

BOARD OF COUNTY COMMISSIONERS, WASHOE COUNTY, NEVADA

TUESDAY

2:00 P.M.

MARCH 26, 2002

PRESENT:

Pete Sferrazza, Chairman
Joanne Bond, Vice Chairman
Jim Galloway, Commissioner
Jim Shaw, Commissioner
Ted Short, Commissioner

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Madelyn Shipman, Legal Counsel

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

02-324 AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Short, seconded by Commissioner Bond, which motion duly carried, Chairman Sferrazza ordered that the agenda for the March 26, 2002, meeting be approved. It was noted that there was a properly noticed addendum to the agenda for Item 21, the Regional Plan Update.

PUBLIC COMMENTS

Coe Swobe, Washoe County Courthouse Historical Preservation Society, presented a drawing of proposed development on the Riverside site, which would have an adverse Effect on the Washoe County Courthouse. He stated the plans call for a 24-foot wide access road across the Courthouse lawn for the restaurant delivery trucks and for garbage trucks to service the dumpster; and the proposal also calls for a grease vat to be located next to the garbage dumpster, which would be very close to the air in-take for the Courthouse. Mr. Swobe stated he does not know whether the City of Reno has approached the County yet, and the Historical Society wants to be sure the Board is aware of this proposal.

Gary Schmidt, Washoe County resident, discussed the charges assessed by County offices for providing copies of documents and the proposed changes in fees. He also discussed access to public records.

MANAGER'S/COMMISSIONERS' COMMENTS

Commissioner Bond requested a future agenda item to allow her to contribute \$500 from her Special District funds to the Lemmon Valley Volunteer Firemen to help with the expenses of a community Easter egg hunt. Katy Singlaub, County Manager, explained the action would have to be retroactive.

Commissioner Sferrazza stated the County should communicate with the City of Reno concerning the issue Mr. Swobe brought up. Ms. Singlaub stated an item would be put on the next available agenda.

Ms. Singlaub advised that department budget appeals to the Board will be held the week of May 6th.

MINUTES

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the minutes of the regular meetings of February 12 and 19, 2002 and the joint meeting of February 19, 2002 be approved. It was noted that Commissioner Shaw abstained from voting on the minutes of the regular and joint meetings of February 19, 2002 due to being absent.

02-325 ACCEPTANCE OF GENERAL FUND, CASH FLOWS SCHEDULES AND HEALTH FUND SCHEDULES - SEVEN MONTHS ENDED JANUARY 31, 2002 - COMPTROLLER

Upon recommendation of Kathy Garcia, Comptroller, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the General Fund, the Cash Flows Schedules, and the Health Fund Schedules for the seven months ended January 31, 2002, (unaudited) be accepted.

02-326 EXPENDITURES - COUNTY COMMISSION DISTRICTS 3, 4, AND 5 - SPECIAL FUNDING ACCOUNTS

Upon recommendation of Rita Lencioni, Assistant to the County Manager, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following expenditures from County Commission District Special Funding Accounts be approved:

Commissioner Sferrazza - District 3

Not to exceed \$4,700 for postage for mailers to constituents of Commission District 3 regarding Town Hall Meeting to be held April 3, 2002.

Commissioner Shaw - District 4

Not to exceed \$1,300 for attendance at the National Association of Counties 2002 Western Interstate Region Conference in May in Billings, Montana.

Commissioner Bond - District 5

Not to exceed \$3,100 for attendance at the National Association of Counties 2002 Western Interstate Region Conference in May in Billings, Montana and the National Association of Counties 2002 Annual Conference in July in New Orleans, Louisiana.

02-327 EXPENDITURE FOR REFRESHMENTS FOR TOWN HALL MEETING WITH COMMISSIONER SFERRAZZA - COMMUNITY DEVELOPMENT

Upon recommendation of Leslie Roylance, Department of Community Development, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an expenditure of \$75.00 to provide refreshments for participants of a town hall meeting with Commissioner Sferrazza on April 3, 2002, be approved.

02-328 RETROACTIVE APPROVAL - EXPENDITURE FOR HOLIDAY DECORATIONS - COMMUNITY RELATIONS

Upon recommendation of Kathy Carter, Community Relations Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that retroactive approval of an expenditure for holiday decorations purchased in November and December, 2001 in the amount of \$508.90, be granted.

02-329 NEW EMPLOYEE CLASSIFICATIONS - HUMAN RESOURCES

Upon recommendation of Joanne Ray, Human Resources Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the following new employee classifications be approved:

DEPARTMENT	CURRENT POSITION	DATE OF REQUEST	RECOMMENDED CLASS	PAY GRADE
Social Services	new position	Approved for 01/02 budget	Mental Health Counselor Supervisor (new class)	Q
Social Services	new position	Approved for 01/02 budget	Mental Health Counselor I (new class)	N
Social Services	new position	Approved for 01/02 budget	Mental Health Counselor II (new class)	P

It was noted these positions are necessary due to the integration of the State Division of Child and Family Services into the Washoe County Department of Social Services.

**02-330 ACKNOWLEDGE RECEIPT OF REPORT CONCERNING
TRANSFER OF EMPLOYEES - INTEGRATION OF CHILD
WELFARE SERVICES - HUMAN RESOURCES**

Upon recommendation of Joanne Ray, Human Resources Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that receipt of the report clarifying the understanding of how certain benefits and other job related issues are to be treated pursuant to the integration of child welfare services of the Division of Child and Family Services into the Washoe County Department of Social Services be acknowledged. A copy of the report was placed on file with the Clerk.

**02-331 MEMORANDUM OF UNDERSTANDING - COUNTY CLERK &
DISTRICT COURT - SHARING EQUIPMENT AND SPACE -
MICROFILM**

Upon recommendation of Amy Harvey, Washoe County Clerk, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the Memorandum of Understanding between the Washoe County Clerk and the Clerk of the Court, for and on behalf of the Second Judicial District Court, concerning the sharing of certain equipment and space in the microfilm area of the courthouse, be accepted.

**02-332 SETTLEMENT AGREEMENT - WASHOE COUNTY DETENTION
CENTER - UNITED STATES DEPARTMENT OF JUSTICE**

Upon recommendation of Melanie Foster, Deputy District Attorney, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the Settlement Agreement between the County of Washoe (Detention Center) and the United States of America (Department of Justice) pertaining to Americans with Disabilities Act compliance at Washoe County's Detention Center, be approved and Chairman Sferrazza be authorized to execute.

**02-333 INTERLOCAL AGREEMENT - WASHOE COUNTY-WASHOE
COUNTY SCHOOL DISTRICT-RENO-SPARKS - MULTI-
JURISDICTIONAL GANG UNIT - SHERIFF**

Upon recommendation of James Lopey, Assistant Sheriff, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an Interlocal Agreement between the County of Washoe (Sheriff), the City of Reno (Reno Police Department), the City of Sparks (Sparks Police Department),

and the Washoe County School District, concerning establishing a multi-jurisdictional gang unit, be approved and Chairman Sferrazza be authorized to execute.

02-334 CORRECTION OF FACTUAL ERRORS - ASSESSOR

Upon recommendation of Jean Tacchino, Assistant Chief Deputy Assessor, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following Roll Change Requests, correcting factual errors on tax bills already mailed, be approved for the reasons stated thereon and mailed to the affected property owners, a copy of which has been placed on file with the Clerk. It was further ordered that the Order on each roll change directing the Treasurer to correct the error be approved and Chairman Sferrazza be authorized to execute on behalf of the Commission.

OWNER	PARCEL NO.	AMOUNT	ROLL
Antonia LaForges	030-631-10	[\$ 25.92]	1999 Secured
Antonia LaForges	030-631-01	[\$ 25.92]	2000 Secured
Antonia LaForges	030-631-01	[\$ 26.18]	2001 Secured
Thomas & Patricia L. Hopson	028-011-54	[\$2,127.61]	2001 Secured

02-335 GRANT OF EASEMENT DEED - BARKER COLEMAN COMMUNITIES, INC. - DESERT SPRINGS WATER STORAGE TANK - UTILITY SERVICES

Upon recommendation of John Collins, Manager, Utility Services Division, through Steve Bradhurst, Director, Department of Water Resources, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the Grant of Easement Deed to Barker Coleman Communities for a drainage easement across the Washoe County Desert Springs 2 A & B Water Storage Tank site parcel be approved and Chairman Sferrazza be authorized to execute.

02-336 WATER RIGHTS DEED - SOUTH MEADOWS PROPERTIES

Robert Sader, representing South Meadows Properties, responded to questions regarding return flow requirements and explained how the State Engineer views water rights for return flow purposes. Vahid Behmaram, Water Rights Technician, provided additional details and stated the Water Resources Department is requiring an additional 10 percent be set aside for contingency purposes; and a third level of comfort is that the State Engineer has reserved the right to amend the yields based on future data. He further stated staff is confident this water will satisfy its intended purpose on the average over the long term.

Chairman Sferrazza asked what would happen if a downstream user, such as the Tribe, challenged this and whether Mr. Sader would be there to defend the County. Mr. Sader stated they are in this for the long haul; and, further, this was unanimously approved by the Regional Water Planning Commission, which includes representation from

the Tribe. He said the Tribe did not protest these rights at the State Engineer level either. Mr. Sader further explained the monitoring they are doing for the State Engineer, pointed out this dedication is far in excess of what the historical return flows have been, and stated the risk to the County is minimal.

Commissioner Galloway clarified the actual usage and the formula used for return flow explaining creek water was formerly used for agriculture purposes and a portion of it was naturally returned. He stated in a drought period there would be no return flow from agriculture, but there would also be no diversions.

Upon recommendation of John Collins, Manager, Utility Services Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following actions be taken to satisfy dedication requirements for return flow:

1. The Water Rights Deed for 1,102.57 acre feet of surface water rights from Permit 64288 between South Meadows Properties, as Grantor, and Washoe County, as Grantee, be approved and Chairman Sferrazza be authorized to execute;
2. The Utility Services Division Manager be directed to record the Water Rights Deed with the County Recorder.

02-337 WATER RIGHTS DEED - TRUCKEE MEADOWS WATER AUTHORITY

Upon recommendation of John Collins, Manager, Utility Services Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following actions be taken regarding the Rock and McCarran Mini Storage (APN 021-042-18):

1. The Water Rights Deed for 1.50 acre feet of surface water rights from a portion of Permit 57282, formerly Claim 618, between the Truckee Meadows Water Authority, as Grantor, and Washoe County, as Grantee, be approved and Chairman Sferrazza be authorized to execute;
2. The Utility Services Division Manager be directed to record the Water Rights Deed with the County Recorder.

02-338 WATER RIGHTS DEED - BUCK FAMILY TRUST - TOBELER FAMILY TRUST

Upon recommendation of John Collins, Manager, Utility Services Manager, through Steve Bradhurst, Water Resources Director, on motion by Commissioner

Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following actions be taken regarding future development in Lemmon Valley:

1. The Water Rights Deed for a portion of groundwater rights from Permit 25971, Certificate 9026, in the amount of 20.00 acre-feet, as changed by Permit 67013, and a portion of groundwater from Permit 31287, Certificate 9436, in the amount 15.16 acre-feet, as changed by Permit 67014, with a total combined annual duty of 20.00 acre-feet, between Reno 307, as Grantor, and Washoe County, as Grantee, be approved;
2. The Agreement between the W.E. Buck Family Trust dated July 2, 1987, and the Tobeler Family Trust dated May 6, 1999, and Washoe County in connection with the conveyance of the water described above, be approved;
3. Chairman Sferrazza be authorized to execute the Water Rights Deed and the Agreement;
4. The Utility Services Division Manager be directed to record the Water Rights Deed and the Agreement with the County Recorder.

02-339 **PROFESSIONAL SERVICES CONTRACT - HARDING ESE, INC. -
INSPECTION & TESTING SOUTH TRUCKEE MEADOWS
WATER RECLAMATION FACILITY - UTILITY SERVICES**

Upon recommendation of John Collins, Manager, Utility Services Division, and Paul Orphan, Senior Utility Engineer, through Steve Bradhurst, Director, Department of Water Resources, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that an Agreement for Consulting Engineering Services between Washoe County and Harding ESE, Inc., concerning inspection and material testing services at the South Truckee Meadows Water Reclamation Facility Expansion Project, for an amount not to exceed \$25,800, be approved and Chairman Sferrazza be authorized to execute on behalf of Washoe County. It was further ordered that the Utility Services Division Manager be authorized to issue the Notice to Proceed.

02-340 **RESOLUTION - ADOPTING FINANCIAL POLICIES - WATER
RESOURCES DEPARTMENT**

Steve Bradhurst, Director, Department of Water Resources, stated the department's financial policies and procedures have never been memorialized; the performance audit recently conducted pointed out the need to do so; and staff has been working on this project for about five months. He further stated the proposed resolution has been thoroughly analyzed by the development community, County Finance staff and other concerned staff.

Jerry McKnight, Finance and Operations Manager, reviewed each item in the proposed policy, noting which are actually current practice and which reflect slight changes from current practice. He also described the types of services the department provides outside the utility region that are not paid from rate payer funds, but instead are usually some type of special assessment. Mr. McKnight noted that the hookup fee reserves is the only reserve account which is adequately funded, and they will be working on getting the other reserves funded over time.

Regarding developer credits for infrastructure improvements, Mr. McKnight explained there was concern and much discussion at the Development Services Advisory Committee (DSAC) and the resolution presented is not all-encompassing, but everyone will know up front what to expect. He stated the proposal is to apply the rate at the time the credits are used rather than when they were earned, which is an attempt to encourage the developers to use their credits timely. He also explained that expiration of credits is still being discussed by a sub-committee, and a recommendation concerning that issue will be coming to the Board in the future.

Commissioner Galloway expressed his desire that consideration be given to future subdivisions having a sunset and not being allowed to go on forever.

Concerning hookup fee reserves, Chairman Sferrazza noted that the last sentence appears to give staff the authority to reduce the fee in certain circumstances; and he stated any fee changes should be approved by the County Commissioners. He stated another change he wants added is that Washoe County would earn interest on loans from the General Fund. Katy Singlaub, County Manager, stated that would have significant implications for the ratepayers. Chairman Sferrazza stated it is not appropriate for the General Fund, which is supported by all taxpayers, to subsidize the utility funds; and, before taxes are increased, he would want the people to be aware of this subsidy. Mr. McKnight stated that point was also made in the internal audit; staff has addressed the issue; and a recommendation will be coming to the Board in April.

Commissioner Galloway requested the policy provide that all rate and hookup fee adjustments be approved by the Board of County Commissioners. He also noted the proposal under rate maintenance calls for rates to be reviewed and adjusted every other year, but the Board previously said they wanted annual adjustments. Commissioner Galloway suggested language be added that a bi-annual rate study may also provide for rate increases during the off year.

Commissioner Bond recalled the Board giving direction during the last rate adjustment that annual cost-of-living increases be factored into the rates. Ms. Singlaub concurred. Commissioner Bond said she wanted to see that restated and included in these policies and procedures. Commissioner Galloway suggested adding "including indexing" to his previous language change.

Chairman Sferrazza emphatically reiterated his concerns about the general fund subsidizing what is supposed to be an enterprise fund and his objections to the money being an interest-free loan.

Chairman Sferrazza recapped the amendments to the policy requested by the Board as: 1) only the Board of County Commissioners has the authority to change hookup fees and/or rates, and 2) a bi-annual rate study may provide for rate adjustments during the interim including indexing.

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that the following **amended** resolution be approved and Chairman Sferrazza be authorized to execute on behalf of Washoe County. Chairman Sferrazza indicated he would support the resolution with the understanding that staff will be coming back to the Board in the near future with a recommendation concerning interest payments to the County.

RESOLUTION

A RESOLUTION TO ADOPT FINANCIAL POLICIES FOR THE WASHOE COUNTY DEPARTMENT OF WATER RESOURCES

WHEREAS, Washoe County is responsible to the County's citizens to carefully account for all public funds, and

WHEREAS, Washoe County currently provides water, reclaimed water, wastewater, flood control, water planning and ground water remediation services desired by the public through its Department of Water Resources, including the provision and maintenance of buildings and facilities to provide said services, and

WHEREAS, Long-range financial planning is necessary to implement the Department's long-term goals as expressed in the Capital Plan and the Strategic Plan, and

WHEREAS, Expenditures should be planned to provide pre-determined levels of service to the community, and

WHEREAS, The Department must maintain sufficient reserves to ensure the Department is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress, and

WHEREAS, The financial policies recognize that the Department can only be economically strong if financial planning and proper accounting is an explicit part of the decision-making process for all Departmental services and projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF WASHOE IN THE STATE OF NEVADA:

Section I. That the following are the financial policies for the Washoe County Department of Water Resources:

1. **GENERAL:** The Department will abide by all Washoe County Financial Policies and Procedures approved by the Board of County Commissioners.
- In accordance with County policy, any bond issue, bank financing or similar borrowing proposed by the Department of Water Resources will be coordinated and approved by the Washoe County Finance Director or designee. The Treasurer's Office and the Comptroller will be kept informed with the Treasurer's Office doing the investing of the funds and the Comptroller's Office having responsibility for accounting and disclosure associated with the bond issues and other financing mechanisms.
- Prior to submission of any agenda item with a current or projected fiscal impact to Board of County Commissioners, the item must be approved by the Department of Water Resources Finance Division and the Director of Water Resources.
- The Department will prepare and the Comptrollers Office will review mid-year and year-end financial reports for December 31 and June 30 of each year for presentation to the Board of County Commissioners.
- A department level strategic planning workshop will be held with the division heads during the budget process each year. The strategic planning workshop will help define the important issues facing the Department of Water Resources in the coming year.
- The Director of the Department of Water Resources is delegated the authority to approve and sign requisitions, purchase orders, contracts and agreements generated for or by the Regional Water Planning Commission under the following conditions:
 1. Their total value is \$25,000 or less.
 2. They have been reviewed and recommended for approval by the Regional Water Planning Commission.
 3. They are within the approved budget and will be paid from the Regional Water Management Fund.
- The Director of the Department of Water Resources, or his designee, is delegated the authority to approve, accept, and record water rights deeds transferring water rights to Washoe County.
 1. For one year following adoption of this Resolution, the Director will submit quarterly written reports of all accepted water rights deeds to the Board of County Commissioners.

2. Thereafter, the Director will submit such reports as directed by the Board.

2. ANNUAL OPERATING BUDGET: The annual operating budget serves several purposes since it is the financial plan for the year as well as a policy document and an operations guide. The specific policies of the Department regarding the annual operating budget are:

- The Department shall pay for all recurring expenditures with recurring revenues and use non-recurring revenues for non-recurring expenditures. The Department Director may authorize specific system improvements to be funded from user fees on a project by project basis. Authorization will be in writing and placed in the project file and copied to the Finance Department.
- The Department shall avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets (e.g., use of on-recurring revenues to fund recurring expenses) except for those planned and Director authorized improvements that will improve operating effectiveness and efficiency.
- Divisions are not to exceed their individual overall discretionary budgets without written authorization from the Department Director.
- The Department provides water resource planning for areas of the County within the Department of Water Resources service area where the residents are not currently receiving water or sewer service from the Department of Water Resources. This service includes assessing the quantity and quality of the areas water resources, and identifying constraints and opportunities for water management. These services will not be paid for with ratepayer funds.
- Regional water resource planning services include: hydrographic basin investigations, development of groundwater models, collection and management of water quality and water quantity data, operation and management of the flood early warning system, development and implementation of watershed management practices, participation in negotiations on the operation of the Truckee River, management and administration of the Regional Water Planning Commission. These services will not be paid for with ratepayer funds.
- Requests for service that are not identified and funded in the Department's Work Program will be presented to the Board of County Commissioners for direction, funding and budget amendment. Examples include investigating declining water levels in domestic wells throughout the region, investigation of water quality impacts and mitigation alternatives, responding to direction from other state and local agencies.
- Purchases must comply with the Washoe County Purchasing Policies. If the anticipated cost exceeds \$10,000 but is less than \$25,000 two written quotes or pro-

posals must be obtained. The Department Director is authorized to sign contracts, agreements and purchase orders that are less than \$25,000 and are within the existing approved budget. If the amount is over \$25,000 the item must go through a formal bid process. Certain exemptions apply for professional services; however, all professional services agreements, contracts or purchase orders should be supported with documentation on the need for the service and qualifications of the provider. Developer build and dedicate acquisitions and oversizing agreements are exempted from these requirements. All professional service agreements and/or contracts over \$25,000 will require approval by the Board of County Commissioners.

- Oversizing agreements must be in writing and approved by the Department Director and the District Attorney's Office prior to construction and submitted to be Board of County Commissioners for acknowledgement within 30 days of approval by the Department Director.
- Developer build and dedicate offsite improvements agreements must be approved by the Board of County Commissioners. System oversizing and offsite improvements constructed by a developer without prior approval by the County will require documentation to substantiate benefits to the County system and compliance with all appropriate codes, laws and regulations at the time of acceptance. The Board of County Commissioners may require changes and improvements prior to acceptance of developer build and dedicate assets that do not have prior authorization.

3. PERFORMANCE MEASURES: Performance measures are to link day-to-day operations with long-run financial planning, to eliminate the guesswork of where the Department is going and how it plans to get there. It will provide a linkage between the goals of the Department, the allocation of moneys within the annual operating budget, and assignments to staff.

- A five-year financial plan shall be prepared and updated annually based on current service levels and current revenue sources. The forecasts shall identify projected impacts on rate structures, debt service and reserve requirements.

4. RATES: The individual component cash flows from water, reclaimed water and sewer rates are to provide sufficient cash flows to (1) meet the respective individual component cash operating expenses of the water, reclaimed water and wastewater sections of the Department of Water Resources, (2) provide for maintenance of certain reserve and fund balances, and (3) fund the respective individual component needed repairs, replacements and system upgrades necessary to meet regulatory or health and safety requirements. Revenues from the respective individual components of water, reclaimed water and wastewater rates must also provide security for debt service payment requirements for those respective components, whether or not the debt is actually paid from hookup fees.

- Operating revenues will cover the expenses of the Department of Water Resources including payroll, administration, operating, resource and maintenance planning, regulatory required system improvements, and maintenance expenses related to the water, reclaimed water and wastewater.
- To the extent that is permitted by law and not covered by contract or any other agreement, interest earnings shall be added to the fund which earned the interest or as the BCC may direct from time to time.
- Revenues will be sufficient to meet scheduled and unscheduled repair and replacement demands (funded depreciation and emergency repairs). Funds for depreciation will be available by maintaining adequate and reasonable reserve funds to maintain stability and flexibility in the utility's financial position.
- A sixty-day working capital reserve of approximately \$1,000,000 for cash operating and maintenance expenses will be available at any one time to mitigate seasonal fluctuations. This reserve will be funded at no less than 10% per year, of the target amount, starting in FY2002, until fully funded.
- A reserve of \$500,000 will be available for unanticipated fluctuations in budgeted annual operations and maintenance expenses and provide for unforeseen contingencies. This reserve will be funded at no less than 20% per year, of the target amount, starting in FY2002, until fully funded.
- An emergency repair and replacement reserve will be established to finance the cost of unscheduled repairs and/or major replacements. The target emergency reserve is the greater of either 15% of the budgeted annual operation and maintenance expenses or the prior year's depreciation as defined under **GAAP** guidelines.
- The utility fund will maintain a debt coverage ratio of 1.40 or greater.
- Hookup fee reserves will be sufficient to meet one year of bond principal and interest payments on debt related to new capital. Such reserves will be distinguished between water hookup fees and sewer hookup fees. If hookup fees are insufficient to maintain debt service requirements of the utility, then the hookup fees adjustment may be proposed and/or a debt service component to the rate structure may be proposed and will be relied upon to service debt. Should hookup fees generate an excess of funds, that is reserves for existing and proposed debt are adequately funded and the other components of the hookup fee are adequately funded, the hookup fee will be reduced and/or any debt service components in the rate structure will be reduced.
- Charges for service that benefit specific users shall recover full costs, including all direct cost and identified indirect costs.

- Developers are responsible for the construction of on-site infrastructure improvements and off-site improvements that are needed as a result of the development. Developer-dedicated assets should be for infrastructure built by developers specific to a particular residential subdivision or business as required by Washoe County Ordinances (on-site development) and those off-site improvements required to provide service to the development. The philosophy of Washoe County is that new development should fund itself. Alternatives exist whereby hookup fee credits are available for developer improvements that are excess to the developer's project (off-site improvements), requested by the County and calculated based on the increased actual out-of-pocket costs to the developer. The dollar value of such credits will be recorded in the County financial system. Credits will be allocated at the time of usage based upon the actual out-of-pocket costs of the contribution and the approved hookup fees at the time of usage. Hookup fee credits may not be transferred between service areas (i.e. Mt. Rose water service area to the Spanish Springs water service area) and may not be co-mingled or transferred between sewer, water or reclaimed water service.
- Notwithstanding the above requirements, upon approval by the Finance Director or his designee, revenues from water, reclaimed water and wastewater rates and hookup fees can, in the aggregate, provide security for the debt service payment requirements for debt issued for water, reclaimed water and wastewater projects.

5. RATES MAINTENANCE: Water, reclaimed water and sewer rate reviews will be conducted with a provision for increases or decreases based upon inflationary factors, cost of living adjustments, and other cost impacts. The review will be conducted no less than once every two years. During years that a particular rate is not formally reviewed, the rate will be increased by a cost of living type factor if the factor is authorized in the rate ordinance. The review will not only determine the sufficiency of rates to comply with the financial policies of the department but will make sure that customers do not end up paying more than what is required to maintain the financial health of the Department. The Department, with the cooperation of the Finance Department, shall prepare and maintain a cost of service rate model to guide the rate recommendations and will develop, through the rate revision process, a rate proposal. A rate ordinance will be developed in cooperation with the District Attorney's office and the Finance Department. The draft ordinance will be made available to the public and the Development Services Advisory Committee and will be presented for review to a rate committee and the Board of County Commissioners. The Board of County Commissioners must approve any increase in rates or hookup fees other than the authorized cost of living type increases authorized in ordinance.

- Hookup fees will be reviewed bi-annually for adequacy in meeting the aforementioned debt service requirements, system expansion, oversizing of new facilities including developer credits and related costs. Results from the review will be presented for discussion at the December **DSAC** meeting during the year of the review.

6. CAPITAL PLANNING: The Department shall prepare and update annually a five-year capital plan to address needs for expansion as well as maintenance and improvement of existing facilities. The plan shall:

- Identify the sources and uses of financing.
- Prioritize needs for capital replacement and additions.
- Estimate project costs and identify funding sources.

7. CAPITAL IMPROVEMENT FUNDING. Resources for each proposed capital improvement project or major equipment purchase must be identified either in the annual operating budget or the five-year capital improvement program. Alternative financing methods shall be analyzed for capital projects and equipment including but not limited to leases, lease purchases, developer build and lease-backs, developer build and dedicate for credit as well as bank and bond financing, grant funding and joint ventures. Projects or equipment financed must meet an initial test of being required to achieve County goals and priorities, and all related costs must be identified such as additional staff, utility costs and insurance. The Washoe County Finance Director or designee must approve the financing method and repayment sources.

- The first year of the five-year capital improvement plan will be used as the basis for formal fiscal year appropriations during the annual budget process. Appropriations made in prior years for which expenditures have not been made or projects not completed will be re-evaluated and incorporated into appropriations for the new fiscal year.
- The term of debt generally shall not exceed the useful life of the asset, and in no case shall the term exceed thirty years.

8. CAPITAL CONSTRUCTION: The Department shall design or have designed and constructed water, sewer, and storm drain improvements. Improvements will be sized to serve the County's future capacity needs, to the extent allowable without impairing operations, so that substantial redesign and reconstruction of these facilities is not required as the service demand and workload increases. Such facilities should be sized to serve the planned land use adopted in the Washoe County Comprehensive Plan-Area Plan and, if appropriate, the City of Reno and City of Sparks Master Plan.

- Developer Design Projects to be designed by the Department of Water Resources and constructed by Developers or Contractors must have a deposit posted by the requesting Developer. The DWR engineer assigned to the project (project engineer) will prepare a budget for the design phase. The deposit amount will be based on 100% of the budget prepared by the project engineer and acknowledged by the requesting Developer in a memorandum of understanding or letter of agreement.

- Should outside engineering services be needed due to staffing shortages or specialized expertise not available within the Department, the Developer will participate in the selection process.
- For projects designed by the Department, the project engineer will prepare and submit a monthly status report to the Engineering Manager showing percentage of design completion by task. The Finance Division will prepare a monthly project report for the Engineering Manager showing hours charged for the month, for the project to date and a comparison to budget. The Finance Division will submit a monthly bill to the developer showing the monthly charge and the balance of the deposit available.
- If the Engineering Manager, in consultation with the project engineer (whether staff or private contractor), determines that the budget is not sufficient to complete the project design, the Engineering Manager will request additional deposit funds from the developer. At the developer's request, the Engineering Manager will schedule a meeting with the Developer before the budget is exceeded to provide a status report and justification for a deposit augmentation. When the actual design work is contracted to an outside engineer, the project engineer will incorporate the outside engineers work proposal in the project budget and coordinate the project design in the same manner as an internally developed project.
- The County shall consider the following life cycle cost accounting components in the design and construction of facility improvements wherever possible:
 - Energy efficiency,
 - Maintenance efficiency,
 - Efficient physical relationships for those County staff working in the facility,
 - Capacity adequate to meet the requirements for the next five to ten years,
 - Ability to accommodate future expansion with minimum remodeling costs,
 - Connectivity to computer and communications networks.

Section II. Previously adopted financial policies and procedures in conflict with this resolution are hereby repealed. This does not effect existing contracts or agreements. If any provisions of this resolution are deemed unconstitutional or unenforceable, that will not effect the balance of the provisions of this resolution.

Section III. This Resolution shall be effective on passage and approval.

Section IV. The County Clerk is hereby directed to distribute copies of the Resolution to the Department of Taxation, the Comptroller, the Finance Director and the Department of Water Resources within 30 days.

02-341 COUNTY SUGGESTION PROGRAM - EMPLOYEE AWARDS

Darin Conforti, Senior Fiscal Analyst, introduced the employees who have been recommended for awards by the County Suggestion Program Committee for their innovative suggestions resulting in cost savings to the County. Chairman Sferrazza presented Certificates of Recognition to the following employees and thanked them for their dedicated service to the County:

Brad Block
Sharon Gibbons
Larry Galke
Shannon Saltz
Mark Johnson

**02-342 ACTION PLAN STATUS REPORT - WASHOE COUNTY/
TRUCKEE MEADOWS TOMORROW QUALITY OF LIFE
COMPACT**

Kathy Carter, Community Relations Director, conducted a power point presentation on the status of the goals and objectives of the Quality of Life Compact between Washoe County and Truckee Meadows Tomorrow. She stated the vision is to improve the community's natural environment and recognized the other team members who have been working on the project. The five identified goals are reduced vehicle trips, waste reduction/materials recycling, energy conservation, water conservation/quality, and public information. Ms. Carter submitted a written report on the progress and status of each goal, which she reviewed in detail.

The Board and the County Manager congratulated Ms. Carter and the team for a great effort. On motion by Commissioner Shaw, seconded by Commissioner Galloway, which motion duly carried, Chairman Sferrazza ordered that the report be accepted.

**02-343 BILL NO. 1337 -AMENDING WCC CHAPTER 95 -
AUTHORIZING COUNTY MANAGER TO DISCOUNT FEES FOR
USE OF COUNTY FACILITIES**

Chairman Sferrazza stated he has a problem with the County offering special deals to special groups. Karen Mullen, Parks and Recreation Director, explained what is proposed is a marketing tool to try to draw more people into exhibits and events. She stated it is difficult to set special rates for many one-time events when everything has to come to the Board in advance. Katy Singlaub, County Manager, suggested the Board should be kept apprised of any fee reductions via regular reports from the Parks Department.

Commissioner Galloway expressed concern that there are no checks and balances on how often or how much fees could be reduced. Ms. Singlaub noted the ordi-

nance says "...for marketing or promotional purposes..." and stated the Board could set limits and reporting requirements.

Chairman Sferrazza cited a scenario of a wedding party one weekend getting a better rate for a facility than another wedding party a week later. Ms. Mullen stated the discounts would not be available in those types of situations; and the intent is to specifically target a group, such as giving all of the golfers a discount for a special week. She emphasized staff wants to make sure there are no reductions given to specific individuals.

Commissioner Galloway asked if fees have ever been reduced more than 50 percent. Ms. Mullen stated not to her knowledge. She explained that this would also be a way to handle setting the fees for the one-time small events, such as a Teen Dance at the Sun Valley Teen Center, or a special class. Commissioner Galloway suggested adding "and not for specific groups or individuals" after "For marketing or promotional purposes only" under Section 95.380, Paragraph 2.

Commissioner Bond suggested this idea be tried for a while with regular reports being submitted to the Board. She further stated if it appears it is being abused, the Board could look at it again and correct any problems.

Gary Schmidt, area resident, commented on the ability of both Ms. Mullen and Ms. Singlaub to take on this responsibility.

Bill No. 1337, entitled, "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY ADDING THERETO PROVISIONS AUTHORIZING THE COUNTY MANAGER TO DISCOUNT FEES AND OFFER SPECIAL GROUP RATES FOR USE OF COUNTY FACILITIES AND ATTENDANCE AT COUNTY EVENTS" was introduced by Commissioner Bond, the title read to the Board and legal notice for final action of adoption directed.

02-344 DESIGNATE INTERIM PUBLIC GUARDIAN

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, it was ordered that Howard Reynolds, Assistant County Manager, be designated as the Interim Public Guardian. County Clerk Amy Harvey administered the Oath of Office to Mr. Reynolds.

**02-345 INTERLOCAL AGREEMENT - STATE OF NEVADA
DEPARTMENT OF HUMAN RESOURCES, DIVISION OF
HEALTH CARE FINANCING AND POLICY - SOCIAL SERVICES**

Upon recommendation of Mike Capello, Director, Social Services Department, on motion by Commissioner Galloway, seconded by Commissioner Bond, which motion duly carried, it was ordered that the Interlocal Contract between Washoe County and the State of Nevada Department of Human Resources, Division of Health

Care Financing and Policy, concerning the Intergovernmental Transfer Program, retroactive from July 1, 2001 through June 30, 2003, be approved.

It was noted this action is a result of AB377 from the 2001 session of the State Legislature requiring Washoe County to submit to the State \$1,500,000 each year of the biennium; Washoe County will be held harmless for Washoe Medical Center indigent inpatient hospital bills for two years; and the State will pay Washoe Medical Center \$4,800,000 each year for the next two years. It was further noted that Washoe County's Health Care Assistance Program (HCAP) expenditures for FY 00/01 were \$3,358,306 and for FY 01/02 are projected to be \$3,962,129 for inpatient services at Washoe Medical Center.

**02-346 AGREEMENT - NEVADA DEPARTMENT OF
TRANSPORTATION - STEAMBOAT CREEK PEMBROKE
DRIVE BRIDGE - PUBLIC WORKS**

Upon recommendation of Keith McAninch, Engineering, through Dave Roundtree, Public Works Director, on motion by Commissioner Galloway, seconded by Commissioner Bond, which motion duly carried, it was ordered that the Cooperative Agreement between the County of Washoe and the Nevada Department of Transportation, concerning construction administration and construction of the bridge on Pembroke Drive over the Steamboat Creek, be approved and Chairman Sferrazza be authorized to execute.

**02-347 NOMINATIONS TO GOVERNOR FOR APPOINTMENT TO
STATE LAND USE PLANNING ADVISORY COUNCIL**

Upon recommendation of Katy Singlaub, County Manager, on motion by Commissioner Galloway, seconded by Commissioner Bond, which motion duly carried, Chairman Sferrazza ordered that Bill Whitney be nominated to continue as Washoe County's preferred appointee to the State Land Use Planning Advisory Council. It was further ordered that Tina Nappe and Karen Mullen also be nominated, since the Governor's Office requested three names be submitted for possible appointment.

**02-348 APPOINTMENT - ALTERNATES TO THE REGIONAL
PLANNING COMMISSION - COMMUNITY DEVELOPMENT**

Gary Schmidt, area resident, expressed his belief that all Planning Commissioners should be designated as alternates to the Regional Planning Commission.

On motion by Commissioner Galloway, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the following Washoe County Planning Commissioners be appointed as alternates to the Regional Planning Commission when one of the regular members cannot attend a meeting:

Robert Fink - 1st Alternate
Stephen Rogers - 2nd Alternate
Robert Doxey - 3rd Alternate
Daniel Salerno - 4th Alternate

02-349 REGIONAL PLAN UPDATE - COMMUNITY DEVELOPMENT

Eric Young, Department of Community Development, reported the changes to the compromise proposal for the Regional Plan Update requested by the Board at the last meeting have been made. Those changes include allowing zoning and other changes within the new spheres of influence as part of the interim approval process and protecting the existing County modifiers. Mr. Young then reviewed the compromise proposal and the interim joint approval process in detail. Reserved planning areas were identified as Huffaker Hills, South Meadows, North Valleys, and University Farms. He stated land outside of the services area boundaries will remain unincorporated County and would either be a reserved planning area or a designated community.

Commissioner Galloway noted the municipal services boundary basically encompasses all of the buildable land. Mr. Young agreed that it does include all the land needed for development for the next 20 years.

Mr. Young then displayed a side-by-side comparison of the County's proposal and the regional proposal of the update and stated the significant differences are that the regional proposal shows large expansions into the Verdi area, into southern Washoe County all the way to Steamboat Hills and Pleasant Valley, and into the North Valleys.

A discussion ensued concerning commercial and industrial development in the Truckee River Canyon east of Sparks. Mr. Young stated the City of Sparks is willing to do joint planning with the County for that area with protection of the environmental integrity of the Truckee River as the main priority.

Commissioner Galloway suggested that the word water be used rather than natural resource when discussing no net increase in natural resource. Mr. Young stated staff is ready to finalize this proposal and asked if the Board had any other direction or changes to include in the final proposal.

Robert Lissner, Woodland Village Homes and Lifestyle Homes, stated he has not had a chance to review the latest maps and handouts; and asked if he could have a few minutes to do so before he presents his comments.

Terri Shannon, area resident, stated there is a meeting tonight to explain the latest draft to the public and confirmed that she had the correct map for the meeting.

Diana Langs, representing Sun Valley General Improvement District and Connected Communities, reported they have reviewed Mr. Young's proposal and are in agreement with the compromise.

In order to give Mr. Lissner the time he requested, the Board went on to their next agenda item.

Later in the meeting, Mr. Lissner stated they have approximately 2,500 acres of land in Cold Springs directly adjacent to most municipal services, with the exception of bus service, which they are trying to get; and they are planning to build affordable housing. It seemed to them that under the updated regional plan, it would be several years before they would be able to do anything with this land. He stated they filed for a comprehensive plan amendment, which has been delayed; and there have been no proposals regarding development in Cold Springs. Mr. Lissner requested the County include something for Cold Springs in their counter proposals to the City of Reno.

Mike Harper, Planning Manager, advised that Mr. Lissner was told staff would suggest expanding the Truckee Meadows service area to include the property Mr. Lissner has under the comprehensive plan amendment, and that idea was endorsed by the Citizen Advisory Board. Commissioner Galloway asked if this property is included in the present compromise proposal as drafted; and, if not, would any harm be caused by including it. Mr. Harper stated it is not, but staff is in a process by which they are beginning to see this evolve; and the language in the regional plan does indicate that as community management plans are created, staff will go to the Regional Planning Commission for conformance. Mr. Harper further stated Mr. Young does have some concerns regarding including subject property at this time.

Madelyn Shipman, Assistant District Attorney, advised the current language of the proposed update plan has policies which essentially state these areas will be studied within six months of the plan being adopted and a determination made as to whether they would be included.

Mr. Young advised that the latest compromise draft plan does change that language. He explained during an update process such as this, there is a frenzy to be included and there is a fear of being left out because land development is a risky business; and what is being experienced now is a feeling by the development community that if they don't get it now, it will never happen, so everyone is trying to grab all they can. Mr. Young stated this plan, like every other land use plan, will be amended; those amendments will probably start coming in within months of the plan's adoption; and such amendments should be considered at that time and on an equal basis. Mr. Young then discussed the proposed studies that will be called for to determine when and how service area boundaries and spheres of influence should be expanded and how to provide for objective review and decision making, with priority on in-fill development and controlling sprawl for the next few years. He stated Mr. Lissner's property could be included in the services area; and, through the community management plan, development could be

timed out into the future, but doing that creates mistrust between the County and the two Cities.

Sam Dehne, Reno citizen, expressed his belief that this is coming too late; that the regional plan is in total chaos; that gridlock, roadrage and blight have reached critical mass; and that these things are only going to get worse.

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that the compromise proposal for the Regional Plan Update be endorsed and staff be directed to proceed accordingly.

02-350 DRAFT CITY OF RENO ANNEXATION PLAN FOR 2002/2008

Mike Harper, Planning Manager, presented and reviewed the City of Reno's Draft Annexation Plan for 2002/2008 as well as a copy of staff's comments on same which have been forwarded to Reno. He explained how and why the process was slightly out of sync with staff comments being provided before it was brought to the Board for Commissioners' comments. He stated the major concerns are that areas outside of the sphere of influence are included in the annexation plan, the map is inconsistent, and the plan is not in conformance with the Regional Plan. He stated staff is seeking validation of the staff comments transmitted to the City and any additional comments the Board wishes to transmit.

Madelyn Shipman, Assistant District Attorney, referred to her memorandum to the Board outlining her concerns with the City's proposed annexation plan. She also expressed a concern with proposed involuntary annexations of parcels in order to "smooth-out" the City boundaries. Ms. Shipman stressed that under the law the purpose of an annexation plan is so the citizens will be able to anticipate approximately when their property might be annexed; and she stated, in her opinion, this plan does not do that and is, therefore, meaningless.

Commissioner Galloway stated the first thing he notices is the area proposed for annexation is excessive and way beyond anything he would consider reasonable. There was some confusion over whether the plan included the current or proposed sphere of influence. Ms. Shipman and Mr. Harper explained that Reno is only including the existing sphere of influence in this plan.

Commissioner Galloway moved that staff be directed to forward comments to the City of Reno that the Board of County Commissioners does object to features of the City of Reno Draft Annexation Plan because the Board shares and endorses staff's comments as transmitted to the City in Mr. Harper's letter of February 11, 2002 to Randy Baxley, City of Reno Senior Planner; and further, the Board concurs with Ms. Shipman's concerns and comments, particularly the failure of the plan to let citizens know when and where annexation will occur and the involuntary annexations to correct irregular boundaries created by other annexations. Commissioner Shaw seconded the motion.

Chairman Sferrazza stated that he would support the motion although there are aspects of the plan he does support, and that he is not concerned with annexations occurring within the sphere of influence.

The Chairman then called for the vote and the motion passed unanimously. The Board then returned to the item concerning the Regional Plan Update.

02-351 PROPOSED \$60-MILLION CITY OF RENO GENERAL OBLIGATION (LIMITED TAX) PARK, RECREATIONAL AND BUILDING BONDS

Legal Counsel Shipman advised that resolutions either approving or objecting to the City of Reno's bond request have been presented for the Board's consideration; and that, based on discussion at yesterday's caucus, the resolution of objection has been revised to reference the spreading of the reasons therefore into the minutes, which shall be transmitted to the Debt Management Commission in the appropriate fashion.

Sam Dehne, Reno citizen, said there are items in the City of Reno bond proposal that tax money should not be wasted on when other problems in the community need to be corrected, such as the roads situation.

Nancy MacCartney, Director, Parks, Recreation and Community Services, City of Reno, advised that a staff report has been presented to the Reno City Council for their consideration of projects to be included in the \$60-million bond proposal; and that these projects will be considered at their meeting on April 2. Ms. MacCartney said the list is from their consolidated plan and might not be the final bond list, depending on the amount determined by the Debt Management Commission (DMC). Ms. MacCartney responded to questions. Some discussion was held concerning the list of projects submitted to the Board by Reno City Councilmember Dave Aiazzi. Ms. MacCartney said that list was very old and provided a list of projects for the Bond proposal that was approved by the Regional Park Commission or the Art Commission.

Some discussion was held about maintenance issues and, upon inquiry of Commissioner Galloway, Ms. MacCartney advised that none of the proposed projects are a result of deferred maintenance; and that the City has an excellent maintenance management system and a healthy budget for maintenance operations.

Commissioner Galloway said the Board's concerns relate to the issue that the tax cap is being approached. He does not believe there is objection where there is a lot of margin, as it would be an issue the people would decide; but, in this situation, the bond proposal can interfere with the County's ability to have a reserve rate to meet current public safety and health mandates.

Katy Singlaub, County Manager, noted that the 45-day clock for comment by the County adopted by the DMC would expire on April 1. She said the substance of

the Board's objection is related to the 9.6-cents for the \$60-million package, and the priorities the Council sets is not the issue at this point. Chairman Sferrazza stated he does not think the Board has any choice but to object, but does not object to Reno taking a vote of the people on some bond issue.

Legal Counsel Shipman said the DMC could not knowingly approve proposals where the combined increases would go over the \$3.64 cap, but that situation is not always known in advance. If the cap is exceeded, a set of processes would occur to reduce budgets to try to compromise and deal with the overrides.

On motion by Commissioner Galloway, seconded by Commissioner Bond, which motion duly carried, Chairman Sferrazza ordered that Washoe County object to the City of Reno's \$60-million bond proposal for the following reasons: (1) Use of 9.6 cents of the tax rate would impair Washoe County's ability to meet current public health and safety mandates and other duties of the County, and (2) The bond proposal is in conflict with Washoe County's request to reserve 5 cents of its allowed rate to meet future needs for essential projects and services. It was further ordered, that based on the reasons stated, the following Resolution objecting to the City of Reno's bond proposal be adopted and Chairman Sferrazza be authorized to execute:

RESOLUTION NO. 02-351

A RESOLUTION OBJECTING TO THE CITY'S PROPOSAL TO ISSUE GENERAL, OBLIGATIONS AND THE SUBMISSION OF THE PROPOSAL TO THE WASHOE COUNTY DEBT MANAGEMENT COMMISSION AND THE QUALIFIED ELECTORS OF THE CITY; CONCERNING ACTION TAKEN THEREON AND APPROVING CERTAIN DETAILS IN CONNECTION THEREWITH.

WHEREAS, pursuant to Chapter 177, Statutes of Nevada, 2001, the City Council (the "Council") of Reno, Nevada (the "City"), determined that Washoe County (the "County") is an affected governmental entity, notified the Board of County Commissioners of the County (the "Board") of the City's proposal to issue general obligations, the estimated amount the proposal would increase property taxes and the potential effect of the increase on the County; and

WHEREAS, the Council proposes to submit the following proposal in one or more ballot questions to the qualified electors of the City for their approval or disapproval:

**GENERAL OBLIGATION (LIMITED TAX) PARK,
RECREATIONAL AND BUILDING BONDS PROPOSAL:**

Shall the City Council of the City of Reno be authorized to incur a general obligation indebtedness on behalf of the City by the issuance at one time, or from time to time, of

the City's general obligation (limited tax) park, recreational and building bonds in one series or more, in an aggregate principal amount not to exceed \$60,000,000 to defray wholly or in part the: cost to acquire, construct, equip and improve equip park, recreational and building projects as defined in NRS 268.672 to 268.740, inclusive, including real property, structures, fixtures, furnishings and equipment therefor, such bonds to mature serially commencing not later than five (5) years from the date or respective dates of the bonds and ending not later than thirty (30) years therefrom, to be payable from general (ad valorem) taxes, and to be issued and sold at, above, or below par at an effective interest rate (including any sale discount) not exceeding the statutory maximum rate, if any, as shall be determined at the time of the sale thereof, and otherwise to be issued in such manner, upon such terms and conditions, with such covenants and agreements, and with such detail as the Council may determine, including at its option but not necessarily limited to provisions for the redemption of bonds prior to maturity without or with the payment of a premium?

(the "Proposal"); and

WHEREAS, before the City submits the Proposal to the Washoe County Debt Management Commission (the "Commission"), the County must by resolution approve or object to the Proposal; and

WHEREAS, the County has considered all matters in the premises.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY, NEVADA:

Section 1. This resolution shall be known as the "2002 City of Reno Park, Recreational and Building Bond Objection Resolution."

Section 2. The Board hereby objects to the Proposal to be submitted to the Debt Management Commission and the qualified electors of the City of the issuance of City general obligation bonds for the purposes set forth in the Proposal in the maximum principal amount of \$60,000,000 for the reasons stated at the March 26, 2002 meeting of the Board relating to the adoption of this Resolution.

Section 3. The Clerk is hereby directed to promptly provide to the City a copy of the minutes of the March 26, 2002 meeting of the Board relating to the adoption of this Resolution together with a certified copy of this Resolution; and the City shall

provide the Commission with notification in writing of the County's objection when submitting the Proposal to the Commission.

Section 4. The County and the officers thereof hereby are authorized and directed to take all action necessary or appropriate to effectuate the provisions of this resolution.

Section 5. All bylaws, orders, resolutions or parts thereof in conflict with this resolution are hereby repealed. This repealer shall not be construed to revive any by-law, order, resolution or part thereof heretofore repealed.

Section 6. If any section, paragraph, clause or provision of this resolution shall for any reason be held to be invalid or unenforceable, the invalidity of unenforceability of the section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 7. This resolution shall become effective and be in force immediately upon its adoption.

02-352 CONSOLIDATION OF SELECTED SERVICES – MANAGER

Katy Singlaub, County Manager, reviewed background information concerning this item. She said staff would like the Board to prioritize a few services to be analyzed for possible consolidation. She noted there has been great progress towards a regional appeals board for building permits, which will be brought to the Board in the very near future for consideration of consolidation.

Following discussion, on motion by Commissioner Shaw, seconded by Commissioner Bond, which motion duly carried, Chairman Sferrazza ordered that the following services be evaluated for consolidation:

- Animal Control
- Park planning, central reservations, park maintenance
- Road maintenance, snow removal/clean-up and traffic signals
- Law Enforcement

County Manager Singlaub advised that staff would come back to the Board in 90 days with information regarding possible consolidation of the above services. She noted more services will be analyzed for consolidation but staff wants to focus on a few at a time.

Chairman Sferrazza said he does not think a service necessarily needs to be completely consolidated, if it is determined that only specific areas within a department should be consolidated.

02-353

**ORDINANCE NO. 1157 - BILL NO. 1333 - AMENDING WCC
CHAPTER 20 – ADDITIONAL COURT FILING FEES**

5:30 p.m. This was the time set in a Notice of Public Hearing published in the Reno Gazette-Journal on March 15, 2002, to consider second reading and adoption of Bill No. 1333. Proof was made that due and legal Notice had been given.

Chairman Sferrazza opened the public hearing by calling on anyone wishing to speak for or against adoption of said Ordinance. There being no response, the hearing was closed.

Upon inquiry of Chairman Sferrazza, a representative of Washoe Legal Services advised they are working with each of the courts to post a sign relative to the fee increases at each County, City of Reno, and City of Sparks Court.

Commissioner Galloway said he opposes the ordinance, not because it is not a worthy cause, but because the situation calling for a fee increase is due to a general social problem, and this ordinance taxes a small group of people who have the misfortune of being in court about something unrelated.

On motion by Commissioner Bond, seconded by Commissioner Short, which motion duly carried with Commissioner Galloway voting "no," Chairman Sferazza ordered that Ordinance No. 1157, Bill No. 1333, entitled, "AN ORDINANCE AMENDING THE WASHOE COUNTY CODE BY IMPOSING AN ADDITIONAL FILING FEE OF FIVE DOLLARS FOR THE COMMENCEMENT OF ANY CIVIL LEGAL ACTION OR PROCEEDING IN DISTRICT COURT, ANY ACTION FOR WHICH A FEE IS REQUIRED IN JUSTICE COURT, AND FOR THE FILING OF ANY ANSWER OR APPEARANCE IN EITHER COURT FOR ANY ACTION OR PROCEEDING FOR WHICH A FILING FEE IS REQUIRED; IMPOSING AN ADDITIONAL FILING FEE OF TWENTY-FIVE DOLLARS FOR THE FILING OF ANY MOTION OR OTHER PAPER THAT SEEKS TO MODIFY OR ADJUST A FINAL ORDER ISSUED PURSUANT TO NRS CHAPTERS 125, 125B OR 125C AS WELL AS ANY ANSWER OR RESPONSE THERETO EXCEPT FOR MOTIONS FILED SOLELY TO ADJUST CHILD SUPPORT, MOTIONS FILED FOR RECONSIDERATION OR MOTIONS FOR A NEW TRIAL FILED WITHIN 10 DAYS AFTER A FINAL JUDGMENT OR DECREE HAS BEEN ISSUED; AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO," be approved, adopted and published in accordance with NRS 244.100.

02-354

**ORDINANCE NO. 1158 - BILL NO. 1334 – CREATING SPECIAL
ASSESSMENT DISTRICT NO. 31 (SPEARHEAD WAY-RUNNING
BEAR DRIVE)**

5:30 p.m. This was the time set in a Notice of Public Hearing published in the Reno Gazette-Journal on March 15, 2002, to consider second reading and adoption of Bill No. 1334. Proof was made that due and legal Notice had been given.

Chairman Sferrazza opened the public hearing by calling on anyone wishing to speak for or against adoption of said Ordinance. There being no response, the hearing was closed.

Chairman Sferrazza said the Board recently requested that, if condemnation or compensation is required for the taking of a right-of-way, the adjacent property would be charged if possible. David Roundtree, Public Works Director, advised that Bond Counsel indicated that is a possibility, but it would require adoption of a new provisional order. He recommended the County proceed forward and determine if the right-of-way might be acquired without cost. He said, if staff finds that substantial sums would have to be paid for the right-of-way, a modified provisional order would be brought to the Board to allow the property to be assessed.

On motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that Ordinance No. 1158, Bill No. 1334, entitled, "AN ORDINANCE CREATING WASHOE COUNTY, NEVADA, SPECIAL ASSESSMENT DISTRICT NO. 31 (SPEARHEAD WAY-RUNNING BEAR DRIVE); ORDERING A STREET PROJECT WITHIN WASHOE COUNTY, NEVADA; PROVIDING FOR THE LEVY AND COLLECTION OF SPECIAL ASSESSMENTS THEREFOR; AND PRESCRIBING OTHER MATTERS RELATING THERETO," be approved, adopted and published in accordance with NRS 244.100.

**02-355 COMPREHENSIVE PLAN AMENDMENT – CASE NUMBER
CP-01-009 (CASTLES, LLC) - COMMUNITY DEVELOPMENT**

5:30 p.m. This was the time set for continuance of public hearing from the March 12, 2002 meeting (Item No. 02-275) published in the Reno Gazette-Journal on March 15, 2002 and mailed to property owners in the vicinity of the subject by the Department of Community Development on March 14, 2002 to consider a request to amend the Spanish Springs Area Plan, being a part of the Washoe County Comprehensive Plan. The amendment request would redesignate Assessor's Parcel Number 089-152-03 from the land use category of General Rural (GR) to General Commercial (GC). The net change in development potential would eliminate one (1) single-family residence and permit commercial development. The parcel considered for the land use change totals .97+/- acres, and is located at the northwest corner of Pyramid Highway and Eagle Canyon Drive. The parcel is found within the Spanish Springs Hydrographic Basin, of Section 35, T21N, R20E, MDB&M. The parcel considered for the land use change is designated as "Suburban" on the Truckee Meadows Regional Plan land use diagram, so a Regional Plan amendment should not be required.

The Board of County Commissioners may take action on alternatives to the applicant's request, including changes to lower, or higher, residential densities. Administrative changes to the area plan are necessary to reflect the changes requested within this application, including new text or policy, a revised Public Services and Facilities Map, and a revised table of land use.

Chairman Sferrazza called on anyone wishing to speak. There was no response and the public hearing was closed.

Upon inquiry of Chairman Sferrazza, Bob Webb, Interim Director, Community Development, advised the parcel is small and the applicant and staff believe it makes more sense to designate it general commercial to match the surrounding uses.

Chairman Sferrazza noted he would normally not support an increase in density but, since this is a very limited area, staff supports the redesignation, and there is no objection from the CAB, he would support the applicant's request. Commissioner Galloway said this is a technical amendment, and he will support the zoning change.

Upon recommendation of the Washoe County Planning Commission, on motion by Commissioner Bond, seconded by Commissioner Shaw, which motion duly carried, Chairman Sferrazza ordered that Comprehensive Plan Case Number CPO1-009 (Castles, LLC) to redesignate Assessor's Parcel Number 089-152-03 from General Rural (GR) to General Commercial (GC) be approved. This action was taken based on the Board having made the following findings:

1. The proposed amendments to the Spanish Springs Area Plan are in substantial compliance with the policies and action programs of the *Washoe County Comprehensive Plan*. The amendment conforms to policies LUT.1.1, LUT.1.2, LUT.1.12, LUT.1.14, POP. 1.4, and SS.5.4.

2. The proposed amendments to the Spanish Springs Area Plan will provide for land uses compatible with existing and planned land uses to the south, north, east and west of the subject site (LUT.1.3, LUT1.12 and LUT.1.14), and will not adversely impact the public health, safety or welfare.

3. The proposed amendments to the Spanish Springs Area Plan responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable use of land.

4. The proposed amendment to the Spanish Springs Area Plan will not adversely affect the implementation of the policies and action programs of the Conservation Element, the Population Element and/or the Housing Element of the *Washoe County Comprehensive Plan*.

5. The proposed amendment to the Spanish Springs Area Plan will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.

6. The proposed amendment to the Spanish Springs Area Plan is the first amendment to the Plan in 2002, and therefore does not exceed the three permitted amendments as specified in Section 110.820.05 of the Washoe County Development Code.

7. The Washoe County Planning Commission public hearing, prior to action on the proposed amendment to the Spanish Springs Area Plan, and the related changes to the text and maps of the plan, has been properly noticed in a newspaper of general circulation in the County as prescribed under NRS 278.210(1).

8. The Washoe County Planning Commission gave reasoned consideration to information contained within the staff report and information received during the public hearing.

* * * * *

There being no further business to come before the Board, the meeting adjourned at 6:10 p.m.

PETER J. SFERRAZZA, Chairman
Washoe County Commission

ATTEST:

AMY HARVEY, Washoe County Clerk
and Clerk of the Board of County Commissioners

*Minutes Prepared By
Sharon Gotchy and Barbara Trow
Deputy County Clerks*