



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 min

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of the agenda for the July 18, 2023, meeting.
- **Recommended motion:** Approve or amend.
- **Prepared by:** Drema Smith

Department: **Contact Number:** 7758470968

- **Staff Summary:** See attached.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 minutes

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of the minutes from the May 16th, 2023, meeting.
- **Recommended motion:** Approve or amend as necessary.
- **Prepared by:** Jim Hindle

Department: **Contact Number:** 17758470969

- **Staff Summary:** See Attached
- **Supporting Materials:** See attached
- **Fiscal Impact:** none
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

5/16/2023 10:00 AM
26 SOUTH B STREET, VIRGINIA CITY, NV

MEETING MINUTES

JAY CARMONA
CHAIRMAN

CLAY MITCHELL
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

ANNE LANGER
DISTRICT ATTORNEY

JIM HINDLE
CLERK & TREASURER

Roll Call: Commission Chairman Jay Carmona, Commission Vice-Chair Clay Mitchell, Commissioner Lance Gilman, Recorder Dru McPherson, Sheriff Mike Cullen, County Manager Austin Osborne, Deputy District Attorney Keith Loomis, Comptroller Jennifer McCain, IT Director James Deane, Fire Chief Jeremy Loncar, Public Works Director Jason Wierzbicki, Operations and Project Manager Mike Northan, Communications Director Becky Parsons, Business Development Manager Lara Mather, Community Relations Director Honey Menefee, Community Development Director Pete Renaud, Senior Center Director Stacy York, Emergency Management Director Michael Bullian

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

Commissioner Carmona called the meeting to order at 10:02 a.m.

2. PLEDGE OF ALLEGIANCE

3. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the Agenda for the May 16, 2023, meeting.

County Manager Osborne asked to move Item #21 to immediately after Item #11.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve our Agenda for the May 16, 2023, meeting with the one noted change in the order. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

4. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the minutes from the March 21, 2023, meeting.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Minutes for the March 21, 2023, meeting as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

5. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the minutes from the March 23, 2023, special meeting.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Minutes for the March 23, 2023, special meeting as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

5. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the minutes from the March 30, 2023, special meeting.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Minutes for the March 30, 2023, special meeting as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

7. CONSENT AGENDA FOR POSSIBLE ACTION:

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

- A. AQ&B LLC – Out of County / 5470 Sidehill Dr. ~ Sun Valley, NV
- B. DeHart Plumbing, heating & Air, Inc. – Contractor / 1842 Hymer Ave ~ Sparks, NV
- C. LGCY Installation Services LLC – Contractor / 3333 N. Digital Dr. # 600 ~ Lehi, UT
- D. Revere Mechanical, LLC – Contractor / 3325 W. Ali Baba Ln. # 612 ~ Las Vegas, NV
- E. Suncrest Design & Construction – Contractor / 395 Freeport Blvd # 1 ~ Sparks, NV
- F. Sunbelt Rentals, Inc. – General / 201 Wildhorse Canyon ~ Sparks, NV
- G. The Webstaurant Store LLC – General / 265 Milan ~ Sparks, NV

II Approval of claims in the amount of \$1,019,295.71.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve today's Consent Agenda as presented.
Seconded by: Lance Gilman. **Vote:** Motion passed unanimously.

9. PUBLIC COMMENT (No Action): None

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

Sheriff Cullen

- On April 12, Sheriff Cullen and Cpl. Stan Glowniak went to Carson City where Cpl. Glowniak was honored as crisis intervention officer of the year for Storey County. A Storey County deputy will be nominated every year in the future.
- On May 13 the Sheriff's Office held a Car Safety Seat Check at Hillside Elementary School. The next one will be on May 27 in the Silverland Parking lot.
- On Tuesday, May 9, there was a multi-agency law enforcement incident in the Highlands, with NSP and NDI assisting multiple regional law enforcement. The Sheriff thanked residents for their cooperation during the incident.

Public Works Director Jason Wierzbicki

- Public Works is doing drainage work and installing culverts in the Highlands. Cleanup will start soon in Six Mile Canyon soon. Carson Street drainage is being sandbagged.
- Carson and Taylor streets are flowing with water runoff and culverts are being looked at. Lousetown Road is also being worked on.

Communications Director Becky Parsons

- Testing is being done to fill two positions.

Emergency Management Director Mike Bullian

- EMS is working with FEMA, and the county will be receiving reimbursable funds for damage over the winter. The department is trying to get sandbags filled in advance to fight runoff.

VCTC Tourism Director Todd Tuttle

- The VCTC's Merchant Mix and Mingle at Piper's Opera House was well-attended, and that event will happen the second Tuesday of every month at Piper's Opera House starting at 6 pm.
- May 20-21 is the Chili Cookoff, from 10 a.m. to 4 p.m. both days. C Street will be closed from Taylor to Union streets. The Memorial Parade is at noon on Saturday, May 20.

Comptroller Jennifer McCain

- The Comptroller, County Manager and other staff attended a Tyler conference to train on the new cloud software.

IT Director James Deane

- The IT Department has completed the microwave move from St. Mary's fire escape and also completed voice-over phones for the county. The amateur radio repeater is also live in Virginia City.

Community Development Director Pete Renaud

- The Community Development Department is sending out notices to renew business licenses. The department is asking that business owners not pay their renewals until they get their notices.

Senior Center Director Stacy York

- The Senior Center will have a booth at the Chili Cookoff for the People's Choice Award.
- Technology classes are held at the Virginia City Senior Center every Thursday in May, from 10 a.m. to 2 p.m.
- On June 3, the Lockwood Senior Center will have its annual Car Show.

Community Chest Executive Director Erik Schoen

- All Community Chest services are open. Check the website at www.communitychestnevada.net

County Manager Austin Osborne

- NVEnergy will have a town hall in Storey County sometime in June.
- Thanked Public Works for their efforts.
- The Tyler conference had 60 or 70 classes for representatives from all over the country, and all other government entities are having the same challenges as Storey County.

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

- Commissioner Mitchell thanked the staff for their efforts.
- Commissioner Carmona noted the passing of Highlands' resident Chandra Butcher.

21. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the CVS and Allergan Settlement Participation forms. By these forms Storey County releases any claims it may have in the ongoing opioid litigation proceedings against CVS Pharmacy and its associated entities as well as Allergan and its associated entities. If the settlement agreements are approved, then the State of Nevada is expected to receive \$26,508, 912.00 while Storey County would receive a little more than \$18,000.00 over a seven-year period. Under the CVS settlement, the State of Nevada would receive \$66,605,257.00 and Storey County would receive \$102,357.00 over a ten-year period.

Deputy District Attorney Keith Loomis said this is part of the ongoing opioid litigation. In contrast to other settlements which required 85 percent approval of participants, this requires 100 percent approval.

Mr. Loomis introduced Mr. Mark Krueger, Chief Deputy Attorney General of the Nevada Attorney General's Office. Mr. Krueger said the document allows the state to come to the table and lobby for additional revenue to fight the opioid epidemic.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Allergan and CVS Pharmacy Settlement Participation forms and authorize the County Manager to sign. **Seconded by:** Lance Gilman. **Vote:** Motion passed 2-1, with Commissioner Carmona voting No.

12. RECESS TO CONVENE AS THE STOREY COUNTY FIRE PROTECTION DISTRICT BOARD

13. DISCUSSION/FOR POSSIBLE ACTION: Review and possible approval of the 2023-2024 Storey County Fire District Final Budget for submission to the Nevada Department of Taxation.

Comptroller Jennifer McCain said she submitted two options for the final Fire District budget because they were unsure if the Collective Bargaining Agreement would be approved by this time. It has not been, so the BOC will have a choice. Option 1) is a budget that does not include potential changes and Option 2) includes all the changes that Ms. McCain knew of by May 8. She recommended Option 2) to plan for the totality of outcomes and if all funds are not spent, OK. This budget has no additional changes except a \$260,000 difference between the two options. With that, Option 1) and 2) revenues are budgeted at about \$13 million. Of that, about \$4.7 million is property tax alone. The expenses in Option 2) are about \$11 million, and Option 1) about \$10 million. Ending fund balance for Option 2) would be about \$4.6 million and for Option 1), about \$4.9 million. The fire district still has a buffer in case of a catastrophe. The total budget is \$15.9 million with transfers in of 1.3 million across all funds. Transfers out across all funds is \$1,422,000.

Commissioner Gilman supported Option 2).

Public Comment: None

Motion: I, Fire Commissioner Mitchell, move to approve the 2023-2024 Storey County Fire District Final Budget Option 2), and direct the Storey County Comptroller to submit the final budget to the Department of Taxation. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

- 14. DISCUSSION/FOR POSSIBLE ACTION:** To approve Lara Mather, Storey County’s Business Development Officer to renew The System of Award Management (SAM) account on behalf of the Fire District.

Fire Chief Jeremy Loncar said this is for our notification on grants from the federal government and it allows Lara Mather to sign on the Fire District’s behalf.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve Lara Mather, Storey County’s Business Development Officer to renew The System of Award Management (SAM) account on behalf of the Fire District. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

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

- 16. DISCUSSION/FOR POSSIBLE ACTION:** Review and possible approval of the 2023-2024 Storey County Sewer Final Budget for submission to the Nevada Department of Taxation

Comptroller McCain said she and Mr. Wierzbicki restructured the budget and found two line-items to increase, telephone account and retiree insurance. But also found areas to decrease, such as a double entry for Sierra Controls, computer equipment. Total decrease in expenses for the Water Fund budget is \$42,600. Ms. McCain said revenues are increasing 11 percent. The expected ending fund balance as of June 30, 2024, is \$1,573,000. No significant changes to the Sewer Fund, where the ending fund balance is expected to increase by 4 percent to total \$952,000.

Commissioner Mitchell asked if the Water Fund was included in the Sewer budget? Ms. McCain said, “No, the Water Fund is included in the Storey County budget and the Sewer Fund has its own budget.”

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the 2023-2024 Storey County Sewer Final Budget and direct the Storey County Comptroller to submit the final budget to the Department of Taxation. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

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

- 18. DISCUSSION/FOR POSSIBLE ACTION:** Review and possible approval of the 2023-2024 Storey County Final Budget for submission to the Nevada Department of Taxation.

Comptroller McCain said that in the Capital Projects Fund, Community Development and Human Resources are exploring opportunities for additional software for about \$28,000. Rolled two items from this year into next, including Electric Avenue, which is about \$3.4 to \$4 million added to the budget. \$4 million was added and the project won't be done. The other is a piece of equipment, a small-town plow at \$150,000, but will not be ready by June 30. The Sheriff's Office has added 4 license-plate readers, 3 fixed and one mobile, at a cost of \$19,000, to its budget under Capital Projects. Ms. McCain said she budgeted for elected officials' salary increases that are being considered by the Legislature in case they come to fruition. Those are the only changes not discussed in previous meetings. Revenues are expected to be \$27 million, of which \$17 million will come from property tax. Expenses are \$26.4 million, with a contingency of about \$900,000. This gives the county an excess revenue of \$21,000, so it is close to a zero budget. Transfers out are at \$9 million, which brings the ending fund balance down to approximately \$15 million, and 25 percent of expenses will bring that down to \$7 million. We have dropped our ending fund balance significantly, but still have enough to operate. The total Storey County budget is about \$45 million, with transfers in being, across all funds, \$14 million. Our expenses are \$62.8 million, and that includes transfers out of that \$14 million. Capital Projects Fund, Equipment Acquisition and Infrastructure Funds are the significant expenses across the budget. The county is rolling over \$1.5 million in projects that could not be completed in time. . That includes the Lockwood Substation, Station 72 in the Virginia City Highlands, fuel pump updates in TRIC and Virginia City, The Justice Court parking lot and Courthouse fence repairs. Beginning will be Lockwood Senior Center and Station 71, for another \$4.2 million. Capital Projects are \$15 million, with additions of IT budgeting of \$5 million. In Equipment Acquisition, purchases include eight vehicles. Also, a new water project for the B Street waterlines.

County Manager Osborne said that Tesla would pay over \$2 million for the Electric Avenue project.

Public Comment: None

Motion: I, Commissioner Mitchell, approve the 2023-2024 Storey County Final Budget and direct the Storey County Comptroller to submit the final budget to the Department of Taxation. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

- 19. DISCUSSION/FOR POSSIBLE ACTION:** Authorize the County Manager to approve a contract modification with the United States Geological Survey (USGS) to continue a five-year program of voluntary monitoring of groundwater levels and quality, aquifer conditions, and other geotechnical review in the Highlands neighborhood of Storey County. The joint funding agreement contract modification will include extending the period of performance from September 30, 2023, to September 30, 2027. Total funding for the additional five-year project extension will be \$51,450 paid by Storey County and \$37,250 paid by the USGS for a total project cost of \$88,700.

County Manager Osborne said in 2017 we started a water resources study for the Virginia City Highlands. It was a five-year program. They would like to go another five years for that. \$5,000 to \$6,000 per year. It would be a 60-40 distribution of funds instead of 50-50, and the number of wells will be modified but remain about 40 wells.

David Smith with USGS said this would last from 2023-2027. Monitoring frequency would change, and 20 wells would be added annually. He said different areas had various changes, some with higher levels and others with lower levels. Data is available on the USGS web site. This will measure recharge during both wet and drought years.

Public Comment: None

Motion: Based on the recommendation by staff, I, Commissioner Mitchell, authorize the County Manager to approve a contract modification with the United States Geological Survey (USGS) to continue a five-year program, of voluntary monitoring of groundwater levels and quality, aquifer conditions, and other geotechnical review in the “Highlands” neighborhood of Storey County. The joint funding agreement contract modification will include extending the period of performance from September 30, 2023, to September 30, 2027. Total funding for the additional five-year project extension will be \$51,450 paid by Storey County and \$37,250 paid by the USGS for a total project cost of \$88,700. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

20. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of amendment to rental agreement with Nova Geotechnical and Inspection Service Northern Nevada, LLC (Nova) for the purpose of performing geological, geotechnical, environmental (Phase I and Phase II), engineering and related due diligence studies, analyses, surveys, and activities on the site of the Gooseberry Mine. The amendment is to extend the current rental agreement by an additional 180 days due to limitations imposed by the harsh winter. The staff is not recommending any additional rent charge.

Deputy District Attorney Loomis said the Gooseberry Mine is held by the Clerk-Treasurer’s Office in trust for both the state and the county for nonpayment of delinquent taxes and are allowed by state law to rent the property. Had rental agreement to Nova Geotechnical and Inspection Service Northern Nevada LLC, for 180 days, but they were unable to complete their work due to the winter.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the amendment of the rental agreement between the Storey County Treasurer and Nova for a site evaluation at the location of the Gooseberry mine for an additional period of 180 days and authorize the Storey County Treasurer to sign. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

22. RECESS TO CONVENE AS THE STOREY COUNTY HIGHWAY BOARD.

- 23. DISCUSSION/FOR POSSIBLE ACTION:** Allow the Public Works Director to sign the quote from Snoquip in the amount of \$212,000.00 ordering a new Loader Mounted Larue D45 235 HP Cummins Tier 4 engine with wireless controls to be paid for out of the 2023/2024 Fiscal Year Budget upon delivery in November to December.

Public Works Director Jason Wierzbicki said with the success of the first snowblower. We could run both units and remove snow at an even faster rate. This would also serve as backup in case of breakdown.

Public Comment: None

Motion: I, Highway Commissioner Mitchell, move to approve the Public Works Director to sign the Quote from Snoquip in the amount of \$212,000.00 for a Larue D45 Loader Mounted Snowblower. Unit will be ordered now but payment would be in the Fiscal Year Budget of 2023/2024 upon delivery in November/December. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

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

- 25. DISCUSSION/FOR POSSIBLE ACTION:** To authorize the County Manager to accept and sign a proposal from Clayton Homes for the replacement of the Sheriff's Office Lockwood Substation at 420 Canyon Way, Lockwood for an amount not to exceed \$300,000.00. The work will include the removal and disposal of the old unit, site preparation, foundations, production of and placement of the new building unit, and the construction of an entry deck.

Mike Northan, Operations and Projects Coordinator, said after working with the Sheriff's Office, got a bid from Clayton Homes.

Public Comment: None

Motion: I, Commissioner Mitchell, move to authorize the County Manager to accept and sign a proposal from Clayton Homes for the replacement of the Sheriff's Office Lockwood Substation at 420 Canyon Way, Lockwood for an amount not to exceed \$300,000. The work will include the removal and disposal of the old unit, site preparation, foundations, production of and placement of the new building unit, and the construction of an entry deck. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

26. DISCUSSION/FOR POSSIBLE ACTION Consideration and possible approval acceptance of Assignment and Assumption of Lease by Comstock Cemetery Foundation, Inc. (CCF, Assignor) and Storey County (Assignee) with approval by Consolidated Virginia Mining Company (Landowner) predicated upon completion of the Memorandum of Understanding between the CCF and Storey County dated November 2, 2022, for the development and maintenance of the Silver Terrace Cemeteries and Eastward Expansion Area.

County Manager Osborne in 2022 an MOU was approved, which is predicated on the lease agreement for 99 years. This is a modification of the agreement approved in April of this year. This will also allow the county to survey the area for cemetery expansion.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve acceptance of Assignment and Assumption of Lease by Comstock Cemetery Foundation, Inc. (CCF, Assignor) and Storey County (Assignee) with approval by Consolidated Virginia Mining Company (Landowner) predicated upon completion of the Memorandum of Understanding between the CCF and Storey County dated November 2, 2022, for the development and maintenance of the Silver Terrace Cemeteries and Eastward Expansion Area. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

27. DISCUSSION/FOR POSSIBLE ACTION: Review and Comment on Storey County RFP for Franchise Collection Services Draft (Draft RFP). Direct staff to incorporate changes to Draft RFP, complete the Draft Collection Service Agreement, and bring both documents back to the board at a future meeting for consideration. **28. DISCUSSION/FOR POSSIBLE ACTION:** Consideration and possible approval to appoint county representative to the Historic Fourth Ward School and Museum Board.

County Manager Osborne said Joe Sloan of Sloan Vazquez McAfee is in attendance, and that there has been an addendum to the draft that includes thoughts and costs.

Joe Sloan, of Sloan Vazquez McAfee, said that the Draft RFP included the term of the agreement, including exclusivity, responsibilities of the contractor, collection services and transfer station management, recyclables, low-income rates for seniors, vacation holds, animal-resistant carts, multi-family residences, commercial collection services, county services, costs and prices, requirements for service, billing, customer service, record-keeping and reporting, and implementation.

Commissioners were comfortable with getting prices for a 5-year agreement and a 10-year agreement.

Under the draft plan, the contractor would have responsibility for the transfer station and recyclable bins.

Mr. Sloan said what would happen depends on each proposal.

The RFP will include no cost to drop off recyclables at the transfer station.

On Discounted rates for seniors – all this means is that others are subsidizing the discounted rate. Fewer are adopting senior rates but do have hardship rates. Gilman wants to leave it in, and Lockwood has its own franchise. Commissioners decided contractors can bid either way.

The commissioners discussed what is required on the RFP and chain of custody issues, and what was desirable for each community.

Public Comment: None

Motion: I, Commissioner Mitchell, move to direct staff and the contractor to incorporate changes from discussion in this meeting to the draft RFP to complete the Draft Collection Service Agreement and to bring both documents back to the board at a future meeting for consideration. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

28. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval to appoint county representative to the Historic Fourth Ward School and Museum Board.

County Manager Osborne suggested naming Commissioner Clay Mitchell to the Historic Fourth Ward School and Museum Board.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the appointment of myself, Commissioner Mitchell to serve the remainder of one county representative term on the Historic Fourth Ward School and Museum Board. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

29. DISCUSSION/FOR POSSIBLE ACTION: For consideration and possible approval of business license second readings:

- A. Alkalinea LLC – Out of County / 13109 Davos Dr. ~ Truckee, CA
- B. Big Bear Springs – General / 184 S. C St. ~ Virginia City, NV
- C. Frazier Industrial Company – Contractor / 91 Fairview Avenue ~ Long Valley, NJ
- D. Harder Built Construction LLC – Contractor / 1802 N. Carson St. Unit 100 ~ Carson City, NV
- E. M&M Excavating & Landscape Services LLC – Contractor / 120 Inventors Pl. ~ Sparks, NV
- F. Olivier’s Organic French Crepes–Food Truck / 454 Moran St. ~ Reno, NV
- G. Pacific Decorative Concrete Inc. – Contractor / 5421 Stationers Way ~ Sacramento, CA
- H. Quality Fence of Nevada – Contractor / 59 Red Rock Rd. ~ Mound House, NV
- I. Summit Line Construction Inc. – Contractor / 441 W. Power Line Rd. ~ Heber, UT
- J. Superior Installation Services Inc. – Contractor / 1230 Crowley Circle ~ Carrollton, TX
- K. Texas Republic Signs, LLC – Contractor / 2211 Pech Rd. ~ Houston, TX
- L. Western States Electric – Contractor / 1101 National Dr. Ste. D ~ Sacramento, CA
- M. Wikborn Ventures, LLC– Home Business/19 Toll Rd. ~ Virginia City, NV

Public Comment: None


Motion: I, Commissioner Mitchell, hereby move to approve the second readings of business licenses listed A-M. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

30. PUBLIC COMMENT (No Action)

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

Chairman Carmona adjourned the meeting at 12:19 p.m.

Respectfully submitted,



Jim Hindle
Clerk & Treasurer



Board of Storey County Commissioners Agenda Action Report

**Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting**

Estimate of Time Required: 0-5

Agenda Item Type: Consent Agenda

- **Title:** For possible action, approval of business license first readings:
- A. All-Lite Materials LLC – Mining / 3005 Canyon Way – Sparks, NV
- B. Aurora Parts & Accessories LLC – General / 1525 Venice ~ McCarran, NV
- C. B&J Industries, LLC – Out of County / 599 East Nugget Ave ~ Sparks, NV
- D. Boiler & property Consulting – Out of County / 5018 Bristol Ind Way Ste 203 ~ Buford, GA
- E. Brinderson LLC – Contractor / 10343 Sam Houston Park Dr. Ste. 200 ~ Houston, TX
- F. Cal-Nevada Road Services LLC – Out of County / 1408 Pittman Ave ~ Sparks, NV
- G. Clayton homes #890 – Out of County / 10020 Highway 50 East ~ Carson City, NV
- H. Dobbas Railroad Services LLC – Out of County / 300 London Dr ~ McCarran, NV
- I. Faria's Mobile Repair – Out of County / 8721 Rainbow Trout Ct. ~ Reno, NV
- J. Infinity Painting & Decorating Inc. – Contractor / 200 Canyon Way Ste. B ~ Sparks, NV
- K. Kona Ice of Sparks Truck # 1 – Food Truck / 4690 Longley Ln # C-126 ~ Reno, NV
- L. Kona Ice of Sparks Truck # 2 – Food Truck / 4690 Longley Ln # C-126 ~ Reno, NV
- M. Las Tapatias Food Truck – Food Truck / 14185 Pyramid Way ~ Reno, NV
- N. Linde Gas & Equipment Inc. – Out of County / 2301 SE Creekview Dr. ~ Ankeny, IA
- O. Maynard Block Properties LLC – General / 1491 Main St. ~ Virginia City, NV
- P. Mountain Vista Roof Systems LLC – Contractor / 19 Glen Carran Cir. ~ Sparks, NV
- Q. Prestige Builders LLC - Contractor / 2009 Lanstar Dr. ~ Sparks, NV
- R. Quench USA Inc. – Out of County / 630 Allendale Rd. ~ King of Prussia, PA
- S. RSAnalysis LLC – Out of County / 1035 Suncast Ln # 130 ~ El Dorado Hills, CA
- T. R. Schneider Cosntruction LLC – Contractor / 53 Bellevue Rd. ~ Carson City, NV
- U. Taber LLC – Contractor / 536 Galveston St. ~ West Sacramento, CA
- V. The Herrick Corporation – Contractor / 3003 E. Hammer Lane ~ Stockton, CA
- W. United Rentals (North America) Inc. – General / 1777 Peru Dr. ~ Sparks, NV
- **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).
- **Prepared by:** Ashley Mead

Department:

Contact Number: 775-847-0966

- **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.
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

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: Jim Hindle, Clerk's office
Austin Osborne, County Manager

July 10, 2023
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **July 18, 2023**

COMMISSIONERS Consent Agenda:

FIRST READINGS:

- A. All-Lite Materials LLC – Mining / 3005 Canyon Way – Sparks, NV
- B. Aurora Parts & Accessories LLC – General / 1525 Venice ~ McCarran, NV
- C. B&J Industries, LLC – Out of County / 599 East Nugget Ave ~ Sparks, NV
- D. Boiler & property Consulting – Out of County / 5018 Bristol Ind Way Ste 203 ~ Buford, GA
- E. Brinderson LLC – Contractor / 10343 Sam Houston Park Dr. Ste. 200 ~ Houston, TX
- F. Cal-Nevada Road Services LLC – Out of County / 1408 Pittman Ave ~ Sparks, NV
- G. Clayton homes #890 – Out of County / 10020 Highway 50 East ~ Carson City, NV
- H. Dobbas Railroad Services LLC – Out of County / 300 London Dr ~ McCarran, NV
- I. Faria's Mobile Repair – Out of County / 8721 Rainbow Trout Ct. ~ Reno, NV
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- S. RSAnalysis LLC – Out of County / 1035 Suncast Ln # 130 ~ El Dorado Hills, CA
- T. R. Schneider Cosntruction LLC – Contractor / 53 Bellevue Rd. ~ Carson City, NV
- U. Taber LLC – Contractor / 536 Galveston St. ~ West Sacramento, CA
- V. The Herrick Corporation – Contractor / 3003 E. Hammer Lane ~ Stockton, CA
- W. United Rentals (North America) Inc. – General / 1777 Peru Dr. ~ Sparks, NV

Ec: Community Development
Commissioner's Office

Planning Department
Comptroller's Office

Sheriff's Office



Board of Storey County Commissioners Agenda Action Report

**Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting**

Estimate of Time Required: 0 min

Agenda Item Type: Consent Agenda

- **Title:** Approval of claims in the amount of \$4,621,077.57.
- **Recommended motion:** Approval of claims as submitted
- **Prepared by:** Cory Y Wood

Department: **Contact Number:** 7758471133

- **Staff Summary:** Please find attached claims
- **Supporting Materials:** See attached
- **Fiscal Impact:** N/A
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



STOREY COUNTY

Check Register

Packet: APPKT05359 - 2023-05-26 PR payment

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405456	PUBLIC EMPLOYEES RETIREMENT BK	05/26/2023	EFT	0.00	93,841.44	10411
404869	SCSO EMPLOYEES ASSOCIATIO	05/26/2023	EFT	0.00	396.00	10412
404639	VOYA INSTITUTIONAL TRUST COMP.	05/26/2023	EFT	0.00	8,755.48	10413
300003	AFLAC	05/26/2023	Regular	0.00	1,340.29	110317
300008	AFSCME LOCAL4041	05/26/2023	Regular	0.00	453.62	110318
405610	CALIFORNIA STATE DISBERSEMENT	05/26/2023	Regular	0.00	395.50	110319
405519	CIGNA HEALTH & LIFE INSURANCE C	05/26/2023	Regular	0.00	3,682.82	110320
300001	COLONIAL LIFE & ACCIDENT INS CO	05/26/2023	Regular	0.00	103.38	110321
404704	NATIONWIDE	05/26/2023	Regular	0.00	95.64	110322
406598	MICHIGAN STATE DISBURSEMENT L	05/26/2023	Regular	0.00	599.31	110323
300011	NEVADA STATE TREASURER	05/26/2023	Regular	0.00	2.00	110324
406600	NORTHWEST FIRE FIGHTER BENEFIT	05/26/2023	Regular	0.00	2,129.41	110325
103233	PUBLIC EMPLOY RETIREMENT SYSTEM	05/26/2023	Regular	0.00	774.00	110326
300010	STATE COLLECTION & DISBURSEMEI	05/26/2023	Regular	0.00	96.54	110327
300006	STOREY CO FIRE FIGHTERS ASSOC	05/26/2023	Regular	0.00	1,860.00	110328
300005	WASHINGTON NATIONAL INS	05/26/2023	Regular	0.00	1,456.07	110329

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	18	13	0.00	12,988.58
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	9	3	0.00	102,992.92
	27	16	0.00	115,981.50

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

5/25/23
Date
Processed & Submitted to Treasurer by Comptroller Admin

Approved By:

7.10.23
Date
Comptroller

5-25-23
Date
Treasurer

5/26/23
Deputy Clerk

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	5/2023	115,981.50
			<u>115,981.50</u>



STOREY COUNTY

Check Register

Packet: APPKT05360 - 2023-05-26 PERS 715 LS

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank 405456	PUBLIC EMPLOYEES RETIREMENT BK	05/26/2023	EFT	0.00	61,734.28	10414

Bank Code AP Bank Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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	2	1	0.00	61,734.28
	2	1	0.00	61,734.28

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Luigi Suri 5/25/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

MP 7.10.23
Comptroller Date
[Signature] 5/26/23
Treasurer Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	5/2023	61,734.28
			<u>61,734.28</u>



STOREY COUNTY

Check Register

Packet: APPKT05395 - 2023-06-07 Spcl Ck Clayton Homes cw

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
406890	CMH HOMES, INC	06/08/2023	Regular	0.00	38,044.00	110464

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	38,044.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	38,044.00

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Cary Y. Wood
Processed & Submitted to Treasurer by Comptroller Admin

6/8/2023
Date

Approved By:

[Signature]
Comptroller

7.10.23
Date

[Signature]
Treasurer

6/8/2023
Date

[Signature]
Deputy Clerk

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	38,044.00
			<u>38,044.00</u>



STOREY COUNTY

Vendor History Report
By Vendor Name

Posting Date Range 06/09/2023 - 06/09/2023
Payment Date Range 06/09/2023 - 06/09/2023

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
Vendor Set: 01 - Storey County Vendors														
404300 - INTERNAL REVENUE SERVICE														
INV0017731	Medicare	0.00	0.00	6/9/2023	001-29503-000	DFT0001460	6/9/2023	Medicare	74,034.99	0.00	0.00	0.00	74,034.99	74,034.99
									15,207.80	0.00	0.00	0.00	15,207.80	15,207.80
INV0017732	Social Security	0.00	0.00	6/9/2023	001-29505-000	DFT0001461	6/9/2023	Social Security	1,331.74	0.00	0.00	0.00	1,331.74	1,331.74
INV0017733	Federal Income Tax w/held	0.00	0.00	6/9/2023	001-29501-000	DFT0001462	6/9/2023	Federal w/holding	57,495.45	0.00	0.00	0.00	57,495.45	57,495.45
									57,495.45					
Vendors: (1) Total 01 - Storey County Vendors:									74,034.99	0.00	0.00	0.00	74,034.99	74,034.99
Vendors: (1) Report Total:									74,034.99	0.00	0.00	0.00	74,034.99	74,034.99

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Processed & Submitted to Treasurer by Comptroller Admin 6/8/23 Date

Approved By:

Comptroller [Signature] Date 7/10/23
Treasurer [Signature] Date 6/12/23



STOREY COUNTY

Payroll Check Register Report Summary

Pay Period: 5/22/2023-6/4/2023

Packet: PRPKT01760 - 2023-06-09 Payroll LS

Payroll Set: Storey County - 01

Type	Count	Amount
Regular Checks	4	5,424.77
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	199	439,097.26
Total	203	444,522.03

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Luis Sain 6/7/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

CMC 7.10.23
Comptroller Date

Waterbury 6/12/23
Treasurer Deputy Clerk Date



STOREY COUNTY

Check Register

Packet: APPKT05400 - 2023-06-09 PERS 715 LS

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank 405456	PUBLIC EMPLOYEES RETIREMENT B	06/09/2023	EFT	0.00	62,513.98	10417

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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	2	1	0.00	62,513.98
	2	1	0.00	62,513.98

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Luni Sui 6/9/23
Date
Processed & Submitted to Treasurer by Comptroller Admin

Approved By:

CMC 7.10.23
Date
Comptroller
Chaterieichs 6/19/23
Date
Treasurer Deputy Clerk



STOREY COUNTY

Check Register

Packet: APPKT05398 - 2023-06-09 PR Payment LS

By Check Number

Check Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
ndor Number	nk Code: AP Bank-AP Bank					
3456	PUBLIC EMPLOYEES RETIREMENT B	06/09/2023	EFT	0.00	98,145.76	10415
1639	VOYA INSTITUTIONAL TRUST COMP.	06/09/2023	EFT	0.00	8,195.48	10416
3003	AFLAC	06/09/2023	Regular	0.00	1,229.35	110448
3008	AFSCME LOCAL4041	06/09/2023	Regular	0.00	431.10	110449
1610	CALIFORNIA STATE DISBURSEMENT	06/09/2023	Regular	0.00	395.50	110450
1519	CIGNA HEALTH & LIFE INSURANCE C	06/09/2023	Regular	0.00	176,446.77	110451
3001	COLONIAL LIFE & ACCIDENT INS CO	06/09/2023	Regular	0.00	103.38	110452
1704	NATIONWIDE	06/09/2023	Regular	0.00	95.64	110453
1264	FIDELITY SECURITY LIFE INSURANCE	06/09/2023	Regular	0.00	1,255.37	110454
1263	KANSAS CITY LIFE INS CO	06/09/2023	Regular	0.00	831.52	110455
1598	MICHIGAN STATE DISBURSEMENT L	06/09/2023	Regular	0.00	393.79	110456
011	NEVADA STATE TREASURER	06/09/2023	Regular	0.00	2.00	110457
600	NORTHWEST FIRE FIGHTER BENEFIT	06/09/2023	Regular	0.00	37,390.76	110458
233	PUBLIC EMPLOY RETIREMENT SYSTEM	06/09/2023	Regular	0.00	774.00	110459
010	STATE COLLECTION & DISBURSEMEI	06/09/2023	Regular	0.00	96.54	110460
006	STOREY CO FIRE FIGHTERS ASSOC	06/09/2023	Regular	0.00	1,860.00	110461
005	WASHINGTON NATIONAL INS	06/09/2023	Regular	0.00	1,368.39	110462
302	WESTERN INSURANCE SPECIALTIES	06/09/2023	Regular	0.00	258.10	110463

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	25	16	0.00	222,932.21
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	6	2	0.00	106,341.24
	31	18	0.00	329,273.45

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Luigi Soria 6/7/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

Amelia 7/10/23
Comptroller Date
Walter Givorth Deputy Clerk 6/12/23
Treasurer Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	329,273.45
			<u>329,273.45</u>



STOREY COUNTY

Vendor History Report

By Vendor Name

Posting Date Range 06/09/2023 - 06/09/2023

Payment Date Range 06/09/2023 - 06/09/2023

Payable Number	Description	Units	Price	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description				Amount	Account Number		Account Name	Dist Amount					
Vendor Set: 01 - Storey County Vendors													
405424 - OPTUM BANK, MEMBER FDIC													
INV0017708	HSA Contributions	0.00	0.00	6/9/2023	001-29506-000	DFT0001457	6/9/2023	14,483.99	0.00	0.00	0.00	14,483.99	14,483.99
	HSA Contributions			11,468.99	020-29506-000		Insurances	11,468.99	0.00	0.00	0.00	11,468.99	11,468.99
					090-29506-000		Rds-Ins	10,243.54					
					130-29506-000		Wtr-Ins	433.39					
					230-29506-000		Swr-Ins	251.00					
							VCTC-Ins	241.06					
								300.00					
INV0017709	HSA Contributions	0.00	0.00	6/9/2023	001-29506-000	DFT0001458	6/9/2023	2,855.00	0.00	0.00	0.00	2,855.00	2,855.00
	HSA Contributions			2,855.00	250-29506-000		Fire-Ins	2,605.00					
					290-29506-000		Fire-Ins	250.00					
INV0017710	HSA Contributions	0.00	0.00	6/9/2023	001-29506-000	DFT0001459	6/9/2023	160.00	0.00	0.00	0.00	160.00	160.00
	HSA Contributions			160.00			Insurances	160.00					
Total 01 - Storey County Vendors:								14,483.99	0.00	0.00	0.00	14,483.99	14,483.99
Vendors: (1)								14,483.99	0.00	0.00	0.00	14,483.99	14,483.99
Report Total:								14,483.99	0.00	0.00	0.00	14,483.99	14,483.99

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

6/13/23 Date
Processed & Submitted to Treasurer by Comptroller Admin

Approved By:

amcl Date 7.10.23

Comptroller

[Signature] Date 6/13/23

Treasurer

6/12/23-14,283.99

6/13/23-200.-

14,483.99



STOREY COUNTY

Check Register

Packet: APPKT05428 - 2023-06-16 AP Payments cw

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
406777	DOWL LLC	06/16/2023	EFT	0.00	28,365.00	10418
404671	PORTER GROUP LLC	06/16/2023	EFT	0.00	6,000.00	10419
400481	ALLISON, MACKENZIE, LTD	06/16/2023	Regular	0.00	65.00	110465
100135	ALSCO INC	06/16/2023	Regular	0.00	346.06	110466
406619	AMAZON BUSINESS	06/16/2023	Regular	0.00	56.63	110467
401497	ANTINORO, GERALD	06/16/2023	Regular	0.00	1,392.00	110468
99690	APEX GRADING & PAVING	06/16/2023	Regular	0.00	15,654.35	110469
406683	SIERRA MEAT CO	06/16/2023	Regular	0.00	278.74	110470
406879	ARNOLD MACHINERY COMPANY	06/16/2023	Regular	0.00	367.50	110471
100073	AUTO & TRUCK ELECTRIC, INC	06/16/2023	Regular	0.00	966.00	110472
403959	BENDER, DEBORAH	06/16/2023	Regular	0.00	105.00	110473
101605	SIERRA ELECTRONICS	06/16/2023	Regular	0.00	1,997.58	110474
405077	MACKAY MANSION	06/16/2023	Regular	0.00	715.00	110475
406848	SAM SHAD PRODUCTIONS	06/16/2023	Regular	0.00	35,333.34	110476
103160	BOTCHA CALOOP'S INC	06/16/2023	Regular	0.00	47.50	110477
100471	MOUNDHOUSE TRUE VALUE HARDW	06/16/2023	Regular	0.00	56.81	110478
406556	BRIAN BROWN MEDIATION, LTD	06/16/2023	Regular	0.00	5,087.50	110479
406896	BRS FIELD OPS LLC	06/16/2023	Regular	0.00	229.76	110480
403671	WASHOE CLUB MUSEUM	06/16/2023	Regular	0.00	1,081.00	110481
99763	CANYON GENERAL IMPROVEMENT C	06/16/2023	Regular	0.00	58.20	110482
100792	CAPITAL FORD INC	06/16/2023	Regular	0.00	64.08	110483
405831	CARSON NOW LLC	06/16/2023	Regular	0.00	200.00	110484
405669	CARSON TAHOE HEALTH	06/16/2023	Regular	0.00	1,826.50	110485
404216	CARSON VALLEY OIL CO	06/16/2023	Regular	0.00	6,482.41	110486
406889	THE RIDGE, PLLC	06/16/2023	Regular	0.00	750.00	110487
99720	CASELLE INC	06/16/2023	Regular	0.00	278.00	110488
100654	CINDERLITE TRUCKING CORP	06/16/2023	Regular	0.00	632.32	110489
404798	CINTAS / CINTAS FIRST AID AND SAFI	06/16/2023	Regular	0.00	21.06	110490
100505	CITY OF CARSON TREASURER	06/16/2023	Regular	0.00	20.00	110491
405134	CMC TIRE INC	06/16/2023	Regular	0.00	10,418.32	110492
403822	COLLECTION SERVICE OF NEV	06/16/2023	Regular	0.00	213.25	110493
404833	COMSTOCK FOUNDATION FOR HIST	06/16/2023	Regular	0.00	261.00	110494
403887	COMSTOCK GOLD MILL LLC	06/16/2023	Regular	0.00	160.50	110495
100670	CFOA	06/16/2023	Regular	0.00	450.00	110496
406895	CT CORPORATION	06/16/2023	Regular	0.00	100.00	110497
103220	ON THE SIDE GRAPHICS & SIGNS	06/16/2023	Regular	0.00	210.00	110498
404466	FIRST CHOICE COFFEE SRV	06/16/2023	Regular	0.00	530.25	110499
404176	DX-10 INC	06/16/2023	Regular	0.00	2,104.96	110500
404547	FACTORY MOTOR PARTS	06/16/2023	Regular	0.00	495.78	110501
406787	ERIC'S MOBILE GLASS LLP	06/16/2023	Regular	0.00	270.00	110502
404509	FASTENAL COMPANY	06/16/2023	Regular	0.00	1,790.55	110503
101485	FERGUSON ENTERPRISES INC	06/16/2023	Regular	0.00	341.49	110504
405969	FLEETPRIDE, INC	06/16/2023	Regular	0.00	692.16	110505
100826	FOURTH WARD SCHOOL MUSEUM	06/16/2023	Regular	0.00	295.50	110506
103470	GREAT BASIN TERMITE & PEST CONT	06/16/2023	Regular	0.00	150.00	110507
405784	LAKOTA HRM, LLC	06/16/2023	Regular	0.00	4,200.00	110508
102983	USABUEBOOK	06/16/2023	Regular	0.00	931.36	110509
405293	HIGHLAND ELECTRIC AND LIGHTING	06/16/2023	Regular	0.00	2,645.00	110510
406883	HINTZ, JEFFREY S	06/16/2023	Regular	0.00	625.00	110511
406901	PEACHY CLEAN	06/16/2023	Regular	0.00	90.00	110512
404328	INTERCEPT INC	06/16/2023	Regular	0.00	868.00	110513
100978	INTERSTATE OIL CO	06/16/2023	Regular	0.00	8,145.82	110514
403834	IT1 SOURCE LLC	06/16/2023	Regular	0.00	56,494.21	110515
405757	J. GREG SMITH INC.	06/16/2023	Regular	0.00	750.00	110516

Check Register

Packet: APPKT05428-2023-06-16 AP Payments cw

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
103317	SILVER STATE INTERNATIONAL TRUC	06/16/2023	Regular	0.00	235.58	110517
406428	J W WELDING SUPPLIES & TOOLS	06/16/2023	Regular	0.00	315.99	110518
406514	KAIGAN, LLC	06/16/2023	Regular	0.00	85.00	110519
406897	PRO LEISURE	06/16/2023	Regular	0.00	296.80	110520
101040	L N CURTIS & SONS	06/16/2023	Regular	0.00	2,467.30	110521
406569	L/P INSURANCE SERVICES LLC	06/16/2023	Regular	0.00	582,826.91	110522
406797	BATTLE BORN EMERGENCY TECH	06/16/2023	Regular	0.00	3,446.78	110523
403387	SYMBOLARTS LLC	06/16/2023	Regular	0.00	260.00	110524
101030	LIFE-ASSIST INC	06/16/2023	Regular	0.00	2,749.92	110525
404102	LIQUID BLUE EVENTS LLC	06/16/2023	Regular	0.00	2,400.00	110526
405533	LONCAR, JEREMY B	06/16/2023	Regular	0.00	1,372.45	110527
405548	LUMOS & ASSOCIATES, INC	06/16/2023	Regular	0.00	67,050.00	110528
404363	MA LABS INC	06/16/2023	Regular	0.00	3,377.58	110529
404786	THE ROASTING HOUSE LLC	06/16/2023	Regular	0.00	6,513.60	110530
406663	MCCAIN, CLIFFORD	06/16/2023	Regular	0.00	2,100.00	110531
406639	NV DISTRIBUTORS, LLC	06/16/2023	Regular	0.00	2,240.00	110532
406484	LAST RESORT DJ SERVICE	06/16/2023	Regular	0.00	150.00	110533
405307	THE TOMBSTONE COWBOYS/HELLD	06/16/2023	Regular	0.00	2,159.00	110534
102857	MICHAEL HOHL MOTOR CO	06/16/2023	Regular	0.00	466.64	110535
405609	MICHAEL'S RENO POWERSPORTS	06/16/2023	Regular	0.00	1,616.20	110536
403629	MIGAN, TAMARA	06/16/2023	Regular	0.00	23.58	110537
406726	MORGAN, CHRISTINA P	06/16/2023	Regular	0.00	250.00	110538
404883	MORTON, JUNE & MICHAEL	06/16/2023	Regular	0.00	250.00	110539
406902	TRAFFIC SAFETY STORE.COM	06/16/2023	Regular	0.00	6,761.89	110540
405498	NATIONAL ELEVATOR INSPECTION SI	06/16/2023	Regular	0.00	454.90	110541
101226	NEV COMPTROLLER	06/16/2023	Regular	0.00	5,261.00	110542
403317	NEV DEPT PUBLIC SAFETY	06/16/2023	Regular	0.00	1,610.00	110543
406706	AT&T NEVADA	06/16/2023	Regular	0.00	57.54	110544
403632	NEVADA BLUE LTD (RNO)	06/16/2023	Regular	0.00	100.00	110545
101269	NEVADA LEGAL SERVICE INC	06/16/2023	Regular	0.00	603.86	110546
404163	SILVER STATE BARRICADE & SIGN	06/16/2023	Regular	0.00	480.72	110547
99806	CONCENTRA MED CNTR/ADV SPCLST	06/16/2023	Regular	0.00	407.00	110548
402926	OFFSITE DATA DEPOT, LLC	06/16/2023	Regular	0.00	306.39	110549
406417	OOSOSHARP, LLC	06/16/2023	Regular	0.00	2,393.05	110550
405127	O'REILLY AUTO PARTS	06/16/2023	Regular	0.00	1,519.56	110551
404870	LAW OFFICE OF JOAN OSBORNE	06/16/2023	Regular	0.00	9,120.00	110552
404746	OTIS ELEVATOR COMPANY	06/16/2023	Regular	0.00	5,404.59	110553
404556	OUTFRONT MEDIA LLC	06/16/2023	Regular	0.00	704.00	110554
403104	OVERHEAD DOOR CO OF NV RENO IF	06/16/2023	Regular	0.00	2,055.00	110555
403398	OWENS EQUIPMENT SALES	06/16/2023	Regular	0.00	1,286.06	110556
406359	PACSTATES	06/16/2023	Regular	0.00	527.12	110557
406891	BUFFO'S REFRIGERATION	06/16/2023	Regular	0.00	5,047.50	110558
406704	CARSON DEMOLITION	06/16/2023	Regular	0.00	450.00	110559
403895	WAY IT WAS MUSEUM	06/16/2023	Regular	0.00	136.00	110560
404845	PILOT THOMAS LOGISTICS LLC	06/16/2023	Regular	0.00	1,455.93	110561
404837	PIPER'S OPERA HOUSE	06/16/2023	Regular	0.00	12.00	110562
101435	PITNEY BOWES GLOBAL FINANCIAL S	06/16/2023	Regular	0.00	168.24	110563
405952	PRE-SORT	06/16/2023	Regular	0.00	2,163.00	110564
403329	PROTECTION DEVICES INC	06/16/2023	Regular	0.00	1,298.26	110565
404398	RAD STRATEGIES INC	06/16/2023	Regular	0.00	5,425.00	110566
404863	REFUSE, INC	06/16/2023	Regular	0.00	738.80	110567
405777	RENO BRAKE, INC	06/16/2023	Regular	0.00	241.53	110568
101520	RENO PAINT MART	06/16/2023	Regular	0.00	1,947.00	110569
405285	RICKMANN, LARRY	06/16/2023	Regular	0.00	170.00	110570
405459	LINDA RITTER CONSULTING	06/16/2023	Regular	0.00	2,375.00	110571
200395	SAINT MARYS ARTCENTER INC	06/16/2023	Regular	0.00	39,999.20	110572
101568	SANI-HUT COMPANY INC	06/16/2023	Regular	0.00	670.00	110573
103241	SBC GLOBAL SERVICES IN LD	06/16/2023	Regular	0.00	66.25	110574
406778	SILVER STATE ANALYTICAL LABORATI	06/16/2023	Regular	0.00	835.00	110575
406898	SHEPPARD, MELEA	06/16/2023	Regular	0.00	500.00	110576
405081	SHERMARK DISTRIBUTORS INC	06/16/2023	Regular	0.00	949.22	110577

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	2,110,813.88
			2,110,813.88

Check Register

Packet: APPKT05428-2023-06-16 AP Payments cw

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
404187	SHOAF, BRIAN ALLEN	06/16/2023	Regular	0.00	40.00	110578
406258	SIDDONS MARTIN EMERGENCY GRO	06/16/2023	Regular	0.00	592.54	110579
102461	SIERRA CONTROLS LLC	06/16/2023	Regular	0.00	9,140.80	110580
101632	SIERRA PEST CONTROL INC	06/16/2023	Regular	0.00	55.00	110581
406037	STEM LLC DBA THE CANVAS CAFE	06/16/2023	Regular	0.00	1,180.00	110582
101658	SPB UTILITY SERVICES INC	06/16/2023	Regular	0.00	6,596.00	110583
101717	ST CO SCHOOL DISTRICT	06/16/2023	Regular	0.00	169,724.72	110584
101745	ST CO WATER SYSTEM	06/16/2023	Regular	0.00	492.88	110585
101745	ST CO WATER SYSTEM	06/16/2023	Regular	0.00	4,024.76	110586
405475	STAPLES BUSINESS ADVANTAGE	06/16/2023	Regular	0.00	264.01	110587
101229	STATE OF NEVADA	06/16/2023	Regular	0.00	847,956.33	110588
101229	STATE OF NEVADA	06/16/2023	Regular	0.00	2,770.00	110589
102441	STOREY COUNTY SHERIFF	06/16/2023	Regular	0.00	913.00	110590
102441	STOREY COUNTY SHERIFF	06/16/2023	Regular	0.00	175.00	110591
102441	STOREY COUNTY SHERIFF	06/16/2023	Regular	0.00	25.00	110592
403892	PONDEROSA MINE TOURS	06/16/2023	Regular	0.00	2,216.00	110593
405124	CHOLLAR MINE 1859 LLC	06/16/2023	Regular	0.00	1,714.50	110594
405185	THATCHER COMPANY OF NEVADA, II	06/16/2023	Regular	0.00	2,965.63	110595
404615	THE ANTOS AGENCY	06/16/2023	Regular	0.00	2,575.00	110596
103306	PURCHASE POWER	06/16/2023	Regular	0.00	3,805.00	110597
405010	TIMELY TESTING LTD	06/16/2023	Regular	0.00	240.00	110598
403225	TRI GENERAL IMPROVEMENT	06/16/2023	Regular	0.00	1,503.15	110599
402935	PURE WATER SYSTEMS OF NEVADA	06/16/2023	Regular	0.00	49.95	110600
405112	TYLER TECHNOLOGIES, INC	06/16/2023	Regular	0.00	556.25	110601
403728	UNITED SITE SERVICES OF NEVADA, I	06/16/2023	Regular	0.00	180.00	110602
406623	US FOODS INC	06/16/2023	Regular	0.00	4,741.84	110603
101845	US POSTOFFICE (VC)	06/16/2023	Regular	0.00	114.00	110604
101845	US POSTOFFICE (VC)	06/16/2023	Regular	0.00	178.00	110605
101845	US POSTOFFICE (VC)	06/16/2023	Regular	0.00	114.00	110606
101845	US POSTOFFICE (VC)	06/16/2023	Regular	0.00	114.00	110607
404486	USA CASH SERVICES MGT INC	06/16/2023	Regular	0.00	845.89	110608
404828	V & T ROCK, INC	06/16/2023	Regular	0.00	3,605.37	110609
405735	VC TOURS LLC	06/16/2023	Regular	0.00	248.00	110610
403983	VCTC	06/16/2023	Regular	0.00	160.00	110611
403894	VIRGINIA & TRUCKEE RR CO, INC.	06/16/2023	Regular	0.00	2,936.00	110612
101899	GRAINGER	06/16/2023	Regular	0.00	28.69	110613
405574	WASHOE COUNTY FORENSIC SCIENC	06/16/2023	Regular	0.00	603.00	110614
406899	WASHOE STOREY CONSERVATION DI	06/16/2023	Regular	0.00	971.00	110615
406850	WATSON, CHARLES	06/16/2023	Regular	0.00	110.00	110616
101920	WESTERN NEVADA SUPPLY CO	06/16/2023	Regular	0.00	17,162.53	110617
405794	WHARTON CONCRETE FORMING SUI	06/16/2023	Regular	0.00	367.11	110618
103218	WHITE CAP, LP	06/16/2023	Regular	0.00	2,465.04	110619
103467	WOLF MACHINE	06/16/2023	Regular	0.00	2,456.11	110620
404295	WELLS ONE COMMERCIAL CARD	06/16/2023	Bank Draft	0.00	25,773.35	DFT0001470

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	294	156	0.00	2,050,675.53
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	42	1	0.00	25,773.35
EFT's	5	2	0.00	34,365.00
	341	159	0.00	2,110,813.88

Discount
 Payment
 0.00 2,050,675.53
 0.00 0.00
 0.00 0.00
 0.00 25,773.35
 0.00 34,365.00
 0.00 2,110,813.88

RL
 6.16.23
 OK
 6.16.23

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	2,110,813.88
			2,110,813.88

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Cory H. Moore 6/14/2023
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

[Signature] 6.15.23
Comptroller Date

R. Shingler 6.16.23
Treasurer Date

[Signature] (Deputy Clerk) 6/20/23



STOREY COUNTY

Payroll Check Register Report Summary


Pay Period: 6/22/2023-6/22/2023

Packet: PRPKT01780 - Payroll Correction Process HOLMAN, JEFF S 18833



Payroll Set: Storey County - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	1	44.25
Total	1	44.25

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

 6/22/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

 7-10-23
Comptroller Date
 6/26/23
Treasurer Deputy Clerk Date



STOREY COUNTY

Payroll Check Register

Checks

Pay Period: 6/22/2023-6/22/2023

Packet: PRPKT01780 - Payroll Correction Process HOLMAN, JEFF S 18833

Payroll Set: Storey County - 01

Employee	Employee #	Check Type	Date	Amount	Number
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*** No Checks Created In This Packet ***



STOREY COUNTY

Check Register

Packet: APPKT05437 - Special Check

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
406905	GONE GREEN RECYCLING LLS	06/22/2023	Regular	0.00	4,000.00	110636

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	4,000.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	4,000.00

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Levi Senn 6/22/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

CMC 7.10.23
Comptroller Date
Patricia P. Felt 6/22/23
Treasurer Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	4,000.00
			<u>4,000.00</u>



STOREY COUNTY

Vendor History Report
By Vendor Name

Posting Date Range 06/23/2023 - 06/23/2023
Payment Date Range 06/23/2023 - 06/23/2023

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
Vendor Set: 01 - Storey County Vendors														
405424 - OPTUM BANK, MEMBER FDIC														
INV0017760	HSA Contributions	0.00	0.00	6/23/2023	DFT0001473		6/23/2023	Insurances	43,603.93	0.00	0.00	0.00	43,603.93	43,603.93
					001-29506-000				24,349.81	0.00	0.00	0.00	24,349.81	24,349.81
					020-29506-000			Rds-Ins	23,124.41					
					090-29506-000			Wtr-Ins	433.40					
					130-29506-000			Swr-Ins	251.01					
					230-29506-000			VCTC-Ins	240.99					
					231-29506-000			Pipers-Ins	210.00					
									90.00					
INV0017761	HSA Contributions			6/23/2023	DFT0001474		6/23/2023	Fire-Ins	19,094.12	0.00	0.00	0.00	19,094.12	19,094.12
		0.00	0.00	19,094.12	250-29506-000			Fire-Ins	18,844.12					
					290-29506-000			Fire-Ins	250.00					
INV0017762	HSA Contributions			6/23/2023	DFT0001475		6/23/2023	Insurances	160.00	0.00	0.00	0.00	160.00	160.00
		0.00	0.00	160.00	001-29506-000				160.00					
Vendors: (1)									43,603.93	0.00	0.00	0.00	43,603.93	43,603.93
Total 01 - Storey County Vendors:									43,603.93	0.00	0.00	0.00	43,603.93	43,603.93
Vendors: (1)									43,603.93	0.00	0.00	0.00	43,603.93	43,603.93
Report Total:									43,603.93	0.00	0.00	0.00	43,603.93	43,603.93

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

June 8th 6/22/23
Processed & Submitted to Treasurer by Comptroller Admin

Approved By: [Signature] Date: 7/10/23
Comptroller
Treasurer: [Signature] Date: 6/21/23



Payroll Check Register

Report Summary

Pay Period: 6/5/2023-6/18/2023

Packet: PRPKT01777 - 2023-06-23 Payroll LS

Payroll Set: Storey County - 01

Type	Count	Amount
Regular Checks	10	3,982.64
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	203	420,168.82
Total	213	424,151.46

County Commissioners approval is reported in the Board of County Commissioners Meeting Minutes

Processed & Submitted to Treasurer by Comptroller Admin
Date

Approved By:


Comptroller

Comptroller

7.10.23

Date _____

Treasurer Matthew P. O'Brien Deputy Clerk

Treasurer

6/26/23

Date _____



STOREY COUNTY

Check Register

Packet: APPKT05438 - 2023-06-23 PR payment LS

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405456	PUBLIC EMPLOYEES RETIREMENT BC	06/23/2023	EFT	0.00	96,583.59	10420
404869	SCSO EMPLOYEES ASSOCIATIO	06/23/2023	EFT	0.00	396.00	10421
404639	VOYA INSTITUTIONAL TRUST COMP.	06/23/2023	EFT	0.00	8,260.48	10422
300003	AFLAC	06/23/2023	Regular	0.00	1,229.35	110621
300008	AFSCME LOCAL4041	06/23/2023	Regular	0.00	862.11	110622
405610	CALIFORNIA STATE DISBURSEMENT	06/23/2023	Regular	0.00	395.50	110623
405519	CIGNA HEALTH & LIFE INSURANCE C	06/23/2023	Regular	0.00	7,063.94	110624
300001	COLONIAL LIFE & ACCIDENT INS CO	06/23/2023	Regular	0.00	103.38	110625
404704	NATIONWIDE	06/23/2023	Regular	0.00	95.64	110626
405264	FIDELITY SECURITY LIFE INSURANCE	06/23/2023	Regular	0.00	0.50	110627
405263	KANSAS CITY LIFE INS CO	06/23/2023	Regular	0.00	2.64	110628
406598	MICHIGAN STATE DISBURSEMENT L	06/23/2023	Regular	0.00	393.79	110629
300011	NEVADA STATE TREASURER	06/23/2023	Regular	0.00	2.00	110630
406600	NORTHWEST FIRE FIGHTER BENEFIT	06/23/2023	Regular	0.00	1,920.00	110631
103233	PUBLIC EMPLOY RETIREMENT SYSTEM	06/23/2023	Regular	0.00	774.00	110632
300010	STATE COLLECTION & DISBURSEMEI	06/23/2023	Regular	0.00	96.54	110633
300006	STOREY CO FIRE FIGHTERS ASSOC	06/23/2023	Regular	0.00	1,800.00	110634
300005	WASHINGTON NATIONAL INS	06/23/2023	Regular	0.00	1,543.75	110635

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	21	15	0.00	16,283.14
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	7	3	0.00	105,240.07
	28	18	0.00	121,523.21

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Linzy Sun
Processed & Submitted to Treasurer by Comptroller Admin

6/22/23
Date

Approved By:

Chm C
Comptroller

7.10.23
Date

Walter J. Smith
Treasurer

6/26/23
Date

*ck 110627 & 110628 returned to Linzy for processing.

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	121,523.21
			<u>121,523.21</u>



STOREY COUNTY

Vendor History Report
By Vendor Name

Posting Date Range 06/23/2023 - 06/23/2023
Payment Date Range 06/23/2023 - 06/23/2023

Payable Number	Description	Units	Price	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description				Amount	Account Number	Account Name	Dist Amount						
Vendor Set: 01 - Storey County Vendors													
404300 - INTERNAL REVENUE SERVICE													
INV0017781	Medicare		0.00	6/23/2023	001-29503-000	DFT0001476	6/23/2023	69,146.59	0.00	0.00	0.00	69,146.59	69,146.59
				14,493.66		Medicare	14,493.66	0.00	0.00	0.00	0.00	14,493.66	14,493.66
INV0017782	Social Security		0.00	6/23/2023	001-29505-000	DFT0001477	6/23/2023	1,699.62	0.00	0.00	0.00	1,699.62	1,699.62
				1,699.62		Social Security	1,699.62						
INV0017783	Federal Income Tax w/h		0.00	6/23/2023	001-29501-000	DFT0001478	6/23/2023	52,945.70	0.00	0.00	0.00	52,945.70	52,945.70
				52,945.70		Federal w/holding	52,945.70						
INV0017785	Medicare		0.00	6/23/2023	001-29503-000	DFT0001480	6/23/2023	1.48	0.00	0.00	0.00	1.48	1.48
				1.48		Medicare	1.48						
INV0017786	Federal Income Tax w/h		0.00	6/23/2023	001-29501-000	DFT0001481	6/23/2023	6.13	0.00	0.00	0.00	6.13	6.13
				6.13		Federal w/holding	6.13						
Vendors: (1)								69,146.59	0.00	0.00	0.00	69,146.59	69,146.59
Total 01 - Storey County Vendors:								69,146.59	0.00	0.00	0.00	69,146.59	69,146.59
Vendors: (1)								69,146.59	0.00	0.00	0.00	69,146.59	69,146.59
Report Total:								69,146.59	0.00	0.00	0.00	69,146.59	69,146.59

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Processed & Submitted to Treasurer by Comptroller Admin

Date

Approved By:

Comptroller

Date

Treasurer

Date



STOREY COUNTY

Check Register

Packet: APPKT05440 - 6/23/23 Holman correction

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405456	PUBLIC EMPLOYEES RETIREMENT BC	06/23/2023	EFT	0.00	61,459.26	10423

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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	2	1	0.00	61,459.26
	2	1	0.00	61,459.26

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Luiz Sun 6/22/23
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

CMC 7.10.23
Comptroller Date
Dorothy Holman 6/21/23
Treasurer Deputy Clerk Date

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	61,459.26
			<u>61,459.26</u>



STOREY COUNTY

Check Register

Packet: APPKT05470 - 2023-06-30 AP Payments cw

By Check Number

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405684	AFFORDABLE OFFICE FURNITURE AN	06/30/2023	Regular	0.00	248.00	110637
403795	ALPINE LOCK INC	06/30/2023	Regular	0.00	77.50	110638
100135	ALSCO INC	06/30/2023	Regular	0.00	350.76	110639
406619	AMAZON BUSINESS	06/30/2023	Regular	0.00	94.02	110640
99690	APEX GRADING & PAVING	06/30/2023	Regular	0.00	17,605.00	110641
406908	STALKER RADAR	06/30/2023	Regular	0.00	14,000.00	110642
403651	ARC HEALTH AND WELLNESS	06/30/2023	Regular	0.00	1,348.00	110643
404420	ARCADIA PUBLISHING INC	06/30/2023	Regular	0.00	538.75	110644
406683	SIERRA MEAT CO	06/30/2023	Regular	0.00	443.76	110645
100073	AUTO & TRUCK ELECTRIC,INC	06/30/2023	Regular	0.00	475.00	110646
403959	BENDER, DEBORAH	06/30/2023	Regular	0.00	328.00	110647
101605	SIERRA ELECTRONICS	06/30/2023	Regular	0.00	15,648.68	110648
405077	MACKAY MANSION	06/30/2023	Regular	0.00	964.50	110649
406408	BRADY INDUSTRIES OF NEVADA LLC	06/30/2023	Regular	0.00	589.52	110650
100471	MOUNDHOUSE TRUE VALUE HARDV	06/30/2023	Regular	0.00	592.64	110651
405028	RYAN'S ROCK AND HOE	06/30/2023	Regular	0.00	950.00	110652
403671	WASHOE CLUB MUSEUM	06/30/2023	Regular	0.00	1,229.75	110653
100476	BURTONS FIRE APPARATUS	06/30/2023	Regular	0.00	2,264.47	110654
99763	CANYON GENERAL IMPROVEMENT I	06/30/2023	Regular	0.00	1,084.60	110655
404216	CARSON VALLEY OIL CO	06/30/2023	Regular	0.00	6,562.23	110656
403775	CHARM-TEX	06/30/2023	Regular	0.00	168.90	110657
100654	CINDERLITE TRUCKING CORP	06/30/2023	Regular	0.00	460.98	110658
403822	COLLECTION SERVICE OF NEV	06/30/2023	Regular	0.00	217.50	110659
404868	PRECISION DOCUMENT IMAGING	06/30/2023	Regular	0.00	1,906.05	110660
403887	COMSTOCK GOLD MILL LLC	06/30/2023	Regular	0.00	155.00	110661
406406	COMSTOCK PROPANE	06/30/2023	Regular	0.00	572.01	110662
100670	CFOA	06/30/2023	Regular	0.00	150.00	110663
100670	CFOA	06/30/2023	Regular	0.00	150.00	110664
103220	ON THE SIDE GRAPHICS & SIGNS	06/30/2023	Regular	0.00	80.00	110665
406740	D&D ROOFING & SHEET METAL	06/30/2023	Regular	0.00	8,155.20	110666
99652	COMSTOCK CHRONICLE	06/30/2023	Regular	0.00	5,087.25	110667
406906	DEESE, ANTONIO	06/30/2023	Regular	0.00	500.00	110668
406163	DIVIDE GRAPHICS	06/30/2023	Regular	0.00	256.00	110669
404547	FACTORY MOTOR PARTS	06/30/2023	Regular	0.00	800.93	110670
406787	ERIC'S MOBILE GLASS LLP	06/30/2023	Regular	0.00	330.00	110671
101485	FERGUSON ENTERPRISES INC	06/30/2023	Regular	0.00	506.74	110672
404117	FLEET HEATING & AIR INC	06/30/2023	Regular	0.00	15,200.00	110673
405969	FLEETPRIDE, INC	06/30/2023	Regular	0.00	12,455.00	110674
406817	FOLEY, HELEN A	06/30/2023	Regular	0.00	5,000.00	110675
100826	FOURTH WARD SCHOOL MUSEUM	06/30/2023	Regular	0.00	332.00	110676
404778	HAT, LTD	06/30/2023	Regular	0.00	4,932.26	110677
102983	USABUEBOOK	06/30/2023	Regular	0.00	3,196.10	110678
406603	HUSTLER HYDRAULICS LLC	06/30/2023	Regular	0.00	1,125.40	110679
406707	AT&T ILLINOIS, AT&T WHOLESALE	06/30/2023	Regular	0.00	125.91	110680
100978	INTERSTATE OIL CO	06/30/2023	Regular	0.00	1,913.35	110681
100885	IRON MOUNTAIN	06/30/2023	Regular	0.00	884.24	110682
405726	IT1 CONSULTING, LLC	06/30/2023	Regular	0.00	4,292.78	110683
403834	IT1 SOURCE LLC	06/30/2023	Regular	0.00	399.41	110684
406617	JOHN H BURROWS INC	06/30/2023	Regular	0.00	1,050.86	110685
406645	JOHN'S SPRING AND SUSPENSION LI	06/30/2023	Regular	0.00	5,677.06	110686
406868	J-U-B ENGINEERS, INC	06/30/2023	Regular	0.00	21,995.00	110687
101040	L N CURTIS & SONS	06/30/2023	Regular	0.00	416.00	110688
406729	MR. BUBBLES LAUNDROMAT	06/30/2023	Regular	0.00	109.50	110689
406907	LIBERMAN, DOUGLAS	06/30/2023	Regular	0.00	75.00	110690

Check Register

Packet: APPKT05470-2023-06-30 AP Payments cw

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
101030	LIFE-ASSIST INC	06/30/2023	Regular	0.00	42.93	110691
405548	LUMOS & ASSOCIATES, INC	06/30/2023	Regular	0.00	1,730.00	110692
406911	LYLE CO	06/30/2023	Regular	0.00	57.00	110693
404363	MA LABS INC	06/30/2023	Regular	0.00	850.57	110694
406639	NV DISTRIBUTORS, LLC	06/30/2023	Regular	0.00	4,480.00	110695
405307	THE TOMBSTONE COWBOYS/HELLD	06/30/2023	Regular	0.00	3,210.00	110696
403864	WASHOE METAL FABRICATING/MC	06/30/2023	Regular	0.00	4,093.97	110697
406894	TAKE AIM TARGETS	06/30/2023	Regular	0.00	2,540.00	110698
404565	MOUNTAIN DENTAL	06/30/2023	Regular	0.00	388.00	110699
406758	NAVIANT, INC	06/30/2023	Regular	0.00	1,200.00	110700
403632	NEVADA BLUE LTD (RNO)	06/30/2023	Regular	0.00	230.22	110701
403730	NITV FEDERAL SERVICES LLC	06/30/2023	Regular	0.00	755.70	110702
404163	SILVER STATE BARRICADE & SIGN	06/30/2023	Regular	0.00	121.49	110703
404118	OPTUMINSIGHT INC	06/30/2023	Regular	0.00	348.75	110704
405127	O'REILLY AUTO PARTS	06/30/2023	Regular	0.00	394.14	110705
404746	OTIS ELEVATOR COMPANY	06/30/2023	Regular	0.00	4,948.46	110706
406093	NEVADA APPEAL	06/30/2023	Regular	0.00	75.00	110707
101825	PETERBILT TRUCK PARTS & E	06/30/2023	Regular	0.00	1,027.56	110708
403895	WAY IT WAS MUSEUM	06/30/2023	Regular	0.00	187.00	110709
404837	PIPER'S OPERA HOUSE	06/30/2023	Regular	0.00	28.00	110710
103221	PEBP	06/30/2023	Regular	0.00	2,231.56	110711
404398	RAD STRATEGIES INC	06/30/2023	Regular	0.00	2,050.00	110712
404863	REFUSE, INC	06/30/2023	Regular	0.00	381.93	110713
101520	RENO PAINT MART	06/30/2023	Regular	0.00	124.08	110714
406378	ROADSAFE TRAFFIC SYSTEMS, INC.	06/30/2023	Regular	0.00	1,750.00	110715
404911	RON'S REFRIGERATION, INC	06/30/2023	Regular	0.00	779.61	110716
101568	SANI-HUT COMPANY INC	06/30/2023	Regular	0.00	400.00	110717
406536	SAPIENCE PRACTICE	06/30/2023	Regular	0.00	3,000.00	110718
101210	SBC GLOBAL SERVICES INC	06/30/2023	Regular	0.00	42,582.95	110719
406778	SILVER STATE ANALYTICAL LABORAT	06/30/2023	Regular	0.00	346.00	110720
405081	SHERMARK DISTRIBUTORS INC	06/30/2023	Regular	0.00	913.10	110721
404187	SHOAF, BRIAN ALLEN	06/30/2023	Regular	0.00	7.50	110722
102461	SIERRA CONTROLS LLC	06/30/2023	Regular	0.00	74,315.00	110723
101630	NV ENERGY	06/30/2023	Regular	0.00	252.20	110724
101630	NV ENERGY	06/30/2023	Regular	0.00	346.25	110725
101630	NV ENERGY	06/30/2023	Regular	0.00	206.34	110726
101630	NV ENERGY	06/30/2023	Regular	0.00	18,774.89	110727
	Void	06/30/2023	Regular	0.00	0.00	110728
403234	TAHOE SUPPLY COMPANY LLC	06/30/2023	Regular	0.00	228.53	110729
405695	STANDLEY, BRUCE	06/30/2023	Regular	0.00	200.00	110730
405475	STAPLES BUSINESS ADVANTAGE	06/30/2023	Regular	0.00	813.83	110731
101335	STATE OF NEVADA, DEPT OF TAXAT	06/30/2023	Regular	0.00	181.68	110732
403892	PONDEROSA MINE TOURS	06/30/2023	Regular	0.00	2,725.00	110733
406903	SUNWEST GROUP OF COMPANIES	06/30/2023	Regular	0.00	4,800.00	110734
405244	SUTTON HAGUE LAW CORP	06/30/2023	Regular	0.00	1,087.50	110735
406676	SWITCH	06/30/2023	Regular	0.00	1,193.80	110736
405124	CHOLLAR MINE 1859 LLC	06/30/2023	Regular	0.00	1,780.50	110737
404030	TAHOE SIERRA DISTRIBUTING CO	06/30/2023	Regular	0.00	360.00	110738
405112	TYLER TECHNOLOGIES, INC	06/30/2023	Regular	0.00	187.50	110739
406738	UBEO BUSINESS SERVICES	06/30/2023	Regular	0.00	683.06	110740
403728	UNITED SITE SERVICES OF NEVADA,	06/30/2023	Regular	0.00	180.00	110741
406623	US FOODS INC	06/30/2023	Regular	0.00	5,295.58	110742
404486	USA CASH SERVICES MGT INC	06/30/2023	Regular	0.00	19.97	110743
404828	V & T ROCK, INC	06/30/2023	Regular	0.00	1,520.12	110744
404181	NEVADA COMMISSION FOR THE RE	06/30/2023	Regular	0.00	250,000.00	110745
405735	VC TOURS LLC	06/30/2023	Regular	0.00	651.50	110746
403983	VCTC	06/30/2023	Regular	0.00	150.00	110747
403268	CELLCO PARTNERSHIP	06/30/2023	Regular	0.00	1,652.18	110748
403894	VIRGINIA & TRUCKEE RR CO, INC.	06/30/2023	Regular	0.00	5,094.00	110749
402820	WALKER & ASSOCIATES, INC.	06/30/2023	Regular	0.00	4,022.00	110750
406756	WASHOE COUNTY SENIOR SERVICES	06/30/2023	Regular	0.00	2,573.67	110751

Check Register

Packet: APPKT05470-2023-06-30 AP Payments cw

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
101890	WASHOE COUNTY	06/30/2023	Regular	0.00	307.10	110752
101809	WEDCO INC	06/30/2023	Regular	0.00	71.38	110753
101920	WESTERN NEVADA SUPPLY CO	06/30/2023	Regular	0.00	1,756.40	110754
405184	UNIFORMS2YOU / RENO UNIFORMS	06/30/2023	Regular	0.00	824.89	110755
404295	WELLS ONE COMMERCIAL CARD	06/30/2023	Bank Draft	0.00	18,144.77	DFT0001486

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	218	118	0.00	627,602.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	44	1	0.00	18,144.77
EFT's	0	0	0.00	0.00
	262	120	0.00	645,746.77

County Commissioners approval is reported in the
Board of County Commissioners Meeting Minutes

Comp. J. Wood 6/29/2023
Processed & Submitted to Treasurer by Comptroller Admin Date

Approved By:

[Signature] 7.10.23
Comptroller Date

[Signature] 6.29.23
Treasurer Date

[Signature] 7/3/23
Deputy

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash Account	6/2023	645,746.77
			<u>645,746.77</u>



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 mins

Agenda Item Type: Consent Agenda

- **Title:** Consideration and possible approval of the modifications to Policy 506 establishing a footwear allowance for county employees.
- **Recommended motion:** I (commissioner) move to approve the modifications made to Personnel Policy 506 creating a footwear allowance for county employees.
- **Prepared by:** Brandie Lopez

Department: **Contact Number:** 775-847-0968

- **Staff Summary:** The modification to Policy 506 is to establish an allowance to employees where safety footwear is required.
- **Supporting Materials:** See attached
- **Fiscal Impact:** Yes
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

**STOREY COUNTY ADMINISTRATIVE
POLICIES AND PROCEDURES**

NUMBER 506
EFFECTIVE DATE: 11-10-08
REVISED: 05/05/15;12/15/15;
05/17/16; 01/02/18
AUTHORITY: BOC
COUNTY MANAGER: PAW

SUBJECT: Acting Pay, ~~and~~ Field Training Officer Pay, and Footwear Allowance

PURPOSE: To establish criteria for paying employees for temporarily performing work beyond the assigned duties of their current job class, for temporarily assigned to the duties of a management or administrative position, and for temporarily performing the duties of a field training officer.

POLICY: Employees may occasionally be asked to perform duties beyond the scope of their normal position or asked to temporarily assume the duties of a higher level budgeted position or a field training officer for a short period. Employees performing work in a higher classification for 10 or more days, or performing field training officer duties for one or more days, are entitled to premium pay for these duties.

A. Acting Pay

1. Assignments

- a. Employees may be temporarily assigned the duties and responsibilities of a budgeted, higher level position provided the position is currently vacant, or the employee normally filling the position is on authorized leave, or has been temporarily relieved of all regular duties to complete a special project approved by the employer, or because of temporarily increased workload requirements.
- b. The same employee shall not be assigned to the higher level duties for more than 6 consecutive months unless specifically approved by the Personnel Director and/or Administrative Officer, who may extend the assignment for not more than an additional 6 months.

2. Employee Eligibility

- a. Employees must be formally assigned and actually performing the duties of the higher job class.
- b. The salary range for the higher paid class must be at least 5 percent above the range for the employee's current job class.
- c. Beginning on the 10th consecutive work day of performing the duties of the higher level position, employees will be paid at a rate 5 percent above their current rate of pay, or at the entry rate of the higher job class, whichever is greater, but not to exceed the top step of the higher classification.

- d. The provisions of this section shall not be used to authorize additional pay to provide additional compensation pending action on a request for reclassification of a position or approval of a recommendation to reclassify a position, or to reward an employee neither for outstanding service, nor for any purpose other than those stated in this policy.

B. Field Training Officer Pay

1. Corrections Officers and Communications series employees who are designated by the department head or supervisor to perform field training officer (FTO) duties shall receive an additional one dollar (\$1.00) per hour for all hours actually spent functioning as an FTO. The employee is determined to be functioning as an FTO when s/he is assigned to and actively engaged in training another employee to perform specific duties applicable to the job and is recording the progress of that trainee for reporting to the department head or supervisor (e.g., completion of a "Daily Observation Report [DOR]"). Subject to approval of the Administrative Officer and/or Personnel Director, the department head or supervisor shall have the discretion to make the FTO assignment and to remove someone from such assignment.

C. Footwear Allowance

1. Where steel-toed/reinforced toed or safety footwear is required for County duty, including requirements by OSHA or MSHA, the Employer will provide a footwear reimbursement to the Employee of up to \$187.50 every year based upon receipts or other documentation. The period will be calculated from the date the Employee last received a footwear reimbursement of the full \$187.50 or received that amount cumulatively; provided that the Employee will receive up to the full reimbursement at any time his/her steel-toed/reinforced-toed or safety footwear is damaged by work-related duty so as to render the footwear unserviceable (excluding normal wear and tear as determined by the Department Head). The Department Head shall identify the positions which are eligible for reimbursement. Footwear purchased under this Section must comply with applicable safety standards established by the County or with OSHA or MSHA standards. The Footwear allowance is not applicable to Department Heads or Elected Officials.

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



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 15

Agenda Item Type: Discussion/Possible Action

- **Title:** Presentation by the Nevada State Board on Geographic Names (NSBGN) will present information regarding new State mandates on the NSBGN functions, obligations, actions, and updates on recent Federal Actions through Secretarial Orders 3404 and upcoming actions as a result of Secretarial Order 3405 which have and will have impact on Nevada's landscape. The NSBGN is required to perform public outreach, better Tribal communications, and seek input from all stakeholders. It is essential for all State of Nevada County Commissions to know and understand what the NSBGN is tasked with and how its actions impact the lands associated with each county, and how the Commission and the Storey County public can be involved in these matters.

- **Recommended motion:** No Action

- **Prepared by:** Lyndi Renaud

Department:

Contact Number: 7758471144

- **Staff Summary:** None
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and Possible Action of Grant of Easement File No. 2023-029 to NV Energy for utilities within a portion of the North K Street Right-of-Way, Virginia City, Nevada, Storey County, Nevada.
- **Recommended motion:** In accordance with the recommendation by staff, I [commissioner] move to approve a Grant of Easement (2023-029) to NV Energy for utilities located within a portion of the North K Street Right-of-Way, Virginia City, Storey County, Nevada
- **Prepared by:** Lyndi Renaud

Department:

Contact Number: 7758471144

- **Staff Summary:** NV Energy is requesting an easement to facilitate development of a single family residence at 110 N K Street. The Public Works Director has reviewed the easement and has no concerns. See attached Easement Deed, Legal Description and Record of Survey
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Location: K Street, Virginia City

The undersigned hereby affirms that
this document, including any exhibits
hereby submitted for recording does
not contain the personal information
of any person or persons (Per NRS 239B.030)

**RECORDING REQUESTED BY:
WHEN RECORDED MAIL TO:**

Land Resources
NV Energy
P.O. Box 10100 MS S4B20
Reno, NV 89520

GRANT OF EASEMENT

STOREY COUNTY, a political subdivision of the State of Nevada, ("**Grantor**"), for One Dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, and on behalf of itself and its successors and assigns, grants and conveys to Sierra Pacific Power Company, a Nevada corporation, d/b/a NV Energy ("**Grantee**") and its successors and assigns a perpetual right and easement:

1. To construct, operate, add to, modify, maintain, replace and remove communication facilities and electric line systems for the distribution and transmission of electricity above ground and underground, consisting of poles, other structures, wires, cables, bollards, pole-mounted transformers, anchors, guys and other equipment, fixture, apparatus, and improvements ("**Utility Facilities**"), and service boxes/meter panels, cabinets, bollards and other equipment, fixtures, apparatus, and improvements ("**Additional Utility Facilities**") upon, over, under and through the property legally described in Exhibit A attached hereto and by this reference made a part of this Grant of Easement ("Easement Area");

Location: K Street, Virginia City
RW# 0730-2023
Proj.# 3010685496
Project Name: E-110 N. K ST-FP-RES-E-DALY
GOE_DESIGN_OH_UG

2. For ingress and egress to, from, over and across the Easement Area for the allowed purposes defined in numbered paragraph 1 above and for all other activities permitted by this agreement;
3. To remove, clear, cut or trim any obstruction or material (including trees, other vegetation and structures) from the surface or subsurface of the Easement Area as Grantee may deem necessary or advisable for the safe and proper use and maintenance of the Utility Facilities or the Additional Utility Facilities within the Easement Area.

Grantee will be responsible for any damages, proximately caused by Grantee negligently construction, operating, adding to, maintain, or removing the Utility Facilities and/or the Additional Utility Facilities, to any tangible,, personally property or improvements owned by Grantor and located on the Easement Area on the date Grantor signs the Grant of Easement. However, this paragraph does not apply to and Grantee is not responsible for, any damages caused when Grantee exercises its rights under numbered paragraph 3 above so long as it exercises its rights in a prudent and non-negligent manner.

Grantee shall bear the entire cost and expense of installing and maintaining said Utility Facilities and Additional Utility Facilities in said Easement Area.

Grantee shall, at its expense, comply with all applicable laws, regulations, rules and orders regardless of when they become or became effective, including, without limitation, those relating to health, safety, noise, environmental protection, waste disposal, and water and air quality.

Grantee shall coordinate initial construction and/or maintenance with any existing lessees/occupants of the real property and shall use its best efforts not to unreasonably interfere with use/access of such lessees/occupants in the course of its construction and/or maintenance.

Grantee agrees that no assessments will be levied against the property of Grantor to defray any part of the expense incurred in connection with any construction in the Easement Area.

Grantee agrees to investigate, release, defend, indemnify and hold harmless Grantor, its officers, employees, agents, successors and assigns from all claims, liability, cost and expense, howsoever same may be caused, including reasonable attorney's fees, for loss of or damage to property for injuries to or death of persons

Location: K Street, Virginia City

RW# 0730-2023

Proj.# 3010685496

Project Name: E-110 N. K ST-FP-RES-E-DALY

GOE_DESIGN_OH_UG

arising out of the construction, reconstruction, maintenance, presence in, or use of the Easement Area by Grantee, its employees, agents, licensees, invitees, successors or assigns.

Grantee shall fully pay for all materials installed in the Easement Area and shall pay in full all persons who perform labor thereupon. Grantee shall not permit any mechanics' or materialmen's liens of any kind or nature to be enforced against the property for any work done or materials furnished thereon at Grantee's request.

Grantor covenants for the benefit of Grantee, its successors and assigns, that no building, structure or other real property improvements will be constructed or placed on or within the Easement Area without the prior written consent of Grantee, such structures and improvements to include, but not be limited to, drainage, trees, bridges, signage, roads, fencing, storage facilities, parking canopies, and other covered facilities. Grantee and Grantor must document Grantee's consent by both signing Grantee's standard, recordable use agreement. Grantor retains, for its benefit, the right to maintain, use and otherwise landscape the Easement Area for its own purposes; provided, however, that all such purposes and uses do not interfere with Grantee's rights herein, Grantee's electrical practices, and the National Electrical Safety Code. Grantee may use this easement to provide service to any of its customers.

(signatures on next page)

Location: K Street, Virginia City
RW# 0730-2023
Proj.# 3010685496
Project Name: E-110 N. K ST-FP-RES-E-DALY
GOE_DESIGN_OH_UG

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

GRANTOR:

**Accepted for the County of Storey,
by the Board of County Commissioners**

By:_____

Name:_____

Title:_____

Date:_____

GRANTEE:

Sierra Pacific Power Company

By:_____

Name:_____

Title:_____

Date:_____

(acknowledgements on next page)

Location: K Street, Virginia City
RW# 0730-2023
Proj.# 3010685496
Project Name: E-110 N. K ST-FP-RES-E-DALY
GOE_DESIGN_OH_UG

ACKNOWLEDGEMENTS

STATE OF _____)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me this _____ day of _____, 2023, by _____ as _____ of Sierra Pacific Power Company d/b/a NV Energy.

Notary Public

STATE OF NEVADA)
) ss.
COUNTY OF STOREY)

This instrument was acknowledged before me this _____ day of _____, 2023, by _____ as _____

of the BOARD OF COUNTY COMMISSIONERS OF STOREY COUNTY, a political subdivision of the State of Nevada.

Notary Public

Location: K Street, Virginia City
RW# 0730-2023
Proj.# 3010685496
Project Name: E-110 N. K ST-FP-RES-E-DALY
GOE_DESIGN_OH_UG



W.O. 3010685496
STOREY COUNTY

EXHIBIT "A"
EASEMENT

A portion of the Northeast quarter of Section 29, Township 17 North, Range 21 East, M.D.M., Storey County, Nevada; situated within K Street as shown on Record of Survey for Sierra Daly, recorded as File Number 133865 on April 20, 2021, Official Records of Storey County, Nevada.

An easement, 9 feet in width, lying 4.5 feet on each side of the following described centerline:

COMMENCING at the Northwest Corner of Lot 6 of said Record of Survey;

THENCE South 83°58'55" East, 106.11 feet to a point 4.50 feet perpendicular to the west line of said K Street and the POINT OF BEGINNING;

THENCE South 16°01'23" West, 30.00 feet to a point 4.50 feet perpendicular to the west line of said K Street and to the TERMINUS OF THIS DESCRIPTION.

Said Easement contains 270 square feet more or less.

See Exhibit "A-1" attached hereto and made a part thereof.

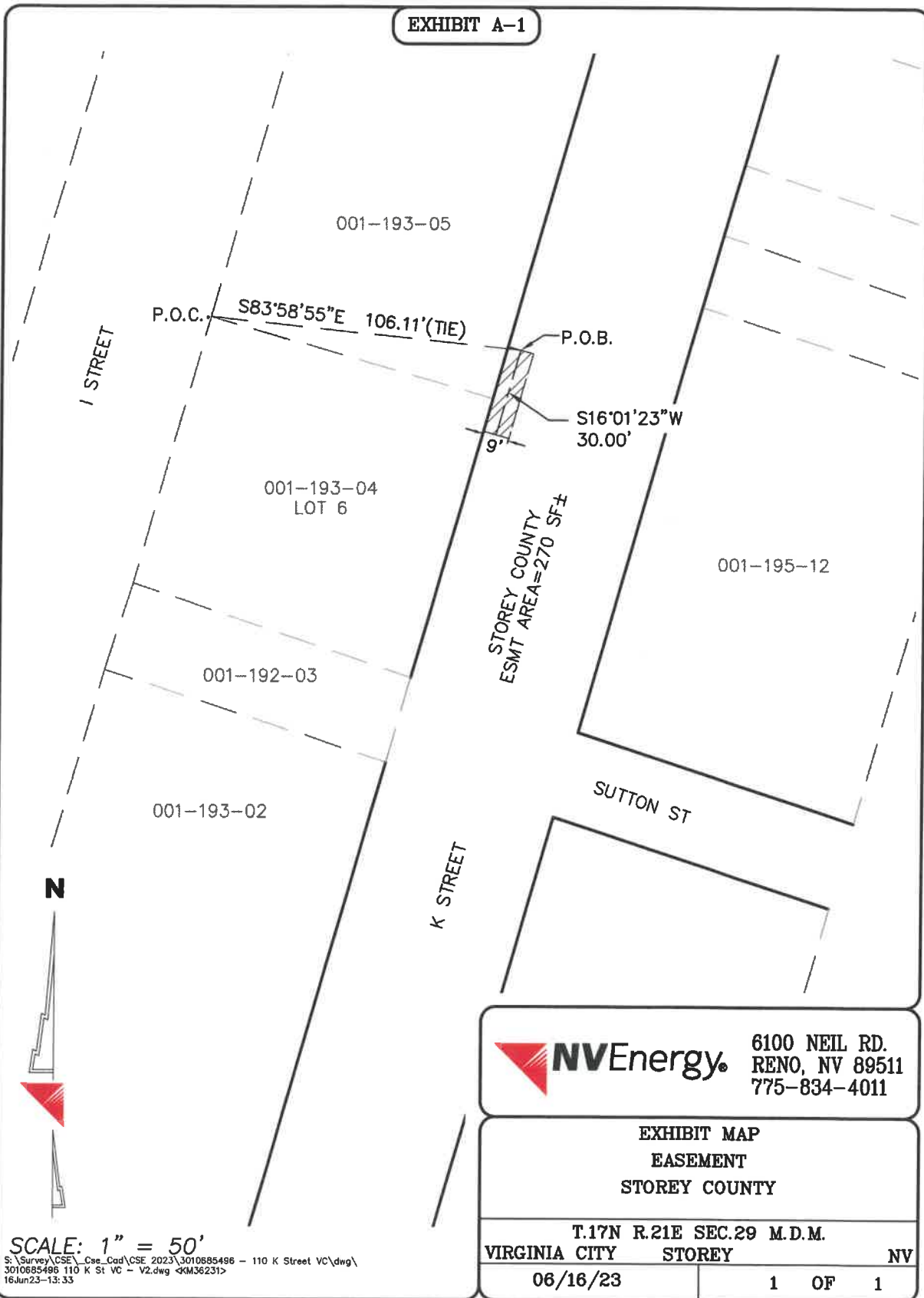
The Basis of Bearings for this Exhibit is said Record of Survey

Prepared by Kenneth Mandryk, P.L.S.



1 of 1

EXHIBIT A-1



NV Energy

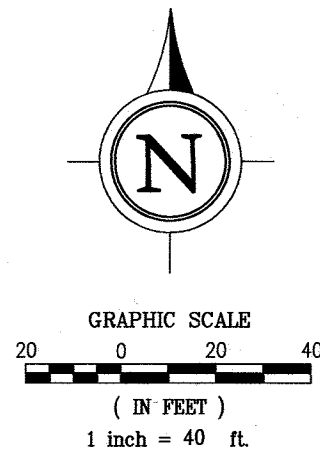
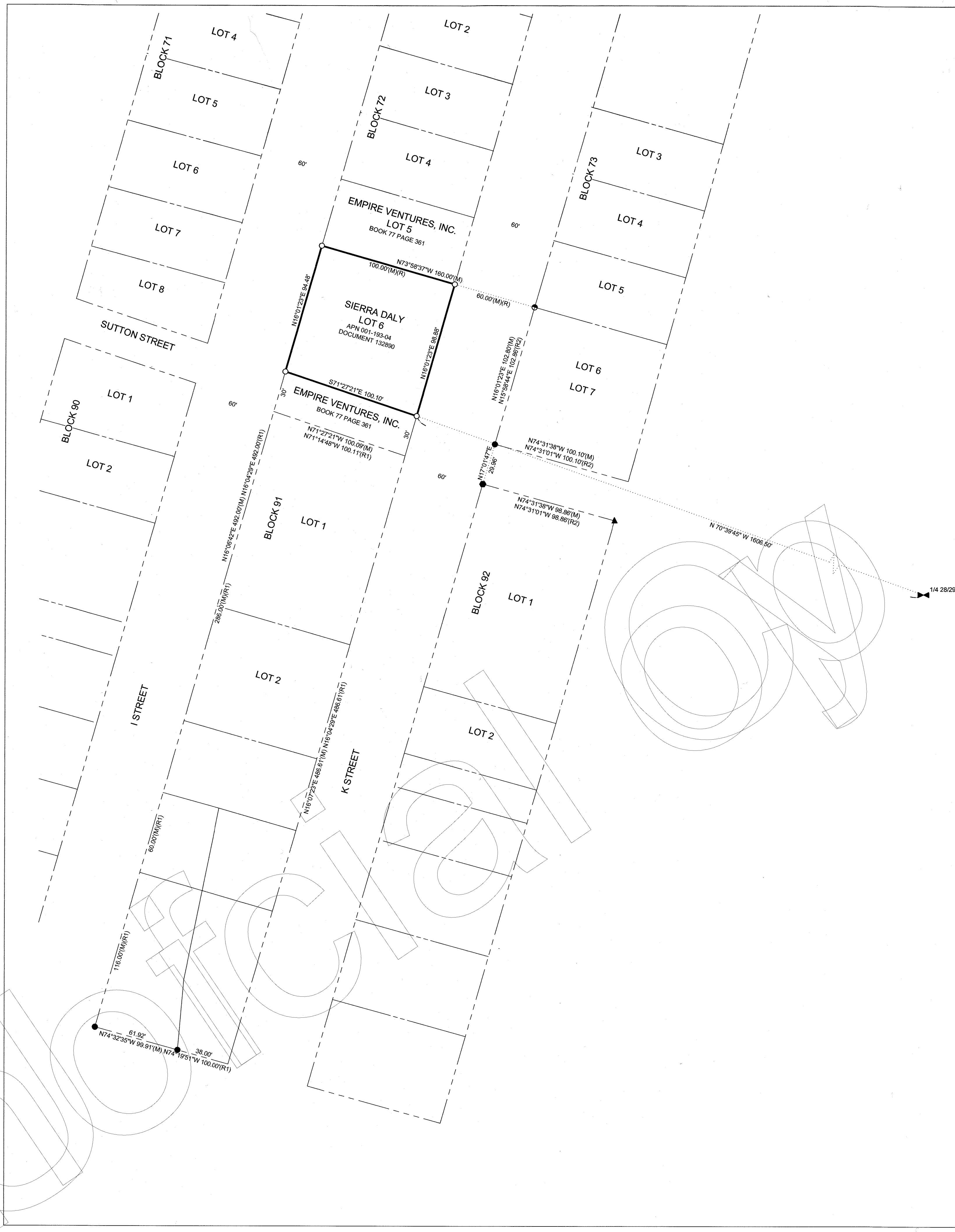
6100 NEIL RD.
RENO, NV 89511
775-834-4011

EXHIBIT MAP
EASEMENT
STOREY COUNTY

T.17N R.21E SEC.29 M.D.M.
VIRGINIA CITY STOREY NV

06/16/23

1 OF 1

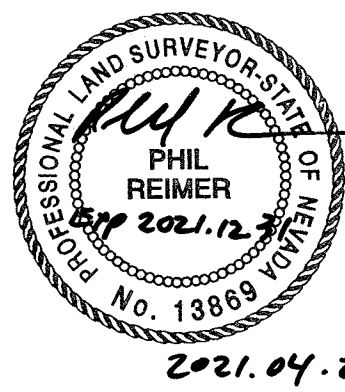


LEGEND
PROPERTY BOUNDARY
RIGHT-OF-WAY CENTER
RIGHT-OF-WAY BOUNDARY
ADJACENT LOT BOUNDARY
BOUNDARY TIES
FOUND AND ACCEPTED 3 1/2-INCH BUREAU OF LAND MANAGEMENT BRASS CAP QUARTER SECTION CORNER STAMPED AS NOTED
FOUND AND ACCEPTED 5/8-INCH REBAR, UNLESS NOTED
FOUND AND ACCEPTED 5/8-INCH REBAR WITH CAP STAMPED "PLS 15225"
FOUND AND ACCEPTED 5/8-INCH REBAR WITH CAP, ILLEGIBLE
FOUND AND ACCEPTED 5/8-INCH REBAR WITH CAP STAMPED "WMDONOVAN, LS 2617"
SET 5/8-INCH REBAR WITH PLASTIC CAP, OR PK NAIL, WITH BRASS CAP STAMPED "REIMER PLS 13869"
RECORD DATA ACCORDING TO THE OFFICIAL MAP OF VIRGINIA CITY, STOREY COUNTY ADOPTED JUNE 6TH 1865
RECORD DATA ACCORDING TO THE RECORD OF SURVEY FILED AS DOCUMENT NO 75423 RECORDS FOR STOREY COUNTY

BASIS OF COORDINATES
NEVADA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983/1994, HIGH ACCURACY REFERENCE NETWORK (NAD 83/94-HARN), AS DETERMINED USING REAL TIME KINEMATIC (RTK) GPS OBSERVATIONS WITH CORRECTIONS TRANSMITTED BY THE NORTHERN NEVADA COOPERATIVE REAL TIME NETWORK GPS (NNCRN GPS) WITH TIES TO MONUMENTS PUBLISHED ON THE NEVADA DEPARTMENT OF TRANSPORTATION WEBSITE. THE BEARING BETWEEN NDOT "WHEELER MON RESET" AND NDOT "7221110" IS TAKEN AS NORTH 23°50'54" EAST. ALL DIMENSIONS SHOWN ARE GROUND DISTANCES. COMBINED GRID-TO-GROUND FACTOR=1.0002530240.


SURVEYOR'S CERTIFICATE
I, PHIL REIMER, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA, CERTIFY THAT:
1. THIS PLAT REPRESENTS THE RESULTS OF A FIELD SURVEY CONDUCTED UNDER MY SUPERVISION AT THE INSTANCE OF SIERRA DALY.
2. THE MONUMENTS SHOWN ON THIS PLAT ARE OF THE CHARACTER SHOWN, OCCUPY THE POSITIONS INDICATED, AND ARE OF SUFFICIENT NUMBER AND DURABILITY.
3. THIS SURVEY WAS COMPLETED IN FEBRUARY 2021 THIS SURVEY COMPLIES WITH THE APPLICABLE STATE STATUTES OF THIS STATE AND LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL.
4. THIS PLAT IS NOT IN CONFLICT WITH THE REQUIREMENTS OF NRS 278.010 TO 278.630 INCLUSIVE, AND NO NEW LOTS ARE BEING CREATED.
5. I HAVE PERFORMED A FIELD SURVEY SUFFICIENT TO LOCATE AND IDENTIFY PROPERLY THE BOUNDARY SHOWN.
6. THE PROPERTY SURVEYED LIES WITHIN A PORTION OF SECTION 29, TOWNSHIP 17 NORTH, RANGE 21 EAST, MOUNT DIABLO BASE MERIDIAN, TOWN OF VIRGINIA CITY, COUNTY OF STOREY, STATE OF NEVADA.

PHIL REIMER
NEVADA CERTIFICATE NO. 13869



COUNTY RECORDERS CERTIFICATE:
FILE NUMBER 133865
FILED FOR RECORD AT THE REQUEST OF
FARR WEST ENGINEERING
ON THIS 20 DAY OF April
2021 AT 9 MIN PAST 9 O'CLOCK A.M.
OFFICIAL RECORDS OF STOREY COUNTY,
NEVADA.
MH Martinez
COUNTY RECORDER
BY: MH Martinez
DEPUTY
FEE: \$29.00

RECORD OF SURVEY			
FOR			
SIERRA DALY			
LOT 6, BLOCK 72 ACCORDING TO THE MAP OF VIRGINIA CITY, AS ADOPTED JUNE 6, 1865, LYING WITHIN SECTIONS 29, TOWNSHIP 17 NORTH, RANGE 21 EAST, MOUNT DIABLO BASE AND MERIDIAN			
TOWN OF VIRGINIA CITY		COUNTY OF STOREY	STATE OF NEVADA
FARR WEST ENGINEERING		5510 LONGLEY LANE RENO NV, 89511 (775) 851-4788	
JOB NO:	2016	DRAWN BY:	PR
DATE:	2021.03.15	CHECKED BY:	JO
		DWG NO:	
		SHEET:	1 OF 1

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Consideration and possible action for Storey County's acceptance of a Deed of Dedication from Pure Reno, LLC granting Storey County a parcel of land identified as Parcel 2017-7 and having Assessor's Parcel Number (APN) 005-051-55. The Parcel is identified as a portion of Pittsburgh Avenue, located west of intersection with USA Parkway, within the Tahoe Reno Industrial Center, Storey County, Nevada.
- **Recommended motion:** In accordance with the recommendation by staff, I [Commissioner], hereby move to accept the Deed or Dedication from Pure Development, LLC, dedicating to Storey County a parcel of land identified as Parcel 2017-7, also known as a portion of Pittsburgh Avenue, having Assessor's Parcel Number 005-051-55.
- **Prepared by:** Lyndi Renaud

Department: **Contact Number:** 7758471144

- **Staff Summary:** See attached staff report, Deed of Dedication and Legal Description
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

STOREY COUNTY PLANNING DEPARTMENT

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



To: Storey County Board of County Commissioners

From: Storey County Planning Department

Meeting Date: July 18, 2023

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

Staff Contact: Kathy Canfield

File: 2023-031

Applicants: Storey County Planning Department

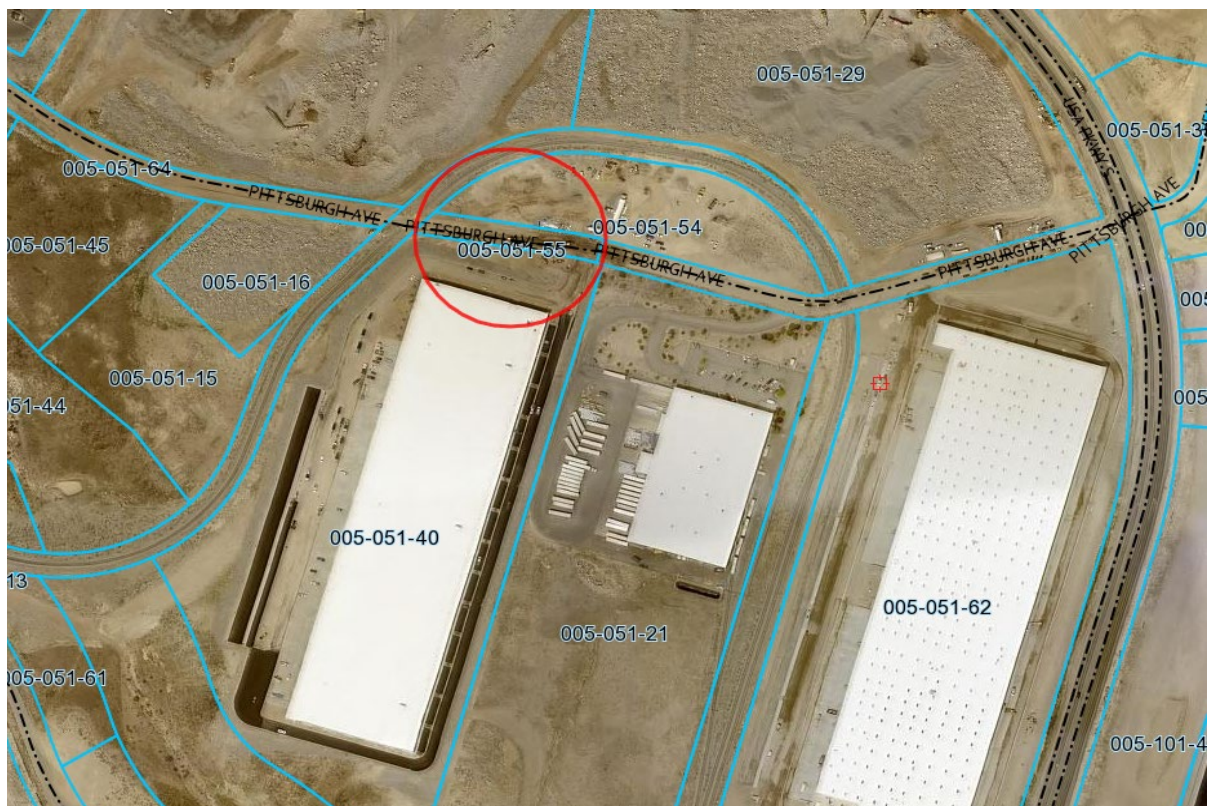
Property Owner: Pure Reno, LLC

Property Location: Pittsburgh Avenue, west of USA Parkway, Tahoe Reno Industrial Center, Storey County, Nevada, APN 005-051-55

Request: Storey County acceptance of a Deed of Dedication from Pure Reno, LLC granting Storey County a parcel of land identified as Parcel 2017-7 and having Assessor's Parcel Number (APN) 005-051-55. The Parcel is identified as a portion of Pittsburgh Avenue, located west of intersection with USA Parkway, within the Tahoe Reno Industrial Center, Storey County, Nevada, to Storey County.

1. Background & Analysis

This Acceptance is related to a parcel of land identified as Parcel 2017-7 on the Record of Survey Map 126151 that created a parcel of land associated with Pittsburgh Avenue. The parcel was previously undeveloped and the roadway was recently constructed in conjunction with development on APN 005-051-40. Storey County Public Works Department has confirmed that the roadway was constructed to Storey County standards, and it is desired for this portion of roadway to be dedicated to Storey County. The applicant is not requesting reimbursement from Storey County as part of the TRI Public-Private Partnership Capital Improvement Plan outlined in the Development Agreement between Storey County and the Tahoe-Reno Industrial Center, LLC and DP Operating Partnership, L.P.



2. Recommended Motion

In accordance with the recommendation by staff, I [*Commissioner*], hereby move to accept the Deed or Dedication from Pure Development, LLC, dedicating to Storey County a parcel of land identified as Parcel 2017-7, also known as a portion of Pittsburgh Avenue, having Assessor's Parcel Number 005-051-55.

Exhibit A
Deed of Dedication
Portion of Pittsburgh Avenue

**WHEN RECORDED RETURN TO
AND MAIL TAX STATEMENTS TO:**

STOREY COUNTY CLERK TREASURER
26 South B Street
Virginia City, NV 89440

APN(s): 005-051-55

Recorder Affirmation Statement: The undersigned hereby affirms that this document, including any exhibit, hereby submitted for recording does not contain the personal information of any person or persons (per NRS 239B.030).

(Space above line for Recorder's use only)

**DEED OF DEDICATION
(PORTION OF PITTSBURGH AVENUE)**

This Deed of Dedication **PURE RENO, LLC**, an Indiana limited liability company, referred to as "Grantor", and **STOREY COUNTY**, a political subdivision of the State of Nevada, referred to as "Grantee".

Grantor hereby dedicates, releases, remises and conveys to Grantee, to have and to hold for public use as a roadway and utility lines and storm water drainage, all Grantor's right, title and interest in the real property located in Storey County, Nevada, more particularly described on Exhibit "A" attached hereto and incorporated herein by this reference ("Real Property").

Reserving and excepting unto Grantor and Grantor's successors and assigns in perpetuity all water rights appurtenant to the Real Property, surface or underground, of whatever kind or nature, including all permits, applications and certificates regarding said water right, whether such water rights exist at the time of this conveyance or are obtained in the future by Grantor.

Reserving and excepting unto Grantor and Grantor's successors and assigns in perpetuity all oil, gas and mineral rights of whatever kind or nature, whether known or hereafter discovered.

The Real Property is conveyed subject to all covenants, conditions, restrictions, reservations, rights-of-way, easements, and licenses now of record or of which the Grantee has actual or constructive knowledge, affecting the use or occupancy of the Real Property.

Dated this _____ day of _____, 2023.

GRANTOR:

PURE RENO, LLC
an Indiana limited liability company

GRANTEE:

**STOREY COUNTY BY AND THROUGH
AND THROUGH THE BOARD OF
COUNTY COMMISSIONERS**

APPROVED AND ACCEPTED

By: _____

By: _____
Chairman of the Board of
County Commissioners

ATTEST:

By: _____ County Clerk

STATE OF INDIANA)
) SS.
COUNTY OF MARION)

The undersigned, a Notary Public in and for the said County, in the State aforesaid, DOES HEREBY CERTIFY that _____, the _____ of PURE RENO, LLC, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of said limited liability company, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this _____ day of _____, 2023.

Notary Public

My Commission Expires: _____

EXHIBIT "A"

EXHIBIT "A"

PARCEL 2017-7

All that certain parcel situate within a portion of the Northwest 1/4 of Section Two (2) and the Northeast 1/4 of Section Three (3), Township Nineteen North, Range Twenty-Two (22) East, Mount Diablo Meridian, Storey County, Nevada, being a portion of Parcel 2008-49 as shown on Record of Survey Map, File No. 109862 in the Official Records of Storey County, Nevada, and being more particularly described as follows:

COMMENCING at the west 1/4 of said Section 2:

THENCE, North 12°27'44" East, 1672.55 feet to the southeast corner of said Parcel 2008-49, also being the southwest corner of Pittsburgh Avenue as described in Document No. 110594 in the Official Records of Storey County, Nevada, said point being the POINT OF BEGINNING;

THENCE, leaving said Pittsburgh Avenue, along the southerly line of said Parcel 2008-49, North 73°15'08" West, 11.82 feet to the beginning of a curve to the left;

THENCE, continuing along said southerly line, 56.63 feet along the arc of a 470.00 foot radius curve, through a central angle of 06°54'15";

THENCE, continuing along said southerly line, North 80°09'22" West, 370.32 feet to the southwest corner of said Parcel 2008-49;

THENCE, along the westerly line of said Parcel 2008-49, North 46°11'52" East, 74.50 feet;

THENCE, along the westerly line, South 80°09'22" East, 326.16 feet to the beginning of a curve to the right;

THENCE, 63.86 feet along the arc of a 530.00 foot radius curve, through a central angle of 06°54'15";

THENCE, South 73°15'08" East 11.97 feet to the easterly line of said Parcel 2008-49 feet, being the northwest corner of the above mentioned Pittsburgh Avenue;

EXHIBIT "A" (cont.)

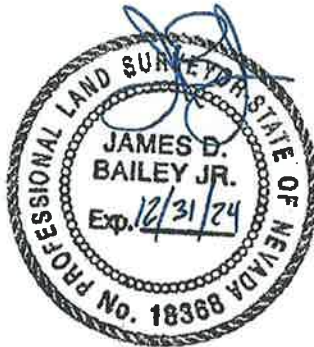
THENCE, along said easterly line, coincident with the westerly right-of-way line of said Pittsburgh Avenue, South 16°53'38" West, 60.00 feet to the POINT OF BEGINNING.

CONTAINING: 25,223 square feet of land, more or less.

See drawing Exhibit A-1, attached hereto and made a part hereof.

BASIS OF BEARINGS: The same as those shown on that "Record of Survey for Tahoe-Reno Industrial Center, LLC", recorded in the office of the Storey County Recorder August 3, 2017, as File No. 126151, Official Records of Storey County, Nevada.

James D. Bailey, Jr
PLS 18368



6/17/2023

PREPARED BY THE FIRM OF
MERIDIAN SURVEYING & MAPPING, INC.
8725 TECHNOLOGY WAY, SUITE C2
RENO, NV. 89521

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	6°54'15"	470.00	56.64'
C2	6°54'15"	530.00	63.87'

LINE TABLE		
LINE	BEARING	DIST.
L1	N73°15'08"W	11.82'
L2	N80°09'22"W	370.32'
L3	N46°11'52"E	74.50'
L4	S80°09'22"E	326.16'
L5	S73°15'08"E	11.97'
L6	S16°53'38"W	60.00'

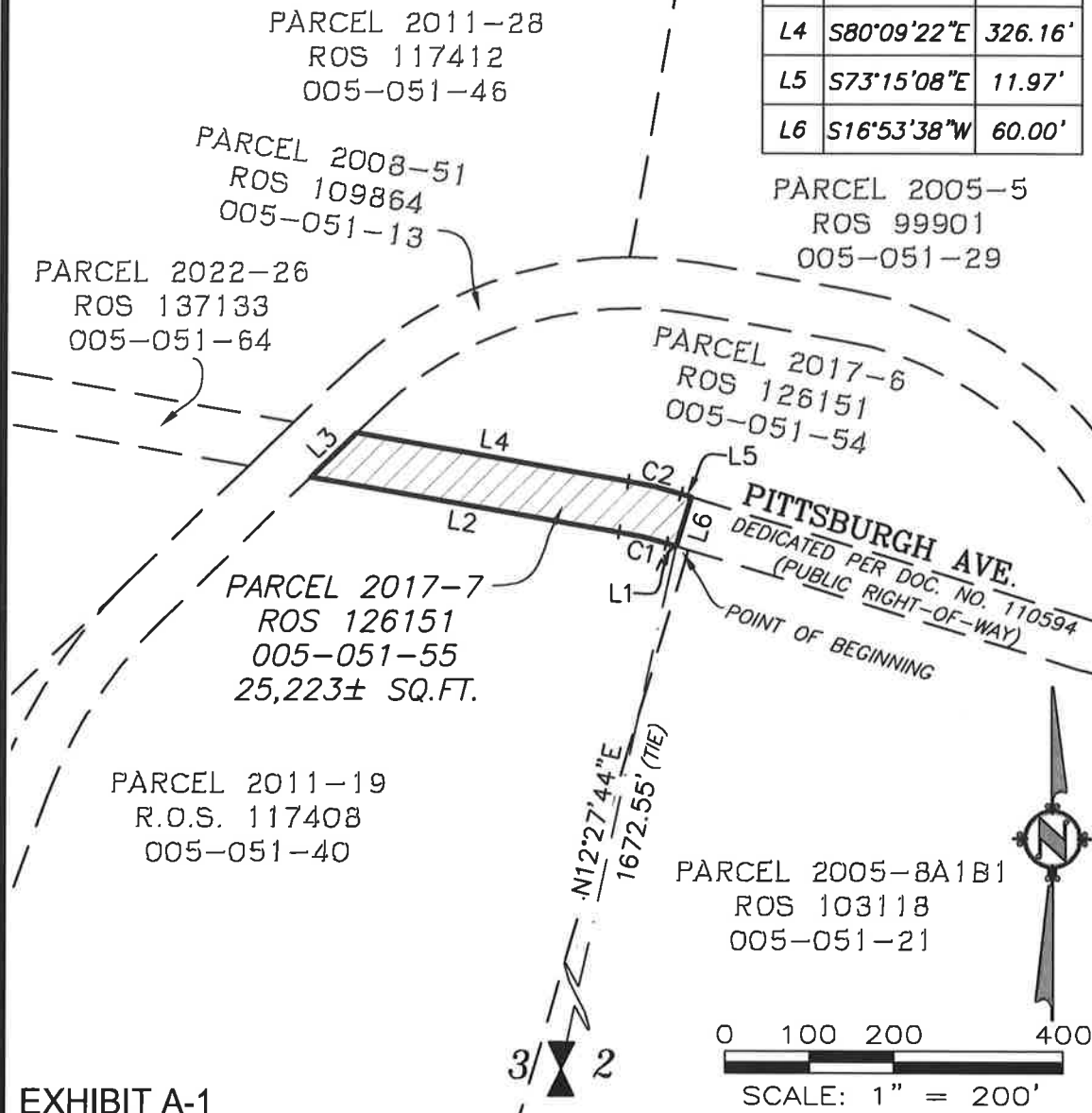
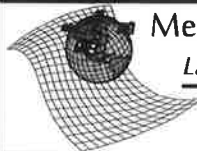


EXHIBIT A-1

QUITCLAIM DEED OF DEDICATION
PARCEL 2017-7
RECORD OF SURVEY FILE NO. 126151
APN: 005-051-55

DRAWN BY: TDM

DATE: JUNE 2023



Meridian Surveying & Mapping, Inc.

Land, Construction and Boundary Surveys

8725 Technology Way, Reno, NV 89521
(775) 690-4194



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 minutes

Agenda Item Type: Discussion/Possible Action

- **Title:** Tax Management Contract Amendment to Audit Tesla, Panasonic, and H&T Nevada. Total Audit \$60,000.
- **Recommended motion:** Approval
- **Prepared by:** Jana Seddon

Department:

Contact Number: 775-847-0961

- **Staff Summary:** Tesla, Panasonic, and H&T Nevada will all become taxable for the 24-25 tax year. This would be a proactive audit to make sure everything gets picked up, put on the Unsecured Tax Roll, and billed correctly from the start. I currently have \$22,000 budgeted for Tax Management regular Personal Property audits for the 23-24. We will not be conducting any regular audits as these 3 accounts are very large accounts and will already require additional staff from TMA to conduct.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

TAX MANAGEMENT ASSOCIATES, INC.
AND
STOREY COUNTY, NEVADA
BUSINESS PERSONAL PROPERTY AUDIT SERVICES CONTRACT ADDENDUM

This Contract Addendum is made and entered into this _____ day of _____, 2023, by and between STOREY COUNTY, hereinafter referred to as "COUNTY" and TAX MANAGEMENT ASSOCIATES, INC., a corporation authorized to conduct business in Nevada, hereinafter referred to as "TMA".

WITNESSETH

WHEREAS, COUNTY and TMA have previously entered into an agreement dated December 15, 2015, and addendums on June 5, 2018, and June 2, 2021, for Business Personal Property Audits; and

WHEREAS, COUNTY and TMA desire to amend that agreement by this written Contract Addendum while keeping in effect all terms and conditions of the original agreement and

WHEREAS, TMA'S employment is expressly authorized under Nevada Revised Statutes

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements made herein, the parties agree as follows:

AGREEMENT

The Original Contract of December 15, 2015, and addendums dated June 5, 2018, and June 2, 2021, are amended as follows:

- A. WHEREAS, the county desires to obtain audit services on three County business personal property taxpayer's **Tesla Motors Inc, Panasonic Energy Corp, and H&T Nevada, LLC.**
- B. The cost for audit services on this specific assignment is **twenty-five thousand dollars (\$25,000) for Tesla Motors Inc – Account #: 20230510091932, twenty thousand dollars (\$20,000) for Panasonic Energy Corp - Account #: 20230510091958, and fifteen thousand dollars (\$15,000) for H&T Nevada, LLC - Account #: 20230510092025 for a total cost of sixty thousand dollars (\$60,000).**

The parties have expressed their agreement to these terms by causing this Contract Addendum to be executed by their duly authorized officer or agent. This Contract shall be effective as of the date herein.

COUNTY

TMA

By:


By:

Title:

Title:

Date:

Date:

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5 minutes	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Sparks NV/CASS NV, LLC refund of \$133,691.49 due to retroactive abatement from GOED. Parcel # 005-061-59 and Acct #CM001855.
- **Recommended motion:** At the direction of the board.
- **Prepared by:** Jana Seddon

Department: **Contact Number:** 775-847-0961

- **Staff Summary:** GOED has approved a 50% Abatement for Real Property and Personal Property at their March 16,2023 meeting and made the abatement retro active back to the application date of April 15, 2022. A tax bill in the amount of \$255,994.91 for Real Property was generated in July of 2022 and was paid in full. A Personal Property tax bill in the amount of \$11,388.06 was generated and paid for in November of 2022. Both of these bills were generated and paid long before we were notified of the abatement approval. I am unsure how GOED is allowed to approve a retroactive abatement that causes such a fiscal impact on the County. Abatement Contract and Tax Bills attached.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Nevada Governor's Office of
ECONOMIC DEVELOPMENT

555 E. Washington Avenue, Suite 5400, Las Vegas, NV 89101
702.486.2700 • www.diversifynevada.com

April 12, 2023

Mr. Jeffrey Mitchell, Deputy Director
Department of Taxation
Compliance Division
1550 East College Parkway
Carson City, NV 89710

RE: Sales & Use Tax, Modified Business Tax, Personal Property Tax, and Real Property Tax Abatement

Sparks NV, LLC 9 CASS FOR BPP.

Dear Mr. Mitchell:

The Governor's Office of Economic Development conducted their March 16, 2023 Board meeting and determined the attached application meets established criteria for the personal property tax abatement available through NRS 361.0687, sales and use tax abatement available through NRS 374.357, modified business tax abatement available through NRS 363B.120, and the real property tax abatement available through NRS 701A.210. The application was also deemed consistent with the Board's overall objectives of the State Plan for Economic Diversification and Development in Nevada.

Sparks NV, LLC was approved for the following: a fifty percent (50%) abatement of personal property taxes for a period of ten years, a fifty (50%) abatement of modified business tax for a period of four years, reduction of sales and use tax to four and six-tenths percent (4.6%) for two years, and a fifty percent (50%) abatement of real property taxes for a period of ten years beginning on an effective date of April 15, 2022.

Under the provisions of Chapter 360.750, 361.0687, 374.357 363B.120, and NRS 701A.210 of Nevada Revised Statutes, the Board of Economic Development hereby certifies the eligibility of the above referenced company for sales & use tax abatement, modified business tax abatement, personal property tax abatement, and real property tax abatement. Such abatements shall comply with the provisions of those chapters and the Nevada Department of Taxation Administrative Code Regulations.

Enclosed for your files is a copy of the application as it was presented to the Governor's Office of Economic Development. We have also enclosed a copy of the agreement signed by the company and GOED's Executive Director. The negotiated terms reflected in the agreement between the state and the company, are pursuant to NRS 360.750 and approved by the Board at their meeting.

Sincerely,



Melanie Sheldon
Director of Business Development

Enclosures (2)

cc: Edward B. Kangeter IV, Manager



TAX ABATEMENT AGREEMENT

A Contract between the State of Nevada
Acting by and Through the

NEVADA GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT

555 E. Washington Avenue, Suite 5400
Las Vegas, NV 89101

And

Sparks NV, LLC
2455 Peru Drive,
Sparks, NV 89437

Company Representative: Edward B. Kangeter IV, Manager

This GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT TAX ABATEMENT AGREEMENT ("Agreement") setting forth contractual terms and requirements for grant of tax abatements, dated April 15, 2022 ("Effective Date"¹), is entered into by and between the Nevada Governor's Office of Economic Development ("GOED"), a political subdivision of the State of Nevada, acting pursuant to authority granted by Chapter 231 of the Nevada Revised Statutes ("NRS"), and Sparks NV, LLC (the "Company"), together with GOED (the "Parties"), located at 2455 Peru Drive, Sparks, NV 89437 in Storey County, Nevada (the "Project").

¹ The effective date of the company's abatement agreement may be no later than one-year from the date of the Board Meeting where the application was approved.

ARTICLE 1 DEFINITIONS

The following definitions apply to this Agreement:

(a) Eligible Property

Means machinery or equipment for which a deduction is authorized pursuant to 26 U.S.C. § 179, otherwise known as an election to expense certain depreciable businesses assets, subject however to those certain exclusions contained in NRS 374.357.

(b) Ineligible Property

Includes but is not limited to non-capitalized equipment and expenses of the Company, buildings or the structural components of buildings, equipment used by a public utility, equipment used for medical treatment, machinery or equipment used in mining, or machinery or equipment used in gaming, and property leased or rented.

(c) Full-Time Employee

Means a person who is in a permanent position of employment at the Project, works an average of 30 hours per week, and whose position is considered a "primary job" defined as a position of employment offered by an applicant business for a partial abatement, the compensation for which is obtained from revenue that is primarily generated outside the state as set forth in NAC 360.474 and herein.

(d) Wage or Wages

The wages for federal income tax purposes reported or required to be reported on Form W-2, as the term "wages" is defined by § 3401(a) of the Internal Revenue Code (26 U.S.C. § 3401), without regard to the exclusions listed in § 3401(a)(1) through (23), inclusive. By way of explanation, but not limitation, wage or wages shall include: employee contributions to § 401(K) plans; § 125 cafeteria plans for such things as FSA and transportation benefits; vested stock grants; and cash bonuses.

ARTICLE 2 RECITALS

The Company represents that it is newly created in Nevada, will relocate to Nevada, or will expand its Nevada workforce or capital expenditures in sufficient amount to satisfy the statutory requirements of NRS 360.750.

The Company has submitted an Incentive Application to GOED dated April 15, 2022 ("Application") which satisfies the statutory requirements of NRS 360.750 and other applicable statutory requirements for qualification for and grant of tax abatements pursuant to Chapters 231, 360, 361, 363B, 374, and 701A of the NRS.

GOED has received and reviewed the Application which contains information the Company represents to be true as of the date of the Application and Execution Date of this Agreement.

Based upon the Company's satisfaction of the applicable requirements and its representations in the Application, GOED approved the Company's eligibility for tax abatements and incentives in the amount and to the extent set forth herein on date of March 16, 2023

NOW, THEREFORE, in consideration of this information, the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby mutually agree as follows:

ARTICLE 3 ABATEMENT AND INCENTIVE AGREEMENT TERMS

Section 3.1 Qualification for Abatement

The Company submitted the Application which satisfies the statutory requirements for the grant of certain tax abatements. The Application is attached hereto as Exhibit A and incorporated herein. The terms of Exhibit A and this Agreement set forth the requirements for tax abatements for the Company. Where the terms of this Agreement and Exhibit A contradict each other, the terms of this Agreement shall govern. A summary of the tax abatements approved by the Executive Director of GOED or the Board of GOED, as the case may be, on March 16, 2023, and an estimate of the economic and tax impacts presented to the Executive Director of GOED or the Board of GOED, as the case may be, are attached hereto as Exhibit B and incorporated herein. The Company understands and agrees that its continuing eligibility for the tax abatements granted herein is expressly conditioned upon the Company's ongoing compliance with the terms of this Agreement.

GOED, on behalf of the State of Nevada, hereby understands and agrees that that performance by the Company with the requirements of this Article 3 shall include performance by the Company's affiliates or subsidiaries listed in Table 1, immediately below (in each case, a "Covered Entity"), provided that the Company shall notify GOED in writing of the name and tax identification number of the Covered Entity, and further provided that all such Covered Entities shall at all times have an actual nexus to the Projects, perform the qualifying criteria in the State of Nevada, and be directly or indirectly controlled by the Company.

'Affiliate,' means any entity that directly or indirectly controls, is controlled by, or is under common control with the Company."

'Subsidiary' means a company with voting stock more than 50% controlled by another company, also referred to as a parent company or holding company. A subsidiary is partly or completely owned by the parent company, which holds a controlling interest in the subsidiary company."

Company and all Affiliates and/or Subsidiaries designated below agree to be bound by all responsibilities and requirements of the Agreement and agree such responsibilities and requirements are in full force and affect with this Assignment and "will be binding upon, inure to the benefit of, and be enforceable by the parties and their respective subsidiaries, successors and assigns" upon the mutual execution of this Agreement.

Company agrees that the benefits arising from this Agreement may only be received and used by the below named affiliates or subsidiaries and only to the extent of their activities performed for the Company for which the incentives were approved. Company agrees to maintain its records in such a manner as to facilitate confirmation of this term.

Company affirms that Company and all companies shown below are properly licensed and otherwise fully authorized in Nevada to do the business contemplated by this Agreement. (Copies of completed and properly executed licenses, certificates, and all other authorizing documents required to operate in the State of Nevada are attached. Copies of other authorizing documents to be required at certain project progress points will timely be applied for and, when completed, submitted to GOED and the Nevada Department of Taxation, if requested.)

Company and all parties listed below may be involved in hiring and the purchase of equipment.

Table 1:

<i>Name of Subsidiary or Affiliate Entity</i>
CASS NV, LLC - Brother-sister company also wholly owned by CASS, Inc. (Parent Company)

Section 3.2 CHAPTER 374 – Sales & Use Tax Abatement

Pursuant to NRS 231, 360 and 374 regarding abatements and local sales and use taxes and NRS Chapters 377, 377A, 377B, 543, and where applicable the Clark County Sales and Use Tax Act of 2005, GOED grants the Company a two (2) year partial abatement of local sales and use taxes, thereby reducing the applicable sales and use taxes to a total of four and six tenths percent (4.6%) on the Company's capital investment in Eligible Property acquired, beginning with the Effective Date.

An estimated list of the Eligible Property which the Company intends to purchase is attached as reference hereto as **Exhibit C**, although the Parties recognize this estimated list will be replaced by the actual Eligible Property investment made by the Company. In this regard, the Company agrees to file those certain *Consumer Use Tax Return – Abatement* forms issued by and submitted to the Nevada Department of Taxation ("Department of Taxation") following execution of this Agreement. The listing of items on **Exhibit C** does not represent the actual Eligible Equipment investment and does not guarantee qualification of such investments as Eligible Property, which must independently qualify as Eligible Property pursuant to the definition of that term as used within the NRS (as in effective as of the Effective Date of this Agreement) and herein.

Purchases of Ineligible Property are not eligible for abatement from the sales and use tax. If property listed on those certain Consumer Use Tax Return – Abatement forms are later determined by the Department of Taxation to be Ineligible Property, the Company hereby agrees to promptly pay all sales and use tax due pursuant to Chapter 374 of the NRS.

If a Sales & Use Tax exemption letter was issued by the Department of Taxation, but was not used to make eligible purchases, the business may apply for a refund of those taxes paid that should have been abated. However, if the business fails to use such exemption letter and pays the taxes on 50 percent or more of eligible purchases, the business will be deemed to be non-compliant and will be assessed a penalty equal to 10 percent of the total amount of the abatement. Refund claims will not be reviewed and approved until after the two-year allowable purchasing period, starting with the effective date of this Agreement (as provided in this Agreement), has expired.

If eligible purchases are made before the application is approved and the tax exemption letter is issued, the applicant can apply for a refund of the taxes paid once the agreement is executed but no interest will be allowed.

The Company understands that this abatement may be further conditioned upon the Company maintaining an average hourly wage minimum further described in Section 3.5 herein.

Section 3.3 CHAPTER 363B – Modified Business Tax Abatement

Pursuant to NRS 363B.120, GOED grants the Company a fifty percent (50%) abatement of the payroll taxes imposed on Full-Time Employees, hired on or after the Effective Date, for a period of four (4) years starting on the Effective Date.

The Company understands that this abatement may be further conditioned upon the Company maintaining an average hourly wage minimum further described in Section 3.5 herein.

Section 3.4 CHAPTER 361 – Personal Property Tax Abatement

Pursuant to NRS 361.0687 and the attendant exclusions within NRS 374, GOED grants the Company a fifty percent (50%) abatement of its Eligible Property investment for a period of ten (10) years from the Effective Date. Said Eligible Property should be the same property reported to the Department of Taxation pursuant to Section 3.2 herein but must be separately declared to the local tax assessor on an annual basis. If any variance exists, it is the Company's obligation to notify GOED or risk a reduction or elimination of this abatement.

The Company understands that this abatement may be further conditioned upon the Company maintaining an average hourly wage minimum further described in Section 3.5 herein.

Section 3.5 CHAPTER 701A – Real Property Tax Abatement

Pursuant to NRS 701A.210, GOED grants the Company a fifty percent (50%) abatement of the real property taxes imposed pursuant to Chapter 361 of the NRS on the Company's declared real property associated with the activity giving rise to partial tax abatement pursuant to NRS 701A.210 for a period of ten (10) years starting on the Effective Date.

The Company understands that this abatement may be further conditioned upon the Company maintaining an average hourly wage minimum further described in Section 3.6 herein.

Section 3.6 Continuing Requirements Applicable to Company

(a) Primary Job Requirement

The Company agrees to create primary jobs at the Project consistent with the State Plan for Economic Development and NAC 360.474 and maintain said jobs until at least the termination of the Agreement further described in Section 6.17 herein.

(b) Wage Requirement

The Company provides an average hourly wage of at least \$28.14 for the Full-Time Employees hired as part of its new or expanded operations at the Project until at least the date which is five (5) years after the Effective Date. The Company understands that if the average hourly wage is

Doreayne Nevin
Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

STOREY COUNTY
PROPERTY TAXES FOR FISCAL YEAR
2022-2023

TAXES FROM JULY 1, 2022 THRU JUNE 30, 2023

Doreayne Nevin

Storey County Treasurer

(775) 847-0969

PROPERTY LOCATION / DESCRIPTION			
PARCEL NUMBER	DISTRICT	ROLL NUMBER	PROPERTY LOCATION
005-061-59	12.2	2022020043	2455 PERU DR INDUSTRIAL GID



*****MIXED AADC 936
SPARKS, NV LLC
ATTN: CARMEN ZENG
2730 PERALTA ST
OAKLAND, CA 94607

1-0002661
000008

MAKE REMITTANCE PAYABLE TO:

Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

YOUR CHECK IS YOUR RECEIPT
IF ADDITIONAL RECEIPT IS NEEDED, RETURN
ENTIRE TAX BILL WITH PAYMENT AND
SELF-ADDRESSED STAMPED ENVELOPE.

NOTE: IF YOU HAVE A LENDER WHO PAYS YOUR TAXES, THIS INFORMATION HAS BEEN PROVIDED TO THEM

ASSESSED VALUATION		DISTRIBUTION OF TAX AMOUNTS					
DESCRIPTION	VALUE	TAXING AGENCY	RATE	PREABATEMENT AMOUNT	ABATEMENT/ RECAPTURE AMOUNT	TAX AMOUNT	
Real Estate Bldg./Improvements	868,832	GENERAL	1.7719	\$131,733.28	\$-662.29	\$131,070.99	
	6,565,746	SCHOOL OPER	0.7500	\$55,759.34	\$-280.33	\$55,479.01	
		SCHOOL DEBT	0.1447	\$10,757.83	\$-54.09	\$10,703.74	
		CAPITAL ACQUIS	0.0500	\$3,717.29	\$-18.69	\$3,698.60	
		STATE	0.1700	\$12,638.78	\$-63.54	\$12,575.24	
		IND MEDICAL	0.0100	\$743.46	\$-3.74	\$739.72	
		IND ACCIDENT	0.0150	\$1,115.19	\$-5.61	\$1,109.58	
		FIRE DISTRICT	0.5446	\$40,488.71	\$-203.56	\$40,285.15	
		YOUTH SERVICE	0.0045	\$334.56	\$-1.68	\$332.88	
		CTWCD					
		INDUSTRIAL GID					
		Ad Valorem Totals	3.4607	\$257,288.44	\$-1,293.53	\$255,994.91	
NET ASSESSED	7,434,578						
Information concerning taxing authorization, rates and uses of taxes collected can be found at www.tax.state.nv.us or by calling (775) 847-0969		TOTAL TAX DUE				\$255,994.91	

REFUND OF
\$127,997.46

Please see the reverse side of this tax bill for important information and address change instructions.

DETACH AND MAIL THIS STUB WHEN PAYING 4TH INSTALLMENT
4th Installment
ASSESSED OWNER
SPARKS, NV LLC
PARCEL NUMBER
005-061-59
AMOUNT
\$63,998.73

MAIL TO: Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

DUE ON OR BEFORE
March 6, 2023

IF MAILING ADDRESS HAS CHANGED
CHECK BOX AND MAKE CHANGE ON

REVERSE SIDE OF STUB



005061590006399873

DETACH AND MAIL THIS STUB WHEN PAYING 3RD INSTALLMENT
3rd Installment
ASSESSED OWNER
SPARKS, NV LLC
PARCEL NUMBER
005-061-59
AMOUNT
\$63,998.73

MAIL TO: Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

DUE ON OR BEFORE
January 2, 2023

IF MAILING ADDRESS HAS CHANGED
CHECK BOX AND MAKE CHANGE ON

REVERSE SIDE OF STUB



005061590006399873

DETACH AND MAIL THIS STUB WHEN PAYING 2ND INSTALLMENT
2nd Installment
ASSESSED OWNER
SPARKS, NV LLC
PARCEL NUMBER
005-061-59
AMOUNT
\$63,998.73

MAIL TO: Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

DUE ON OR BEFORE
October 3, 2022

IF MAILING ADDRESS HAS CHANGED
CHECK BOX AND MAKE CHANGE ON

REVERSE SIDE OF STUB



005061590006399873

DETACH AND MAIL THIS STUB WHEN PAYING 1ST INSTALLMENT
1st Installment
ASSESSED OWNER
SPARKS, NV LLC
PARCEL NUMBER
005-061-59
AMOUNT
\$63,998.73

MAIL TO: Storey County Treasurer
PO Drawer D
Virginia City, NV 89440

DUE ON OR BEFORE
August 15, 2022

IF MAILING ADDRESS HAS CHANGED
CHECK BOX AND MAKE CHANGE ON

REVERSE SIDE OF STUB



005061590006399872

STOREY COUNTY ASSESSOR
775-847-0961
PO BOX 494
VIRGINIA CITY, NV 89440

Storey County
UNSECURED PROPERTY TAXES FOR FISCAL YEAR
(2021 - 2022)
TAXES FROM JULY 1, 2021 THRU JUNE 30, 2022



PROPERTY LOCATION / DESCRIPTION			
ACCOUNT NO.	OWNER/LOCATION	DISTRICT	DATE
CM001855	CASS NV, LLC 2555 USA PKWY #101	122	06/27/2022

CASS NV, LLC
PO BOX 24402
OAKLAND, CA 94623

MAKE REMITTANCE PAYABLE TO:
STOREY COUNTY TREASURER
DRAWER D
VIRGINIA CITY, NV 89440

ASSESSED VALUATION		DISTRIBUTION OF TAX AMOUNTS		
DESCRIPTION	VALUE	TAXING ENTITY	RATE	AMOUNT
Personal Property:	329,068	GENERAL	1.7719	5,830.76
Account Type: COMMERCIAL PROP		SCHOOL OPER	0.7500	2,468.00
Parcel #: 005-091-11		SCHOOL DEBT	0.1447	476.16
		CAPITAL AQUIS	0.0500	164.53
		STATE	0.1700	559.42
		IND MEDICAL	0.0100	32.91
		IND ACCIDENT	0.0150	49.36
		FIRE DISTRICT	0.5446	1,792.10
		YOUTH SERVICE	0.0045	14.81
		Ad Valorem Totals	3.4607	11,388.06
TOTAL ASSESSED VALUE	329,068			
PLEASE NOTE Payment received later than 10 days after due date will be subject to a 10% penalty. Please print your Account Number on your check. Please advise the Treasurer's office of any name or address changes. PLEASE MAKE REMITTANCE PAYABLE TO: Storey County Treasurer Drawer D Virginia City, NV 89440				
		TOTAL AMOUNT DUE		0.00

Refund of
\$ 5,694.03

OWNER CASS NV, LLC
FISCAL YEAR (2021 - 2022)
ACCOUNT NO. CM001855

OWNER CASS NV, LLC
FISCAL YEAR (2021 - 2022)
ACCOUNT NO. CM001855

DUE DATE	AMOUNT DUE	

4th Installment

DETACH AND MAIL THIS STUB

OWNER CASS NV, LLC
FISCAL YEAR (2021 - 2022)
ACCOUNT NO. CM001855



DUE DATE	AMOUNT DUE	
Oct 29, 2021	0.00	
* Delinquent *		

2nd Installment

DETACH AND MAIL THIS STUB

DUE DATE	AMOUNT DUE	

3rd Installment

DETACH AND MAIL THIS STUB

OWNER CASS NV, LLC
FISCAL YEAR (2021 - 2022)
ACCOUNT NO. CM001855

DUE DATE	AMOUNT DUE	

1st Installment

DETACH AND MAIL THIS STUB



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 15 Min

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval for the County Manager to enter into a contract with The Abbi Agency for public relations services at a cost not to exceed \$200,000.
- **Recommended motion:** I_(commissioner), move to approve the County Manager to enter into a contract with The Abbi Agency for public relations services at a cost not to exceed \$200,000.
- **Prepared by:** Lara Mather

Department:

Contact Number: 7758470986

- **Staff Summary:** A Request for Proposal for Communications and Public Relations Services was issued in January of 2023, with a closing date of March 1, 2023. We received 5 proposals and interviewed 4 firms. The interview committee concluded the Abbi Agency is best suited to meet the critical role of the county's expanding public relations needs.
-
- This contract will include working with the County Manager for day-to-day public relations and social media, emergency incidents, and legislative preparation and response. In addition, the firm will work closely with Business Development in the overall branding of the county and the branding and marketing of the Tahoe-Reno Industrial Center. The agency will work with all department to update and streamline the overall look and information on the county's website.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Commissioners

Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 10 min

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval for the Storey County Senior Center to enter contract with the Storey County School District to provide breakfast and lunch to Hugh Gallagher Elementary School and Virginia City Middle School for the 2023/24 calendar school year.
- **Recommended motion:** I (commissioner), move to approve the Storey County Senior Center to enter contract with the Storey County School District to provide breakfast and lunch to Hugh Gallagher Elementary School and Virginia City Middle School for the 2023/24 calendar school year.
- **Prepared by:** Stacy York

Department:

Contact Number: 775-220-7202

- **Staff Summary:** Last year Senior Services complete a trial lunch program at Hugh Gallagher Elementary School that fed 120 students free breakfast and lunch. The program was successful and comes at a time of need for many families struggling to afford necessities. The school district would like to continue this program, as well as bring it to the middle school. This contract will allow meals to be provided by the Senior Center for the 2023/24 calendar school year.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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

STANDARD AGREEMENT TO PROVIDE FOOD SERVICE

BETWEEN A SPONSOR AND A FOOD SERVICE VENDOR

This agreement ("Agreement") is entered Into on August 1, 2023, by and between Storey County School District a political subdivision of the State of Nevada ("Sponsor") and Storey County also a political subdivision of the State of Nevada ("Vendor") for school breakfast and lunches. Total contract amount up to \$375,000.00

BACKGROUND

Whereas, it is not within the capability of the Sponsor to prepare specified meal's under the National School Lunch Program (NSLP); School Breakfast Program (SBP).

Whereas, the facilities and capabilities of the Vendor by the County employees and facilities located at its Senior center in Virginia City, Nevada are adequate to prepare and deliver specified meals to the Sponsor's facility (ies); and whereas, the Vendor is willing to provide such services to the Sponsor on a Fixed-fee contract reimbursement basis.

Whereas, school districts and counties as public agencies are authorized by NRS 277.180 to enter into contracts with each other to perform any governmental service, activity or undertaking which either of the public agencies entering into the contract is authorized by law to perform. Vendor through its Senior Citizen Center is authorized to prepare and provide meals and Sponsor as a school district is authorized to provide meals to its students.

Therefore, both parties agree as follows:

AGREEMENT

1. Vendor Responsibilities

- 1.1. Food Services: The Vendor agrees to prepare specified meals for delivery exclusive of milk to the site specified In Paragraph 1.2 per the agreed upon menu plan specified In Paragraph 1.6. The Sponsor has approved the menu, which Is Incorporated Into this Agreement by this reference,
- 1.2. Service Site(s): For the purpose of this Agreement, the Vendor shall make and deliver meals that comply with the NSLP/SBP and this Agreement to the food service site at the following location(s): Hugh Gallagher Elementary School, 191 South D Street, Virginia City, Nevada 89440 and Virginia City Middle School, 127 South D Street, Virginia City, Nevada 89440
- 1.3. Delivery Requirements: The Vendor shall make deliveries of the meals within the hours and on the days designated below. The Vendor shall make deliveries only to the authorized Site(s) at the following day(s) and time(s): Monday - Friday/11:00a.m.
- 1.4. Price: Vendor's price for SY 23/24 NSLP meals is the cost of food, beverages, and supplies to make and package individual meals, billed bi-weekly, except as provided In Paragraph 1.9. The Price shall be firm for the term of the contract. Sponsor is responsible for plates, if needed, napkins and utensils for the meals.

- 1.5. Menu Preparation and Approval: Vendor shall provide the Sponsor, for approval, a proposed 20-day cycle menu for the operational period, at least 5 business days prior to the beginning of the period to which the menu applies. Any changes to the menu made after Sponsor approval must be agreed upon by the Sponsor and documented on the menu records. Menu Items may be adjusted in writing by the mutual consent of both parties. However, the Vendor shall adjust the menus at the request of the Sponsor whenever the Sponsor determines certain items to be unacceptable. Such items can be determined to be unacceptable because of (1) a monotonous diet resulting from items served frequently or the similarity to other items; (2) the nutritional needs of the students; (3) susceptibility to spoilage; and (4) excessive waste resulting from unpopularity of items with students. Such adjustments shall be made at the earliest convenience of both parties, but in no instance later than one week after request except that in the case of spoilage, adjustment shall be made in such a manner that the children in attendance on the day spoilage is discovered shall receive acceptable meals meeting meal requirements.
- 1.6. Food Preparation: Vendor shall assure that each meal provided to the Sponsor under this Agreement meets the minimum requirements for reimbursable meals that meet the Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). The Vendor must follow the single Food-Based Menu Planning (FBMP) meal patterns as described in 7 CFR §210.10 for NSLP and §220.8 for SBP. The meal shall include the following components; fruits, vegetables, grains, and meat/meat alternates. The Vendor shall meet grade level caloric, saturated fat, sodium and trans fat requirements. If the Sponsor participates in SFSP the Vendor shall meet the requirements of §225.
- 1.7. Record keeping: Vendor shall maintain full and accurate records/production worksheets that document: (1) the menus provided to the Sponsor during the term of this Agreement, (2) a listing of all components of each meal, and (3) an itemization of the quantities and portion sizes of each component used to prepare each meal. The Vendor agrees to provide lunch preparation documentation by using yield factors for each food item as listed in the United States Department of Agriculture ("USDA") Food Buying Guide when calculating and recording the quantity of food prepared for each meal, Vendor shall also maintain and make available:
 - 1.7.1. Recipes, Nutrition Facts labels, and any necessary Child Nutrition (CN) labels or product specification sheets related to the menus served;
 - 1.7.2. Such cost records as invoices, receipts or other documentation that exhibit the purchase, or otherwise availability to the Vendor, of the meal components and quantities itemized in the meal production records;
 - 1.7.3. On a daily basis, an accurate count of the number of meals, by meal type, prepared for and delivered to the Sponsor. Meal count documentation must include the number of meals requested by the Sponsor in writing.
- 1.8. Estimates: Vendor shall allow the Sponsor to increase or decrease the number of meal orders, as needed, when the request is made within 72 hours of the scheduled delivery time.
- 1.9. Invoicing: Vendor shall present to the Sponsor an invoice accompanied by reports no later than the 10th day of each month which itemizes the previous month's delivery. The Vendor agrees to forfeit payment for meals which are not ready within one (1) hour of the agreed upon delivery time, are spoiled or unwholesome at the time of delivery, or do not otherwise meet the meal requirements contained in this agreement. In cases of nonperformance or noncompliance on the part of the Vendor, the Vendor shall pay the Sponsor for any excess costs the Sponsor incurs by obtaining meals from another source.

- 1.10. Certifications: Vendor shall provide the Sponsor with a copy of current health certifications for the food service facility in which it prepares meals for NSLP/SBP. The Vendor also agrees to notify the Sponsor of the results of any health inspection that is made during the duration of this Agreement. The Vendor shall maintain proper sanitation practices and health standards in conformance with all applicable State and local laws and regulations. The Vendor shall assure that wholesome ingredients are used, and that all food is properly stored, prepared, packaged, and transported. In addition, any substance that the food contacts or which is used in conjunction with the food shall be so handled as to assure that it does not become contaminated.
- 1.11. Record Retention: Vendor shall retain all records related to this Agreement in its possession for five (5) years after the expiration of the Agreement. Upon request make all accounts and records pertaining to the Agreement available to the certified public accountant hired by the Sponsor, representatives of the Nevada Department of Agriculture (NDA), USDA, the US General Accounting Office, and the USDA Office of Inspector General ("OIG") for audits or administrative reviews at a reasonable time and place.
- 1.12. Subcontracting: Vendor shall not subcontract any portion of this Agreement.
- 1.13. Commodities: Vendor agrees to accept commodities from the Sponsor. These commodities will only be used in the preparation of meals provided for the NSLP/SBP. The Vendor can only obtain the commodities at the Sponsor site.
- 1.13.1. The Vendor must credit monthly for the value of all donated foods received for use in the school year (including both entitlement and bonus food) and including the market value of donated foods contained in processed end products. Credit issued by the Vendor to the Sponsor for USDA donated commodity foods received shall be recorded on the monthly bill/invoice as a separate line item and shall be clearly identified and labeled.
- 1.13.2. The Vendor must ensure that it has a perpetual inventory record maintained and submitted to the Sponsor on a monthly basis. Failure of the Vendor to maintain a perpetual inventory shall be considered as evidence of improper distribution or loss of USDA-donated food.
- 1.13.3. The Vendor shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA-donated foods. The Vendor shall credit the Sponsor for the value of all USDA-donated foods received for the use in Sponsor's meal service in the school year, including both entitlement and bonus foods, and including the value of donated foods contained in processed end products.
- 1.14. Offer Free and Reduced Meals: Vendor will not offer a la carte food service unless free, reduced price and full price reimbursable meals are offered to all eligible children.
- 1.15. Buy American: Vendor will buy American domestic commodities and products for school meals to the maximum extent practicable. Domestic products are those that are produced in the United States and those that are processed in the United States substantially (51 percent or more) using agricultural commodities produced in the United States.
- 1.16. Energy Policy and Conservation Act: Vendor shall meet the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and conservation Act. (Pub. L. 94-163, 89 Stat. 871.3016.36)(1)(13)

- 1.17. HACCP: Vendor will provide the Sponsor, upon request, evidence of dally worksheets that detail Hazard Analysis and Critical control Point (HACCP) compliance from receipt to delivery of the finished product.
- 1.18. "Permit To Operate" Health Certification: Vendor shall have State or local "Permit to Operate" health certification for any facility outside the school in which it prepares meals. The Vendor shall maintain the "Permit to Operate" health certification for the duration of the contract.
- 1.19. Food Safety Inspections: Vendor must have Food Safety Inspections completed every school year at the facility in which It prepares meals, The Vendor must provide Food Safety Inspection reports to the Sponsor when requested.
- 1.20. Meal Delivery: The Vendor meal delivery vehicle must be adequately constructed so as to protect the food, foodservice equipment, and utensils from contamination at all times during transportation. The delivery vehicle Interior surfaces must be clean at all times during transportation of meals.
 - 1.20.1. During the transportation of meals, hot foods that are potentially hazardous must be kept at a minimum temperature of 135° F at all times.
 - 1.20.2. During the transportation of meals, cold foods that are potentially hazardous must be kept at or below 41° F at all times and be transported in containers capable of maintaining temperatures at or below 41° F.
 - 1.20.3. Vendor must monitor and document temperatures of menu Items prior to transport, upon arrival, and at the time of serving. A temperature log for each item on the menu served must be completed daily and maintained. The Vendor temperature log must be made available to the Sponsor once requested.

2. Sponsor Responsibilities

- 2.1. Retain Control of Food Service Program: Sponsor will retain control of the quality, extent, and general nature of the food service, including counting and claiming meals, and ordering and accounting for USDA commodities.
- 2.2. Food Service Operation Conformance: Sponsor will ensure that the food service operation is in conformance with the School's Agreement with the NDA to participate in Child Nutrition Programs.
- 2.3. Financial Responsibility: Sponsor will retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit food service operation.
- 2.4. Signature Authority: Sponsor will retain signature authority on the Child Nutrition Programs agreement. Retain signature authority for the annual Child Nutrition Programs application and by electronically submitting required information to the NDA.
- 2.5. Price Control: Sponsor will retain control of the establishment of all prices, including price adjustments, for meals served under the nonprofit school food service account, e.g., pricing for reimbursable meals, a la carte service including vending machines, and adult meals.
- 2.6. Household Application: Sponsor will review, approve or deny, and verify applications for free and reduced-price school meals in accordance with 7 CFR 245. Provide hearings related to eligibility determinations in accordance

with 7 CFR 245.7. Provide hearings related to adverse actions resulting from verification in accordance with 7 CFR 245.6a(e).

- 2.7. Contract Document: Sponsor will prepare all Vendor contract documents.
- 2.8. Program Monitoring: Sponsor will monitor all meals to ensure the food service is in conformance with program regulations.
- 2.9. Unacceptable Meal: Sponsor shall be responsible for informing the Vendor of its reasons for determining that a meal is unacceptable in writing within forty-eight (48) hours of when the meal is delivered to the site.
- 2.10. Meal Estimates: Sponsor shall provide in writing, no later than Thursday by 12:30 p.m. before the first day of operation, a reasonably accurate estimate of the number of meals to be delivered to Sponsor each day. The Sponsor shall notify the Vendor in writing of necessary increases or decreases in the number of meal orders within 48 hours of the scheduled delivery time. Errors in meal order counts made by the Sponsor shall be the sole responsibility of the Sponsor.
- 2.11. Sponsor Representative Duties: Sponsor shall ensure that a Sponsor representative is available at each delivery site, at the specified time on each specified delivery day to receive, inspect, and sign for the requested number of meals. This individual will verify the temperature, quality, and quantity of each meal delivery. The Sponsor assures the Vendor that this individual will be trained and knowledgeable in the record keeping and meal requirements of the NSLP/SBP and with local health and safety codes.
- 2.12. Cleaning: Sponsor shall be responsible for cleaning the eating areas daily.
- 2.13. Approval of Menus: Sponsor shall notify the Vendor in writing within 5 days of receipt of the next month's proposed cycle menu, of any changes, additions or deletions.
- 2.14. NSLP Compliance: Sponsor shall assure that the Vendor has a copy of 7 CFR Part 210.10, the Meal Planning Option that is to be followed; and the USDA Team Nutrition Menu Planner and Food Buying Guide; and all other technical assistance materials pertaining to the food service requirements of the NSLP/SBP. The Sponsor will, within 24 hours of receipt from the NDA, advise the Vendor of any changes in the food service requirements.
- 2.15. Payment: Sponsor shall pay the Vendor by the 4th day of each month the full amount as presented on the monthly itemized invoice. The Sponsor shall notify the Vendor within 48 hours of receipt of any discrepancy in the invoice. The Sponsor shall pay the Vendor for all meals delivered in accordance with the agreement. Neither NDA nor USDA will assume any liability for payment of the difference between the number of meals prepared and delivered by the Vendor and the number of meals served by the Sponsor that are eligible for reimbursement. In addition, neither NDA nor USDA will be responsible for resolving issues of partial or non-payment per the terms of this agreement.

3. General Terms

- 3.1. Employment: Vendor shall comply with all applicable Federal, State, and local laws and regulations pertaining to wages, hours, conditions of employment, and nondiscrimination in employment, 7 CFR Section 3016.36 (i)(3). USDA is an Equal Opportunity Provider and Employer.

3.2. Payroll Taxes and Costs: Vendor shall pay its employees directly and shall withhold and pay all applicable federal and state employment taxes and payroll insurance with respect to its employees, including applicable income, social security, Medicare and employment taxes, and workers compensation costs.

3.3. Indemnity:

3.3.1. Vendor shall Indemnify, defend, and hold the Sponsor harmless against any loss or damage (including attorney's fees and costs of litigation) caused by the Vendor's negligent act or omission, theft by the Vendor's employees, or the negligent or intentional acts or omissions of the Vendor's agents or employees. The Vendor shall defend any suit involving Vendor's negligence or that of its officers, employees or agents brought against the Sponsor alleging personal Injury or property damage arising out of the transportation of meals or other Items to the site(s) or out of the acts of the Vendor's employees, and any suit alleging bodily injury, sickness, or disease arising out of the consumption of the meals delivered by the Vendor to the Food Service site(s), and shall be liable for any damages agreed to by the parties or awarded as a result of such litigation but only to the extent of the negligence of Vendor, its officers, employees or agents caused the damages.

3.3.2. Sponsor shall promptly notify the Vendor In writing of any claims against the Vendor or the Sponsor and, in the event a suit is filed, shall promptly forward to the Vendor all papers in connection therewith. The Vendor shall not incur any expense or make any settlement without the Sponsor's consent. However, if the Vendor refuses or neglects to defend any such suit, the Sponsor may defend, adjust, or settle any such claim, and the costs of such defense, adjustment, or settlement, including reasonable attorney's fees, shall be charged to the Vendor.

3.3.3. Sponsor shall indemnify, defend and hold Vendor harmless against any loss or damage (including attorney's fees and costs of litigation, arbitration or mediation) caused by any intentional or negligent acts or omissions of Sponsor, its officers, employees and agents. Sponsor shall defend any suit against Vendor, its officers, employees or agents notwithstanding Vendor's right to provide for its own defense. If Vendor chooses to provide for its own defense, then Sponsor shall not be responsible for reimbursing Vendor for the costs and attorney fees it incurs.

3.3.4. Vendor, as a public agency, is entitled to the limitations on liability set forth in NRS Chapter 41. Vendor will not waive the limitations set forth in that chapter and will assert them whenever Vendor is entitled to.

3.4. Agreement Modification. Nonperformance or Default:

3.4.1. This Agreement constitutes the entire understanding between the Vendor and the Sponsor with respect to the subject matter hereof and there is no other written or oral understandings or agreements with respect hereto. No variation or modification of the Agreement and no waiver of its provisions shall be valid unless in writing and signed by the duly authorized officers of the Sponsor and the Vendor. No assignment or transfer of this Agreement may be made, in whole or In part, without the prior written consent of the Sponsor.

3.4.2. The Sponsor may, upon written notice of default to the Vendor, terminate the whole or any part of this Agreement In any one of the following circumstances:

3.4.2.1. If the Vendor fails to make delivery of meals, other agreed upon Items (i.e. eating utensils, supplies, storage equipment), or to perform the services within the time specified herein.

3.4.2.2. If the Vendor fails to perform any of the other provisions of this Agreement in accordance with its terms and does not correct such failure within 48 hours after requested to do so.

3.5. Duration and Termination:

3.5.1. This Agreement shall become effective August 1, 2023, after both parties sign it and NDA approves it. The Vendor shall provide meals during the period starting on the Effective Date and ending on May 31, 2024. However, either party may, at any time during the life of this Agreement, terminate this Agreement by giving thirty (30) day notice in writing to the other party of its intention to do so. The Sponsor may terminate this Agreement upon written notice if Vendor falls to fully comply with the terms and conditions. All notices to the Sponsor shall be addressed to the Sponsor at the address listed on the signature page, and all notices to the Vendor shall be addressed to the Vendor at the address listed on the signature page.

3.6. Audit: Sponsor shall have the right, at its expense, to inspect the books and records of Vendor to verify its performance and expenses submitted under this Agreement. Inspection shall take place during normal business hours at Vendor's place of business.

3.7. Applicable Law: The law of the State of Nevada shall govern this Agreement.

3.8. Termination without Cause: Either party may terminate this Agreement at any time upon thirty (30) days prior written notice to the other of such party's Intention to terminate this Agreement even if it is without cause.

3.9. Unavailability of Funds: The Sponsor and/or Vendor may terminate this Agreement, without penalty, if its Governing Board fails to appropriate funds in subsequent fiscal years to support the program that is the subject of this Agreement. The Sponsor and/or Vendor shall give each other prompt written notice after it knows that funding will not be available.

3.10. Non-Discrimination: Vendor shall not discriminate in either the provision of services, or in employment, against any person because of sex, race, disability, marital or family status, national origin, veteran's status, sexual preference, or religion. Vendor agrees to comply with all applicable federal and state laws, rules, regulations, and executive orders relating to non-discrimination, affirmative action and equal employment opportunity.

3.11. Workers Compensation: Vendor shall maintain a system of coverage for workers compensation in conformance with applicable state law covering all of its employees who may be employed in connection with food service provided to the Sponsor.

3.12. Insurance: During the term of this Agreement, the Vendor shall maintain Insurance policies described below issued through the Nevada Public Agency Insurance Pool (Pool)

3.12.1. Commercial General Liability Insurance with a limit of not less than \$1,000,000 per occurrence for bodily Injury, property damage, personal Injury, products and completed operations, and blanket contractual coverage, including but not limited to, the liability assumed under the Indemnification provisions of this Agreement; and

3.12.2. Automobile Liability Insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to the Vendor's owned, hired, and non-owned vehicles.

- 3.13. Assignment: This Agreement may not be assigned by either party without the prior written consent of the other party.
- 3.14. Both parties represent that the person signing this agreement is a duly authorized person to bind the parties to this Agreement.

4. Vendor Certification Statements

- 4.1. Certificate of Independent Price Determination: Vendor admits that all prices in this offer have been arrived at Independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Vendor or with any competitor certification regarding non collusion.
- 4.2. Contract Work Hours and Safety Standard Act: The Vendor is required to follow the Contract Work Hours and Safety Standard Act. It requires the Vendor to pay employees overtime (one and one-half times their basic rate of pay) for all hours worked over 40 in a workweek. This Act also prohibits unsanitary, hazardous, or dangerous working conditions.
- 4.3. Conflict of Interest: Vendor's signature on this Agreement Indicates there is no conflict of interest associated with the award of this Agreement. No one employed by the Sponsor is related to or has any other personal or professional relationship with the Senior Center and/or his/her family.

For the Sponsor:

Storey County School District
Hugh Gallagher Elementary/ Virginia City Middle School

Name and Title of Representative

Kristen Chandler, Director of Business Services

Signature

191 South D Street

Mailing Address, Street/PO Box

Virginia City, Nevada 89440

Mailing Address, City, State, Zip Code

775-847-0983

Telephone

krchandler@storeynv.com

Email

Date

For the Vendor:

Storey County

Name and Title of Representative

**Jay Carmona, Chairman, Storey County Board of
County Commissioners**

Signature

26 South B Street P.O. Box 176

Mailing Address, Street/PO Box

Virginia City, Nevada 89440

Mailing Address, City, State, Zip Code

775-847-0968

Telephone

aosborne@storeycounty.org

Email

Date



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 min

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of agreement between Storey County and VC Ponderosa Saloon LLC (Old Corner Bar) pertaining to monthly payments of back utility payments totalling \$8,651.53.
- **Recommended motion:** I, Commissioner _____, move to approve the agreement between Storey County and VC Ponderosa Saloon LLC (Old Corner Bar) pertaining to monthly payments of back utility payments totaling \$8,651.53.
- **Prepared by:** Jennifer McCain

Department:

Contact Number: 7758471133

- **Staff Summary:** In 2019 Storey County entered into a rental agreement with VC Ponderosa Saloon LLC (Old Corner Bar). This rental agreement included a requirement for the Renters to pay 35% of Piper's Opera House's electric bill. Due to a misunderstanding this was not paid. The total electric bill for Piper's Opera House total \$24,718.56 from Feb 2019 through April 2023, therefore VC Ponderosa's 35% portion due is \$8,651.53. The agreement allows 2 years for repayments; 23 payments of \$360.48 and an additional payment of \$360.49 with the final payment being August 1, 2025. VC Ponderosa Saloon LLC has already paid the July 1, 2023 payment.
- **Supporting Materials:** See attached
- **Fiscal Impact:** yes
- **Legal review required:** False
- **Reviewed by:**
____ Department Head
____ County Manager
- **Board Action:**

Department Name:

Other Agency Review: _____

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

**AGREEMENT BETWEEN STOREY COUNTY AND
VC PONDEROSA SALOON LLC**

This Agreement is entered into between Storey County (County) and VC Ponderosa Saloon LLC (DBA Old Corner Bar) (Ponderosa Saloon) and is entered into as of the date of the last signature affixed to this agreement.

BACKGROUND

The Ponderosa Saloon has leased the Old Corner Bar located in Piper's Opera House from County since February 5, 2019. Under the terms of the lease Ponderosa Saloon was required to pay thirty-five percent (35%) of the electric bill, billed to Piper's Opera House. Due to a misunderstanding, that bill has not been paid by Ponderosa Saloon. The County is presently owed the amount of \$8,651.53 from Ponderosa Saloon. The purpose of this Agreement is to set forth the terms by which Ponderosa Saloon will pay that amount to Storey County.

NOW THEREFORE IS IT HEREBY AGREED AS FOLLOWS:

1. Ponderosa Saloon shall make 23 equal payments of \$360.48 plus one additional payment of \$360.49.
2. Payments are due on the first of each month beginning on July 1, 2023, and continuing until August 1, 2025
3. Payments are past due ten (10) days after the first of each month. A late payment must be accompanied by a \$25.00 late payment fee.
4. Payments should be made to the Storey County Treasurer.

Dated this _____ day of _____, 2023.

Tamara Migan, Managing Member

William Migan Jr. Managing Member

Dated this _____ day of _____, 2023

Jay Carmona, Chairman Storey County Board of Commissioners

Attest:

Jim Hindle Storey County Clerk/Treasurer



Board of Storey County Fire Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 15 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Probation completion badge pinning for Fire Marshal Scott Snelling and promotional badge pinning for Assistant Fire Chief Jim Morgan.
- **Recommended motion:** No Motion Required.
- **Prepared by:** Jeremy Loncar

Department: **Contact Number:** 7758470954

- **Staff Summary:** In fire service tradition, a badge pinning and when applicable a reciting of the oath should occur to celebrate the accomplishments of our staff and publicly recognize them. Traditionally the spouse, significant other, family member, or friend is awarded the opportunity to place the new badge on the recently promoted or hired member.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Fire Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 mins

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of the revisions to the Fire Chief job description.
- **Recommended motion:** I (commissioner) move to approve the revisions made to the Fire Chief job description.
- **Prepared by:** Brandie Lopez

Department: **Contact Number:** 775-847-0968

- **Staff Summary:** We have revised the job descriptions for the County Manager and the Fire Chief. There are no significant content changes, we just made them more consistent to each other.
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Storey County Fire Protection District Job Description

Fire Chief

Class Title: Fire Chief
Reports to: Storey County Board of Fire Commissioners
FLSA Status: Exempt
Represented Status: Non-Represented
Created: 05/06/08
Last Revised: 12/28/16
02/04/20
07/18/23

JOB SUMMARY

Under the administrative direction of the Storey County Board of Fire Commissioners (Fire Board), the incumbent serves as the Storey County Fire Protection District (districtDistrict) Fire Chief (Cehief) and performs the duties and responsibilities outlined within NRS 474 all-inclusive. In addition to those statutory responsibilities, the Cehief shall ensure that the Dedistrict runs as a modern and progressive all-risk/hazard response system through the utilization of a combination staffing pattern.

DISTINGUISHING CHARACTERISTICS

~~The~~is position Chief is appointed by the Fire Board and reports to and serves at the pleasure of the fire Board in an at-will capacity. This position manages all activities of the Dedistrict and is accountable for accomplishing Dedistrict goals and objectives and for furthering the goals and objectives of the Fire Board within general policy guidelines.

The Dedistrict, as a combination fire Dedistrict, is comprised of volunteer, seasonal/intermittent wildland, and permanent full-time staff. All-risk responses include all aspects of fire suppression, fire prevention, fire investigation, emergency medical service, hazardous materials response, technical rescue, motor vehicle accident and rescue, fire pre-planning, mapping, and all other response areas. Programs within the all-risk district may include, but are not limited to, public education, community CPR, community fire education, first-aid training, and public fire prevention. ~~The chief oversees the inter-local agreement for fire investigation, code adoption, and enforcement.~~

The position is also a critical component of furthering the county's goals and efforts toward economic development and vitality.

EVALUATION OF JOB PERFORMANCE

The Chief will be given an annual a-yearly evaluation by the Fire Board on the Chief's annual anniversary. The Fire Board may evaluate the Chief at other times as deemed appropriate. The Fire Board may consider an increase in salary, including a merit increase consistent with the amount given to non-represented unclassified personnel, and a possible performance based performance-based bonus. The HR Director (Director) administrative officer and/or personnel director is responsible for placing the review on the Fire Board's agenda, providing any legal notice, and providing material for the agenda package including salary comparisons and any material requested by the Fire Board. In accordance with Storey County (district) Districts personnel policy, if a performance evaluation is not completed within 30 days of the employee's anniversary date it shall be considered a satisfactory performance evaluation, and the administrative officer and/or personnel director shall authorize a step advancement retroactive to the employee's anniversary date.

EXAMPLES OF ESSENTIAL FUNCTIONS

The Chief's duties are authorized by NRS 474 and action of the Fire Board. The Fire Board may take action to include or eliminate duties for the Chief. The duties listed below are examples of the work typically performed by an employee in this position. ~~Performance-~~The 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-that are not listed below. ~~All duties as listed within NRS 474 are inherently part of the essential functions of this position.~~

1. Develops, coordinates, and oversees all standard operating procedures, rules and regulations, policies and procedures, and general guidelines involved with a modern and progressive full service full-service Fire District; develops and implements goals, objectives, policies, procedures, and work standards for the district.

2.1. Develops and maintains the District budget; estimates costs and budget needs for maintenance operations, construction, purchases, and repairs; prepares funding justification requests; monitors expenditures for budget conformance; accounts for budget expenditures and variances; prepares and presents information in oral and written form to the Fire Board; state, county and agency officials; and the public. Special areas of concern include planning for and the purchase of appropriate and sufficient equipment necessary, including redundant equipment to combat a fire at any given structure, wildland, vehicle, or hazardous materials fire and incidents including, but not limited to, fire hose, rolling stock, appropriate PPE, nozzles, and everything required by the Insurance Services Organization (ISO), local government, and by state and federal mandates.

3.2. Manages and directs the activities of District staff; coordinates, prioritizes, and assigns tasks and projects; tracks and reviews work progress and activities; develops effective work teams and motivates individuals to meet district goals, objectives, and policies; directs the recruitment and selection of staff; undertakes disciplinary action as required; conducts performance evaluations; ensures appropriate scheduling of staff to ensure proper operational coverage; trains staff and provides for their professional development.

- 4.3. Confers with the ~~F~~fire ~~B~~board, advisory boards, ~~and~~ commissions, citizen groups, ~~Storey~~ ~~C~~ounty ~~manager, departments,~~ and ~~other~~ agencies to formulate policies and plans related to the ~~D~~istrict's functions, community development, facilities, and other areas where needed.
- 5.4. Directs the procurement of professional contract ~~services in accordance with NRS 332~~; negotiates professional services contracts; reviews the performance of contract professionals; takes and recommends corrective action to the fire board as appropriate.
- 6.5. Represents the ~~D~~istrict in local, state, and national forums; makes presentations before various advisory committees, legislative, regulatory, and community groups; confers with departments and agencies regarding departmental or county-wide operational matters; facilitates problem resolutions and coordinated policies.
- 7.6. Directs and develops analytical studies; reviews reports, findings, alternatives, and recommendations; directs the maintenance of accurate records and files; prepares and directs the preparation of a variety of written correspondence, reports, procedures, and other written materials.
- 8.7. Drafts changes to laws and ~~ordinance~~ordinances; lobbies and assists in lobbying efforts at the Nevada State Legislature and other bodies, provides supporting testimony as required.
- 9.8. Provides advice and consultation to the ~~F~~fire ~~B~~board, ~~Storey e~~County ~~manager, other departments and other~~ agencies, and contractors in ~~d~~District program areas and otherwise as needed; investigates and resolves complaints and concerns regarding services and facilities; acts as liaison with other counties and regional, state, and federal agencies regarding ~~D~~istrict facilities and services.
- 10.9. Prepares requests for proposals and bid requests for a wide variety of projects, equipment, and other purchases and expenditures; administers projects and purchase agreements; monitors projects and purchases for conformance with specifications; and authorizes payments.
- 11.10. Acts on behalf of the ~~D~~istrict in meetings with developers, general contractors, engineers, architects, planners, land surveyors, prospective private companies, local and state entities, and companies proposing to build or locate in Storey County; maintains active involvement and coordination with the ~~Storey e~~County ~~team~~attracting, enhancing, and improving private enterprise and private-public partnerships in the county; liaises with community groups, property and homeowners associations, general improvement districts, and other community groups.
- 12.11. Stays abreast of all local, state, and federal laws, guidelines, trends, regulations, and any external ~~or internal-Storey~~ county policy and procedure that may have a direct impact ~~to~~ ~~on~~ the ~~D~~istrict; uses this information to meet the ~~D~~istrict goals and objectives as well as to protect the ~~county and D~~istrict against being non-compliant with any one of these external agencies laws.
- 13.12. Oversees and assures that appropriate training programs are developed, implemented, and managed to meet all standards, policies/procedures, standing orders, rules and regulations, ~~county and D~~istrict policy, county ordinances, local laws, state laws, and federal laws.

Commented [JL1]: We are currently putting together a resolution addressing purchasing and following NRS 332

- 14.13. Develops, implements, and manages progressive training systems and quality assurance programs to meet the highest performance levels in accordance with [D](#)istrict goals, objectives, and policies.
- 15.14. Determines staffing requirements, including [the](#) number of required firefighters, paramedics, captains, battalion chiefs, division chiefs, and other personnel to assure the appropriate levels of response; considers public safety needs and economies in determining staffing levels.
- 16.15. Develops and implements a recruitment program, completing security background review, testing procedures for each position, and hiring processes; establishes and administers written tests, oral examinations, drug tests, physical examinations, physical fitness tests; interviews, and other screening programs.
- 17.16. Acts as a liaison with other districts, agencies, departments, associations, groups, [and](#) committees, and the public in developing mutual-aid agreements and other inter-local programs that meet the goals, objectives, and policies of the district; maintains automatic-aid agreements, mutual-aid agreements, quad-county hazardous materials response agreements, and all other agreements that benefit the [D](#)istrict ~~and Storey County~~.
- 18.17. Plans, develops, administers, and directs programs pertaining to all-hazard responses including, but not limited to, structure, wildland, vehicle, hazardous material, and other fire incidents; hazardous material spill incidents; fire prevention and protection systems; fire investigations; building construction; potential medical hazards; and other related matters.
- 19.18. Ensures that the [D](#)istrict knows, understands, and strives to meet and exceed the ISO structure and community rating systems; strives to reduce the county's ISO rating when making administrative, operational, and other decisions.
- 20.19. Oversees the inter-local agreement for: annual, new construction, and alterations to existing structure inspections, reports, and corrective actions in accordance with the county code, International Fire Code as adopted by the [F](#)ire [B](#)oard (inclusive of any amendments), Nevada Revised Statutes, Nevada Administrative Codes, [Northern Nevada Code Amendments](#), and the National Fire Protection Association; proper storage and retention of fire and building plans, and inspection reports; coordination of inspection reports, plans, special use permits, variances, and other correspondence necessary to ensure the safe construction, use, and occupancy of commercial and non-commercial structures.
- 21.20. Oversees the ~~inter-local agreement for:~~ [D](#)istrict's commercial plan review for fire, grading, underground workings, life-safety, suppression systems, alarms, monitoring systems, and tenant ~~improvements;~~[improvements](#), technical guidance and code questions from contractors, project managers, developers, engineers, architects, owners, prospective private companies before, during, and after the project.

~~22.21.~~ Oversee and ensures that there are sufficient staff, equipment, a medical director, policies and procedures, standing orders, protocols, hospital support, communications, training and supplies to operate a ~~full-service~~full-service advanced life support ambulance and engine company, intermediate life support ambulance and engine company and basic life support ambulance/engine company; works closely with the base station hospital, medical advisory board, department of health (EMS division) medical director, and adjoining ambulance series to ensure that citizens and visitors receive the highest level of treatment possible; oversees the functions of ambulance billing and quality assurance reporting.

~~23.22.~~ Develops and administers the District ambulance subscription program; ensures that citizens within the county are given the ability to pay an annual subscription and in turn not be responsible for any co-payments to their private health care provider; coordinates with other agencies in the region to assure that all possibilities of reciprocal agreements are obtained with other ~~non-Storey~~non-Storey County Fire dDistrict ambulance providers.

~~24.23.~~ Identifies, publishes, and directs levels of response to technical rescue efforts including, but not limited to, rope rescue, motor vehicle rescue and extrication, water rescue, mine rescue, confined space rescue, and hazardous materials rescue; establishes whether or not the District will respond to the awareness level, operations level, or technical rescue; enters into mutual agreements with surrounding jurisdictions to facilitate the identified level of response; identifies and manages these agreements as required to fulfill its identified level of response.

~~25.24.~~ Oversees all emergency planning within the county relative to fire; actively ensures District participates participation as a member of in the Local Emergency Planning Committee.

~~26.25.~~ Ensures that all equipment is well maintained and in a state of readiness at all times; ensures that redundant equipment is in place as needed; coordinates the maintenance of District fleets.

~~27.26.~~ Purchases, write specifications for, and schedules replacement of apparatus; evaluates existing equipment to determine usable lifespan; determines appropriate type of equipment needed; estimates cost-to-benefit for new apparatus; maintains five to ~~twenty~~twenty-year equipment replacement plan and presents findings and recommendations to the ~~F~~ire ~~board~~Board.

~~28.27.~~ Maintains and oversees public education outreach programs including, but not limited to, CPR training, fire awareness and prevention courses, EMS education courses, hazardous materials facility information, and all other public education of the district. These courses may include; but are not limited to, water safety, car seat programs, baby-sitting clinics, school safety training, drug/alcohol awareness, and other such courses.

~~29.28.~~ Oversees ~~the inter-local agreement regarding~~ the investigation, inspection, and other duties of the fire marshal and fire prevention officers ~~to include~~including determining

Commented [JL2]: Not sure where this came from, but we do not engage in baby sitting clinics.

origin and cause; reviewing findings and recommendations of fire prevention and investigation; and working with law enforcement to assist in the apprehension of individuals suspected of committing crimes associated with violations of fire codes and laws.

30.29. Ensures the acquisition, maintenance, and repair of facilities including, but not limited to, records of equipment, fire hydrants, self-contained breathing apparatus, hoses, ladders, equipment, and other such items.

31.30. Maintains required certifications and licenses; attends and participates in professional group sessions; engages in continuous education, training, and other professional development; stays abreast ~~on~~ of new trends and innovations related to the field.

32.31. Demonstrates a 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 limited supervision; remain safe, socially moral, lawful, affective, adaptive, and efficient.

QUALIFICATIONS FOR EMPLOYMENT

Knowledge of

1. Operations, services, and activities of a comprehensive fire district including fire suppression, fire prevention, fire investigation, emergency medical service including advanced life support services, disaster preparedness, hazardous materials response, and associated programs, services, and operations.
2. Fire science theory, principles, and practices and their application to a wide variety of emergency service operations including fire suppression, fire prevention, and fire investigation.
3. Policies, procedures, laws, and regulations governing fire control, prevention, and investigation.
4. Principles and practices of public sector budget preparation and administration in accordance with applicable laws, policies, and generally accepted principles.
5. Administrative principles and practices including goal setting, program development, implementation and evaluation, and the management of employees through multiple levels of supervision.
6. Advanced methods and techniques of emergency medical response.
7. Operational characteristics of fire apparatus and equipment; current safety practices as they related to equipment and procedures involved in the fire service.
8. Hazardous materials and chemical spill response techniques.
9. Mechanical, chemical, and related characteristics of a wide variety of flammable and explosive materials and objects.

- 10.● Principles of building construction and fire protection systems.
- 11.● Emergency medical care and basic life support techniques.
- 12.● Occupational Safety and Health Administration (OSHA) regulations applicable to the workplace.
- 13.● Applicable laws, codes, and regulations; legal, ethical, and professional rules of conduct for public-sector employees.
- 14.● Correct English usage including spelling, grammar, punctuation, and vocabulary.

Abilities to

- 1.● Manage and direct a comprehensive fire program including fire suppression, fire prevention, fire investigation, emergency medical service, disaster preparedness, hazardous materials response, and associated programs, services, and operations.
- 2.● Administer specific programs and staff through direct and subordinate supervision, including developing effective work teams and motivating individuals to meet goals and objectives and provide effective and efficient service.
- 3.● 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.
- 4.● Prepare clear and concise technical reports and correspondence; communicate findings clearly orally and in writing.
- 5.● Effectively use specialized fire suppression tools and equipment including safety equipment.
- 6.● Use initiative and independent judgment within general policy guidelines.
- 7.● Retain the presence of mind and act quickly and calmly in emergency situations.
- 8.● Effectively administer operations consistent with district policies and goals.
- 9.● Work effectively under pressure for deadlines, conflicting demands, and emergencies.
- 10.● Operate all fire and emergency equipment and apparatus; operate telecommunications equipment; administer medical care and life support procedures; establish and maintain effective working relationships.
- 11.● Evaluate narrative and statistical data pertaining to policy, fiscal, and District operation matters; analyze policies, regulations, projects, activities, and methods; implement administrative policies and work programs consistent with regulations of county policies and goals.
- 12.● Understand, interpret, and apply laws and regulations; present findings, recommendations, and policies to individuals and groups in an understandable and persuasive manner; communicate effectively in writing and orally on matters related to District policies, funding, and operations.

- 13.● Effectively use basic modern office equipment including, but not limited to, telephones, fax machines, and copiers; personal computer programs such as Microsoft Windows and Office; and other applicable programs and software; type at a rate sufficient to perform assigned duties.
- 14.● Demonstrate a 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 limited supervision; remain safe, socially moral, lawful, affective, adaptive, and efficient.
- 15.● Continue education and training and remain current on the latest policies and practices and required certifications.
- 16.● Represent the dDistrict in the court of law and testify on matters pertaining to the Deistrict.
- 17.● Pass a criminal history background check.

LICENSING, EDUCATION & OTHER REQUIREMENTS

- 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:
 - High school diploma or equivalent (An Associate's or Bachelor's Degree in fire science, business administration, or public administration, or other closely related field other closely related fields may be preferred); and
 - Graduation from an approved EMT or higher training program; and
 - At least six (6) years of progressively responsible experience in fire-fighting fire fighting and emergency medical services, three (3) of which must have been served as a chief officer such as a Battalion Chief level; and
 - At least two five (25) years as a company officer such as line Fire Captain.
- IFSAC or State of Nevada Firefighter I and II, and Company Officer, required.
- IFSAC or State of Nevada Fire Officer II or higher
- IFSAC or State of Nevada Fire Service Instructor II or higher
- Leadership I; and Leadership II required within 1 year of hire.
- Completion of ICS 100, 200, 300, 400, 700, and 800, is required. Up to two of the required certifications, except 100 and 200, may be obtained within 6 months of hire.
- Hazardous Materials Incident Commander, required.
- Must possess and maintain a Nevada Driver-Driver's License with F Endorsement or a Nevada Class A or B Commercial Driver-Driver's License.
- Must demonstrate the ability to instruct emergency services.
- Must be certified as an NFPA Incident Safety Officer; ICT 4 minimum.

Commented [JL3]: Personally, I think it should be a minimum of an Associates Degree. Thoughts?

Commented [JL4]: A good candidate should have some mastery in operations, and as a captain, that's where we gain the most operational knowledge.

Commented [JL5]: This class is required for Fire Officer 1

- Must demonstrate current or past certification as a Nevada Emergency Medical Technician, and current knowledge of the ALS system.
- Must be a resident of and reside within Storey County.
- Military experience applicable to the duties of this position may be preferred.
- Must pass a criminal background investigation.

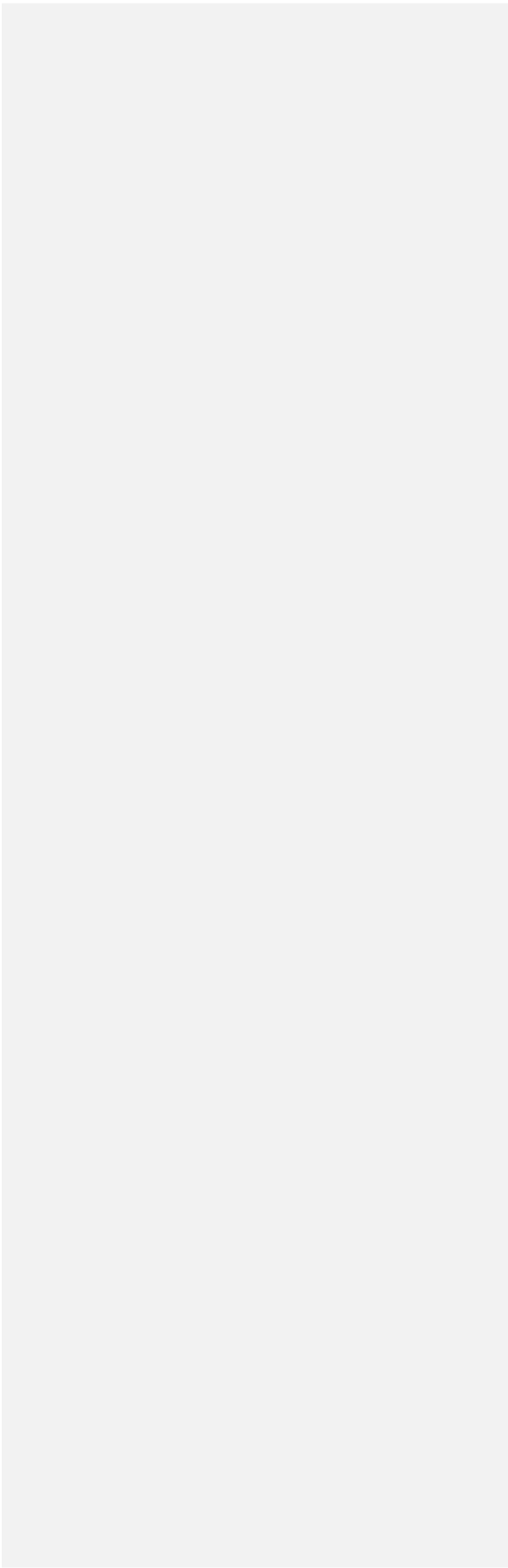
PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

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

- **Physical Requirements.** Strength, stamina, and dexterity to sit in a vehicle operating on rough roads, wildland areas, and off-road terrains; walk on uneven or slippery surfaces; repeatedly bend, stand, or sit; ~~eeasional~~ occasionally lifting ~~of~~ items weighing up to 50 pounds; reach for items above the head and below the feet; climb up and down ladders; enter confined spaces and other areas; visual acuity for field inspections; strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods; dexterity and coordination to handle files and single pieces of paper; manual dexterity and cognitive ability to operate a personal computer; ability to communicate via telephone and other telecommunications equipment. *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.*
- **Working Environment.** Work is typically performed under the following conditions: position functions indoors in an office environment where a portion of work is performed at a desk and on a computer, and work is performed in outdoor environments with intermittent to frequent exposure to a variety of extreme weather conditions, including heat, rain, snow, cold, wind, and dust. Possible exposure to excessive smoke, water, hazardous materials, and hazardous structure conditions. Work is typically performed independently. Frequent travel by motor vehicle and use of other motorized equipment. Work will include periodic contact with angry and upset individuals under stressful situations. Frequent interruptions to planned work activity by telephone calls, office visitors, and response to unplanned events.

This ~~job description~~ **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.

Employee Signature: _____ Date: _____



Storey County Job Description

County Manager

Class Title: County Manager
Reports to: Board of Storey County Commissioners
FLSA Status: Exempt
Represented Status: Non-Represented
Created: March 2007
Last Revised 02/20/2018
02/04/2020
07/18/2023

1. JOB SUMMARY.

~~The~~Under administrative direction of the Storey County Board of County Commissioners (Board), the incumbent serves as the county manager is the Ceounty's- Manager (Manager) and chief administrative officer. and The Manager reports to the ~~Storey County Board of County Commissioners (Bboard).~~ The Bboard considers and sets policy and the ~~county Mmanager~~ is tasked with implementing these policies.

~~Without limiting the specific duties and responsibilities that the county manager may be assigned by the board, the broad activity areas for measured achievement are:~~

- ~~_____ A. Executive leadership and development of goals for the county~~
- ~~_____ B. Managerial and organizational effectiveness~~
- ~~_____ C. Financial planning and preparation of the budget~~
- ~~_____ D. Human resource development~~
- ~~_____ E. Public service and communication~~
- ~~_____ F. Economic development in the county~~
- ~~_____ G. Emergency management~~
- ~~_____ H. Any job duties listed here or set by the board~~

2. DISTINGUISHING CHARACTERISTICS

~~÷ The Manager is appointed by the Board and reports to and serves at the pleasure of the Board in an at-will capacity.~~ The ~~county m~~Manager is responsible for the leadership, supervision, and management of county staff, and management of county resources consistent with the administrative and policy direction of the Bboard. ~~An employee in this position is unclassified and "at-will," serving at the pleasure of the board.~~

3. Evaluation of job performance. ~~The county Mmanager~~ will be given ~~an yearly annual~~ evaluation by the Bboard on the ~~county Mmanager's~~ annual anniversary. The Bboard may evaluate the county manager at other times as deemed appropriate. The Bboard may consider an

increase in salary, including a merit increase consistent with the amount given ~~unnon-~~
~~represented~~~~classified~~ personnel and a possible performance based bonus. The ~~HR~~~~administrative~~
~~officer and/or personnel~~ Director (Director) is responsible for placing the review on the
board's agenda, providing any required legal notice, and providing material for the agenda
packet including ~~salary comparisons and~~ any material requested by the Board. In accordance
with Storey County personnel policy, if a performance evaluation is not completed within 30
days of the employee's anniversary date it shall be considered a satisfactory performance
evaluation and the Director ~~personnel director/administrative officer~~ shall authorize a step
advancement retroactive to the employee's anniversary date.

EXAMPLES OF ESSENTIAL FUNCTIONS

The Manager's duties are authorized by action of the Board. The Board may take action to include or eliminate duties for the Manager. The duties listed below are examples of the work typically performed by an employee in this position. The performance of these functions is the reason the job exists. An employee may not be assigned all duties listed and may be assigned duties that are not listed below.

~~4. Examples of duties: The county manager's duties are authorized by action by the board. The duties listed below are examples of the work typically performed by an employee in this position that are authorized by the board. The board may take action to include or eliminate other duties for the county manager.~~

1. Assists the Board in the development of overall goals of the county. ~~;~~ p
2. Provides leadership and direction in the development of short- and long-range plans for achieving overall goals. ~~;~~ w
3. Works with the Board and others to develop community and economic development plans.
4. Plans, Organizes, coordinates, and administers through management staff, all County operating departments and functions.
5. Encourages and facilitates consistent improvement in the provision of services to their customers by County staff.
6. Develops, evaluates, and implements administrative policies based on federal and state law and regulations, and the organizational goals and objectives of the Board.
7. Recommends policy changes where appropriate to the Board for approval.
8. Informs the Board of operational problems.
9. Facilitates team management approach for decision making and; promotes opportunities for employee involvement in collaborative and participatory problem solving. ~~;~~
10. Selects, directs, develops, and evaluates management personnel and other staff. ~~;~~ a
11. Administers discipline for inadequate performance or improper behavior.
12. Subject to the limitations of law and Board direction; is designated the authorized representative to be responsible for the development, award and proper administration of all purchases and contracts made pursuant to the local government purchasing law, negotiates and supervises county contractual agreements, and after approval of the

contract by the Bboard, administers the agreements and if authorized by the Bboard, enforces agreements.

13. Oversees the development of the annual county budget in conjunction with the comptroller for approval by the Bboard; monitors expenditures to ensure compliance with budgets; accounts for variances between projected and actual expenditures, initiates remedial action, and reports significant variances to the Bboard.
14. Administers the preparation of Bboard meeting agendas; attends Bboard meetings; makes oral and written presentations to the Bboard-of-county-commissioners and to other public and private groups.;~~P~~
15. Provides information to the news media and the public regarding County operations.;
16. ~~R~~represent the County with other government agencies and in meetings with the public.
17. Analyzes proposed legislation and administrative regulations for their impact on County operations; reviews and makes recommendations to the Bboard regarding legislative activities; participates in the lobbying process by presenting oral and written testimony to appropriate bodies.
18. Receives, investigates, and resolves complaints and concerns regarding County programs, services, employees, and facilities.;~~a~~
19. Acts as liaison with cities, counties, regional, state, and federal agencies on a broad range of matters.
20. Works closely with the County policy bodies such as boards, commissions and committees, a variety of public and private organizations and citizen groups to develop and implement programs and meet goals and objectives.
21. Engages with the County economic development team, transfer knowledge attracting and enhancing private enterprise and building public-private relationships.
22. Represents the County with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.
23. May respond to call out in emergencies, other than during normal working hours, as needed. For example, may respond to and actively participate in all hazard Incident Command Systems.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge and Ability:

The county manager must have knowledge of:

Knowledge of

- Public administration and public finance principles, practices, procedures, and methods.;~~e~~
- Organizational principles and relationships.;~~P~~
- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and the management of employees through multiple levels of management.

- Functions, authority, responsibilities, and limitations of an elected Board.
- Principles and practices of developing teams, motivating employees, and managing in a team environment.
- Principles of strategic planning.
- Principles and practices of budget development and administration.
- Applicable legal guidelines and standards effecting county government.
- Social, political, economic, environmental, and related issues influencing local government functions and activities.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds.
- Principles and techniques of making effective oral presentations,
- Nevada public finance laws, ~~regulations~~regulations, and practices;
- Conflict resolution techniques;
- Principles and practices of supervision and employee development.

The county manager must have the ability to:

Ability to

- Ssynthesize, interpret, and evaluate large volumes of data.; ~~interpret and evaluate;~~
- Exercise initiative, ingenuity, independent analysisanalysis, and judgment in solving difficult and complex administrative, managerial and technical problems.; ~~u~~
- Understand, ~~and~~ interpret, apply, and explain complex regulations, laws, codes, regulations, and policies.; ~~d~~
- Demonstrate executive leadership and management skills.; ~~s~~
- ~~upervise effectively;~~ Plan, organize, administer, coordinate, review, and evaluate a wide variety of county programs and services through executive management staff.
- Develop effective work teams and motivate individuals to meet goals and objectives and provide customer services in the most cost effective and efficient manner.
- Establish and maintain effective community relations; ~~m~~
- Make effective oral and written presentations; ~~a~~
- Advocate effectively for the benefit of the County's interest; ~~g~~
- Gain and maintain the confidence and cooperation of elected and appointed officials and the public.
- Demonstrate regular, reliable, and punctual attendance.

5. LICENSING, EDUCATION, AND OTHER REQUIREMENTS.

A county manager must have:

- 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 with coursework in public or business administration, management, accounting, economics, or a similar field. ~~Other education may be considered based on other qualifications and experience.~~

- Master's Degree or higher ~~with such major or significant coursework~~ may be preferred.
- At least 5 years of increasingly responsible professional experience in management, human resources, or administrative capacity that includes experience in supervision and/or personnel management in an open political environment.
- Professional certifications, such as ICMA Credentialed Manager, applicable to the position may be preferred.
- Must possess a valid Nevada Class C Driver License.
- Ability to pass a criminal background investigation.


~~6. Physical demands.~~

PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

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

- ***Physical Requirements.*** Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, and other materials. Some reaching for items above and below desk level. Some reaching, bending, squatting, and stooping to access files and records is necessary. The manual dexterity and cognitive ability to operate a personal computer using word processing and databases. The ability to communicate via telephone. Light lifting (up to 50 pounds) is occasionally required. *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.*
- ***Working Environment.*** Work is typically performed indoors in an office environment where a portion of work is performed at a desk and on a computer. Work is typically performed independently with reporting directly to the board of county commissioners as appropriate. Position may occasionally be required to travel by motor vehicle to on- and off-site locations. Environment is generally clean with limited exposure to conditions such as dust, fumes, noise, or odors. Frequent interruptions to planned work activity by telephone calls, office visitors, and response to unplanned events.

Employee Signature: _____ Date: _____

	Board of Storey County Fire Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5 minutes	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Consideration and possible approval to authorize the Fire Chief to proceed with the purchase of a new Type 3 engine with the purchase amount not to exceed \$500,000 which was previously budgeted at \$468,000.
- **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to proceed with the purchase of a type 3 engine not to exceed \$500,000.
- **Prepared by:** Jeremy Loncar

Department: **Contact Number:** 775-847-0954

- **Staff Summary:** This vehicle was budgeted for in 2023/2024 budget for an amount of \$468,000 based upon a quote received at the beginning of the calendar year. Since that time, we have been notified that the cost of this engine went up significantly from \$468,000 to \$497,000. We have diverted additional funds to our capital fund for future purchases and for increased costs on capital items. This additional amount will not adversely affect any plans following our capital improvement plan.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Storey County Board of Fire Commissioners

Agenda Action Report

Meeting date: 7/18/2023

Estimate of time required: 5 Minutes

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

1. **Title:** Consideration and possible approval to authorize the Fire Chief to proceed with the purchase of a new Type 3 engine with the purchase amount not to exceed \$500,000 which was previously budgeted at \$468,000.
2. **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to proceed with the purchase of a type 3 engine not to exceed \$500,000.
3. **Prepared by:** Jeremy Loncar

Department: Fire

Telephone: 847-0954

4. **Staff summary:** This vehicle was budgeted for in 2023/2024 budget for an amount of \$468,000 based upon a quote received at the beginning of the calendar year. Since that time, we have been notified that the cost of this engine went up significantly from \$468,000 to \$497,000. We have diverted additional funds to our capital fund for future purchases and for increased costs on capital items. This additional amount will not adversely affect any plans following our capital improvement plan.
5. **Supporting materials:** See attached
6. **Fiscal impact:**

a. Funds Available: Yes

Fund: 280 Capital Improvement Comptroller: Yes

7. **Legal review required:** _____

____ District Attorney

8. **Reviewed by:**

a. JL Department Head

Fire District

Other agency review: County Comptroller

9. **Board action:**

a. [] Approved

[] Approved with Modifications

b. [] Denied

[] Continued

Agenda Item No. ____

Siddons Martin Emergency Group, LLC
3033 Waltham Way
Sparks, NV 89434
DLR000050870



June 28, 2023

**STOREY COUNTY FIRE PROTECTION
DISTRICT
145 NORTH C ST
VIRGINIA CITY, NV 89440**

Proposal For: 2023 Storey County BME

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to STOREY COUNTY FIRE PROTECTION DISTRICT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB STOREY COUNTY FIRE PROTECTION DISTRICT and training on operation and use of the apparatus.

Description	Amount	
Qty. 1 - 35932746 - BME International HV507 Type 3 (Unit Price - \$496,959.00) Delivery within 6-12 months of chassis delivery date to BME. QUOTE # - SMEG-0005918-0		
	Vehicle Price	\$496,959.00
	35932746 - UNIT TOTAL	\$496,959.00
	SUB TOTAL	\$496,959.00
	HGAC FS12-19 (BME)	\$1,000.00
	TOTAL	\$497,959.00

Price guaranteed for 45 days and includes training, travel to final inspection, installation of hydrant/spanner wrench and holder.

Additional: 'NOTE: Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.'

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Nevada. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Thom Kowatch

I, _____, the authorized representative of STOREY COUNTY FIRE PROTECTION DISTRICT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



Board of Storey County Fire Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 minutes

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval to authorize the Fire Chief to up fit a newly purchased command vehicle previously budgeted for in the fiscal year 2022/2023 budget year for the approximate amount of \$17,000.
- **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to up fit the new command vehicle for the approximate amount of \$17,000.
- **Prepared by:** Jeremy Loncar

Department:

Contact Number: 775-847-0954

- **Staff Summary:** This vehicle was budgeted for in 2022/2023 for a total amount of \$79,000. We were able to purchase the vehicle but not have the up fitting of the emergency lighting, radios, siren, etc. done to the vehicle. The funds carried over from 2022/2023 to our current fund balance in our Capital Project fund, however, we did not budget for it in the 2023/2024 budget year. Total cost of the vehicle will not exceed the previously approved and allotted funds within our capital fund.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Storey County Board of Fire Commissioners

Agenda Action Report

Meeting date: 7/18/2023

Estimate of time required: 5 Minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Consideration and possible approval to authorize the Fire Chief to up fit a newly purchased command vehicle previously budgeted for in the fiscal year 2022/2023 budget year for the approximate amount of \$17,000.
2. **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to up fit the new command vehicle for the approximate amount of \$17,000.
3. **Prepared by:** Jeremy Loncar

Department: Fire Telephone: 847-0954
4. **Staff summary:** This vehicle was budgeted for in 2022/2023 for a total amount of \$79,000. We were able to purchase the vehicle but not have the up fitting of the emergency lighting, radios, siren, etc. done to the vehicle. The funds carried over from 2022/2023 to our current fund balance in our Capital Project fund, however, we did not budget for it in the 2023/2024 budget year. Total cost of the vehicle will not exceed the previously approved and allotted funds within our capital fund.
5. **Supporting materials:** See attached
6. **Fiscal impact:**

a. Funds Available: Yes Fund: 280 Capital Improvement Comptroller: Yes
7. **Legal review required:** _____ District Attorney
8. **Reviewed by:**
a. JL Department Head Fire District

Other agency review: County Comptroller
9. **Board action:**
a. ☐ Approved ☐ Approved with Modifications
b. ☐ Denied ☐ Continued

Agenda Item No. ____

6/16/2023
Store: 1

Sales Order #10191

Ordered: 6/16/2023
Associate: Darin
Page 1

TSA Custom Car and Truck

2860 US Highway 50 East
Carson City, NV 89701-2811
Phone 775-883-0477
Fax 775-883-2521

Bill To: Storey County Fire
Storey County Fire
775-399-1746

INSTRUCTIONS: 2031 GMC Sierra 2500 Crew Cab SB
23" DCU
Paint to match
Full Headliner
Driver's tool box
Driver rope light
Rear rope light
Front Picture Window
Window in Rear Door

Install two customer supplied dual head radios and cell booster

Tint front doors 20%

Labor warranty 2 years
Sound Off warranty 5 years, including siren

Troy Warranty, Lifetime

→ Cradle point

Order Status: Open

Item Name	Item Description	Ordered	Price	Ext Price	Attribute	Lookup
N Force NXT 48" light bar dual	Red/white corner and front modules, Red/Amber rear module 270 degree scene, rear traffic advisor, alley lights, Auto Diming Photo Cell	1	\$2,351.00	\$2,351.00		
m power arrow system	6 module Dual Color Red/amber Traffic advisor and warning	1	\$920.00	\$920.00		
Bolt 2 Perimeter Light Red	2 front, 2 Driver, 2 Passenger 2 inside rear shell hatch	8	\$54.08	\$432.64		E1xs2sm e5rx
500 Series blueprint Siren	Console Mount, Knob Control	1	\$761.80	\$761.80		ENGSA581CSR
Blue Print Link GM vehicles	Plugs into vehicle DLC and allows vehicle integration with siren	1	\$368.16	\$368.16		ENGLMK004
100J siren speaker w/5 year war		1	\$234.53	\$234.53		ETSS100J5
911 Circuits CH15 with Timer	15 circuit wiring harness with built in	1	\$594.35	\$594.35		

6/16/2023
Store: 1


Sales Order #10191

Ordered: 6/16/2023
Associate: Darin
Page 2

Item Name	Item Descripti	Ordered	Price	Ext Price	Attribute	Lookup
Strip lighting 94" white	equipment timer with low voltage shut down. xisting cap interior lighting.	3	\$31.25	\$93.75	es-94nw	
rock lights white		2	\$79.00	\$158.00	70980	70980
Wide body Console 25"		1	\$589.00	\$589.00		CCWBOS25
Console Mounting Plate		1	\$0.00	\$0.00		
Troy faceplate/ Sound Off 400 s		1	\$0.00	\$0.00		
3" face plate Motorola		2	\$0.00	\$0.00		425-6117
Dual Internal Cup Holder Troy		1	\$44.92	\$44.92	ACINBHG	ACINBHG
3" shallow tray faceplate		1	\$37.21	\$37.21	ACtick2	ACtick2
Dual 12v Dual USB Face plate		1	\$58.96	\$58.96	FPUSB2DC	FPUSB2DC
Computer Mount/ Side of Console		1	\$301.00	\$301.00		CMSDMTSALED
Window Tint		1	\$180.00	\$180.00		
PS Labor	m	1	\$3,970.00	\$3,970.00		PS Labor
shipping		1	\$440.00	\$440.00		
Shop Supplies		1	\$299.00	\$299.00		
Ranch Hand 2020 gm c legend		1	\$954.00	\$954.00	ggg201bl1	ggg201bl1
ARE DCU		1	\$3,723.00	\$3,723.00		DCU

Exempt Subtotal: \$16,511.32
0 % Tax: + \$0.00
TOTAL: \$16,511.32
Balance Due: \$16,511.32
Deposit Balance: \$0.00

NO REFUNDS ON SPECIAL ORDERS.
NO CASH REFUNDS, STORE CREDIT ONLY.
RETURNED ITEMS WILL BE CHARGED 30%
RESTOCKING FEE. NOT RESPONSIBLE
FOR PARTS LEFT OVER 15 DAYS.

	<h1>Board of Storey County Fire Commissioners</h1> <h2>Agenda Action Report</h2>	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Consideration and possible approval to authorize the Fire Chief to proceed with purchasing a tractor and trailer, tree shear, and pickup truck utilizing additional funding provided to the District from NV Energy for an approximate amount of \$425,000.
- **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to proceed with purchasing a tractor and trailer, tree shear, and pickup truck utilizing additional funding provided to the District from NV Energy for the approximate amount of \$425,000.
- **Prepared by:** Jeremy Loncar

Department: **Contact Number:** 17758470954

- **Staff Summary:** These vehicles will add to our current fleet of equipment utilized for fire suppression and fuels reduction within Storey County. The tractor and trailer will replace the old District fleet which has become unreliable and requires extensive maintenance. The crew cab pickup will serve as a crew member transport and have the ability to pull our gooseneck trailer with a skid steer loader. The tree shear will dramatically speed up the removal of trees on our projects. This will have no fiscal impact on the district and will be reimbursed to the District after the purchase of the equipment within 30 days.
- **Supporting Materials:** See attached
- **Fiscal Impact:** N/A
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Storey County Board of Fire Commissioners

Agenda Action Report

Meeting date: 7/18/2023

Estimate of time required: 5 Minutes

Agenda: Consent ☐ Regular agenda ☒ Public hearing required ☐

1. **Title:** Consideration and possible approval to authorize the Fire Chief to proceed with purchasing a tractor and trailer, tree shear, and pickup truck utilizing additional funding provided to the District from NV Energy for an approximate amount of \$425,000.
2. **Recommended motion:** I (Fire Commissioner) move to approve the Fire Chief to proceed with purchasing a tractor and trailer, tree shear, and pickup truck utilizing additional funding provided to the District from NV Energy for the approximate amount of \$425,000.

3. **Prepared by:** Jeremy Loncar

Department: Fire

Telephone: 847-0954

4. **Staff summary:** These vehicles will add to our current fleet of equipment utilized for fire suppression and fuels reduction within Storey County. The tractor and trailer will replace the old District fleet which has become unreliable and requires extensive maintenance. The crew cab pickup will serve as a crew member transport and have the ability to pull our gooseneck trailer with a skid steer loader. The tree shear will dramatically speed up the removal of trees on our projects. This will have no fiscal impact on the district and will be reimbursed to the District after the purchase of the equipment within 30 days.

5. **Supporting materials:** See attached

6. **Fiscal impact:**

a. Funds Available: Yes

Fund: 290 Grants Comptroller: Yes

7. **Legal review required:** _____

___ District Attorney

8. **Reviewed by:**

a. JL Department Head

Fire District

Other agency review: County Comptroller

9. **Board action:**

a. ☐ Approved

☐

Approved with Modifications

b. ☐ Denied

☐

Continued

Agenda Item No. ____



Sierra Pacific Power Company
dba NV Energy
6100 Neil Road
Reno NV 89511

Storey County
Sheriff's Office Bus License
PO Box 498
Virginia City NV 89440

Purchase Order

CHANGE ORDER - REPRINT

Purchase Order	Date	Revision	Page
0003031857	03/16/2021	3 -06/30/2023	1
Freight Terms	Ship Via		
FOB Destination - Ppd & Incl	Service Order		
Payment Terms	Payment Due in 30 Days		
Buyer	Henderson, Raymond	Currency	USD
Email:	Raymond.Henderson@nvenergy.com	Fax:	
Phone:	(702) 402-5795		

Ship To: Service Order
Refer To Purchase Order Document
For Detailed Instructions

Bill To: NV Energy
Attn: Accounts Payable - S4A60
P.O. Box 10100
Reno NV 89520-0024

Or, email invoice to: APInvoice@NVEnergy.com

REF: Storey County Fire Protection District for Hazardous Fuels Management and Stand-by Services

CONTRACT: NV-GSS-2021-06044-NVE

Please reference PO number 3031857 on all invoices.

Point of contact for this project is Mark Regan at Mark.Regan@nvenergy.com.

Accounts Payable number for questions is 775-834-3300.

Accounts Payable e-mail for invoices is APInvoice@nvenergy.com.

Line-Schd Item	Mfg. Name	Vendor Item ID	Quantity	UOM	PO Price	Extended Amt
1 - 1			1	USD	3,136,717.00000	3,136,717.00

Description:
Storey County FDP - Hazardous fuels management and stand-by services

Due Date: 06/30/2023
Taxable: No

Line # 1 Total 3,136,717.00

Total PO Amount 3,136,717.00

Buyer Henderson, Raymond

Authorized Signature

CHANGE ORDER - REPRINT

Purchase Order	Date	Revision	Page
0003031857	03/16/2021	3 -06/30/2023	2

Line-Schd Item	Mfg. Name	Vendor Item ID	Quantity	UOM	PO Price	Extended Amt
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Counterparty's written acceptance, delivery of goods or services, or performance of this Purchase Order creates a contract. NV Energy's Standard Purchase Order Terms and Conditions apply.

This Purchase Order may be used to accept formal offers submitted in response to a Request for Proposal (RFP), or to fund bilaterally executed contracts. In such cases, the terms and conditions of the RFP or the Contract apply and take precedence over NV Energy's Standard Purchase Order Terms and Conditions.

The parties agree that this Purchase Order shall be governed by the Terms and Conditions located at: <http://www.nvenergy.com/company/doingbusiness/suppliers/index.cfm> which are incorporated herein by reference. Seller represents by its execution hereof or performance hereunder that it has read and agrees to be bound by such terms and conditions.

Shipping Services Instruction:

The parties agree when shipping material, which is freight costs collect that is to be paid by NV Energy, the following instructions located under "Shipping To US?" at: <http://www.nvenergy.com/company/doingbusiness/suppliers/index.cfm> shall be adhered to.

Invoicing Instructions:

A. Counterparty will submit to Company an invoice for payment and any supporting back-up documentation, such invoice will contain the following information:

- (1) A valid NV Energy purchase order (PO) number - including the leading zeros;
 - (2) The PO Revision Number or Release Number, if applicable;
 - (3) Invoices for material only - a reference to the PO Line Number and Schedule Number for each Invoice Line;
 - (4) The full name of NV Energy's personnel who requested the expenditure (to the extent available);
 - (5) Counterparty's legal name and mailing address; name, title, and telephone number of its contact person;
 - (6) Counterparty's remittance address if different from its mailing address;
 - (7) A unique invoice number;
 - (8) Invoice date, its due date, payment terms, and, if offered, the early payment discount terms;
 - (9) Separate invoice lines for material and labor (when applicable) with appropriate tax applied to material portion only;
 - (10) Freight shown as a separate line item, as applicable - if freight exceeds \$250, attach supporting documentation showing breakdown of freight costs.
- Note: The State of Nevada does not collect sales tax on freight charges; accordingly, please separate freight charges on all invoices.**
- (11) Tax shown as a separate line item, as applicable;
 - (12) Miscellaneous charges included as separate line item;
 - (13) Total invoice amount; and any supporting back-up documentation; and
 - (14) Shipping date, ship to address, and shipping method.

B. Send invoice to:

Mail invoice to: **NV Energy**
Accounts Payable Processing Center
P.O. Box 10100
Reno, NV 89520-0024

Or


Email invoice to: ["APInvoice@NVEnergy.com"](mailto:APInvoice@NVEnergy.com).

Note: The email must contain only one (1) PDF file, with the invoice as first document and any backup as additional pages. There must be only one (1) attachment per email.

Buyer Henderson, Raymond

Authorized Signature



	<h2>Storey County Liquor Licensing Board</h2> <h3>Agenda Action Report</h3>	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5 mins	
Agenda Item Type: Discussion/Possible Action		

- **Title:** 2nd reading for OnSale liquor License. Applicant is Demetrio Gonzalez-Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434.
- **Recommended motion:** I (Insert name) motion to approve the 2nd reading for OnSale liquor License. Applicant is Demetrio Gonzalez-Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434.
- **Prepared by:** Brandy Gavenda

Department: **Contact Number:** 775-847-0959

- **Staff Summary:** 2nd reading for OnSale liquor License. Applicant is Demetrio Gonzalez-Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Storey County Board of County Commissioners

Agenda Action Report

LIQUOR BOARD

Meeting date: 7/18/23

Estimate of time required:

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

1. **Title:** 2nd reading for OnSale Liquor License. Applicant is Demetrio Gonzalez Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434.
2. **Recommended motion:** I (insert name) motion to approve the 2nd reading for OnSale Liquor License. Applicant is Demetrio Gonzalez Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434.
3. **Prepared by:** Brandy Gavenda, Administrative Assistant II

Department: SCSO

Telephone: 775-847-0959

4. **Staff summary:** 2nd reading for OnSale Liquor License. Applicant is Demetrio Gonzalez Trujillo, Jehovah Es Mi Pastor, 727 USA Pkwy, McCarran, NV 89434. Already holds a General Business License, adding Liquor.

5. **Supporting materials:**

6. **Fiscal impact:** None

Funds Available:

Fund:

____ Comptroller

7. **Legal review required:**

____ District Attorney

8. **Reviewed by:**

 X Department Head

Department Name: Sheriff Michael S. Cullen

A handwritten signature in black ink, appearing to be "Michael S. Cullen", is written over a horizontal line.

____ County Manager

Other agency review: _____

9. **Board action:**

☐ Approved
☐ Denied

☐ Approved with Modifications
☐ Continued

Agenda Item No.



Storey County Board of Highway Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 10 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Report of public works department regarding roads and highways in Storey County.
- **Recommended motion:** Discussion only
- **Prepared by:** Jason Wierzbicki

Department: **Contact Number:** 7758470958

- **Staff Summary:** Discussion of roads and projects throughout the County.
- **Supporting Materials:** See attached
- **Fiscal Impact:**
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head


Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 15 min	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Approval of a proposal from Lumos and Associates for engineering design for a repair to the existing rock wall in the B Street right-of-way that was damaged by the heavy winter and heavy precipitation this spring in the estimated amount of \$26,525.00. Scope of work to include geotechnical investigation, structural design, construction documents, and construction administration. The location of the work is near the intersection of B Street and Sutton Street.
- **Recommended motion:** I, [commissioner], move to approve the proposal and authorize the County Manager to sign an agreement with Lumos and Associates for engineering design for a repair to the existing rock wall in the B Street right-of-way that was damaged by the heavy winter and heavy precipitation this spring in the estimated amount of \$26,525.00.
- **Prepared by:** Mike Northan

Department: _____ **Contact Number:** 7753356991

- **Staff Summary:** This work will produce the design and construction documents for the project to be put out to bid.
- **Supporting Materials:** See attached
- **Fiscal Impact:** \$26,525
- **Legal review required:** TRUE
- **Reviewed by:**

_____ Department Head

_____ County Manager

Department Name: _____

Other Agency Review: _____

- **Board Action:**

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



Carson City • El Dorado Hills • Fallon • Lake Tahoe • Reno

www.LumosInc.com

Reno
950 Sandhill Road, Suite 100
Reno, Nevada 89521
775.827.6111

June 16, 2023
LA23.531

Mr. Mike Northan
Operations and Projects Coordinator
Storey County
Box 435
Virginia City, NV 89440

**RE: RED DOG SALOON, VIRGINIA CITY, NV - ROCKERY WALL REPAIRS
PROPOSAL FOR ENGINEERING SERVICES**

Dear Mike:

Lumos & Associates, Inc. (Lumos) is pleased to provide you with this proposal for engineering services to assist Storey County with the repairs to the existing rockery wall behind the Red Dog Saloon.

Project Description

As a direct cause of heavy water runoff, a portion of the rockery wall below B street has collapsed sending portions of the wall down the relatively steep slope and into a chain like fence at the back of the Red Dog Saloon. From our site visit observations, it is our opinion the existing rockery wall is beyond repair and that it needs to be removed and replaced. However, removing and replacing the wall is not practicable, nor does it appear to be safe to do so.

Internal discussions, as well as discussions with you, have led to a repair/mitigation approach of placing a soil nail wall in front of the existing rockery wall to stabilize it. The extents of the new soil nail wall will be determined from our geotechnical analysis.

Scope of Services

Geotechnical Engineering Services:

We understand our scope of work is to determine the soil conditions and provide the soil parameters for the existing rockery retaining wall so that an assessment can be made with regard to its stability. Additionally, as noted above a soil nail wall is being considered to repair/stabilize the existing rockery wall. We will recommend soil parameters for the proposed repair. For the Geotechnical scope of work, we will complete a field investigation that will consist of two (2) subsurface borings at the proposed site. Exploration depths will be from 15 to 25 feet below ground surface, or practical

refusal, whichever comes first. Samples will be collected from the surface, and at intervals of between 2½ and five (5) feet below ground surface. Lumos & Associates, Inc. will provide the drilling and the USA dig clearance.

Lumos & Associates, Inc. herein proposes to provide sampling of each exploration, classify the encountered soils in accordance with the Unified Soil Classification System (USCS), and conduct laboratory testing on the samples collected. Additionally, we propose to perform engineering analyses and calculations and develop a Geotechnical Investigation Report that will discuss the geologic setting, seismic considerations, exploration and site condition, field and laboratory test data, and our conclusions and recommendations from a Geotechnical perspective. Our Geotechnical Investigation will be prepared by a Registered California Civil Engineer and will specifically include the following services:

Field Investigation will include:

- USA Dig Clearance
- Location of Exploration Borings
- Logging of all Soil Profiles Based on USCS
- Water Table Measurement, if Encountered

Laboratory analysis may include:

- Atterberg Limits (ASTM D-4318)
- Grain Size Analysis (including fines content) (ASTM C-136)
- Direct Shear (ASTM D-3080)
- Moisture Content and Unit Density (ASTM D-2937)
- pH/Resistivity/Soluble Sulfates

Report, Recommendations, and Conclusions:

- Exploration Logs
- Soil Types and Classification
- Laboratory Test Results
- Seismic Considerations
- Geotechnical Discussion
- Shear Strength Parameters of Site Soils
- Coefficient of Friction of Site Soils
- Lateral Earth Pressures (active, passive, and at rest)
- Retaining Wall Recommendations for Soil Nail Wall Repair/Stabilization
- Groundwater Level, if encountered

Please note that our scope of services do not include any soil and/or groundwater contamination evaluation at the site.

For the geotechnical services we can begin work within one (1) to two (2) weeks of Authorization to Proceed. Fieldwork for the drilling will take one (1) day to complete. Laboratory testing will be assigned upon completion of the fieldwork and will take one (1) week to two (2) weeks. The analysis and report preparation are anticipated to take up to one (1) week. Therefore, we have estimated a

time frame of approximately four (4) to five (5) weeks – from authorization to proceed work – to complete this project. However, verbal results may be provided, as they become available.

Structural Engineering Services:

Lumos will design the soil nail wall structure as described above to meet the requirements of the 2018 International Building Code along with the current Northern Nevada Amendments to the code. In providing these services, the following tasks will be performed:

1. Based on the site-specific design criteria from Lumos's geotechnical analysis, we will design the soil nail bracing wall along with its extents.
2. Upon completion of the design, construction documents consisting of soil nail wall drawings, along with associated detailing of the wall, will be provided for construction. We will provide specification sections pertaining to structural items in the form of sheet notes. The drawings will be produced using AutoCAD, 2024 version.
3. The drawings and structural design calculations will be sealed by a professional engineer from Lumos for submittal to the building department. Any plan review comments that might be issued by the building department will be addressed.
4. Construction Administration services, if required, will include answers to bidders' questions pertaining to the structural drawings and specifications, and we will provide addenda as necessary. Also included is the review of shop drawings and the review of structural submittals. We will also respond to structurally related Requests for Information as generated by the contractor.

Compensation

We propose to provide our engineering services on a fixed fee basis. Our fees for the scope of services outlined above will be as follows:

Geotechnical Services:	\$14,525
Structural Tasks 1-3, Construction Documents:	\$10,500
Structural Task 4, Construction Administration:	\$1,500

Should this proposal be acceptable, please execute the attached contract and provisions (same version as our current on-call contract with Storey County) and return the same to our office. The attached Standard Provisions of Agreement are a part of this proposal.

The design can be scheduled upon receipt of your authorization. It is anticipated that the structural design will be completed within 2 weeks of receiving the geotechnical design criteria.

Additional Services

The following services have not been specifically included in our scope of services. However, if added to our scope, they can be provided on a Time and Expense or other negotiated basis:

- a. Site visits during the construction phase to meet with the contractor and review the work.

We appreciate the opportunity, and we look forward to working with you on this project. Please feel free to contact me should you have any questions regarding this proposal.

Sincerely,

LUMOS & ASSOCIATES



ERIC J. HUTCHENS, P.E.

Director - Structural Engineering Division

cc: file

STANDARD PROVISIONS OF AGREEMENT

1. AGREEMENT

These Standard Provisions of Agreement are deemed part of the attached Agreement. As used herein, the term "AGREEMENT" will mean the attached Agreement, the Proposal attached thereto as Exhibit "A," these Standard Provisions of Agreement, and any other exhibits attached hereto and specifically incorporated herein. CONSULTANT shall provide for the CLIENT the scope of services described in the referenced Proposal, and all services not specifically described therein are excluded from CONSULTANT's scope of services.

2. BILLING AND PAYMENT

Fees and other charges shall be billed monthly as the work progresses and shall be due and payable at the time of billing. Ten (10) days are allowed for processing payment, and any unpaid balance remaining twenty (20) days after the date of the original invoice shall be considered past due. Any unpaid balance remaining thirty (30) days after the date of the original invoice shall be considered Critically Past Due. CONSULTANT reserves the right to suspend services on accounts with outstanding balances that are Critically Past Due. CONSULTANT shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension. Upon payment in full by the CLIENT, CONSULTANT shall resume services under this AGREEMENT, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension. In the event CLIENT fails to pay CONSULTANT within forty-five (45) days or more after invoices are rendered, CLIENT agrees that CONSULTANT shall have the right in its sole discretion to consider said default a material breach of the AGREEMENT and the duties of CONSULTANT under this AGREEMENT terminated, without requiring the seven (7) days written advance notice otherwise required for termination pursuant to Section hereof.

Any payment not received within thirty (30) days of date of the original invoice shall accrue interest at the rate of eighteen percent (18%) per annum.

CLIENT hereby agrees that the balance as stated on any invoice from CONSULTANT to CLIENT is correct and is acceptable to CLIENT unless, within ten (10) days from the date of the original invoice, CLIENT notifies CONSULTANT in writing of the particular item that is alleged to be in error or is otherwise in dispute.

CLIENT shall pay the costs for checking and inspection fees, zoning and annexation applications fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically covered by the terms of this AGREEMENT.

For projects that extend for more than one (1) year from the date of the AGREEMENT, CONSULTANT shall be entitled to an increase in fees in proportion to the increase in the Consumer Price Index over the preceding year, for the duration of the AGREEMENT.

3. TERMINATION

This AGREEMENT may be terminated by either party upon seven (7) days advance written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

In the event all or any portion of the services performed or partially performed by CONSULTANT be suspended, abandoned, or terminated, CLIENT shall pay CONSULTANT for all fees, charges and services provided up to the date of termination. In return, CONSULTANT shall provide CLIENT with copies of all drawings, specifications and reports prepared or partially prepared up to the date of termination, at CLIENT's expense and for use solely with respect to the Project. Payment in full up to the date of termination shall be a condition precedent to CONSULTANT's providing copies of all drawings, specifications and reports, regardless of the pendency of any dispute.

4. ADDITIONAL SERVICES

CLIENT may request that CONSULTANT provide services beyond those set forth in CONSULTANT's Proposal ("Additional Services"). The scope of such Additional Services and fee shall be as mutually agreed upon in writing by CLIENT and CONSULTANT prior to commencement of such Additional Services.

The CONSULTANT shall comply with applicable laws, codes and regulations in effect as of the date it provides its services pursuant to the standard of care in the industry. Changes to CONSULTANT's services made necessary by newly enacted laws, codes and regulations after such date shall entitle the CONSULTANT to a reasonable adjustment in the schedule and additional compensation in accordance with this Additional Services provision. In addition, the CONSULTANT shall be entitled to rely reasonably on interpretations

and approvals given by government officials with responsibility for enforcing such laws, codes, and regulations and shall not be responsible for changes made by such officials to interpretations or approvals previously given.

5. STANDARD OF CARE

CONSULTANT shall perform its services in a manner consistent with the level of care and skill ordinarily exercised by members of CONSULTANT's profession currently practicing in the same locality under similar circumstances and with reasonable diligence and expediency consistent with sound professional practices ("Standard of Care"). Nothing contained herein shall be construed to constitute a guarantee, warranty or assurance, either express or implied of the services to be provided herein.

6. COST ESTIMATES

CONSULTANT makes no representation concerning estimates of construction costs other than that these are estimates only and CONSULTANT shall not be responsible for fluctuations in cost factors. Any such estimates prepared or agreed to by CONSULTANT represent the CONSULTANT's judgment as a design professional. It is recognized that neither the CONSULTANT nor the CLIENT has control over the cost of labor, materials or equipment; the contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the CONSULTANT cannot and does not warrant or represent that bids or negotiated prices will not vary from the CLIENT's budget or from any estimate of construction cost prepared or agreed to by the CONSULTANT.

7. LIMITATIONS ON RESPONSIBILITIES

CONSULTANT shall not be responsible for the acts or omissions of the CLIENT, CLIENT's other consultants, contractors, subcontractors, their agents or employees, or other persons providing work or services on the Project. CONSULTANT does not guarantee the completion or quality of performance of work performed by the construction contractor(s) or other third parties. Site safety is the sole responsibility of the contractor. CONSULTANT shall neither have control over, nor be in charge of, nor be responsible for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work for the Project.

Unless retained to perform a geotechnical investigation, CONSULTANT makes no representations concerning soil conditions and CONSULTANT is not responsible for any liability that may arise out of the making or failure to make soils surveys, or subsurface soil tests, or general soil testing.

Unless specifically included in the Proposal's scope of services, CONSULTANT is neither responsible for notifying CLIENT of any expiration or renewal dates for permits and/or approvals of any type or description, nor for renewing or requesting a renewal from any agency, municipality, or authority of any permits and/or approvals that may be due to expire.

8. INFORMATION PROVIDED BY OTHERS

CONSULTANT is entitled to rely on information supplied by the CLIENT and other consultants retained directly by the CLIENT. CONSULTANT has no obligation to check the accuracy or completeness of CLIENT-supplied information but will bring to the CLIENT's attention any discovered discrepancies.

9. OWNERSHIP OF DOCUMENTS

Drawings, details, specifications, reports, and other documents prepared by CONSULTANT, including those in electronic form, are instruments of service for use solely with respect to this Project. CONSULTANT shall be deemed the author and owner of the CONSULTANT's instruments of service and shall retain all common law, statutory and other reserved rights, including copyrights. Upon execution of this AGREEMENT, CONSULTANT grants to CLIENT a nonexclusive license to reproduce the CONSULTANT's Instruments of Service solely for purposes of the Project, provided the CLIENT shall comply with all obligations, including prompt payment of all sums when due, under this AGREEMENT. CLIENT shall not use the instruments of service for future additions or alterations to this Project or for other projects without CONSULTANT's prior written consent. Any unauthorized use, reuse or modifications of the instruments of service shall be at the CLIENT's sole risk and without liability to CONSULTANT, and CLIENT agrees to defend, indemnify and hold harmless CONSULTANT from all claims and damages arising out of or purported to arise out of the use, reuse, or modification of the Instruments of Service.

10. INDEMNIFICATION

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless CONSULTANT from and against any claims, damages, liabilities, suits, demands, losses, expenses or costs (including reasonable attorneys' fees and costs of defense) ("Claims"), to the extent caused by CLIENT's negligent acts, errors, or omissions and those of its contractors, subcontractors or consultants or anyone for whom CLIENT is legally liable, except for claims or litigation arising through the sole negligence or willful misconduct of CONSULTANT.

CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT from and against any claims, damages, liabilities, suits, demands, losses, expenses to the extent they are determined to have been caused by the negligent acts, errors or omissions of CONSULTANT or anyone for whom CONSULTANT is legally liable, to the extent consistent with the Limitation of Liability provision herein. CONSULTANT shall not have an obligation to indemnify and hold harmless CLIENT for claims or litigation arising through the sole negligence or willful misconduct of CLIENT or anyone for whom CLIENT is legally liable.

Neither party shall have an upfront duty to defend the other but shall reimburse reasonably incurred defense fees and costs (for fees and costs actually incurred in defending claims attributable to the other party's fault) to the extent of its indemnity obligation herein. Neither the CLIENT nor the CONSULTANT shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

11. RIGHT OF ENTRY

CLIENT shall secure the permission necessary to allow CONSULTANT's personnel and equipment access to the project site and any adjacent properties necessary to perform the services at no cost to CONSULTANT. While CONSULTANT will take all reasonable precautions to minimize any damages to the property, it is understood by the CLIENT that in the normal course of field work some damage may occur, the correction of which is not part of this AGREEMENT.

12. SAMPLES

Samples obtained for materials testing will be discarded upon completion of testing, and portions of samples not tested or unused shall be preserved for not longer than thirty (30) days.

13. GOVERNING LAW; DISPUTES

This AGREEMENT shall be governed by the laws of the state, in which the Project is located, and all dispute resolution proceedings shall be venued in the county and state in which the services are rendered unless the parties mutually agree otherwise in writing.

The parties agree to first endeavor in good faith to resolve any dispute arising out of or related to this AGREEMENT by mediation pursuant to the Construction Industry Mediation Rules of the American Arbitration Association or JAMS. Mediation shall be a condition precedent to the instigation of any legal proceedings. If the claim or controversy is not resolved by mediation, the claim or controversy may be resolved by final and binding arbitration, if the parties so mutually agree in writing prior to the commencement of any arbitration proceeding. Absent express mutual consent to arbitrate, all disputes shall be litigated in a court of competent jurisdiction in the state in which the Project is located.

14. NO THIRD PARTY BENEFICIARIES

Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT.

15. WAIVER OF CONSEQUENTIAL DAMAGES

Notwithstanding any other provision in this AGREEMENT, and to the fullest extent permitted by law, neither the CONSULTANT nor the CLIENT shall be liable to the other for, or shall make, any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this AGREEMENT. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, damage to reputation or any other consequential damages either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty.

16. FORCE MAJEURE

CLIENT and CONSULTANT are aware that many factors outside the CONSULTANT's control may affect the CONSULTANT's ability to complete the services to be provided under this AGREEMENT. CLIENT agrees that CONSULTANT is not responsible for damages arising directly or indirectly from any delays for causes beyond CONSULTANT's control. For purposes of this AGREEMENT, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; fires, riots, war or other emergencies or acts of God; failure of any government agency to act in a timely manner; failure of performance by CLIENT or CLIENT's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

17. SOLE CORPORATE REMEDY

It is intended by the parties to this AGREEMENT that the CLIENT's obligations and CONSULTANT's services in connection with the Project shall not subject the CLIENT's or CONSULTANT's individual shareholders, officers, directors, members, managers or employees to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the parties agree that as their sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against the business entities that are the parties to this AGREEMENT and not against any of the parties' individual shareholders, officers, directors, members, managers or employees, except for acts of willful misconduct or as otherwise prohibited by law.

18. HAZARDOUS MATERIALS

The CONSULTANT shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site. In the event the CONSULTANT or any other party encounters any hazardous materials, or should it become known to the CONSULTANT that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the CONSULTANT's services, the CONSULTANT may, at its option and without liability for consequential or any other damages, suspend performance of its services under this AGREEMENT until the CLIENT retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CONSULTANT shall not be responsible for locating or abating any hazardous materials.

19. LIMITATION OF LIABILITY

In recognition of the relative risks and benefits of the Project to both the CLIENT and the CONSULTANT relating to CONSULTANT's provision of services in accordance with this AGREEMENT, the risks have been allocated such that the CLIENT agrees that CONSULTANT's total liability to CLIENT for any and all injuries, claims, losses, expenses or damages whatsoever (including attorneys' fees and costs and expert witness fees and costs) arising out of or in any way related to the services provided for the Project and/or under this AGREEMENT, regardless of theories of liability or causes of action asserted (unless otherwise prohibited by law) including, but not limited to, allegations of CONSULTANT's negligence, errors, omissions, strict liability, breach of contract or breach of warranty, shall not exceed the total sum of \$50,000 or the total amount of fees paid to CONSULTANT under this AGREEMENT, whichever is less. CONSULTANT currently maintains a policy of professional liability insurance. In no event shall CONSULTANT's liability exceed the sum of CONSULTANT's available professional liability insurance coverage at the time of settlement or judgment. CLIENT and CONSULTANT hereby acknowledge that this provision was expressly negotiated and agreed upon.

20. STATUTES OF LIMITATIONS AND REPOSE

CLIENT and CONSULTANT agree that the applicable state law will govern the time limits for bringing all claims arising out of this agreement. CLIENT and CONSULTANT further agree that for purposes of calculating the applicable statutes of limitations and repose in any claim arising out of the contract or the services CONSULTANT provides pursuant to the contract shall be deemed to have accrued no later than the issuance of CONSULTANT's final invoice for services under the contract, and the applicable statutes of limitations or repose will begin to run upon issuance of CONSULTANT's final invoice.

21. MISCELLANEOUS

(a) CLIENT and CONSULTANT each respectively bind themselves, their partners, successors, executors, administrators, and assigns to the AGREEMENT.

(b) CLIENT agrees to cooperate fully with CONSULTANT on the Project and to provide any and all information and/or documents reasonably necessary for CONSULTANT to perform the agreed scope of services as detailed in the AGREEMENT, and CONSULTANT shall be entitled to rely upon the accuracy and completeness thereof.

(c) Neither CLIENT nor CONSULTANT shall assign its interest in the AGREEMENT without the prior express written consent of the other.

(d) It is expressly understood that CONSULTANT is an independent contractor and in no event will the CONSULTANT, its agents, employees, representatives, or servants, be considered as the agent, employee, representative or servant of CLIENT. Nothing contained in this AGREEMENT or any action by CONSULTANT shall be construed to impose a fiduciary duty on CONSULTANT or create a fiduciary relationship between CONSULTANT and CLIENT or between CONSULTANT and any third party.


(e) If any provision of this AGREEMENT is invalid or unenforceable, such provision shall (i) be modified to the minimum extent necessary to render it valid and enforceable, or (ii) if it cannot be so modified, be deemed not to be a part of this AGREEMENT and shall not affect the validity or enforceability of the remaining provisions.

(f) Waiver of any provision of this AGREEMENT by either party shall not be deemed to constitute a waiver of any other provision of this AGREEMENT, nor shall such waiver constitute a continuing waiver.

(g) This AGREEMENT, and the attachments hereto, shall constitute the entire understanding between the parties, and no modification shall be binding unless in writing and signed by the parties.

22. RETAINER

CLIENT agrees to deposit the sum of zero \$ 0.00 as a retainer, receipt of which is a prerequisite for CONSULTANT to perform services for CLIENT. The retainer will be held by CONSULTANT to secure payment of CONSULTANT's invoices in CONSULTANT's general accounts with all benefits accruing to CONSULTANT. CONSULTANT, at its sole discretion, may apply the retainer to any outstanding invoices which CLIENT has failed to pay in the time frames set forth in this AGREEMENT; however, nothing herein shall be interpreted to relieve CLIENT from paying CONSULTANT's invoices as set forth in this AGREEMENT. If any portion of the retainer is applied to an outstanding invoice, CLIENT shall, within five (5) days of CONSULTANT's request, replenish the retainer account to the original amount listed herein. The retainer, or unused portion thereof, shall be refunded to CLIENT within thirty (30) days after CONSULTANT's services conclude or termination of this AGREEMENT, whichever comes first, provided that there is no balance owed to CONSULTANT. If a balance is owed to CONSULTANT when services conclude or this AGREEMENT is terminated, CLIENT will be refunded the difference between the amount owed and the remaining retainer, if any. Nothing herein shall limit CONSULTANT's rights to collect any remaining balance owed by CLIENT once the retainer is depleted.

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5 mins	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Request budget line item change from 10x20 storage container to 7x14 covered mobile trailer, not to exceed line item price of \$10,000.
- **Recommended motion:** I, Commissioner _____ approve the change of budget line item 10x20 storage container to 7x14 covered mobile trailer in an amount not to exceed \$10,000.
- **Prepared by:** James Deane

Department: _____ **Contact Number:** 775-847-1152

- **Staff Summary:** With ongoing office relocations, storage changes in TRI and parking lots that are due to be paved a mobile storage trailer makes more sense and has more utility than a container unit. The Comptroller has reviewed and approves this budget change.
- **Supporting Materials:** See attached
- **Fiscal Impact:** YES
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name: _____

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 15 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Discussion and possible consideration allowing the Sheriff's Office to purchase up to five patrol pickup trucks instead of sport-utility vehicles in accordance with the Equipment Acquisition budget for Sheriff's Office patrol vehicles, due to supply chain issues and shortage of patrol vehicles, and other related matters. The amount of budgeted funds will remain unchanged.
- **Recommended motion:** I (commissioner) motion to approve the Sheriff's Office purchase up to five patrol pickup trucks instead of sport-utility-vehicles in accordance with the Equipment Acquisition budget for Sheriff's Office patrol vehicles, due to supply chain issues and shortage of patrol vehicles, and other related matters. The amount of budgeted funds will remain unchanged.
- **Prepared by:** Mike Cullen

Department:

Contact Number: 775.847.0968

- **Staff Summary:** The Sheriff's Office has encountered supply chain and state purchasing program delays in obtaining budgeted patrol vehicles. Pickup trucks are reported by Public Works to be currently less impacted by these conditions than SUVs. The Sheriff's Office indicated that both four-wheel-drive vehicles, when properly outfitted, are capable of handling patrol demands. The pickups may also be suitable for potential rotation into the general county fleet as they age, and the vehicle type proposed conforms to the Public Works Service Division fleet program. There are sufficient funds in the Sheriff's Office vehicle budget to fulfill this request, including vehicle outfitting. This request has no impact on the budgeted funds for FY2024.
- **Supporting Materials:** See attached
- **Fiscal Impact:** Same as budgeted FY24.
- **Legal review required:** TRUE
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Budget Comparison Report

		2022-2023 Total Activity	Parent Budget		Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
			2022-2023 Final	2023-2024 Tentative		Increase / (Decrease)		2023-2024 Final	Increase / (Decrease)	
Account Number										
Fund: 060 - EQUIPMENT ACQUISITION										
ExpRptGroup1: 570 - OTHER FINANCING SOURCES										
060-060-57228-000	TRANSFER TO TRI PAYBACK	500,000.00	500,000.00	0.00	-500,000.00	-100.00%	0.00	0.00	0.00%	
Total ExpRptGroup1: 570 - OTHER FINANCING SOURCES:		500,000.00	500,000.00	0.00	-500,000.00	-100.00%	0.00	0.00	0.00%	
ExpRptGroup1: 640 - 640										
060-060-64010-000	Capital Outlay	530,960.03	1,175,700.00	732,500.00	-443,200.00	-37.70%	944,500.00	212,000.00	28.94%	
Budget Notes										
Budget Code		Description								
Final		Added Snow blower								
Final		Currently have 2 patrol vehicles being reviewed, possible total replacement								
Budget Detail										
Budget Code		Description	Units	Price	Amount					
Final		Co Mgr 1/2 ton 4 dr pickup/cmpr shell/bed	0.00	0.00	58,500.00					
Final		Com Dev Pickup	2.00	55,000.00	110,000.00					
Final		Construction light w/ solar array	0.00	0.00	20,000.00					
Final		Cty Mgr- 7 passenger SUV	0.00	0.00	60,000.00					
Final		Insurance contingency	0.00	0.00	100,000.00					
Final		IT Pickup	1.00	55,000.00	55,000.00					
Final		→ Sheriff existing Insurance replace vehicle	1.00	65,000.00	65,000.00					
Final		→ Sheriff Vehicle	0.00	0.00	65,000.00					
Final		Snow Blower IT/JP	0.00	0.00	4,000.00					
Final		Snow Blower Roads	0.00	0.00	212,000.00					
Final		→ SO-Patrol vehicle rotation	3.00	65,000.00	195,000.00					
Total ExpRptGroup1: 640 - 640:		530,960.03	1,175,700.00	732,500.00	-443,200.00	-37.70%	944,500.00	212,000.00	28.94%	
Total Fund: 060 - EQUIPMENT ACQUISITION:		1,030,960.03	1,675,700.00	732,500.00	-943,200.00	-56.29%	944,500.00	212,000.00	28.94%	



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 30 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Discussion and possible consideration re-appointing Assistant Sheriff Eric Kern to represent Storey County on the Nevada Local Justice Reinvestment Coordinating Council (NLJRCC) for the 2023-2024 term.
- **Recommended motion:** I (commissioner) motion to re-appoint Assistant Sheriff Eric Kern to represent Storey County on the Nevada Local Justice Reinvestment Coordinating Council (NLJRCC) for the 2023-2024 term.
- **Prepared by:** Austin Osborne

Department: **Contact Number:** 775.847.0968

- **Staff Summary:** NRS 176.014 requires that an appointment be made by each county under 100,000 population to serve on the NLJRCC. Assistant Sheriff Kern is currently serving in this capacity, and he is recommended for another term.
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** TRUE
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Joe Lombardo
Governor



Victoria Gonzalez
Executive Director

**STATE OF NEVADA
DEPARTMENT OF SENTENCING POLICY**

625 Fairview Drive, Suite 109 | Carson City, NV 89701-5430
Phone: (775) 684-7390 Email: sentencingpolicy@ndsp.nv.gov
<http://sentencing.nv.gov>

June 21, 2023

Storey County Board of Commissioners
Commission Chair Jay Carmona (jcarmona@storeycounty.org)
Commission Vice Chair Clayton Mitchell (cmitchell@storeycounty.org)
26 B Street
Virginia City, NV 89440

RE: Request for Appointment to the Nevada Local Justice Reinvestment Coordinating Council for the 2023-2025 Meeting Cycle

Dear Commission Chair Carmona and Commission Vice Chair Mitchell,

NEVADA LOCAL JUSTICE REINVESTMENT COUNCIL OVERVIEW

The Nevada Local Justice Reinvestment Coordinating Council (NLJRCC) is a 19-member public body consisting of members appointed from each Nevada county. The Nevada Local Justice Reinvestment Coordinating Council advises and assists the Nevada Sentencing Commission in making data-driven policy recommendations to Nevada's Legislature by providing input on and recommendations regarding various criminal justice issues and matters that are important at the local level, as stated in NRS 176.014(3). With an appropriation of \$3,000,000 in grant funds appropriated in this legislative session, members in this meeting cycle will be involved in the application, review, and award process to distribute funds to local jurisdictions.

Each appointed member serves a term of two years and may be reappointed for additional 2-year terms. The meeting cycle for the Council starts on August 1 of an odd numbered year and ends on July 31 of the following odd numbered year. The appointments to the Council correspond with this meeting cycle. The next appointment cycle starts on August 1, 2023, and will conclude July 31, 2025.

APPOINTMENT OF MEMBERS

Subsection 2 of NRS 176.014 requires that the governing body of each Nevada county shall appoint members to the Council, one member from each county whose population is less than 100,000 and two members for counties whose population is 100,000 or more (Clark and Washoe.) **For your reference, the individual appointed for the 2021-2023 meeting cycle representing Storey County was Eric Kern, Assistant Sheriff of Storey County.**



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 30 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval authorizing the County Manager to sign and approve an extension of a contract with Linda Ritter Consulting not to exceed \$5,000 to complete the countywide and organizational strategic plan.
- **Recommended motion:** Based on the recommendation by staff, I [county commissioner] authorize the County Manager to sign and approve an extension of a contract with Linda Ritter Consulting not to exceed \$5,000 to complete the countywide and organizational strategic plan.
- **Prepared by:** Austin Osborne

Department:

Contact Number: 775.847.0968

- **Staff Summary:** This contract extension will provide time for the next stage in the strategic planning process, that being engagement with each elected statutory office of the county, and tying together all departments, statutory offices, and overall plan with the board-directed mission, vision, and goals.
-
- Building a Storey County strategic plan, complete with a vision and mission statement, goals and policies, will improve Storey County's ability to provide effective, efficient, and fiscally responsible public services to the residents, property owners, businesses, and other stakeholders throughout the county. The plan will be created through collaboration with the county's communities and stakeholders, its departments and associates, and its strategic partners.
-
- This request conforms to the FY 2024 budget.
- **Supporting Materials:** See attached
- **Fiscal Impact:** 5,000
- **Legal review required:** TRUE
- **Reviewed by:**

____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is entered into the __18__ day of _____ July _____, 2023, by and between Storey County ("the County") and Linda Ritter Consulting ("the Contractor").

1. Independent Contractor. Subject to the terms and conditions of this Agreement, the County hereby engages the Contractor as an independent contractor to perform the services set forth herein, and the Contractor hereby accepts such engagement.
2. Duties, Term, and Compensation. The Contractor's duties, compensation and provision for payment shall be set forth in the proposal provided to the County by the Contractor which is attached as Exhibit A, which may be amended in writing from time to time, or supplemented with subsequent estimates for services to be rendered by the Contractor and agreed to by the County, and which collectively are hereby incorporated by reference. This contract will commence on July 1, 2023, and expire on December 31, 2023.
3. Expenses. During the term of this Agreement, the Contractor shall bill and the County shall reimburse her for all reasonable and approved out-of-pocket expenses which are incurred in connection with the performance of the duties here under. Notwithstanding the foregoing, expenses for the time spent by Consultant in traveling to and from County facilities shall not be reimbursable.
4. Conflicts of Interest. The Contractor represents that she is free to enter into this Agreement, and that this engagement does not violate the terms of any agreement between the Contractor and any third party. During the term of this agreement, the Contractor shall devote as much of her productive time, energy and abilities to the performance of her duties hereunder as is necessary to perform the required duties in a timely and productive manner. The Contractor is expressly free to perform services for other parties while performing services for the County.
5. Termination. The County may terminate this Agreement at any time by 10 working days' written notice to the Contractor. In addition, if the Contractor is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of the County, is guilty of serious misconduct in connection with the performance here under, or materially breaches of this Agreement, the County at any time may terminate the engagement of the Contractor immediately and without prior written notice to the Contractor.
6. Independent Contractor. The Agreement shall not render the Contractor an employee of the County for any purpose. The Contractor is and will remain an independent contractor in her relationship to the County. The County shall not be responsible for withholding taxes with respect to the Contractor's compensation here under. The Contractor shall have no claim against the County hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

7. Insurance. The Contractor will carry liability insurance relative to any service that she performs for the County.

8. Choice of Law. The laws of the state of Nevada shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the parties hereto.

9. Assignment. The Contractor shall not assign any of her rights under this Agreement, or delegate the performance of any of her duties hereunder, without the prior written consent of the County.

10. Notices. Any and all notices, demands, or other communications required or desired to be given hereunder by any party shall be in writing and shall be validly given or made to another party if personally served, or if deposited in the United States mail as follows:

Contractor: Linda Ritter
4250 Hobart Road
Carson City, NV. 89703

County: Austin Osborne, County Manager
Box 176 Virginia City, NV. 89440

Any party hereto may change its address for purposes of this paragraph by written notice given in the manner provided above.

11. Modification or Amendment. No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

12. Entire Understanding. This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further in force and effect.

13. Unenforceable Provisions. If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

Storey County

Linda Ritter Consulting

By: _____
Austin Osborne, County Manager

By: _____
Linda Ritter, Owner

Exhibit “A”

Scope of Work

Budget

Contract Term

Services:

I. At the Direction of the County Manager:

A. Complete the County-wide Strategic Plan for Storey County.

1. Develop perspectives / goals / objectives in collaboration with the County Manager for presentation to the Board of County Commission for possible approval.
2. Link County-wide goals / objectives with goals / objectives included in Department level strategic plans.
3. Work with the County Manager and Department Directors to define strengths, weaknesses, opportunities and threats affecting each goal and/or objective.
4. Work with the County Manager and Department Directors to identify tactics and initiatives in support of goals and objectives.
5. Work with the County Manager to define a business review process that reports progress on tactics and initiatives and provides data (key performance indicators) related to goal achievement.

B. Facilitate creation of Department level strategic plans as needed.

Budget:

The proposed budget is a not to exceed amount of **\$5,000** to be billed at the **hourly rate of \$85**.



CERTIFICATE OF LIABILITY INSURANCE


DATE (MM/DD/YYYY)
11/19/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME: PHONE (A/C No. Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C. No.): NAIC # 10200
INSURED Pinyon Pottery LLC 4250 Hobart Rd Carson City, NV 89703		

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED. RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY (ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?) (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		P100.030.790.5	01/03/2023	01/03/2024	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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ACORD 25 (2016/03)

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Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 30 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval authorizing the County Manager to sign and approve a contract with Linda Ritter Consulting not to exceed \$50,000 at an hourly rate of \$95.00 to update and amend the Storey County administrative policies (non-HR policies) and procedures, and add new policies and procedures as needed and as assigned by the County Manager, and in conformance with the County Manager's Office approved budget.
- **Recommended motion:** Based on the recommendation by staff, I [county commissioner] authorize the County Manager to sign and approve a contract with Linda Ritter Consulting not to exceed \$50,000 at an hourly rate of \$95.00 to update and amend the Storey County administrative policies (non-HR policies) and procedures, and add new policies and procedures as needed and as assigned by the County Manager, and in conformance with the County Manager's Office approved budget.
- **Prepared by:** Austin Osborne

Department:

Contact Number: 775.847.0968

- **Staff Summary:** The Storey County general administrative policies and procedures need updating. The updates are needed for proper alignment with changing technology, state and federal regulations, and current best practices in each respective field.
-
- Linda Ritter Consulting is qualified and experienced in local government policy development, and is prepared to engage with the County Manager, elected and appointed officials, and the board to update and develop policies and procedures that are aligned with the county's near-complete strategic plan, statutory requirements, and needs of the county organization.
-
- County policies to be updated include, but are not limited to, use of facilities and grounds, tobacco and vaping, communications, use of county vehicles and equipment, information technology and security, website management, security and surveillance systems, social media use, records management, public information officer procedures, government relations, public relations, fiscal management, training and education, and travel.
-

- County personnel (HR) policies have been recently updated and are generally not part of the scope of this project. A scope of work is contained in Exhibit A of the enclosed proposed contract.
-
- This project conforms to the County Manager's Office FY2024 approved budget.
- **Supporting Materials:** See attached
- **Fiscal Impact:** Up to 50,000
- **Legal review required:** TRUE
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is entered into the 18 day of July, 2023, by and between Storey County ("the County") and Linda Ritter Consulting ("the Contractor").

1. Independent Contractor. Subject to the terms and conditions of this Agreement, the County hereby engages the Contractor as an independent contractor to perform the services set forth herein, and the Contractor hereby accepts such engagement.
2. Duties, Term, and Compensation. The Contractor's duties, compensation and provision for payment thereof shall be set forth in the proposal provided to the County by the Contractor which is attached as Exhibit A, which may be amended in writing from time to time, or supplemented with subsequent estimates for services to be rendered by the Contractor and agreed to by the County, and which collectively are hereby incorporated by reference. This contract will commence on July 1, 2023, and expire on June 30, 2024.
3. Expenses. During the term of this Agreement, the Contractor shall bill and the County shall reimburse her for all reasonable and approved out-of-pocket expenses which are incurred in connection with the performance of the duties here under. Notwithstanding the foregoing, expenses for the time spent by Consultant in traveling to and from County facilities shall not be reimbursable.
4. Conflicts of Interest. The Contractor represents that she is free to enter into this Agreement, and that this engagement does not violate the terms of any agreement between the Contractor and any third party. During the term of this agreement, the Contractor shall devote as much of her productive time, energy and abilities to the performance of her duties hereunder as is necessary to perform the required duties in a timely and productive manner. The Contractor is expressly free to perform services for other parties while performing services for the County.
5. Termination. The County may terminate this Agreement at any time by 10 working days' written notice to the Contractor. In addition, if the Contractor is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of the County, is guilty of serious misconduct in connection with the performance here under, or materially breaches of this Agreement, the County at any time may terminate the engagement of the Contractor immediately and without prior written notice to the Contractor.
6. Independent Contractor. The Agreement shall not render the Contractor an employee of the County for any purpose. The Contractor is and will remain an independent contractor in her relationship to the County. The County shall not be responsible for withholding taxes with respect to the Contractor's compensation here under. The Contractor shall have no claim against the County hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.
7. Insurance. The Contractor will carry liability insurance relative to any service that she performs for the County.

8. Choice of Law. The laws of the state of Nevada shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the parties hereto.

9. Assignment. The Contractor shall not assign any of her rights under this Agreement, or delegate the performance of any of her duties hereunder, without the prior written consent of the County.

10. Notices. Any and all notices, demands, or other communications required or desired to be given hereunder by any party shall be in writing and shall be validly given or made to another party if personally served, or if deposited in the United States mail as follows:

Contractor: Linda Ritter
4250 Hobart Road
Carson City, NV. 89703

County: Austin Osborne, County Manager
Box 176 Virginia City, NV. 89440

Any party hereto may change its address for purposes of this paragraph by written notice given in the manner provided above.

11. Modification or Amendment. No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

12. Entire Understanding. This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further in force and effect.

13. Unenforceable Provisions. If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

Storey County

Linda Ritter Consulting

By: _____
Austin Osborne, County Manager

By: _____
Linda Ritter, Owner

Exhibit "A"

Scope of Work Budget Contract Term

Services:

I. At the Direction of the County Manager:

A. Create and/ or amend administrative policies for Storey County.

1. Research components of policies assigned.
2. Collaborate with Departments responsible for policy implementation to ensure Department needs are met.
3. Provide opportunities for review by all County Departments prior to presentation of each policy to the Board of County Commissioners for possible approval.

B. Provide other consulting services as directed by the County Manager and agreed upon by Linda Ritter Consulting.

Budget:

The proposed budget is a not to exceed budget of **\$50,000** to be billed at the **hourly rate of \$95.**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/19/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL ADDRESS: contact@hiscox.com														
INSURED Pinyon Pottery LLC 4250 Hobart Rd Carson City, NV 89703	<table border="1"><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Hiscox Insurance Company Inc</td><td>10200</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hiscox Insurance Company Inc	10200	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Hiscox Insurance Company Inc	10200														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/> N / A				PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		P100.030.790.5	01/03/2023	01/03/2024	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER


CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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	<h1>Board of Storey County Commissioners</h1> <h2>Agenda Action Report</h2>	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 30 min.	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Presentation and discussion regarding the 2022-2024 County Manager’s Office Strategic Plan, and consideration of possible direction as needed in accordance with the vision, mission, and goals set by the board.
- **Recommended motion:** I (commissioner) motion to propose the following suggestions regarding the Storey County Strategic Plan.
- **Prepared by:** Austin Osborne

Department: **Contact Number:** 775.847.0968

- **Staff Summary:** The Storey County Strategic Plan project is in its final stages. The board established a vision and mission statement, and broad goals for the county to follow in developing its community and department plans. Appointed department plans are complete, and statutory elected offices are now developing their plans. Following a series of public workshops, draft community plans are near complete and ready for public review. All elements of the strategic plan will be tied together by the end of 2023 and brought to the board for possible adoption.
- As the plan nears completion, county offices have been following the draft department plans, as well as the board-adopted vision and mission, when making budgetary and operational decisions. The County Manager’s Office Strategic Plan demonstrates set goals and initiatives for FY2023 and FY2024, and what has been accomplished to meet those goals and initiatives.
- **Supporting Materials:** See attached
- **Fiscal Impact:** None
- **Legal review required:** TRUE
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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



Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 30 min.

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of letter to the Governor's Office of Economic Development supporting the continuation of the Economic Development Authority of Western Nevada (EDAWN) being one of the county's two official Economic Development Authorities.
- **Recommended motion:** I (commissioner) motion to approve and sign the enclosed letter to the Governor's Office of Economic Development supporting the continuation of the Economic Development Authority of Western Nevada (EDAWN) being one of the county's two official Economic Development Authorities.
- **Prepared by:** Austin Osborne

Department:

Contact Number: 775.847.0968

- **Staff Summary:** Storey County is currently provided prospective company leads, new company siting and due diligence services, workforce development, and other economic development services through its two Nevada Regional Development Authorities, Northern Nevada Development Authority and Economic Development Authority of Western Nevada. Both RDAs have official jurisdiction for such services throughout Storey County.
- **Supporting Materials:** See attached
- **Fiscal Impact:** Per contract.
- **Legal review required:** False
- **Reviewed by:**

____ Department Head

Department Name:

____ County Manager

Other Agency Review: _____

- **Board Action:**

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



STOREY COUNTY COMMISSIONERS' OFFICE

Storey County Courthouse
26 South "B" Street
P.O. Box 176 Virginia City, Nevada 89440
Phone: 775.847.0968 - Fax: 775.847.0949
commissioners@storeycounty.org

*Jay Carmona, Chair
Clay Mitchell, Vice-Chair
Lance Gilman, Commissioner*

June 22, 2023

Mr. Tom Burns
Executive Director
Nevada Governor's Office of Economic Development
808 W. Nye Lane
Carson City, Nevada 89703

Re: RDA Support from Storey County – EDAWN

Mr. Burns and GOED Board of Directors:

Storey County has supported the Economic Development Authority of Western Nevada (EDAWN) being one of the county's two Regional Development Authorities (RDAs). The Northern Nevada Development Authority (NNDA) also serves as an RDA in the county.

We have worked in partnership with EDAWN to expand careers and improve the quality of life for northern Nevada families by recruiting and supporting companies, and otherwise diversifying the region's economy.

Continued support of EDAWN as one of Storey County's RDAs is subject to approval of the Board of Storey County Commissioners at its August 1, 2023, meeting. We invited EDAWN to this board meeting to discuss our potential continued partnership, as well as economic development, housing, transportation, and other regional projects that may be fulfilled through cooperative engagement.

Until action by the Storey County Commission is taken, please accept this letter recognizing that the current relationship between Storey County and EDAWN is in good standing. We appreciated working with Mr. Kazmierski and wish him well in his retirement. We also look forward to working with incoming President and CEO Taylor Adams and our continued strong relationship with the EDAWN team.

Our office will promptly furnish GOED a letter representing the board's August 1, 2023, decision on this matter. Please do not hesitate to reach me in the meantime.

Sincerely,

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

Austin Osborne
Storey County Manager

Cc.: Storey County Commissioners
EDAWN President and CEO Mike Kazmierski
EDAWN Incoming President and CEO Taylor Adams

Page 1 of 1



STOREY COUNTY COMMISSIONERS' OFFICE

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commissioners@storeycounty.org

Jay Carmona, Chair
Clay Mitchell, Vice-Chair
Lance Gilman, Commissioner

Austin Osborne, County Manager

July 18, 2023

Mr. Tom Burns
Executive Director
Nevada Governor's Office of Economic Development
808 W. Nye Lane
Carson City, Nevada 89703

RE: Storey County RDA Support for Economic Development Authority of Western Nevada

Dear Mr. Burns:

Please let this letter confirm that the Board of Storey County Commissioners on July 18, 2023, took action to recognize the relationship between Storey County and the Economic Development Authority of Western Nevada (EDAWN) as one of the two Regional Development Authorities of Storey County. The Northern Nevada Development Authority (NNDA) also serves as one of the county's RDAs.

We have worked in partnership with EDAWN to expand careers and improve the quality of life for northern Nevada families by recruiting and supporting companies, and otherwise diversifying the region's economy.

We appreciated working with Mr. Kazmierski and wish him well in his retirement. We look forward to working with the organization's new President and CEO Taylor Adams and continuing our strong relationship with the EDAWN team.

Thank you for recognizing our continued partnership with EDAWN in economic development.


Respectfully,

Jay Carmona
Commission Chair

Clay Mitchell
Commission Vice-Chair

Lance Gilman
Commissioner

C.c.: Honorable Governor Lombardo
EDAWN President and CEO Taylor Adams

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 5 min	
Agenda Item Type: Discussion/Possible Action		

- **Title:** Consideration and possible approval of the revisions to the County Manager job description.
- **Recommended motion:** I (commissioner) move to approve the revisions made to the County Manager job description.
- **Prepared by:** Brandie Lopez

Department: **Contact Number:** 775-847-0968

- **Staff Summary:** We have revised the job descriptions for the County Manager and the Fire Chief. There are no significant content changes, we just made them more consistent to each other.
- **Supporting Materials:** See attached
- **Fiscal Impact:** none
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Storey County Job Description

County Manager

Class Title: County Manager
Reports to: Board of Storey County Commissioners
FLSA Status: Exempt
Represented Status: Non-Represented
Created: March 2007
Last Revised 02/20/2018
02/04/2020
07/18/2023

1. JOB SUMMARY.

~~The~~Under administrative direction of the Storey County Board of County Commissioners (Board), the incumbent serves as the county manager is the Ceounty's- Manager (Manager) and chief administrative officer. and The Manager reports to the ~~Storey County Board of County Commissioners (Bboard).~~ The Bboard considers and sets policy and the ~~county Mmanager~~ is tasked with implementing these policies.

~~Without limiting the specific duties and responsibilities that the county manager may be assigned by the board, the broad activity areas for measured achievement are:~~

- ~~—— A. Executive leadership and development of goals for the county~~
- ~~—— B. Managerial and organizational effectiveness~~
- ~~—— C. Financial planning and preparation of the budget~~
- ~~—— D. Human resource development~~
- ~~—— E. Public service and communication~~
- ~~—— F. Economic development in the county~~
- ~~—— G. Emergency management~~
- ~~—— H. Any job duties listed here or set by the board~~

2. DISTINGUISHING CHARACTERISTICS

÷ The Manager is appointed by the Board and reports to and serves at the pleasure of the Board in an at-will capacity. The ~~county m~~Manager is responsible for the leadership, supervision, and management of county staff, and management of county resources consistent with the administrative and policy direction of the Bboard. ~~An employee in this position is unclassified and "at-will," serving at the pleasure of the board.~~

3. Evaluation of job performance. ~~The county Mmanager~~ will be given an yearly annual evaluation by the Bboard on the ~~county Mmanager's~~ annual anniversary. The Bboard may evaluate the county manager at other times as deemed appropriate. The Bboard may consider an

increase in salary, including a merit increase consistent with the amount given ~~unnon-~~
~~represented~~~~classified~~ personnel and a possible performance based bonus. The ~~HR~~~~administrative~~
~~officer and/or personnel~~ Director (~~D~~irector) is responsible for placing the review on the
board's agenda, providing any required legal notice, and providing material for the agenda
packet including ~~salary comparisons and~~ any material requested by the Board. In accordance
with Storey County personnel policy, if a performance evaluation is not completed within 30
days of the employee's anniversary date it shall be considered a satisfactory performance
evaluation and the Director ~~personnel director/administrative officer~~ shall authorize a step
advancement retroactive to the employee's anniversary date.

EXAMPLES OF ESSENTIAL FUNCTIONS

The Manager's duties are authorized by action of the Board. The Board may take action to include or eliminate duties for the Manager. The duties listed below are examples of the work typically performed by an employee in this position. The performance of these functions is the reason the job exists. An employee may not be assigned all duties listed and may be assigned duties that are not listed below.

~~4. Examples of duties: The county manager's duties are authorized by action by the board. The duties listed below are examples of the work typically performed by an employee in this position that are authorized by the board. The board may take action to include or eliminate other duties for the county manager.~~

1. Assists the Board in the development of overall goals of the county. ~~;~~ p
2. Provides leadership and direction in the development of short- and long-range plans for achieving overall goals. ~~;~~ w
3. Works with the Board and others to develop community and economic development plans.
4. Plans, Organizes, coordinates, and administers through management staff, all County operating departments and functions.
5. Encourages and facilitates consistent improvement in the provision of services to their customers by County staff.
6. Develops, evaluates, and implements administrative policies based on federal and state law and regulations, and the organizational goals and objectives of the Board.
7. Recommends policy changes where appropriate to the Board for approval.
8. Informs the Board of operational problems.
9. Facilitates team management approach for decision making and; promotes opportunities for employee involvement in collaborative and participatory problem solving. ~~;~~
10. Selects, directs, develops, and evaluates management personnel and other staff. ~~;~~ a
11. Administers discipline for inadequate performance or improper behavior.
12. Subject to the limitations of law and Board direction; is designated the authorized representative to be responsible for the development, award and proper administration of all purchases and contracts made pursuant to the local government purchasing law, negotiates and supervises county contractual agreements, and after approval of the

contract by the Bboard, administers the agreements and if authorized by the Bboard, enforces agreements.

13. Oversees the development of the annual county budget in conjunction with the comptroller for approval by the Bboard; monitors expenditures to ensure compliance with budgets; accounts for variances between projected and actual expenditures, initiates remedial action, and reports significant variances to the Bboard.
14. Administers the preparation of Bboard meeting agendas; attends Bboard meetings; makes oral and written presentations to the Bboard-of-county-commissioners and to other public and private groups.;
15. Provides information to the news media and the public regarding County operations.;
16. Represent the County with other government agencies and in meetings with the public.
17. Analyzes proposed legislation and administrative regulations for their impact on County operations; reviews and makes recommendations to the Bboard regarding legislative activities; participates in the lobbying process by presenting oral and written testimony to appropriate bodies.
18. Receives, investigates, and resolves complaints and concerns regarding County programs, services, employees, and facilities.;
19. Acts as liaison with cities, counties, regional, state, and federal agencies on a broad range of matters.
20. Works closely with the County policy bodies such as boards, commissions and committees, a variety of public and private organizations and citizen groups to develop and implement programs and meet goals and objectives.
21. Engages with the County economic development team, transfer knowledge attracting and enhancing private enterprise and building public-private relationships.
22. Represents the County with dignity, integrity, and a spirit of cooperation in all relationships with staff and the public.
23. May respond to call out in emergencies, other than during normal working hours, as needed. For example, may respond to and actively participate in all hazard Incident Command Systems.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge and Ability:

The county manager must have knowledge of:

Knowledge of

- Public administration and public finance principles, practices, procedures, and methods.;
- Organizational principles and relationships.;
- Aministrative principles and practices, including goal setting, program development, implementation and evaluation, and the management of employees through multiple levels of management.

- Functions, authority, responsibilities, and limitations of an elected Board.
- Principles and practices of developing teams, motivating employees, and managing in a team environment.
- Principles of strategic planning.
- Principles and practices of budget development and administration.
- Applicable legal guidelines and standards effecting county government.
- Social, political, economic, environmental, and related issues influencing local government functions and activities.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic, and cultural backgrounds.
- Principles and techniques of making effective oral presentations,
- Nevada public finance laws, ~~regulations~~regulations, and practices;
- Conflict resolution techniques;
- Principles and practices of supervision and employee development.

The county manager must have the ability to:

Ability to

- Ssynthesize, interpret, and evaluate large volumes of data.; ~~interpret and evaluate;~~
- Exercise initiative, ingenuity, independent analysisanalysis, and judgment in solving difficult and complex administrative, managerial and technical problems.; ~~u~~
- Understand, ~~and~~ interpret, apply, and explain complex regulations, laws, codes, regulations, and policies.; ~~d~~
- Demonstrate executive leadership and management skills.; ~~s~~
- ~~upervise effectively;~~ Plan, organize, administer, coordinate, review, and evaluate a wide variety of county programs and services through executive management staff.
- Develop effective work teams and motivate individuals to meet goals and objectives and provide customer services in the most cost effective and efficient manner.
- Establish and maintain effective community relations; ~~m~~
- Make effective oral and written presentations; ~~a~~
- Advocate effectively for the benefit of the County's interest; ~~g~~
- Gain and maintain the confidence and cooperation of elected and appointed officials and the public.
- Demonstrate regular, reliable, and punctual attendance.

5. LICENSING, EDUCATION, AND OTHER REQUIREMENTS.

A county manager must have:

- 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 with coursework in public or business administration, management, accounting, economics, or a similar field. ~~Other education may be considered based on other qualifications and experience.~~

- Master's Degree or higher ~~with such major or significant coursework~~ may be preferred.
- At least 5 years of increasingly responsible professional experience in management, human resources, or administrative capacity that includes experience in supervision and/or personnel management in an open political environment.
- Professional certifications, such as ICMA Credentialed Manager, applicable to the position may be preferred.
- Must possess a valid Nevada Class C Driver License.
- Ability to pass a criminal background investigation.

~~6. Physical demands.~~

PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

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

- ***Physical Requirements.*** Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, and other materials. Some reaching for items above and below desk level. Some reaching, bending, squatting, and stooping to access files and records is necessary. The manual dexterity and cognitive ability to operate a personal computer using word processing and databases. The ability to communicate via telephone. Light lifting (up to 50 pounds) is occasionally required. *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.*
- ***Working Environment.*** Work is typically performed indoors in an office environment where a portion of work is performed at a desk and on a computer. Work is typically performed independently with reporting directly to the board of county commissioners as appropriate. Position may occasionally be required to travel by motor vehicle to on- and off-site locations. Environment is generally clean with limited exposure to conditions such as dust, fumes, noise, or odors. Frequent interruptions to planned work activity by telephone calls, office visitors, and response to unplanned events.

Employee Signature: _____ Date: _____

Storey County Fire Protection District Job Description

Fire Chief

Class Title: Fire Chief
Reports to: Storey County Board of Fire Commissioners
FLSA Status: Exempt
Represented Status: Non-Represented
Created: 05/06/08
Last Revised: 12/28/16
02/04/20
07/18/23

JOB SUMMARY

Under the administrative direction of the Storey County Board of Fire Commissioners (Fire Board), the incumbent serves as the Storey County Fire Protection District (districtDistrict) Fire Chief (Cehief) and performs the duties and responsibilities outlined within NRS 474 all-inclusive. In addition to those statutory responsibilities, the Cehief shall ensure that the Dedistrict runs as a modern and progressive all-risk/hazard response system through the utilization of a combination staffing pattern.

DISTINGUISHING CHARACTERISTICS

~~The~~is position Chief is appointed by the Fire Board and reports to and serves at the pleasure of the fire Board in an at-will capacity. This position manages all activities of the Dedistrict and is accountable for accomplishing Dedistrict goals and objectives and for furthering the goals and objectives of the Fire Board within general policy guidelines.

The Dedistrict, as a combination fire Dedistrict, is comprised of volunteer, seasonal/intermittent wildland, and permanent full-time staff. All-risk responses include all aspects of fire suppression, fire prevention, fire investigation, emergency medical service, hazardous materials response, technical rescue, motor vehicle accident and rescue, fire pre-planning, mapping, and all other response areas. Programs within the all-risk district may include, but are not limited to, public education, community CPR, community fire education, first-aid training, and public fire prevention. ~~The chief oversees the inter-local agreement for fire investigation, code adoption, and enforcement.~~

The position is also a critical component of furthering the county's goals and efforts toward economic development and vitality.

EVALUATION OF JOB PERFORMANCE

The Chief will be given an annual a-yearly evaluation by the Fire Board on the Chief's annual anniversary. The Fire Board may evaluate the Chief at other times as deemed appropriate. The Fire Board may consider an increase in salary, including a merit increase consistent with the amount given to non-represented unclassified personnel, and a possible performance based performance-based bonus. The HR Director (Director) administrative officer and/or personnel director is responsible for placing the review on the Fire Board's agenda, providing any legal notice, and providing material for the agenda package including salary comparisons and any material requested by the Fire Board. In accordance with Storey County (district) Districts personnel policy, if a performance evaluation is not completed within 30 days of the employee's anniversary date it shall be considered a satisfactory performance evaluation, and the administrative officer and/or personnel director shall authorize a step advancement retroactive to the employee's anniversary date.

EXAMPLES OF ESSENTIAL FUNCTIONS

The Chief's duties are authorized by NRS 474 and action of the Fire Board. The Fire Board may take action to include or eliminate duties for the Chief. The duties listed below are examples of the work typically performed by an employee in this position. ~~Performance-~~The 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-that are not listed below. ~~All duties as listed within NRS 474 are inherently part of the essential functions of this position.~~

1. Develops, coordinates, and oversees all standard operating procedures, rules and regulations, policies and procedures, and general guidelines involved with a modern and progressive full service full-service Fire District; develops and implements goals, objectives, policies, procedures, and work standards for the district.

2.1. Develops and maintains the District budget; estimates costs and budget needs for maintenance operations, construction, purchases, and repairs; prepares funding justification requests; monitors expenditures for budget conformance; accounts for budget expenditures and variances; prepares and presents information in oral and written form to the Fire Board; state, county and agency officials; and the public. Special areas of concern include planning for and the purchase of appropriate and sufficient equipment necessary, including redundant equipment to combat a fire at any given structure, wildland, vehicle, or hazardous materials fire and incidents including, but not limited to, fire hose, rolling stock, appropriate PPE, nozzles, and everything required by the Insurance Services Organization (ISO), local government, and by state and federal mandates.

3.2. Manages and directs the activities of District staff; coordinates, prioritizes, and assigns tasks and projects; tracks and reviews work progress and activities; develops effective work teams and motivates individuals to meet district goals, objectives, and policies; directs the recruitment and selection of staff; undertakes disciplinary action as required; conducts performance evaluations; ensures appropriate scheduling of staff to ensure proper operational coverage; trains staff and provides for their professional development.

- 4.3. Confers with the ~~F~~fire ~~B~~board, advisory boards, ~~and~~ commissions, citizen groups, ~~Storey~~ ~~C~~ounty ~~manager, departments,~~ and ~~other~~ agencies to formulate policies and plans related to the ~~D~~istrict's functions, community development, facilities, and other areas where needed.
- 5.4. Directs the procurement of professional contract ~~services in accordance with NRS 332~~; negotiates professional services contracts; reviews the performance of contract professionals; takes and recommends corrective action to the fire board as appropriate.
- 6.5. Represents the ~~D~~istrict in local, state, and national forums; makes presentations before various advisory committees, legislative, regulatory, and community groups; confers with departments and agencies regarding departmental or county-wide operational matters; facilitates problem resolutions and coordinated policies.
- 7.6. Directs and develops analytical studies; reviews reports, findings, alternatives, and recommendations; directs the maintenance of accurate records and files; prepares and directs the preparation of a variety of written correspondence, reports, procedures, and other written materials.
- 8.7. Drafts changes to laws and ~~ordinance~~~~ordinances~~; lobbies and assists in lobbying efforts at the Nevada State Legislature and other bodies, provides supporting testimony as required.
- 9.8. Provides advice and consultation to the ~~F~~fire ~~B~~board, ~~Storey~~ ~~e~~County ~~manager, other~~ ~~departments~~ and ~~other~~ agencies, and contractors in ~~d~~District program areas and otherwise as needed; investigates and resolves complaints and concerns regarding services and facilities; acts as liaison with other counties and regional, state, and federal agencies regarding ~~D~~istrict facilities and services.
- 10.9. Prepares requests for proposals and bid requests for a wide variety of projects, equipment, and other purchases and expenditures; administers projects and purchase agreements; monitors projects and purchases for conformance with specifications; and authorizes payments.
- 11.10. Acts on behalf of the ~~D~~istrict in meetings with developers, general contractors, engineers, architects, planners, land surveyors, prospective private companies, local and state entities, and companies proposing to build or locate in Storey County; maintains active involvement and coordination with the ~~Storey~~ ~~e~~County ~~team~~ attracting, enhancing, and improving private enterprise and private-public partnerships in the county; liaises with community groups, property and homeowners associations, general improvement districts, and other community groups.
- 12.11. Stays abreast of all local, state, and federal laws, guidelines, trends, regulations, and any external ~~or internal-Storey~~ county policy and procedure that may have a direct impact ~~to~~ ~~on~~ the ~~D~~istrict; uses this information to meet the ~~D~~istrict goals and objectives as well as to protect the ~~county and~~ ~~D~~istrict against being non-compliant with any one of these external agencies laws.
- 13.12. Oversees and assures that appropriate training programs are developed, implemented, and managed to meet all standards, policies/procedures, standing orders, rules and regulations, ~~county~~ and ~~D~~istrict policy, county ordinances, local laws, state laws, and federal laws.

Commented [JL1]: We are currently putting together a resolution addressing purchasing and following NRS 332

- 14.13. Develops, implements, and manages progressive training systems and quality assurance programs to meet the highest performance levels in accordance with [D](#)istrict goals, objectives, and policies.
- 15.14. Determines staffing requirements, including [the](#) number of required firefighters, paramedics, captains, battalion chiefs, division chiefs, and other personnel to assure the appropriate levels of response; considers public safety needs and economies in determining staffing levels.
- 16.15. Develops and implements a recruitment program, completing security background review, testing procedures for each position, and hiring processes; establishes and administers written tests, oral examinations, drug tests, physical examinations, physical fitness tests; interviews, and other screening programs.
- 17.16. Acts as a liaison with other districts, agencies, departments, associations, groups, [and](#) committees, and the public in developing mutual-aid agreements and other inter-local programs that meet the goals, objectives, and policies of the district; maintains automatic-aid agreements, mutual-aid agreements, quad-county hazardous materials response agreements, and all other agreements that benefit the [D](#)istrict ~~and Storey County~~.
- 18.17. Plans, develops, administers, and directs programs pertaining to all-hazard responses including, but not limited to, structure, wildland, vehicle, hazardous material, and other fire incidents; hazardous material spill incidents; fire prevention and protection systems; fire investigations; building construction; potential medical hazards; and other related matters.
- 19.18. Ensures that the [D](#)istrict knows, understands, and strives to meet and exceed the ISO structure and community rating systems; strives to reduce the county's ISO rating when making administrative, operational, and other decisions.
- 20.19. Oversees the inter-local agreement for: annual, new construction, and alterations to existing structure inspections, reports, and corrective actions in accordance with the county code, International Fire Code as adopted by the [F](#)ire [B](#)oard (inclusive of any amendments), Nevada Revised Statutes, Nevada Administrative Codes, [Northern Nevada Code Amendments](#), and the National Fire Protection Association; proper storage and retention of fire and building plans, and inspection reports; coordination of inspection reports, plans, special use permits, variances, and other correspondence necessary to ensure the safe construction, use, and occupancy of commercial and non-commercial structures.
- 21.20. Oversees the ~~inter-local agreement for:~~ [D](#)istrict's commercial plan review for fire, grading, underground workings, life-safety, suppression systems, alarms, monitoring systems, and tenant ~~improvements;~~[improvements](#), technical guidance and code questions from contractors, project managers, developers, engineers, architects, owners, prospective private companies before, during, and after the project.

~~22.21.~~ Oversee and ensures that there are sufficient staff, equipment, a medical director, policies and procedures, standing orders, protocols, hospital support, communications, training and supplies to operate a ~~full-service~~full-service advanced life support ambulance and engine company, intermediate life support ambulance and engine company and basic life support ambulance/engine company; works closely with the base station hospital, medical advisory board, department of health (EMS division) medical director, and adjoining ambulance series to ensure that citizens and visitors receive the highest level of treatment possible; oversees the functions of ambulance billing and quality assurance reporting.

~~23.22.~~ Develops and administers the District ambulance subscription program; ensures that citizens within the county are given the ability to pay an annual subscription and in turn not be responsible for any co-payments to their private health care provider; coordinates with other agencies in the region to assure that all possibilities of reciprocal agreements are obtained with other ~~non-Storey~~non-Storey County Fire dDistrict ambulance providers.

~~24.23.~~ Identifies, publishes, and directs levels of response to technical rescue efforts including, but not limited to, rope rescue, motor vehicle rescue and extrication, water rescue, mine rescue, confined space rescue, and hazardous materials rescue; establishes whether or not the District will respond to the awareness level, operations level, or technical rescue; enters into mutual agreements with surrounding jurisdictions to facilitate the identified level of response; identifies and manages these agreements as required to fulfill its identified level of response.

~~25.24.~~ Oversees all emergency planning within the county relative to fire; actively ensures District participates participation as a member of in the Local Emergency Planning Committee.

~~26.25.~~ Ensures that all equipment is well maintained and in a state of readiness at all times; ensures that redundant equipment is in place as needed; coordinates the maintenance of District fleets.

~~27.26.~~ Purchases, write specifications for, and schedules replacement of apparatus; evaluates existing equipment to determine usable lifespan; determines appropriate type of equipment needed; estimates cost-to-benefit for new apparatus; maintains five to ~~twenty~~twenty-year equipment replacement plan and presents findings and recommendations to the Fire ~~board~~Board.

~~28.27.~~ Maintains and oversees public education outreach programs including, but not limited to, CPR training, fire awareness and prevention courses, EMS education courses, hazardous materials facility information, and all other public education of the district. These courses may include; but are not limited to, water safety, car seat programs, baby-sitting clinics, school safety training, drug/alcohol awareness, and other such courses.

~~29.28.~~ Oversees ~~the inter-local agreement regarding~~ the investigation, inspection, and other duties of the fire marshal and fire prevention officers ~~to include~~including determining

Commented [JL2]: Not sure where this came from, but we do not engage in baby sitting clinics.

origin and cause; reviewing findings and recommendations of fire prevention and investigation; and working with law enforcement to assist in the apprehension of individuals suspected of committing crimes associated with violations of fire codes and laws.

30.29. Ensures the acquisition, maintenance, and repair of facilities including, but not limited to, records of equipment, fire hydrants, self-contained breathing apparatus, hoses, ladders, equipment, and other such items.

31.30. Maintains required certifications and licenses; attends and participates in professional group sessions; engages in continuous education, training, and other professional development; stays abreast ~~on~~ of new trends and innovations related to the field.

32.31. Demonstrates a 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 limited supervision; remain safe, socially moral, lawful, affective, adaptive, and efficient.

QUALIFICATIONS FOR EMPLOYMENT

Knowledge of

1. Operations, services, and activities of a comprehensive fire district including fire suppression, fire prevention, fire investigation, emergency medical service including advanced life support services, disaster preparedness, hazardous materials response, and associated programs, services, and operations.
2. Fire science theory, principles, and practices and their application to a wide variety of emergency service operations including fire suppression, fire prevention, and fire investigation.
3. Policies, procedures, laws, and regulations governing fire control, prevention, and investigation.
4. Principles and practices of public sector budget preparation and administration in accordance with applicable laws, policies, and generally accepted principles.
5. Administrative principles and practices including goal setting, program development, implementation and evaluation, and the management of employees through multiple levels of supervision.
6. Advanced methods and techniques of emergency medical response.
7. Operational characteristics of fire apparatus and equipment; current safety practices as they related to equipment and procedures involved in the fire service.
8. Hazardous materials and chemical spill response techniques.
9. Mechanical, chemical, and related characteristics of a wide variety of flammable and explosive materials and objects.

- 10.● Principles of building construction and fire protection systems.
- 11.● Emergency medical care and basic life support techniques.
- 12.● Occupational Safety and Health Administration (OSHA) regulations applicable to the workplace.
- 13.● Applicable laws, codes, and regulations; legal, ethical, and professional rules of conduct for public-sector employees.
- 14.● Correct English usage including spelling, grammar, punctuation, and vocabulary.

Abilities to

- 1.● Manage and direct a comprehensive fire program including fire suppression, fire prevention, fire investigation, emergency medical service, disaster preparedness, hazardous materials response, and associated programs, services, and operations.
- 2.● Administer specific programs and staff through direct and subordinate supervision, including developing effective work teams and motivating individuals to meet goals and objectives and provide effective and efficient service.
- 3.● 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.
- 4.● Prepare clear and concise technical reports and correspondence; communicate findings clearly orally and in writing.
- 5.● Effectively use specialized fire suppression tools and equipment including safety equipment.
- 6.● Use initiative and independent judgment within general policy guidelines.
- 7.● Retain the presence of mind and act quickly and calmly in emergency situations.
- 8.● Effectively administer operations consistent with district policies and goals.
- 9.● Work effectively under pressure for deadlines, conflicting demands, and emergencies.
- 10.● Operate all fire and emergency equipment and apparatus; operate telecommunications equipment; administer medical care and life support procedures; establish and maintain effective working relationships.
- 11.● Evaluate narrative and statistical data pertaining to policy, fiscal, and District operation matters; analyze policies, regulations, projects, activities, and methods; implement administrative policies and work programs consistent with regulations of county policies and goals.
- 12.● Understand, interpret, and apply laws and regulations; present findings, recommendations, and policies to individuals and groups in an understandable and persuasive manner; communicate effectively in writing and orally on matters related to District policies, funding, and operations.

- 13.● Effectively use basic modern office equipment including, but not limited to, telephones, fax machines, and copiers; personal computer programs such as Microsoft Windows and Office; and other applicable programs and software; type at a rate sufficient to perform assigned duties.
- 14.● Demonstrate a 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 limited supervision; remain safe, socially moral, lawful, affective, adaptive, and efficient.
- 15.● Continue education and training and remain current on the latest policies and practices and required certifications.
- 16.● Represent the dDistrict in the court of law and testify on matters pertaining to the Deistrict.
- 17.● Pass a criminal history background check.

LICENSING, EDUCATION & OTHER REQUIREMENTS

- 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:
 - High school diploma or equivalent (An Associate's or Bachelor's Degree in fire science, business administration, or public administration, or other closely related field other closely related fields may be preferred); and
 - Graduation from an approved EMT or higher training program; and
 - At least six (6) years of progressively responsible experience in fire-fighting fire fighting and emergency medical services, three (3) of which must have been served as a chief officer such as a Battalion Chief level; and
 - At least two five (25) years as a company officer such as line Fire Captain.
- IFSAC or State of Nevada Firefighter I and II, and Company Officer, required.
- IFSAC or State of Nevada Fire Officer II or higher
- IFSAC or State of Nevada Fire Service Instructor II or higher
- Leadership I; and Leadership II required within 1 year of hire.
- Completion of ICS 100, 200, 300, 400, 700, and 800, is required. Up to two of the required certifications, except 100 and 200, may be obtained within 6 months of hire.
- Hazardous Materials Incident Commander, required.
- Must possess and maintain a Nevada Driver-Driver's License with F Endorsement or a Nevada Class A or B Commercial Driver-Driver's License.
- Must demonstrate the ability to instruct emergency services.
- Must be certified as an NFPA Incident Safety Officer; ICT 4 minimum.

Commented [JL3]: Personally, I think it should be a minimum of an Associates Degree. Thoughts?

Commented [JL4]: A good candidate should have some mastery in operations, and as a captain, that's where we gain the most operational knowledge.

Commented [JL5]: This class is required for Fire Officer 1

- Must demonstrate current or past certification as a Nevada Emergency Medical Technician, and current knowledge of the ALS system.
- Must be a resident of and reside within Storey County.
- Military experience applicable to the duties of this position may be preferred.
- Must pass a criminal background investigation.

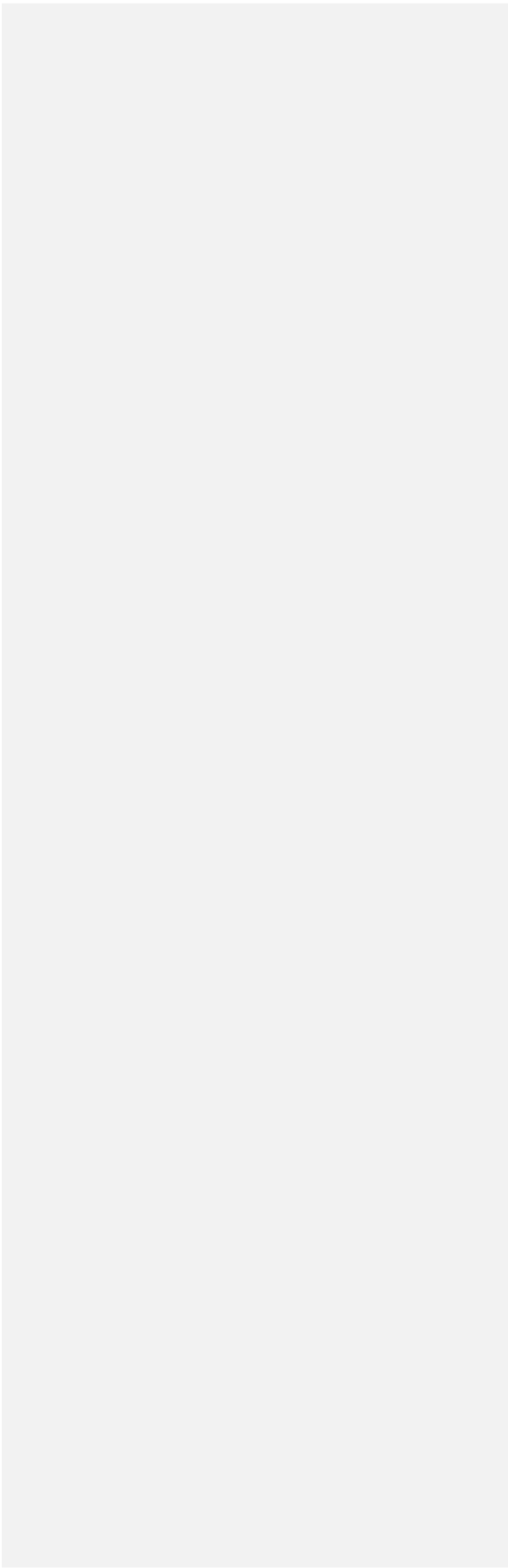
PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

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

- **Physical Requirements.** Strength, stamina, and dexterity to sit in a vehicle operating on rough roads, wildland areas, and off-road terrains; walk on uneven or slippery surfaces; repeatedly bend, stand, or sit; ~~eeasional~~ occasionally lifting ~~of~~ items weighing up to 50 pounds; reach for items above the head and below the feet; climb up and down ladders; enter confined spaces and other areas; visual acuity for field inspections; strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods; dexterity and coordination to handle files and single pieces of paper; manual dexterity and cognitive ability to operate a personal computer; ability to communicate via telephone and other telecommunications equipment. *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.*
- **Working Environment.** Work is typically performed under the following conditions: position functions indoors in an office environment where a portion of work is performed at a desk and on a computer, and work is performed in outdoor environments with intermittent to frequent exposure to a variety of extreme weather conditions, including heat, rain, snow, cold, wind, and dust. Possible exposure to excessive smoke, water, hazardous materials, and hazardous structure conditions. Work is typically performed independently. Frequent travel by motor vehicle and use of other motorized equipment. Work will include periodic contact with angry and upset individuals under stressful situations. Frequent interruptions to planned work activity by telephone calls, office visitors, and response to unplanned events.

This ~~job description~~ **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.

Employee Signature: _____ Date: _____





Board of Storey County Commissioners Agenda Action Report

Meeting date: 7/18/2023 10:00 AM -
BOCC Meeting

Estimate of Time Required: 30 mins

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of the annual review and evaluation of the performance of Austin Osborne, County Manager for the time period of July 1, 2022 through June 30, 2023. The Board may, without further notice, take administrative action against Austin Osborne, County Manager, if the Board determines that such administrative action is warranted after considering the character, alleged misconduct, professional competence, or physical or mental health of Mr. Osborne. At the end of the annual performance evaluation, the Board has the right to make changes to the existing goals and objectives of the position, the right to determine whether or not to provide a merit increase, bonus, or other compensation adjustment, the right to take adverse administrative action up to and including termination, or any other such action deemed warranted by the Board.
- **Recommended motion:** Take action as the Board deems appropriate.
- **Prepared by:** Brandie Lopez

Department:

Contact Number: 775-847-0968

- **Staff Summary:** In the Board's deliberations, the character, competence, and performance of the County Manager may be discussed and the Board may consider the job description, job duties, and other matters connected to this agenda item. The County Manager may be present at the meeting and may present evidence relating to his character, alleged misconduct, professional competence, or physical or mental health. The County Manager may also provide a self-evaluation. At the end of the annual performance evaluation, the Board may modify existing goals and objectives of the County Manager's job; determine whether or not to provide a merit increase, bonus, or other compensation adjustment; take adverse administrative action up to and including termination; or any other such action deemed warranted by the Board.
- **Supporting Materials:** See attached
- **Fiscal Impact:** Unknown
- **Legal review required:** False

- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

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

Storey County Manager's Self-Evaluation July 18, 2023

A. County Manager job description essential function elements:

- Develops goals and objectives
- Motivates staff
- Fosters team management
- Administrates policies
- Advises appropriate policies
- Administers contracts
- Evaluates staff
- Administers the budget
- Promotes economic development
- Resolves issues and complaints
- Assist the board
- Fosters team management
- Oversees the budget
- Serves as a public information officer
- Investigates
- Legislative representative
- Lobbyist
- Responds to emergencies

B. Primary elements of the County Manager's duties being evaluated in accordance with job description:

- Leadership
- Organizational Management
- Financial Management
- Human Resources Development
- Public Service
- Economic Development
- Personal Character
- Emergency Management
- Code of Ethics ICMA

C. Rating scale for each evaluation element. For each category, check which most closely applies. This self-evaluation will be considered by the board during its evaluation.

- **Distinguished:** The County Manager is so successful at this job criterion that special note should be made. This performance rank is in the top 10 percent.
- **Excellent:** Performance at this level is one of better performance in the organization, given the common standards and results. This is better than average performance.
- **Satisfactory:** Performance is at or above minimum standards. This level of performance is what one would expect from the most experience and competent manager.
- **Needs Improvement:** Performance is somewhat below what would be expected of an experienced and competent manager. However, there appears to be potential to improve the rating within a reasonable timeframe.
- **Unsatisfactory:** Performance is well below standards and there is serious question as to whether the person can improve to meet the minimum standard.

1. Leadership

- a. Motivates and encourages teamwork, innovation, and problem-solving
- b. Instills confidence and promotes initiative through support and encouragement
- c. Delegates authority appropriately

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- d. Affective advocate of county programs
- e. Communicates clearly with board, staff, and departments
- f. Leads in accordance with policies and board directives
- g. Leads according to strategic goals, objectives, and policies
- h. Positive relationship with board
- i. Positive relationship with staff, departments, and elected offices
- j. Represents board's interest in local and regional issues and projects
- k. Positive relationship with residents, businesses, and public
- l. Takes ownership of error
- m. Builds inter-local relations (local, state, federal)

____ ***Distinguished***

____ ***Excellent***

____ ***Satisfactory***

____ ***Needs Improvement***

____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

2. Organizational Management

- a. Implements and enforces board directives
- b. Follows organization policies and programs

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- c. Responds timely to board requests
- d. Reports are accurate, comprehensive, concise, and persuasive
- e. Effective Public Information Officer (PIO)
- f. Understands, supports, and enforces policies
- g. Reviews policies and recommends improvements
- h. Efficient and effective
- i. Detail oriented and avoids errors
- j. Resolves problems
- k. Delivers product

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

3. Financial Management

- a. Directs preparation of balanced budget
- b. Provides service at levels consistent with board policies and directives
- c. Keeps board apprised of major financial issues

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- d. Monitors budget expenditures to ensure funds are spent correctly
- e. Evaluates programs and services and makes appropriate adjustments
- f. Meets board policies, guidelines, and directives
- g. Exhibits responsible and appropriate expenditures
- h. Uses labor and resources efficiently
- i. Exhibits financial competency
- j. Anticipates and plans for future financial needs
- k. Utilizes federal and state grant and funding opportunities

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

4. Human Resources Development

- a. Ensures personnel policies conform to law
- b. Carries out personnel policies
- c. Professional manages the compensation and benefits plan

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- d. Promotes training and professional development
- e. Maintains staffing according to organizational needs and budget limits
- f. Retains and recruits competent personnel
- g. Treats all employees fairly and equitably
- h. Promptly addresses disciplinary problems
- i. Takes appropriate corrective action
- j. Monitors and evaluates performance
- k. Evaluates and coaches consistently and fairly

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

5. Public Service

- a. Positive impression by citizens
- b. Visible, approachable, accessible, and responsive
- c. Displays diplomacy when responding to others

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- d. Displays positive public image of the county
- e. Outgoing to meet with citizens and communities
- f. Communicates with citizens
- g. Citizen and customer oriented
- h. Responds timely to citizen complaints

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

6. Economic Development

- a. Builds private-public partnerships
- b. Fosters inter-jurisdictional cooperation

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- c. Responds quickly to stakeholder needs
- d. Adapts to changing economic environment
- e. Knows county assets, strengths, weaknesses, and opportunities
- f. Builds positive image of county based on facts
- g. Demonstrates consistency and integrity

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

7. Personal Character

- a. Shows originality in approaching problems

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- b. Takes rational, impersonal, and unbiased approach based on facts and qualified opinions
- c. Energetic and willing to spend time to do exceptional work
- d. Reaches quality decisions in timely fashion
- e. Honest and forthcoming in professional capacities
- f. Reputation in community for honesty and integrity
- g. Accepts constructive criticism and takes ownership for mistakes

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

8. Emergency Management

- a. Leads and manages effectively during crises
- b. Inter-jurisdictional cooperation

Storey County Manager Annual Evaluation
Evaluation Period: 7-1-2022 to 6-30-2023

- c. Supports emergency management planning
- d. Maintains conformance with emergency management requirements

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

- 9. ICMA Code of Ethics:** The County Manager has exhibited excellent conformance with the Code of Ethics of the International County Manager's Association ICMA

_____ *Conformed to the ICMA Code of Ethics*

_____ *Did not conform to one or more of the ICMA Code of Ethics (Circle which of the tenant(s) above with which conformance did not occur.)*

ICMA Code of Ethics

Tenet 1 – Be dedicated to the concepts of effective and democratic local government by responsible elected officials and believe that professional general management is essential to the achievement of this objective.

Tenet 2 – Affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant

Tenet 3 – Demonstrate by word and action the highest standards of ethical conduct and integrity in all public, professional, and personal relationships in order that the member may merit the trust and respect of the elected and appointed officials, employees, and the public.

Tenet 4 – Recognize that the chief function of local government at all times is to serve the best interests of all people.

Tenet 5 – Submit policy proposals to elected officials; provide them with facts and advice on matters of policy as a basis for making decisions and setting community goals; and uphold and implement local government policies adopted by elected officials.

Tenet 6 – Recognize that elected representatives of the people are entitled to the credit for the establishment of local government policies; responsibility for policy execution rests with the members.

Tenet 7 – Refrain from all political activities which undermine public confidence in professional administrators. Refrain from participation in the election of the members of the employing legislative body.

Tenet 8 – Make it a duty continually to improve the member's professional ability and to develop the competence of associates in the use of management techniques.

Tenet 9 – Keep the community informed on local government affairs; encourage communication between the citizens and all local government officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.

Tenet 10 – Resist any encroachment on professional responsibilities, believing the member should be free to carry out official policies without interference, and handle each problem without discrimination on the basis of principle and justice.

Tenet 11 – Handle all matters of personnel on the basis of merit so that fairness and impartiality govern a member's decisions, pertaining to appointments, pay adjustments, promotions, and discipline.

Tenet 12 – Public office is a public trust. A member shall not leverage his or her position for personal gain or benefit.

County Commissioner's Annual Evaluation of the Storey County Manager

Date of Evaluation: July 18, 2023

County Manager Being Evaluated: Austin Osborne

Evaluator:

Evaluation Period: 7-1-2022 to 6-30-23

A. County Manager job description essential function elements:

- Develops goals and objectives
- Motivates staff
- Fosters team management
- Administers policies
- Advises appropriate policies
- Administers contracts
- Evaluates staff
- Administers the budget
- Promotes economic development
- Resolves issues and complaints
- Assist the board
- Fosters team management
- Oversees the budget
- Serves as a public information officer
- Investigates
- Legislative representative
- Lobbyist
- Responds to emergencies

B. Primary elements of the County Manager's duties being evaluated in accordance with job description:

- Leadership
- Organizational Management
- Financial Management
- Human Resources Development
- Public Service
- Economic Development
- Personal Character
- Emergency Management
- Code of Ethics ICMA

C. Rating scale for each evaluation element. For each category, check which most closely applies. The commissioners should discuss each element collaboratively and individually decide what rating to assign for that element. The commissioners should also review and consider the ratings in the County Manager's self-evaluation.

- **Distinguished:** The County Manager is so successful at this job criterion that special note should be made. This performance rank is in the top 10 percent.
- **Excellent:** Performance at this level is one of better performance in the organization, given the common standards and results. This is better than average performance.
- **Satisfactory:** Performance is at or above minimum standards. This level of performance is what one would expect from the most experience and competent manager.
- **Needs Improvement:** Performance is somewhat below what would be expected of an experienced and competent manager. However, there appears to be potential to improve the rating within a reasonable timeframe.
- **Unsatisfactory:** Performance is well below standards and there is serious question as to whether the person can improve to meet the minimum standard.

1. Leadership

- a. Motivates and encourages teamwork, innovation, and problem-solving
- b. Instills confidence and promotes initiative through support and encouragement
- c. Delegates authority appropriately
- d. Affective advocate of county programs
- e. Communicates clearly with board, staff, and departments
- f. Leads in accordance with policies and board directives
- g. Leads according to strategic goals, objectives, and policies
- h. Positive relationship with board
- i. Positive relationship with staff, departments, and elected offices
- j. Represents board's interest in local and regional issues and projects
- k. Positive relationship with residents, businesses, and public
- l. Takes ownership of error
- m. Builds inter-local relations (local, state, federal)

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

2. Organizational Management

- a. Implements and enforces board directives
- b. Follows organization policies and programs
- c. Responds timely to board requests
- d. Reports are accurate, comprehensive, concise, and persuasive
- e. Effective Public Information Officer (PIO)
- f. Understands, supports, and enforces policies
- g. Reviews policies and recommends improvements
- h. Efficient and effective
- i. Detail oriented and avoids errors
- j. Resolves problems
- k. Delivers product

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

3. Financial Management

- a. Directs preparation of balanced budget
- b. Provides service at levels consistent with board policies and directives
- c. Keeps board apprised of major financial issues
- d. Monitors budget expenditures to ensure funds are spent correctly
- e. Evaluates programs and services and makes appropriate adjustments
- f. Meets board policies, guidelines, and directives
- g. Exhibits responsible and appropriate expenditures
- h. Uses labor and resources efficiently
- i. Exhibits financial competency
- j. Anticipates and plans for future financial needs
- k. Utilizes federal and state grant and funding opportunities

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

4. Human Resources Development

- a. Ensures personnel policies conform to law
- b. Carries out personnel policies
- c. Professional manages the compensation and benefits plan
- d. Promotes training and professional development
- e. Maintains staffing according to organizational needs and budget limits
- f. Retains and recruits competent personnel
- g. Treats all employees fairly and equitably
- h. Promptly addresses disciplinary problems
- i. Takes appropriate corrective action
- j. Monitors and evaluates performance
- k. Evaluates and coaches consistently and fairly

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

5. Public Service

- a. Positive impression by citizens
- b. Visible, approachable, accessible, and responsive
- c. Displays diplomacy when responding to others
- d. Displays positive public image of the county
- e. Outgoing to meet with citizens and communities
- f. Communicates with citizens
- g. Citizen and customer oriented
- h. Responds timely to citizen complaints

____ *Distinguished*

____ *Excellent*

____ *Satisfactory*

____ *Needs Improvement*

____ *Unsatisfactory*

Comments:

New or additional goals for the future:

6. Economic Development

- a. Builds private-public partnerships
- b. Fosters inter-jurisdictional cooperation
- c. Responds quickly to stakeholder needs
- d. Adapts to changing economic environment
- e. Knows county assets, strengths, weaknesses, and opportunities
- f. Builds positive image of county based on facts
- g. Demonstrates consistency and integrity

_____ ***Distinguished***

_____ ***Excellent***

_____ ***Satisfactory***

_____ ***Needs Improvement***

_____ ***Unsatisfactory***

Comments:

New or additional goals for the future:

7. Personal Character

- a. Shows originality in approaching problems
- b. Takes rational, impersonal, and unbiased approach based on facts and qualified opinions
- c. Energetic and willing to spend time to do exceptional work
- d. Reaches quality decisions in timely fashion
- e. Honest and forthcoming in professional capacities
- f. Reputation in community for honesty and integrity
- g. Accepts constructive criticism and takes ownership for mistakes

____ *Distinguished*

____ *Excellent*

____ *Satisfactory*

____ *Needs Improvement*

____ *Unsatisfactory*

Comments:

New or additional goals for the future:

8. Emergency Management

- a. Leads and manages effectively during crises
- b. Inter-jurisdictional cooperation
- c. Supports emergency management planning
- d. Maintains conformance with emergency management requirements

_____ *Distinguished*

_____ *Excellent*

_____ *Satisfactory*

_____ *Needs Improvement*

_____ *Unsatisfactory*

Comments:

New or additional goals for the future:

9. **ICMA Code of Ethics:** The County Manager has exhibited excellent conformance with the Code of Ethics of the International County Manager's Association ICMA

_____ *Conformed to the ICMA Code of Ethics*

_____ *Did not conform to one or more of the ICMA Code of Ethics (Circle which of the tenant(s) above with which conformance did not occur.)*

ICMA Code of Ethics

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Tenet 2 – Affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant

Tenet 3 – Demonstrate by word and action the highest standards of ethical conduct and integrity in all public, professional, and personal relationships in order that the member may merit the trust and respect of the elected and appointed officials, employees, and the public.

Tenet 4 – Recognize that the chief function of local government at all times is to serve the best interests of all people.

Tenet 5 – Submit policy proposals to elected officials; provide them with facts and advice on matters of policy as a basis for making decisions and setting community goals; and uphold and implement local government policies adopted by elected officials.

Tenet 6 – Recognize that elected representatives of the people are entitled to the credit for the establishment of local government policies; responsibility for policy execution rests with the members.

Tenet 7 – Refrain from all political activities which undermine public confidence in professional administrators. Refrain from participation in the election of the members of the employing legislative body.

Tenet 8 – Make it a duty continually to improve the member's professional ability and to develop the competence of associates in the use of management techniques.

Tenet 9 – Keep the community informed on local government affairs; encourage communication between the citizens and all local government officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.

Tenet 10 – Resist any encroachment on professional responsibilities, believing the member should be free to carry out official policies without interference, and handle each problem without discrimination on the basis of principle and justice.

Tenet 11 – Handle all matters of personnel on the basis of merit so that fairness and impartiality govern a member's decisions, pertaining to appointments, pay adjustments, promotions, and discipline.

Tenet 12 – Public office is a public trust. A member shall not leverage his or her position for personal gain or benefit.

RESOLUTION NO. 23-693

A RESOLUTION SETTING SALARIES OF EMPLOYEES FIXED BY ORDINANCE OR RESOLUTION PER NRS 245.045 FOR APPOINTED OFFICIALS.

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

WHEREAS, for the purposes of NRS 245.045, the Storey County Board of County Commissioners has authority to establish the salaries of all appointed and non-represented County employees by the enactment of a resolution.

WHEREAS, the salaries of all appointed officials and non-represented county employees, except certain Sheriff's Office employees set by collective bargaining agreement, are consistently to be derived from a similar step and grade range salary system shown in the General Salary Schedule (Attachment A) for appointed officials and non-represented employees of the county.

WHEREAS, the General Salary Schedule step and grade ranges (Attachment A) will be consistent with the AFSCME general employees salary schedule and will be adjusted accordingly on a year-by-year basis to account for cost-of-living and to maintain consistency in the county's classification plan.

WHEREAS, the salary grade range of appointed officials and non-represented employees shall be as follows for the 2023-24 fiscal period:

Position	Salary Grade
Administrative Assistant I	Grade 110
Administrative Assistant II	Grade 116
Administrative Assistant III	Grade 119
Assistant Sheriff	Grade 148
Automotive/Equipment Manager	Grade 133
Bailiff/Court Services Officer	Grade 124
Buildings and Grounds Manager	Grade 133
Building Official	Grade 144
Business Development Officer	Grade 140
Chief Deputy District Attorney	Grade 153
Community Development Director	Grade 152
Community Services Coordinator	Grade 130
Comptroller	Grade 154
Corrections Officer	Grade 117
County Manager	Grade 161
Culinary Coordinator	Grade 117
Cyber Security Officer	Grade 133
Deputy District Attorney	Grade 152

Dispatch Manager	Grade 140
Emergency Management Director	Grade 144
Tourism and Event Manager	Grade 135
Event and Site Manager	Grade 124
Grants Manager	Grade 135
HR Director	Grade 144
HR Generalist	Grade 124
Information Technology Director	Grade 152
Information Technology Officer	Grade 140
Kitchen Aide	Grade 108
Management Analyst	Grade 131
Meals on Wheels Coordinator	Grade 110
Planning Manager	Grade 144
Public Works Director	Grade 152
Roads Manager	Grade 133
Senior Center Site Manager	Grade 119
Senior Services Director	Grade 140
Tourism Director	Grade 152

WHEREAS, the salary grade and step range of casual intermittent less-than part-time positions in the General Salary Schedule (Attachment A) shall be as follows for the 2023-24 fiscal period:

IPT Administrative Assistant I	Grade 110
IPT Administrative Assistant II	Grade 116
IPT Deputy	Deputy
IPT Evidence Custodian	Grade 115
IPT Facilities Maintenance Worker	Grade 110
IPT Homemaker	Grade 102
IPT Inmate Work Crew Coordinator	Grade 117
IPT Lifeguard	Grade 100
IPT Maintenance Worker/Heavy Equipment Operator	Grade 118
IPT Park Maintenance Worker	Grade 105
IPT Pool Maintenance Worker	Grade 110
IPT Pool Supervisor	Grade 108
IPT Program Coordinator (Senior Services)	Grade 104
IPT Road Worker	Grade 110
IPT Volunteer Coordinator (Sheriff Office)	Grade 117
IPT Tourism Assistant	Grade 110
IPT Tourism Transportation Driver	Grade 110
IPT Transportation Driver	Grade 102
IPT Visitor Liaison	Grade 110

WHEREAS, the flat-rate salaries for the positions below shall be set by the Storey County Board of Commissioners as follows:

Government Affairs Director	\$30,000 (salary split 50/50 with SCSD)
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Justice of the Peace

\$ 89,500

WHEREAS, salaries are set by the Nevada Legislature and County Commissioners for elected positions as follows:

Assessor	\$71,361
Commissioners	\$30,806.31
Clerk/Treasurer	\$71,361
District Attorney	\$122,678
Recorder	\$71,361
Sheriff	\$96,937

WHEREAS, if there is a PERS increase, said increase will be shared equally between Storey County and the employee in accordance with NRS 286.421 (3) (a) (1).

NOW, THEREFORE BE IT RESOLVED BY THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS, by unanimous vote, to adopt Resolution 23-693 providing for the setting of salaries for the appointed officials and non-represented employees.

This resolution shall be effective on the 1st day of July 2023.

PROPOSED AND ADOPTED this 20th day of June 2023.

THOSE VOTING AYE:

THOSE VOTING NAY:

STOREY COUNTY

BOARD OF COUNTY COMMISSIONERS:

Jay Carmona, Chairman

ATTEST:

CLERK TO THE BOARD

AFSCME and NON-Rep chart

	1 (7/2023)	Hourly Step 1	2	Hourly Step 2	3	Hourly Step 3	4	Hourly Step 4	5	Hourly Step 5	6
97	28,545.73	\$ 13.72	29,544.83	\$ 14.20	30,578.90	\$ 14.70	31,649.16	\$ 15.22	32,756.88	\$ 15.75	33,903.37
98	29,274.17	\$ 14.07	30,298.76	\$ 14.57	31,359.22	\$ 15.08	32,456.79	\$ 15.60	33,592.78	\$ 16.15	34,768.53
99	30,025.37	\$ 14.44	31,076.26	\$ 14.94	32,163.93	\$ 15.46	33,289.67	\$ 16.00	34,454.81	\$ 16.56	35,660.72
100	30,799.34	\$ 14.81	31,877.32	\$ 15.33	32,993.02	\$ 15.86	34,147.78	\$ 16.42	35,342.95	\$ 16.99	36,579.95
101	31,596.07	\$ 15.19	32,701.93	\$ 15.72	33,846.50	\$ 16.27	35,031.13	\$ 16.84	36,257.22	\$ 17.43	37,526.22
102	32,415.56	\$ 15.58	33,550.11	\$ 16.13	34,724.36	\$ 16.69	35,939.72	\$ 17.28	37,197.61	\$ 17.88	38,499.52
103	33,257.82	\$ 15.99	34,421.85	\$ 16.55	35,626.61	\$ 17.13	36,873.54	\$ 17.73	38,164.12	\$ 18.35	39,499.86
104	34,100.08	\$ 16.39	35,293.58	\$ 16.97	36,528.86	\$ 17.56	37,807.37	\$ 18.18	39,130.63	\$ 18.81	40,500.20
105	34,965.10	\$ 16.81	36,188.88	\$ 17.40	37,455.49	\$ 18.01	38,766.44	\$ 18.64	40,123.26	\$ 19.29	41,527.57
106	35,852.89	\$ 17.24	37,107.74	\$ 17.84	38,406.51	\$ 18.46	39,750.74	\$ 19.11	41,142.02	\$ 19.78	42,581.99
107	36,763.44	\$ 17.67	38,050.16	\$ 18.29	39,381.91	\$ 18.93	40,760.28	\$ 19.60	42,186.89	\$ 20.28	43,663.43
108	37,696.75	\$ 18.12	39,016.14	\$ 18.76	40,381.70	\$ 19.41	41,795.06	\$ 20.09	43,257.89	\$ 20.80	44,771.92
109	38,675.59	\$ 18.59	40,029.24	\$ 19.24	41,430.26	\$ 19.92	42,880.32	\$ 20.62	44,381.13	\$ 21.34	45,934.47
110	39,679.13	\$ 19.08	41,067.90	\$ 19.74	42,505.27	\$ 20.44	43,992.96	\$ 21.15	45,532.71	\$ 21.89	47,126.36
111	40,671.11	\$ 19.55	42,094.59	\$ 20.24	43,567.90	\$ 20.95	45,092.78	\$ 21.68	46,671.03	\$ 22.44	48,304.51
112	41,687.86	\$ 20.04	43,146.94	\$ 20.74	44,657.08	\$ 21.47	46,220.08	\$ 22.22	47,837.78	\$ 23.00	49,512.11
113	42,730.09	\$ 20.54	44,225.64	\$ 21.26	45,773.54	\$ 22.01	47,375.61	\$ 22.78	49,033.76	\$ 23.57	50,749.94
114	43,798.33	\$ 21.06	45,331.27	\$ 21.79	46,917.87	\$ 22.56	48,559.99	\$ 23.35	50,259.59	\$ 24.16	52,018.68
115	44,893.28	\$ 21.58	46,464.54	\$ 22.34	48,090.80	\$ 23.12	49,773.98	\$ 23.93	51,516.07	\$ 24.77	53,319.13
116	46,015.62	\$ 22.12	47,626.16	\$ 22.90	49,293.08	\$ 23.70	51,018.34	\$ 24.53	52,803.98	\$ 25.39	54,652.12
117	47,166.00	\$ 22.68	48,816.81	\$ 23.47	50,525.40	\$ 24.29	52,293.79	\$ 25.14	54,124.07	\$ 26.02	56,018.42
118	48,345.16	\$ 23.24	50,037.24	\$ 24.06	51,788.54	\$ 24.90	53,601.14	\$ 25.77	55,477.18	\$ 26.67	57,418.88
119	49,553.79	\$ 23.82	51,288.18	\$ 24.66	53,083.26	\$ 25.52	54,941.18	\$ 26.41	56,864.12	\$ 27.34	58,854.36
120	50,792.64	\$ 24.42	52,570.38	\$ 25.27	54,410.35	\$ 26.16	56,314.71	\$ 27.07	58,285.72	\$ 28.02	60,325.72
121	52,062.44	\$ 25.03	53,884.62	\$ 25.91	55,770.58	\$ 26.81	57,722.55	\$ 27.75	59,742.84	\$ 28.72	61,833.84
122	53,364.01	\$ 25.66	55,231.75	\$ 26.55	57,164.86	\$ 27.48	59,165.63	\$ 28.45	61,236.43	\$ 29.44	63,379.71
123	54,698.11	\$ 26.30	56,612.54	\$ 27.22	58,593.98	\$ 28.17	60,644.77	\$ 29.16	62,767.34	\$ 30.18	64,964.19
124	56,065.56	\$ 26.95	58,027.86	\$ 27.90	60,058.83	\$ 28.87	62,160.89	\$ 29.89	64,336.52	\$ 30.93	66,588.30
125	57,467.19	\$ 27.63	59,478.55	\$ 28.60	61,560.30	\$ 29.60	63,714.91	\$ 30.63	65,944.93	\$ 31.70	68,253.00
126	58,903.89	\$ 28.32	60,965.52	\$ 29.31	63,099.32	\$ 30.34	65,307.79	\$ 31.40	67,593.57	\$ 32.50	69,959.34
127	60,376.48	\$ 29.03	62,489.65	\$ 30.04	64,676.79	\$ 31.09	66,940.48	\$ 32.18	69,283.40	\$ 33.31	71,708.31
128	61,885.87	\$ 29.75	64,051.88	\$ 30.79	66,293.69	\$ 31.87	68,613.97	\$ 32.99	71,015.46	\$ 34.14	73,501.00
129	63,433.05	\$ 30.50	65,653.21	\$ 31.56	67,951.07	\$ 32.67	70,329.36	\$ 33.81	72,790.89	\$ 35.00	75,338.57
130	65,018.86	\$ 31.26	67,294.52	\$ 32.35	69,649.83	\$ 33.49	72,087.57	\$ 34.66	74,610.64	\$ 35.87	77,222.01
131	66,644.33	\$ 32.04	68,976.88	\$ 33.16	71,391.07	\$ 34.32	73,889.76	\$ 35.52	76,475.90	\$ 36.77	79,152.56
132	68,310.44	\$ 32.84	70,701.31	\$ 33.99	73,175.85	\$ 35.18	75,737.01	\$ 36.41	78,387.80	\$ 37.69	81,131.38
133	70,018.19	\$ 33.66	72,468.83	\$ 34.84	75,005.24	\$ 36.06	77,630.42	\$ 37.32	80,347.49	\$ 38.63	83,159.65
134	71,768.66	\$ 34.50	74,280.56	\$ 35.71	76,880.38	\$ 36.96	79,571.19	\$ 38.26	82,356.19	\$ 39.59	85,238.65
135	73,562.87	\$ 35.37	76,137.57	\$ 36.60	78,802.38	\$ 37.89	81,560.47	\$ 39.21	84,415.08	\$ 40.58	87,369.61

	1 (7/2023)	Hourly Step 1	2	Hourly Step 2	3	Hourly Step 3	4	Hourly Step 4	5	Hourly Step 5	6
136	75,401.95	\$ 36.25	78,041.02	\$ 37.52	80,772.46	\$ 38.83	83,599.50	\$ 40.19	86,525.48	\$ 41.60	89,553.87
137	77,287.00	\$ 37.16	79,992.04	\$ 38.46	82,791.76	\$ 39.80	85,689.48	\$ 41.20	88,688.61	\$ 42.64	91,792.71
138	79,219.18	\$ 38.09	81,991.85	\$ 39.42	84,861.57	\$ 40.80	87,831.72	\$ 42.23	90,905.83	\$ 43.70	94,087.54
139	81,199.67	\$ 39.04	84,041.66	\$ 40.40	86,983.12	\$ 41.82	90,027.53	\$ 43.28	93,178.49	\$ 44.80	96,439.74
140	83,229.67	\$ 40.01	86,142.71	\$ 41.41	89,157.70	\$ 42.86	92,278.22	\$ 44.36	95,507.96	\$ 45.92	98,850.74
141	85,310.38	\$ 41.01	88,296.25	\$ 42.45	91,386.62	\$ 43.94	94,585.15	\$ 45.47	97,895.63	\$ 47.07	101,321.98
142	87,443.16	\$ 42.04	90,503.67	\$ 43.51	93,671.30	\$ 45.03	96,949.79	\$ 46.61	100,343.03	\$ 48.24	103,855.04
143	89,629.24	\$ 43.09	92,766.26	\$ 44.60	96,013.08	\$ 46.16	99,373.54	\$ 47.78	102,851.61	\$ 49.45	106,451.42
144	91,869.96	\$ 44.17	95,085.41	\$ 45.71	98,413.40	\$ 47.31	101,857.87	\$ 48.97	105,422.90	\$ 50.68	109,112.70
145	94,166.71	\$ 45.27	97,462.55	\$ 46.86	100,873.74	\$ 48.50	104,404.32	\$ 50.19	108,058.47	\$ 51.95	111,840.51
146	96,520.89	\$ 46.40	99,899.12	\$ 48.03	103,395.59	\$ 49.71	107,014.44	\$ 51.45	110,759.94	\$ 53.25	114,636.54
147	98,933.91	\$ 47.56	102,396.60	\$ 49.23	105,980.48	\$ 50.95	109,689.80	\$ 52.74	113,528.94	\$ 54.58	117,502.45
148	101,407.23	\$ 48.75	104,956.48	\$ 50.46	108,629.96	\$ 52.23	112,432.01	\$ 54.05	116,367.13	\$ 55.95	120,439.98
149	103,942.43	\$ 49.97	107,580.41	\$ 51.72	111,345.73	\$ 53.53	115,242.83	\$ 55.41	119,276.32	\$ 57.34	123,451.00
150	106,540.98	\$ 51.22	110,269.91	\$ 53.01	114,129.36	\$ 54.87	118,123.89	\$ 56.79	122,258.23	\$ 58.78	126,537.26
151	109,204.52	\$ 52.50	113,026.67	\$ 54.34	116,982.61	\$ 56.24	121,077.00	\$ 58.21	125,314.69	\$ 60.25	129,700.71
152	111,934.63	\$ 53.81	115,852.35	\$ 55.70	119,907.18	\$ 57.65	124,103.93	\$ 59.67	128,447.57	\$ 61.75	132,943.23
153	114,733.01	\$ 55.16	118,748.66	\$ 57.09	122,904.87	\$ 59.09	127,206.54	\$ 61.16	131,658.76	\$ 63.30	136,266.82
154	117,601.32	\$ 56.54	121,717.36	\$ 58.52	125,977.47	\$ 60.57	130,386.68	\$ 62.69	134,950.22	\$ 64.88	139,673.48
155	120,541.35	\$ 57.95	124,760.30	\$ 59.98	129,126.91	\$ 62.08	133,646.35	\$ 64.25	138,323.97	\$ 66.50	143,165.31
156	123,554.90	\$ 59.40	127,879.32	\$ 61.48	132,355.10	\$ 63.63	136,987.53	\$ 65.86	141,782.09	\$ 68.16	146,744.46
157	126,643.76	\$ 60.89	131,076.29	\$ 63.02	135,663.96	\$ 65.22	140,412.20	\$ 67.51	145,326.62	\$ 69.87	150,413.06
158	129,809.85	\$ 62.41	134,353.19	\$ 64.59	139,055.56	\$ 66.85	143,922.50	\$ 69.19	148,959.79	\$ 71.62	154,173.38
159	133,055.10	\$ 63.97	137,712.03	\$ 66.21	142,531.95	\$ 68.52	147,520.57	\$ 70.92	152,683.79	\$ 73.41	158,027.72
160	136,381.49	\$ 65.57	141,154.85	\$ 67.86	146,095.27	\$ 70.24	151,208.60	\$ 72.70	156,500.90	\$ 75.24	161,978.43
161	139,791.02	\$ 67.21	144,683.71	\$ 69.56	149,747.64	\$ 71.99	154,988.80	\$ 74.51	160,413.41	\$ 77.12	166,027.88
162	143,285.79	\$ 68.89	148,300.80	\$ 71.30	153,491.32	\$ 73.79	158,863.52	\$ 76.38	164,423.74	\$ 79.05	170,178.57
163	146,867.95	\$ 70.61	152,008.32	\$ 73.08	157,328.62	\$ 75.64	162,835.12	\$ 78.29	168,534.35	\$ 81.03	174,433.05
164	150,539.64	\$ 72.37	155,808.53	\$ 74.91	161,261.83	\$ 77.53	166,905.99	\$ 80.24	172,747.70	\$ 83.05	178,793.87
165	154,303.14	\$ 74.18	159,703.75	\$ 76.78	165,293.38	\$ 79.47	171,078.65	\$ 82.25	177,066.40	\$ 85.13	183,263.72

	Hourly Step 6	7	Hourly Step 7	8	Hourly Step 8	9	Hourly Step 9	10	Hourly Step 10
97	\$ 16.30	35,089.99	\$ 16.87	36,318.14	\$ 17.46	37,589.27	\$ 18.07	38,904.90	\$ 18.70
98	\$ 16.72	35,985.43	\$ 17.30	37,244.92	\$ 17.91	38,548.49	\$ 18.53	39,897.69	\$ 19.18
99	\$ 17.14	36,908.85	\$ 17.74	38,200.66	\$ 18.37	39,537.68	\$ 19.01	40,921.50	\$ 19.67
100	\$ 17.59	37,860.25	\$ 18.20	39,185.36	\$ 18.84	40,556.85	\$ 19.50	41,976.34	\$ 20.18
101	\$ 18.04	38,839.64	\$ 18.67	40,199.02	\$ 19.33	41,605.99	\$ 20.00	43,062.20	\$ 20.70
102	\$ 18.51	39,847.01	\$ 19.16	41,241.65	\$ 19.83	42,685.11	\$ 20.52	44,179.09	\$ 21.24
103	\$ 18.99	40,882.36	\$ 19.65	42,313.24	\$ 20.34	43,794.20	\$ 21.05	45,327.00	\$ 21.79
104	\$ 19.47	41,917.71	\$ 20.15	43,384.83	\$ 20.86	44,903.30	\$ 21.59	46,474.91	\$ 22.34
105	\$ 19.97	42,981.04	\$ 20.66	44,485.38	\$ 21.39	46,042.36	\$ 22.14	47,653.85	\$ 22.91
106	\$ 20.47	44,072.36	\$ 21.19	45,614.89	\$ 21.93	47,211.41	\$ 22.70	48,863.81	\$ 23.49
107	\$ 20.99	45,191.65	\$ 21.73	46,773.36	\$ 22.49	48,410.43	\$ 23.27	50,104.79	\$ 24.09
108	\$ 21.52	46,338.93	\$ 22.28	47,960.80	\$ 23.06	49,639.42	\$ 23.87	51,376.80	\$ 24.70
109	\$ 22.08	47,542.18	\$ 22.86	49,206.16	\$ 23.66	50,928.37	\$ 24.48	52,710.86	\$ 25.34
110	\$ 22.66	48,775.78	\$ 23.45	50,482.93	\$ 24.27	52,249.83	\$ 25.12	54,078.58	\$ 26.00
111	\$ 23.22	49,995.17	\$ 24.04	51,745.00	\$ 24.88	53,556.08	\$ 25.75	55,430.54	\$ 26.65
112	\$ 23.80	51,245.03	\$ 24.64	53,038.61	\$ 25.50	54,894.96	\$ 26.39	56,816.28	\$ 27.32
113	\$ 24.40	52,526.19	\$ 25.25	54,364.60	\$ 26.14	56,267.36	\$ 27.05	58,236.72	\$ 28.00
114	\$ 25.01	53,839.33	\$ 25.88	55,723.71	\$ 26.79	57,674.04	\$ 27.73	59,692.63	\$ 28.70
115	\$ 25.63	55,185.30	\$ 26.53	57,116.78	\$ 27.46	59,115.87	\$ 28.42	61,184.93	\$ 29.42
116	\$ 26.28	56,564.94	\$ 27.19	58,544.72	\$ 28.15	60,593.78	\$ 29.13	62,714.56	\$ 30.15
117	\$ 26.93	57,979.06	\$ 27.87	60,008.33	\$ 28.85	62,108.62	\$ 29.86	64,282.42	\$ 30.91
118	\$ 27.61	59,428.54	\$ 28.57	61,508.54	\$ 29.57	63,661.34	\$ 30.61	65,889.49	\$ 31.68
119	\$ 28.30	60,914.27	\$ 29.29	63,046.27	\$ 30.31	65,252.88	\$ 31.37	67,536.74	\$ 32.47
120	\$ 29.00	62,437.13	\$ 30.02	64,622.42	\$ 31.07	66,884.21	\$ 32.16	69,225.16	\$ 33.28
121	\$ 29.73	63,998.03	\$ 30.77	66,237.96	\$ 31.85	68,556.29	\$ 32.96	70,955.76	\$ 34.11
122	\$ 30.47	65,598.00	\$ 31.54	67,893.93	\$ 32.64	70,270.21	\$ 33.78	72,729.67	\$ 34.97
123	\$ 31.23	67,237.94	\$ 32.33	69,591.27	\$ 33.46	72,026.96	\$ 34.63	74,547.91	\$ 35.84
124	\$ 32.01	68,918.89	\$ 33.13	71,331.06	\$ 34.29	73,827.64	\$ 35.49	76,411.61	\$ 36.74
125	\$ 32.81	70,641.85	\$ 33.96	73,114.32	\$ 35.15	75,673.32	\$ 36.38	78,321.89	\$ 37.65
126	\$ 33.63	72,407.92	\$ 34.81	74,942.20	\$ 36.03	77,565.17	\$ 37.29	80,279.95	\$ 38.60
127	\$ 34.48	74,218.11	\$ 35.68	76,815.74	\$ 36.93	79,504.29	\$ 38.22	82,286.94	\$ 39.56
128	\$ 35.34	76,073.54	\$ 36.57	78,736.11	\$ 37.85	81,491.87	\$ 39.18	84,344.09	\$ 40.55
129	\$ 36.22	77,975.42	\$ 37.49	80,704.56	\$ 38.80	83,529.22	\$ 40.16	86,452.74	\$ 41.56
130	\$ 37.13	79,924.78	\$ 38.43	82,722.15	\$ 39.77	85,617.43	\$ 41.16	88,614.04	\$ 42.60
131	\$ 38.05	81,922.90	\$ 39.39	84,790.20	\$ 40.76	87,757.86	\$ 42.19	90,829.38	\$ 43.67
132	\$ 39.01	83,970.97	\$ 40.37	86,909.96	\$ 41.78	89,951.81	\$ 43.25	93,100.12	\$ 44.76
133	\$ 39.98	86,070.24	\$ 41.38	89,082.70	\$ 42.83	92,200.59	\$ 44.33	95,427.61	\$ 45.88
134	\$ 40.98	88,222.01	\$ 42.41	91,309.78	\$ 43.90	94,505.62	\$ 45.44	97,813.32	\$ 47.03
135	\$ 42.00	90,427.55	\$ 43.47	93,592.51	\$ 45.00	96,868.25	\$ 46.57	100,258.64	\$ 48.20

	Hourly Step 6	7	Hourly Step 7	8	Hourly Step 8	9	Hourly Step 9	10	Hourly Step 10
136	\$ 43.05	92,688.25	\$ 44.56	95,932.34	\$ 46.12	99,289.98	\$ 47.74	102,765.12	\$ 49.41
137	\$ 44.13	95,005.45	\$ 45.68	98,330.65	\$ 47.27	101,772.22	\$ 48.93	105,334.25	\$ 50.64
138	\$ 45.23	97,380.60	\$ 46.82	100,788.92	\$ 48.46	104,316.53	\$ 50.15	107,967.61	\$ 51.91
139	\$ 46.37	99,815.13	\$ 47.99	103,308.66	\$ 49.67	106,924.46	\$ 51.41	110,666.82	\$ 53.21
140	\$ 47.52	102,310.51	\$ 49.19	105,891.38	\$ 50.91	109,597.58	\$ 52.69	113,433.49	\$ 54.54
141	\$ 48.71	104,868.24	\$ 50.42	108,538.63	\$ 52.18	112,337.49	\$ 54.01	116,269.30	\$ 55.90
142	\$ 49.93	107,489.97	\$ 51.68	111,252.12	\$ 53.49	115,145.94	\$ 55.36	119,176.05	\$ 57.30
143	\$ 51.18	110,177.22	\$ 52.97	114,033.42	\$ 54.82	118,024.59	\$ 56.74	122,155.45	\$ 58.73
144	\$ 52.46	112,931.64	\$ 54.29	116,884.25	\$ 56.19	120,975.20	\$ 58.16	125,209.33	\$ 60.20
145	\$ 53.77	115,754.93	\$ 55.65	119,806.35	\$ 57.60	123,999.58	\$ 59.62	128,339.56	\$ 61.70
146	\$ 55.11	118,648.82	\$ 57.04	122,801.53	\$ 59.04	127,099.58	\$ 61.11	131,548.07	\$ 63.24
147	\$ 56.49	121,615.04	\$ 58.47	125,871.57	\$ 60.52	130,277.07	\$ 62.63	134,836.77	\$ 64.83
148	\$ 57.90	124,655.38	\$ 59.93	129,018.32	\$ 62.03	133,533.96	\$ 64.20	138,207.65	\$ 66.45
149	\$ 59.35	127,771.78	\$ 61.43	132,243.79	\$ 63.58	136,872.33	\$ 65.80	141,662.86	\$ 68.11
150	\$ 60.84	130,966.07	\$ 62.96	135,549.88	\$ 65.17	140,294.13	\$ 67.45	145,204.42	\$ 69.81
151	\$ 62.36	134,240.23	\$ 64.54	138,938.64	\$ 66.80	143,801.49	\$ 69.14	148,834.54	\$ 71.56
152	\$ 63.92	137,596.24	\$ 66.15	142,412.11	\$ 68.47	147,396.54	\$ 70.86	152,555.42	\$ 73.34
153	\$ 65.51	141,036.16	\$ 67.81	145,972.43	\$ 70.18	151,081.46	\$ 72.64	156,369.31	\$ 75.18
154	\$ 67.15	144,562.05	\$ 69.50	149,621.72	\$ 71.93	154,858.48	\$ 74.45	160,278.53	\$ 77.06
155	\$ 68.83	148,176.09	\$ 71.24	153,362.26	\$ 73.73	158,729.94	\$ 76.31	164,285.48	\$ 78.98
156	\$ 70.55	151,880.52	\$ 73.02	157,196.34	\$ 75.58	162,698.21	\$ 78.22	168,392.65	\$ 80.96
157	\$ 72.31	155,677.51	\$ 74.84	161,126.23	\$ 77.46	166,765.64	\$ 80.18	172,602.44	\$ 82.98
158	\$ 74.12	159,569.45	\$ 76.72	165,154.38	\$ 79.40	170,934.78	\$ 82.18	176,917.50	\$ 85.06
159	\$ 75.97	163,558.69	\$ 78.63	169,283.25	\$ 81.39	175,208.16	\$ 84.23	181,340.45	\$ 87.18
160	\$ 77.87	167,647.68	\$ 80.60	173,515.35	\$ 83.42	179,588.38	\$ 86.34	185,873.98	\$ 89.36
161	\$ 79.82	171,838.86	\$ 82.61	177,853.22	\$ 85.51	184,078.08	\$ 88.50	190,520.81	\$ 91.60
162	\$ 81.82	176,134.83	\$ 84.68	182,299.54	\$ 87.64	188,680.03	\$ 90.71	195,283.83	\$ 93.89
163	\$ 83.86	180,538.20	\$ 86.80	186,857.04	\$ 89.84	193,397.04	\$ 92.98	200,165.93	\$ 96.23
164	\$ 85.96	185,051.65	\$ 88.97	191,528.46	\$ 92.08	198,231.96	\$ 95.30	205,170.08	\$ 98.64
165	\$ 88.11	189,677.95	\$ 91.19	196,316.68	\$ 94.38	203,187.77	\$ 97.69	210,299.34	\$ 101.11

Storey County Job Description

County Manager

Class Title: County Manager
Reports to: Board of Storey County Commissioners
FLSA Status: Exempt
Represented Status: Non-Represented
Created: March 2007
Last Revised: 02-20-2018
02-04-2020

1. Job summary. The county manager is the county's chief administrative officer and reports to the Storey County Board of County Commissioners (board). The board considers and sets policy and the county manager is tasked with implementing these policies. Without limiting the specific duties and responsibilities that the county manager may be assigned by the board, the broad activity areas for measured achievement are:

- A. Executive leadership and development of goals for the county
- B. Managerial and organizational effectiveness
- C. Financial planning and preparation of the budget
- D. Human resource development
- E. Public service and communication
- F. Economic development in the county
- G. Emergency management
- H. Any job duties listed here or set by the board

2. Distinguishing characteristics: The county manager is responsible for the leadership, supervision, and management of county staff, and management of county resources consistent with the administrative and policy direction of the board. An employee in this position is unclassified and "at-will," serving at the pleasure of the board.

3. Evaluation of job performance. The county manager will be given a yearly evaluation by the board on the county manager's annual anniversary. The board may evaluate the county manager at other times as deemed appropriate. The board may consider an increase in salary, including a merit increase consistent with the amount given unclassified personnel and a possible performance based bonus. The administrative officer and/or personnel director (director) is responsible for placing the review on the board's agenda, providing any required legal notice, and providing material for the agenda packet including salary comparisons and any material requested by the board. In accordance with Storey County personnel policy, if a performance evaluation is not completed within 30 days of the employee's anniversary date it shall be considered a satisfactory performance evaluation and the personnel director/administrative officer shall authorize a step advancement retroactive to the employee's anniversary date.

4. Examples of duties: The county manager's duties are authorized by action by the board. The duties listed below are examples of the work typically performed by an employee in this position that are authorized by the board. The board may take action to include or eliminate other duties for the county manager.

A. Assist the board in the development of overall goals of the county; provide leadership and direction in the development of short- and long-range plans for achieving overall goals; work with the board and others to develop community and economic development plans.

B. Develop, evaluate, and implement administrative policies based on federal and state law and regulations, and the organizational goals and objectives of the board. Recommends policy changes where appropriate to the board for approval. Informs the board of operational problems.

C. Facilitate team management approach for decision making; promote opportunities for employee involvement in collaborative and participatory problem solving; select, direct, develop, and evaluate management personnel and other staff; administers discipline for inadequate performance or improper behavior.

D. Subject to the limitations of law and board direction; is designated the authorized representative to be responsible for the development, award and proper administration of all purchases and contracts made pursuant to the local government purchasing law, negotiates and supervises county contractual agreements, and after approval of the contract by the board, administers the agreements and if authorized by the board, enforces agreements.

E. Oversee the development of the annual county budget in conjunction with the comptroller for approval by the board; monitor expenditures to ensure compliance with budgets; account for variances between projected and actual expenditures, initiate remedial action, and reports significant variances to the board.

F. Administer the preparation of board meeting agendas; attend board meetings; makes oral and written presentations to the board of county commissioners and to other public and private groups; provide information to the news media and the public regarding County operations; represent the County with other government agencies and in meetings with the public.

G. Analyze proposed legislation and administrative regulations for their impact on County operations; review and makes recommendations to the board regarding legislative activities; participate in the lobbying process by presenting oral and written testimony to appropriate bodies.

H. Receive, investigate, and resolve complaints and concerns regarding County programs, services, employees, and facilities; act as liaison with cities, counties, regional, state, and federal agencies on a broad range of matters.

I. Engage with the county economic development team, transfer knowledge attracting and enhancing private enterprise and building public-private relationships.

J. May respond to call out in emergencies, other than during normal working hours, as needed. For example, may respond to and actively participate in all hazard Incident Command Systems.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge and Ability:

The county manager must have knowledge of: public administration and public finance principles and methods; organizational principles and relationships, principles of strategic planning; Nevada public finance laws, regulations and practices; conflict resolution techniques; principles and practices of supervision and employee development.

The county manager must have the ability to: synthesize large volumes of data, interpret and evaluate; exercise initiative, ingenuity, independent analysis and judgment in solving difficult and complex administrative, managerial and technical problems; understand and interpret complex regulations, laws and policies; demonstrate executive leadership and management skills; supervise effectively; establish and maintain effective community relations; make effective oral and written presentations; advocate effectively for the benefit of the county's interest; gain and maintain the confidence and cooperation of elected and appointed officials and the public.

5. Licensing, education, and other requirements.

A county manager must have:

- 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 with coursework in public or business administration, management, accounting, economics, or a similar field. Other education may be considered based on other qualifications and experience.
 - Master's Degree or higher with such major or significant coursework may be preferred.
 - At least 5 years of increasingly responsible professional experience in management, human resources, or administrative capacity that includes experience in supervision and/or personnel management in an open political environment.
 - Professional certifications, such as ICMA Credentialed Manager, applicable to the position may be preferred.
- Must possess a valid Nevada Class C Driver License.
- Ability to pass a criminal background investigation.

6. Physical demands.

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


- **Physical Requirements.** Strength, dexterity, coordination, and vision to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, and other materials. Some reaching for items above and below desk level. Some reaching, bending, squatting, and stooping to access files and records is necessary. The

manual dexterity and cognitive ability to operate a personal computer using word processing and databases. The ability to communicate via telephone. Light lifting (up to 50 pounds) is occasionally required. 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.

- **Working Environment.** Work is typically performed indoors in an office environment where a portion of work is performed at a desk and on a computer. Work is typically performed independently with reporting directly to the board of county commissioners as appropriate. Position may occasionally be required to travel by motor vehicle to on- and off-site locations. Environment is generally clean with limited exposure to conditions such as dust, fumes, noise, or odors. Frequent interruptions to planned work activity by telephone calls, office visitors, and response to unplanned events.

Effective this 4th day of February, 2020.


Marshall McBride
Commission Chairman


Jay Carmona
Commission Vice-Chairman


Lance Gilman
Commissioner

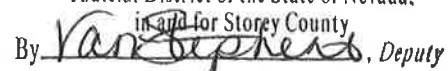

Jen Chapman
Human Resources Director

CERTIFIED COPY

The document to which this certificate is
is attached is a full, true, and correct copy of the original on
file and of record in this office.

Date 02-05-2020

Storey County Clerk and Ex-Officio Clerk of the First
Judicial District of the State of Nevada,

By  in and for Storey County, Deputy



STOREY COUNTY HUMAN RESOURCES

HEALTH AND HUMAN SERVICES

26 So "B" Street, PO Box 176, Virginia City, NV 89440

Phone (775) 847-0968 – Fax (775) 847-0949

June 27, 2023

Austin Osborne
26 South "B" Street
Virginia City, NV 89440

Via: In-person hand-delivery

Re: Notice of meeting of the Storey County Board of County Commissioners to conduct an annual performance evaluation of the County Manager, which may consider his character, alleged misconduct, professional competence, or physical or mental health on July 18, 2023, at or about 10:00 a.m. The meeting will be held in person and via Zoom.

Mr. Osborne:

You are hereby provided notice pursuant to Nevada Revised Statute (NRS) 241.031 through 241.034 that the Board of County Commissioners will consider the following agenda item at the board's meeting on July 18, 2023, at or about 10:00 a.m.:

Discussion and possible action: Annual review and evaluation of the performance of Austin Osborne, County Manager. The board may, without further notice, take administrative action against Austin Osborne, County Manager, if the board determines that such administrative action is warranted after considering the character, alleged misconduct, professional competence, or physical or mental health of Mr. Osborne.

At the end of the annual performance evaluation, the board has the right to make changes to the existing goals and objectives of the position, the right to determine whether or not to provide a merit increase, bonus, or other compensation adjustment, the right to take adverse administrative action up to and including termination, or any other such action deemed warranted by the board.

In the board's deliberations, your character, competence, and performance as county manager may be discussed and the board may consider your job description, job duties, and other matters connected to this agenda item. You are welcome to be present at the meeting and you may present evidence relating to your character, alleged misconduct, professional competence, or physical or mental health. You may choose to be represented by an attorney or other representative.

You are also hereby provided a County Manager's Self-Evaluation form. You are welcome, but not required, to complete this self-evaluation and share it with the board during the evaluation process.

Sincerely,



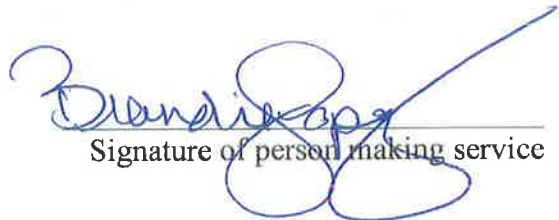
Brandie Lopez
Acting HR Director


Cc.: Board of Storey County Commissioners

Enc.: County Manager's Self-Evaluation form

Proof of Service

I, Brandie Lopez, hereby swear to affirm under penalty of perjury, that in accordance with NRS 241.033, I served this Notice of Meeting of the Storey County Board of County Commissioners by personally serving it to Austin Osborne on this 27th day of June, 2023.


Signature of person making service

	Board of Storey County Commissioners Agenda Action Report	
Meeting date: 7/18/2023 10:00 AM - BOCC Meeting	Estimate of Time Required: 0-5	
Agenda Item Type: Discussion/Possible Action		

- **Title:** For consideration and possible approval of business license second readings:
- A. American Battery Technology Company – General / 2500 Peru Dr. ~ McCarran, NV
- B. Hoffman Plumbing LLC – Contractor / 1517 Church St ~ Gardnerville, NV
- C. I & E Electric Inc. – Contractor / 1425 Doerr Dr. ~ Elko, NV
- D. Standvast Fulfillment LLC – General / 1025 Waltham Way, McCarran, NV
- E. ThompsonGas LLC – Out of County / 5260 Westview Dr. Ste 200 ~ Frederick, MD

- **Recommended motion:** Approval

- **Prepared by:** Ashley Mead

Department: **Contact Number:** 775-847-0966

- **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.

- **Supporting Materials:** See attached

- **Fiscal Impact:** None

- **Legal review required:** False

- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modification
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<input type="checkbox"/> Denied	<input type="checkbox"/> Continued
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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: Jim Hindle, Clerk's office
Austin Osborne, County Manager

July 10, 2023
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **July 18, 2023**

COMMISSIONERS Consent Agenda:

SECOND READINGS:

- A. American Battery Technology Company** – General / 2500 Peru Dr. ~ McCarran, NV
- B. Hoffman Plumbing LLC** – Contractor / 1517 Church St ~ Gardnerville, NV
- C. I & E Electric Inc.** – Contractor / 1425 Doerr Dr. ~ Elko, NV
- D. Standvast Fulfillment LLC** – General / 1025 Waltham Way, McCarran, NV
- E. ThompsonGas LLC** – Out of County / 5260 Westview Dr. Ste 200 ~ Frederick, MD

Ec: Community Development
Commissioner's Office

Planning Department
Comptroller's Office

Sheriff's Office