plan;

The proposed Zone Map Amendment will provide for land uses compatible with existing adjacent land uses and will not have detrimental impacts to other properties in the vicinity;

The proposed Zone Map Amendment will not cause uses that will negatively impact existing or planned public services or facilities and will not adversely impact the public health, safety and welfare;

The proposed Zone Map Amendment will not create any non-conforming conditions, such as non-conforming setbacks distances or minimum parcel area and width requirements.

**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 Planning Commission, and in compliance with the conditions of approval, I, Lance Gilman, move to approve Zone Map Amendment (File 2019-029) to rezone two Commercial-Residential (CR) zoned parcels, and a portion of abandoned right-of-way between the two parcels, to Public (P) zoning. The existing parcels have been owned by Storey County since 1993/94 and are either vacant or are associated with the Gold Hill wastewater system. No modifications to the existing conditions are proposed with this zone map amendment application. The property is located at 2377 Main Street, Gold Hill, Storey County, Nevada, and has Assessor's Parcel Numbers 002-111-08 and 002-113-02, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**14. DISCUSSION/POSSIBLE ACTION:** Special Use Permit request (2019-030) to replace the existing sewage septic system with a surface discharge package wastewater treatment plant facility. The facility includes an approximate 40-foot by 60-foot building and associated driveway, parking area and fencing. The property is owned by Storey County and is located at 2377 Main Street, Gold Hill, Storey County, Nevada, Assessor's Parcel Number (APN) 002-111-08 and 002-113-02.

Kathy Canfield explained this is the third portion of this project. The Special Use Permit is for replacement of the existing septic system with surface discharge package wastewater treatment plant. The new plant will be contained within a single building. Ms. Canfield reviewed the power point showing the existing area and proposed building. Several different options were considered. The building will serve the current 27 residents on the system. At this time, no additional hookups to the site can be provided because of funding. The Comstock Historic District has approved the preliminary design of the building. It will be designed to in a mechanical system if needed. The Planning Commission approved.

Commissioner Carmona asked what the mechanical system is or would be, and can it be added.

Ms. Canfield: Right now nothing additional can be added due to funding. The building has been designed so it could be added on to.

Mike Nevin thanked Ms. Canfield for her efforts on this project. The existing building will house the package plant with the ability to add 6 to 8 hookups. However, existing USDA funding cannot be used to do that. It would be at homeowner's expense if requesting to hook up into the Gold Hill main at the small treatment facility. The plant is anticipated to be 12,000 gallons per day. To expand in the future, would probably require additional approvals from NDEP. Currently, we're up against the Clean Water Act requirement and the fact that Gold Canyon Creek enters the Carson watershed and river.

Mr. Osborne clarified that 7 or 8 additional (hookups) go into this plant, it's at capacity. If 30 or more homes were to be built in Gold Hill, there would have to be an expansion of the plant. The plant could be expanded, but with substantial work.

Vice Chairman Gilman thanked staff - when this process started, the surrounding neighbors were very concerned with the impact of this project. It's commendable that there is now no opposition and everyone seems to be in agreement.

Ms. Canfield read the Findings of Fact:

This approval is for Special Use Permit 2019-030 to replace the existing sewage septic system with a surface discharge package wastewater treatment plant facility. The facility includes an approximate 40-foot by 60-foot building and associated driveway, parking area and fencing. The property is owned by Storey County and is located at 2377 Main Street, Gold Hill, Storey County, Nevada, Assessor's Parcel Number (APN) 002-111-08 and 002-113-02.

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 Gold Hill portion of the 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 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 Lance Gilman, move to approve Special Use Permit 2019-030 to replace the existing sewage septic system with a surface discharge package wastewater treatment plant facility. The facility includes an approximate 40-foot by 60-foot building and associated driveway, parking area and fencing. The property is owned by Storey County and is located at 2377 Main Street, Gold Hill, Storey County, Nevada, Assessor's Parcel Number (APN) 002-111-08 and 002-113-02, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**15. DISCUSSION/POSSIBLE ACTION:** Special Use Permit request (File 2019-039) to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-291-02, located in Section 1, Township 17 North, Range 22 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates.

Ms. Canfield said this application was approved in 2017. The Permit has expired and applicant has asked to renew. The conditions are the same as before with the exception that applicant is requesting that each parcel have its own permit. Ms. Canfield described the property as shown on a power-point presentation. The property is in the Mark Twain Estates area. The applicant has been working with Lyon County on several accesses to the area. Adjacent property owners were noticed – no concerns were expressed. The Planning Commission recommended approval for both applications.

Public Comment:

**Tom Zachary:** Has concerns with the roads in the area and wants to be sure that no one is going to lose access to the roads. He commented about a recent lawsuit over Sutro Springs Road. There are roads where this project is located on the same map used to prove Sutro Springs Road was a public road. He referred to the road that was on all maps and then was removed. He explained how notification was done in that Sutro Springs Road issue.

Chairman McBride commented that this is ancient history.

Mr. Zachary said a lot of the roads are ancient history. He explained the cost of the lawsuit and how it affected him.

Mr. Osborne explained this was discussed at the Planning Commission. This item is not looking at a map or map change, subdivision, or anything that would change the status of any roads existing on the subject properties. Mr. Zachary is saying there may be historic routes across these properties the maybe he or others had the right to use. This is not an argument either way. A meeting was held to discuss a comprehensive road inventory in the County for this purpose – to be able to identify roads in the County that may have RS2477 status, or other rights. This is what will be done to remedy any problems – it is not being talked about today.

Ms. Canfield read the Findings of Fact:

This approval is for Special Use Permit 2019-039 to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-291-02, located in Section 1, Township 17 North, Range 22 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates.

The Special Use Permit conforms to the 2016 Storey County Master Plan for the Transition from Resources to Industrial designated area in which the subject property is located. A discussion supporting this finding for the Special Use Permit is provided in Section 2.D of this staff report and the contents thereof are cited in an approval of this Special Use Permit. The Special Use Permit complies with the general purpose, goals, objectives, and standards of the county master plan, the zoning ordinance and any other plan, program, map or ordinance adopted, or under consideration pursuant to the 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 Special Use Permit 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, with the recommended conditions of approval, complies with the requirements of Chapters 17.03.150 – Special Use Permit, 17.12 – General Provisions, and 17.34 – Light Industrial 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 2019-039 to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-291-02, located in Section 1, Township 17 North, Range 22 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**16. DISCUSSION/POSSIBLE ACTION:** Special Use Permit request (File 2019-040) to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-181-02, located in Section 31, Township 18 North, Range 23 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates.

Items 15 and 16 were combined.

Ms. Canfield read the Findings of Fact:

This approval is for Special Use Permit 2019-040 to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-181-02, located in Section 31, Township 18 North, Range 23 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates.

The Special Use Permit conforms to the 2016 Storey County Master Plan for the Transition from Resources to Industrial designated area in which the subject property is located. A discussion supporting this finding for the Special Use Permit is provided in Section 2.D of this staff report and the contents thereof are cited in an approval of this Special Use Permit. The Special Use Permit complies with the general purpose, goals, objectives, and standards of the county master plan, the zoning ordinance and any other plan, program, map or ordinance adopted, or under consideration pursuant to the 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 Special Use Permit 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, with the recommended conditions of approval, complies with the requirements of Chapters 17.03.150 - Special Use Permit, 17.12 - General Provisions, and 17.34 Light Industrial Zone.

**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, Lance Gilman, move to approve Special Use Permit 2019-040 to construct an approximately 5 to 170 megawatt utility-scale ground mounted solar photovoltaic power generating facility using solar panel array technology with associated equipment storage buildings, office and watchman's dwelling on APN 004-181-02, located in Section 31, Township 18 North, Range 23 East, MDBM. The property is located along the Storey County/Lyon County boundary northeast of Mark Twain Estates, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary: Yes=3)**

**17. DISCUSSION/POSSIBLE ACTION:** Approval of business license second readings:

- A. 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
- G. A & J Paving - Contractor / 1490 Cherokee Trail ~ Reno, NV
- H. Big Johnson Construction, LLC - Contractor / 138 West St. ~ Ft. Morgan, CO
- I. Burke Roofing, Inc. - Contractor / 109 Shadow Mountain Dr ~ Fernley, NV
- J. E & M Contracting, LLC - Contractor / 4880 Donovan Way ~ N. Las Vegas, NV
- K. Gerhardt & Berry Construction, Inc. - Contractor / PO Box 51749 ~ Sparks, NV
- L. Phillip Joel Kasper - Contractor / 3131 Oreana Dr ~ Carson City, NV

M. Qumulo, Inc. – General / 1501 4th Avenue Ste. 1600 ~ Seattle, WA  
N. Sick Inc. – General / 6900 W 110th St. ~ Bloomington, MN  
O. Wetzel Tank Construction CO, Inc. – Contractor / 105 W Cherokee St. ~ Southwest City, MO  
P. Capital Machinery Systems, Inc. – General / 3207 Angle Road ~ Pendleton, IN  
Q. Centimark Corporation – Contractor / 1010 Winding Creed Rd. Ste. 130 ~ Roseville, CA

On behalf of Community Development, Mr. Osborne recommended approval of items A. through Q.

Public Comment: None

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

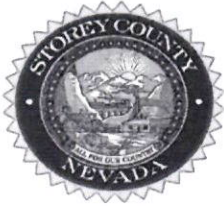
**18. PUBLIC COMMENT (No Action)** None

**19. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA**

The meeting was adjourned by the Chair at 11:35 AM

Respectfully submitted,

By: Vanessa Stephens  
Vanessa Stephens Clerk-Treasurer



## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** November 5, 2019

**Estimate of time required:** 5 min.

**Agenda:** Consent ☐ Regular agenda ☒ Public hearing required ☐

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1. **Title:** Approval of minutes for October 15, 2019

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

3. **Prepared by:** Vanessa Stephens

**Department:** Clerk & Treasurer

**Telephone:** 775 847-0969

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

5. **Supporting materials:** Attached.

6. **Fiscal impact:** N/A

Funds Available:

Fund:

\_\_\_\_ Comptroller

7. **Legal review required:** N/A

\_\_\_\_ District Attorney

8. **Reviewed by:**

☒ Department Head

Department Name: Clerk & Treasurer

\_\_\_\_ County Manager

Other agency review: \_\_\_\_\_

9. **Board action:**

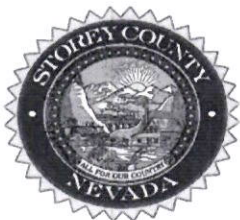
☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued

Agenda Item No. 5



# STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, OCTOBER 15, 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 Keith Loomis, Comptroller Hugh Gallagher, Interim Recorder Marney Martinez, Assistant Comptroller Jennifer McCain, Deputy Director Community Chest Michael Ann Lazzarino

### **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 October 15, 2019.

Public Comment: None

**Motion:** I move to approve Agenda for October 15, 2019, **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 September 17, 2019.

Public Comment: None

**Motion:** I move to approve Minutes for September 17, 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 claims in the amount of \$1,033,945.98.
- II For possible action, approval and acceptance of an Emergency Management Performance Grant award administered through the State of Nevada Division of Emergency Management in the amount of \$17,807.00 for Storey County Emergency Management Personnel costs and authorization for Austin Osborne, Cherie Nevin, and or Joe Curtis to sign all associated grant documentation.
- II For possible action, approval of Justice Court Quarterly Report.
- III For possible action, approval of business license first readings:
- A. **Burger King #27205** - General / 470 USA Parkway ~ Sparks, NV
  - B. **Four Winds**- General / 167 S. C Street ~ Virginia City, NV
  - C. **Freedom Forever Nevada, LLC**- Contractor / 43445 Business Park Dr. Ste. 110 ~ Temecula, CA
  - D. **Global Power Technologies, LLC** - General / 6525 The Corners Pkwy 102 ~ Peachtree Corners, GA
  - E. **Iron Mountain Information Mgmt LLC**- General / 165 Catron Dr. ~ Reno, NV
  - F. **Lindsey Family Investments LLC** - Contractor / 260 N. O St. ~ Virginia City, NV
  - G. **Most Wanted Drilling, LLC** - Contractor / 1516 W Stone Field Way Ste. 2 ~ Pleasant View, UT
  - H. **Symbia of Colorado, LLC** - General / 775 Waltham Way Ste. 105 & 107 ~ McCarran, NV
  - I. **Schmueser & Associates, LLC** - Contractor / 811 22 Road ~ Grand Junction, CO
  - J. **The V. C. Rolling Stoned Reader** - General / 609 Highland St. ~ Carson City, NV
  - K. **Thomas Brinkoetter** - Home Business / 21500 Sazarac ~ Reno, NV
  - L. **Truckee Mountain Home Center, Inc.** - Contractor / 11403 Brockway Rd. ~ Truckee, CA
  - M. **U.S. Metal Works, Inc.** - Contractor / 36370 Industrial Way ~ Sandy, OR
  - N. **California Industrial Rubber Co.** - General / 1095 Spice Island Dr. Ste. 103 ~ Sparks, NV
  - O. **Carneys Full Service Movers** - General / 1749 Victorian Avenue ~ Sparks, NV
  - P. **3d Concrete, LLC** - Contractor / 600 S. 21<sup>st</sup> St. ~ Sparks, NV

Public Comment: None

**Motion:** I move to approve the Consent Agenda for October 15, 2019, **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 Deputy Director Community Chest, Michael Anne Lazzarino:

- A soft opening was held for the Early Childhood Development Center – 8 children are enrolled out of the 18 that will be able to enroll. The program is for children 2 to 5 years old.

### Assistant Comptroller Jennifer McCain:

- The Comptroller's Office has moved into its new offices at the cottage.

- The office is moving into another phase of the Tyler Incode system. The employee portal has been opened up allowing access to information such as past pay statements, W-2's, and to input address changes and other information.

**Comptroller Hugh Gallagher:**

- Meeting with the outside auditor to provide him with instructions and information on the Tyler system.

**County Manager Austin Osborne:**

- The Strategic Plan schedule is moving forward:
  1. November 19 - Department Head meeting with Linda Ritter, and consideration of contract with Ms. Ritter to provide a Strategic Plan, at the Board meeting.
  2. December 3 - If the Board has approved the contract, the kick-off of the Strategic Plan will be presented to the Board.
  3. Between December 3 and January 21 - the community and department heads will be able to look at what the Board has directed
  4. Between January and April or May - Outside community workshops will be held working on goals and objectives for the Strategic Plan. Ultimately coming back to the Board for adoption.
- The County now has a Burger King as noted in the Business Licenses on the agenda today. It is located on USA Parkway.

On behalf of Project Coordinator, Mike Northan - Mr. Osborne reported:

- Divide Building is still in design with delivery date of October 24 standing. After review, required advertising will begin November 15. Bid openings will follow.
- Duck Hill easement docs have been signed and will be presented to the Board on November 5.
- Work at the Cottage is complete and tenants have moved in. No problems so far.
- Issues with the lead abatement at the VCTC have been resolved. Waiting for the contractor to submit a revised scope of work for SHPO approval in order to proceed.
- Met again with owner and realtor of the subject property on the Six Mile Canyon Drainage Improvement Project. Easement documents will be prepared and process can begin.
- Mr. Northan is attending a meeting at NDOT regarding a Traffic System Asset Management Program. Along with a program put together by Carson City, the County should be out in front of traffic system management as traffic grows along USA Parkway. Features will include, traffic system standardization with surrounding counties, uniform equipment and repair/maintenance procedures, coordination with emergency services, equipment lifetime analysis, and GIS compatible database for all traffic signal assets.

Mr. Osborne said Community Services Director, Cherie Nevin is out today doing warranty inspections of the water and sewer plant with USDA representatives.

On behalf of Jason Weizrbicki, Public Works Director: Culvert work in Mark Twain is going well with work continuing to the west.

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

**Commissioner Carmona:**

- Attended the Art Opening at St. Mary's - compliments to Erika Perry.

- Congratulations to the football team. It was a great Homecoming Week.

**Vice Chairman Gilman:**

- Virginia Range Wildhorse Protective Association (VRWPA) has scheduled a public town hall meeting at the VC Conference Center on Tuesday, October 22<sup>nd</sup>, 6PM. This meeting is being held to explain what VRWPA is and does, as well as what residents can do when it comes to horse issues.

**Chairman McBride:**

- Street Vibrations was cut short on Saturday due to weather.
- The Outhouse Races the following weekend was a huge success.
- Introduced Dr. Kyle Dalpe, Vice President at Western Nevada College, who was in attendance.

**8. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of Resolution No. 19-558 providing notice of a proposed lease of County property located at 1705 Peru Drive in the Tahoe Reno Industrial Center to the TRI General Improvement District (TRIGID) in return for a monthly rental of \$900.00 and for tenant improvements, the cost of which will be credited against the rent.

Vice-Chairman Gilman recused himself from discussion and vote on this item.

Mr. Loomis said the TRIGID has requested use of space in this County building and has agreed to enter into a lease agreement with the County. Because the TRIGID is a government entity, an approved resolution is required giving notice of the proposed lease published in a local newspaper. The monthly rent will be \$900, to be credited against approximately \$12,000 of tenant improvements put in by the GID. This has been done with Ames Construction renting space in the building.

Mr. Osborne explained there is no type of involvement with the GID and the governance of the County – the same as with other entities renting space at this building.

Public Comment: None

Mr. Loomis read the title: A Resolution declaring intention of Storey County to lease real property and improvements located at 1705 Peru Drive in the Tahoe Reno Industrial Center located in Storey County, Nevada.

**Motion:** I, Jay Carmona, move to approve Resolution No. 19-558 to provide notice of a proposal to rent County property located at 1705 Peru Drive to the TRIGID, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

**9. DISCUSSION/POSSIBLE APPROVAL:** Amend Franchise Agreement between Storey County and Waste Management, Inc. (dba "Storey County Sanitation") for the collection of solid waste to extend the existing agreement expiration date from November 1, 2019, to November 30, 2019, for the purpose of facilitating continued contract negotiations between the parties. This action will cause no changes to the remaining provisions of the contract.

Mr. Osborne explained this will amend the current Franchise Agreement with Waste Management for trash pickup – it has nothing to do with the landfill. The Agreement expires October 30, 2019, additional time is needed for negotiation. Currently, customer rates and services are being looked at - commercial uses at TRIC and residential uses across the County along with franchise fees. Potential help in the Lockwood Community on various issues is being discussed.

Existing terms of the contract will not change during the extension period – no COLA or anything will be added to rate payers at this time.

Public Comment: None

**Motion:** I, Lance Gilman, motion to amend the Franchise Agreement between Storey County and Waste Management dba Storey County Sanitation, for the collection of solid waste, to extend the existing agreement expiring date November 1, 2019 to November 30, 2019, for the purpose of facilitating continued contact negotiation between the parties. This action will cause no changes to the remaining provisions of the contract, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**10. DISCUSSION/POSSIBLE ACTION:** Appointment of Storey County representative and alternate representative to serve on the Nevada State Land Use Planning Advisory Council (SLUPAC) representing Storey County's local and regional interests in land use planning, and other related considerations.

Mr. Osborne explained that his term on SLUPAC will expire at the end of the year. He is recommending Kathy Canfield be appointed to take his term on the Council. Mr. Osborne will retain status as the alternate. The term will start January 2020 – after Board approval this will go to the Governor's Office for consideration.

Chair McBride commented Ms. Canfield is very competent and will do a terrific job.

Public Comment: None

**Motion:** I, Lance Gilman motion to appoint Senior Planner Kathy Canfield to serve as the Storey County primary representative, and County Manager Austin Osborne to serve as the alternate representative to the Nevada State Land Use Planning Advisory Council (SLUPAC), effective on the expiration of Austin Osborne's regular term on or about December 31, 2019. Until the appointment process of Kathy Canfield is complete, or Austin Osborne's term expires, whichever comes first, Austin Osborne will continue to serve as the primary representative, and Kathy Canfield will continue to serve as the alternate representative on the SLUPAC Board, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

**11. DISCUSSION/POSSIBLE ACTION:** Approval of business license second readings:

- A. Bonanno Concrete, Inc. - Contractor / 36 Glen Carran Circle ~ Reno, NV**
- B. Fraternal Order of Eagles- Non-Profit / 36 N. B Street ~ Virginia City, NV**
- C. Nevada ICF, LLC- Contractor / 1491 Serendipity Ct. ~ Sparks, NV**

- D. Transport Refrigeration Services, Inc.** – General / 2195 USA Parkway ~ McCarran, NV  
**E. Chromatic Software Solutions, LLC**– General / 748 S. Meadows Pkwy ~ Reno, NV  
**F. Cybermetrics Corporation.** – General / 1523 W. Whispering Wind Dr. ~ Phoenix, AZ

On behalf of Community Development, Mr. Osborne recommended approval of items A. through F.

Public Comment: None

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

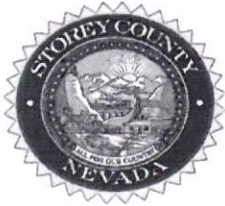
**12. PUBLIC COMMENT (No Action)** None

**13. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA**

The meeting was adjourned by the Chair at 10:20 AM

Respectfully submitted,

By: Vanessa Stephens  
Vanessa Stephens Clerk-Treasurer



## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** 11/05/2019

**Estimate of time required:** 0 min

**Agenda:** Consent ☒ Regular agenda ☐ Public hearing required ☐

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For possible action, approval of claims in the amount of \$2,308,490.32.

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

3. **Prepared by:** V Stephens

**Department:** Clerk/Treasurer

**Telephone:** 775 847-0969

4. **Staff summary:** Please find attached the claims

5. **Supporting materials:** Attached

6. **Fiscal impact:**

Funds Available: NA

Fund: NA

\_\_NA\_\_ Comptroller

7. **Legal review required:**

\_\_NA\_\_ District Attorney

8. **Reviewed by:**

\_\_\_\_ Department Head

Department Name: Comptroller

\_\_\_\_ County Manager

Other agency review: \_\_\_\_\_

9. **Board action:**

☐ Approved

☐ Approved with Modifications

☐ Denied

☐ Continued

Agenda Item No. 6I



# Payroll Check Register Report Summary

Pay Period: 9/30/2019-10/13/2019

Packet: PRPKT00473 - 2019-10-18 Payroll cw  
Payroll Set: Storey County - 01

Type	Count	Amount
Regular Checks	3	5,394.83
Manual Ghecks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	163	317,907.95
<b>Total</b>	<b>166</b>	<b>323,302.78</b>

Approved by the Storey County Board of Commissioners:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Comptroller

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date



# Vendor History Report

## By Vendor Name

Posting Date Range - 10/18/2019  
Payment Date Range 10/18/2019 -

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Account Name	Payment Date	Amount	Shipping Dist Amount	Tax	Discount	Net	Payment
Vendor Set: 01 - Storey County Vendors														
405424 - Optum Bank, Member FDIC														
INV0007426	HSA Contributions	0.00	0.00	10/18/2019	001-29506-000	DFT0000358	10/18/2019	Insurances	11,303.68	0.00	0.00	0.00	11,303.68	11,303.68
									11,303.68					
Vendors: (1)									11,303.68	0.00	0.00	0.00	11,303.68	11,303.68
Total 01 - Storey County Vendors:									11,303.68	0.00	0.00	0.00	11,303.68	11,303.68
Vendors: (1)									11,303.68	0.00	0.00	0.00	11,303.68	11,303.68
Report Total:									11,303.68	0.00	0.00	0.00	11,303.68	11,303.68



# Check Register

Packet: APPKT01257 - 2019-10-18 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	10/18/2019	EFT	0.00	116,570.07	10055
404869	SCSO EMPLOYEES ASSOCIATIO	10/18/2019	EFT	0.00	547.00	10056
300007	USAA 529 College Savings Plans	10/18/2019	EFT	0.00	50.00	10057
300003	AFLAC	10/18/2019	Regular	0.00	1,226.50	97438
300008	AFSCME Union	10/18/2019	Regular	0.00	606.29	97439
405519	Cigna Health and Life Insurance Cor	10/18/2019	Regular	0.00	6,415.75	97440
300001	Colonial Life & Accident	10/18/2019	Regular	0.00	111.69	97441
404704	DVM INSURANCE AGENCY	10/18/2019	Regular	0.00	141.26	97442
405264	FIDELITY SEC LIFE INS CO	10/18/2019	Regular	0.00	70.75	97443
300011	Nevada State Treasurer	10/18/2019	Regular	0.00	4.00	97444
103233	PUBLIC EMPLOY RETIREMENT SYSTEM	10/18/2019	Regular	0.00	46.66	97445
300010	State Collection & Disbursement Un	10/18/2019	Regular	0.00	197.70	97446
300006	Storey Co Fire Fighters Assoc	10/18/2019	Regular	0.00	1,300.00	97447
404639	VOYA RETIREMENT INS	10/18/2019	Regular	0.00	8,196.50	97448
300005	Washington National Ins	10/18/2019	Regular	0.00	518.99	97449

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	21	12	0.00	18,836.09
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	8	3	0.00	117,167.07
	29	15	0.00	136,003.16

Approved by the Storey County Board of Commissioners:

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

**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
999	Pooled Cash Account	10/2019	136,003.16
			<u>136,003.16</u>



# Check Register

Packet: APPKT01247 - 2019-10-11 AP Payment cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
404671	PORTER GROUP LLC	10/11/2019	EFT	0.00	6,000.00	10054
10050	ADVANCED DATA SYSTEMS INC	10/11/2019	Regular	0.00	1,808.00	97284
405684	Affordable Office Solutions, Inc	10/11/2019	Regular	0.00	5,597.00	97285
101589	AIRGAS NCN INC	10/11/2019	Regular	0.00	525.49	97286
99871	ALL CLEAR FIRE TRAINING &	10/11/2019	Regular	0.00	2,040.00	97287
403795	ALPINE LOCK INC	10/11/2019	Regular	0.00	189.50	97288
100135	ALSCO INC	10/11/2019	Regular	0.00	256.96	97289
403651	ARC HEALTH AND WELLNESS	10/11/2019	Regular	0.00	566.91	97290
404420	ARCADIA PUBLISHING INC	10/11/2019	Regular	0.00	508.55	97291
405332	Battle Born Digital Media and Marke	10/11/2019	Regular	0.00	334.05	97292
101605	BERRY ENTERPRISES	10/11/2019	Regular	0.00	1,811.42	97293
405674	Beverly, Cole	10/11/2019	Regular	0.00	500.00	97294
100430	BOARD OF REGENTS (COMPT)	10/11/2019	Regular	0.00	6,875.00	97295
404634	BRANDON, RUSSELL D	10/11/2019	Regular	0.00	60.00	97296
403671	BURRELL, SCOTT LEWIS	10/11/2019	Regular	0.00	576.00	97297
100476	BURTON'S FIRE INC	10/11/2019	Regular	0.00	94.76	97298
100463	BUSINESS & PROFESSIONAL COLLEC	10/11/2019	Regular	0.00	236.49	97299
403924	BUSINESS SERVICES & DEVEL	10/11/2019	Regular	0.00	292.50	97300
10035	C & W LOCK, GLASS & SAFE	10/11/2019	Regular	0.00	9.00	97301
99763	CANYON GENERAL IMPROVEMENT I	10/11/2019	Regular	0.00	52.55	97302
404206	CAPITAL SANITATION CO	10/11/2019	Regular	0.00	1,268.13	97303
404216	CARSON VALLEY OIL CO INC	10/11/2019	Regular	0.00	4,783.04	97304
99720	CASELLE INC	10/11/2019	Regular	0.00	202.00	97305
403635	CENTRAL SANITARY SUPPLY	10/11/2019	Regular	0.00	308.43	97306
405357	City of Carson	10/11/2019	Regular	0.00	21.57	97307
100505	CITY OF CARSON TREASURER	10/11/2019	Regular	0.00	50.00	97308
405060	CLEAR CHANNEL OUTDOOR	10/11/2019	Regular	0.00	225.00	97309
405134	CMC TIRE INC	10/11/2019	Regular	0.00	255.50	97310
100655	COMMUNITY CHEST INC	10/11/2019	Regular	0.00	61,124.99	97311
99652	COMSTOCK CHRONICLE (VC)	10/11/2019	Regular	0.00	144.00	97312
100660	COMSTOCK COMMUNITY TV INC	10/11/2019	Regular	0.00	405.00	97313
403887	COMSTOCK GOLD MILL LLC	10/11/2019	Regular	0.00	55.50	97314
403677	CORELOGIC INC	10/11/2019	Regular	0.00	561.00	97315
404060	CREATIVE CONCEPTS MEDIA +	10/11/2019	Regular	0.00	3,333.34	97316
404466	DAIOHS USA INC	10/11/2019	Regular	0.00	436.76	97317
405648	Dianne S. Drinkwater PC	10/11/2019	Regular	0.00	1,412.50	97318
403722	DPBH-ENVIRONMENTAL HEALTH	10/11/2019	Regular	0.00	16,654.05	97319
404547	ELLIOTT AUTO SUPPLY INC	10/11/2019	Regular	0.00	1,001.59	97320
405211	ENERSPECT MEDICAL SOL	10/11/2019	Regular	0.00	492.98	97321
405008	ERICKSON THORPE & SWAINSTON L	10/11/2019	Regular	0.00	12,594.35	97322
405180	FAIN, JESSICA	10/11/2019	Regular	0.00	178.51	97323
403216	FARR WEST ENGINEERING	10/11/2019	Regular	0.00	80,731.60	97324
405675	Ferrari Club of America	10/11/2019	Regular	0.00	500.00	97325
403975	FERRELLGAS LP	10/11/2019	Regular	0.00	241.83	97326
102818	GFOA	10/11/2019	Regular	0.00	300.00	97327
101899	GRAINGER	10/11/2019	Regular	0.00	425.26	97328
100856	GRANITE CONSTRUCTION CO	10/11/2019	Regular	0.00	1,442.40	97329
103470	GREAT BASIN TERMITE & PES	10/11/2019	Regular	0.00	125.00	97330
404267	GREENLUND, GARY	10/11/2019	Regular	0.00	121.03	97331
404394	GTP INVESTMENTS LLC	10/11/2019	Regular	0.00	424.86	97332
404778	HAT, LTD	10/11/2019	Regular	0.00	4,097.77	97333
102983	HD SUPPLY FACIL MAINT LTD	10/11/2019	Regular	0.00	882.19	97334
405603	Hegne, Barbara Anne	10/11/2019	Regular	0.00	267.00	97335
403040	HENRY SCHEIN	10/11/2019	Regular	0.00	1,041.67	97336

## Check Register

Packet: APPKT01247-2019-10-11 AP Payment cw

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
404980	HIGH SIERRA BUSINESS	10/11/2019	Regular	0.00	2,911.68	97337
100826	HISTORIC FOURTH WARD SCHOOL F	10/11/2019	Regular	0.00	30,281.00	97338
404742	HUMANA HEALTH CARE PLANS	10/11/2019	Regular	0.00	63.47	97339
405360	Huntington, Elizabeth L.	10/11/2019	Regular	0.00	96.00	97340
102564	HYDRAULIC INDUSTRIAL SERV	10/11/2019	Regular	0.00	48.18	97341
404328	INTERCEPT INC	10/11/2019	Regular	0.00	208.00	97342
100885	IRON MOUNTAIN INFO MGT IN	10/11/2019	Regular	0.00	295.45	97343
403834	IT1 SOURCE LLC	10/11/2019	Regular	0.00	1,791.65	97344
404771	ITS MY COMMUNITY STORE	10/11/2019	Regular	0.00	81.62	97345
404583	JAMES C MCLENNAN MDPC	10/11/2019	Regular	0.00	500.00	97346
103317	JBP LLC	10/11/2019	Regular	0.00	847.13	97347
101040	L N CURTIS & SONS	10/11/2019	Regular	0.00	130.00	97348
404557	LIBERTY ENGINE CO NO 1	10/11/2019	Regular	0.00	2,500.00	97349
405077	MACKAY MANSION	10/11/2019	Regular	0.00	660.00	97350
404691	MARK TWAIN COMMUNITY CTR	10/11/2019	Regular	0.00	5,000.01	97351
405307	McKechnie, Marla J.	10/11/2019	Regular	0.00	693.00	97352
405683	McPherson, Stephanie	10/11/2019	Regular	0.00	500.00	97353
102857	MICHAEL HOHL MOTOR CO	10/11/2019	Regular	0.00	597.58	97354
405679	Mihheikin, Andrei	10/11/2019	Regular	0.00	140.10	97355
403839	MORRIS, ROBERT T	10/11/2019	Regular	0.00	4,600.00	97356
405144	MOTOROLA SOLUTIONS INC	10/11/2019	Regular	0.00	4,400.00	97357
100471	MOUND HOUSE TRUE VALUE	10/11/2019	Regular	0.00	51.09	97358
101228	NEV ADMIN BLDG & GROUNDS	10/11/2019	Regular	0.00	7,335.19	97359
101226	NEV COMPTROLLER	10/11/2019	Regular	0.00	8,421.78	97360
101226	NEV COMPTROLLER	10/11/2019	Regular	0.00	681.00	97361
101226	NEV COMPTROLLER	10/11/2019	Regular	0.00	509,301.83	97362
403731	NEV DEPT OF PUBLIC SAFETY	10/11/2019	Regular	0.00	1,933.79	97363
403317	NEV DEPT PUBLIC SAFETY	10/11/2019	Regular	0.00	1,167.25	97364
101218	NEV DIV OF HEALTH BUREAU OF SA	10/11/2019	Regular	0.00	90.00	97365
101220	NEV DIV OF MINERALS	10/11/2019	Regular	0.00	5,290.00	97366
101969	NEV HUMAN RESOURCES	10/11/2019	Regular	0.00	8,601.92	97367
404940	NEV HUMAN RESOURCES, LV	10/11/2019	Regular	0.00	1,999.25	97368
403632	NEVADA BLUE LTD (RNO)	10/11/2019	Regular	0.00	240.94	97369
101269	NEVADA LEGAL SERVICE INC	10/11/2019	Regular	0.00	579.00	97370
101362	Nextel of California	10/11/2019	Regular	0.00	176.35	97371
405677	Norton, Kenneth	10/11/2019	Regular	0.00	209.99	97372
102782	OFFICE DEPOT INC	10/11/2019	Regular	0.00	173.63	97373
402926	OFFSITE DATA DEPOT, LLC	10/11/2019	Regular	0.00	246.50	97374
103220	ON THE SIDE GRAPHICS & SI	10/11/2019	Regular	0.00	90.00	97375
405127	O'REILLY AUTO ENTERPRISES LLC	10/11/2019	Regular	0.00	50.27	97376
404870	OSBORNE, JOAN	10/11/2019	Regular	0.00	3,547.50	97377
403104	OVERHEAD DOOR COMPANY	10/11/2019	Regular	0.00	455.00	97378
405087	PARKER, CHRISTOPHER W	10/11/2019	Regular	0.00	7.63	97379
103344	PDM STEEL SERVICE CENTER	10/11/2019	Regular	0.00	80.91	97380
404029	PENGUIN COMMUNICATIONS IN	10/11/2019	Regular	0.00	1,668.00	97381
101825	PETERBILT TRUCK PARTS & E	10/11/2019	Regular	0.00	108.09	97382
403895	PETRINI, ANGELO D	10/11/2019	Regular	0.00	115.50	97383
403874	POULIN, CHRIS	10/11/2019	Regular	0.00	180.00	97384
403329	PROTECTION DEVICES INC	10/11/2019	Regular	0.00	899.70	97385
404398	RAD STRATEGIES INC	10/11/2019	Regular	0.00	6,450.00	97386
404134	RAPID SPACE LLC	10/11/2019	Regular	0.00	330.40	97387
402937	RAY MORGAN CO INC (CA)	10/11/2019	Regular	0.00	32.25	97388
404863	REFUSE, INC	10/11/2019	Regular	0.00	581.07	97389
403339	RENO GREEN LANDSCAPING IN	10/11/2019	Regular	0.00	373.00	97390
405095	ROBERTS, BOBBI JEAN	10/11/2019	Regular	0.00	286.35	97391
10026	RUPPCO INC	10/11/2019	Regular	0.00	376.03	97392
200395	SAINT MARYS ARTCENTER INC	10/11/2019	Regular	0.00	16.00	97393
101568	SANI-HUT COMPANY INC	10/11/2019	Regular	0.00	396.00	97394
101210	SBC GLOBAL SERVICES INC	10/11/2019	Regular	0.00	570.38	97395
101210	SBC GLOBAL SERVICES INC	10/11/2019	Regular	0.00	310.91	97396
403278	SEDDON, JANA V	10/11/2019	Regular	0.00	36.76	97397

## Check Register

Packet: APPKT01247-2019-10-11 AP Payment cw

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
405081	SHERMARK DISTRIBUTORS INC	10/11/2019	Regular	0.00	336.00	97398
102462	SIERRA ENVIRONMENTAL MONITORING	10/11/2019	Regular	0.00	253.00	97399
101630	SIERRA PACIFIC POWER CO	10/11/2019	Regular	0.00	14,198.15	97400
	**Void**	10/11/2019	Regular	0.00	0.00	97401
403480	SLICK INDUSTRIES LLC DBA	10/11/2019	Regular	0.00	25.00	97402
405676	Smith, Laurence Sr.	10/11/2019	Regular	0.00	20,000.00	97403
404195	SOUTHERN GLAZERS WINE & SPIRITS	10/11/2019	Regular	0.00	1,650.80	97404
403234	SPALLONE, DOMINIC J III	10/11/2019	Regular	0.00	158.13	97405
101658	SPB UTILITY SERVICES INC	10/11/2019	Regular	0.00	441.66	97406
101717	ST CO SCHOOL DISTRICT	10/11/2019	Regular	0.00	504,593.23	97407
101726	ST CO SENIOR CENTER(VC)	10/11/2019	Regular	0.00	69,851.00	97408
102441	ST CO SHERIFF	10/11/2019	Regular	0.00	130.50	97409
101710	ST CO TREASURER	10/11/2019	Regular	0.00	239.00	97410
101745	ST CO WATER SYSTEM	10/11/2019	Regular	0.00	4,816.24	97411
405475	Staples Contract & Commercial, Inc	10/11/2019	Regular	0.00	553.32	97412
404871	STAR2STAR COMMUNICATIONS, LLC	10/11/2019	Regular	0.00	2,411.85	97413
101229	State of Nevada	10/11/2019	Regular	0.00	30.00	97414
401352	STOREY COUNTY JEEP POSSE	10/11/2019	Regular	0.00	2,500.00	97415
405425	Storey County Sheriff	10/11/2019	Regular	0.00	150.75	97416
403892	SUN PEAK ENTERPRISES	10/11/2019	Regular	0.00	1,307.00	97417
404892	SUNBELT PUBLICATIONS, INC	10/11/2019	Regular	0.00	706.45	97418
405110	SUPERIOR EQUIPMENT	10/11/2019	Regular	0.00	30.84	97419
405124	TERRY, SHIRLEY	10/11/2019	Regular	0.00	686.00	97420
404615	THE ANTOS AGENCY	10/11/2019	Regular	0.00	1,380.00	97421
404473	The DUBE' GROUP INC	10/11/2019	Regular	0.00	25,310.15	97422
403225	TRI GENERAL IMPROVEMENT	10/11/2019	Regular	0.00	539.37	97423
404994	TRUCKEE MEADOWS CREMATION	10/11/2019	Regular	0.00	500.00	97424
101845	US POSTOFFICE (VC)	10/11/2019	Regular	0.00	200.00	97425
404486	USA CASH SERVICES MGT INC	10/11/2019	Regular	0.00	366.86	97426
404828	V & T ROCK, INC	10/11/2019	Regular	0.00	1,952.28	97427
404335	VIDEO VELOCITY	10/11/2019	Regular	0.00	200.00	97428
403894	VIRGINIA & TRUCKEE RR CO, INC.	10/11/2019	Regular	0.00	2,135.00	97429
403893	VIRGINIA CITY TOURS INC	10/11/2019	Regular	0.00	675.00	97430
101890	WASHOE CO CORONER	10/11/2019	Regular	0.00	9,001.95	97431
405574	Washoe County Forensic Science Division	10/11/2019	Regular	0.00	474.00	97432
103080	WATERS SEPTIC TANK SV DBA	10/11/2019	Regular	0.00	740.00	97433
101809	WEDCO INC	10/11/2019	Regular	0.00	692.82	97434
405678	Wells Fargo Real Estate Tax Services	10/11/2019	Regular	0.00	24.00	97435
103237	WESTERN ENVIRONMENTAL LAB	10/11/2019	Regular	0.00	1,248.60	97436
101920	WESTERN NEVADA SUPPLY CO	10/11/2019	Regular	0.00	40.12	97437
404295	WELLS ONE COMMERCIAL CARD	10/11/2019	Bank Draft	0.00	18,803.95	DFT0000349

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	233	153	0.00	1,508,798.23
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	18	1	0.00	18,803.95
EFT's	1	1	0.00	6,000.00
	252	156	0.00	1,533,602.18

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

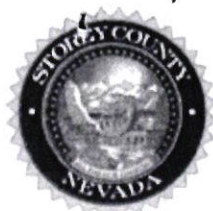
Date

Treasurer

Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	10/2019	1,533,602.18
			<u>1,533,602.18</u>



# Check Register

Packet: APPKT01285 - 2019-10-25 AP pymts jm

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405205	NEV DEPT HEALTH/HUMAN SVC	10/25/2019	EFT	0.00	7,110.00	10058
100135	ALSCO INC	10/25/2019	Regular	0.00	380.95	97465
100182	APEX SAW WORKS	10/25/2019	Regular	0.00	110.96	97466
405526	Armstrong, Kay Ellen	10/25/2019	Regular	0.00	200.00	97467
99663	AT&T MOBILITY II LLC	10/25/2019	Regular	0.00	114.20	97468
403619	AT&T TELECONFERENCE SERVI	10/25/2019	Regular	0.00	186.72	97469
404780	Backdraft OpCo LLC	10/25/2019	Regular	0.00	618.00	97470
403959	BENDER, DEBORAH	10/25/2019	Regular	0.00	105.00	97471
100422	BOB BARKER COMPANY INC	10/25/2019	Regular	0.00	176.63	97472
403671	BURRELL, SCOTT LEWIS	10/25/2019	Regular	0.00	663.00	97473
100476	BURTON'S FIRE INC	10/25/2019	Regular	0.00	614.34	97474
100463	BUSINESS & PROFESSIONAL COLLEC	10/25/2019	Regular	0.00	318.42	97475
100486	CAPITOL REPORTERS	10/25/2019	Regular	0.00	566.40	97476
404500	CARSON DODGE CHRYSLER INC	10/25/2019	Regular	0.00	134,000.00	97477
100560	CARSON TAHOE REGIONAL HEA	10/25/2019	Regular	0.00	65.00	97478
404216	CARSON VALLEY OIL CO INC	10/25/2019	Regular	0.00	4,140.96	97479
403775	CHARM-TEX	10/25/2019	Regular	0.00	88.80	97480
405519	Cigna Health and Life Insurance Cor	10/25/2019	Regular	0.00	19,242.02	97481
405134	CMC TIRE INC	10/25/2019	Regular	0.00	702.48	97482
99652	COMSTOCK CHRONICLE (VC)	10/25/2019	Regular	0.00	1,367.25	97483
403887	COMSTOCK GOLD MILL LLC	10/25/2019	Regular	0.00	142.50	97484
404466	DAIOHS USA INC	10/25/2019	Regular	0.00	59.95	97485
403825	DEUCE NINE LLC	10/25/2019	Regular	0.00	3,950.00	97486
405128	DEVNET, INC	10/25/2019	Regular	0.00	6,510.50	97487
404184	DIMARZO, ARMOUR B	10/25/2019	Regular	0.00	250.00	97488
404547	ELLIOTT AUTO SUPPLY INC	10/25/2019	Regular	0.00	961.34	97489
403835	EWING IRRIGATION PRODUCTS, INC	10/25/2019	Regular	0.00	89.80	97490
403216	FARR WEST ENGINEERING	10/25/2019	Regular	0.00	9,062.75	97491
404509	FASTENAL COMPANY	10/25/2019	Regular	0.00	1,331.03	97492
404757	FCC COMMUNICATIONS, LLC	10/25/2019	Regular	0.00	308.00	97493
403975	FERRELLGAS LP	10/25/2019	Regular	0.00	1,990.26	97494
404468	GOPHER CONSTRUCTION INC	10/25/2019	Regular	0.00	408.80	97495
404394	GTP INVESTMENTS LLC	10/25/2019	Regular	0.00	657.97	97496
404778	HAT, LTD	10/25/2019	Regular	0.00	1,357.44	97497
102983	HD SUPPLY FACIL MAINT LTD	10/25/2019	Regular	0.00	158.78	97498
403040	HENRY SCHEIN	10/25/2019	Regular	0.00	2,888.00	97499
100826	HISTORIC FOURTH WARD SCHOOL F	10/25/2019	Regular	0.00	289.50	97500
405680	Holland, Wade	10/25/2019	Regular	0.00	400.00	97501
403753	HOT SPOT BROADBAND INC	10/25/2019	Regular	0.00	82.50	97502
405360	Huntington, Elizabeth L.	10/25/2019	Regular	0.00	100.00	97503
100978	INTERSTATE OIL CO	10/25/2019	Regular	0.00	3,652.38	97504
403834	IT1 SOURCE LLC	10/25/2019	Regular	0.00	2,944.91	97505
404771	ITS MY COMMUNITY STORE	10/25/2019	Regular	0.00	192.39	97506
103317	JBP LLC	10/25/2019	Regular	0.00	1,837.96	97507
404956	KADLIC, JOHN J.	10/25/2019	Regular	0.00	410.00	97508
405263	KANSAS CITY LIFE INS CO	10/25/2019	Regular	0.00	19.22	97509
101040	L N CURTIS & SONS	10/25/2019	Regular	0.00	130.00	97510
405517	Lakes Crossing Center-State of Neva	10/25/2019	Regular	0.00	700.00	97511
404356	LANGUAGE LINE SERVICES IN	10/25/2019	Regular	0.00	2.54	97512
405151	LAZZARINO, NICHOLAS	10/25/2019	Regular	0.00	522.63	97513
404105	LEND A CHEK	10/25/2019	Regular	0.00	332.62	97514
404102	LIQUID BLUE EVENTS LLC	10/25/2019	Regular	0.00	2,300.00	97515
405077	MACKAY MANSION	10/25/2019	Regular	0.00	538.50	97516
405689	Malone, John	10/25/2019	Regular	0.00	2,200.00	97517

## Check Register

Packet: APPKT01285-2019-10-25 AP pymts jm

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
403032	MCCAIN, JENNIFER	10/25/2019	Regular	0.00	160.69	97518
404136	MCELLISTREM, JOSEPH E	10/25/2019	Regular	0.00	600.00	97519
405307	Mckechnie, Marla J.	10/25/2019	Regular	0.00	246.00	97520
102857	MICHAEL HOHL MOTOR CO	10/25/2019	Regular	0.00	32,871.00	97521
403629	MIGAN, TAMARA	10/25/2019	Regular	0.00	199.99	97522
101335	NEV DEPT TAXATION	10/25/2019	Regular	0.00	157.15	97523
404163	NORTON CONSULTING LLC	10/25/2019	Regular	0.00	962.08	97524
102782	OFFICE DEPOT INC	10/25/2019	Regular	0.00	94.17	97525
405127	O'REILLY AUTO ENTERPRISES LLC	10/25/2019	Regular	0.00	206.00	97526
404556	OUTFRONT MEDIA LLC	10/25/2019	Regular	0.00	655.97	97527
403895	PETRINI, ANGELO D	10/25/2019	Regular	0.00	238.00	97528
405256	PIPER'S OPERA HOUSE	10/25/2019	Regular	0.00	10.00	97529
403329	PROTECTION DEVICES INC	10/25/2019	Regular	0.00	263.00	97530
100348	PURCELL TIRE & RUBBER CO	10/25/2019	Regular	0.00	2,161.15	97531
402937	RAY MORGAN CO INC (CA)	10/25/2019	Regular	0.00	32.89	97532
102388	REDWOOD TOXICOLOGY LAB,IN	10/25/2019	Regular	0.00	281.00	97533
101520	RENO PAINT MART	10/25/2019	Regular	0.00	39.37	97534
405095	ROBERTS, BOBBI JEAN	10/25/2019	Regular	0.00	300.71	97535
405686	Rosales, Sarah	10/25/2019	Regular	0.00	500.00	97536
200395	SAINT MARYS ARTCENTER INC	10/25/2019	Regular	0.00	24.00	97537
101210	SBC GLOBAL SERVICES INC	10/25/2019	Regular	0.00	4,092.35	97538
405081	SHERMARK DISTRIBUTORS INC	10/25/2019	Regular	0.00	336.00	97539
404187	SHOAF, BRIAN ALLEN	10/25/2019	Regular	0.00	1.50	97540
405693	Sierra Building Systems, Inc	10/25/2019	Regular	0.00	2,303.64	97541
102462	SIERRA ENVIRONMENTAL MONITOR	10/25/2019	Regular	0.00	120.00	97542
100732	SMITH POWER PRODUCTS INC	10/25/2019	Regular	0.00	134.72	97543
405475	Staples Contract & Commercial, Inc	10/25/2019	Regular	0.00	689.55	97544
404731	STEPHENS, VANESSA	10/25/2019	Regular	0.00	140.60	97545
403892	SUN PEAK ENTERPRISES	10/25/2019	Regular	0.00	1,727.00	97546
404892	SUNBELT PUBLICATIONS, INC	10/25/2019	Regular	0.00	362.76	97547
404675	SUPERIOR POOL PRODUCTS	10/25/2019	Regular	0.00	82.94	97548
405124	TERRY, SHIRLEY	10/25/2019	Regular	0.00	898.00	97549
405185	THATCHER COMPANY	10/25/2019	Regular	0.00	643.17	97550
404786	THE ROASTING HOUSE	10/25/2019	Regular	0.00	609.96	97551
404401	TRIPP ENTERPRISES INC	10/25/2019	Regular	0.00	263.00	97552
403728	UNITED SITE SERVICES OF NEVADA	10/25/2019	Regular	0.00	3,188.49	97553
404486	USA CASH SERVICES MGT INC	10/25/2019	Regular	0.00	241.45	97554
403983	VCTC	10/25/2019	Regular	0.00	85.95	97555
405250	VIEVU LLC	10/25/2019	Regular	0.00	10,152.00	97556
403894	VIRGINIA & TRUCKEE RR CO, INC.	10/25/2019	Regular	0.00	2,575.00	97557
403894	VIRGINIA & TRUCKEE RR CO, INC.	10/25/2019	Regular	0.00	384.00	97558
403893	VIRGINIA CITY TOURS INC	10/25/2019	Regular	0.00	1,166.00	97559
402820	WALKER & ASSOCIATES	10/25/2019	Regular	0.00	2,167.00	97560
405574	Washoe County Forensic Science Di	10/25/2019	Regular	0.00	925.00	97561
404295	WELLS ONE COMMERCIAL CARD	10/25/2019	Regular	0.00	11,746.82	97562
	**Void**	10/25/2019	Regular	0.00	0.00	97563
	**Void**	10/25/2019	Regular	0.00	0.00	97564
103237	WESTERN ENVIRONMENTAL LAB	10/25/2019	Regular	0.00	50.00	97565

## Check Register

Packet: APPKT01285-2019-10-25 AP pymts jm

Vendor Number  
405687Vendor Name  
Zink, KimberlyPayment Date  
10/25/2019Payment Type  
Regular

Discount Amount	Payment Amount	Number
0.00	500.00	97566

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	162	100	0.00	296,033.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	1	1	0.00	7,110.00
	<b>163</b>	<b>103</b>	<b>0.00</b>	<b>303,143.47</b>

**Fund Summary**

Fund	Name	Period	Amount
999	Pooled Cash Account	10/2019	303,143.47
			<u>303,143.47</u>



# Check Register

Packet: APPKT01288 - 2019-10-25 Reissue Voided Cks jm

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP	Bank					
	**Void**	10/24/2019	Regular	0.00	0.00	97567
	**Void**	10/24/2019	Regular	0.00	0.00	97568
	**Void**	10/24/2019	Regular	0.00	0.00	97569
100135	ALSCO INC	10/24/2019	Regular	0.00	380.95	97570
100182	APEX SAW WORKS	10/24/2019	Regular	0.00	110.96	97571
405526	Armstrong, Kay Ellen	10/24/2019	Regular	0.00	200.00	97572
404295	WELLS ONE COMMERCIAL CARD	10/25/2019	Bank Draft	0.00	11,746.82	DFT0000363

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	3	0.00	691.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	18	1	0.00	11,746.82
EFT's	0	0	0.00	0.00
	<b>26</b>	<b>7</b>	<b>0.00</b>	<b>12,438.73</b>



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: November 5, 2019

Estimate of time required: 5 minutes

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

1. **Title:** Approval of Resolution 19-559, a resolution to direct the County Assessor to prepare a list of all the taxpayers on the secured roll in the County pursuant to NRS 361.300 (3)

2. **Recommended motion - Approval**

3. **Prepared by:** Tobi Whitten

**Department:** Assessor's Office

**Telephone:** 847-0961

4. **Staff summary:** Please see attached proposed resolution. There are significant cost savings in providing the tax roll per NRS 361.300(3) via an internet website vs. publication of the list in a local newspaper or mailing the list to each taxpayer in the County.

5. **Supporting materials:** NRS 361.300 Time and manner for completion of secured tax roll; list of taxpayers and valuations; notice of assessed valuation.

6. **Fiscal impact:**

Funds Available:

Fund:

\_\_\_\_ Comptroller

7. **Legal review required:**

\_\_\_\_ District Attorney

8. **Reviewed by:**

\_\_\_\_ Department Head

Department Name: **Assessor's Office**

\_\_\_\_ County Manager

Other agency review: \_\_\_\_\_

9. **Board action:**

☐ Approved

☐

Approved with Modifications

☐ Denied

☐

Continued

Agenda Item No. 6 II

## RESOLUTION 19-559

A RESOLUTION REQUIRING THE COUNTY ASSESSOR TO PREPARE A LIST OF ALL TAXPAYERS ON THE SECURED ROLL IN STOREY COUNTY AND THE TOTAL VALUATION OF PROPERTY ON WHICH THEY SEVERALLY PAY TAXES

WHEREAS, pursuant to NRS 361.300, each board of county commissioners shall by resolution, before December 1 of any fiscal year in which assessment is made, require the county assessor to prepare a list of all taxpayers on the secured roll in the County and the total valuation of property on which they severally pay taxes and direct the county assessor to cause, on or before January 1 of the fiscal year in which assessment is made, such list and valuations to be: printed and delivered by the county assessor or mailed by him or her to each taxpayer in the county; or published once in a newspaper of general circulation in the county; or published on an internet website that is maintained by the county assessor or, if the county assessor does not maintain an internet website, on an internet website that is maintained by the county; and to cause such list and valuations to be posted in a public area of the public libraries and branch libraries located in the county, to be posted at the office of the county assessor; and, if the list and valuations are printed and delivered or mailed to each taxpayer in the county or published in a newspaper of general circulation in the county, then the list and valuations must be published on an internet website that is maintained by the county assessor or, if the county assessor does not maintain an internet website, on an internet website that is maintained by the county. The county assessor shall further be directed, in a county whose population is less than 100,000, to make not fewer than 10 copies of such list and valuations available to the public free of charge during normal business hours at the main administrative office of the county for at least 60 days after the date on which the list and valuations are made available to the public as provided above; and if the county assessor publishes the list and valuations on an Internet website that is maintained by the county assessor or the county, to provide notice in a newspaper of general circulation in the county, which:

1. Indicates that the list and valuations have been made available to the public on the Internet website maintained by the county assessor or the county;
2. Provides the address of the internet website on which the list and valuations may be accessed or retrieved; and
3. Is displayed in the format used for advertisements and printed in at least 10-point bold type or font.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Storey County as follows: That the County Assessor prepare a list of all taxpayers on the secured roll in the County and the total valuation of property on which they severally pay taxes and cause such list and valuations to be printed and delivered by the County Assessor or mailed by her on or before January 1, 2020, to each taxpayer in the County; or published once on or before January 1, 2020, in a newspaper of general circulation in the County; or published on the Storey County website; and to cause such list and valuations to be posted in a public area of the public libraries and branch libraries located in Storey County, to be posted at the office of the County Assessor; and if the list and valuations are printed and delivered or mailed or published in a newspaper of general circulation, to be published on the Storey County website. The Assessor is further directed to make not fewer than 10 copies of such list and valuations available to the public free of charge during normal business hours at the main administrative office of the County, i.e., the Storey County Courthouse located at 26 S. B Street in Virginia City, Nevada for at least 60 days after the date on which the list and valuations are made available to the public; and if the county assessor

publishes the list and valuations on the Storey County website, to provide notice in a newspaper of general circulation in the County, on or before January 1, 2020 which:

1. Indicates that the list and valuations have been made available to the public on the Internet website maintained by Storey County;
2. Provides the address of the Internet website on which the list and valuations may be accessed or retrieved; and
3. Is displayed in the format used for advertisements and printed in at least 10-point bold type or font.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

BOARD OF COMMISSIONERS OF STOREY COUNTY

By: \_\_\_\_\_  
Marshall McBride, Chairman

ATTEST:

\_\_\_\_\_  
Vanessa Stephens, County Clerk/Treasurer

**NRS 361.300 Time and manner for completion of secured tax roll; list of taxpayers and valuations; notice of assessed valuation.**

1. On or before January 1 of each year, the county assessor shall transmit to the county clerk, post at the front door of the courthouse and publish in a newspaper published in the county a notice to the effect that the secured tax roll is completed and open for inspection by interested persons of the county. A notice issued pursuant to this subsection must include a statement that the secured tax roll is available for inspection as specified in paragraph (b) of subsection 3. The statement published in the newspaper must be displayed in the format used for advertisements and printed in at least 10-point bold type or font.

2. If the county assessor fails to complete the assessment roll in the manner and at the time specified in this section, the board of county commissioners shall not allow the county assessor a salary or other compensation for any day after January 1 during which the roll is not completed, unless excused by the board of county commissioners.

3. Except as otherwise provided in subsection 4, each board of county commissioners shall by resolution, before December 1 of any fiscal year in which assessment is made, require the county assessor to prepare a list of all the taxpayers on the secured roll in the county and the total valuation of property on which they severally pay taxes and direct the county assessor:

(a) To cause, on or before January 1 of the fiscal year in which assessment is made, such list and valuations to be:

(1) Printed and delivered by the county assessor or mailed by him or her to each taxpayer in the county;

(2) Published once in a newspaper of general circulation in the county; or

(3) Published on an Internet website that is maintained by the county assessor or, if the county assessor does not maintain an Internet website, on an Internet website that is maintained by the county; and

(b) To cause, on or before January 1 of the fiscal year in which assessment is made, such list and valuations to be:

(1) Posted in a public area of the public libraries and branch libraries located in the county;

(2) Posted at the office of the county assessor; and

(3) If the list and valuations are printed and delivered or mailed pursuant to subparagraph (1) of paragraph (a) or published in a newspaper of general circulation pursuant to subparagraph (2) of paragraph (a), published on an Internet website that is maintained by the county assessor or, if the county assessor does not maintain an Internet website, on an Internet website that is maintained by the county;

(c) In a county whose population is less than 100,000, to make not fewer than 10 copies of such list and valuations available to the public free of charge during normal business hours at the main administrative office of the county for at least 60 days after the date on which the list and valuations are made available to the public pursuant to paragraph (b); and

(d) If the county assessor publishes the list and valuations on an Internet website that is maintained by the county assessor or the county pursuant to subparagraph (3) of paragraph (a), to provide notice in a newspaper of general circulation in the county, on or before January 1 of the fiscal year in which assessment is made, which:

(1) Indicates that the list and valuations have been made available to the public on the Internet website maintained by the county assessor or the county;

(2) Provides the address of the Internet website on which the list and valuations may be accessed or retrieved; and

(3) Is displayed in the format used for advertisements and printed in at least 10-point bold type or font.

4. A board of county commissioners may, in the resolution required by subsection 3, authorize the county assessor not to deliver or mail the list, as provided in subparagraph (1) of paragraph (a) of subsection 3, to taxpayers whose property is assessed at \$1,000 or less and direct the county assessor to mail to each such taxpayer a statement of the amount of his or her assessment. Failure by a taxpayer to receive such a mailed statement does not invalidate any assessment.

5. The several boards of county commissioners in the State may allow the bill contracted with their approval by the county assessor under this section on a claim to be allowed and paid as are other claims against the county.

6. Whenever:

(a) Any property on the secured tax roll is appraised or reappraised pursuant to [NRS 361.260](#), the county assessor shall, on or before December 18 of the fiscal year in which the appraisal or reappraisal is made, deliver or mail to each owner of such property a written notice stating the assessed valuation of the property as determined from the appraisal or reappraisal. A notice issued pursuant to this paragraph must include a statement that the secured tax roll will be available for inspection on or before January 1 as specified in paragraph (b) of subsection 3 and subparagraph (3) of paragraph (a) of subsection 3, if applicable, and must specify the locations at which the secured tax roll will be available for inspection, including the address of the Internet website on which the secured tax roll may be accessed or retrieved. If such a statement is published in a newspaper, the statement must be displayed in the format used for advertisements and printed in at least 10-point bold type or font.

(b) Any personal property billed on the unsecured tax roll is appraised or reappraised pursuant to [NRS 361.260](#), the delivery or mailing to the owner of such property of an individual tax bill or individual tax notice for the property shall be deemed to constitute adequate notice to the owner of the assessed valuation of the property as determined from the appraisal or reappraisal.

7. If the secured tax roll is changed pursuant to [NRS 361.310](#), the county assessor shall mail an amended notice of assessed valuation to each affected taxpayer. The notice must include:

(a) The information set forth in subsection 6 for the new assessed valuation.

(b) The dates for appealing the new assessed valuation.

8. Failure by the taxpayer to receive a notice required by this section does not invalidate the appraisal or reappraisal.

9. In addition to complying with subsections 6 and 7, a county assessor shall:

(a) Provide without charge a copy of a notice of assessed valuation to the owner of the property upon request.

(b) Post the information included in a notice of assessed valuation on a website or other Internet site, if any, that is operated or administered by or on behalf of the county or the county assessor.

[13:344:1953; A [1955, 327](#)] — (NRS A [1967, 957](#); [1975, 67](#); [1981, 791](#); [1991, 1425](#); [2003, 2762](#); [2005, 1506](#); [2009, 1218](#); [2011, 3522](#); [2015, 2711, 2714](#))



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: 11-5-2019

Estimate of time required: 0 - 5

Agenda: Consent ☒ Regular agenda ☐ Public hearing required ☐

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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. 6 III

# 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

**October 28, 2019**  
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **NOVEMBER 5, 2019,**

COMMISSIONERS Consent Agenda:

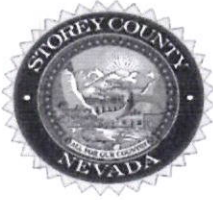
## **LICENSING BOARD FIRST READINGS:**

- A. All Out Patio Solutions, LLC** - Contractor / 1920 Farm District Rd ~ Fernley, NV
- B. Environmental Air Systems, LLC** - General / 250 Swathmore Ave ~ High Point, NC
- C. Freedom Crane Service Corporation** - Contractor / 926 Desert Breeze Way ~ Fernley, NV
- D. Golden Bear Construction** - Contractor / 2100 Kings Canyon Road ~ Carson City, NV
- E. High Desert Electric, Inc.** - Contractor / 865 Selkirk Circle ~ Gardnerville, NV
- F. Katayama Steel, Y.K.** - General / Japan
- G. Mettler-Toledo, LLC** - General / 1900 Polaris Parkway ~ Columbus, OH
- H. Nexius Solutions Inc.** - Contractor / 2595 Dallas Parkway Ste. 300 ~ Frisco, TX
- I. Red's Fire and Flood** - Contractor / 2410 Walnut St. ~ Reno, NV
- J. Sideplate Systems, Inc.** - General / 25909 Pala Ste. 200 ~ Mission Viejo, CA
- K. Summit Millworks, LLC** - Contractor / 145 Isidor Ct Ste C ~ Sparks, NV
- L. Vexlex Inc.** - Contractor / 2595 Dallas Parkway Ste. 300 ~ Frisco, TX
- M. Veolia Es Technical Solutions, LLC** - General / 53 State St. ~ Boston, MA
- N. Clementine & Huckleberry's** - General / 11 N. C Street ~ Virginia City, NV
- O. Columbia Rubber LLC** - General / 14800 SE 82<sup>nd</sup> Dr. ~ Clackamas, OR
- P. Constanza Cleaning Service** - General / 455 E 5<sup>th</sup> Ave. ~ Sun Valley, NV
- Q. Correct Cryogenics Inc.** - Contractor / 15698 Boyle Ave ~ Fontana, CA
- R. 3D Systems, Inc.** - General / 333 Three D Systems Circle ~ Rock hill, SC

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:** 11/05/19

**Estimate of time required:** 30 min.

**Agenda:** Consent ☐ Regular agenda ☒ Public hearing required ☒

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1. **Title:** Discussion/No Action: Update from the Nevada Association of Counties (NACO) and activities from the 2019 legislative session by NACO Executive Director Dagny Stapleton.
2. **Recommended motion:** No action.
3. **Prepared by:** Austin Osborne
4. **Department:** County Manager **Telephone:** 775.847.0968
5. **Staff summary:** This is an annual presentation and discussion about legislative action affecting Nevada counties, including Storey County, and possible preparation with NACO on the next legislative session.
6. **Supporting materials:** None
7. **Fiscal impact:** None on local government.  

Funds Available:

Fund: \_\_\_\_\_

Comptroller
8. **Legal review required:** \_\_\_\_\_yes\_\_\_\_\_ 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. **9**



## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** November 5, 2019

**Estimate of time required:** 15 minutes

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

1. **Title: FOR POSSIBLE ACTION:** Discussion and possible action regarding whether to opt out or remain in the Negotiation Class in the *In re National Prescription Opiate Litigation*, Case No. 1:17-md-2804 pending in the United States District Court for the Northern District of Ohio.
2. **Recommended motion:** I \_\_\_\_\_ (Commissioner) move to
3. **Prepared by:** Keith Loomis
4. **Department:** District Attorney's Office **Telephone:** 847-0964
5. **Staff summary:** The County has received an exclusion request form regarding participation in an opioid litigation case pending in federal court in Ohio. The judge presiding over the case has created a class of litigants which includes all cities and counties in the United States known as the Negotiation Class. Participation in the class is voluntary. The form provided allows the County to withdraw from the class if it chooses to do so. The function of the class is to approve or reject possible settlements of the litigation. It is estimated that if Storey County remains in the class and a billion dollar settlement is approved, that the County's share of the settlement would be approximately \$10,500.00. There are a number of cities and counties in Nevada which have commenced their own opioid litigation through the Eglet Adams law firm in Las Vegas. There is some information available that under the proposed method of distributing settlement funds, that rural counties and cities will be disfavored as against cities and counties with large populations. Accordingly there is some reason to believe that opting out of the Negotiation Class and pursuing separate litigation would result in a larger award to the County. . The County is not presently pursuing opioid litigation, but Eglet Adams is willing to pursue the litigation on behalf of the County at no cost to the County. The last day to withdraw from the class is November 22, 2019
6. **Supporting materials:** Exclusion Request Form; e-mail from Dagny Stapleton; e-mail from Keith Loomis
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. 10



**IF YOU WANT TO EXCLUDE YOUR COUNTY OR CITY  
YOU MUST ACT BY NOVEMBER 22, 2019**

**EXCLUSION REQUEST FORM**  
**Read Information on Page 1 carefully before signing**

Having read and understood the information on page 1, the County or City **(circle one)** entitled \_\_\_\_\_ in the State of \_\_\_\_\_ hereby excludes itself from the Negotiation Class certified by the United States District Court in the Northern District of Ohio in *In re National Prescription Opiate Litigation*, MDL 2804. Under penalty of perjury and in accordance with 28 U.S.C. § 1746, I declare that I am an official or employee authorized to take legal action on behalf of my County or City.

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Title: \_\_\_\_\_

City or County Represented: \_\_\_\_\_ (Circle one): City / County

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date: \_\_\_\_\_

**BY NOVEMBER 22, 2019**

**EMAIL TO:**

**OR SEND BY  
FIRST CLASS MAIL TO:**

info@OpioidsNegotiationClass.info

NPO Litigation  
P.O. Box 6727  
Portland, OR 97228-6727

**30. Under this proposal, what happens to my County or City's current fee agreement with outside counsel?**

The current fee agreement that a county or city has with its outside counsel remains in effect. Membership in the Negotiation Class does not change that. In the event of any settlement that achieves Class and Court approval, there would be a "Private Attorneys Fund" from which outside counsel for Class Members that had signed retainer agreements for opioid epidemic-related litigation before June 14, 2019 could apply for fees and costs in lieu of any current fee agreement. That would be a voluntary decision between the county or city and its outside counsel. A total of up to 10% (maximum) of any approved Class settlement amount will be held in the Private Attorneys Fund. Any unawarded amount remaining in this Fund would revert to the Class. The Court must approve all payments from this Fund.

**GETTING MORE INFORMATION**

**31. How can my County or City keep up with what's going on in this case?**

Pertinent news and information will be posted at the Class website, **[www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info)** on an ongoing basis. As a Class Member, you also will have the opportunity to sign up, through the Class website, for email notices alerting you to the fact that new information has been posted to the Class website.

**DO NOT WRITE OR CALL THE COURT OR THE  
CLERK'S OFFICE FOR INFORMATION**

DATE: September 11, 2019.

**21. What happens if a county and its constituent cities make different decisions about staying in the Class?**

- If a county and all of its constituent cities remain in the Class, each entity's share will be determined as explained in FAQ 20.
- If a county remains in the Class, but one or more cities within the County are not in the Class, there are a variety of ways that a Class settlement might address that situation, but it is possible that a Class settlement would require that the County's allocation be reduced.
- If a county is not in the Class, but cities within that county remain in the Class, there are a variety of ways a Class settlement might address that situation. One possibility is that a city would receive no direct monetary allocation because its county has opted out, but that it could seek monetary relief through the Special Needs Fund (see FAQ 24). If a settlement provides a city no possibility of monetary relief because its county has opted out, Class Counsel anticipates the city would not be required to release its claims against the settling Defendant.

**22. If there is a settlement between a Defendant and a State or States, what impact will this Negotiation Class have on the division of monies between a State and the cities and counties within the State?**

The Negotiation Class process does not interfere with a Defendant's ability to settle directly with one or more States. If a Defendant reaches a settlement directly with a State, nothing about this Negotiation Class process would affect the distribution of those settlement funds between the State and its own cities or counties. The Court has explicitly ordered that the Class's lawyers not involve themselves or the Class in the process of allocating monies secured by States between themselves and their counties and cities.

**23. Will Negotiation Class Representatives receive anything more than other Class Members?**

Negotiation Class Representatives do not receive preferential treatment under any settlement simply for serving as Class Representatives. Their allocation will be calculated in precisely the same manner as every other Class Member's. However, they can apply to the Court for reimbursement of costs and expenses incurred by reason of serving as Class Representatives. Also, courts often award a modest amount to Class Representatives, called an incentive or service award, so as to encourage Class Representatives to step forward on behalf of others. Any such awards are subject to Class notice and Court approval.

**24. What is the Special Needs Fund?**

Fifteen percent (15%) of any Class settlement fund will be put into the "Special Needs Fund." Any Class Member may apply for a distribution from the Special Needs Fund: (1) to recover its costs of litigating its own opioids lawsuit, if that case was filed before June 14, 2019; and/or (2) to obtain additional relief for any local impact of the opioids crisis that is not captured by the Class Member's allocation. Applications will be made to and approved by a court-appointed Special Master, on a case-by-case basis. Any unawarded amount remaining in this Special Needs Fund would revert to the Class.

## **YOUR RIGHTS AND OPTIONS**

**25. Can my county or city exclude itself from the Negotiation Class?**

Yes. You have a **one-time** opportunity to exclude your county or city from the Class and you must do so before November 22, 2019. You must follow the procedure set forth in FAQ 26 below to

**Questions? Visit [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info)**

will likely not be able to exclude yourself from the Class at that time. An objection explains your concerns to the Court for its consideration but does not remove you from the Class.

#### 17. How long will the Negotiation Class last?

The Negotiation Class will last for 5 years from the date it is certified by the Court. The Court certified the Class on September 11, 2019 and the Negotiation Class will last until September 11, 2024. After that date, the Class will not exist as an entity with which a Defendant can negotiate. However, the Negotiation Class will continue to exist with regard to: (1) any Class settlements presented to the Negotiation Class for a vote before that date, to carry out the voting and approval process; and (2) any Class settlements reached before that date, to complete settlement administration and enforcement.

### VOTING

#### 18. If there is a proposed Class settlement, how will the voting be done?

Each Class Member will vote only once on any particular Class settlement proposal. The vote will simply be yes-or-no, in favor of or against the proposed settlement. Class Members that do not vote will not be counted as either yes or no votes; as with an election for government office in the United States, the only votes that are counted are those of the voters who actually cast votes. Class Members' votes will be tabulated mechanically within each applicable voting pool, to make sure that 75% of each pool is in favor of the proposed settlement before it is presented to the Court. The voting pools are described in FAQ 19. Voting tabulation does not require any effort by the Class Members. The requirement of 75% support of voting Class Members across the different voting pools ensures that no settlement will go forward without a wide cross-section of support from cities and counties of all sizes and interests.

#### 19. If there is a proposed Class settlement, how many votes are needed to approve it?

The agreement to be bound by a supermajority vote means that no settlement can be reached that would bind the Negotiation Class without the approval of 75% of the voting Class Members, defined in several ways. To be binding, 75% of those voting in each of the following six categories must approve a proposed settlement:

- 75% of the total number of voting Class Members that had filed suit as of June 14, 2019 ("litigating entities"). This number is based on all individual Class Members who had suits on file regardless of size, so that each voting entity has one vote;
- 75% of the total number of voting Class Members that had not filed suit as of June 14, 2019 ("non-litigating entities"). This number is based on all individual Class Members who had not filed suit, regardless of size, so that each voting entity has one vote;
- 75% of the total population of all voting Class Members that had filed suit as of June 14, 2019. For this computation, the vote of the county or city is weighted according to its population, with each person in a voting city and each person in a voting county equal to one vote. Thus, by way of example, if a county votes yes and has a population of 20,000, and a city within the county votes yes and has a population of 10,000, the county's vote is weighted as 20,000 votes in favor, and the city's vote is recorded as 10,000 votes in favor. The population for each County or City will be based on current census data. The current data is presented on the Class website, [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info). Individual residents in this category may be counted twice, once as a resident of a municipality, and once as a resident of a county;

**Questions? Visit [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info)**

## WHO IS IN THE CLASS

### 9. What entities are included in the Negotiation Class?

The Negotiation Class is defined as:

**All counties, parishes, and boroughs (collectively, "counties"); and all incorporated places, including without limitation cities, towns, townships, villages, and municipalities (collectively "cities").**

**A complete current list of Class Members is available at [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info). The list may be updated as the Court may order.**

The terms "counties" and "cities" are used only as shorthand. The Class includes political subdivisions with other names, such as parishes, villages, towns, townships, etc. The list of Class Members was devised primarily from the U.S. Census Bureau lists of governmental entities that provide services to their residents. Check the Cities and Counties lists posted on the Class website to confirm whether you are a Negotiation Class Member.

### 10. Are counties and cities with state court-filed actions considered part of the Negotiation Class?

Yes. Counties and cities that sue in state court are Members of this Negotiation Class, with the option to opt out. However, nothing about Membership in the Negotiation Class interferes with the rights of any federal or state court plaintiffs to proceed with their own cases for litigation, trial, or individual settlement. Only if and when a Class settlement has been reached, has been approved by 75% of the voting Class Members as described in FAQ 19, and has been approved by the Court, would Class Members lose their ability to proceed on their own, in exchange for the settlement benefits that they would receive.

### 11. Will the Negotiation Class end the opioid litigation that my County or City has filed?

Not now and only if a Class settlement is later reached and approved. Your county's or city's Membership in the Negotiation Class will not immediately affect any opioid suit it has filed, whether in federal or state court. It also will not stop your county or city from filing or pursuing a lawsuit, and it will not affect any scheduled hearings or trials in any lawsuit. However, if there is a final Class settlement, approved by the required 75% of the voting Class Members and by the Court, the final settlement will likely end all other opioids-related litigation brought by Class Members. In the meantime, you do not need to opt out of the Class to file, continue to prosecute, or settle your own case, and you may keep any settlement or judgment you obtain. If any county or city obtains a judgment or settlement with a Defendant before the Negotiation Class does, however, it will not receive additional compensation through any later Negotiation Class settlement. But by remaining in the Class, your county or city does risk foregoing its own lawsuit (although it would obtain money from a Class settlement) if a Class settlement is reached and approved.

### 12. How does the Negotiation Class affect other types of opioid plaintiffs that are not counties or cities?

The Negotiation Class does not directly affect the litigation or settlement of the claims of other types of plaintiffs, such as Indian Tribes, third party payors, and others, that are proceeding in federal or state courts. These plaintiffs can organize themselves as groups or propose their own Classes, for trial or settlement purposes.

## BASIC INFORMATION

### 1. Why is a Negotiation Class being formed? What is its purpose?

The purpose of the Negotiation Class is to create a cohesive group of cities and counties to negotiate Classwide settlements, on a voluntary basis, with Defendants who make, distribute, or sell opioids nationwide. Class Representatives and Class Counsel will represent the Negotiation Class. Class Members will vote on any Class settlement proposal. If 75% of those Class Members who vote (as described in FAQ 18 and 19 below) support a proposed Settlement, Class Counsel will ask the Court to approve it. The ultimate purpose of the Negotiation Class is to make settlement easier to obtain.

### 2. Is this the first Negotiation Class Action?

Yes. This is a new use of the Class action mechanism under Federal Rule of Civil Procedure 23, reflecting the unique nature of the national opioids litigation. Unlike any mass litigation before, thousands of cities and counties nationwide are pursuing claims against major defendants. The goal is to recover money to help fight the opioids epidemic, provide prevention and treatment services going forward, and change Defendants' practices.

### 3. Why use a Class mechanism?

Joining all cities and counties together as a Negotiation Class gives them maximum negotiating power, makes the negotiation of comprehensive settlements a more practical process, enables Defendants to know the group with which they are negotiating, and enables Class Members to vote on resulting settlement offers.

### 4. Who are the Class Representatives?

The Court has authorized the following 49 counties and cities to serve as the Negotiation Class's Class Representatives: (1) County of Albany, New York; (2) City of Atlanta, Georgia; (3) Bergen County, New Jersey; (4) City of Baton Rouge/East Baton Rouge Parish, Louisiana; (5) Broward County, Florida; (6) Camden County, New Jersey; (7) Cass County, North Dakota; (8) City of Chicago, Illinois; (9) Cobb County, Georgia; (10) City of Concord, New Hampshire; (11) Cumberland County, Maine; (12) City of Delray Beach, Florida; (13) Denver, Colorado; (14) Escambia County, Florida; (15) Essex County, New Jersey; (16) County of Fannin, Georgia; (17) Franklin County, Ohio; (18) Galveston County, Texas; (19) County of Gooding, Idaho; (20) City of Grand Forks, North Dakota; (21) County of Hennepin, Minnesota; (22) City of Indianapolis, Indiana; (23) County of Jefferson, Alabama; (24) Jefferson County/City of Louisville, Kentucky; (25) Jersey City, New Jersey; (26) Kanawha County, West Virginia; (27) King County, Washington; (28) City of Lakewood, Ohio; (29) City of Los Angeles, California; (30) City of Lowell, Massachusetts; (31) City of Manchester, New Hampshire; (32) Maricopa County, Arizona; (33) Mecklenburg County, North Carolina; (34) The Metropolitan Government of Nashville and Davidson County, Tennessee; (35) Milwaukee County, Wisconsin; (36) Monterey County, California; (37) City of Norwalk, Connecticut; (38) County of Palm Beach, Florida; (39) Paterson City, New Jersey; (40) City of Phoenix, Arizona; (41) Prince George's County, Maryland; (42) Riverside County, California; (43) City of Saint Paul, Minnesota; (44) City of Roanoke, Virginia; (45) County of Rockland, New York; (46) City and County of San Francisco, California; (47) County of Smith, Texas; (48) County of Tulsa, Oklahoma; and (49) Wayne County, Michigan.

## YOUR LEGAL RIGHTS AND OPTIONS IN THIS LAWSUIT

<p><b>STAY IN THE CLASS</b></p> <p><b>REQUIRES NO ACTION</b></p>	<p><b>Stay in the Class. Await the negotiation outcome, but retain the right to pursue your own lawsuit in the meantime. Give up certain rights if a Class settlement is reached and approved by the Class and Court, but get a share of any Class settlement.</b></p> <p>By taking no action in response to this Notice, you remain in the Class. As a Class Member, you will still retain your right to pursue your own case unless and until any possible Class settlement is approved by the Court. As a Class Member, you have the right to vote on any settlement proposed to the Negotiation Class. A settlement will not be accepted unless supported by 75% of the voting Class Members, counted by number, population, and allocation, for both litigating and non-litigating entities, and approved by the Court. Settlement funds will be distributed at the county level and each county's share – and city's suggested share – can be viewed now by utilizing the Allocation Map at the Class website, <b><a href="http://www.OpioidsNegotiationClass.info">www.OpioidsNegotiationClass.info</a></b>. If the Court approves any settlement, that judgment will prohibit Class Members from suing the settling Defendant(s) about the claims and issues in the litigation.</p>
<p><b>REMOVE YOURSELF FROM THE CLASS</b></p> <p><b>REQUIRES ACTION BY NOVEMBER 22, 2019</b></p>	<p><b>Get out of the Class. Get no portion of any settlement. Keep rights.</b></p> <p>Those who exclude themselves from the Class cannot vote on, will not have the right to be paid under, and will not be bound by, any Class settlement. You keep any rights to negotiate separately about the same legal claims in this lawsuit, even if the Court approves a settlement for the Class. Class Members may exclude themselves from ("opt out" of) the Class by having an authorized officer or employee complete and sign the Exclusion Request Form enclosed here and submit it on or before <b>November 22, 2019</b> by email or mail in accordance with the instructions in FAQ 26 below.</p>

- Class representatives and Class counsel will represent the Class in negotiations with Defendants who choose to do so. You may enter an appearance through an attorney (at your own expense) if you desire, but it is not required. Class Membership does not eliminate existing agreements with individual counsel. The procedure for payment of Class/common benefit attorneys' fees/costs in connection with any Class settlement must be approved by the Court. Details of the proposed options and procedures for fees and costs are posted on the Class website.
- For complete information on the Class, the settlement allocation formulas, the Class certification motion and Order, the list of included Class Members, the voting process to be used by the Class in accepting or rejecting any Class settlement offer, and an Allocation Map determining your allocation of any proposed settlement, go to **[www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info)**. Important information on the Opioids-related litigation, including all pertinent Orders and Schedules, and Frequently Asked Questions, will be available on the Class website on an ongoing and current basis.

**Your rights and options are further explained below.**

**Any questions? Read on and visit [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info).**

**DO NOT WRITE OR CALL THE COURT OR THE CLERK'S OFFICE FOR INFORMATION**

**Questions? Visit [www.OpioidsNegotiationClass.info](http://www.OpioidsNegotiationClass.info)**

Good Morning Commissioner Gilman and Austin ~

Hope you both are well. Wanted to make sure you were both aware of the issue outlined below. I announced it at NACO Board but wanted to make sure you guys had all the info as action is needed quickly.

Call me if you need more.

A recent decision in federal court created a "Negotiation Class" for the ongoing opioid lawsuits and your county has been included. What this means is that this litigation is now like a class action lawsuit and all affected entities are included as plaintiffs. So every city and county in the US are now a part of this lawsuit whether you wanted to be or not.

The important thing for you to know about this, an addition to that it is happening, is that you can opt out if you want. However, the window to opt out is short - your county must take official action to do so by **November 22nd**. If you go to the following website you will find all of the information that you need about the Negotiation Class and the process for opting out: <https://www.opioidsnegotiationclass.info/>

I would suggest considering two factors regarding opting out:

1) If you choose to stay in the Negotiation Class, then any other opioid lawsuit you are a party to will become void. So, if you were to chose to file in State court (the other local jurisdictions, as well as the State, have all chosen to file in state versus federal - in part because they believe that both the leverage and amount of potential settlement is greater in a state case) your lawsuit and any access to that settlement would be void.

2) If you choose to stay in the Negotiation Class and not opt out you will be eligible for a settlement; however, that amount is not large. You can see an estimate of the dollar amount of the settlement for your county here: <https://allocationmap.iclaimsonline.com/>

Please don't hesitate to reach out to me - I would be happy to share any other info that I have with you. Again, **your decision to opt out of this lawsuit is time sensitive - your county must take official action by November 22nd. I would recommend sharing this information with your DA.**

~ Dagny

Dagny Stapleton  
Executive Director  
Nevada Association of Counties

304 South Minnesota Street  
Carson City, NV 89703  
(775) 883-7863 office  
(775) 848-8004 cell  
[dstapleton@nvnaco.org](mailto:dstapleton@nvnaco.org)

On Oct 17, 2019, at 9:47 AM, Keith Loomis <[kloomis@storeycounty.org](mailto:kloomis@storeycounty.org)> wrote:

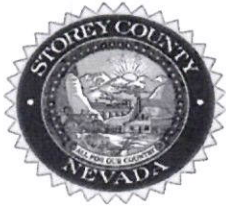
Austin:

A number of Nevada Cities and Counties have retained the Eglet Adams law firm in Las Vegas to represent them in opioid litigation against a number of opioid manufacturers. Those cities and counties are

1. Carson City
2. Churchill County
3. Clark County
4. Douglas County
5. Esmeralda County
6. Humboldt County
7. Lincoln County
8. Washoe County
9. City of Henderson
10. City of Las Vegas
11. City of North Las Vegas
12. City of Reno
13. City of West Wendover

In a news article about Churchill County, it was reported that the law firm is financing the litigation without resort to county taxpayer resources. To my knowledge, Storey County was not approached to participate in that litigation. Unless the County is inclined to join in the pending litigation, it does not appear that we have a reason to opt out of the Negotiation Class litigation.

Keith Loomis  
Deputy District Attorney  
Storey County District Attorney's  
Office  
P.O. Box 496, 201 South C Street  
Virginia City, NV 89440  
(775) 847-0964



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: November 5, 2019

Estimate of time required: 15 minutes

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☒

1. **Title:** Public Hearing to hear any objections to the proposed lease of County Property at 1705 Peru Drive to the TRI General Improvement District
2. **Recommended motion:** No Action to be taken
3. **Prepared by:** Keith Loomis
4. **Department:** District Attorney's Office **Telephone:** 847-0964
5. **Staff summary:** NRS 277.050 authorizes the County to lease its property to another public agency without advertising for public bids. The statute requires that notice of the proposed lease be published in a newspaper of general circulation within the county for at least two consecutive issues. The notice must provide that a public meeting will be held at which objections to the lease may be made by the electors of the County.
6. **Supporting materials:** NRS 277.050
7. **Fiscal impact:**  
Funds Available: \_\_\_\_\_ Fund: \_\_\_\_\_ Comptroller
8. **Legal review required:**  
\_\_X\_\_ District Attorney
8. **Reviewed by:**  
\_\_\_\_ Department Head      Department Name:  
\_\_\_\_ County Manager      Other agency review: \_\_\_\_\_
9. **Board action:**  

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Continued

Agenda Item No. 11

**NRS 277.050 Sale, exchange or lease of real property by public agency:  
Conditions; procedure.**

1. As used in this section, "public agency" includes, without limitation, the United States or a department or agency of the Federal Government, a county, a public corporation and a public district.

2. Without a vote of the electors of a public agency first being had, the governing body of the agency may:

(a) Sell or exchange to another public agency, the State of Nevada or a department or agency of the State or an Indian tribe; or

(b) Lease to another public agency, the State of Nevada or a department or agency of the State or an Indian tribe, for a term not exceeding 99 years, any real property belonging to it.

3. A sale or exchange may be:

(a) Negotiated without advertising for public bids.

(b) Made for cash or property, or for part cash and property, or for part cash and terms of deferred payments secured by mortgage or deed of trust, but the purchasing public agency or entity or exchanging public agencies or entities shall, except as otherwise provided in NRS 277.053, pay or convey property worth an amount at least equal to the current appraised value of the real property being conveyed or exchanged. Money derived from a sale must be used for capital outlay.

4. A lease may be:

(a) Negotiated without advertising for public bids.

(b) Made for such consideration as is authorized by action of the governing body of the lessor public agency.

5. Before ordering the sale, exchange or lease of any such property, the governing body of a public agency shall, in a regular open meeting, by a majority vote of its members, adopt a resolution declaring its intention to sell or exchange it, or a resolution declaring its intention to lease it, as the case may be. The resolution must:

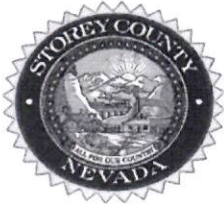
(a) Describe the property proposed to be sold, exchanged or leased in such a manner as to identify it.

(b) Specify the minimum price, consideration or rent and the terms upon which it will be sold, exchanged or leased.

(c) Fix a time not less than 2 weeks thereafter for a public meeting of the governing body, at which objections to the sale, exchange or lease may be made by the electors of the public agency.

6. Notice of the adoption of the resolution and of the time and place of the public meeting must be published in a newspaper of general circulation published in the county in which the public agency or any part thereof is situated. The notice must be published not less than twice, on successive days, the last publication to be not less than 7 days before the date of the public meeting.

7. Any resolution accepting a bid or any other form of acceptance of a bid by another public agency must direct the chair, president or other presiding officer of the governing body of the selling, exchanging or lessor public agency to execute a deed or lease and to deliver it to the purchasing, exchanging or lessee public agency or entity upon the performance and compliance by it of all the terms and conditions of the contract to be performed concurrently with the delivery.



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: November 5, 2019

Estimate of time required: 15 minutes

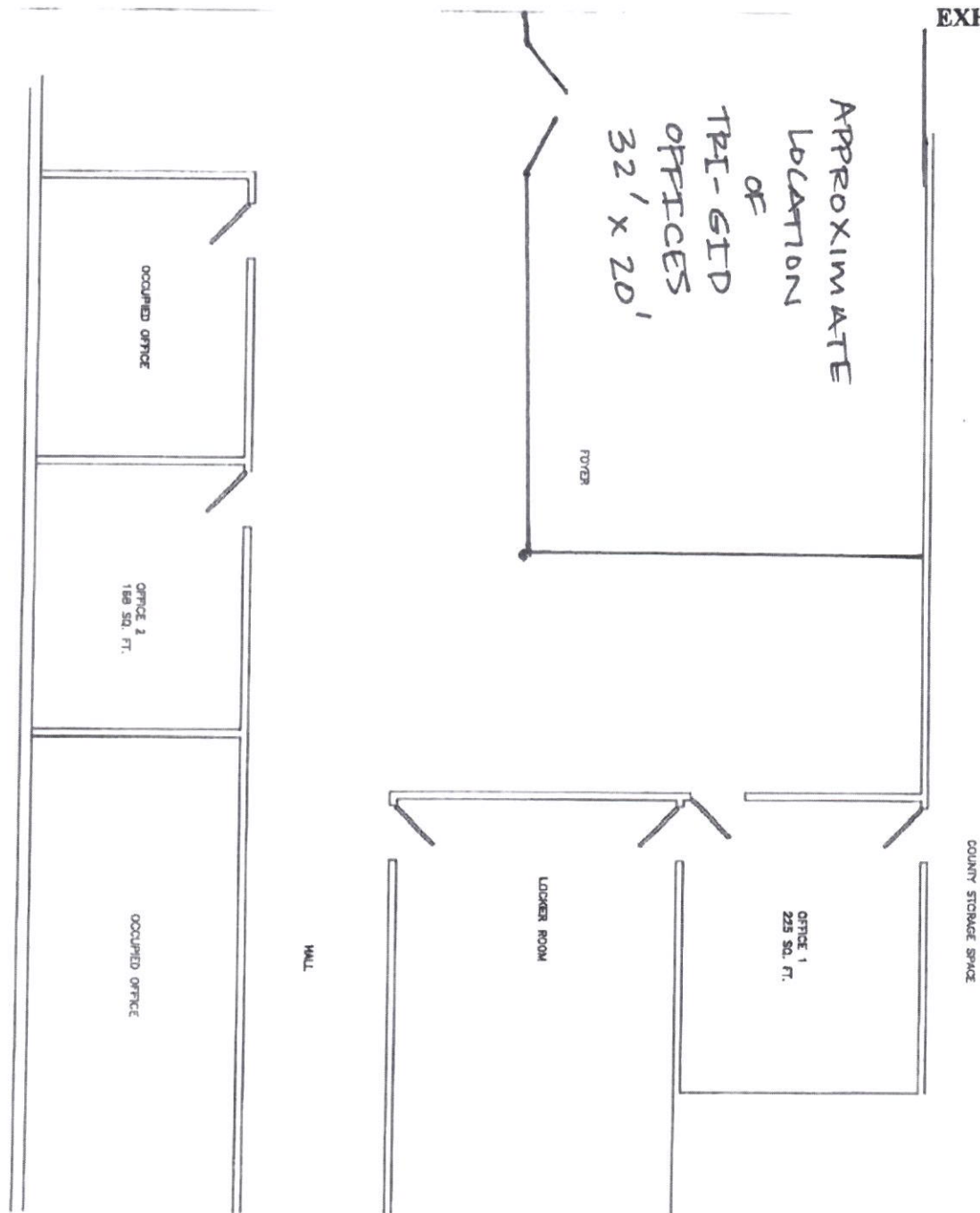
Agenda: Consent [ ] Regular agenda [ X ] Public hearing required [ ]

1. **Title: FOR POSSIBLE ACTION:** Consideration and possible approval of Resolution 19-560 approving the lease of County-owned property at 1705 Peru Drive to the TRI GID and authorizing the chairman to sign said lease.
2. **Recommended motion:** I \_\_\_\_\_ (Commissioner) move to approve Resolution 19-560 which approves the lease of County property to TRIGID and authorize the Chairman to sign the Resolution and the proposed lease.
3. **Prepared by:** Keith Loomis
4. **Department:** District Attorney's Office **Telephone:** 847-0964
5. **Staff summary:** Resolution 19-560 approves the leasing of County-owned property at 1705 Peru Drive to the TRI GID on the terms set forth in the lease and authorizes the Chairman to sign the resolution and the proposed lease.
6. **Supporting materials:** Resolution 19-560; lease of Peru Drive to TRI GID.
7. **Fiscal impact:**  
Funds Available: \_\_\_\_\_ Fund: \_\_\_\_\_ Comptroller
8. **Legal review required:**  
\_\_X\_\_ District Attorney
8. **Reviewed by:**  
\_\_\_\_ Department Head      Department Name:  
\_\_\_\_ County Manager      Other agency review: \_\_\_\_\_
9. **Board action:**  

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Continued

Agenda Item No. 12

# EXHIBIT "A"



AVAILABLE OFFICES

1/8" = 1'-0"

NTS

REVISIONS

PORTION OF STOREY COUNTY McCARRAN  
GOVERNMENT CENTER FLOOR PLAN

STOREY COUNTY PUBLIC WORKS  
P.O. BOX 435 - 100 TOLL ROAD  
VIRGINIA CITY NV 89440  
775 847 0958

DATE 1/20/18  
SCALE 1/8"  
DRAWN MCH  
SHEET

1 of 1



## **Tenant Improvements to 1705 Peru Drive**

1. Enclose 32x20 space at 1705 Peru #104.
2. Metal stud framing, sound insulation, drywall (paint to match existing).
3. Double doors with glass insets.
4. Three windows

**EXHIBIT B**

## RESOLUTION NO. 19 - 560

**RESOLUTION:**      **Authorizes Storey County to Lease Real Property  
And Improvements Located at 1705 Peru Drive, in the Tahoe  
Reno Industrial Center located in Storey County, Nevada to  
the TRI GID and authorizing the Chairman to sign**

WHEREAS, NRS 277.050 authorizes the County to lease county-owned property to another public agency; and,

WHEREAS, the TRI General Improvement District (TRIGID) is a public agency authorized to enter into a lease on such terms as the Board of County Commissioners of Storey County believe appropriate; and,

NOW THEREFORE IS IT HEREBY RESOLVED AS FOLLOWS:

1. That the County lease approximately 640 square feet of its property located at 1705 Peru Drive in Storey County to the TRI GID on the terms as set forth in the attached lease.
2. That the Chairman is authorized to sign said lease on behalf of the County and cause the delivery of the lease to the TRI GID.

Passed by the Board of County Commissioners of Storey County, this 5th day of November, 2019.

\_\_\_\_\_  
Marshall McBride Chairman,

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_

\_\_\_\_\_

Clerk of the Board

Deputy District Attorney

## **LEASE AGREEMENT**

THIS LEASE AGREEMENT ("Lease") is made and entered into by and between Storey County, a political subdivision of the State of Nevada ("Lessor") and the TRI General Improvement District, (TRIGID) a political subdivision of the State of Nevada ("Lessee").

### **RECITALS**

WHEREAS, LESSOR is the owner of property which it desires to lease to LESSEE, and;

WHEREAS, LESSEE desires to lease from LESSOR certain real property as more fully described below for the purposes and on the terms stated herein, and;

WHEREAS, the property to be leased consists of approximately 640 square feet of area within a building as well as an additional area for parking within the parking lot both owned by LESSOR, and;

WHEREAS, The Board of County Commissioners has adopted a resolution declaring its intention to lease the property, has published notice of its intent to lease the property and held a public hearing to hear any objections to the proposed lease and has determined to proceed with the lease.

NOW THEREFORE, the parties hereto incorporating the above recitals as part of their agreement and in consideration of the mutual covenants, terms and conditions, do hereby agree as follows:

### **ARTICLE I LEASED PREMISES**

**Section 1.01. Leased Premises.** The term "Leased Premises" means space in the building located at 1705 Peru Drive, Suite 104, McCarran, Nevada located in the Tahoe-Reno Industrial Center and associated parking area owned by LESSOR. The space within the building to be occupied by LESSEE is depicted in yellow in Exhibit A attached hereto and incorporated by reference herein. Also leased is an additional 180 square feet of area within the parking lot associated with the building which area is depicted in green on the attached Exhibit A

**Section 1.02. Demise of Leased Premises.** LESSOR hereby leases to LESSEE, and LESSEE hereby leases from LESSOR, the Leased Premises, on the terms and conditions set forth in this Lease.

## ARTICLE II TERM

**Section 2.01. Effective Date.** The effective date of the Lease ("Effective Date") will be the date both parties to this lease sign the lease.

**Section 2.02. Term.** The initial term of this lease shall be for 24 months. TRIGID may request an extension of the lease for up to an additional 12 months. Such request must be made in writing at least thirty days prior to the end of the initial term of the lease.

## ARTICLE III RENT

**Section 3.01. Rent.** LESSEE shall pay to LESSOR as rent for the Leased Premises, the sum of zero dollars (\$0.00) per month during the initial fourteen months of the lease. Thereafter TRIGID shall pay a monthly rental of Nine Hundred Dollars (\$900.00). If TRIGID requests an extension of the lease, the monthly rental amount during the extended portion of the lease shall be Nine Hundred Dollars (\$900.00) per month.

## ARTICLE IV CONSTRUCTION OF IMPROVEMENTS AND ADDITIONS THERETO

**Section 4.01. Construction of Improvements.** In lieu of the payment of rent during the first fourteen months of the lease, LESSEE shall make improvements to the leased premises acceptable to LESSOR as are set out in the attached Exhibit B. Said improvements are to remain with the premises upon LESSEE'S ending its occupancy of the premises and become the property of LESSOR without compensation to LESSEE. LESSOR will bear the cost of any permits needed to construct the improvements set out in Exhibit B.

LESSEE may make any other alterations, additions, or improvements to the Leased Premises which LESSEE deems appropriate as long as such alterations, additions or improvements do not materially degrade the Leased Premises. LESSEE shall acquire from appropriate governmental agencies every permit required to make such alterations, additions, or improvements. LESSEE shall furnish a copy of each and every permit to LESSOR prior to beginning any such work and shall complete said work according to applicable building codes in a workmanlike and expeditious manner. Upon notice of termination of the occupancy of the premises, LESSEE shall have fifteen (15) days within which time LESSEE shall be permitted to enter upon the Leased Premises for the purpose of removing any of the alterations, additions or improvements other than those set out in Exhibit B. On that date which is fifteen (15) days after notice of termination of the occupancy of the premises, all such alterations, additions, and improvements shall immediately become LESSOR's property and shall remain on the Leased Premises without compensation to LESSEE.

**Section 4.02. Premises Security.** LESSOR will deliver keys to the existing locks on the premises upon LESSEE'S request. LESSEE must not change the locks during the course of its tenancy.

**Section 4.03. Tenant Improvements.** LESSEE shall be responsible for payment and installation of all tenant improvements and furniture deemed necessary to facilitate functionality. This includes but is not limited to lighting, parking and exit signage, fire extinguishers, desks, work stations and carpeting as needed.

**Section 4.04. Liens.** LESSEE shall keep the Leased Premises free from, and shall indemnify, defend and hold LESSOR harmless from any claims or liens arising out of any work performed, materials furnished, or obligations incurred by, to, or for LESSEE. Such indemnification shall include attorney's fees and all costs. If LESSEE shall, in good faith, contest the validity of any such lien, then LESSEE shall at its sole expense defend itself and LESSOR against the same and shall pay and satisfy any adverse determination or judgment that may be rendered thereon before the enforcement thereof against LESSOR or the Leased Premises.

**Section 4.05. Entry by LESSOR.** LESSOR and its agents and employees may enter the Leased Premises during normal working hours, Monday through Friday, after giving LESSEE advance notice to (a) inspect the Leased Premises; (b) exhibit the Leased Premises to prospective purchasers, tenants, or lenders; (c) supply any service to be provided by LESSOR to LESSEE; (d) post notices of non-responsibility; or (e) repair improvements on the Leased Premises. LESSOR's entry onto the Premise under this Section shall be conducted so as to cause as little interference to LESSEE's normal operations as is reasonably possible.

## **ARTICLE V USE OF LEASED PREMISES**

**Section 5.01. Use of Leased Premises.** LESSEE shall use the Leased Premises as an office for administering TRIGID. LESSOR warrants and represents to LESSEE that the Leased Premises are zoned and are suitable for the purposes of using it for an administrative office. LESSEE's use of the premises also includes the right to utilize up to five parking spaces associated with the leased premises. LESSEE shall also be entitled to utilize the space within the room previously occupied by Switch in LESSOR'S building for conferences and meetings on a reserved basis. LESSEE is also entitled to use of the restrooms and the break room within LESSOR'S building.

## **ARTICLE VI UTILITIES AND SERVICES**

**Section 6.01. Utilities.** LESSOR shall pay for water, gas, heat, light, power, telephone service, office trash, and all other services supplied to the Leased Premises for

LESSEE's use.

**Section 6.02. Internet Service.** LESSEE is to obtain its own internet service.

**Section 6.03. Interruption of Service.** In no event shall LESSOR be liable for an interruption or failure in the supply of any utilities or services to the Leased Premises, not within the control of LESSOR.

## **ARTICLE VII CONDITION AND MAINTENANCE OF LEASED PREMISES**

**Section 7.01. Maintenance.** LESSEE shall, at its sole cost and expense, keep and maintain the Leased Premises and all improvements thereon including, without limitation, parking areas and utility pipes associated with the leased premises (whether or not of like nature to the structures now or hereafter on the Leased Premises) in good order, condition, and repair, ordinary wear and damage by the elements excepted.

**Section 7.02. Hazardous Wastes** LESSOR warrants that no hazardous or toxic materials exist on the Leased Premises. LESSEE agrees to comply with applicable federal, state and local law dealing with hazardous or toxic material during its tenancy. LESSEE's obligation to LESSOR, however, shall be limited to containing and disposing of such materials as a result of LESSEE's operations during its use and occupancy of the Leased Premises. LESSEE shall not be responsible to LESSOR for containment, cleanup, or disposal of hazardous or toxic waste existing on the property prior to LESSEE's Lease thereof or subsequent thereto if not resulting from LESSEE's operation. LESSOR will indemnify, defend and hold LESSEE harmless from claims made against it by Third parties for cleanup and remediation costs. These indemnities are intended to operate as agreements pursuant to §107(e) of the Comprehensive Environmental Response Compensation and Liability Act (CERCLA). LESSEE will indemnify, defend and hold LESSOR harmless from claims for and cost of remediation and cleanup resulting from LESSEE's operations.

**Section 7.03. Governmental Regulations.** LESSEE shall, at LESSEE's sole cost and expense, comply with all of the requirements of all federal, state, county, municipal and other applicable governmental authorities, now in force, or which may hereafter be in force, pertaining to the Leased Premises and shall faithfully observe in the use of the Leased Premises all statutes, laws, ordinances, rules and regulations, whether federal, state, county, or municipal.

## **ARTICLE VIII LIABILITY FOR DAMAGE, TAXES AND ASSESSMENTS**

**Section 8.01. Loss and Damage.** LESSOR shall not be liable for any damage to property of LESSEE or others located on the Leased Premises or in any building, nor for the loss of or damage to any property of LESSEE or others by theft or otherwise.

LESSOR shall not be liable for any injury or damage to persons or property resulting from any casualty or cause whatsoever, save and except for damage caused by LESSOR's negligence or intentional acts or any damage which may be suffered as a result of hazardous or toxic materials existing on the Leased Premises prior to the Effective Date of this Lease. LESSOR shall not be liable for any such damage caused by other persons on the Leased Premises, occupants of adjacent property, or the public. All property of LESSEE kept or stored on the Leased Premises shall be so kept or stored at the risk of LESSEE only, and LESSEE shall hold LESSOR harmless from and hereby waives any claims arising out of damage to the same or damage to LESSEE's business, including subrogation claims by LESSEE's insurance carrier, unless such damage shall be caused by the willful act or gross neglect of LESSOR.

**Section 8.02. Taxes and Assessments.** LESSOR will be responsible for Real Property Taxes and any assessments on the property.

## **ARTICLE IX INSURANCE**

**Section 9.01. Comprehensive Liability Insurance.** Throughout the term of this Lease, LESSEE shall, at its sole cost and expense, maintain in full force a policy or policies of comprehensive liability insurance, including property damage insurance that will insure LESSEE against liability for injury to persons and property and for the death of any person occurring on or about the Leased premises. The liability under such insurance shall not be less than One Million Dollars ( \$1,000,000.00) for any one person injured or killed, not less than One Million Dollars (\$1,000,000.00) for any one accident, and not less than One Million Dollars (\$1,000,000.00) for property damage sustained in any one occurrence. LESSEE's insurance coverage shall be primary insurance in respect to LESSOR its officers, officials, employees or volunteers. Any insurance maintained or self-insurance maintained by LESSOR its officers, officials, employees or volunteers shall be excess of the LESSEE's insurance and shall not contribute to it. The insurance required under this Section may be furnished through general policies covering all of LESSEE's operations, wherever located. Any failure to comply with reporting requirements of the policies shall not affect coverage provided to LESSOR, its officers, officials, employees or volunteers. Coverage shall state that the LESSEE'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. LESSEE shall provide LESSOR with endorsements or certificates evidencing such policies.

**Section 9.02. Worker's Compensation Insurance.** LESSEE shall make adequate provision for accident or injury to LESSEE's employees and shall at all times during the Term and thereafter hold LESSOR harmless from all claims made by any person by reason of any injury, disability, or death of any employee of LESSEE resulting from LESSEE's operations. The insurer shall agree to waive all rights of subrogation against LESSOR, its officers, officials, employees or volunteers for losses arising from the leased premises

**Section 9.03. Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by LESSOR. At the option of LESSOR, either: the insurer shall reduce or eliminate deductibles or self-insured retentions as respects LESSOR, its officers, officials, employees or volunteers which LESSOR finds objectionable; or LESSEE shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**Section 9.04. Term of Coverage.** Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to LESSOR. For failure of LESSEE to comply with the insurance requirements, LESSOR may terminate this Agreement

## **ARTICLE X INDEMNIFICATION**

**Section 10.01. LESSOR Held Harmless for Damages.** LESSEE hereby waives any and all claims against LESSOR its officers, officials, employees and volunteers for damage to any property or injury or death of any person on or about the Leased Premises arising out of, connected with, or otherwise related to the use or occupancy of the Leased Premises, by LESSEE, its agents, employees, or invitees, and from any cause other than LESSOR's misconduct or negligence. LESSEE hereby agrees to indemnify, defend, and hold LESSOR its officers, officials, employees and volunteers harmless from and against all losses, liabilities, obligations, costs, expenses, and damages resulting from any claim, demand, or cause of action resulting from the use or occupancy of the Leased Premises by LESSEE, its agents, employees, or invitees. LESSEE's indemnity obligation shall include reasonable attorneys' fees, investigation costs and all other reasonable costs and expenses incurred by LESSOR. The parties shall make every reasonable effort to agree upon common counsel. However, if the interests of the parties diverge such that common counsel cannot reasonably represent both parties fully and fairly, then LESSEE shall not be obligated to pay for LESSOR's separate counsel. The provisions of this Section shall survive the termination of this Lease with respect to any claim, demand, or cause of action that is based on events occurring or circumstances existing during the term of this Lease.

## **ARTICLE XI SURRENDER**

**Section 11.01. Surrender of Leased Premises.** At the termination of this Lease, or any renewal hereof, LESSEE shall surrender the Leased Premises in good condition, reasonable wear and tear excepted, and shall surrender all keys for the Leased Premises to LESSOR and shall inform LESSOR of all combinations on locks, safes, and/or vaults, if any, on the Leased Premises. LESSEE during the last sixty (60) days of such term, may remove all trade fixtures and any other installations, alterations, or improvements made

pursuant to Article V hereof, with the exception of the tenant improvements required by Exhibit B, before surrendering the Leased Premises as aforesaid, and if such fixtures are removed, shall repair any damage to the Leased Premises caused thereby. LESSEE's obligation to observe and perform this covenant shall survive the expiration or other termination of the Lease Term.

## **ARTICLE XII DESTRUCTION OF THE LEASED PREMISES**

**Section 12.01. Fire, Explosion or Other Casualty.** In the event the Leased Premises are damaged by fire, explosion or other casualty LESSOR and LESSEE shall meet to determine whether to continue the lease. If either party desires to end the occupancy of the premises, the lease shall terminate immediately.

**Section 12.02. Notice by LESSEE.** LESSEE shall give immediate telephone or personal notice to LESSOR in case of fire, casualty or accidents in the Leased Premises or of any defects therein or in any fixtures or equipment and, within twenty-four (24) hours, shall confirm such notice in writing.

## **ARTICLE XIII DEFAULT**

**Section 13.01. Events of Default.** The occurrence of any of the following shall constitute a material default and breach of this Lease:

1. Any failure by LESSEE to pay rent during any extension of the lease or to make any other payment required to be made by LESSEE hereunder, where such failure continues for sixty (60) days after written notice thereof by LESSOR to LESSEE; provided, however, that any such notice shall be in lieu of, and not in addition to, any notice required under NRS Chapter 40, or any corresponding succeeding law(s).
2. The abandonment or vacation of the Leased Premises by LESSEE.
3. Any failure by LESSOR or LESSEE to observe and perform any other provision of this Lease, where such failure continues for sixty (60) days (except where a different period of time is specified in this Lease) after written notice by the nonbreaching party to the other, provided, however that any such notice shall be in lieu of, and not in addition to, any notice required under NRS Chapter 40 or any corresponding succeeding law(s). If the nature of such default is such that the same cannot reasonably be cured within such sixty (60) day period, LESSOR or LESSEE shall not be deemed to be in default if, within such period, the breaching party shall commence such cure and thereafter diligently prosecute the same to completion.

4. (a) The making by LESSEE of any general assignment for the benefit of creditors; (b) subject to the rights of a trustee or court in bankruptcy under Federal Bankruptcy Laws, the filing by or against LESSEE of a petition to have LESSEE adjudged a bankrupt or of a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against LESSEE, the same is dismissed within sixty (60) days); (c) the appointment of a trustee or receiver to take possession of substantially all of LESSEE's assets located at the Leased Premises or of LESSEE's interest in this Lease, where possession is not restored to LESSEE within thirty (30) days; or (d) the attachment, execution or other judicial seizure of substantially all of LESSEE's assets located at the Leased Premises or of LESSEE's interest in this Lease, where such seizure is not discharged within thirty (30) days.

**Section 13.02 Right of Termination.** In the event of any such default by either party, then, in addition to any other remedies available to the non-breaching party at law or in equity, the non-breaching party shall have the immediate option to terminate this Lease and all rights of the non-breaching party hereunder by giving written notice of such intention to terminate. Such termination shall be in addition to any legal or equitable rights of the parties.

**Section 13.03. Right of Re-entry.** In the event of any such default by LESSEE, LESSOR shall also have the right, with or without terminating this Lease, to reenter the Leased Premises and remove all persons and property from the Leased Premises. Such property may be removed and stored in a public warehouse or elsewhere at the cost of and for the account of LESSEE and LESSEE's obligation hereunder.

## **ARTICLE XIV WAIVER**

**Section 14.01. No Continuing Waivers.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a continuing waiver of such term, covenant, or condition or any subsequent breach of the same or any term, covenant, or condition herein contained, nor shall any custom, practice, or course of dealing that may develop between LESSOR and LESSEE in the administration of this Lease be construed to waive the right of either to insist upon performance by the other in strict accordance with said terms.

## **ARTICLE XV SUCCESSORS**

**Section 15.01. Successors.** This Lease shall bind and inure to the benefit of the parties and their respective successors, assigns, legatees, designees, legal representative, , but neither LESSEE nor LESSOR shall assign or delegate this Lease or any of their or its rights, interests or obligations hereunder without the prior written consent of the other party and any attempted or purported assignment or delegation without such consent shall be void. This Lease is not intended, nor shall it be construed, to confer any enforceable rights on any person who is not a party hereto.

**Section 15.02. Transfer by LESSOR--Release.** LESSOR, at any time and from time to time, may make an assignment of its interest in this Lease and, in the event of such assignment and the assumption by the assignee of the covenants and agreements to be performed by LESSOR herein, LESSOR and its successors and assigns (other than the assignee of this Lease) shall be released from all liability hereunder.

## **ARTICLE XVI REMEDIES CUMULATIVE**

**Section 16.01. Remedies Cumulative.** The rights and remedies given to the parties in this Lease herein are distinct, separate and cumulative; and, unless specifically provided otherwise herein, no one such remedy, whether or not exercised, shall be deemed to be to the exclusion of others herein granted or given by law or in equity.

## **ARTICLE XVII HOLDING OVER**

**Section 17.01. Holding Over.** If, without prior written approval by LESSOR, LESSEE holds possession of the Leased Premises after expiration of the extended term of this Lease, LESSEE shall become a Tenant from month-to-month upon the terms herein specified and at a rental amount of NINE HUNDRED DOLLARS (\$900.00) per month. Said rent may be changed by LESSOR giving to LESSEE a Sixty (60) day notice changing said rent. Each party shall give the other notice at least (60) days prior to the date of termination of such monthly tenancy of its intention to terminate such tenancy.

## **ARTICLE XVIII MISCELLANEOUS**

**Section 18.01. Amendments.** No provision of this Lease may be changed, modified, waived, discharged, or terminated, except by a written instrument executed and delivered by the parties.

**Section 18.02. Applicable Law; Jurisdiction.** This Lease and all questions of validity, construction, interpretation, performance and enforcement of the terms and conditions of this Lease and any other obligation secured hereby shall be governed by the applicable statutory and common law of the State of Nevada and the parties agree that any proceedings with respect to the performance or enforcement of this Lease shall be brought in a court of competent jurisdiction within the First Judicial District in the State of Nevada.

**Section 18.03. Brokers.** The parties acknowledge that neither party has retained a broker to assist in bringing about the transactions provided for hereunder. The parties agree to indemnify, defend and hold one another harmless from and against all claims for brokerage commissions and finder fees arising by reason of this Lease.

**Section 18.04. Captions.** The captions, titles, headings and Section numbers appearing in this Lease are for reference proposes only and shall in no way limit, define, or otherwise affect the construction of this Lease.

**Section 18.05. Complete Agreement.** Except instruments incorporated herein by reference and documents executed simultaneously herewith there are no written and/or oral agreements between LESSOR and LESSEE additional to or different from this Lease, and this Lease supersedes and cancels any and all previous negotiations, arrangements, agreements, letters and understandings between LESSOR (or its agents, or representative) and LESSEE with respect to the subject matter of this Lease. There are no representations between LESSOR and LESSEE other than those contained in this Lease, and all reliance with respect to any representation is solely upon the representations contained in this Lease. This Lease shall be construed in a fair and equitable manner and shall not be construed against the party by whom it was drafted.

**Section 18.06. Counterparts.** This Lease may be executed in any number of counterparts, or by different parties in different counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument, and in making proof hereof, it shall not be necessary to produce or account for more than one such counterpart.

**Section 18.07. Covenants.** Whenever in this Lease any words of obligation or duty are used in connection with either LESSOR or LESSEE, such words shall have the same force and effect as though framed in the form of express covenants on the part of the party obligated.

**Section 18.08. Effectiveness.** Submission of this instrument for examination or execution by LESSEE does not constitute a reservation of or option to lease, and it is not effective as a lease or otherwise until it has been executed and delivered by both LESSOR and LESSEE.

**Section 18.09. Sections.** Articles and Sections mentioned by number only are the respective Articles and Sections of this Lease as so numbered. Any headings preceding the texts of the several Articles and Sections of this Lease, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall not constitute a part of this Lease, nor shall they affect its meaning, construct or effect.

**Section 18.010. Force Majeure.** Any covenants, conditions, provisions, or agreements on the part of LESSOR to be performed shall not be deemed breached if LESSOR is unable to furnish or perform the same by virtue of any cause whatsoever beyond LESSOR'S control.

**Section 18.011. No Partnership.** The parties expressly agree and acknowledge that LESSOR does not in any way or for any purpose become a principal or partner of LESSEE in the conduct of its business or a joint venturer or a member of a joint enterprise

with LESSEE by reason of this Lease.

**Section 18.012. Notices.** All notices, requests, waivers, approvals, consents, demands and other communications hereunder shall be in writing and shall be deposited with the United States Postal Service, with all charges, fees and first-class postage prepaid, properly addressed as follows:

If to LESSOR: Storey County  
Attn: Austin Osborne, County Manager  
P. O. Box 176  
Virginia City, Nevada 89440

If to LESSEE: TRIGID  
Attn: Shari Whalen, General Manager  
1705 Peru Drive Suite 104  
McCarran, Nevada 89437

**Section 18.013. Partial Invalidity.** If any term, covenant, or condition of this Lease or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease or the application of such term, covenant, or condition to persons or circumstances, other than those as to which it is held invalid or unenforceable, shall not be affected thereby; and each term, covenant, or condition of this Lease shall be valid and enforced to the fullest extent permitted by law.

**Section 18.014. Time of Essence.** It is expressly understood and agreed that time is of the essence as to this Lease and all the terms, conditions, covenants and provisions hereof. Whenever the time for performance of any act hereunder falls on a Saturday, Sunday or legal holiday, such time shall be extended to the next business day.

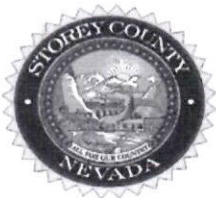
IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

LESSOR

LESSEE

\_\_\_\_\_  
By: Austin Osborne  
Its: County Manager

\_\_\_\_\_  
By:  
Its:



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: 11/05/19

Estimate of time required: 30 min.

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

1. **Title: Workshop / No Action:** Public workshop to discuss and receive comments on the proposed draft extension and modification of the franchise agreement between Storey County and Waste Management, Inc. (dba "Storey County Sanitation") for the collection of solid waste. Public comments and questions will be reviewed by the board before considering approval, denial, or amendment of the franchise agreement at a future board meeting.
2. **Recommended motion:** No action.
2. **Prepared by:** Austin Osborne
4. **Department:** County Manager **Telephone:** 775.847.0968
5. **Staff summary:** Storey County and Waste Management, Inc. have been negotiating a possible successor waste collection franchise agreement for approximately the past year. The existing agreement expires on November 31, 2019. Items in negotiation include, but are not limited to, trash collection fees; non-mandatory collection; senior discounts; Highlands expanded route service; Highlands recycling drop-off center; self-haul allowances; expanding transfer station/landfill service; "free-dump" flex-vouchers; fluids, batteries, and e-waste collection; customer service enhancements; and residential and commercial recycling.
6. **Supporting materials:** The draft franchise agreement is posted on the county Planning Department website at: <https://www.storeycounty.org/517/Planning-Updates>. Comments and questions outside of the board meeting should be directed to the County Manager at 775.847.0968 or [aosborne@storeycounty.org](mailto:aosborne@storeycounty.org). Public comments will be discussed at the board meeting.
7. **Fiscal impact:** None on local government.  
Funds Available: Fund: \_\_\_\_\_ Comptroller
8. **Legal review required:** \_\_\_yes\_\_\_ District Attorney
9. **Reviewed by:**  
\_\_\_\_ Department Head \_\_\_\_\_ Department Name: Planning  
\_\_\_@\_\_\_ County Manager \_\_\_\_\_ Other agency review: \_\_\_\_\_
10. **Board action:**  

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modifications
<input type="checkbox"/> Denied	<input type="checkbox"/> Continued

Agenda Item No. 13



# Storey County Board of County Commissioners

## Agenda Action Report

Meeting date:

Estimate of time required:

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title: Discussion/For Possible Action:** Acceptance of grant of easement from Joyce and Larry Herceg across their property for the purpose of constructing, reconstructing, maintaining, repairing, and servicing a water pipe and related equipment.
2. **Recommended motion:** I [commissioner] move to approve resolution No. 19-556 accepting a grant of easement from Joyce and Larry Herceg for the purposes stated above.
3. **Prepared by:** Mike Northan
4. **Department:** Public Works **Telephone:** (775) 335 6991
5. **Staff summary:** Second approval of grant of easement. Following this, the easement will be recorded in Storey County and Washoe County.
6. **Supporting materials:** Attached: resolution, executed easement documents.
7. **Fiscal impact:**  
Funds Available: N/A 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. 14

**RESOLUTION NO. 19-556**

**RESOLUTION      Accepting grant of easement  
from Joyce and Larry Herceg  
across their property in Washoe  
County for the purpose of constructing,  
reconstructing, maintaining, repairing,  
and servicing a water pipe and related  
equipment**

**WHEREAS, A waterline runs from Marlette Lake to Five Mile Reservoir providing  
water to Virginia City and environs which crosses a parcel of land owned by Joyce and  
Larry Herceg; and,**

**WHEREAS, Storey County desires to relocate the water line and provide for  
construction, serving and maintenance of said water pipe on the land of the Hercegs; and,**

**WHEREAS, the Hercegs have granted to Storey County a permanent easement for  
the construction, reconstruction, maintenance, repair and servicing of the pipeline where it  
crosses their property;**

**NOW THEREFORE IS IT HEREBY RESOLVED,**

**That Storey County accepts the grant of the easement from the Hercegs and agrees  
to be bound by the terms of said easement.**

**Signatures on next page**

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019

**BOARD OF COUNTY COMMISSIONERS OF STOREY COUNTY**

By: \_\_\_\_\_  
MARSHALL McBRIDE, Chairman

ATTEST:

\_\_\_\_\_  
VANESSA STEPHENS Storey County Clerk/Treasurer

The undersigned affirms that this document does not contain the personal information of any person.

\_\_\_\_\_  
Keith Loomis  
Deputy District Attorney  
Storey County, Nevada



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: Nov 5, 2019

Estimate of time required: 5-10 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Acceptance of Sierra Nevada Construction as the apparent low bidder for the 2019 Road Rehabilitation Project.

2. **Recommended motion:** I (Commissioner) move to accept Sierra Nevada Construction as the apparent low bidder for the 2019 Road Rehabilitation Project. This is for slurry/chip seal on 6 roads in the Tahoe Reno Industrial Center and 2 full rebuilds in Mark Twain for \$384,003.19.

3. **Prepared by:** Jason Wierzbicki

**Department:** Public Works

**Telephone:** 775 847 0958

4. **Staff summary:** Initial approval for low bidder of the 2019 Road Rehabilitation Project. This will slurry/chip seal Venice, Denmark, London, Ireland and Megabyte. A 2" mill and overlay on Alexandria plus 2 total rebuilds on Huckleberry and Edith in Mark Twain.

5. **Supporting materials:** Farr West Engineering's evaluation and recommendations letter and Bid opening form.

6. **Fiscal impact:**

Funds Available: Yes

Fund: 020 Roads

JK Comptroller

7. **Legal review required:**

\_\_\_\_ District Attorney

8. **Reviewed by:**

\_\_\_\_ Department Head

Department Name: Commissioner's Office

JK County Manager

Other agency review: \_\_\_\_\_

9. **Board action:**

☐ Approved  
☐ Denied

☐ Approved with Modifications  
☐ Continued

**FARR WEST**  
ENGINEERING

October 18, 2019

Austin Osborne, PHR, SHRM-CP  
Storey County Manager  
Box 176  
Virginia City, NV 89440

**Re: Bid Acceptance of Storey County 2019 Road Rehabilitation Project**

Dear Mr. Osborne:

On October 17, 2019 Farr West held a bid opening for the Storey County 2019 Road Rehabilitation Project on behalf of Storey County. Bid information was compiled and Sierra Nevada Construction, Inc. is the apparent low bidder with a bid price of \$384,003.19.

Farr West Engineering has evaluated the Sierra Nevada Construction, Inc. Bid and finds that it complies with the prescribed requirements of the Bid Form, and therefore is considered "responsive". We have also performed a due diligence check on the company by checking provided references, System for Award Management, Nevada State Contractor's Board, Secretary of State, and the Labor Commissioner. The references were all positive; the consensus is that Sierra Nevada Construction, Inc. is qualified to perform and complete the work associated with this project. A search with the Contractor's Board shows no disciplinary action against them and they are within their licensed limits. A search for debarment on the System for Award Management shows no action. A search of the Secretary of State shows that they are in good standing. Lastly, a search of the Labor Commissioner shows no actions, pending or filed, against them.

Sierra Nevada Construction, Inc. has over 20 years of experience in the construction industry and has performed similar projects in the past. Based on a review of their bid and background check, Farr West finds Sierra Nevada Construction, Inc. as being a "responsible" Bidder and we recommend awarding them the Construction Contract.

I have attached the bid tab for your reference.

If you have any questions or require additional information regarding this letter, please feel free to contact me.

Sincerely,



Keith Karpstein, P.E.  
Senior Engineer

Attached: Bid Tab

# **BID OPENING FORM** **Storey Co. 2019 Road Rehabilitation** **Storey County**

Bid Opening Location: Fair West Engineering  
 Date: Thursday October 17, 2019  
 Time: 2:00PM  
 Owner: Storey County  
 Engineer: Fair West Engineering

Bid Item	Description	Quantity	Units	ENGINEER'S OPINION OF PROBABLE COST				Sierra Nevada Construction				A&K Earth Movers				AVERAGE				MEDIAN			
				Unit Price	Total	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	AVG UNIT PRICE	AVG TOTAL	MED UNIT PRICE	MED TOTAL	AVG UNIT PRICE	AVG TOTAL	MED UNIT PRICE	MED TOTAL
1	Type III Rapid Setting Slurry Seal, per SY (Voice Drive)	3,737	SY	\$6.75	\$25,224.75	\$4.25	\$15,882.25	\$7.00	\$26,159.00	\$5.63	\$21,020.63	\$5.63	\$21,020.63	\$5.63	\$21,020.63	\$5.63	\$21,020.63	\$5.63	\$21,020.63	\$5.63	\$21,020.63	\$5.63	\$21,020.63
2	Type III Rapid Setting Slurry Seal, per SY (Dunsmuir Drive)	3,107	SY	\$6.75	\$20,972.25	\$4.25	\$13,204.75	\$7.50	\$23,302.50	\$5.88	\$18,253.63	\$5.88	\$18,253.63	\$5.88	\$18,253.63	\$5.88	\$18,253.63	\$5.88	\$18,253.63	\$5.88	\$18,253.63	\$5.88	\$18,253.63
3	Type III Rapid Setting Slurry Seal, per SY (London Drive)	3,651	SY	\$6.75	\$24,644.25	\$4.25	\$15,516.75	\$7.50	\$27,382.50	\$5.88	\$21,449.63	\$5.88	\$21,449.63	\$5.88	\$21,449.63	\$5.88	\$21,449.63	\$5.88	\$21,449.63	\$5.88	\$21,449.63	\$5.88	\$21,449.63
4	Cape Seal (1/2" Chip Seal w/ a Type III Rapid Setting Slurry Seal), per SY (Ireland Road)	3,444	SY	\$20.25	\$69,716.00	\$10.50	\$36,162.00	\$16.00	\$55,104.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00	\$13.25	\$45,608.00
5	Cape Seal (1/2" Chip Seal w/ a Type III Rapid Setting Slurry Seal), per SY (Megadave Drive)	1,487	SY	\$20.25	\$30,111.75	\$10.50	\$15,613.50	\$16.00	\$23,792.00	\$13.25	\$19,702.75	\$13.25	\$19,702.75	\$13.25	\$19,702.75	\$13.25	\$19,702.75	\$13.25	\$19,702.75	\$13.25	\$19,702.75	\$13.25	\$19,702.75
6	2" Mill and Overlay, per SY (Alexandria Court)	994	SY	\$34.00	\$33,676.00	\$45.00	\$44,730.00	\$75.00	\$74,550.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00	\$60.00	\$59,640.00
<b>Base Bid Total:</b>				<b>\$222,345.00</b>				<b>\$140,059.25</b>				<b>\$228,690.00</b>				<b>\$184,374.63</b>				<b>\$184,374.63</b>			

RANK  
 PERCENTAGE OF ENGINEER'S ESTIMATE

1 63%  
 2 103%  
 83%

Bid Alternate #1				ENGINEER'S OPINION OF PROBABLE COST				AVERAGE				MEDIAN			
Bid Item	Description	Quantity	Units	Unit Price	Total	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL
7	Pavement Reconstruction - 3" AC on 8" non base, per SY (Huebner Way)	1,385	SY	\$114.75	\$156,862.50	\$75.00	\$103,875.00	\$62.00	\$85,770.00	\$68.50	\$93,972.50	\$68.50	\$93,972.50	\$68.50	\$93,972.50
<b>Base Bid + Alternate #1 Total:</b>				<b>\$404,223.75</b>				<b>\$258,934.25</b>				<b>\$292,947.13</b>			

Bid Alternate #2				ENGINEER'S OPINION OF PROBABLE COST				AVERAGE				MEDIAN			
Bid Item	Description	Quantity	Units	Unit Price	Total	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL	Unit Price	TOTAL
8	Pavement Reconstruction - 3" AC on 8" non base, per SY (Edith Lane)	1,978	SY	\$114.75	\$226,975.50	\$63.25	\$125,068.94	\$61.00	\$120,658.00	\$62.12	\$122,863.47	\$62.12	\$122,863.47	\$62.12	\$122,863.47
<b>Base Bid + Alternate #1 &amp; #2 Total:</b>				<b>\$631,199.25</b>				<b>\$384,003.19</b>				<b>\$415,810.60</b>			



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: NOV 05, 2019

Estimate of time required: 15 min

Agenda: Consent ☐ Regular agenda ☐ Public hearing required ☐

1. **Title: Discussion/For Possible Action:** Award of Contract for Propane Delivery to County Facilities.

2. **Recommended motion:** I, [commissioner], move to award the contract for propane delivery to Ferrellgas for all county locations.

3. **Prepared by:** Mike Northan

4. **Department:** Public Works

**Telephone:** (775) 335 6991

5. **Staff summary:** See attached Staff Report

6. **Supporting materials:** Staff report, bid results summary, bid forms.

7. **Fiscal impact:**

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. 16

Automobile fuels bids 2019

Bidder	Carson Valley Oil	Intersate Oil	Pilot Thomas Logistics
Sealed bid	yes	yes	yes
Bid form used	yes	yes	yes
Price per gallon over rack average in dollars by location:			
Regular Unleaded Gas			
PW Yard VC	\$0.12	\$0.1175	\$0.3044
FD Lockwood	no bid	\$0.0800	\$0.1900
FD Highlands	\$0.15	\$0.1175	\$0.2399
FD TRI Center	no bid	\$0.0800	\$0.1900
Mid Grade Gas			
PW Yard VC	\$0.12	\$0.1175	\$0.3044
FD Lockwood	no bid	\$0.0800	\$0.1900
FD Highlands	\$0.15	\$0.1175	\$0.2399
FD TRI Center	no bid	\$0.0800	\$0.1900
#2 Diesel			
PW Yard VC	\$0.12	\$0.1175	\$0.3044
FD Lockwood	no bid	\$0.0800	\$0.1900
FD Highlands	\$0.15	\$0.1175	\$0.2399
FD TRI Center	no bid	\$0.0800	\$0.1900

Propane bids 2019

Bidder	Ferrellgas	
Sealed bid	yes	
Bid form used	yes	
Price per gallon over BPN posted price (San Francisco):		
Storey County	\$0.32	Tank rental rate \$0.00
SC Employees	\$0.50	Plus tank rental at \$60.00 annually
SC Residents	\$0.60	Plus tank rental at \$60.00 annually



## Storey County Board of County Commissioners Agenda Action Report

Meeting date: November 5, 2019

Estimate of time required: 10 min.

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☒

1. **Title: Discussion/Possible Action:** Storey County Proclamation for Flood Awareness Week, November 16 – 22, 2019.
2. **Recommended motion:** I, (*commissioner*), move to approve Storey County, Nevada, Proclamation for recognizing Flood Awareness Week November 16 – 22, 2019.
3. **Prepared by:** Kathy Canfield
4. **Department:** Planning **Telephone:** 775.847.1144
5. **Staff summary:** Staff recommends Storey County join in with the other local, state and federal agencies in recognizing Flood Awareness Week, November 16 – 22, 2019. Staff encourages the commissioners and the public to go to [www.NevadaFloods.org](http://www.NevadaFloods.org) for more information on flooding issues and concerns and what can be done to prepare for flood events.
6. **Supporting materials:** Proclamation document attached.
7. **Fiscal impact:** None on local government.  
Funds Available: \_\_\_\_\_ Fund: \_\_\_\_\_ Comptroller
8. **Legal review required:** \_\_\_\_\_ District Attorney
9. **Reviewed by:**  
KC Department Head \_\_\_\_\_ Department Name: Planning  
LC County Manager \_\_\_\_\_ Other agency review: \_\_\_\_\_
10. **Board action:**  
☐ Approved ☐ Approved with Modifications  
☐ Denied ☐ Continued

Agenda Item No. 17

# *Storey County, Nevada Proclamation*

*WHEREAS, Storey County recognizes the significant threat that flooding poses to our residents, our businesses, the community, the region and our local economy; and*

*WHEREAS, Storey County has experienced flood events from the Truckee River, weather events and flooding of local streams, channels and creeks, and*

*WHEREAS, Risks can be reduced and communities can be prepared to be more aware and resilient by educating residents and businesses on actions they can take to prepare for flood events; and*

*WHEREAS, During Flood Awareness Week, local, state and federal agencies are working together across Nevada to inform the public about the dangers of flooding, how to protect their homes and families, and businesses from a flood event and plan for recovery;*

*NOW, THEREFORE, the Storey County Board of County Commissioners does hereby proclaim November 16th through November 22<sup>nd</sup> as*

## *Nevada Flood Awareness Week*

*And urges all citizens to increase their awareness of the risks of floods by visiting [www.NevadaFloods.org](http://www.NevadaFloods.org) and learn how you can be prepared.*

*Dated this 5<sup>th</sup> Day of November, 2019.*

-----  
*Marshall McBride, Chair  
Storey County Commission*



## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** November 5, 2019

**Estimate of time required:** 10-15 minutes

**Agenda:** Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title: DISCUSSION/POSSIBLE ACTION:** Approval of Resolution #19-557 making changes to Water Rates for Service in Virginia City, Gold Hill and Silver City and Sewer Rates in Virginia City and Gold Hill.
2. **Recommended motion:** I move to approve Resolution #19-557 making changes to Water Rates for Service in Virginia City, Gold Hill and Silver City and Sewer Rates in Virginia City and Gold Hill.
3. **Prepared by:** Cherie Nevin

**Department:** Community Relations

**Telephone:** 847-0986

4. **Staff summary:** Storey County Code 13, Section 13.108.055 provides that the Storey County Board of County Commissioners may establish water and sewer service rates by resolution. Additional costs of operation of the water and sewer treatment plant, construction and maintenance on the present water and sewer systems require additional funds to be paid for by increasing the rates of the water and sewer users of the systems as explained in the Virginia City and Gold Hill Water and Sewer Rate Assessment completed in 2019 and presented to the County Commission on September 17, 2019.

5. **Supporting materials:** Resolution #19-557  
Public Notice  
Rate Assessment

6. **Fiscal impact:**

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. 19

## **RESOLUTION 19-557**

### **A RESOLUTION MAKING CHANGES TO WATER RATES FOR SERVICE IN VIRGINIA CITY, GOLD HILL, AND SILVER CITY AND SEWER RATES FOR SERVICE IN VIRGINIA CITY AND GOLD HILL.**

WHEREAS, Storey County Code 13, Section 13.108.055 provides that the Storey County Commissioners may establish water and sewer service rates by resolution, and

WHEREAS, additional cost of operation of the water and sewer treatment plant, construction and maintenance on the present water and sewer systems will require additional funds to be paid for by increasing the rates of the water and sewer users of the systems as explained in the Virginia City and Gold Hill Water and Sewer Rate Assessment completed in 2019.

#### **1. WATER RATES**

- a. Water Hookup (basic  $\frac{3}{4}$  inch within 50 ft of main lines) will remain at:
  - i. Residential \$2,500.00
  - ii. Commercial \$4,100.00
- b. Permit extension fee will remain at: (based on minimum yearly water service rates)
  - i. Residential \$443.64 (\$36.97 X 12)
  - ii. Commercial \$671.04 (\$55.92 X 12)
- c. Water Deposit of \$100.00 on all Residential accounts will remain.
- d. Water Deposit of \$150.00 on all Commercial accounts will remain.
- e. Monthly Service base rates for Residential and Commercial accounts will increase as presented in Table 1:

<b>Table 1: Water Monthly Service Rates</b>				
<b>Customer Class</b>	<b>Effective July 1, 2020</b>	<b>Effective July 1, 2021</b>	<b>Effective July 1, 2022</b>	<b>Effective July 1, 2023</b>
Residential Flat Rate for 2,000 gallons:	\$33.17	\$34.06	\$35.19	\$36.35
Residential Usage Surcharge (\$/1,000 gal in excess of 2,000 gal):	\$3.02	\$3.08	\$3.16	\$3.24
Commercial Flat Rate for 2,000 gallons:	\$52.31	\$53.58	\$55.20	\$56.86
Commercial Usage Surcharge (\$/1,000 gal in excess of 2,000 gal):	\$3.94	\$4.02	\$4.12	\$4.22
Residential and Commercial Capitalization Fee:	\$11.24	\$11.24	\$11.24	\$11.24

- i. Monthly minimum will be charged for all metered accounts regardless of usage.
  - ii. Construction Water: Administrative billing fee will remain at: \$49.80 per month, \$3.90 per each 1,000 gallons.
  - iii. Truck Fill: (Water for Resale) will remain at: Administrative billing fee: \$49.80 per month, \$0.04 per each 1 gallon.
- f. Late charge of 10% of unpaid balance to be added to account after the 26<sup>th</sup> day of the month.
- g. A late payment fee of \$25.00 will also be added to the unpaid balance after 60 days delinquent.
- h. Reconnection fee will remain at \$35.00 for nonpayment following notice of delinquent account plus the full outstanding amount due must be paid before water service is restored.
  - i. If this fee and past due balance is not paid within one (1) month of disconnection, service will be entirely disconnected and a fee of \$1200.00 (residential), \$2000.00 (Commercial) plus entire balance will be required before service is re-established
- i. Residential discount of 10% on water charges for Senior citizens over 65 (proof of age required) upon approval of the Public Works Director. Service account holder and discount applicant must be one in the same.
- j. Voluntary Disconnection of service:
  - i. Temporary Disconnection: Customers may opt to disconnect service for a period of three (3) or more months. A disconnect form must be completed prior to disconnection. Charges will be half of the current minimum monthly water and sewer (when applicable) service rates. To reconnect service a fee of \$60 will be assessed.
  - ii. Total Disconnection: Customer may opt to completely disconnect service. A disconnect form must be completed prior to disconnection. No monthly charges will be assessed. Restoral of service will require a fee of \$1200.00 (Residential), \$2000.00 (Commercial).
- k. Starting July 1, 2024, the water rate effective July 1, 2023 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. SEWER RATES

- a. Sewer Hookup (within 50 ft of main lines) will remain at:
  - i. Residential \$3,300.00
  - ii. Commercial \$4,800.00

- b. Monthly Service rates for Residential and Commercial accounts will increase as presented in Table 2:

Table 2: Sewer Monthly Service Rates					
Customer Class	Effective Jan 1, 2020	Effective July 1, 2020	Effective July 1, 2021	Effective July 1, 2022	Effective July 1, 2023
Residential Flat Rate:	\$15.56	\$17.06	\$18.60	\$18.85	\$20.49
Residential USDA Loan Repayment	\$34.28	\$34.28	\$34.28	\$35.61	\$35.61
Commercial Flat Rate for 2,000 gallons:	\$24.77	\$26.80	\$28.89	\$29.38	\$31.60
Usage Surcharge (\$/1,000 gal in excess of 2,000 gal):	\$2.20	\$2.27	\$2.34	\$2.41	\$2.48
Commercial USDA Loan Repayment	\$42.87	\$42.87	\$42.87	\$44.53	\$44.53

- i. Late charge of 10% of unpaid balance accrued monthly.
- c. Starting July 1, 2024, the sewer rate effective July 1, 2023 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.

THEREFORE, BE IT RESOLVED, that the Storey County Commissioners water rate increase and sewer rate increase is hereby approved, the previous water and sewer rate Resolution 15-422 is hereby revoked by the adoption of this resolution 19-557. Said rates shall be effective commencing on the 1<sup>st</sup> day of January 1, 2019 unless otherwise stated in this resolution.

This resolution shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_ 2019

THOSE VOTING AYE: \_\_\_\_\_

THOSE VOTING NAY: \_\_\_\_\_

ABSENT: \_\_\_\_\_

BY: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Storey County Clerk

STOREY COUNTY BOARD OF COMMISSIONERS

**NOTICE OF PUBLIC HEARING**  
**REGARDING INCREASE IN WATER AND SEWER RATES**

Notice is hereby given that on the 5th day of November 2019 at the hour of 10 o'clock a.m. The Board of County Commissioners of Storey County, Nevada will hold a public hearing to consider the adoption of a resolution changing the rates for water and sewer service within the areas of Virginia City, Gold Hill and Silver City. The hearing will be held at the District Courtroom, 26 South B Street, Virginia City, Nevada. It is proposed that the rates for water and sewer be changed as reflected in the following schedule.

**WATER RATES**

<b>TYPE OF CHARGE</b>	<b>OLD RATE</b>	<b>NEW RATE Effective Jul 1, 2020</b>
Monthly Service Base Rate Residential	\$36.97 first 2,000 gallons \$2.99 each additional 1000 gallons plus \$7.00 capitalization fee for total minimum old rate of <b>\$43.97</b>	\$33.17 first 2,000 gallons \$3.02 each additional 1,000 gallons plus \$11.24 capitalization fee for a total minimum rate of <b>\$44.41</b>
Monthly Service Base Rate Commercial	\$55.92 first 2,000 gallons \$3.90 each additional 1,000 gallons plus \$7.00 capitalization fee for total minimum old rate of <b>\$62.92</b>	\$52.31 for first 2,000 gallons \$3.94 each additional 1,000 gallons plus \$11.24 capitalization fee for a total minimum rate of <b>\$63.55</b>

**SEWER RATES**

<b>TYPE OF CHARGE</b>	<b>OLD RATE</b>	<b>NEW RATE Effective Jan 1, 2020</b>
Monthly Service Base Rate Residential	\$31.75 plus \$16.64 loan repayment for total old rate of <b>\$48.39</b>	\$15.60 plus \$34.24 loan repayment for total new rate of <b>\$49.84</b>
Monthly Service Rate-Commercial	\$44.86 first 2,000 gallons water usage \$2.14 each additional 1,000 gallons water usage plus \$20.81 USDA loan repayment for total minimum old rate of <b>\$65.67</b>	\$24.81 first 2,000 gallons water usage \$2.20 each additional 1,000 gallons water usage plus \$42.83 USDA loan repayment for a total new rate of <b>\$67.64</b>

The reason for the increases is due to: (1) the additional cost of operating the water and sewer treatment plant; (2) construction and maintenance of the present water and sewer systems will require additional funds to be paid as explained in the Virginia City and Gold Hill Water and Sewer Rate Assessment completed in 2019; and (3) Construction of the new Wastewater Treatment Plant and Sewer System requires loan repayment fees to be added to the sewer rates. Any member of the public is welcome to attend and provide written or oral input as to the propriety of the proposed changes in rates.

### 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

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#### 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
<b>Revenue Sources</b>						
User Rates	\$ 557,800	\$ 562,300	\$ 562,300	\$ 567,923	\$ 579,281	\$ 593,763
Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 32,758	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Source of Funds</b>	<b>\$ 590,558</b>	<b>\$ 562,300</b>	<b>\$ 562,300</b>	<b>\$ 567,923</b>	<b>\$ 579,281</b>	<b>\$ 593,763</b>
<b>Expenses</b>						
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	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE REQUIREMENT</b>	<b>\$ 1,130,340</b>	<b>\$ 551,130</b>	<b>\$ 564,804</b>	<b>\$ 578,890</b>	<b>\$ 593,401</b>	<b>\$ 608,349</b>
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%
<b>Proposed Rate Adjustment</b>		<b>0.00%</b>	<b>1.00%</b>	<b>2.00%</b>	<b>2.50%</b>	<b>2.50%</b>
Additional Revenue from Rate Adjustment	\$ -	\$ -	\$ 5,623	\$ 11,358	\$ 14,482	\$ 14,844
<b>Total Balance of Funds</b>	<b>\$ (539,782)</b>	<b>\$ 11,170</b>	<b>\$ 3,119</b>	<b>\$ 392</b>	<b>\$ 363</b>	<b>\$ 259</b>

Notes:

(1) FY 2020 means 7/1/2019 though 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	
<b>Water Revenue Bond - WTP</b>									
Principal Amount	\$	714,000							
Interest Rate (%)		0.045%							
Principal Term (Yrs)		40							
Annual Payment	\$	18,015.15							
Principal Paid	\$	498,986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Paid	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Outstanding (Start of Year)</b>	\$	498,986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Water Revenue Bond - 5 Mile Water Line</b>									
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	
<b>Outstanding (Start of Year)</b>	\$	-	\$ 2,126,000	\$ 2,085,776	\$ 2,044,998	\$ 2,003,660	\$ 1,961,753	\$ 1,919,270	
<b>Water Revenue Bond - Hillside Tanks</b>									
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	
<b>Outstanding (Start of Year)</b>	\$	-	\$ -	\$ 701,000	\$ 690,600	\$ 679,940	\$ 669,013	\$ 657,813	
<b>Total</b>									
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	
<b>Outstanding (Start of Year)</b>	\$	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 (\$/L)	Interest Rate	Cost Recovery Factor (A/P)	Annualized Cost
<b>Water Treatment Process</b>								
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
<b>Reservoir/Storage</b>								
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
<b>Water Distribution</b>								
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
<b>Water System Tools &amp; Equipment</b>								
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) <sup>1</sup>	\$201,750	0.33	\$66,577	15	<u>\$4,438</u>	3.00%	0.08377	\$5,577
John Deere 35G Mini Ex (2019) <sup>1</sup>	\$52,725	0.33	\$17,399	15	<u>\$1,160</u>	3.00%	0.08377	\$1,457
Ditch Witch FX25 Vac Trailer (2018) <sup>2</sup>	\$41,450	0.5	\$20,725	15	<u>\$1,382</u>	3.00%	0.08377	\$1,736
Utility Guard Locator (2018) <sup>2</sup>	\$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			
6-10 Year Annual Cost					\$6,675.39			
11-15 Year Annual Cost					\$39,080.11			
SHORT LIVED ASSET TOTAL					\$637,154	\$46,255	\$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:

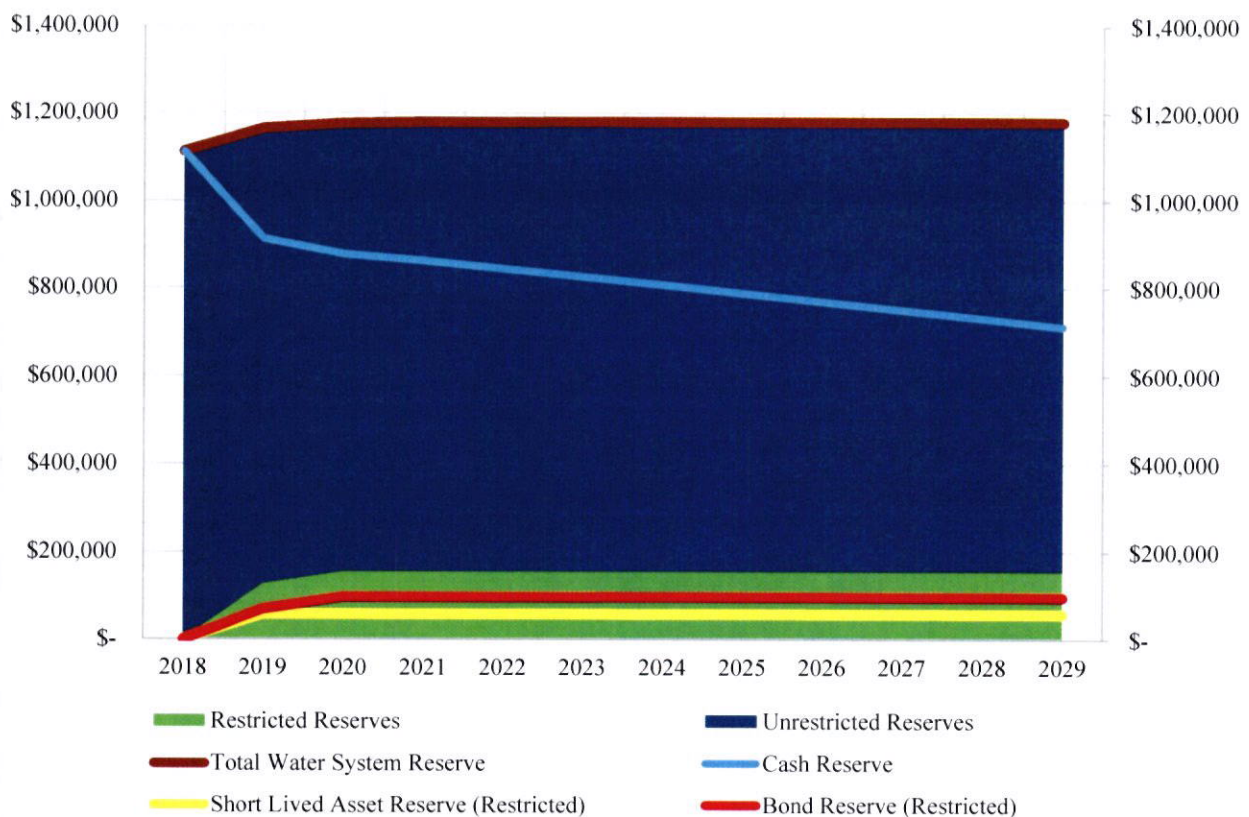
1. Operating reserve shall be equal to 90 days of O&M expenses. No minimum was specified by the County for this account; however, it is good practice to maintain an operating reserve equal to 90 days of O&M expenses.
2. The bond reserve shall be a restricted reserve and shall total one annual payment 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
<b>Balance</b>							
	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
<b>Operating Reserve</b>							
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
<b>Bond Reserve (Restricted)</b>							
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
<b>Capital Reserve</b>							
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
<b>Short Lived Asset Reserve (Restricted)</b>							
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
<b>Cash Reserve</b>							
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
<b>Total Reserves</b>		\$	1,111,705	\$ 1,175,245	\$ 1,178,365	\$ 1,178,756	\$ 1,179,119
<b>Reserves Goal</b>		\$	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
<b>Revenue Sources</b>						
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
<b>Total Source of Funds</b>	<b>\$ 5,566,948</b>	<b>\$ 525,933</b>	<b>\$ 545,710</b>	<b>\$ 555,782</b>	<b>\$ 566,155</b>	<b>\$ 576,840</b>
<b>Expenses</b>						
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	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE REQUIREMENT</b>	<b>\$ 799,029</b>	<b>\$ 535,240</b>	<b>\$ 555,655</b>	<b>\$ 565,811</b>	<b>\$ 576,681</b>	<b>\$ 587,788</b>
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%
<b>Proposed Rate Adjustment</b>		<b>3.00%</b>	<b>3.00%</b>	<b>3.00%</b>	<b>3.00%</b>	<b>3.00%</b>
Additional Revenue from Rate Adjustment		\$ 9,778	\$ 10,071	\$ 10,373	\$ 10,685	\$ 11,005
<b>Total Balance of Funds</b>		<b>\$ 471</b>	<b>\$ 126</b>	<b>\$ 344</b>	<b>\$ 159</b>	<b>\$ 57</b>

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**

<b>Wastewater Debt Summary</b>		<b>Historical</b>	<b>Projected</b>						
		<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	
<b>Sewer Revenue Bond - WWTP</b>									
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
<b>Sewer Revenue Bond - Sewer Project</b>									
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
<b>Sewer Revenue Bond - Gold Hill</b>									
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
<b>Total</b>									
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
<b>Wastewater Treatment Process</b>								
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
<b>Lift Stations</b>								
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
<b>Equipment</b>								
John Deere 210G Excavator (2018) <sup>1</sup>	\$201,750	0.33	\$66,577	15	\$4,438	3.00%	0.08377	\$5,577
John Deere 35G Mini Ex (2019) <sup>1</sup>	\$52,725	0.33	\$17,399	15	\$1,160	3.00%	0.08377	\$1,457
Ditch Witch FX25 Vac Trailer (2018) <sup>2</sup>	\$41,450	0.5	\$20,725	15	\$1,382	3.00%	0.08377	\$1,736
Utiliguard Locator (2018) <sup>2</sup>	\$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			\$0.00
6-10 Year Annual Cost					\$11,140.56			\$13,032.27
11-15 Year Annual Cost					\$26,938.44			\$33,799.28
<b>SHORT LIVED ASSET TOTAL</b>					<b>\$566,804</b>			<b>\$46,832</b>

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:

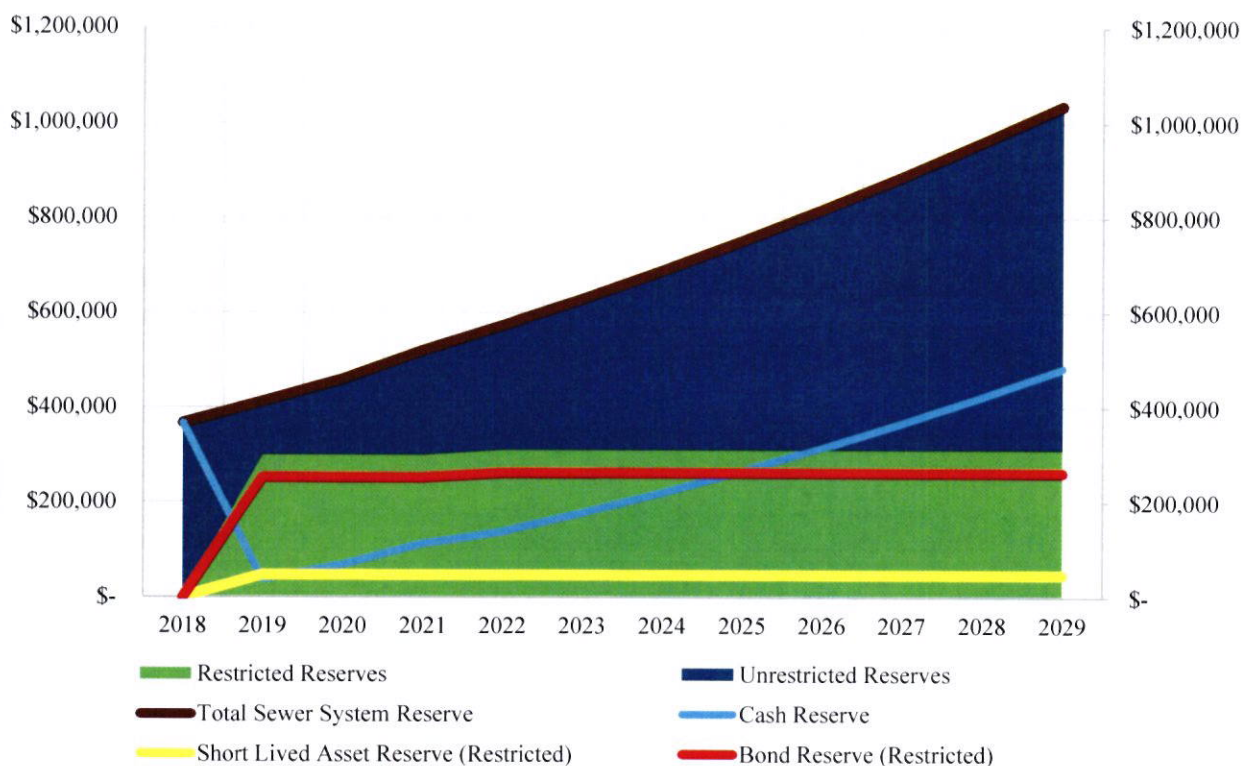
1. Operating reserve shall be equal to 90 days of O&M expenses. No minimum was specified by the County for this account; however, it is good practice to maintain an operating reserve equal to 90 days of O&M expenses.
2. The bond reserve shall be a restricted reserve and shall total one annual payment 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
<b>Balance</b>							
	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
<b>Operating Reserve</b>							
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
<b>Bond Reserve</b>							
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
<b>Capital Reserve</b>							
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
<b>Short Lived Asset Reserve</b>							
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
<b>Cash Reserve</b>							
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
<b>Total Reserves</b>		\$ 366,382	\$ 391,913	\$ 442,039	\$ 484,383	\$ 529,542	\$ 577,599
<b>Reserves Goal</b>		\$ 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**

Proposed Sewer 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	\$ 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	<b>\$58.93</b>
Fernley	19,790	\$46.80	\$36.60
Yerington	3,424	\$33.75	\$44.16
Silver Springs	5,296	<b>\$57.00</b>	\$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	\$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	<b>\$57.00</b>	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	\$0.00	\$43.00
Carson City	\$27.39	Base Monthly Rate 5/8" Meter	\$1.76	Per kgal up to 5 kgal	\$3.07	\$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 <sup>i</sup>
Reno	\$19.67	\$22.80 <sup>i</sup>	\$46.77	\$54.22 <sup>i</sup>
Dayton & Moundhouse	\$26.02	\$30.16 <sup>i</sup>	\$58.94	<b>\$68.32<sup>i</sup></b>
Silver Springs	\$57.00	<b>\$66.08<sup>i</sup></b>	\$20.00	\$23.19 <sup>i</sup>
Canyon GID	\$43.00	\$49.85 <sup>i</sup>	\$45.20	\$52.40 <sup>i</sup>
Carson City	\$27.39	\$31.75 <sup>i</sup>	\$40.45	\$46.89 <sup>i</sup>

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**

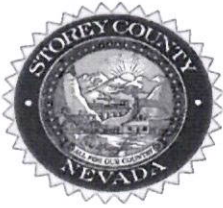


Appendix A: Example List of Short-Lived Asset Infrastructure

Estimated Repair, Rehab, Replacement Expenses by Item within up to 20 Years from Installation)	
Drinking Water Utilities	Wastewater Utilities
<b>Source Related</b> Pumps Pump Controls Pump Motors Telemetry Intake/ Well screens Water Level Sensors Pressure Transducers	<b>Treatment Related</b> 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
<b>Treatment Related</b> 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	<b>Collection System Related</b> 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
<b>Distribution System Related</b> 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**





## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** November 5, 2019

**Estimate of time required:** 15 minutes

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

1. **Title: FOR POSSIBLE ACTION:** Consideration and possible approval of first reading of Ordinance 19-302 establishing the position of Director of Security/Bailiff in the government of Storey County
2. **Recommended motion:** I \_\_\_\_\_ (Commissioner) move to approve the first reading of Ordinance No. 19-302
3. **Prepared by:** Keith Loomis
4. **Department:** District Attorney's Office **Telephone:** 847-0964
5. **Staff summary:** The Board of County Commissioners is authorized to employ security officers pursuant to NRS 244.167. Security officers have the powers of a peace officer when performing the duties prescribed for them by ordinance. See NRS 289.160. Bailiffs of justice courts have the powers of a peace officer if they are required to carry a weapon and make arrests. NRS 289.150(4). Ordinance 19-302 incorporates by reference the job description of the Director of Security/Bailiff describing the duties of the position and also requires that in the bailiff position this person is required to carry a weapon and make arrests. The purpose is to provide the Director of Security with the powers of a peace officer
6. **Supporting materials:** Proposed Ordinance 19-302; Job Description for Director of Security/Bailiff
7. **Fiscal impact:**  
Funds Available: \_\_\_\_\_ Fund: \_\_\_\_\_ Comptroller
8. **Legal review required:**  
\_\_X\_\_ District Attorney
8. **Reviewed by:**  
\_\_\_\_ Department Head Department Name:

\_\_\_\_\_ County Manager

Other agency review: \_\_\_\_\_

9.

**Board action:**

☐ Approved  
☐ Denied

☐ Approved with Modifications  
☐ Continued

Agenda Item No. 21

**Storey County Job Description**  
**Director of Security/Bailiff**

**Class Title:** Director of Security/Bailiff  
**FLSA Status:** Exempt  
**Represented Status:** Non-Represented  
**Created:** 02/19/16  
**Last Revised:** 10/\_\_/19

**JOB SUMMARY**

Under general direction of the County Manager or his/her designee, and the court judge, performs a variety of bailiff duties, including maintaining order in the courtroom, providing security to the presiding judge and others during court proceedings, locating persons for warrant services, and arresting persons under court order. This position also directs the County's security program to provide for the safety and security of people and property at County owned and operated facilities.

**DISTINGUISHING CHARACTERISTICS**

This is at a minimum a P.O.S.T. Category 2 peace officer class that performs the full-range of field enforcement support work for the County courts, with statewide jurisdiction. A position at this level exercises a high degree of independent judgment and authority, confidentiality, efficacy and leadership, and latitude interpreting and applying broad policies, ordinances, state law, and regulations. The consequence of an error in decisions is high. This class includes managing risk and supervising, scheduling, and assigning tasks to other staff in a highly confidential manner. The position includes proven ability to assume added responsibility, work independently, rapidly prioritize and execute multiple tasks, and meet demanding deadlines for the office and the county.

**EXAMPLES OF ESSENTIAL FUNCTIONS**

The duties listed below are examples of the work typically performed by an employee in this position. Performance of these functions is the reason the job exists. An employee may not be assigned all duties listed and may be assigned duties which are not listed below.

1. Executes warrants of arrest and other court orders as assigned by the court; interviews members of the public to obtain information used to locate individuals for warrant services; coordinates with law enforcement agencies for extraditions.
2. Protects all court personnel, attorneys, litigants, witnesses, and visitors in the courtroom; removes unruly persons from the courtroom at the direction of the judge.
3. Escorts subjects to and from the courtroom; transports detainees and assists officers in transporting detainees to and from the courtroom, holding cells, and vehicles; extradites defendants held by other law enforcement agencies.

4. Opens and locks secured areas and facilities; sets up courtroom for operation; calls court-to-order; swears in witnesses and defendants for trial; secures evidence during trial; ensures potential witnesses are separated from jurors prior to and throughout trial; provides security screening of the courtroom and its occupants; and maintains appropriate decorum in court whenever court is in session.
5. Acts as a liaison between the judge, attorneys, courtroom staff, and the public in order to ensure the orderly conduct of court business.
6. Coordinates with Dispatch in gathering criminal background information and issuing warrants in order to provide security to the county and courts.
7. Administers breath and urinalysis tests per judge's orders.
8. Organizes own work, including road routes for warrant services.
9. Manages and administers county equipment, armed and unarmed security guards and monitoring services related to security, as required.
10. Provides security consultant services to all County offices and departments by analyzing physical security and protective measures of County facilities, formulating solutions, and implementing appropriate processes to mitigate potential consequences. Identifies and reports potential structural and health/safety risks to life or property within county facilities...
11. Develops, implements, and revises security standards, policies and procedures and incident response plans to protect individuals and properties against threats or violence.
12. Issues verbal warnings, detains individuals, and assists in investigating accidents and incidents when necessary to maintain security of County facilities.
13. Coordinates with staff and makes recommendations on installation and operation of existing and proposed security systems including facility alarms, closed circuit television, intrusion alarms, backup electrical support, emergency notifications, access control, keys and badging, and card access control.
14. Effectively represents the county security program to the general public, elected officials, and law enforcement.
15. Establishes, fosters and maintains effective working relationships with local law enforcement agencies, county staff, Boards and Commissions, and the general public.
16. Responds for back-up services upon specific request from local law enforcement agencies.
17. Works with local law enforcement to formulate strategic plans with findings of fact, and recommends goals, objectives, policies, and practices for safety and security for county sponsored events, including high-risk events, in the community; follows through on established plans and objectives; presents findings and recommendations to the county manager, department heads, county commission, and others.

18. Provides support to risk management teams; participates in the county safety committee; leads and coordinates programs as recommended by the safety committee; conducts periodic safety meetings with staff as required.
19. Reviews regulatory training materials and proposals; coordinates visitors and outside service personnel to ensure compliance with policies and regulations.
20. Responds to medical emergencies, bomb and firearm threats, alarms, and intrusions of county facilities; independently, or in conjunction with law enforcement/fire district, evacuates and shuts down jobs or worksites in the event of imminent danger or significant threat to safety or health.
21. Maintains CPR, AED, and fire extinguisher training for all staff; maintains AED devices, First-Aid kits, and fire extinguishers per Storey County Fire District requirements, as applicable.
22. Handles and resolves various security related problems, complaints, and inquiries from the public, including conducting necessary research, answering correspondence, preparing reports, and performing other administrative tasks.
23. Develops and maintains a department budget, and recommends budget expenditures in safety and security for the county and its departments; makes expenditures as related to the position.
24. Maintains required certifications and licenses; attends and participates in professional group sessions; engages in continuous education, training, and other professional development; stays abreast on new laws, trends and innovations related to the field.
25. As needed, may respond to call-out in emergencies, other than normal working hours. For example, may respond to and actively participate in Incident Command Systems (ICS); may provide assistance in the integration of facilities, equipment, personnel, procedures, and communications operating within a common organization ICS structure; may assist in coordinating responses among various jurisdictions and functional agencies, both public and private; and may assist in establishing common processes for planning and managing resources in the ICS; may assist departments on their emergency management and ICS plans.

## QUALIFICATIONS

### *Knowledge of*

1. Principles and practices of criminal law, rules of evidence, statistical analyses, and court terminology and proceedings
2. Law enforcement terminology and procedures
3. Principles, practices, techniques, and equipment used in law enforcement, pursuit upon judicial order, arrest and custody of defendants, and surveillance and alarms
4. Safe use and proper care of firearms
5. First-Aid and CPR methods and procedures

6. Basic modern office equipment including, but not limited to, telephones, fax machines, and copiers; personal computer programs such as Microsoft Windows and Office; automated financial management systems; and other applicable programs and software; type at a rate sufficient to perform assigned duties
7. Techniques for efficient and cost-effective management of resources
8. Legal, ethical, and professional rules of conduct for public sector employees
9. Principles of confidential file management and record keeping
10. Statutes, regulations, and procedures applicable to assigned position
11. Correct English usage including grammar, punctuation, and vocabulary

*Ability to*

12. Work with and react appropriately with visitors, oftentimes in situations which may be verbally and/or physically confrontational
13. Read, interpret, and apply laws, regulations, and procedures; define problems, collect data, establish facts, draw valid conclusions, and provide recommendations based on findings of fact; interpret, apply, and explain complex federal, state, and local regulations, and organizational policies
14. Work effectively under the pressure of deadlines, conflicting demands, and emergencies; work effectively with coworkers, elected and appointed officials and bodies, and the public; and gain cooperation through discussion and persuasion; gather and analyze quantitative and qualitative data and prepare appropriate reports; communicate clearly orally and in writing
15. Independently carry out special and ongoing projects; supervise the work of staff; analyze problems, identify alternative solutions, and forecast consequences; recommend and approve best options and ensure that staff follows approved solutions
16. Observe and accurately recall names, faces, and descriptive characteristics
17. Make rapid, sound judgments with legal and procedural guidelines
18. Maintain accurate records and understand and follow oral and written directions
19. Work varied days, hours, and shifts as needed
20. Demonstrate positive attitude and progressive actions through the display of professionalism, courtesy, tact, punctuality, attendance, and discretion in all interactions with coworkers, supervisors, and the public; use common sense discretion with no supervision; remain safe, socially moral, lawful, affective, adaptive, and efficient
21. Continue education and training and remain current on latest policies and practices and required certifications
22. Supervise and lead subordinates and co-workers in a supportive and positive manner

## LICENSING, EDUCATION & OTHER REQUIREMENTS

1. Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Bachelor's Degree or equivalent from an accredited college or university in criminal justice, or related field; and at least 2 years of full-time professional experience developing and/or administering security programs or full-time field experience in a sworn peace officer position equivalent to a P.O.S.T. Category 1 or 2 position of which one year was in a supervisory capacity;

### OR

High school diploma or equivalent; and at least 5 years of full-time professional experience developing and/or administering security programs or full-time field experience in a sworn peace officer position equivalent to a P.O.S.T. Category 1 or 2 position of which one year was in a supervisory capacity.

2. Must maintain Nevada P.O.S.T. Category 1 or 2 certification, which includes a criminal background check and medical/physiological exam.
3. Must possess and maintain CPR and First-Aid Certification within one year of hire.
4. Must possess and maintain a valid Nevada Class C Driver License.
5. Must be at least 21 years of age on date of hire.

## PHYSICAL REQUIREMENTS & WORKING ENVIRONMENT

The conditions and requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

1. **Physical Requirements.** Strength, stamina, coordination, and balance to sit, stand, and walk for long periods, walk and run on uneven surfaces, bend, stoop, and reach; climb ladders, fences, and other obstacles, and run in pursuit of other individuals; physically restrain uncooperative and violent individuals; drive motor vehicles in high-speed pursuits without endangering others; move the weight of an inert or resisting human body more than 100 pounds; carry equipment and supplies that occasionally involve lifting 50 pounds; handle files and single pieces of paper; use keyboards, video display and computer terminals for extended periods; reach for items above and below desk level; maintain physical exertion under stress; remain alert in a confined space for extended periods. Vision to discern details in regular and low light; hearing to identify tone signals and perceive conversation and activities by telephone and radio and through obstacles; coordination, vision, and strength for the accurate use of firearms; ability to deal emotionally with exposure to the consequences of facts of violence perpetrated against others.

*In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.*

2. **Working Environment.** Generally works in office and courtroom conditions, but sometimes travels and works outdoors with limited exposure to conditions such as dust, fumes, noise, odors, heat, cold, rain, snow, and other weather conditions. Travels by motor vehicle and foot to various locations. May be subjected to stress dealing with detainees, persons under the influence of alcohol and drugs, emotional persons, and resistive and combative persons. May be personally subjected to the stress of exposure to dangerous persons and circumstances including combative, deceased, injured, and sick individuals and to individuals with communicable diseases. May require use of a firearm, and potentially be exposed to noise from firearms discharge in close proximity. Deals with high stress environments under continually changing circumstances and conditions.

**This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.**

Effective the \_\_\_ day of \_October\_, 2019\_.

Upon approval the above language shall be amended into the Storey County Government Classification Plan.

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Austin Osborne  
County Manager

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Jen Chapman  
Administrative Officer

**Bill No. 19-113**

**ORDINANCE NO. 19- 302**

Summary

An ordinance creating the position of Director of Security Bailiff and establishing the duties of that position.

Title

**An ordinance adding a new chapter to Title 2 of the Storey County Code creating the position of Director of Security/Bailiff and establishing the duties of that position**

**RECITALS**

**Whereas**, NRS 244.167 authorizes the Board of County Commissioners to appoint security officers; and

**Whereas**, NRS 289.160 provides that a security officer has the powers of a peace officer when carrying out duties prescribed by ordinance; and,

**Whereas**, bailiffs of the district and justice courts have the authority of peace officers pursuant to NRS 289.150(4) when required to carry weapons and make arrests; and,

**Whereas**, it is the intention of the Board of County Commissioners of Storey County that the Director of Security/Bailiff and any deputies appointed by him/her, if any, have the powers of a peace officers as security officers and/or as bailiffs of district and justice courts.

**NOW THEREFORE DOES** the Board of County Commissioners of the County of Storey, State of Nevada, ordain as follows:

A new Chapter consisting of sections 1-3 set forth below is hereby added to Title 2 of the Storey County Code to provide as follows:

**SECTION 1**

The position of Director of Security/Bailiff is hereby created within the government of Storey County. As Director of Security, the person holding this position is a security officer for Storey County.

## SECTION 2

The Director of Security is under the supervision and control of the county manager. When acting as the bailiff the person holding the position acts pursuant to the direction of the justice of the peace. The bailiff is required to carry a weapon and to make arrests.

## SECTION 3

The Director of Security/Bailiff has the duties set forth in the job description provided for "Director of Security/Bailiff" which is attached hereto and incorporated herein by this reference. This job description will remain attached to this ordinance and be located in the Storey County Clerk's office at 26 S. B Street in Virginia City, Storey County, Nevada and will be available for public review. It is also available on-line in the agenda packet for the meeting of the Board of County Commissioners of Storey County held on November 5, 2019.

Proposed on \_\_\_\_\_, 2019.

Proposed by Commissioner \_\_\_\_\_.

Passed on: \_\_\_\_\_, 2019

Vote:

Ayes:	Commissioners	_____
		_____
Nays:	Commissioners	_____
		_____
Absent:	Commissioners	_____
		_____

\_\_\_\_\_  
Marshall McBride, Chairman

Attest:

\_\_\_\_\_  
Vanessa Stephens, County Clerk

This ordinance shall be in force and effect from and after the \_\_\_\_\_ day of the month of \_\_\_\_\_ of the year 2019.



## Storey County Board of County Commissioners Agenda Action Report

**Meeting date:** 11-5-2019

**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:**

☒ Department Head  
  
\_\_\_\_ County Manager

Department Name: Community Development

Other agency review: \_\_\_\_\_

9. **Board action:**

☐ Approved  
☐ Denied

☐ Approved with Modifications  
☐ Continued

Agenda Item No. 22

# 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

**October 28, 2019**  
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **November 5, 2019**,

COMMISSIONERS Consent Agenda:

## **LICENSING BOARD SECOND READINGS:**

- A. Burger King #27205** - General / 470 USA Parkway ~ Sparks, NV
- B. Four Winds** - General / 167 S. C Street ~ Virginia City, NV
- C. Freedom Forever Nevada, LLC** - Contractor / 43445 Business Park Dr. Ste. 110 ~ Temecula, CA
- D. Global Power Technologies, LLC** - General / 6525 The Corners Pkwy 102 ~ Peachtree Corners, GA
- E. Iron Mountain Information Mgmt LLC** - General / 165 Catron Dr. ~ Reno, NV
- F. Lindsey Family Investments LLC** - Contractor / 260 N. O St. ~ Virginia City, NV
- G. Most Wanted Drilling, LLC** - Contractor / 1516 W Stone Field Way Ste. 2 ~ Pleasant View, UT
- H. Symbia of Colorado, LLC** - General / 775 Waltham Way Ste. 105 & 107 ~ McCarran, NV
- I. Schmueser & Associates, LLC** - Contractor / 811 22 Road ~ Grand Junction, CO
- J. The V. C. Rolling Stoned Reader** - General / 609 Highland St. ~ Carson City, NV
- K. Thomas Brinkoetter** - Home Business / 21500 Sazarac ~ Reno, NV
- L. Truckee Mountain Home Center, Inc.** - Contractor / 11403 Brockway Rd. ~ Truckee, CA
- M. U.S. Metal Works, Inc.** - Contractor / 36370 Industrial Way ~ Sandy, OR
- N. California Industrial Rubber Co.** - General / 1095 Spice Island Dr. Ste. 103 ~ Sparks, NV
- O. Carneys Full Service Movers** - General / 1749 Victorian Avenue ~ Sparks, NV
- P. 3D Concrete, LLC** - Contractor / 600 S. 21<sup>st</sup> St. ~ Sparks, NV

Ec: Community Development  
Commissioner's Office

Planning Department  
Comptroller's Office

Sheriff's Office