STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

02/04/2020 10:00 A.M.

26 SOUTH B STREET, VIRGINIA CITY, NEVADA

AGENDA

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

JAY CARMONA
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

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

All matters listed under the consent agenda are considered routine, and may be acted upon by the Board of County Commissioners with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting. Pursuant to NRS 241.020 (2)(d)(6) Items on the agenda may be taken out of order, the public body may combine two or more agenda items for consideration, and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The Commission Chair reserves the right to limit the time allotted for each individual to speak.

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

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

2. **PLEDGE OF ALLEGIANCE**

3. **DISCUSSION/FOR POSSIBLE ACTION:**

   Approval of the Agenda for February 4, 2020

4. **DISCUSSION/FOR POSSIBEL ACTION:**

Approval of the Minutes for December 17, 2019

5. **DISCUSSION/FOR POSSIBLE ACTION:**

Approval of the Minutes for January 7, 2020

6. **CONSENT AGENDA**

I For possible action, approval of claims in the amount of $1,405,062.67

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

A. Blue Cross of Idaho Health Serv Inc. - General / 3000 E Pine Ave. ~ Meridian, ID
B. Day Wireless Systems – General / 4700 SE International Way ~ Milwaukie, OR
C. Fortis Construction Group, Inc. – Contractor / 1705 SW Taylor St. Ste. 200 ~ Portland, OR
D. RADCO Communications, LLC – Contractor / 450 US Hwy 395 N. ~ Carson City, NV
E. The Virginia City Vault LLC – General / 145 S. C St. Ste. A ~ Virginia City, NV
F. Virginia City Escape Room – General / 184 S. C St. ~ Virginia City, NV
G. Calamco – General / 1776 W. March Lane 420 ~ Stockton, CA

III For possible action, approval to appoint Senior Planner Kathy Canfield to serve as Storey County's representative on the Carson Water Subconservancy District (CWSD).

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

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

9. **DISCUSSION/FOR POSSIBLE ACTION:**

Consideration and possible approval of Resolution 20-564 authorizing refund of excess funds paid for community development permits in the amount of $71,266.97.

10. **DISCUSSION/FOR POSSIBLE ACTION:**

Approve and authorize the County Manager to sign an 18-month contract between Storey County and Lakota HRM, LLC a Nevada limited liability company to provide labor relations guidance and administration, interpret and guide application of labor agreements and personnel policies; perform and oversee administrative investigations; and ensure due process and discipline are administered in compliance with union agreements and personnel policies.

11. **DISCUSSION/FOR POSSIBLE ACTION:**

Consideration of letters of interest for appointment of planning commissioners to serve the At-Large on the Storey County Planning Commission.

12. **DISCUSSION/FOR POSSIBLE ACTION:**

Authorize the County Manager to approve a contract not to exceed $100,000 with Lumos & Associates for as-needed assistance in professional planning and engineering services related to any planned unit development and/or large land subdivision applications or proposals in Storey County. This contract will provide assistance to county planning staff with certain civil and engineering review of such applications and projects, although there are no such applications occurring or anticipated to occur at this time.

13. **RECESS TO CONVENE AS THE 474 FIRE PROTECTION DISTRICT BOARD**

14. **DISCUSSION/FOR POSSIBLE ACTION:**

Revision of the Fire Chief Job Description

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

16. **DISCUSSION/FOR POSSIBLE ACTION:**

Revision of the County Manager Job Description

17. **DISCUSSION/FOR POSSIBLE ACTION:**

Approval of business license second readings:

A. De' Ja' Vu' Construction - Contractor / 595 Duckhill Rd ~ Carson City, NV
B. DMG North Inc – General / 910 Greg St. ~ Sparks, NV
C. Fike Corporation – Contractor / 704 SW 10th St. ~ Blue Springs, MO
D. Hanwha Corporation – General / South Korea
E. Little Mountain Development LLC – Contractor / 2960 Rosanna St. ~ Las Vegas, NV
F. Robinson Metal, Inc. – General / 1740 Eisenhower Rd. ~ Depere, WI
G. Titan Powerline (DBA) – Contractor / 8695 Delta Dr. ~ Casper, WY
H. VC Highland Corgi – Home Business / 2220 Lousetown Rd. ~ Reno, NV

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

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

NOTICE:

- Anyone interested may request personal notice of the meetings.

- Agenda items must be received in writing by 12:00 noon on the Monday of the week preceding the regular meeting. For information call (775) 847-0969.
- Items may not necessarily be heard in the order that they appear.
- Public Comment will be allowed at the end of each meeting (this comment should be limited to matters not on the agenda). Public Comment will also be allowed during each item upon which action will be taken on the agenda (this comment should be limited to the item on the agenda). Time limits on Public Comment will be at the discretion of the Chairman of the Board. Please limit your comments to three minutes.
- Storey County recognizes the needs and civil rights of all persons regardless of race, color, religion, gender, disability, family status, or nation origin.
- In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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

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

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

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

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

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

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Commissioners' Office in writing at PO Box 176, Virginia City, Nevada 89440.

CERTIFICATION OF POSTING

I, Vanessa Stephens , Clerk to the Board of Commissioners, do hereby certify that I posted, or caused to be posted, a copy of this agenda at the following locations on or before 01/30/2020; Virginia City Post Office at 132 S C St, Virginia City, NV, the Storey County Courthouse located at 26 S B St, Virginia City, NV, the Virginia City Fire Department located at 145 N C St, Virginia City, NV, the Virginia City Highlands Fire Department located a 2610 Cartwright Rd, VC Highlands, NV and Lockwood Fire Department located at 431 Canyon Way, Lockwood, NV.

By Vanessa A Stephens

Vanessa Stephens Clerk-Treasurer

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/2020 **Estimate of time required:** 5 min.

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

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1. **Title:** Approval of minutes for December 17, 2019

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

3. **Prepared by: Vanessa Stephens**

   Department: Clerk & Treasurer **Telephone: 775 847-0969**

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

5. **Supporting materials:** Attached.

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

   Funds Available: Fund: ____ Comptroller

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

   ____ District Attorney

8. **Reviewed by**:

   VS Department Head Department Name: Clerk & Treasurer

   ____ County Manager Other agency review: _____

9. **Board action:**

   [ ] Approved [ ] Approved with Modifications
   [ ] Denied [ ] Continued

Agenda Item No. 4

STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, DECEMBER 17, 2019 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MINUTES

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

LANCE GILMAN
VICE-CHAIRMAN

JAY CARMONA
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

ROLL CALL: Chairman McBride, Commissioner Carmona, County Manager Austin Osborne, District Attorney Keith Loomis, Clerk & Treasurer Vanessa Stephens, Sheriff Gerald Antinoro, Operations/Project Coordinator Mike Northan, IT Director James Deane, Fire Marshal Martin Azevedo, Water/Sewer Project Manager Mike Nevin, Fire Chief Jeff Nevin, Tourism Director Deny Dotson, Assistant Comptroller Jennifer McCain, Senior Center Director Stacey York, Community Chest Director Erik Schoen, Lockwood Senior Center Beth Kempf, RSVP Representative Louise Pena.

1. CALL TO ORDER REGULAR MEETING AT 10:00 A.M.
Meeting was called to order by Chairman McBride at 10:00 A.M.

2. PLEDGE OF ALLEGIANCE
Chairman McBride led those present in the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for December 17, 2019.

Public Comment: None

Motion: Approve Agenda for December 17, 2019, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

4. CONSENT AGENDA:
I. For possible action, approval of claims in the amount of $1,006,974.44

II. For possible action, approval of business license first reading:
A. Balance Staffing Workforce LLC - General / 2800 N. Cherryland Ave ~ Stockton, CA
B. IDRA North America, Inc.– General / 1510 Ann St ~ Kokomo, IN

C. **Miracle Maids** – Home Business / 829 Pony Express Trail ~ Dayton, NV
D. **Schnabel Foundation Company** – Contractor / 45240 Business Ct. #250 ~ Sterling, VA
E. **Vine Staffing Inc.** – General / 1 E. Liberty St. Ste. 600 ~ Reno, NV

Public Comment: None

Motion: Approve Consent Agenda for December 17, 2019, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

5. DISCUSSION ONLY (No Action – No Public Comment): Committee/Staff Reports
Sheriff Gerald Antinoro:

- The Sheriff's Office, along with the We Care Group, held their annual Christmas festivities in Lockwood and Mark Twain. Both events were well attended.
- The 601 Vigilance Committee gave the Sheriff's Office four Christmas trees which are available for anyone who would like a tree. They are free for the taking.
- PoolPact's annual audiof the jail will be conducted in January. The Commission is also invited to do an inspection.

Operations/Project Coordinator Mike Northan:

- The Divide building project is set to receive bids on December 19th. Six general contractors and several sub-contractors are holding plans. The bids will be opened and read publicly.

RSVP Representative Louise Pena:

- Thank you to the Commission for support of RSVP. And to Mr. Osborne, Stacey York, and Beth Kempf for the new programs.
- RSVP has a lot of plans for Lockwood as well as working together with Beth and Stacey.

Community Chest Director Erik Schoen:

- Angel Trees names have been pulled with over 120 to 125 gifts. There was also an Angel Tree at Hillside Elementary School.
- Holiday food boxes are available for people in need. Please reach out to Community Chest. Distribution day will be Saturday, December 21st, 11 AM to 1 PM, at the old location on Toll Road.
- Connectivity issues with the "tele-health"system have been resolved. Anyone who has had a bad experience with the system, is encouraged to try it again. Mondays are "tele-health"days.
- An annual report of everything done in 2019 will be given in January or February.

Commissioner Carmona asked if there is a need for a doctor (at Community Chest).

Mr. Schoen: "Tele-health" calls are with a doctor. It would be great to have a doctor up here, recruiting someone when there is already a shortage, would be difficult. The APN is here on Wednesdays.

Water/Sewer Project Manager Mike Nevin:

- Publication (per NRS) was done stating additional proposals for the Gold Hill Wastewater project could be accepted. One was received, making three proposals to consider.

- A meeting will be held tomorrow to review all proposals to come up with a recommendation.
- Proposals range from $214,000 to $282,000.
- A scoring process will be used to insure everything is within the specs provided.

Fire Marshal Martin Azevedo:

- Construction on the Delta Saloon is starting up again.
- Once the roof is tied in with the walls, the bracing can come down.
- Agua Metals sustained severe damage in a fire the day after Thanksgiving.

Lockwood Senior Center Beth Kempf:

- Working with Elise Knox, there were 31 children on the Angel Tree, and 15 coats for seniors.
- Lisa Holman did a Santa shop and notes to Santa.
- A lot of people participated in Thanksgiving.
- The Senior Center will have a Christmas lunch presented by Elise.

Tourism Director Deny Dotson:

- Presented a pamphlet that is being given out at the airport by docents greeting passengers. This will start next week and run through New Year. Free trolley ride or mine tours are being given to people showing their boarding pass.
- Christmas on the Comstock was kicked off to a good crowd. Sleigh and train rides sold out, as well as the Christmas Carol play and concerts.
- The 2020 Calendar of Events will be available in January.

Fire Chief Jeff Nevin:

- The Fire District presented gifts to children at Hillside Elementary School this morning.
- They will be Hugh Gallagher Elementary School tomorrow morning presenting gifts along with cookies and hot chocolate.
- Residents with propane heat are reminded to check regulators and to remove snow and debris. Also, residents should have chimneys swept. Chimney fires are catastrophic.
- The Fire District and Public Works are starting a tree recycling program beginning December 26th through January 10th. Drop off locations will be at each Fire Station and Public Works. Mark Twain Community Center will accept trees on December 28 & 29, and January 4 and 5. Trees will be chipped and the chips used in the parks.

Assistant Comptroller Jennifer McCain:

- The County audit should be in to the Comptroller's Office by next week. It will be presented to the Board after the first of the year.

Deputy District Attorney Keith Loomis:

- A lawsuit filed against the County by Mr. Hames, challenging whether or not certain permit fees should be refunded, has been stipulated to be dismissed.

County Manager Austin Osborne:

- A Strategic Plan workshop was held this morning with the County team and Linda Ritter.
- On January 23rd, 5:30 PM, a Town Hall will be held in Lockwood to listen to concerns of residents. This will take place immediately following a senior meeting held by Beth Kempf and Stacey York.

- There is progress on the Lands Bill. The BLM is transferring over certain of right-of-ways to the County. This will be an 18 month process, hopefully beginning sooner than later.

6. BOARD COMMENT (No Action – No Public Comment):
Chairman McBride:

- Christmas on the Comstock parade was held Saturday – it was a great event. The parade was well attended by both entrants and visitors despite the cold. Hot chili was available and the Grinch and Santa Claus were both in town.
- The County Christmas Party was held Friday at St. Mary's Art Center. The staff did a great job opening up the Art Center – a lot of people had never been there. It was a great experience and well-attended. It was nice having the party at Pipers, but it is good to move it around. Maybe look at the Fourth Ward School or other historical places in the future. Thanks to everyone who participated and those attending.

7. DISCUSSION/POSSIBLE ACTION: Approval of Resolution 19-563 Honoring Cherie Nevin.

Mr. Osborne reminded that Ms. Nevin was present at the last meeting where a lot of people participated and spoke about her. Cherie is present today via Facetime.

Chairman McBride read the resolution into the record:
Resolution No. 19-563
Whereas, Cherie Nevin has faithfully served Storey County for twenty years from 2000 to 2019; and
Whereas, Cherie Nevin is dedicated to her job and the citizens of Storey County; and
Whereas, Cherie Nevin has served with distinction, earning the respect of all she works with both locally and statewide; and
Whereas, Cherie Nevin's professional skills in several capacities have served to make Storey County a better place to live, work and play;
Therefore it be known to all present that the Board of County Commissioners of Storey County do hereby resolve to commend and honor Cherie Nevin to commend and honor Cherie Nevin for exemplary service to the people of Storey County, Nevada, this 17th day of December 2019.

Virginia Nevin accepted the plaque on behalf of Ms. Nevin.

Public Comment: None

Motion: I, Jay Carmona, move to approve Resolution 19-563 Honoring Cherie Nevin, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

8. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of agreement tolling possible statutes of limitation with Bankruptcy trustee Angelique Clark regarding the Cetus Mortgage case.

Deputy District Attorney Keith Loomis explained this agreement tolls any statutes of limitation issues in this matter in order to continue settlement discussions. Both the Bankruptcy Trustee attorney and the County's attorney agree there really isn't a statute of limitations on a violation of the automatic stay rule. This will provide time to try to resolve the case without filing suit.

Public Comment: None

Motion: I, Jay Carmona, move to approve the tolling agreement with Angelique Clark regarding the Cetus Mortgage bankruptcy case, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

9. DISCUSSION/POSSIBLE ACTION: Approval of Bill No. 114, the second reading of Ordinance No. 19-303, an ordinance amending Storey County Code chapter 15.04 Building and Construction, to adopt amendments to the 2018 International Wildland Urban Interface Code, amending chapter 15.08.060 Appeal from decisions, and providing for other properly related matters.

Mr. Loomis: This is the second reading of this Ordinance. As explained at the first reading, when the Ordinance was initially approved, two pages were left out of the Ordinance. This corrects that oversight.

Public Comment: None

Motion: I, Jay Carmona, move to approve the second reading Bill No. 114, Ordinance No. 19-303, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

10. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of amendment to Interlocal agreement with NDOT for signal maintenance services.

Mr. Loomis: The original Interlocal Agreement did not provide for compensation to the County for repairs to signals, etc. This action changes that Agreement so that NDOT can make those payments to the County, if needed.

Public Comment: None

Motion: I, Jay Carmona, move to approve the amendment to Interlocal agreement with NDOT for signal maintenance services, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

11. DISCUSSION/POSSIBLE ACTION: Approval of Resolution No. 19-562 requesting the assistance of the State of Nevada Attorney General in the prosecution of a criminal matter.

Mr. Loomis: Due to a conflict of interest in the District Attorney's Office where witnesses are related to County employees, it is requested the Board of County Commissioners join in the request to the Attorney General's office to handle the case.

Chairman McBride: This is common practice.

Public Comment: None

Motion: I, Jay Carmona, move to approve Resolution No. 19-562 requesting the assistance of the State of Nevada Attorney General in the prosecution of a criminal matter, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

12. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of Certified Local Government Agreement between Storey County and State Historic Preservation Officer (SHPO).

Mr. Loomis: This is a revised Agreement of one adopted in the 1990's. The Federal government provides funds to States to engage in historical preservation efforts. The State can send funds to counties, towns, and cities if they are certified local governments, meeting certain requirements.

This item is part of the process to being a certified local government in order to receive funds from the State. Adoption of an ordinance will be required after this approval.

Mr. Osborne explained (the County) is unique in that it has the Comstock Historic District that manages a lot of the elements of historic preservation and requirements in this area. We are in communication with CHD to address matters as they apply to this item.

Public Comment:

Motion: I, Jay Carmona, move to approve the Agreement between SHPO and County regarding the Certified Local Government program, and authorize the Chairman to sign, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

13. DISCUSSION/POSSIBLE ACTION: Approval of a donation of five (5) Panasonic Tough Book Computers. Panasonic is to donate these computers to Storey County Fire Department and Storey County Community Development for the purpose of field testing.

Fire Marshal, Martin Azevedo, commented that tablets currently used by the Fire Department and Community Development break easily. He has used Panasonic Tough Books in the past – they are great machines. Mr. Azevedo was advised by Panasonic that there is a program where they donate Tough Books to fire and police departments on trial basis forever. If approved, four of the five Tough Books will go to the Fire Department and one to Community Development. These are great tools. IT Director James Deane said there is no issue in programming these computers.

Chairman McBride asked if in the future, when the tablets currently in use have failures - will they be replaced with Tough Books.

Mr. Azevedo: Yes. After testing the five and seeing how they work for the County, possibly obtaining 18 to 20 more so there is a Tough Book in every engine and rescue. As well as for Battalion Chiefs and inspectors. They are pricey – but Panasonic has a purchase program giving breaks to local governments and fire departments. Refurbished ones are also available. The Tough Book we are looking at is about $4,000.

Public Comment: None

Mr. Osborne: The County's IT team has said they will go through these Tough Books to insure confidentiality and security.

Motion: In accordance to the recommendation by staff, Jay Carmona, motion to approve five Panasonic Tough Book computers to be tested by the Storey County Fire Department and the Fire Marshal, the computers will be used for field operations, investigations, and inspections, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

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

A. Demar Specialties LLC - Contractor / 2423 Finchwood Landing Ln. ~ Manteca, CA
B. Genesis Ironworks, LLC– Contractor / 6505 Reno Hwy ~ Fallon, NV
C. MTU America Inc. – General / 39525 Mackenzie Dr. ~ Novi, MI
D. Primary Integration Solutions, Inc. – General / 8180 Greensboro Dr. #700 ~ McLean, VA
E. Virginia City Tours (DBA) – Transportation / 27 N. C St. ~ Virginia City, NV

Public Comment:
None

On behalf of Community Development, Mr. Osborne recommends approval of Item A through E.

Motion: I, Jay Carmona, move to approve Business Licenses, Second Reading, Items A through E, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

15. PUBLIC COMMENT:

Louise Pena, Lockwood Resident: As a resident, she and her husband, thank the County for all of the improvements and plans for improvements. She talked about the new group from LCC and Rainbow Bend - people who are willing to work together as a community. Louise commented that attitudes are changing about getting a new senior center as well as other things. Neighbors are what a senior/community center is about. The senior lunch program, the food pantry - as good as they are, they could be better. More people are supporting County decisions and the growth in Lockwood.

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

The meeting was adjourned by the Chair at 9:52 AM

Respectfully submitted,

By: Vanessa Stephens
Vanessa Stephens Clerk-Treasurer

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/2020 **Estimate of time required:** 5 min.

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

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1. **Title:** Approval of minutes for January 7, 2020

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

3. **Prepared by: Vanessa Stephens**

   Department: Clerk & Treasurer **Telephone: 775 847-0969**

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

5. **Supporting materials:** Attached.

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

   Funds Available: Fund: ____ Comptroller

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

   ____ District Attorney

8. **Reviewed by:**

   VB Department Head Department Name: Clerk & Treasurer

   ____ County Manager Other agency review: _____

9. **Board action:**

   [ ] Approved [ ] Approved with Modifications
   [ ] Denied [ ] Continued

Agenda Item No. 5

STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, JANUARY 7, 2020 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MINUTES

MARSHALL MCBRIDE
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

JAY CARMONA
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

ROLL CALL: Chairman McBride, Vice Chairman Carmona, Commissioner Gilman, County Manager Austin Osborne, Deputy District Attorney Keith Loomis, Clerk & Treasurer Vanessa Stephens, Chief Deputy Tony Dosen, IT Director James Deane, Fire Chief Jeff Nevin, Tourism Director Deny Dotson, Public Works Director Jason Weizrbicki, Emergency Management Director Joe Curtis, Communications Director Dave Ballard, HR/ Administrative Officer Jen Chapman, Recorder Marney Hansen-Martinez, Comptroller Hugh Gallagher, Planner Kathy Canfield, Senior Center Director Stacey York, Operations/Projects Coordinator Mike Northan, and Lockwood Senior Center Beth Kemp

1. CALL TO ORDER REGULAR MEETING AT 10:00 A.M.
Meeting was called to order by Chairman McBride at 10:00 A.M.

2. PLEDGE OF ALLEGIANCE
Chairman McBride led those present in the Pledge of Allegiance.

3. ELECTION OF CHAIRMAN TO THE STOREY COUNTY BOARD OF COMMISSIONERS FOR THE TERM OF ONE YEAR Pursuant to Storey County Code 2.04.008
Public Comment: None

Motion: I move to nominate Marshall McBride as Chairman of the Commission for 2020, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

4. ELECTION OF VICE CHAIRMAN TO THE STOREY COUNTY BOARD OF COMMISSIONERS FOR THE TERM OF ONE YEAR Pursuant to Storey County Code 2.04.008
Public Comment: None

Motion: I move to appoint Jay Carmona as Vice Chairman of the Board for 2020, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

5. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for January 7, 2020.
County Manager Osborne requested Consent Agenda Item IV be moved to follow Item #20.

Public Comment: None

Motion: Approve Consent Agenda Item IV be moved after Item #20, and approve Agenda for today, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

6. DISCUSSION/POSSIBLE ACTION: Approval of the Minutes for November 19, 2019.
Public Comment: None

Motion: I move to approve the Minutes for November 19, 2019, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

7. DISCUSSION/POSSIBLE ACTION: Approval of the Minutes for December 3, 2019.
Public Comment: None

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

8. DISCUSSION/POSSIBLE ACTION: Approval of the Minutes for December 4, 2019.
Public Comment: None

Motion: I move to approve the Minutes for December 4, 2019, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

9. CONSENT AGENDA:

I. For possible action, approval of claims in the amount of $1,236,184.24

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

- **A. All Hours Air LLC** - Contractor / 395 Freeport Blvd Ste. 12 ~ Sparks, NV
- **B. Baldwin Electrical Installations** – Contractor / 1155 S. Rock Blvd Ste. 430 ~ Reno, NV
- **C. Balluff Inc.** – General / 8125 Holton Dr. ~ Florence, KY
- **D. Blockchains LLC** – General / 610 Waltham Way ~ Sparks, NV
- **E. Datasight** – General / 304 S. Jones Blvd Ste. 3546 ~ Las Vegas, NV
- **F. Nevada Copper Inc.** – General / 1315 Waltham Way ~ McCarran, NV
- **G. Oberg Builders LLC.** – Contractor / 101 Convention Center Dr. ~ Las Vegas, NV
- **H. Rust Automation & Controls Inc.** – General / 8070 S. 1300 W. West ~ Jordan, UT
- **I. Titan Solar Power NV Inc.** – Contractor / 2769 N. Lamb Blvd ~ Las Vegas, NV

III. For possible action, approval of first reading to amend an existing General Business License for the Union Brewery, 63 N C St., Virginia City, NV 89440 – Requesting to add Dawn Grant

Public Comment: None

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

10. DISCUSSION ONLY (No Action – No Public Comment): Committee/Staff Reports
Operations/Project Coordinator Mike Northan:

- Bids came in higher than expected on the Divide Building. We are working with the low bidder, Simerson Construction – progress is being made.
- A preliminary design for the Black & Howell building has been received from Dube' Group Architecture. The design will be reviewed with Mr. Dotson.
- Work on the water damage at the Visitor's Center is wrapping up. The exterior wall will be sealed to prevent water damage in the future.
- A site plan has been developed for the Virginia City Highlands Community Center. An estimate will be put together for presentation to the Board.

Senior Center Director Stacey York:

- Free radon test kits are available to residents at the Lockwood and Virginia City Community Centers. Kits can be picked up Monday thru Friday, 9AM to 3PM. A presentation will be given at the Senior Center in February.
- Virginia City Senior Center is having a Valentine's Day fundraiser, selling one dozen roses for $30. The roses will be available for pick up on Valentine's Day morning.
- Over 56 seniors were served by the Senior Center transportation program in 2019, with a total of 15,000 rides equaling 21,508 miles.

Senior Planner Kathy Canfield:

- Title 17 updates will be discussed at the next Planning Commission meeting on January 16th, 6 PM. Zoning Code amendments are posted on-line. She is happy to answer questions and receive any input regarding the updates.
- The Regional Transportation Committee meeting will be held at 9 AM, January 21st, before the next Commission meeting. Updates relating to Storey County will be discussed.
- Virginia City is on the cover of the Nevada Planner – the Nevada chapter of the American Planning Association magazine. An article regarding the Dayton Valley area drainage master plan is in the magazine. This is an on-line magazine.
- The Planning Department is now in its new offices.

Comptroller Hugh Gallagher:

- The June 2019 financial statements will be ready by the next Commission meeting. Extra time was needed due to a 3rd party evaluation on retiree benefits, and also late attorney letters that need to be sent out calling for "subsequent event"- meaning is there anything out there after June 30, 2019 that could possibly be a liability.

- Budgets are starting early. Due date for the tentative budget – April 15th; final budget is June 1st.

County Manager Austin Osborne:

- Strategic Plan update:
    1. January 21st BOC meeting – Board makes final decisions for the mission and vision statements. Between now and the 21st, draft statements will be posted on the website under a County Manager's portal. Comments can be made and there is a survey for recommendations.
    2. Community-wide workshops will begin after the 21st for building goals and objectives.
- The Capital Improvement Plan is in its next stage. Department heads have submitted comments. We're going back and forth on the drafts of the Plan.
- Thank you to the Department heads for their comments.
- Working closely with the Comptroller's Office on how the CIP will be integrated into the budget procedures. This document will be the "guiding force" for infrastructure projects and heavy equipment, etc., types of purchases.
- Collective bargaining has been initiated with the Sheriff's Office with actual bargaining beginning in February.
- Town Hall meeting is set January 23rd, 5:30 PM at Lockwood Senior Center immediately following the Lockwood Advisory Board meeting. This is a non-agenda meeting to hear what attendees think and what ways the County can serve (the community). The Strategic Plan and Capital Improvement Plan will be discussed.
- Information on the Waste Management franchise agreement is available through a web portal on the County website under County Manager. Periodic updates will be posted.

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

Vice Chairman Jay Carmona:

- Longtime resident Erlene Flanagan and business owner Lisa Hess recently passed away.

Chairman Marshall McBride:

- There was good weather during the holiday season and Virginia City enjoyed visitors from all over the world. There were a lot of people in town for New Year's Eve. Pipers Opera House had a sold-out "Roaring 20's" party.
- It is with great sadness we mention the passing of longtime resident, Erlene Flanagan. She was the proprietor of Edith Palmer's Bed & Breakfast County Inn for several years. Ms. Flanagan was appointed by the Governor to complete her husband's term as County Commissioner after his death. Ms. Flanagan was the fiancé of former County Manager Pat Whitten.

12. DISCUSSION/POSSIBLE ACTION: Approval of Resolution 15-561 honoring Charles and Candace Pitts with the Sugarloaf Mountain Motel and Market as the 2019 Storey County Business of the Year. (Note: Correct Resolution number is 19-561)

Deny Dotson announced that Charles and Candace Pitts, owners of the Sugarloaf Mountain Motel and Market, have been selected as 2019 Storey County Business of the Year. Mr. Dotson reviewed the criteria used by the selection committee.

Mr. Dotson read the Resolution:

Resolution No. 19-561, a Resolution honoring Charles and Candace Pitts with Sugarloaf Mountain Motel and Market as the Storey County Business of the Year

Whereas, this award will be given to a Storey County Business or Organization that has shown significant contributions towards the economic stability in Storey County Whereas Charles and Candace Pitts with the Sugarloaf Mountain Motel and Market have shown extraordinary entrepreneurship, have improved a needed service in Virginia City and have shown strong community relations and contributions towards many of Virginia City's nonprofits.

Therefore, let it be known to all present that the Board of County Commissioners of Storey County do hereby resolve to commend and honor Charles and Candace Pitts with the Sugarloaf Mountain Motel and Market for their continued and exemplary service to the people of Storey County.

Public Comment: None

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

13. DISCUSSION/POSSIBLE ACTION: Extension of general services agreement for lobbyist services and other federal legislative assistance of the Porter Group from December 31, 2019 and August 1, 2020.

Mr. Osborne explained Congressman Jon Porter and his team have helped the County with various Federal matters over the years. Mr. Osborne is requesting an extension of the existing contract until summer - allowing Porter Group to work with the County on several items including representing a unified group, consisting of other counties and groups from this entire region, in Washington DC. The members of this group will be working with the Porter Group to meet with our Senators and Congressman as a unified group with several goals. Focus will likely be on matters of regional importance such as transportation. The Porter Group will be instrumental in helping the County collaborate with others in the region.

Also, the extension is requested as Porter Group is still working with (the County) and collaborating with BLM on getting the Lands Bill transfers done effectively.

Porter Group is also involved in:

- Proposal to create an additional Zip Code bill for the Highlands, Lockwood, and Mark Twain. Benefiting those residents by having a Storey County zip code rather than a Washoe County or Dayton zip code.
- The Public Lands Bill, although not in Storey County, it affects TRI and I-80 transportation routes.

- Federal Grants and EDA monies that may be available to help the County – especially for things such as IT infrastructure, communications, transportation, and other issues affecting the County.

After the six month extension, the Commission can again consider the necessity of continuing the contract or to take a different approach.

Commissioner Gilman said there is no better representation than the Porter Group.

Public Comment:
Chris Porter: Thanked the Commission for the extended opportunity of working on behalf of (the County).

Motion: Based on the recommendation of staff, I, Commissioner Carmona, motion to approve extension of the General Services Agreement for lobbyist services and other federal legislative assistance of the Porter Group from December 31, 2019 to August 1, 2020, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

14. DISCUSSION/POSSIBLE ACTION: Consideration of letters of interest for appointment of planning commissioners to serve a term representing Precinct 4 Mark Twain District, Precinct Lockwood/ River District, and Storey County At-Large position on the Storey County Planning Commission.

Mr. Osborne explained there are three vacant Planning Commission positions. The positions have been posted as required. Applications were received for all positions.

For Mark Twain District, applications received from Adrianne Baugh – current Planning Commissioner; and Kris Thompson, current Planning Commissioner for Lockwood. The current At-Large Commissioner, John Herrington, was unable to reapply for personal reasons. Mr. Herrington did a great job on the Commission and would be reconsidered if he applied.

Applications for the At-Large Commissioner have been received from Brian Staples, Karl Gambrel, Sam Toll, and Tom Purkey.

Recommendations at this time: Adrienne Baugh for Mark Twain and Kris Thompson for River/Lockwood. Due to the number of applicants for the At-Large position, it is recommended that a personal interview be conducted with each applicant. If ready, recommendation for the position would be made at the January 21st or February 7th meeting.

Public Comment: None

Motion: In accordance with the recommendation by staff, I, Jay Carmona, motion to reappoint Adrienne Baugh to represent Precinct 4, Mark Twain District, and Kris Thompson to represent Precinct 3, Lockwood/River District, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

15. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of contract with

Motorola Solutions, Inc. for the sale and installation of equipment and software upgrades to the Storey County communication system and for maintenance and support of the upgraded system for a price of $1,795,708.00. That price may change by the time this matter is considered by the Board.

Deputy District Attorney Keith Loomis noted that the price has changed, reduced to $1,766,000. The contract was reviewed by the District Attorney's Office, and changes requested have been made. This included adding the Fire District as a party to the contract and addressing public request issues.

Communications Director Dave Ballard said this project has been worked on for years. Several systems were looked at as well as the current VHF system that has been used for years. Systems built for metropolitan areas do not fit the County's needs. The VHF system is already built and will be updated. A tower will be added to USA Parkway for coverage there. The current system covers about 85% of the County; the new system will be close to 99% coverage. The purchase is not just infrastructure, but a turn-key system.

Mr. Ballard reviewed the system's radios and their capabilities. The contract provides 8 year user maintenance, including regular software updates. The current system was purchased in 2002 and can no longer be upgraded.

Vice Chairman Carmona thanked Mr. Ballard and Motorola for their efforts with this purchase.

Chairman McBride understands this system will replace every piece of communication equipment in the County, including the dispatch center.

Mr. Ballard: It will all be done. Sierra Electronics will do everything – the builds, the cars, all of the installation as part of the package. Repairs to the "big stuff" will be covered – including equipment on mountaintops.

Mr. Osborne thanked the IT Department, Motorola, and Mr. Ballard, among others, for the hard work put into this over the last 10 years. This is an 8 –year program, but the equipment can be used beyond. A big part of the contract is that (the County) owns the equipment- not relying on Washoe, Reno, and Sparks to own the equipment and call the shots during issues. This equipment communicates with the State and is compliant with State requirements. When looking at the new maps, everything is covered (including areas not currently covered) – except for a couple of "islands". There may even be a way to relay signals down into canyons – saying the County is 100% covered in one way or another. This system will reduce the number of towers required to operate as opposed to another system. A lot of the existing microwave equipment can be re-used – a huge savings. It is great to work with Sierra Electronics who will be available at "2 in the morning" to help with a critical matter. This (contract) is for everything – 911, Sheriff, Fire District, Emergency Management, building inspectors, Assessor's Office, snow-plows, and more. Radios will be available for Public Information Officer duties.

Mr. Ballard added that the new radio system will not require switching channels to talk – just push a button. Looking at late summer/early fall for completion of the build-out. Maybe sooner depending on weather.

Mr. Osborne pointed out there is an addendum to the contract which was not in the packet - it has been passed out to the Commission. Public copies have also been provided.

Public Comment: None

Motion: I, Jay Carmona, move to approve the Agreement with Motorola Solutions, Inc. for the provision and installation of equipment and software to upgrade the Storey County communications system, and for the maintenance and support of the up-graded system **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

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

17. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of contract with Motorola Solutions, Inc. for the sale and installation of equipment and software upgrades to the Storey County communication system and for maintenance and support of the upgraded system for a price of $1,795,708.00. That price may change by the time this matter is considered by the Board.

Mr. Loomis: This is the same agreement to be signed off by the Fire District Board, reflecting the Fire District is separate from the County.

Public Comment: None

Motion: I, Jay Carmona, move to approve the Agreement with Motorola Solutions, Inc., for the provision and installation of equipment and software to upgrade the Storey County communications system and for the maintenance and support of the upgraded system, **Action:** Approve, **Moved by** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

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

19. DISCUSSION/POSSIBLE ACTION: Approval first reading to amend an existing Liquor License for the Union Brewery, 63 N C St., Virginia City, NV 89440 – Requesting to add Dawn Grant

Chairman McBride explained this is the same person (Dawn Grant, owner of the Union Brewery) as on the Business License approved under the Consent Agenda.

Public Comment: None

Motion: I, Jay Carmona, recommend the approval of the first reading to amend an existing Liquor License for the Union Brewery, 63 N C St., Virginia City, NV 89440 – requesting to add Dawn Grant, **Action:** Approve, **Moved by** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

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

21. DISCUSSION/POSSIBLE ACTION: Approval of business license second readings:
A. Balance Staffing Workforce LLC - General / 2800 N. Cherryland Ave ~ Stockton, CA
B. IDRA North America, Inc.- General / 1510 Ann St ~ Kokomo, IN
C. Miracle Maids - Home Business / 829 Pony Express Trail ~ Dayton, NV
D. Schnabel Foundation Company - Contractor / 45240 Business Ct. #250 ~ Sterling, VA
E. Vine Staffing Inc. - General / 1 E. Liberty St. Ste. 600 ~ Reno, NV
Public Comment: None

Motion: I, Jay Carmona, move to approve Business Licenses, Second Reading, Items A through E, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

9. IV For possible action, approval of 2020 Appointments to serve on state, county, and regional boards and committees.

1. Safety Committee - Jeff Holman - chair
2. Legislative Representative - Marshall McBride with others, including staff as needed (no change)
3. Historic Fourth Ward School and Museum Board - Jay Carmona (no change)
4. Nevada-NACO - Lance Gilman with Austin Osborne as alternate (no change)
5. Nevadaworks - Lance Gilman with Austin Osborne as alternate (no change)
6. Virginia City Senior Center - Lance Gilman (was Cherie Nevin)
7. Lockwood Senior Center Board - (decommissioned)
8. Storey County Senior Centers Board - Lance Gilman
9. Saint Mary's Art Center - Jay Carmona (remove Cherie Nevin as alternate)
10. Western Nevada Development District - New Community Relations Coordinator hire pending; Jen Chapman as alternate.
11. Carson Water Subconservancy District - Austin Osborne (no change)
12. State Land Use Planning Advisory Council - Kathy Canfield (no change)
13. Natural Resources Conservation Services (NRCS/USDA) - Kathy Canfield (no change)
14. Truckee River Flood Management Authority, Technical Advisory Committee - Lance Gilman with Kathy Canfield as alternate. (removes Austin Osborne as alternate)
15. Comstock Historic District Commission - Marshall McBride (no change)
16. Nevada Commission for the Reconstruction of the V&T Railway - Marshall McBride (no change)
17. Virginia City Tourism Commission - Lance Gilman (no change) **- Continue to January 21, 2020**
18. Oversight of Fire District and Public Works - Marshall McBride (no change)
19. Economic Development Authority of Western Nevada - Marshall McBride (no change)
20. Northern Nevada Development Authority (elected official seat) - Lance Gilman
21. Northern Nevada Development Authority (appointed official seat) - Austin Osborne
22. Storey County Wildlife Advisory Board - Rob DuFresne, Greg Hess Sr., Greg "Bum" Hess, Bill Clark, and Rich Bacus (no change)
23. Washoe-Storey Conservation District - Kathy Canfield (remove Austin Osborne as alternate)

Mr. Osborne: Item 8 is corrected to read Storey County Senior Centers Board (rather than Senior Center), and Item 17 will be continued to the January 21, 2020 BOC meeting.
Public Comment: None

Motion: I, Jay Carmona, move to approve the approval of 2020 appointments with the spelling correction of Item #8, and moving Item 17 to the January 21st meeting, **Action:** Approve, **Moved by:** Vice Chairman Carmona, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

22. PUBLIC COMMENT (No Action)
None

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

The meeting was adjourned by the Chair at 10:50 AM

Respectfully submitted,

By: Vanessa Stephens
Vanessa Stephens Clerk-Treasurer

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/2020 **Estimate of time required:** 0 min

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

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1. For possible action, approval of claims in the amount of $1,405,062.67

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

3. **Prepared by: V Stephens**

Department: Clerk/Treasurer **Telephone: 775 847-0969**

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

5. Supporting materials: Attached

6. **Fiscal impact:**

Funds Available: NA Fund: NA __NA__ Comptroller

7. **Legal review required:**

_NA_ District Attorney

8. **Reviewed by**:

(VB) Department Head Department Name: Comptroller

____ County Manager Other agency review: _____

9. **Board action:**

[ ] Approved [ ] Approved with Modifications
[ ] Denied [ ] Continued

Agenda Item No. 6I

Vendor History Report

By Vendor Name

Posting Date Range -

Payment Date Range 01/24/2020 - 01/24/2020

Payable Number / Item Description	Description / Units	Price	Post Date / Amount	1099 / Account Number	Payment Number	Payment Date / Account Name	Amount / Dist Amount	Shipping	Tax	Discount	Net	Payment
Vendor Set: 01 - Storey County Vendors												
405424 - Optum Bank, Member FDIC							**11,091.91**	**0.00**	**0.00**	**0.00**	**11,091.91**	**11,091.91**
INV0009129	HSA Contributions		1/24/2020		DFT0000443	1/24/2020	11,091.91	0.00	0.00	0.00	11,091.91	11,091.91
HSA Contributions	0.00	0.00	11,091.91	001-29506-000		Insurances	8,401.93					
				020-29506-000		Rds-Ins	290.00					
				090-29506-000		Wtr-Ins	59.38					
				130-29506-000		Swr-Ins	10.60					
				230-29506-000		VCTC-Ins	345.00					
				231-29506-000		Pipers-Ins	70.00					
				250-29506-000		Fire-Ins	1,915.00					
				Vendors: (1)		**Total 01 - Storey County Vendors:**	**11,091.91**	**0.00**	**0.00**	**0.00**	**11,091.91**	**11,091.91**
						Vendors: (1) Report Total:	**11,091.91**	**0.00**	**0.00**	**0.00**	**11,091.91**	**11,091.91**

Check Register

Packet: APPKT01539 - 2020-01-24 PR Payments cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
405456	Public Employees Retirement	01/24/2020	EFT	0.00	114,843.16	10074
404869	SCSO EMPLOYEES ASSOCIATIO	01/24/2020	EFT	0.00	502.00	10075
300007	USAA 529 College Savings Plans	01/24/2020	EFT	0.00	50.00	10076
300003	AFLAC	01/24/2020	Regular	0.00	1,190.40	98339
300008	AFSCME Union	01/24/2020	Regular	0.00	608.32	98340
405610	California State Disbursement Unit	01/24/2020	Regular	0.00	36.94	98341
405519	Cigna Health and Life Insurance Com	01/24/2020	Regular	0.00	6,441.25	98342
300001	Colonial LIfe & Accident	01/24/2020	Regular	0.00	103.38	98343
404704	DVM INSURANCE AGENCY	01/24/2020	Regular	0.00	114.52	98344
405264	FIDELITY SEC LIFE INS CO	01/24/2020	Regular	0.00	66.93	98345
300011	Nevada State Treasurer	01/24/2020	Regular	0.00	4.00	98346
103233	PUBLIC EMPLY RETIREMENT SYSTEM	01/24/2020	Regular	0.00	46.66	98347
300010	State Collection & Disbursement Un	01/24/2020	Regular	0.00	197.70	98348
300006	Storey Co Fire Fighters Assoc	01/24/2020	Regular	0.00	1,250.00	98349
404639	VOYA RETIREMENT INS	01/24/2020	Regular	0.00	3,492.50	98350
300005	Washington National Ins	01/24/2020	Regular	0.00	518.99	98351

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	24	13	0.00	14,071.59
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	115,395.16
	31	**16**	**0.00**	**129,466.75**

Approved by the Storey County Board of Commissioners:

Chairman _____ Commissioner _____ Commissioner _____

Comptroller _____ Date _____

Treasurer _____ Date _____

Payroll Check Register

Report Summary

Pay Period: 1/6/2020-1/19/2020

Packet: PRPKT00621 - 2020-01-24 PR cw
Payroll Set: Storey County - 01

Type	Count	Amount
Regular Checks	2	3,840.22
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	157	304,871.51
Total	**159**	**308,711.73**

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Check Register

Packet: APPKT01535 - 2020-01-17 Spcl Ck St.Co.Clerk cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP	**Bank**					
101727	ST CO CLERK	01/17/2020	Regular	0.00	2,449.00	98338

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	2,449.00
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**	**2,449.00**

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Check Register

Packet: APPKT01531 - 2020-01-17 AP Payments cw

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP	Bank					
10050	ADVANCED DATA SYSTEMS INC	01/17/2020	Regular	0.00	1,372.00	98208
101589	AIRGAS NCN INC	01/17/2020	Regular	0.00	350.59	98209
400481	ALLISON, MACKENZIE, LTD	01/17/2020	Regular	0.00	200.00	98210
100135	ALSCO INC	01/17/2020	Regular	0.00	428.93	98211
403949	AMERIGAS PROPANE LP	01/17/2020	Regular	0.00	717.04	98212
100182	APEX SAW WORKS	01/17/2020	Regular	0.00	1,021.45	98213
403651	ARC HEALTH AND WELLNESS	01/17/2020	Regular	0.00	12,264.31	98214
403619	AT&T TELECONFERENCE SERVI	01/17/2020	Regular	0.00	214.27	98215
405113	AXON ENTERPRISE, INC	01/17/2020	Regular	0.00	66.00	98216
100422	BOB BARKER COMPANY INC	01/17/2020	Regular	0.00	127.32	98217
404693	BOURNS PRODUCTIONS INC.	01/17/2020	Regular	0.00	800.00	98218
405444	Brunson, Whitney	01/17/2020	Regular	0.00	295.66	98219
403671	BURRELL, SCOTT LEWIS	01/17/2020	Regular	0.00	138.00	98220
100476	BURTON'S FIRE INC	01/17/2020	Regular	0.00	250.21	98221
100463	BUSINESS & PROFESSIONAL COLLEC	01/17/2020	Regular	0.00	282.42	98222
10035	C & W LOCK, GLASS & SAFE	01/17/2020	Regular	0.00	5.00	98223
404216	CARSON VALLEY OIL CO INC	01/17/2020	Regular	0.00	2,502.51	98224
99720	CASELLE INC	01/17/2020	Regular	0.00	202.00	98225
403635	CENTRAL SANITARY SUPPLY	01/17/2020	Regular	0.00	478.86	98226
405235	CHARTWELL STAFFING SERV	01/17/2020	Regular	0.00	4,119.30	98227
100505	CITY OF CARSON TREASURER	01/17/2020	Regular	0.00	40.00	98228
405060	CLEAR CHANNEL OUTDOOR	01/17/2020	Regular	0.00	225.00	98229
405134	CMC TIRE INC	01/17/2020	Regular	0.00	3,934.32	98230
404868	COMPLETE DOCUM MNGMNT SOL	01/17/2020	Regular	0.00	1,195.00	98231
99652	COMSTOCK CHRONICLE (VC)	01/17/2020	Regular	0.00	946.91	98232
100660	COMSTOCK COMMUNITY TV INC	01/17/2020	Regular	0.00	411.00	98233
404060	CREATIVE CONCEPTS MEDIA +	01/17/2020	Regular	0.00	256.74	98234
404466	DAIOHS USA INC	01/17/2020	Regular	0.00	51.90	98235
405128	DEVNET, INC	01/17/2020	Regular	0.00	6,410.50	98236
405698	Diamond Motors & Pawn, Inc	01/17/2020	Regular	0.00	20.76	98237
403722	DPBH-ENVIRONMENTAL HEALTH	01/17/2020	Regular	0.00	8,327.01	98238
405741	Dunn, Estrella	01/17/2020	Regular	0.00	198.00	98239
404547	ELLIOTT AUTO SUPPLY INC	01/17/2020	Regular	0.00	725.98	98240
403835	EWING IRRIGATION PRODUCTS, INC	01/17/2020	Regular	0.00	10.12	98241
403216	FARR WEST ENGINEERING	01/17/2020	Regular	0.00	13,366.00	98242
403712	FAST GLASS INC	01/17/2020	Regular	0.00	170.00	98243
404509	FASTENAL COMPANY	01/17/2020	Regular	0.00	179.32	98244
403975	FERRELLGAS LP	01/17/2020	Regular	0.00	8,437.16	98245
403975	FERRELLGAS LP	01/17/2020	Regular	0.00	1,391.47	98246
405109	FITZHENRY'S FUNERAL HOME	01/17/2020	Regular	0.00	500.00	98247
403082	GALLAGHER, HUGH III	01/17/2020	Regular	0.00	180.25	98248
405742	Gonzales, Erica	01/17/2020	Regular	0.00	198.27	98249
103470	GREAT BASIN TERMITE & PES	01/17/2020	Regular	0.00	125.00	98250
404267	GREENLUND, GARY	01/17/2020	Regular	0.00	588.00	98251
404394	GTP INVESTMENTS LLC	01/17/2020	Regular	0.00	1,082.83	98252
404778	HAT, LTD	01/17/2020	Regular	0.00	2,046.24	98253
103218	HD SUPPLY CONST SUPPLY LT	01/17/2020	Regular	0.00	240.00	98254
403040	HENRY SCHEIN	01/17/2020	Regular	0.00	497.50	98255
404980	HIGH SIERRA BUSINESS	01/17/2020	Regular	0.00	2,761.16	98256
405293	Highland Electric and Lighting LLC	01/17/2020	Regular	0.00	2,023.34	98257
405743	Ing, Steven	01/17/2020	Regular	0.00	900.00	98258
404328	INTERCEPT INC	01/17/2020	Regular	0.00	248.00	98259
100978	INTERSTATE OIL CO	01/17/2020	Regular	0.00	1,222.86	98260
403834	IT1 SOURCE LLC	01/17/2020	Regular	0.00	1,751.55	98261

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
404771	ITS MY COMMUNITY STORE	01/17/2020	Regular	0.00	49.38	98262
103317	JBP LLC	01/17/2020	Regular	0.00	22.19	98263
404356	LANGUAGE LINE SERVICES IN	01/17/2020	Regular	0.00	80.96	98264
404091	LEWIS, DEBORAH PRINCE	01/17/2020	Regular	0.00	900.00	98265
404102	LIQUID BLUE EVENTS LLC	01/17/2020	Regular	0.00	500.00	98266
404102	LIQUID BLUE EVENTS LLC	01/17/2020	Regular	0.00	10,000.00	98267
404102	LIQUID BLUE EVENTS LLC	01/17/2020	Regular	0.00	3,400.00	98268
404102	LIQUID BLUE EVENTS LLC	01/17/2020	Regular	0.00	46,000.00	98269
404102	LIQUID BLUE EVENTS LLC	01/17/2020	Regular	0.00	1,000.00	98270
404363	MA LABORATORIES INC	01/17/2020	Regular	0.00	120.20	98271
405077	MACKAY MANSION	01/17/2020	Regular	0.00	107.50	98272
405455	MacLeod Watts, Inc.	01/17/2020	Regular	0.00	7,350.00	98273
405156	MEITZ, FRANK & JEANNETTE	01/17/2020	Regular	0.00	346.00	98274
403629	MIGAN, TAMARA	01/17/2020	Regular	0.00	35.77	98275
403839	MORRIS, ROBERT T	01/17/2020	Regular	0.00	1,600.00	98276
101228	NEV ADMIN BLDG & GROUNDS	01/17/2020	Regular	0.00	3,908.22	98277
101226	NEV COMPTROLLER	01/17/2020	Regular	0.00	232.00	98278
101226	NEV COMPTROLLER	01/17/2020	Regular	0.00	298,636.03	98279
101226	NEV COMPTROLLER	01/17/2020	Regular	0.00	6,521.50	98280
403731	NEV DEPT OF PUBLIC SAFETY	01/17/2020	Regular	0.00	966.89	98281
403317	NEV DEPT PUBLIC SAFETY	01/17/2020	Regular	0.00	724.50	98282
101335	NEV DEPT TAXATION	01/17/2020	Regular	0.00	89.98	98283
101220	NEV DIV OF MINERALS	01/17/2020	Regular	0.00	40.00	98284
403632	NEVADA BLUE LTD (RNO)	01/17/2020	Regular	0.00	100.00	98285
103451	NEVADA JUDGES OF LIMITED	01/17/2020	Regular	0.00	250.00	98286
101269	NEVADA LEGAL SERVICE INC	01/17/2020	Regular	0.00	545.00	98287
101362	Nextel of California	01/17/2020	Regular	0.00	329.26	98288
402926	OFFSITE DATA DEPOT, LLC	01/17/2020	Regular	0.00	313.15	98289
103220	ON THE SIDE GRAPHICS & SIGNS, LL	01/17/2020	Regular	0.00	110.00	98290
405127	O'REILLY AUTO ENTERPRISES LLC	01/17/2020	Regular	0.00	472.73	98291
404870	OSBORNE, JOAN	01/17/2020	Regular	0.00	1,237.50	98292
405592	Outside Television, Inc.	01/17/2020	Regular	0.00	350.00	98293
403895	PETRINI, ANGELO D	01/17/2020	Regular	0.00	199.50	98294
405256	PIPER'S OPERA HOUSE	01/17/2020	Regular	0.00	8.00	98295
103221	PUBLIC EMPLY RETIREMENT RETIRE	01/17/2020	Regular	0.00	4,735.68	98296
	Void	01/17/2020	Regular	0.00	0.00	98297
404398	RAD STRATEGIES INC	01/17/2020	Regular	0.00	11,375.00	98298
402937	RAY MORGAN CO INC (CA)	01/17/2020	Regular	0.00	21.24	98299
404863	REFUSE, INC	01/17/2020	Regular	0.00	378.01	98300
405459	Ritter, Linda P	01/17/2020	Regular	0.00	1,402.50	98301
403361	ROADPOST USA INC	01/17/2020	Regular	0.00	117.98	98302
405095	ROBERTS, BOBBI JEAN	01/17/2020	Regular	0.00	415.68	98303
10026	RUPPCO INC	01/17/2020	Regular	0.00	195.50	98304
101369	SAFEGUARD WEB & GRAPHICS	01/17/2020	Regular	0.00	320.00	98305
103241	SBC GLOBAL SERVICES IN LD	01/17/2020	Regular	0.00	55.66	98306
101210	SBC GLOBAL SERVICES INC	01/17/2020	Regular	0.00	4,230.14	98307
405745	Screenwave Services, Inc	01/17/2020	Regular	0.00	76.00	98308
405081	SHERMARK DISTRIBUTORS INC	01/17/2020	Regular	0.00	335.36	98309
405732	Sierra Nevada Telephone Systems, I	01/17/2020	Regular	0.00	190.00	98310
403480	SLICK INDUSTRIES LLC DBA	01/17/2020	Regular	0.00	130.00	98311
403234	SPALLONE, DOMINIC J III	01/17/2020	Regular	0.00	96.00	98312
101658	SPB UTILITY SERVICES INC	01/17/2020	Regular	0.00	778.26	98313
101717	ST CO SCHOOL DISTRICT	01/17/2020	Regular	0.00	428,657.74	98314
101745	ST CO WATER SYSTEM	01/17/2020	Regular	0.00	413.90	98315
405475	Staples Contract & Commercial, Inc	01/17/2020	Regular	0.00	11.05	98316
101229	State of Nevada	01/17/2020	Regular	0.00	760.00	98317
403892	SUN PEAK ENTERPRISES	01/17/2020	Regular	0.00	763.00	98318
405244	SUTTON HAGUE LAW CORP	01/17/2020	Regular	0.00	3,101.00	98319
403971	SYN TECH SYSTEMS INC	01/17/2020	Regular	0.00	1,150.00	98320
404615	THE ANTOS AGENCY	01/17/2020	Regular	0.00	1,200.00	98321
404473	The DUBE' GROUP INC	01/17/2020	Regular	0.00	5,900.00	98322

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
405010	TIMELY TESTING LTD	01/17/2020	Regular	0.00	140.00	98323
405631	Trench Plate Rental Co.	01/17/2020	Regular	0.00	1,416.00	98324
404401	TRIPP ENTERPRISES INC	01/17/2020	Regular	0.00	110.00	98325
403728	UNITED SITE SERVICES OF NEVADA	01/17/2020	Regular	0.00	120.65	98326
404522	UNIVERSITY OF CHICAGO	01/17/2020	Regular	0.00	617.38	98327
101845	US POSTOFFICE (VC)	01/17/2020	Regular	0.00	76.00	98328
101845	US POSTOFFICE (VC)	01/17/2020	Regular	0.00	76.00	98329
405735	VC Tours LLC	01/17/2020	Regular	0.00	332.00	98330
403983	VCTC	01/17/2020	Regular	0.00	115.00	98331
402820	WALKER & ASSOCIATES	01/17/2020	Regular	0.00	689.00	98332
101932	WASHOE CO SHERIFFS OFFICE	01/17/2020	Regular	0.00	375.00	98333
405574	Washoe County Forensic Science Di\	01/17/2020	Regular	0.00	324.00	98334
103080	WATERS SEPTIC TANK SV DBA	01/17/2020	Regular	0.00	740.00	98335
103237	WESTERN ENVIRONMENTAL LAB	01/17/2020	Regular	0.00	50.75	98336
405739	X, Oliver	01/17/2020	Regular	0.00	320.00	98337
404295	WELLS ONE COMMERCIAL CARD	01/17/2020	Bank Draft	0.00	7,438.45	DFT0000435

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	187	129	0.00	945,355.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	17	1	0.00	7,438.45
EFT's	0	0	0.00	0.00
	204	**131**	**0.00**	**952,794.25**

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Payroll Check Register

Report Summary

Pay Period: 1/13/2020-1/13/2020

Type	Count	Amount
Regular Checks	1	549.03
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	0	0.00
Total	**1**	**549.03**

Approved by the Storey County Board of Commissioners:

Chairman

Commissioner

Commissioner

Comptroller

Date

Treasurer

Date

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02-04-2020 **Estimate of time required:** 0 - 5

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

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

2. **Recommended motion:** None required (if approved as part of the Consent Agenda) I move to approve all first readings (if removed from consent agenda by request).

3. **Prepared by:** Ashley Mead

   Department: Community Development **Telephone:** 847-0966

4. **Staff summary:** First readings of submitted business license applications are normally approved on the consent agenda. The applications are then submitted at the next Commissioner's meeting for approval.

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

6. **Fiscal impact:**

   Funds Available: Fund: ____ Comptroller

7. **Legal review required:**

   ____ District Attorney

8. **Reviewed by:**

   _X_ Department Head Department Name: Community Development

   ____ County Manager Other agency review: _____

9. **Board action:**

   [ ] Approved [ ] Approved with Modifications

   [ ] Denied [ ] Continued

Agenda Item No. 6II

Storey County Community Development

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

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

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

January 27, 2020
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **February 4, 2020** COMMISSIONERS Consent Agenda:

LICENSING BOARD
FIRST READINGS:

A. **Blue Cross of Idaho Health Serv Inc. -** General / 3000 E Pine Ave. ~ Meridian, ID
B. **Day Wireless Systems** – General / 4700 SE International Way ~ Milwaukie, OR
C. **Fortis Construction Group, Inc.** – Contractor / 1705 SW Taylor St. Ste. 200 ~ Portland, OR
D. **RADCO Communications, LLC** – Contractor / 450 US Hwy 395 N. ~ Carson City, NV
E. **The Virginia City Vault LLC** – General / 145 S. C St. Ste. A ~ Virginia City, NV
F. **Virginia City Escape Room** – General / 184 S. C St. ~ Virginia City, NV
G. **Calamco** – General / 1776 W. March Lane 420 ~ Stockton, CA

Ec: Community Development
Commissioner's Office
Planning Department
Comptroller's Office
Sheriff's Office

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/20 **Estimate of time required:** 10 min.

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

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1. **Title:** Discussion/Possible Action: Appoint Senior Planner Kathy Canfield to serve as Storey County's representative on the Carson Water Subconservancy District (CWSD).

2. **Recommended motion.** I Commissioner [ ] motion to approve appointing Senior Planner Kathy Canfield to serve as Storey County's representative on the Carson Water Subconservancy District.

3. **Prepared by:** Austin Osborne

   Department: County Manager **Telephone:** 775.847.0968

4. **Staff summary:** Appointment.

5. **Supporting materials:**

6. **Fiscal impact:**

   Funds Available: n/a Fund: ____ Comptroller

7. **Legal review required:**

   ____ District Attorney

8. **Reviewed by:**

   ____ Department Head Department Name: Commissioner's Office

   _@'___ County Manager Other agency review: _____

9. **Board action:**

   [ ] Approved [ ] Approved with Modifications
   [ ] Denied [ ] Continued

Agenda Item No. 6 III

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: ~~January 21, 2020~~ Feb. 4, 2020 **Estimate of time required:** 15 minutes

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

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1. **Title: FOR POSSIBLE ACTION:** Consideration and possible approval of Resolution 20 - 564 authorizing refund of excess funds paid for community development permits in the amount of $71,266.97.

2.

3. **Recommended motion:** I _____ (Commissioner) move to approve Resolution 20-564 to authorize the County Manager or his designee to arrange for the refund of amounts overpaid to Community Development for building and planning permit fees by persons or entities paying fees for permits

3. **Prepared by:** Keith Loomis

4. **Department:** District Attorney's Office **Telephone:** 847-0964

4. **Staff summary:** NRS 354.220 authorizes the Board of County Commissioners to refund monies paid into the county treasury if there is just cause for the application and a refund would be equitable. In this case application for the refund is made by County staff on behalf of numerous persons and entities The reason for the application is that fees for building and planning permits were last set in accordance with Resolution 04-197 continuing the adoption of the 1997 Uniform Building Code Fees. Beginning in 2017 the fees charged for obtaining some building and planning permits was increased by 10%. This increase is not contained in a Resolution adopted by the Board of County Commissioners and constitutes an overcharge. An Agreed Upon Procedures review of community development fees was conducted by Joseph Costanza CPA of the accounting firm of DiPietro & Thornton. That review determined that the amount of the overcharge for planning and building fees was $71,266.97.

6. **Supporting materials:** Report of DiePitro and Thornton review of planning and building permit fees.

7. **Fiscal impact:**

   Funds Available: Fund: ____ Comptroller

8. **Legal review required:**

   __X__ District Attorney

8. **Reviewed by**:

____ Department Head
____ County Manager

Department Name:
Other agency review: _____

9. **Board action:**

[ ] Approved
[ ] Denied
[ ] Approved with Modifications
[ ] Continued

Agenda Item No.

RESOLUTION NO. 20-564

RESOLUTION **Authorizing Refund of Overpaid Building and Planning Permit Fees.**

WHEREAS, NRS 354.220(4) provides for the refund of monies paid into the County Treasury where in the opinion of the Board of County Commissioners the applicant for a refund has just cause for requesting a refund and granting the refund would be equitable; and,

WHEREAS, the Storey County Department of Community Development erroneously increased certain permit fees by ten percent (10%) in 2017, and,

WHEREAS; an agreed upon procedures review by the accounting firm of DiPietro & Thornton established that the overpaid amount of unabated permit fees equals $71,266.97; and,

WHEREAS, application for refund of the overpaid amounts is made on behalf of the persons or entities overcharged, by County staff.

NOW THEREFORE IS IT HEREBY RESOLVED AS FOLLOWS:

The Board of County Commissioners of Storey County finds that there is just cause for the making of an application for a refund of the overpaid permit fees and that a refund of the overpaid amounts is equitable. The County Manager or his designee is hereby authorized to provide for the refund of the overpaid fees to the persons or entities so entitled.

Signatures on Next Page

ADOPTED this _____ day of _____, 2020

BOARD OF COUNTY COMMISSIONERS OF STOREY COUNTY

By: _____
MARSHALL McBRIDE, Chairman

ATTEST:

_____
VANESSA STEPHENS
Storey County Clerk/Treasurer

Joseph E. Costanza, CPA
Scott A. Westover, CPA
Theresa M. Westover, CPA

Of Counsel
John F. DiPietro, CPA
Randall P. Thornton, CPA

To the District Attorney
Storey County, Nevada

We were engaged to verify the amounts charged for building permits issued by Storey County from July 2017 to March 2019. To fulfill the requirements of our engagement we performed the procedures enumerated below, which were agreed to by the District Attorney of Storey County. Storey County is responsible for its building permit billings from July 2017 to March 2019. The sufficiency of the procedures we performed are solely the responsibility of the Storey County. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and the associated findings are as follows:

a. We recalculated the building and planning permit fees billed by Storey County from July 2017 to March 2019 using rates from the 1997 Uniform Building Code, Section 107 fees.

   We found that fees were raised by ten percent on 316 of the 486 building permits issued from July 2017 to March 2019.

b. We calculated the total amount of building and planning permit fees overcharged between July 2017 and March 2019 that were collected by the County.

   We found that the County had collected overcharged building and planning permit fees of $71,266.97 during this time period. Detail can be found on exhibit 1.

c. We calculated the total amount of building and planning permit fees overcharged between July 2017 and March 2019 that were abated by the County.

   We found that the County had abated overcharged building and planning permit fees of $326,257.68 during this time period. Detail can be found on exhibit 2.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or a review, the objective of which would be the expression of an opinion or conclusion, respectively, on the billing of building and planning permit fees by Storey County from July 2017 to March 2019. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Storey County, and is not intended to be and should not be used by anyone other than the specified parties.

Reno, NV
May 2, 2019

Exhibit 1

Storey County

Unabated Permits Issued from July 2017-March 2019

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
9958	54.00	35.10	89.10	54.00	35.10	89.10	-
9959	753.09	489.51	1,242.60	753.09	489.51	1,242.60	-
9960	254.75	165.59	420.34	254.75	165.59	420.34	-
9961	198.61	129.10	327.71	198.61	129.10	327.71	-
9962	1,940.15	1,261.10	3,201.25	1,940.15	1,261.10	3,201.25	-
9963	1,776.51	1,154.73	2,931.24	1,776.51	1,154.73	2,931.24	-
9964	239.35	155.58	394.93	239.35	155.58	394.93	-
9965	379.77	246.85	626.62	379.77	246.85	626.62	-
9966	14,003.75	9,102.44	23,106.19	14,003.75	9,102.44	23,106.19	-
9967	332.87	216.37	549.24	332.87	216.37	549.24	-
9968	502.85	326.85	829.70	502.85	326.85	829.70	-
9969	126.51	82.23	208.74	126.51	82.23	208.74	-
9970	125.25	81.41	206.66	125.25	81.41	206.66	-
9971	4,036.50	2,623.73	6,660.23	4,036.50	2,623.73	6,660.23	-
9972	685.75	445.74	1,131.49	685.75	445.74	1,131.49	-
9973	432.15	280.90	713.05	432.15	280.90	713.05	-
9974	-	-	-	-	-	-	-
9975	-	-	-	-	-	-	-
9976	209.25	136.01	345.26	209.25	136.01	345.26	-
9977	-	-	-	-	-	-	-
9978	1,797.46	1,168.35	2,965.81	1,797.46	1,168.35	2,965.81	-
9979	-	-	-	-	-	-	-
9980	-	-	-	-	-	-	-
9981	-	-	-	-	-	-	-
9982	12,664.20	8,231.73	20,895.93	12,664.20	8,231.73	20,895.93	-
9983	201.13	130.73	331.86	201.13	130.73	331.86	-
9984	654.95	425.72	1,080.67	654.95	425.72	1,080.67	-
9985	696.25	452.56	1,148.81	696.25	452.56	1,148.81	-
9986	543.28	353.13	896.41	543.28	353.13	896.41	-
9987	124.27	80.78	205.05	124.27	80.78	205.05	-
9988	181.25	117.81	299.06	181.25	117.81	299.06	-
9989	-	-	-	-	-	-	-
9990	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
9991	-	-	-	-	-	-	-
9992	280.65	182.42	463.07	280.65	182.42	463.07	-
9993	555.94	361.36	917.30	505.83	328.79	834.62	82.68
9994	900.70	585.46	1,486.16	818.75	532.19	1,350.94	135.22
9995	63.15	41.05	104.20	63.15	41.05	104.20	-
9996	173.13	112.53	285.66	173.13	112.53	285.66	-
9997	70.65	45.92	116.57	70.65	45.92	116.57	-
9998	50.95	33.12	84.07	50.95	33.12	84.07	-
9999	-	-	-	-	-	-	-
10000	121.19	78.77	199.96	121.19	78.77	199.96	-
10001	900.70	585.46	1,486.16	818.75	532.19	1,350.94	135.22
10002	1,346.23	875.05	2,221.28	1,223.77	795.45	2,019.23	202.05
10003	1,814.65	1,179.52	2,994.17	1,814.65	1,179.52	2,994.17	-
10004	-	-	-	-	-	-	-
10005	-	-	-	-	-	-	-
10006	4,692.11	3,049.87	7,741.98	4,264.50	2,771.93	7,036.43	705.56
10006	725.79	471.76	1,197.55	725.79	471.76	1,197.55	-
10007	-	-	-	-	-	-	-
10008	186.85	121.45	308.30	186.85	121.45	308.30	-
10009	-	-	-	-	-	-	-
10010	-	-	-	-	-	-	-
10011	271.41	176.42	447.83	271.41	176.42	447.83	-
10012	230.25	149.66	379.91	230.25	149.66	379.91	-
10013	786.41	511.17	1,297.58	786.41	511.17	1,297.58	-
10014	134.35	87.33	221.68	134.35	87.33	221.68	-
10015	146.25	95.06	241.31	146.25	95.06	241.31	-
10016	-	-	-	-	-	-	-
10017	335.25	217.91	553.16	335.25	217.91	553.16	-
10018	2,633.20	1,711.58	4,344.78	2,393.75	1,555.94	3,949.69	395.09
10019	318.14	206.79	524.93	289.15	187.95	477.10	47.83
10020	-	-	-	-	-	-	-
10021	532.75	346.29	879.04	532.75	346.29	879.04	-
10022	-	-	-	-	-	-	-
10023	275.40	179.01	454.41	275.40	179.01	454.41	-
10024	-	-	-	-	-	-	-
10025	338.75	220.19	558.94	338.75	220.19	558.94	-
10026	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10027	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10028	146.25	95.06	241.31	146.25	95.06	241.31	-
10029	181.25	117.81	299.06	181.25	117.81	299.06	-
10030	63.15	41.05	104.20	63.15	41.05	104.20	-
10031	66.20	43.03	109.23	66.20	43.03	109.23	-
10032	-	-	-	-	-	-	-
10033	65,116.81	42,325.93	107,442.74	58,982.11	38,338.37	97,320.49	10,122.25
10034	80.59	52.38	132.97	80.59	52.38	132.97	-
10035	145.69	94.70	240.39	145.69	94.70	240.39	-
10036	818.75	532.19	1,350.94	818.75	532.19	1,350.94	-
10037	115.87	75.32	191.19	115.87	75.32	191.19	-
10038	-	-	-	-	-	-	-
10039	2,248.43	1,461.48	3,709.91	2,248.43	1,461.48	3,709.91	-
10040	1,590.35	1,033.73	2,624.08	1,445.71	939.71	2,385.42	238.66
10041	1,016.20	660.53	1,676.73	923.75	600.44	1,524.19	152.54
10042	170.05	110.53	280.58	170.05	110.53	280.58	-
10043	743.99	483.59	1,227.58	743.99	483.59	1,227.58	-
10044	2,673.75	1,737.94	4,411.69	2,673.75	1,737.94	4,411.69	-
10045	2,323.52	1,510.29	3,833.81	2,112.23	1,372.95	3,485.17	348.63
10046	190.21	123.64	313.85	172.85	112.35	285.20	28.64
10047	119.37	77.59	196.96	108.45	70.49	178.94	18.02
10048	-	-	-	-	-	-	-
10049	11,800.20	7,670.13	19,470.33	10,718.75	6,967.19	17,685.94	1,784.39
10050	181.25	117.81	299.06	181.25	117.81	299.06	-
10051	522.94	339.91	862.85	522.94	339.91	862.85	-
10051	649.00	421.85	1,070.85	649.00	421.85	1,070.85	-
10052	202.25	131.46	333.71	202.25	131.46	333.71	-
10053	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10054	-	-	-	-	-	-	-
10055	1,506.32	979.11	2,485.43	1,506.32	979.11	2,485.43	-
10056	-	-	-	-	-	-	-
10057	293.25	190.61	483.86	293.25	190.61	483.86	-
10058	142.61	92.70	235.31	142.61	92.70	235.31	-
10059	349.25	227.01	576.26	349.25	227.01	576.26	-
10060	-	-	-	-	-	-	-
10061	23.50	15.28	38.78	23.50	15.28	38.78	-
10062	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10063	-	-	-	-	-	-	-
10064	5,453.34	-	5,453.34	4,955.87	-	4,955.87	497.47
10065	772.50	-	772.50	702.20	-	702.20	70.30
10066	296.86	192.96	489.82	269.80	175.37	445.17	44.65
10067	197.63	128.46	326.09	197.63	128.46	326.09	-
10068	255.87	166.32	422.19	255.87	166.32	422.19	-
10069	230.25	149.66	379.91	209.25	136.01	345.26	34.65
10071	400.65	-	400.65	364.16	-	364.16	36.49
10072	111.25	72.31	183.56	111.25	72.31	183.56	-
10073	-	-	-	-	-	-	-
10074	111.25	72.31	183.56	111.25	72.31	183.56	-
10075	905.60	-	905.60	823.21	-	823.21	82.39
10076	271.51	-	271.51	246.76	-	246.76	24.75
10078	54.00	35.10	89.10	54.00	35.10	89.10	-
10079	486.00	315.90	801.90	442.25	287.46	729.71	72.19
10080	-	-	-	-	-	-	-
10081	25.95	16.87	42.82	23.50	15.28	38.78	4.04
10082	83.25	54.11	137.36	83.25	54.11	137.36	-
10083	-	-	-	-	-	-	-
10084	1,418.73	-	1,418.73	1,289.68	-	1,289.68	129.05
10085	255.03	165.77	420.80	255.03	165.77	420.80	-
10087	-	-	-	-	-	-	-
10088	1,292.77	840.30	2,133.08	1,175.18	763.87	1,939.05	194.03
10089	-	-	-	-	-	-	-
10090	-	-	-	-	-	-	-
10091	-	-	-	-	-	-	-
10092	883.14	574.04	1,457.18	802.79	521.81	1,324.60	132.58
10093	484.26	314.77	799.03	484.26	314.77	799.03	-
10094	1,028.56	668.56	1,697.12	934.99	607.74	1,542.73	154.40
10097	685.98	445.89	1,131.87	624.05	405.63	1,029.68	102.18
10098	-	-	-	-	-	-	-
10099	206.29	-	206.29	187.47	-	187.47	18.82
10100	83.25	54.11	137.36	83.25	54.11	137.36	-
10101	-	-	-	-	-	-	-
10102	754.40	490.36	1,244.76	685.75	445.74	1,131.49	113.27
10103	389.85	253.40	643.25	389.85	253.40	643.25	-
10104	1,473.33	957.67	2,431.00	1,339.33	870.56	2,209.89	221.11

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10105	85.49	55.57	141.06	85.49	55.57	141.06	-
10106	329.50	214.18	543.68	299.90	194.94	494.84	48.84
10107	6,574.20	4,273.23	10,847.43	5,973.75	3,882.94	9,856.69	990.74
10077	276.45	179.69	456.14	251.25	163.31	414.56	41.58
10108	3,939.63	2,560.76	6,500.39	3,581.08	2,327.70	5,908.78	591.61
10109	-	-	-	-	-	-	-
10110	-	-	-	-	-	-	-
10111	1,216.40	790.66	2,007.06	1,105.75	718.74	1,824.49	182.57
10112	-	-	-	-	-	-	-
10115	1,062.40	690.56	1,752.96	965.75	627.74	1,593.49	159.47
10116	83.25	54.11	137.36	83.25	54.11	137.36	-
10117	-	-	-	-	-	-	-
10118	2,764.00	1,796.60	4,560.60	2,512.66	1,633.23	4,145.89	414.71
10119	-	-	-	-	-	-	-
10120	-	-	-	-	-	-	-
10121	242.85	157.85	400.70	242.85	157.85	400.70	-
10122	113.07	73.50	186.57	113.07	73.50	186.57	-
10123	-	-	-	-	-	-	-
10124	-	-	-	-	-	-	-
10125	-	-	-	-	-	-	-
10127	1,216.23	790.55	2,006.78	1,216.23	790.55	2,006.78	-
10128	-	-	-	-	-	-	-
10130	-	-	-	-	-	-	-
10131	422.92	274.90	697.82	422.92	274.90	697.82	-
10132	199.45	129.64	329.09	181.25	117.81	299.06	30.03
10133	-	-	-	-	-	-	-
10134	106.63	69.31	175.94	106.63	69.31	175.94	-
10135	67.55	43.91	111.46	61.35	39.88	101.23	10.23
10136	-	-	-	-	-	-	-
10137	-	-	-	-	-	-	-
10138	-	-	-	-	-	-	-
10139	-	-	-	-	-	-	-
10140	567.16	368.65	935.81	516.04	335.42	851.46	84.35
10141	-	-	-	-	-	-	-
10142	4,461.99	2,900.29	7,362.28	4,055.50	2,636.08	6,691.58	670.71
10143	83.25	54.11	137.36	83.25	54.11	137.36	-
10144	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10145	41.80	27.17	68.97	41.80	27.17	68.97	-
10146	166.49	108.22	274.72	151.29	98.34	249.63	25.09
10147	1,438.16	934.80	2,372.96	1,307.35	849.78	2,157.13	215.84
10148	100.43	65.28	165.71	91.23	59.30	150.53	15.18
10149	222.55	144.66	367.21	202.25	131.46	333.71	33.50
10150	181.25	117.81	299.06	181.25	117.81	299.06	-
10151	-	-	-	-	-	-	-
10152	-	-	-	-	-	-	-
10153	8,274.66	5,378.53	13,653.19	7,517.70	4,886.51	12,404.21	1,248.98
10154	939.20	610.48	1,549.68	853.75	554.94	1,408.69	140.99
10155	1,093.20	710.58	1,803.78	993.75	645.94	1,639.69	164.09
10156	-	-	-	-	-	-	-
10157	-	-	-	-	-	-	-
10158	237.25	154.21	391.46	237.25	154.21	391.46	-
10159	174.25	113.26	287.51	174.25	113.26	287.51	-
10160	-	-	-	-	-	-	-
10161	-	-	-	-	-	-	-
10162	3,763.85	2,446.50	6,210.35	3,421.43	2,223.93	5,645.36	564.99
10163	-	-	-	-	-	-	-
10164	23.50	15.28	38.78	23.50	15.28	38.78	-
10165	-	-	-	-	-	-	-
10166	-	-	-	-	-	-	-
10167	123.43	80.23	203.66	123.43	80.23	203.66	-
10168	-	-	-	-	-	-	-
10169	83.53	54.29	137.82	83.53	54.29	137.82	-
10170	1,566.15	1,018.00	2,584.15	1,566.15	1,018.00	2,584.14	0.00
10171	-	-	-	-	-	-	-
10172	-	-	-	-	-	-	-
10173	-	-	-	-	-	-	-
10174	9.05	5.88	14.93	8.25	5.36	13.61	1.32
10175	7,732.09	5,025.86	12,757.95	7,025.07	4,566.29	11,591.36	1,166.59
10176	713.75	463.94	1,177.69	713.75	463.94	1,177.69	-
10177	97.25	63.21	160.46	97.25	63.21	160.46	-
10178	321.25	208.81	530.06	321.25	208.81	530.06	-
10179	-	-	-	-	-	-	-
10180	1,283.10	834.02	2,117.12	1,283.10	834.02	2,117.12	-
10181	368.85	-	368.85	335.25	-	335.25	33.60

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10182	-	-	-	-	-	-	-
10183	916.12	595.48	1,511.60	916.12	595.48	1,511.60	-
10186	-	-	-	-	-	-	-
10187	-	-	-	-	-	-	-
10189	4,341.70	2,822.11	7,163.81	3,946.25	2,565.06	6,511.31	652.49
10190	1,296.31	842.60	2,138.91	1,296.31	842.60	2,138.91	-
10191	74,303.48	48,297.26	122,600.74	67,469.24	43,855.00	111,324.24	11,276.50
10192	-	-	-	-	-	-	-
10193	-	-	-	-	-	-	-
10194	497.88	323.62	821.50	453.05	294.48	747.53	73.97
10195	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10196	-	-	-	-	-	-	-
10199	1,061.62	690.05	1,751.67	1,061.62	690.05	1,751.67	-
10200	-	-	-	-	-	-	-
10201	-	-	-	-	-	-	-
10202	-	-	-	-	-	-	-
10203	-	-	-	-	-	-	-
10204	-	-	-	-	-	-	-
10204	-	-	-	-	-	-	-
10205	167.25	108.71	275.96	167.25	108.71	275.96	-
10207	993.75	645.94	1,639.69	993.75	645.94	1,639.69	-
10208	128.15	83.30	211.45	128.15	83.30	211.45	-
10209	723.60	470.34	1,193.94	657.75	427.54	1,085.29	108.65
10210	767.57	498.92	1,266.49	767.57	498.92	1,266.49	-
10211	105.05	68.28	173.33	95.43	62.03	157.46	15.87
10212	552.66	359.23	911.89	502.85	326.85	829.70	82.19
10213	353.45	229.74	583.19	321.25	208.81	530.06	53.13
10214	-	-	-	-	-	-	-
10125	158.85	103.25	262.10	158.85	103.25	262.10	-
10216	186.85	121.45	308.30	186.85	121.45	308.30	-
10217	518.32	336.91	855.23	471.63	306.56	778.19	77.04
10218	1,394.42	906.37	2,300.79	1,267.59	823.93	2,091.52	209.27
10219	-	-	-	-	-	-	-
10220	12,202.30	7,931.50	20,133.80	11,083.75	7,204.44	18,288.19	1,845.61
10222	172.76	112.29	285.05	156.99	102.04	259.03	26.02
10223	168.65	109.62	278.27	153.25	99.61	252.86	25.41
10224	322.65	209.72	532.37	293.25	190.61	483.86	48.51

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10226	-	-	-	-	-	-	-
10227	54.00	35.10	89.10	54.00	35.10	89.10	-
10228	-	-	-	-	-	-	-
10229	-	-	-	-	-	-	-
10230	-	-	-	-	-	-	-
10231	209.25	136.01	345.26	209.25	136.01	345.26	-
10232	402.73	261.77	664.50	366.05	237.93	603.98	60.52
10233	1,576.82	1,024.93	2,601.75	1,576.82	1,024.93	2,601.75	-
10234	-	-	-	-	-	-	-
10235	480.45	312.29	792.74	437.20	284.18	721.38	71.36
10236	-	-	-	-	-	-	-
10237	-	-	-	-	-	-	-
10238	1,018.33	661.91	1,680.24	1,018.33	661.91	1,680.24	-
10239	237.25	154.21	391.46	237.25	154.21	391.46	-
10240	201.76	131.14	332.90	183.35	119.18	302.53	30.38
10241	-	-	-	-	-	-	-
10242	-	-	-	-	-	-	-
10244	-	-	-	-	-	-	-
10245	-	-	-	-	-	-	-
10246	353.45	229.74	583.19	321.25	208.81	530.06	53.13
10247	91.65	59.57	151.22	83.25	54.11	137.36	13.86
10248	-	-	-	-	-	-	-
10249	552.66	359.23	911.89	502.85	326.85	829.70	82.19
10251	66.20	43.03	109.23	66.20	43.03	109.23	-
10252	6,827.46	4,437.85	11,265.31	6,203.70	4,032.41	10,236.11	1,029.20
10253	-	-	-	-	-	-	-
10254	-	-	-	-	-	-	-
10255	709.13	460.93	1,170.06	709.13	460.93	1,170.06	-
10255	245.65	159.67	405.32	223.25	145.11	368.36	36.96
10256	2,093.09	1,360.51	3,453.60	2,093.09	1,360.51	3,453.60	-
10257	-	-	-	-	-	-	-
10258	121.05	78.68	199.73	121.05	78.68	199.73	-
10258	288.49	187.52	476.01	288.49	187.52	476.01	-
10259	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10260	76.25	49.56	125.81	76.25	49.56	125.81	-
10261	28.69	18.65	47.34	28.69	18.65	47.34	-
10262	-	-	-	-	-	-	-

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10263	437.20	284.18	721.38	437.20	284.18	721.38	-
10264	35,903.75	23,337.44	59,241.19	35,903.75	23,337.44	59,241.19	-
10265	279.25	181.51	460.76	279.25	181.51	460.76	-
10266	90.25	58.66	148.91	90.25	58.66	148.91	-
10267	-	-	-	-	-	-	-
10268	-	-	-	-	-	-	-
10269	-	-	-	-	-	-	-
10271	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10272	384.25	249.76	634.01	349.25	227.01	576.26	57.75
10273	420.90	273.59	694.49	382.57	248.67	631.24	63.24
10275	183.10	119.02	302.12	183.10	119.01	302.11	0.00
10274	320.27	208.18	528.45	320.27	208.18	528.45	-
10276	69.25	45.01	114.26	69.25	45.01	114.26	-
10277	1,281.38	832.90	2,114.28	1,281.38	832.90	2,114.27	0.00
10278	-	-	-	-	-	-	-
10279	990.04	643.53	1,633.57	990.04	643.53	1,633.57	-
10280	349.43	227.13	576.56	317.60	206.44	524.03	52.53
10281	-	-	-	-	-	-	-
10283	-	-	-	-	-	-	-
10284	212.75	138.29	351.04	212.75	138.29	351.04	-
10286	-	-	-	-	-	-	-
10287	1,264.89	822.18	2,087.07	1,264.89	822.18	2,087.07	-
10288	652.65	424.22	1,076.87	593.75	385.94	979.69	97.18
10290	-	-	-	-	-	-	-
10291	306.67	199.34	506.01	278.72	181.17	459.89	46.11
10292	241.70	157.11	398.81	219.65	142.78	362.43	36.37
10293	-	-	-	-	-	-	-
10294	76.25	-	76.25	69.25	-	69.25	7.00
10295	239.77	155.85	395.62	239.77	155.85	395.62	-
10296	-	-	-	-	-	-	-
10297	-	-	-	-	-	-	-
10298	27.43	17.83	45.26	27.43	17.83	45.26	0.00
10299	-	-	-	-	-	-	-
10300	415.05	269.78	684.83	377.25	245.21	622.46	62.37
10301	644.25	418.76	1,063.01	644.25	418.76	1,063.01	-
10303	-	-	-	-	-	-	-
10304	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10305	-	-	-	-	-	-	-
10306	322.65	209.72	532.37	293.25	190.61	483.86	48.51
10307	-	-	-	-	-	-	-
10309	-	-	-	-	-	-	-
10310	-	-	-	-	-	-	-
10311	469.34	305.07	774.40	427.10	277.62	704.72	69.69
10312	-	-	-	-	-	-	-
10313	-	-	-	-	-	-	-
10314	504.02	327.61	831.63	458.63	298.11	756.74	74.89
10315	109.63	71.26	180.89	109.63	71.26	180.89	-
10316	102.29	66.49	168.78	102.29	66.49	168.78	-
10317	96.97	63.03	160.00	96.97	63.03	160.00	-
10318	102.29	66.49	168.78	102.29	66.49	168.78	-
10319	391.25	254.31	645.56	391.25	254.31	645.56	-
10320	167.88	-	167.88	152.55	-	152.55	15.33
10321	-	-	-	-	-	-	-
10322	-	-	-	-	-	-	-
10323	-	-	-	-	-	-	-
10324	1,093.20	710.58	1,803.78	993.75	645.94	1,639.69	164.09
10325	-	-	-	-	-	-	-
10326	-	-	-	-	-	-	-
10327	-	-	-	-	-	-	-
10328	-	-	-	-	-	-	-
10329	50.95	33.12	84.07	50.95	33.12	84.07	-
10330	-	-	-	-	-	-	-
10331	5,910.70	3,841.96	9,752.66	5,371.25	3,491.31	8,862.56	890.09
10332	1,384.68	900.04	2,284.72	1,384.68	900.04	2,284.72	-
10333	42.65	27.72	70.37	38.75	25.19	63.94	6.44
10334	452.67	294.24	746.91	411.95	267.77	679.72	67.19
10335	862.20	560.43	1,422.63	783.75	509.44	1,293.19	129.44
10336	240.95	-	240.95	218.98	-	218.98	21.97
10337	91.65	-	91.65	83.25	-	83.25	8.40
10339	84.36	-	84.36	76.63	-	76.63	7.73
10340	-	-	-	-	-	-	-
10341	108.87	-	108.87	98.91	-	98.91	9.96
10343	415.05	269.78	684.83	377.25	245.21	622.46	62.37
10344	353.45	229.74	583.19	321.25	208.81	530.06	53.13

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10345	89.55	58.21	147.76	89.55	58.21	147.76	-
10346	-	-	-	-	-	-	-
10347	-	-	-	-	-	-	-
10348	-	-	-	-	-	-	-
10349	-	-	-	-	-	-	-
10350	469.94	305.46	775.40	427.65	277.97	705.62	69.78
10351	-	-	-	-	-	-	-
10352	413.00	268.45	681.45	375.39	244.00	619.39	62.06
10353	14,212.20	9,237.93	23,450.13	12,908.75	8,390.69	21,299.44	2,150.69
10354	-	-	-	-	-	-	-
10355	-	-	-	-	-	-	-
10356	1,429.26	929.02	2,358.28	1,429.26	929.02	2,358.28	-
10357	149.75	97.34	247.09	149.75	97.34	247.09	-
10358	-	-	-	-	-	-	-
10359	429.68	-	429.68	390.55	-	390.55	39.13
10360	-	-	-	-	-	-	-
10361	-	-	-	-	-	-	-
10362	209.25	136.01	345.26	209.25	136.01	345.26	-
10363	1,344.45	873.89	2,218.34	1,344.45	873.89	2,218.34	-
10364	-	-	-	-	-	-	-
10365	1,076.26	699.57	1,775.83	978.35	635.93	1,614.28	161.55
10366	1,401.20	910.78	2,311.98	1,273.75	827.94	2,101.69	210.29
10367	-	-	-	-	-	-	-
10368	2,017.20	1,311.18	3,328.38	1,833.75	1,191.94	3,025.69	302.69
10369	6,574.20	4,273.23	10,847.43	5,973.75	3,882.94	9,856.69	990.74
10370	214.85	-	214.85	195.25	-	195.25	19.60
10371	-	-	-	-	-	-	-
10372	72.05	46.83	118.88	72.05	46.83	118.88	-
10373	1,380.03	897.02	2,277.05	1,254.50	815.43	2,069.93	207.12
10374	2,128.08	1,383.25	3,511.33	1,934.55	1,257.46	3,192.01	319.32
10375	91.65	-	91.65	83.25	-	83.25	8.40
10376	555.07	-	555.07	505.04	-	505.04	50.03
10377	79.33	-	79.33	72.05	-	72.05	7.28
10379	-	-	-	-	-	-	-
10380	-	-	-	-	-	-	-
10381	36,769.22	23,899.99	60,669.21	33,389.63	21,703.26	55,092.89	5,576.32
10382	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10383	-	-	-	-	-	-	-
10384	329.81	-	329.81	299.76	-	299.76	30.05
10385	199.45	-	199.45	181.25	-	181.25	18.20
10386	3,871.00	2,516.15	6,387.15	3,518.75	2,287.19	5,805.94	581.21
10387	723.60	470.34	1,193.94	657.75	427.54	1,085.29	108.65
10388	1,524.40	990.86	2,515.26	1,385.75	900.74	2,286.49	228.77
10389	99.35	-	99.35	90.25	-	90.25	9.10
10390	239.11	-	239.11	217.30	-	217.30	21.81
10391	371.93	-	371.93	338.05	-	338.05	33.88
10393	-	-	-	-	-	-	-
10394	-	-	-	-	-	-	-
10395	-	-	-	-	-	-	-
10396	1,401.20	910.78	2,311.98	1,273.75	827.94	2,101.69	210.29
10397	-	-	-	-	-	-	-
10397	230.25	149.66	379.91	209.25	136.01	345.26	34.65
10398	168.65	109.62	278.27	153.25	99.61	252.86	25.41
10399	-	-	-	-	-	-	-
10400	-	-	-	-	-	-	-
10401	-	-	-	-	-	-	-
10402	561.12	364.73	925.85	561.12	364.73	925.85	-
10403	-	-	-	-	-	-	-
10404	-	-	-	-	-	-	-
10405	-	-	-	-	-	-	-
10406	-	-	-	-	-	-	-
10407	-	-	-	-	-	-	-
10408	1,247.20	810.68	2,057.88	1,133.75	736.94	1,870.69	187.19
10408	199.45	129.64	329.09	181.25	117.81	299.06	30.03
10409	4,165.03	2,707.27	6,872.30	3,785.80	2,460.77	6,246.56	625.74
10410	1,142.48	742.61	1,885.09	1,038.55	675.06	1,713.61	171.48
10411	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10412	-	-	-	-	-	-	-
10413	-	-	-	-	-	-	-
10414	-	-	-	-	-	-	-
10415	-	-	-	-	-	-	-
10416	-	-	-	-	-	-	-
10417	3,526.40	2,292.16	5,818.56	3,205.75	2,083.74	5,289.49	529.07
10418	2,325.20	1,511.38	3,836.58	2,113.75	1,373.94	3,487.69	348.89

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10419	900.70	585.46	1,486.16	818.75	532.19	1,350.94	135.22
10421	165.57	-	165.57	150.45	-	150.45	15.12
10422	1,572.76	1,022.29	2,595.05	1,429.71	929.31	2,359.02	236.03
10423	1,586.00	1,030.90	2,616.90	1,441.75	937.14	2,378.89	238.01
10424	-	-	-	-	-	-	-
10425	391.33	-	391.33	355.69	-	355.69	35.64
10426	-	-	-	-	-	-	-
10427	2,153.39	1,399.70	3,553.09	2,153.39	1,399.70	3,553.09	-
10428	3,249.20	2,111.98	5,361.18	2,953.75	1,919.94	4,873.69	487.49
10429	-	-	-	-	-	-	-
10430	-	-	-	-	-	-	-
10431	-	-	-	-	-	-	-
10432	178.97	-	178.97	162.63	-	162.63	16.34
10433	430.45	279.79	710.24	391.25	254.31	645.56	64.68
10434	-	-	-	-	-	-	-
10435	-	-	-	-	-	-	-
10436	-	-	-	-	-	-	-
10437	-	-	-	-	-	-	-
10438	785.20	510.38	1,295.58	713.75	463.94	1,177.69	117.89
10439	1,142.48	742.61	1,885.09	1,038.55	675.06	1,713.61	171.48
10440	-	-	-	-	-	-	-
10441	674.31	-	674.31	613.45	-	613.45	60.87
10442	83.25	54.11	137.36	83.25	54.11	137.36	-
10443	-	-	-	-	-	-	-
10444	2,324.18	1,510.72	3,834.90	2,112.82	1,373.33	3,486.15	348.74
10445	-	-	-	-	-	-	-
10446	291.85	189.70	481.55	265.25	172.41	437.66	43.89
10447	426.86	277.46	704.32	387.99	252.19	640.18	64.14
10448	-	-	-	-	-	-	-
10449	-	-	-	-	-	-	-
10450	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10451	694.87	451.67	1,146.54	632.13	410.88	1,043.01	103.52
10452	971.48	631.46	1,602.94	883.10	574.01	1,457.11	145.83
10453	1,242.83	807.84	2,050.67	1,242.83	807.84	2,050.67	-
10454	1,128.28	733.38	1,861.66	1,128.28	733.38	1,861.66	-
10456	-	-	-	-	-	-	-
10458	24,267.63	15,773.96	40,041.59	22,038.68	14,325.14	36,363.82	3,677.77

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10459	442.25	287.46	729.71	442.25	287.46	729.71	-
10460	223.25	145.11	368.36	223.25	145.11	368.36	-
10461	4,080.20	2,652.13	6,732.33	3,708.75	2,410.69	6,119.44	612.89
10462	400.68	260.44	661.12	364.19	236.72	600.91	60.21
10463	-	-	-	-	-	-	-
10464	24.72	16.07	40.79	24.72	16.07	40.79	-
10465	-	-	-	-	-	-	-
10466	-	-	-	-	-	-	-
10467	5,341.39	3,471.90	8,813.29	4,854.19	3,155.22	8,009.41	803.88
10468	221.61	-	221.61	201.40	-	201.40	20.21
10469	550.07	357.55	907.62	500.50	325.32	825.82	81.80
10470	-	-	-	-	-	-	-
10471	353.45	-	353.45	321.25	-	321.25	32.20
10472	-	-	-	-	-	-	-
10473	-	-	-	-	-	-	-
10474	3,811.73	2,477.62	6,289.35	3,464.92	2,252.20	5,717.12	572.23
10475	137.85	89.60	227.45	125.25	81.41	206.66	20.79
10476	1,585.11	1,030.32	2,615.43	1,440.94	936.61	2,377.55	237.88
10477	42.65	-	42.65	38.75	-	38.75	3.90
10478	59.45	38.64	98.09	54.00	35.10	89.10	8.99
10479	-	-	-	-	-	-	-
10480	-	-	-	-	-	-	-
10481	91.34	59.37	150.71	82.97	53.93	136.90	13.81
10482	2,887.51	1,876.88	4,764.39	2,624.94	1,706.21	4,331.15	433.24
10483	-	-	-	-	-	-	-
10484	1,093.20	710.58	1,803.78	993.75	645.94	1,639.69	164.09
10485	11,800.20	7,670.13	19,470.33	10,718.75	6,967.19	17,685.94	1,784.39
10486	862.20	560.43	1,422.63	783.75	509.44	1,293.19	129.44
10487	-	-	-	-	-	-	-
10488	1,134.42	737.37	1,871.79	1,134.42	737.37	1,871.79	-
10489	-	-	-	-	-	-	-
10491	-	-	-	-	-	-	-
10492	-	-	-	-	-	-	-
10493	353.45	229.74	583.19	321.25	208.81	530.06	53.13
10494	-	-	-	-	-	-	-
10495	-	-	-	-	-	-	-
10496	-	-	-	-	-	-	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10497	-	-	-	-	-	-	-
10498	-	-	-	-	-	-	-
10499	-	-	-	-	-	-	-
10500	2,558.40	1,662.96	4,221.36	2,325.75	1,511.74	3,837.49	383.87
10501	-	-	-	-	-	-	-
10502	2,393.75	1,555.94	3,949.69	2,393.75	1,555.94	3,949.69	-
10503	-	-	-	-	-	-	-
10504	90.25	58.66	148.91	90.25	58.66	148.91	-
10505	986.75	641.39	1,628.14	986.75	641.39	1,628.14	-
10506	-	-	-	-	-	-	-
10506	1,414.75	919.59	2,334.34	1,414.75	919.59	2,334.34	-
10507	1,040.74	676.48	1,717.22	1,040.74	676.48	1,717.22	-
10508	1,432.00	930.80	2,362.80	1,301.75	846.14	2,147.89	214.91
10509	91.65	59.57	151.22	83.25	54.11	137.36	13.86
10510	5,126.20	3,332.03	8,458.23	4,658.75	3,028.19	7,686.94	771.29
10511	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10512	1,776.96	1,155.02	2,931.98	1,615.35	1,049.98	2,665.33	266.66
10513	-	-	-	-	-	-	-
10514	276.45	179.69	456.14	251.25	163.31	414.56	41.58
10515	-	-	-	-	-	-	-
10516	125.25	81.41	206.66	125.25	81.41	206.66	-
10517	337.49	219.37	556.86	337.49	219.37	556.86	-
10518	-	-	-	-	-	-	-
10519	896.65	582.82	1,479.47	893.65	580.87	1,474.52	4.95
10520	138.97	90.33	229.30	138.97	90.33	229.30	-
10521	79.75	51.84	131.59	79.75	51.84	131.59	-
10522	-	-	-	-	-	-	-
10523	-	-	-	-	-	-	-
10524	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10525	-	-	-	-	-	-	-
10527	-	-	-	-	-	-	-
10528	3,233.75	2,101.94	5,335.69	3,233.75	2,101.94	5,335.69	-
10529	-	-	-	-	-	-	-
10531	69.25	45.01	114.26	69.25	45.01	114.26	-
10533	317,410.07	206,316.55	523,726.62	317,410.07	206,316.55	523,726.62	-
10534	-	-	-	-	-	-	-
10536	411.96	267.77	679.73	411.96	267.77	679.73	-

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10537	-	-	-	-	-	-	-
10540	442.25	287.46	729.71	442.25	287.46	729.71	-
Totals	941,993.85	602,412.40	1,544,406.25	898,256.14	574,883.15	1,473,139.29	71,266.97

Exhibit 2

Storey County
Abated Permits Issued from July 2017-March 2019

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10070	832.75	541.29	1,374.04	832.75	541.29	1,374.04	-
10070	1,093.20	710.58	1,803.78	993.75	645.94	1,639.69	164.09
10070	22,252.20	14,463.93	36,716.13	20,208.75	13,135.69	33,344.44	3,371.69
10070	2,442.24	1,587.46	4,029.70	2,220.15	1,443.10	3,663.25	366.45
10070	1,798.52	1,169.04	2,967.56	1,634.95	1,062.72	2,697.67	269.89
10070	3,249.20	2,111.98	5,361.18	644.25	418.76	1,063.01	4,298.17
10070	1,401.20	910.78	2,311.98	1,273.75	827.94	2,101.69	210.29
10070	42,352.20	27,528.93	69,881.13	38,458.75	24,998.19	63,456.94	6,424.19
10070	22,525.20	14,641.38	37,166.58	20,208.75	13,135.69	33,344.44	3,822.14
10070	3,249.20	2,111.98	5,361.18	2,953.75	1,919.94	4,873.69	487.49
10070	153.25	99.61	252.86	153.25	99.61	252.86	-
10070	20,242.20	13,157.43	33,399.63	2,953.75	1,919.94	4,873.69	28,525.94
10070	12,202.20	7,931.43	20,133.63	11,083.75	7,204.44	18,288.19	1,845.44
10070	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10070	2,587.92	1,682.15	4,270.07	1,050.06	682.54	1,732.60	2,537.46
10070	618.29	401.89	1,020.18	562.51	365.63	928.14	92.04
10070	241.92	157.25	399.17	219.86	142.91	362.77	36.40
10070	3,724.56	2,420.96	6,145.52	3,385.75	2,200.74	5,586.49	559.04
10070	2,941.20	1,911.78	4,852.98	2,673.75	1,737.94	4,411.69	441.29
10070	10,384.13	6,749.68	17,133.81	9,433.02	6,131.46	15,564.48	1,569.34
10070	2,648.60	1,721.59	4,370.19	2,407.75	1,565.04	3,972.79	397.40
10070	7,335.97	4,768.38	12,104.35	6,665.41	4,332.51	10,997.92	1,106.43
10070	9,388.20	6,102.33	15,490.53	8,528.75	5,543.69	14,072.44	1,418.09
10070	3,557.20	2,312.18	5,869.38	3,233.75	2,101.94	5,335.69	533.69
10070	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19
10070	5,858.40	3,807.96	9,666.36	5,323.75	3,460.44	8,784.19	882.17
10070	2,694.80	1,751.62	4,446.42	2,449.75	1,592.34	4,042.09	404.33
10070	22,252.20	14,463.93	36,716.13	20,208.75	13,135.69	33,344.44	3,371.69

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10070	1,115.81	725.28	1,841.09	1,014.30	659.30	1,673.60	167.49
10070	7,188.21	4,672.34	11,860.55	6,531.25	4,245.31	10,776.56	1,083.98
10070	2,017.20	1,311.18	3,328.38	1,833.75	1,191.94	3,025.69	302.69
10070	199.45	129.64	329.09	181.25	117.81	299.06	30.03
10070	12,202.20	7,931.43	20,133.63	11,083.75	7,204.44	18,288.19	1,845.44
10070	39,136.20	25,438.53	64,574.73	35,538.75	23,100.19	58,638.94	5,935.79
10070	6,869.67	4,465.29	11,334.96	6,242.03	4,057.32	10,299.34	1,035.61
10070	26,272.20	17,076.93	43,349.13	23,858.75	15,508.19	39,366.94	3,982.19
10070	3,508.23	2,280.35	5,788.58	3,189.23	2,073.00	5,262.23	526.35
10070	3,249.20	2,111.98	5,361.18	2,953.75	1,919.94	4,873.69	487.49
10070	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10070	1,709.20	1,110.98	2,820.18	1,553.75	1,009.94	2,563.69	256.49
10070	398.51	259.03	657.54	398.51	259.03	657.54	-
10070	11,083.75	7,204.44	18,288.19	11,083.75	7,204.44	18,288.19	-
10070	5,133.75	3,336.94	8,470.69	5,133.75	3,336.94	8,470.69	-
10070	276.45	179.69	456.14	251.25	163.31	414.56	41.58
10070	2,118.22	1,376.84	3,495.06	1,925.59	1,251.63	3,177.22	317.84
10070	2,325.20	1,511.38	3,836.58	2,113.75	1,373.94	3,487.69	348.89
10070	3,249.20	2,111.98	5,361.18	2,953.75	1,919.94	4,873.69	487.49
10070	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10070	82,552.20	53,658.93	136,211.13	74,958.75	48,723.19	123,681.94	12,529.19
10070	82,552.20	53,658.93	136,211.13	74,958.75	48,723.19	123,681.94	12,529.19
10070	8,584.20	5,579.73	14,163.93	7,798.75	5,069.19	12,867.94	1,295.99
10070	5,126.20	3,332.03	8,458.23	4,658.75	3,028.19	7,686.94	771.29
10070	50,392.20	32,754.93	83,147.13	45,758.75	29,743.19	75,501.94	7,645.19
10070	2,941.20	1,911.78	4,852.98	2,673.75	1,737.94	4,411.69	441.29
10070	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10070	6,976.20	4,534.53	11,510.73	6,338.75	4,120.19	10,458.94	1,051.79
10070	8,182.20	5,318.43	13,500.63	7,433.75	4,831.94	12,265.69	1,234.94
10070	82,552.20	53,658.93	136,211.13	74,958.75	48,723.19	123,681.94	12,529.19
10070	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19
10070	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10070	42,352.20	27,528.93	69,881.13	38,458.75	24,998.19	63,456.94	6,424.19
10070	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10070	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10070	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10070	8,584.20	5,579.73	14,163.93	7,798.75	5,069.19	12,867.94	1,295.99
10070	8,584.20	5,579.73	14,163.93	7,798.75	5,069.19	12,867.94	1,295.99
10070	6,172.20	4,011.93	10,184.13	5,608.75	3,645.69	9,254.44	929.69
10070	122,752.20	79,788.93	202,541.13	111,458.75	72,448.19	183,906.94	18,634.19
10282	122,752.20	79,788.93	202,541.13	111,458.75	72,448.19	183,906.94	18,634.19
10282	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19
10282	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19
10282	82,552.20	53,658.93	136,211.13	74,958.75	48,723.19	123,681.94	12,529.19
10282	82,552.20	53,658.93	136,211.13	74,958.75	48,723.19	123,681.94	12,529.19
10282	18,232.20	11,850.93	30,083.13	16,558.75	10,763.19	27,321.94	2,761.19
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	1,770.80	1,151.02	2,921.82	1,609.75	1,046.34	2,656.09	265.73
10282	44,632.20	29,010.93	73,643.13	40,283.75	26,184.44	66,468.19	7,174.94
10282	14,212.20	9,237.93	23,450.13	12,908.75	8,390.69	21,299.44	2,150.69
10282	215,212.20	139,887.93	355,100.13	195,408.75	127,015.69	322,424.44	32,675.69
10282	15,357.90	9,982.64	25,340.54	13,949.00	9,066.85	23,015.85	2,324.69
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	26,272.20	17,076.93	43,349.13	23,858.75	15,508.19	39,366.94	3,982.19
10282	4,832.26	3,140.97	7,973.23	4,391.79	2,854.66	7,246.45	726.78
10282	486.00	315.90	801.90	442.25	287.46	729.71	72.19
10282	1,297.24	843.21	2,140.45	1,179.24	766.51	1,945.74	194.70
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	4,491.02	2,919.16	7,410.18	4,081.86	2,653.21	6,735.07	675.11
10282	30,292.20	19,689.93	49,982.13	27,508.75	17,880.69	45,389.44	4,592.69
10282	541.55	352.01	893.56	492.75	320.29	813.04	80.52
10282	125.53	81.59	207.12	114.05	74.13	188.18	18.94
10282	3,249.20	2,111.98	5,361.18	2,953.75	1,919.94	4,873.69	487.49

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10282	541.55	352.01	893.56	492.75	320.29	813.04	80.52
10282	2,078.80	1,351.22	3,430.02	1,889.75	1,228.34	3,118.09	311.93
10282	8,182.20	5,318.43	13,500.63	7,433.75	4,831.94	12,265.69	1,234.94
10282	415.34	269.97	685.31	377.52	245.39	622.90	62.41
10282	61,829.10	40,188.92	102,018.02	56,143.00	36,492.95	92,635.95	9,382.06
10282	15,016.20	9,760.53	24,776.73	13,638.75	8,865.19	22,503.94	2,272.79
10282	1,297.24	843.21	2,140.45	1,179.24	766.51	1,945.74	194.70
10282	11,458.50	7,448.03	18,906.53	10,408.50	6,765.53	17,174.03	1,732.50
10282	156,188.20	101,522.33	257,710.53	141,753.75	92,139.94	233,893.69	23,816.84
10282	486.00	315.90	801.90	442.25	287.46	729.71	72.19
10282	869.90	565.44	1,435.34	790.75	513.99	1,304.74	130.60
10282	389.64	253.27	642.91	354.15	230.20	584.35	58.56
10282	1,072.41	697.07	1,769.48	974.85	633.65	1,608.50	160.97
10282	168.85	109.75	278.60	153.25	99.61	252.86	25.74
10282	151.91	98.74	250.65	138.03	89.72	227.75	22.90
10282	230.25	149.66	379.91	209.25	136.01	345.26	34.65
10282	10,192.20	6,624.93	16,817.13	9,258.75	6,018.19	15,276.94	1,540.19
10282	93.19	60.57	153.76	84.65	55.02	139.67	14.09
10282	1,093.20	710.58	1,803.78	993.75	645.94	1,639.69	164.09
10282	322.65	209.72	532.37	293.25	190.61	483.86	48.51
10282	168.65	109.62	278.27	153.25	99.61	252.86	25.41
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	785.20	510.38	1,295.58	713.75	463.94	1,177.69	117.89
10282	230.25	149.66	379.91	209.25	136.01	345.26	34.65
10282	137.85	89.60	227.45	125.25	81.41	206.66	20.79
10282	1,216.40	790.66	2,007.06	1,105.75	718.74	1,824.49	182.57
10282	168.65	109.62	278.27	153.25	99.61	252.86	25.41
10282	107.05	69.58	176.63	97.25	63.21	160.46	16.17
10282	107.05	69.58	176.63	97.25	63.21	160.46	16.17
10282	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10282	708.20	460.33	1,168.53	644.25	418.76	1,063.01	105.52
10282	122.45	79.59	202.04	111.25	72.31	183.56	18.48

Permit Number	Building Fee (Charged)	Planning Fee (Charged)	Combined Total (Charged)	Building Fee (Recalculated)	Planning Fee (Recalculated)	Combined Total (Recalculated)	Amount Overcharged
10282	107.05	69.58	176.63	97.25	63.21	160.46	16.17
10282	91.65	59.57	151.22	83.25	54.11	137.36	13.86
10282	430.45	279.79	710.24	391.25	254.31	645.56	64.68
10282	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10490	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10490	384.25	249.76	634.01	349.25	227.01	576.26	57.75
10490	353.45	229.74	583.19	321.25	208.81	530.06	53.13
10490	122.45	79.59	202.04	111.25	72.31	183.56	18.48
10490	785.20	510.38	1,295.58	713.75	463.94	1,177.69	117.89
10490	276.45	179.69	456.14	251.25	163.31	414.56	41.58
10490	384.25	249.76	634.01	349.25	227.01	576.26	57.75
10490	137.85	89.60	227.45	125.25	81.41	206.66	20.79
10490	168.65	109.62	278.27	153.25	99.61	252.86	25.41
10490	230.25	149.66	379.91	209.25	136.01	345.26	34.65
10490	1,863.20	1,211.08	3,074.28	1,693.75	1,100.94	2,794.69	279.59
10490	652.65	424.22	1,076.87	593.75	385.94	979.69	97.18
10490	2,417.60	1,571.44	3,989.04	2,197.75	1,428.54	3,626.29	362.75
10490	209.25	136.01	345.26	209.25	136.01	345.26	-
10490	69.25	45.01	114.26	69.25	45.01	114.26	-
10490	223.25	145.11	368.36	223.25	145.11	368.36	-
10490	2,673.75	1,737.94	4,411.69	2,673.75	1,737.94	4,411.69	-
	1,960,103.43	1,274,067.23	3,234,170.66	1,762,371.49	1,145,541.47	2,907,912.96	326,257.70

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/20 **Estimate of time required:** 15 min.

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

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1. **Title:** Discussion/For Possible Action: Approve and authorize the County Manager to sign an 18-month contract between Storey County and Lakota HRM, LLC a Nevada limited liability company to provide labor relations guidance and administration, interpret and guide application of labor agreements and personnel policies; perform and oversee administrative investigations; and ensure due process and discipline are administered in compliance with union agreements and personnel policies.

2. **Recommended motion**: I Commissioner ( ) motion to authorize the County Manager to sign an 18-month contract between Storey County and Lakota HRM, LLC, a Nevada limited liability company to provide labor relations guidance and administration; interpret and guide application of labor agreements and personnel policies; perform and oversee administrative investigations; and ensure due process and discipline are administered in compliance with union agreements and personnel policies.

3. **Prepared by**: Austin Osborne

   Department: County Manager **Telephone**: 775-847-0968

4. **Staff summary**: Lakota HRM, LLC is an LLC created by Jeanne Greene who has extensive experience in Human Resources. Ms. Greene served as the Director of Personnel for the State of Nevada under two Governors and was the General Manager of HR Services for POOL/PACT, our liability and workers' compensation carrier. She will be able to dedicate her time and resources to the services outlined in the contract, ensuring compliance with timeframes, federal and state law, union agreements, personnel policies, and other applicable requirements. She is able to assume non-legal duties previously performed by contract legal counsel, which will result in substantial financial savings.

5. **Supporting materials**: Draft contract; Nevada business entity filing

6. **Fiscal impact**:
   a. Funds Available: Fund: ____ Comptroller

7. **Legal review required**:
   ____ District Attorney

8. **Reviewed by**:
   a. ____ Department Head Department Name:

   b. __@'__ County Manager Other agency review:

   _____

9. **Board action**:
   a. [ ] Approved [ ] Approved with Modifications
   b. [ ] Denied [ ] Continued
      i. Agenda Item No.

10

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement (this "Agreement") is made effective as of February 04, 2020, by and between Storey County (the "Recipient"), of PO Box 176, Virginia City, Nevada 89440, and Lakota HRM, LLC (the "Contractor"), of 1611 Sonoma Street, Carson City, Nevada 89701. In this Agreement, the party who is contracting to receive the services shall be referred to as "Recipient", and the party who will be providing the services shall be referred to as "Contractor."

1. DESCRIPTION OF SERVICES. Beginning on February 04, 2020, the Contractor will provide the following services (collectively, the "Services"):

As described in Attachment A.

2. PAYMENT FOR SERVICES. The Recipient will pay compensation to the Contractor for the Services. Payments will be made as follows:

$3970 per month

No other fees and/or expenses will be paid to the Contractor, unless such fees and/or expenses have been approved in advance by the appropriate executive on behalf of the Recipient in writing. The Contractor shall be solely responsible for any and all taxes, Social Security contributions or payments, disability insurance, unemployment taxes, and other payroll type taxes applicable to such compensation. Contractor understands that an IRS Form 1099 will be filed by Recipient for all payments Recipient makes to Contractor.

3. TERM/TERMINATION. Termination of this agreement will occur as follows:

This agreement will terminate after eighteen months unless terminated sooner by either party.

A regular, ongoing relationship of indefinite term is not contemplated. The Recipient has no right to require that Contractor perform services other than as specifically contemplated by this Agreement. However, the parties may mutually agree that the Contractor shall perform other services for the Recipient, pursuant to the terms of this Agreement.

The Recipient or the Contractor may terminate the contract at anytime by providing 10 working days' written notice for any reason or even for no reason at all In addition, if the Contractor is convicted of any crime or offense, is guilty of serious misconduct in connection with the performance hereunder or materially breaches this contract, the Recipient may terminate the engagement of the Contractor immediately and without prior notice.

4. RELATIONSHIP OF PARTIES. It is understood by the parties that the Contractor is an independent contractor with respect to the Recipient, and not an employee of the Recipient. The Recipient will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the Contractor.

It is contemplated that the relationship between the Contractor and the Recipient shall be a non-exclusive one. The Contractor also performs services for other organizations and/or individuals. The Recipient has no right to further inquire into the Contractor's other activities. Recipient shall not require Contractor or any employees or contract personnel to devote full time to performing the services required by this Agreement

5. PROFESSIONAL CAPACITY. The Contractor is a professional who uses its own professional and business methods to perform services. Recipient has the sole discretion to determine the means and methods of providing the services contemplated by this Agreement. The Contractor has not and will not receive training from the Recipient regarding how to perform the Services. Contractor may utilize presently unoccupied office space in the Recipient-owned building located at 10 South B Street if that will assist Contractor in providing the services contemplated by this Agreement

6. EXPENSES PAID BY CONTRACTOR. The Contractor's business and travel expenses are to be paid by the Contractor and not by the Recipient.

7. CONFIDENTIALITY. Contractor may have access to proprietary, private and/or otherwise confidential information ("Confidential Information") of the Recipient. Confidential Information shall mean all non-public information which constitutes, relates or refers to the operation of the business of the Recipient, including without limitation, financial, operational, personnel, managerial and statistical information of the Recipient. The nature of the information and the manner of disclosure are such that a reasonable person would understand it to be confidential. The Contractor will not at any time or in any manner, either directly or indirectly, use for the personal benefit of the Contractor, or divulge, disclose, or communicate in any manner any Confidential Information. The Contractor will protect such information and treat the Confidential Information as strictly confidential. This provision shall continue to be effective after the termination of this Agreement. Upon termination of this Agreement, the Contractor will return to the Recipient all Confidential Information, whether physical or electronic, and other items that were used, created, or controlled by the Contractor during the term of this Agreement.

8. INJURIES. The Contractor acknowledges the Contractor's obligation to obtain workers compensation coverage for the benefit of the Contractor (and the Contractor's employees, if any). The Contractor waives any rights to recovery from the Recipient for any injuries that the Contractor (and/or Contractor's employees) may sustain while performing services under this Agreement and that are a result of the negligence of the Contractor or the Contractor's employees.

9. INDEMNIFICATION. The Contractor agrees to indemnify and hold harmless the Recipient from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against the Recipient that result from the acts or omissions of the Contractor, the Contractor's employees, if any, and the Contractor's agents.

10. INSURANCE. The Contractor will carry the following insurance coverage relative to any service performed for the Recipient:

Errors and Omissions Coverage	$1,000,000
Liability Coverage	$1,000,000

11. ENTIRE AGREEMENT. This Agreement constitutes the entire contract between the parties. All terms and conditions contained in any other writings previously executed by the parties regarding the matters contemplated herein shall be deemed to be merged herein and superseded hereby. No modification of this Agreement shall be deemed effective unless in writing and signed by the parties hereto.

12. WAIVER OF BREACH. The waiver by the Recipient of a breach of any provision of this Agreement by Contractor shall not operate or be construed as a waiver of any subsequent breach by Contractor.

13. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

14. APPLICABLE LAW. This Agreement shall be governed by the laws of the State of Nevada.

15. Contractor expressly agrees that all documents ever submitted, filed, or deposited with the County by Contractor, unless designated as confidential by a specific statue of the State of Nevada, shall be treated as public records pursuant to NRS Ch. 239 and shall be available for inspection and copying by any person, as defined in NRS § 0.039, or any governmental entity.

16. The provisions of Sections 9, as well as any other provision of this Agreement that contemplates performance or observance subsequent to termination or expiration of this Agreement will survive expiration or termination of this Agreement and continue in full force and effect for a period of 2 years.

17. COUNTERPARTS This Agreement may be executed in multiple counterparts, and shall have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing, or by electronic signature, including by email. An electronic signature, or a facsimile copy or computer image, such as a PDF or

tiff image, of a signature, shall be treated as and shall have the same effect as an original signature. In addition, an electronic signature, a true and correct facsimile copy or computer image of this Agreement shall be treated as and shall have the same effect as an original signed copy of this document.

18. LIMITATIONS ON LIABILITY. The parties do not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages.

19. SIGNATORIES. This Agreement shall be signed upon approval by the Board of County Commissioners of Storey County by Austin Osborne, County Manager on behalf of Storey County and by Jeanne Greene, Manager on behalf of Lakota HRM, LLC. This Agreement is effective as of the date first above written.

RECIPIENT:
Storey County

By: _____
Austin Osborne
County Manager

CONTRACTOR:
Lakota HRM, LLC

By: _____
Jeanne Greene
Manager

SCHEDULE A

Services to be Performed:

- Oversee administrative investigations
- In consultation with department head determine appropriate level of discipline
- Ensure due process rights are provided in accordance with union contract or county policy
- In consultation with department head, handle grievances filed by the union(s)
- Work with the County Manger on union impasse arbitration
- Work with contracted law firm on FLSA correction arbitration
- Handle complaints of equal opportunity employment, disability, harassment, ethics, and other labor matters
- Provide advice and consultation to both managers and employees
- Mediate disputes if appropriate
- Interpret collective bargaining agreements, county policies, and department requirements
- In consultation with the DA's office, interpret and apply state and federal law in relation to human resource matters
- In coordination with the District Attorney, handle all projects necessary to separate the Fire District from the County as required under NRS 474. Projects include, but are not limited to, establishing an inter-local agreement between the Fire District and the County, developing and implementing a personnel policy manual which includes existing Fire District policies, updating job descriptions, and establishing an evaluation process for the Fire Chief.
- Coordinate and attend meetings as requested by the County Manager, District Attorney, or department head
- Perform research and analysis necessary for union negotiations and other HR related matters
- Provide reports and other documentation as requested by the County Manager and District Attorney
- Be available to managers and employees who request assistance via telephone or email within one business day.

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: February 4, 2020 **Estimate of time required:** 10 min.

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

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1. **Title:** Discussion/Possible Action: Consideration of letters of interest for appointment of a planning commissioner to serve the At-Large position on the Storey County Planning Commission.

2. **Recommended motion:** In accordance with the recommendation by staff, I [commissioner] motion to appoint Bryan C. Staples to serve the At-Large position on the Storey County Planning Commission.

3. **Prepared by:** Kathy Canfield

4. **Department:** Planning **Telephone:** 847-1144

5. **Staff summary:** Pursuant to Storey County Code 2.12 and NRS, the term of a planning commissioner is four years. The Storey County Planning Commission has a vacancy for the At-Large position. Storey County received four letter of interest for this position, with one person, Karl Gambrall, removing his name from consideration. The three remaining individuals were interviewed by the Planning Department and a representative from Human Resources. All three individuals were well received and had qualities that would be desirable for a Planning Commissioner. We thank all three for their time and willingness to serve the residents of Storey County.

   Staff recommends to the Board of County Commissioners that Bryan C. Staples, be appointed to the Storey County Planning Commission to serve the four-year At-Large position, expiring December 31, 2023. Mr. Staples, a Virginia City resident, has extensive experience working with government affairs, including working for the State of Nevada, OSHA and FEMA.

6. **Supporting materials:** Enclosures: (A) public posting; and (B) letters of interest.

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

   Funds Available: Fund: ____ Comptroller

8. **Legal review required:**

   ___ District Attorney

9. **Reviewed by:**

   KC Department Head Department Name: - Planning

   ___ County Manager Other agency review: _____

10. **Board action:**

    [ ] Approved [ ] Approved with Modifications
    [ ] Denied [ ] Continued

Agenda Item No. 11

STOREY COUNTY PUBLIC NOTICE

PLANNING COMMISSIONER VACANCY

Precinct (At Large)

Position: Storey County Planning Commissioner to represent Precinct (At Large). All interested parties must live within this voting district. The Planning Commission is an advisory body to the Board of County Commissioners. It is responsible for directing the short and long-range growth and development of the county through maintenance and implementation of the county master plan, zoning ordinances, and other applicable land-use policies. It is composed of seven commissioners who serve two or more times per month on the body and who are compensated pursuant to NRS 278.040. Each commissioner is appointed by the Board of County Commissioners to serve at its pleasure for a four year term with possible re-appointment following expiration of the term.

Preferred Qualifications: A Planning Commissioner's primary duty is to make land-use decisions that are consistent with the policies and plans formally adopted by the Board of County Commissioners. Therefore, the first priority of a Planning Commissioner is to have strong decision-making skills and develop knowledge of county policies and applicable Nevada Revised Statutes. It is not critical to have training in the fields of planning, architecture, law, civil engineering, geology, economics, or demography; these are skills that are available to the commissioner from staff, consultants, and applicants. The Planning Commissioner's job is to weigh input given in staff reports and other professional reports, meeting testimonies, and other correspondence. A Planning Commissioner is like a judge who renders decisions based on the testimony of experts and others who appear as witnesses in a trial. Minimum qualifications of a Planning Commissioner include: a willingness and ability to research and report on issues, programs, and policies related to local land-use matters; ability to attend afternoon and night meetings on a regular basis; ability to sustain harmonious working relationships with commission members, the Board of County Commissioners, staff, residents, applicants, and the public; ability to act within the ethical standards set forth by NRS and NAC; and willingness to expand knowledge related to land-use planning. The new-appointee must successfully pass a criminal background investigation.

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

Closing Date: Letters of interest (originals) must be received by the Storey County Human Resources Office, Storey County Courthouse, 26 South "B" Street (P.O. Box 176), Virginia City, NV 89440 by **5:00 p.m., Friday December 27, 2019.** Please contact 775.847.0968 for further questions.

Tentative Appointment Date: The Board of County Commissioners will consider letters of interest at its **January 7, 2019**, regularly scheduled meeting. Applicants may be asked to speak and should attend.

Storey County is an Equal Opportunity Employer. Posting dates: 12/9/19 – 12/27/19

BRYAN C. STAPLES

Virginia City, NV 89440

RECEIVED
DEC 24 2019

December 23, 2019

Storey County Board of Commissioners
Virginia City, Nevada 89440

RE: Your job ad for Storey Planning Commissioner, Precinct (At Large)

Dear Board of Commissioners,

I was motivated to contact you upon learning that Storey County, Nevada may have a potential opening for a Storey Planning Commissioner, Precinct (At Large). For several years I have focused my career path and academic pursuits on Occupational Safety and Health and completion of Bachelor of Applied Science program with Suffield University. My personal philosophy is rooted in empowering others and creating a positive perspective of life circumstances.

With a genuine and nurturing nature, combined with a professional and ambitious approach, I possess the primary skills needed in my field, including a willingness, ability and experience to research and report on issues as they relate to local, State and Federal rules and regulations, ability to attend regular or special meetings on a regular basis, abilities and experience to relate to and sustain a harmonious working relationship with people from all educational and positions in life. I take pride in my ability to relate to all people regardless of who they may be, I am more than willing to learn and expand my knowledge related to land use planning, and ability, willingness and sense of honor to act within the ethical standards mandated by NRS and NAC. Additionally, leadership and critical thinking are part of my skill set, with proficiency in decision-making. Experience in interacting with diverse populations has given me in-depth understanding and awareness of differences in both individuals and organizations. These qualities will contribute to Storey County, Nevada's mission while positively highlighting the professionalism and competencies in its employees.

My previous experience working as an OSHA Investigator, FEMA National Safety Manager and as a Senior Non-Commissioned Officer for over 30 year, have given me analytical, investigative, leadership skills.

For further details of my qualifications, background, and academic history, please find my resume attached. I am confident that I can contribute positively to the Storey Planning Commissioner, Precinct (At Large) role and I welcome the opportunity to speak with you at your earliest convenience.

Sincerely,
Bryan Staples

RECEIVED
DEC 2 - 201
BY: .....

December 27, 2019

Austin Osborne
Storey County Manager
County Courthouse
Box 176
Virginia City, 89440

Subject: At Large Planning Commission Seat

Mr. Osborne,

This letter serves to express my interest in the At Large Planning Commission Seat advertised recently.

Thank you for your kind attention to this matter.

Respectfully,

Sam Toll
[redacted]
Gold Hill, Nevada

Thomas Purkey
[redacted]
Virginia City, NV 89440
[redacted]

RECEIVED
DEC 27 2019

December 26, 2019

Storey County Human Resources Office
Storey County Courthouse
26 South B Street, #176
Virginia City, NV 89440

I would like to be considered for the Storey County Planning Commissioner (At Large) position.

The reason I am applying for this position is that I have been a resident and property owner in Storey County for about 30 years, having lived previously in the Highlands and now in Virginia City. I served on the Planning Commission and School Board several years ago, which gave me a good knowledge and understanding of all the diverse communities in our county. I was involved in developing the Storey County Master Plan and have a strong interest in seeing it honored and defended as the county moves forward toward the opportunities and challenges ahead.

I moved to and have continued to live in Storey County because of my love for its rural life style, sense of community, respect for history, and unique geological setting. Those are community qualities that have been incorporated into the Master Plan and which I hold dear. Our amazing new economic opportunities can either diminish or enhance these qualities and my aim is to help ensure the Master Plan continues to be used to enhance them. That would weigh most heavily into my decisions and judgement on all proposals that come before the Planning Commission.

I am particularly interested in helping promote a strong cooperation and working relationship between the Planning Commission, Board of County Commissioners, Comstock Historic District Commission, VC Tourism Commission, residents, and county staff in moving the county forward towards common agreed upon goals and priorities.

Two years ago, I retired from my lifelong career as an urban, regional, and tribal planner and am now looking for an opportunity to serve Storey County in the capacity of a private citizen using my knowledge and background. I clearly understand and respect the distinct and separate roles of the Planning Commission, planning staff, and Board of County Commissioners in the planning process. Though a planning background is not critical for this role, I believe it would be helpful in understanding and in making informed decisions on planning issues. I am also a retired member of the American Institute of Certified Planners and, as such, continue to be bound by the professional AICP Code of Ethics.

Thank you for your consideration. I look forward to meeting personally with the Board of County Commissioners to answer any questions.

Sincerely,

Thomas Purkey, AICP

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02/04/20 **Estimate of time required:** 15 min.

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

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1. **Title:** Discussion/Possible Action: Authorize the County Manager to approve a contract not to exceed $100,000 with Lumos & Associates for as-needed assistance in professional planning and engineering services related to any planned unit development and/or large land subdivision applications or proposals in Storey County. This contract will provide assistance to county planning staff with certain civil and engineering review of such applications and projects, although there are no such applications occurring or anticipated to occur at this time.

2. **Recommended motion:** Based on the recommendation by staff, I [county commissioner] authorize the County Manager to approve a contract not to exceed $100,000 with Lumos & Associates for as-needed professional planning and engineering services related to any planned unit development and/or large land subdivision applications or proposals in Storey County.

3. **Prepared by:** Austin Osborne

4. **Department:** County Manager **Telephone:** 775.847.0968

5. **Staff summary:** On an as-needed, on-call, and hourly basis the contractor will assist county planning staff in civil and engineering review of applications and projects for large planned unit developments, subdivisions, and other similar development. All services will be provided as needed as determined by the Planning department. Planning staff is currently working on amendments to Storey County Code Title 16 that will defer these costs to developers.

6. **Supporting materials:** Enclosures: Master Service Agreement; fee schedule; and scope.

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

Funds Available: Fund: ____ Comptroller

8. **Legal review required:**

__yes__ District Attorney

9. **Reviewed by:**

____ Department Head Department Name:

__@'__ County Manager Other agency review: _____

10. **Board action:**

[ ] Approved [ ] Approved with Modifications
[ ] Denied [ ] Continued

Agenda Item No. 12

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 the compensation therefore 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. 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.

9. 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.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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.

15. 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.

16. 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.

17. 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.

18. LIMITATION OF LIABILITY

(Consultant)

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. 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.

(Client)

The County will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Consultant agrees that Client's total liability to Consultant for any and all injuries, claims, losses, expenses or damages whatsoever (including attorney's fees and costs and expert witness fees and costs mediator or arbitrator fees or 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 Client's negligence, errors, omission, strict liability, breach of contract or breach of warranty shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to Contractor, for the Fiscal Year budget in existence at the time of the claim.

19. 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.

20. RETAINER

Client agrees to deposit the sum of _____ $_____ 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.

In witness whereof, the parties hereto have executed this Agreement as of the Effective Date.

CLIENT:	**CONSULTANT:**
STOREY COUNTY	**LUMOS &ASSOCIATES, INC.**
BY: _____	**BY:** Timothy Russell
NAME: _____	**NAME:** Timothy Russell
TITLE: _____	**TITLE:** Group Manager
DATE: _____	**DATE:** 1/23/20

Attest

_____

Vanessa Stephens
Storey County Clerk/Treasurer

LUMOS & ASSOCIATES

Carson City • Fallon • Lake Tahoe • Reno

www.LumosInc.com

Carson City
308 N. Curry Street, Suite 200
Carson City, Nevada 89703
775.883.7077

December 2nd, 2019 LA19.838

EXHIBIT 'A'

Mr. Austin Osborne, PHR, SHRM-CP
County Manager
Storey County Courthouse
Box 176 Virginia City, NV 89440
Cell: (775) 291-4693
Via Email: aosborne@storeycounty.org

Subject: Development Review Services Proposal

Dear Austin:

Lumos & Associates, Inc. is pleased to provide you with this proposal to assist Storey County with development review services on an as needed basis.

Project Understanding

Per discussions with the County Manager, it is our understanding that Storey County desires to have engineering and related technical support (survey, etc) to assist the County with the review of development applications submitted to the County.

The following task is proposed to encompass the work necessary.

Project Scope

Task 1 – Development Review Services (On Call)

Under this task, Lumos will perform the following as needed services for Storey County as it relates to development review assistance:

- Review of tentative map, parcel map, PUD, and other development related applications and associated technical reports for compliance with county development codes and engineering best practices.
- Review of improvement plans and technical reports for compliance with county development codes and engineering best practices.
- Review and provide recommendations for the approval of subdivision plats and parcel maps, to ensure that appropriate easements and/or rights-of-way were provided for drainage, roadway, and utility improvements.

- Review and signature for subdivision plats, parcel maps, division of large parcels, reversionary maps, and certificates of amendment, all in accordance with the provisions of Nevada Revised Statutes (NRS) and county code.
- Other miscellaneous engineering/surveying related review services as requested by the County

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- All work is an a time and materials basis on an on call basis per the attached fee schedule.
- Time spent will be identified per respective review so that the County can pass through the review fees to the respective developer.

Fees

The tasks described in the Scope of Work will be completed for the following fees:

Task	Description	Fee
Task 1	Development Review Services (On Call)	T&M not to Exceed $100,000

Task 1 is time and materials not to exceed $100,000 without prior board approval. Lumos will be happy to amend this proposal as necessary to include services not included or to amend the proposed services to better match the scope of services required.

If this proposal is acceptable, please sign the provided contract or provide your own contract for signature. Lumos will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos to provide you with this proposal. Please do not hesitate to call me if you have questions or concerns as we would be happy to discuss them with you.

Sincerely,

Tim Russell, P.E., WRS
Group Manager – Engineering Division

LUMOS & ASSOCIATES

Standard Fee Schedule
Revised May 6, 2019

Engineering & Development	Per Hour
President	$255
Director	230
Group Manager	215
Planning Group Manager	175
Project – Senior Project Manager	175-185
Staff Hydrogeologist - Hydrogeologist - Senior Hydrogeologist	155-165-170
Staff - Project - Senior Engineer	135-145-155
Staff - Project - Senior Structural Engineer	135-145-165
Landscape Architect Manager	145
Landscape Architect Designer – Landscape Architect	120-135
Project Coordinator	130
Project - Senior Project Designer	120-125
Structural - Senior Structural Designer	105-115
Assistant Planner	105
Engineering Technician I - II	95-105
Support Technician	70
Construction	**Per Hour**
Director	$230
Group Manager	215
Project Manager	175
Geotechnical Engineer	195
Construction Services Engineer	160
Construction Services Supervisor	140
Geotechnician	130
Inspector - Senior Inspector (includes nuclear gauge)	110-120
Field Technician I – II (includes nuclear gauge)	95-100
Surveying	**Per Hour**
Director	$230
Group Manager	215
Project Manager	175
Project - Senior Surveyor	140-150
Project Coordinator	130
Staff Surveyor	125
Surveying Technician I - II	100-115
Party Chief	145
Chain Person	75
Administrative & Other Services	**Per Hour**
Administrator	$75
Clerical	65
30x42 Color/B&W (per copy)	10/5
24x36 Mylar/Color/B&W (per copy)	20/5/3
8.5x11 Color /B&W (per copy)	0.50/0.15
Mileage (per mile)	0.70

- Fees for prevailing wage rate projects available upon request.
- Map filing, checking, consulting, and other fees paid on behalf of the client shall be billed at cost plus fifteen percent (15%).
- Overtime hours will be billed at 1.5 times standard rate where applicable.
- Survey and Field crew billing rates include standard field survey equipment and truck up to 30 mile radius, after which mileage rates apply
- Fees for depositions and testimony will be billed at two (2) times the standard billing rates

Invoices are due upon receipt and considered to be past due after 30 days.
This fee schedule applies to services provided from May 6, 2019 until further notice.

LUMOS & ASSOCIATES

EXHIBIT 'B'

Standard Fee Schedule
Revised May 6, 2019

Engineering & Development	Per Hour
President	$255
Director	230
Group Manager	215
Planning Group Manager	175
Project – Senior Project Manager	175-185
Staff Hydrogeologist - Hydrogeologist - Senior Hydrogeologist	155-165-170
Staff - Project - Senior Engineer	135-145-155
Staff - Project - Senior Structural Engineer	135-145-165
Landscape Architect Manager	145
Landscape Architect Designer – Landscape Architect	120-135
Project Coordinator	130
Project - Senior Project Designer	120-125
Structural - Senior Structural Designer	105-115
Assistant Planner	105
Engineering Technician I - II	95-105
Support Technician	70
Construction	**Per Hour**
Director	$230
Group Manager	215
Project Manager	175
Geotechnical Engineer	195
Construction Services Engineer	160
Construction Services Supervisor	140
Geotechnician	130
Inspector - Senior Inspector (includes nuclear gauge)	110-120
Field Technician I – II (includes nuclear gauge)	95-100
Surveying	**Per Hour**
Director	$230
Group Manager	215
Project Manager	175
Project - Senior Surveyor	140-150
Project Coordinator	130
Staff Surveyor	125
Surveying Technician I - II	100-115
Party Chief	145
Chain Person	75
Administrative & Other Services	**Per Hour**
Administrator	$75
Clerical	65
30x42 Color/B&W (per copy)	10/5
24x36 Mylar/Color/B&W (per copy)	20/5/3
8.5x11 Color /B&W (per copy)	0.50/0.15
Mileage (per mile)	0.70

- Fees for prevailing wage rate projects available upon request.
- Map filing, checking, consulting, and other fees paid on behalf of the client shall be billed at cost plus fifteen percent (15%).
- Overtime hours will be billed at 1.5 times standard rate where applicable.
- Survey and Field crew billing rates include standard field survey equipment and truck up to 30 mile radius, after which mileage rates apply
- Fees for depositions and testimony will be billed at two (2) times the standard billing rates
- Overtime is only applicable if all 40 hours in a week and all work over 40 hours is specifically worked on the Storey Co. Project.

Invoices are due upon receipt and considered to be past due after 30 days.
This fee schedule applies to services provided from May 6, 2019 until further notice.

Storey County Board of Fire Commissioners
Agenda Action Report

Meeting date: **Estimate of time required:**

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

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1. **Title: Discussion/For Possible Action:** Revision of the Fire Chief Job Description

2. **Recommended motion:** Based on the recommendation by staff and in conformance with Storey County and Storey County Fire District Administrative Policies and Procedures, I (Commissioner) motion to approve the revision to the Fire Chief job description.

3. **Prepared by:** Jeanne Greene
   Department: Administration/Human Resources **Telephone:** 775-847-2341

4. **Staff summary:** A revision of the job description has been made to reflect:
   - The Fire Chief is appointed by and reports to the Storey County Board of Fire Commissioners
   - The Fire Chief oversees the inter-local agreement for fire investigation, code adoption, and enforcement
   - The addition of the Evaluation of Job Performance section

5. **Supporting materials:** Fire Chief Job Description

6. **Fiscal impact:** None
   Funds Available: Fund: ____ Comptroller

7. **Legal review required:**
   ____ District Attorney

8. **Reviewed by:**
   ____ Department Head Department Name: Human Resources/Administration
   ____ County Manager Other agency review: _____

9. **Board action:**
   [ ] Approved [ ] Approved with Modifications
   [ ] Denied [ ] Continued
   i. Agenda Item No.

14

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

JOB SUMMARY

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

DISTINGUISHING CHARACTERISTICS

This position 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 district and is accountable for accomplishing district goals and objectives and for furthering the goals and objectives of the fire board within general policy guidelines.

The district, as a combination fire district, 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 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 unclassified personnel, and a possible performance based bonus. The 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) 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 duties listed below are examples of the work typically performed by an employee in this position. Performance of these functions is the reason the job exists. An employee may not be assigned all duties listed and may be assigned duties which are not listed below. 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 fire district; develops and implements goals, objectives, policies, procedures, and work standards for the district.
2. 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. 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. Confers with the fire board, advisory boards and commissions, citizen groups, county manager, departments, and agencies to formulate policies and plans related to the district's functions, community development, facilities, and other areas where needed.

5. Directs the procurement of professional contract services; negotiates professional services contracts; reviews the performance of contract professionals; takes and recommends corrective action to the fire board as appropriate.

6. Represents the district 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. 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. Drafts changes to laws and ordinance; lobbies and assists in lobbying efforts at the Nevada State Legislature and other bodies, provides supporting testimony as required.

9. Provides advice and consultation to the fire board, county manager, other departments and agencies, and contractors in 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 district facilities and services.

10. 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. Acts on behalf of the district 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 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. Stays abreast of all local, state, and federal laws, guidelines, trends, regulations, and any external or internal county policy and procedure that may have a direct impact to the district; uses this information to meet the district goals and objectives as well as to protect the county and district against being non-compliant with any one of these external agencies laws.

13. 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 district policy, county ordinances, local laws, state laws, and federal laws.

14. Develops, implements, and manages progressive training systems and quality assurance programs to meet the highest performance levels in accordance with district goals, objectives, and policies.

15. Determines staffing requirements, including 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. 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. 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 district and Storey County.

18. 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. Ensures that the district 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. 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 fire board (inclusive of any amendments), Nevada Revised Statutes, Nevada Administrative Codes, 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. Oversees the inter-local agreement for: district commercial plan review for fire, grading, underground workings, life-safety, suppression systems, alarms, monitoring systems, and tenant improvements; technical guidance and code questions from contractors, project managers, developers, engineers, architects, owners, prospective private companies before, during, and after the project.

22. 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 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. 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 County district ambulance providers.

24. 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. Oversees all emergency planning within the county relative to fire; actively participates as a member of the Local Emergency Planning Committee.

26. 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. 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 year equipment replacement plan and presents findings and recommendations to the fire board.

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

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

32. Demonstrates 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 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 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 latest policies and practices and required certifications.
16. Represent the district in the court of law and testify on matters pertaining to the district.
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 (A Bachelor's Degree in fire science, business administration, or public administration, or other closely related field 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 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 (2) years as a company officer such as line Fire Captain.
- Firefighter I and II, and Company Officer, required.
- Leadership I and Leadership II required within 1 year of hire.
- Completion of ICS 100, 200, 300, 400, 700 and 800, 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 License with F Endorsement or a Nevada Class A or B Commercial Driver License.
- Must demonstrate the ability to instruct emergency services.
- Must be certified as an NFPA Incident Safety Officer; ICT 4 minimum.
- Must demonstrate current or past certification as a Nevada Emergency Medical Technician, and current knowledge of 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 vehicle operating on rough roads, wildland areas and off-road terrains; walk on uneven or slippery surfaces; repeatedly bend, stand or sit; occasional 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 class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

Effective this 4th day of February 2020.

_____
Marshall McBride
Fire Board Chairman

_____
Jay Carmona
Fire Board Vice-Chairman

_____
Lance Gilman
Fire Board Commissioner

_____
Jen Chapman
Administrative Officer

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: **Estimate of time required:**

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

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1. **Title: Discussion/For Possible Action:** Revision of the County Manager Job Description.

2. **Recommended motion:** Based on the recommendation by staff and in conformance with the Storey County Administrative Policies and Procedures, I (Commissioner) motion to approve the revisions to the County Manager job description.

3. **Prepared by:** Jeanne Greene
   Department: Administration/Human Resources **Telephone:** 775-847-2341

4. **Staff summary:** A revision of the job description under #3, evaluation of performance, is being made to reflect the county manager's evaluation will take place on the manager's annual anniversary rather than the first quarter of the year. This will give the Commissioners a full year to observe and evaluate performance.

5. **Supporting materials:** County Manager Job Description.

6. **Fiscal impact:** None
   a. Funds Available: Fund: ____ Comptroller

7. **Legal review required:** ____ District Attorney

8. **Reviewed by:**
   Department Head Department Name: Human Resources/Administration
   ____ County Manager Other agency review: _____

9. **Board action:**
   b. [ ] Approved [ ] Approved with Modifications
   c. [ ] Denied [ ] Continued

Agenda Item No.

16

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 elimminate 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

Storey County Board of County Commissioners
Agenda Action Report

Meeting date: 02-04-2020 **Estimate of time required:** 0 - 5

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

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

2. **Recommended motion:** Approval

3. **Prepared by:** Ashley Mead

   Department: Community Development **Telephone:** 847-0966

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

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

6. **Fiscal impact:**

   Funds Available: Fund: ____ Comptroller

7. **Legal review required:**

   ____ District Attorney

8. **Reviewed by:**

   _X_ Department Head Department Name: Community Development

   ____ County Manager Other agency review: _____

9. **Board action:**

   [ ] Approved [ ] Approved with Modifications

   [ ] Denied [ ] Continued

Agenda Item No. 17

Storey County Community Development

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

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

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

January 27, 2020
Via Email

Fr: Ashley Mead

Please add the following item(s) to the **February 4, 2020** COMMISSIONERS Consent Agenda:

LICENSING BOARD
SECOND READINGS:

A. **De' Ja' Vu' Construction** - Contractor / 595 Duckhill Rd ~ Carson City, NV
B. **DMG North Inc** – General / 910 Greg St. ~ Sparks, NV
C. **Fike Corporation** – Contractor / 704 SW 10th St. ~ Blue Springs, MO
D. **Hanwha Corporation** – General / South Korea
E. **Little Mountain Development LLC** – Contractor / 2960 Rosanna St. ~ Las Vegas, NV
F. **Robinson Metal, Inc.** – General / 1740 Eisenhower Rd. ~ Depere, WI
G. **Titan Powerline (DBA)** – Contractor / 8695 Delta Dr. ~ Casper, WY
H. **VC Highland Corgi** – Home Business / 2220 Lousetown Rd. ~ Reno, NV

Ec: Community Development
Commissioner's Office
Planning Department
Comptroller's Office
Sheriff's Office