

**APPROVED OCTOBER 1, 2009**

The regular meeting of the Douglas County Board of Commissioners was held on September 3, 2009 in the Douglas County Commissioner Meeting Room of the Douglas County Administration Building, 1616-8<sup>th</sup> Street, Minden, Nevada, beginning at 1:07 p.m.

**COMMISSIONERS PRESENT:** Nancy McDermid, Chairman; Greg Lynn, Vice Chairman; David J. Brady; Michael Olson and Doug Johnson.

**STAFF PRESENT:** Ted Thran, Clerk-Treasurer; Ron Pierini, Sheriff; Lisa Granahan, Assistant to the County Manager; Cynthea Gregory, Deputy District Attorney; Dirk Goering, Assistant Planner; Jeff Foltz, Senior Civil Engineer; T. Michael Brown, County Manager; Michael McCormick, Assistant District Attorney; Mimi Moss, Community Development Director; Carl Ruschmeyer, Public Works Director; Sergeant Jim Halsey, DCSO; Claudette Springmeyer, Comptroller; Ron Roman, Senior Civil Engineer and Lorraine Diedrichsen, Clerk to the Board.

**PLEDGE OF ALLEGIANCE**

Nancy McDermid led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

MOTION by Brady/Olson to approve the agenda as presented; carried unanimously.

**APPROVAL OF PREVIOUS MINUTES:**

- **August 6, 2009**

MOTION by Brady/Olson to approve the minutes as presented; carried unanimously.

- **August 20, 2009**

MOTION by Brady/Lynn to approve the minutes as presented; carried unanimously.

**PUBLIC INTEREST COMMENTS (NO ACTION)**

Jim Slade commented on Development Agreements and said public input is ignored when these agreements are reached. He cited three examples of Development Agreements and explained his issues with them.

Public comment closed.

**DOUGLAS COUNTY AWARDS PRESENTATIONS**

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**1. Discussion and possible action to adopt Proclamation 2009P-065, designating September 17, 2009 as “Citizenship Day” and September 17-23, 2009 as “Constitution Week” in Douglas County.**

Vice Chairman Lynn read the proclamation.

MOTION by Brady/Olson to adopt Proclamation 2009P-065, designating September 17, 2009 as “Citizenship Day” and September 17-23, 2009 as “Constitution Week” in Douglas County; carried unanimously.

Greta DeHart, Daughters of the American Revolution, accepted the Proclamation and thanked the board.

**2. Employee Service Awards**

- Mimi Moss-15 years-Community Development

Chairman McDermid, Vice Chairman Lynn, Commissioner Olson and T. Michael Brown, County Manager, complimented Ms. Moss on her knowledge and history of Douglas County, her dedication to the community and public service and thanked her for her guidance and leadership of the Community Development Department.

Ms. Moss thanked the board and her staff and expressed how much she enjoys working for Douglas County.

**CONSENT CALENDAR**

Commissioner Brady asked to remove item 19a (**Accept Treasurer’s July 31, 2009 report on the following: Schedule of investments as of 07-31-09**) for discussion.

MOTION by Brady/Olson to approve the Consent Calendar minus item 19a;

**ADMINISTRATIVE SERVICES/COMPTROLLER**

**3. Review status of treasury funds through September 3, 2009 per NRS 251.030.**

MOTION to approve;

**4. Approve Budget Transfers.**

MOTION to approve;

**5. Approve Budget Transfers from Contingency.**

MOTION to approve;

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**CLERK-TREASURER**

**6. Cumulative voucher sheets for checks issued.**

MOTION to approve;

**DISTRICT ATTORNEY**

**7. Discussion and possible action to accept amendment to public utility easement (PUE) across property in the Topaz Ranch Estates General Improvement District (TREGID), specifically, a portion of the real property situated in and being a portion of the Northeast ¼ of Section 15, Township 10 North, Range 22 East, M.D.M., described as a portion of the "Roadside Park" as shown on that certain Official Plat of Topaz Ranch Estates Unit No. 4, Document No. 050212, filed for Record on November 16, 1970, Book 1 of maps. See also Doc. No. 0707749, BK 0807 PG 5490, Douglas County Records.**

MOTION to approve;

**SHERIFF**

**8. Discussion and possible action on approval of a professional services agreement with Amy Dice to provide limited system administrator functions for Spillman/Sheriff's computer system with a new contract for one year at a rate of \$45 per hour plus travel, in an amount not to exceed \$50,000 using seizure funds.**

MOTION to approve;

**COUNTY MANAGER**

**9. Discussion and possible action to approve a consulting contract with Karen Craig Creative Cities for an amount not to exceed \$120,000 to develop an Economic Development Vitality Action Plan to enhance Douglas County's environmental, economic, social and cultural capital.**

MOTION to approve;

**10. Discussion and possible action acknowledging the award of the Economic Development Administration Technical Assistance Program Project No. 07-06-063399 in the amount of \$70,000 and authorize the County Manager to release Douglas County matching funds in the amount of \$10,000 for the Economic Prosperity Plan in the Lake Tahoe Basin.**

MOTION to approve;

**COMMUNITY DEVELOPMENT**

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**11. Discussion and possible action to approve consulting agreement with Manhard Consulting, Ltd. for developing the Carson Valley Stormwater Master Plan in the amount of \$230,500.**

MOTION to approve;

**PUBLIC WORKS**

**12. Discussion and possible action to approve award of contract in the amount of \$651,750 to Spiess Construction Company, Inc. for the Cave Rock Water System Improvements, Phase 1.**

MOTION to approve;

**HUMAN RESOURCES**

**13. Discussion and possible action to adopt the revised Douglas County Administrative Policy 100.16 (Drug and Alcohol Testing Compliance with Federal Requirements aka "FTA" Policy) to update the Medical Review Officer, Assistant Medical Review Officer, Substance Abuse Professional, and HHS Certified Laboratory Primary and Split Specimen contact information as required by FTA.**

MOTION to approve;

**14. Discussion and possible action to adopt the revised Douglas County Administrative Policy 200.35 (Administrative Leave) to include PMO Manager and Caseworker (Grant Funded) and delete Legal Secretary I, II, and Senior.**

MOTION to approve;

**RESOLUTIONS**

**15. Discussion and possible action to adopt Resolutions 2009R-072, 2009R-073, 2009R-074 and 2009R-075 augmenting the budgets for Douglas County, the towns of Gardnerville, Genoa and Minden.**

MOTION to adopt;

**16. Discussion and possible action to adopt Resolution 2009R-071 to install "No Parking" signs on Cahi Circle.**

MOTION to adopt;

**TAHOE DOUGLAS TRANSPORTATION DISTRICT BOARD**

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**17. Discussion and possible action to adopt Resolution 2009R-070 authorizing funding for various community grants for fiscal year 2009-10 in a total amount of \$40,250.**

MOTION to adopt;

**EAST FORK FIRE AND PARAMEDIC DISTRICTS BOARD**

**18. Discussion and possible action to adopt Resolutions 2009R-076 and 2009R-077 augmenting the budgets for the East Fork Fire Protection District and the East Fork Paramedic District.**

MOTION to adopt;

**STAFF REPORTS**

**CLERK-TREASURER**

**19. Accept Treasurer's July 31, 2009 report on the following:**  
**a. Schedule of investments as of 07-31-09**

This item was removed for discussion.

**b. Schedule of investment income by fund**

MOTION to approve;

**c. Treasurer's bank balances as of 07-31-09**

MOTION to approve;

**d. Fund balances for July 31, 2009**

MOTION to approve;

**REPORT OF FEES:**

**20. Civil Clerks – July 2009**

**21. Recorder – July 2009**

**22. Tahoe General Services – July 2009**

MOTION to approve;

MOTION; carried unanimously.

**ADMINISTRATIVE AGENDA**

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**CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

**19. Accept Treasurer's July 31, 2009 report on the following:**

- **a. Schedule of investments as of 07-31-09**

Commissioner Brady commented on the principal amount of the investments at Mellon Bank versus the market value and noted the county has \$500,000 in unrealized gain.

Ted Thran, Clerk-Treasurer, confirmed Commissioner Brady's observation and added staff has worked hard to increase the value of the investments, which is coming to fruition.

Commissioner Brady applauded Mr. Thran for managing the investments and being a good steward of the county finances.

No public comment.

MOTION by Brady/Olson to approve schedule of investments as presented; carried unanimously.

**CONSENT CALENDAR DISCUSSION CONCLUDED**

**DOUGLAS COUNTY LIQUOR BOARD**

**23. Discussion and possible action to approve Leland and Theresa Faegre representing Milky Way, Inc. for a Cabaret (full bar) Cabaret A Liquor License for Coyote Grill located at 212 Elks Point Road, Suite 101, Zephyr Cove, Nevada.**

Sergeant Jim Halsey, DCSO, stated the Sheriff's office has no objection to the license as requested. All required inspections and background checks have been completed.

Leland Faegre, applicant, spoke about his positive experience being a resident of Douglas County.

No public comment.

MOTION by Olson/Brady to approve the request for a Cabaret (full bar) Cabaret A Liquor License for Coyote Grill; carried unanimously.

**24. Discussion and possible action to approve Alan Adams representing DG II, LLC Cabaret (full bar) Class C Liquor License with Restricted Gaming for DG II, LLC dba D.G. II Brew Pub & Grill located at 2244 Meridian Blvd., #A, Minden, Nevada.**

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Sergeant Jim Halsey, DCSO, stated the Sheriff's office has no objection to the license as requested. All required inspections and background checks have been completed. The applicant is the owner of Dopplegangers in Carson City and the CCSO has not had any issues with this business.

Mr. Adams would like to have dancing but that requires a discotheque license. They will move forward with this application today and will apply for the discotheque license separately.

No public comment.

MOTION by Brady/Pierini to approve the request for a Cabaret (full bar) Class C Liquor License with Restricted Gaming for D.G. II Brew Pub & Grill; carried unanimously.

**REGIONAL TRANSPORTATION COMMISSION**

**25. Discussion and possible action regarding a contract with Manhard Consulting Ltd. in the amount of \$168,948 for preliminary and 60% design plans for the widening of US 395 northbound from North Sunridge Drive to Old Clear Creek Road, and for engineering services for the Topsy Lane Interim Improvements.**

Jeff Foltz, Senior Civil Engineer, stated this is the initial design work for the third northbound lane on Hwy. 395. In order to be eligible for stimulus money, Manhard has gotten an early start on this and has been working without compensation for some time. The funding for this contract is from money collected from development in the North County. If the agreement is not approved, collection of additional monies from development would be required to complete this.

**PUBLIC COMMENT**

Greg Malavazos asked what happens to the road once it gets to Lyla Lane and why taxpayer money is being used to pay for the improvements on Topsy Lane when they should be being paid for by the developers.

Public comment closed.

Mr. Foltz explained the traffic study that apportions all the costs of the north county improvements and the traffic/transportation infrastructure. The funding for this is coming from money already collected from development in the north county for use in the north county. There is no Douglas County tax dollars being used. The future plan does not foresee encroachment on the Malavazos property as all the work will be within the right of way.

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MOTION by Lynn/Brady to approve a contract with Manhard Consulting Ltd. in the amount of \$168,948 for preliminary and 60% design plans for the widening of US 395 northbound from North Sunridge Drive to Old Clear Creek Road, and for engineering services for the Topsy Lane Interim Improvements; carried unanimously.

**26. Discussion and possible action regarding a contract with Manhard Consulting Ltd in the amount of \$259,402 for 100% and final design plans for the widening of US 395 northbound from North Sunridge Drive to Old Clear Creek Road, and associated engineering services.**

Jeff Foltz, Senior Civil Engineer, stated this contract will be reimbursed through ARRA funds and will provide final drawings and contract administrative services to the state.

PUBLIC COMMENT

Greg Malavazos said NDOT was planning to expand to three lanes so why not let NDOT take this on as money becomes available.

John Nolte questioned the cost and said the numbers do not make sense.

Public comment closed.

Mr. Foltz said the 60% is for the highway improvements and design work for Topsy Lane. The 100% plans include administrative work too. The county will pay upfront and will be reimbursed.

MOTION by Lynn/Olson to approve a contract with Manhard Consulting Ltd in the amount of \$259,402 for 100% and final design plans for the widening of US 395 northbound from North Sunridge Drive to Old Clear Creek Road, and associated engineering services; carried unanimously.

COMMUNITY DEVELOPMENT

**27. Discussion and possible action regarding a Cooperative Agreement with NDOT to design and construct a third northbound lane on US 395 from North Sunridge Drive to Old Clear Creek Road.**

Jeff Foltz, Senior Civil Engineer, said this agreement will allow NDOT to advertise, award and construct the third northbound lane. The final agreement contains clarifying and clerical changes but does not materially effect the agreement.

Michael McCormick, Assistant District Attorney, agreed the changes were not substantial and the agreement could go forward.

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No public comment.

MOTION by Lynn/Brady to approve a Cooperative Agreement with NDOT to design and construct a third northbound lane on US 395 from North Sunridge Drive to Old Clear Creek Road, referencing the new Cooperative Agreement provided by Jeff Foltz on September 3, 2009; carried unanimously.

**PUBLIC WORKS**

**28. Discussion and possible action on a presentation of proposed interim water rates and related fees for the Jobs Peak Ranch and Sheridan Acres Water Systems. Assuming action is taken, such interim rates and related fees will be finalized by a resolution as presented for consideration, modification and adoption in the subsequent and related item.**

Karyn Johnson, FCS Group, provided a summary of the board direction and the updated results of the interim water rates for Sheridan Acres and Jobs Peak Ranch.

- Sheridan Acres:
  - ✓ Technical Revisions include updated customer statistics, adjusted O & M expenses, and reduced depreciation funding to recognize the duplicate requirement for AB 198 Grant depreciation reserves.
  - ✓ No changes were made to the CIP.
  - ✓ The interim flat rate would go from \$125.00 to \$130.52 per month.
  - ✓ Interim metered rates were presented and the average bill would depend on actual water usage.
  
- Job's Peak Ranch:
  - ✓ Technical Revisions include updated customer statistics, adjusted O & M expenses, and funding of the emergency reserves of \$25,000.
  - ✓ Two alternative strategies to mitigate near term rate increases were presented. These alternatives rely on subsidies within the Jobs Peak operating and capital accounts with no outside funding sources.
  - ✓ No changes were made to the CIP; only a change to the funding.
  - ✓ The interim flat rate would go from \$65.00 to \$180.00.
  - ✓ Interim metered rates were presented and the average bill would depend on actual water usage. There is limited meter data available for this system so estimating was required.

**PUBLIC COMMENT**

Kelly Chase, attorney for the Job's Peak Ranch (JPR) Community HOA board, distributed a 160+ page document relating to the JPR water system. He addressed objections with noticing to the homeowners and the association, taxing 55 people for system improvements that will serve 500 people, proceeding under an enterprise

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fund, problems with Douglas County's obligations under the Development Agreement, and the handling of the connection fees. They are requesting a continuance to allow time to work with the HOA. They object to the entire process.

Vice Chairman Lynn addressed the 160 page document provided by Mr. Chase and noted it would have been beneficial for the board to have received it sooner.

Scott Brooke, attorney for Five Creek LLC, discussed the allegations made at the August board meeting and offered to respond to them. It is their opinion the county has acted in open session and properly. The document provided by Mr. Chase has not been made available to the public so he is not in a position to comment on it. He agreed with a continuance to allow the opportunity to study the documents.

Dick Treinen, resident of JPR and a CPA, questioned the assumptions in the rate study. The costs are associated with a system larger than what is needed to support their system. Why are they paying for that?

John Robertson, JPR Community Association, would like the matter continued to study the documents. Why are the costs being passed on to the homeowners when the developer got the hookup fees at a reduced rate? He commented on the excess monies collected and the way the county can use that money. He expressed frustration with getting responses from county staff.

Public comment closed.

Responding to public comment, Carl Ruschmeyer, Public Works Director, said:

- Direct mailers were sent to every property owner on the role affected by the proposed rate increases; the item was properly noticed.

Michael McCormick, Assistant District Attorney, stated neither he nor Mr. Ruschmeyer was provided a copy of the document distributed by Mr. Chase. Additionally, no copies were made available to the public. Upon a quick review, the document does not contain any new issues.

Addressing some of the issues raised during public comment, Mr. McCormick stated:

- Noticing is not an issue.
- This is not a tax.
- The definition of an enterprise fund was read into the record and this is properly before the board as an enterprise fund.

Commissioner Brady stated the intent is to establish a rate for the coming year and simultaneously work on a consolidation rate study, which will include a standby rate. We must recognize the subsidy that has taken place by the board and find a transition rate that will create some level of equity towards cost and allocation and the services being provided.

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Vice Chairman Lynn said these systems are being subsidized by county taxpayers that do not use these systems. We are moving forward to try to bring equities to the entire systems.

Commissioner Olson discussed the corrosive water issue and the improvement necessary to clean up that water. During the time the county was working out the placement of the stripping system, the residents of JPR did not pay any money for depreciation or maintenance of their water system. They are being asked to pay a part of the burden of the cost of their water system. Because no money was put aside for depreciation or maintenance at the beginning, the county is now being charged with fixing a system that should have been fixed before the county took it over. Consolidation will minimize the impact throughout the county on water users that utilize a county owned system. The goal is to consolidate.

*At this point, the board took a break to allow staff to make copies for the public of the document distributed by Kelly Chase and to allow the board a chance to review the documents. Public comment will be reopened to allow the public to comment on the document.*

PUBLIC COMMENT REOPENED

Jim Slade commented on the large increase in the water rates, why the developer did not live up to his obligations and now that cost is being passed on, and said he is unhappy that he is paying for part of this. Passing on the cost to the general public is not a fair and equitable solution.

Public comment closed.

T. Michael Brown, County Manager, said this will allow the system to pay for itself instead of a subsidy being provided by the rest of the county.

Commissioner Johnson asked if the HOA preferred a flat rate or a metered rate.

Mr. Robertson responded a flat rate due to the risk of fire.

MOTION by Lynn/Brady to approve the proposed interim water rates and related fees for the Jobs Peak Ranch and Sheridan Acres water systems; carried unanimously.

**29. Discussion and possible action to adopt Resolution 2009R-063 Establishing Certain Interim Rates, Fees and Charges for the Jobs Peak Ranch and Sheridan Acres Water Systems as directed by the Board based on previous materials and information presented under an earlier agenda item.**

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Carl Ruschmeyer, Public Works Director, said, based on the previous agenda item, direction is needed for the interim rate. The connection fees will remain at the current rate, which has been in place for several years.

PUBLIC COMMENT

Kelly Chase, attorney for the Job's Peak Ranch (JPR) Community HOA board, asked that his comments from agenda item 28 be incorporated into this item. He asked why the county is not proceeding under NRS 271 and stated there is a process that gives due process rights to the homeowners.

Public comment closed.

MOTION by Lynn/Olson to adopt Resolution 2009R-063 Establishing Certain Interim Rates, Fees and Charges for the Jobs Peak Ranch and Sheridan Acres Water Systems as directed by the Board based on previous materials and information presented under an earlier agenda item. The monthly water rate for Sheridan Acres will be \$130.52 as a flat rate and \$180.00 as a flat rate for Jobs Peak Ranch and retain the current connection fees based the presentation and testimony in the previous agenda item; carried unanimously.

**30. Discussion and possible action to approve a professional services contract in the amount of \$179,093 with HDR Engineering for the Job's Peak water treatment facility.**

Ron Roman, Senior Civil Engineer, presented the contract for the design of the treatment facility which is on the Jobs Peak open space site. The facility will be online in January 2011. The open space site will have to be deeded to the county and will be accomplished through an amended final map with Five Creek LLC. Staff is recommending proceeding concurrently with acquiring the easement of the open space site.

Commissioner Brady expressed concern with moving forward until the open space is dedicated.

Scott Brooke said the deadline to complete the transaction is December 31, 2009.

Vice Chairman Lynn hoped the board would not be left in the lurch with the engineering design completed and no property to put it on.

T. Michael Brown, County Manager, said there is a risk that could happen but there is a need for a treatment plant. There may be an alternative location if this property does not work out.

No public comment.

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MOTION by Lynn/Olson to approve a professional services contract in the amount of \$179,093 with HDR Engineering for the Job's Peak water treatment facility; carried unanimously.

**31. Discussion and possible action to adopt Resolution 2009R-066 concerning the financing of a water project for the Jobs Peak Water System; directing the Clerk to notify the Douglas County Debt Management Commission of the County's proposal to issue General Obligation Water Bonds additionally secured by pledged revenues.**

Claudette Springmeyer, Comptroller, said this is one of the legal steps in the SRF loan process. The DMC will meet September 29, 2009 to determine if the proposal exceeds the allowed tax limits.

Commissioner Brady asked if this system is going to be cross collateralized with the other systems to obtain the bonding.

Ms. Springmeyer was unsure but thought so.

No public comment.

MOTION by Lynn/Brady to adopt Resolution 2009R-066 concerning the financing of a water project for the Jobs Peak Water System; directing the Clerk to notify the Douglas County Debt Management Commission of the County's proposal to issue General Obligation Water Bonds additionally secured by pledged revenues; carried unanimously.

**32. Discussion and possible action on a presentation of a proposed sewer rate for the North Valley Wastewater Facility for consideration and adoption at a subsequent meeting.**

Carl Ruschmeyer, Public Works Director, said the sewer fund is an enterprise fund and is challenged. A history of the rates, forecast assumptions, financial policies, major rate drivers (debt service and system replacement), revenue requirements, and staff's recommendation to bring back rates for FY 09/10 on October 1, 2009 using Scenario 2 (monthly rate of \$51.02 per EDU) was presented and explained.

The board and Mr. Ruschmeyer discussed the elimination of money in the rate stabilization fund, future capacity of the plant, and connection and hookup fees.

PUBLIC COMMENT

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Mike Wendlins asked about the commercial activity using the plant, wondered how much revenue would be lost moving the commercial sewer to Carson City, and wondered what the impact would be on the rate. Is this a one year rate?

Public comment closed.

Mr. Ruschmeyer answered the commercial serving Carson Valley Plaza and Wal-Mart will go to Carson City where it can be treated more economically so this will save the county money. In the future, it could be brought back to Douglas County. The rate will be for one fiscal year and reviewed annually.

Commissioner Brady asked if the forecast assumption modifications would make any material difference in the rates.

Mr. Ruschmeyer said it would have a small impact but the rate drivers are the depreciation and debt service.

MOTION by Johnson/Brady to accept the presentation and direct staff to bring back rates at a subsequent meeting; carried unanimously.

**DOUGLAS COUNTY REDEVELOPMENT AGENCY**

**33. Discussion and possible action on approval to credit the Hilltop Community Church \$30,000 towards sewer connections fees for a public utility easement benefiting the North County Redevelopment Agency, and transferring \$30,000 to the Sewer Fund as partial payment towards sewer connection fees.**

Carl Ruschmeyer, Public Works Director, said the church has recently connected to the public sewer system and are requesting a \$30,000 credit toward their sewer connection fee. This request is the result of an agreement made in exchange for utility easements to serve properties that were constructed as well as future properties.

No public comment.

MOTION by Johnson/Lynn to approve crediting the Hilltop Community Church \$30,000 towards sewer connections fees for a public utility easement benefiting the North County Redevelopment Agency, and transferring \$30,000 to the Sewer Fund as partial payment towards sewer connection fees; carried unanimously.

**COMMUNITY DEVELOPMENT**

**34. Review of the 2009 Master Plan Annual Report.**

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Mimi Moss, Community Development Director, presented the required review of the Master Plan. Projects relating to the five priority programs for implementation of the Master Plan (CIP, water resources planning and management, transportation, flood & drainage, and open space preservation planning) were presented. The Planning Commission has asked if the CIP is still the first priority of the board and thought the CIP needed to look at the aging population in relationship to the need for a land acquisition for the development of a community center.

Ms. Moss discussed development related activities, quality of life indicators, population, median household income, assessed valuation, room tax revenues, unemployment rate, other sources of county tax revenues, employees per 1,000 of population, air quality, library borrowers and visits, senior service participation, school enrollment, Sheriff & EFPD calls for service, and EFPD calls for service.

Commissioner Brady questioned the number of employees per 1,000 population and thought the number should be 9.1%. With the times we are in, dramatic steps have been taken to reduce the employee head count. It is the lowest it has been in 14 years.

Vice Chairman Lynn commented on the percentage of public land versus private land and the traffic level count.

PUBLIC COMMENT

Jim Slade, Sustainable Growth Committee, commented on the buildout figures, population, growth rate of the counties and the rate of unemployment, employment by industry, employees per 1,000, water, cultural resource expenditures, senior services, library, and recreation.

Public comment closed.

MOTION by Lynn/Brady to accept the Master Plan Annual Report as presented and corrected; carried unanimously.

**35. Discussion and possible action on Development Application (DA) 09-036, for W.R. Technology Park, LLC, a Master Plan Amendment, including adoption of Resolution 2009R-067, modifying Figure ES.1, Douglas County Roadway Network Functional Classifications, and Figure 4.1, Roadway Functional Classification Map, of the 2007 Douglas County Transportation Plan and Figure 10.1, Douglas County – Development Areas, Figure 12.43, Douglas County – Street and Highway Plan, Figure 12.44, Carson Valley Area – Street and Highway Plan, Figure 13.3, Carson Valley – Land Use and Transportation, and Figure 13.7, East Valley Land Use and Transportation Plan, of the Douglas County Master Plan by changing the road classification of Sawmill Road (from Toler Road to Pinenut Road) from a local road to a minor collector road**

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**(industrial collector) and add Sawmill Road (from Toler Road to Pinenut Road) in the list of collector roads under Chapter 13, *East Valley Community Plan Area, Roadways*, within the East Valley Community Plan Area.**

Dirk Goering, Assistant Planner, explained the prevalent land use along Sawmill Road, displayed photos of the land use, presented a zoning district map, definition of a local roadway and a minor collector and explained the related pavement thicknesses and right of way widths, and discussed the transportation plan and the required findings. Staff is recommending approval.

The board and staff discussed the existing right of way and the dedication of right of way, pavement thickness, drainage, and speed limit.

PUBLIC COMMENT

Keith Ruben, on behalf of Aervo Pacific, said the application will increase the design standards on most of their properties. There will be a lot of heavy truck traffic on the road and they want to insure the roads are properly designed and constructed, especially in the widths. Overall, this will benefit the county.

Public comment closed.

MOTION by Brady/Lynn to adopt Resolution 2009R-067, a Master Plan Map Amendment (ref. DA 09-036) for W.R. Technology Park, LLC, based on the recommendation from the Planning Commission and the discussion and findings in the Staff Report; carried unanimously.

**36. Discussion and possible action on Development Application (DA) 09-033, for Douglas County Community Development, a Master Plan Text Amendment, including adoption of Resolution 2009R-068, modifying the following: 1) Chapter 2, *Framework of the Master Plan*, adding a note under Chapter 10: *Land Use Element, Changes to Multiple-Family Residential (MFR) Designation*, density was adjusted from 25 dwelling units per acres (DU/AC) to 18 DU/AC in 2009, 2) Chapter 10, *Land Use Element of the Douglas County Master Plan, Figure 10.2, Land Use Designations and Densities*, adjusting the range of density in the Multiple-Family Residential land use designation from 6.01-25.00 DU/AC to 6.01-18.00 DU/AC, 3) adjusting the text under Residential Uses, Multiple-Family Residential (MFR), from 25 DU/AC to 18 DU/AC, 4) adjusting the text under Future Development and Receiving Areas (RA) from 25 DU/AC to 18 DU/AC, and 5) amending Figure 10.3, *Land Use Designation and Zoning Relationship*, adjusting the maximum density for Multiple-Family from 25 DU/AC to 18 DU/AC.**

Dirk Goering, Assistant Planner, stated his presentation will support both agenda items 36 and 37.

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Mr. Goering presented background information, research done on multi-family (MF) development, photos of MF development at various du/ac, findings and the comments from the Town of Gardnerville, which recommended 16 du/ac, and the Town of Minden, which recommended 15 du/ac.

Common land use practice does not have overlapping density standards; it would not make sense to have a MFR density standard lower than a SFR standard. Based on the samples provided and the density standards of the SFR-T (17 du/ac), staff and the Planning Commission are recommending 18 du/ac.

PUBLIC COMMENT

Jim Slade, Sustainable Growth Committee, spoke in opposition and would like to see the density set at 12 du/ac to keep with the rural nature of the county. He discussed possible variance requests, the staff report relating to the Planning Commission's findings and opinions, and why there needs to be a clear distinction between MF and SFR-T. He recommended 16 du/ac because it is equal to Gardnerville's recommendation and above the Town of Minden's recommendation. He suggested revisiting the SFR-T to make a clear distinction, if necessary.

Public comment closed.

Mimi Moss, Community Development Director, reiterated the standard planning practice that densities do not overlap in terms of a land use designation. Supporting something lower for the MFR density as compared to the SFR-T would result in requests for SFR-T zoning to get the higher density. There needs to be a clear distinction.

Commissioner Olson thought SFR-T zoning was for around Minden Park and areas where there are smaller dwelling lots. He stated he could support 16 du/ac to align with the Towns of Minden and Gardnerville. This will still allow the affordable housing bonus to pencil out at 20 du/ac.

Vice Chairman Lynn thought, as commercial centers move to the north and south counties, the towns will be looking for density to support the remaining commercial development. How many of these projects are likely to be affordable? He could support 18 du/ac.

Commissioner Johnson said the issue is only MFR and he is comfortable with 18 to keep things in line. If we go to 16 du/ac, we need to look at SFR-T first or in combination. He asked if 17 would be acceptable.

Ms. Moss said 17 would work as long as the zoning districts do not overlap.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

Commissioner Brady stated he supports Commissioner Olson's comments and suggested revisiting SFR-T.

Commissioner Olson agreed with revisiting SFR-T but starting at 17 may present a problem when trying to fit it equally on anything but one floor. He could support 17.

Chairman McDermid stated she could support 17 or 18. It does not make sense to go below the SFR-T when considering MF. They should be the same or MF should be a bit higher since it may have a component of affordability.

T. Michael Brown, County Manager, said you will have conflicting zoning with MF zoning on SF property. He requested direction on the SFR-T zoning district.

Vice Chairman Lynn said this may be an entry barrier in the future. He suggested erring on the side of caution before dropping densities. With 17, we are consistent with the towns.

MOTION by Olson/Brady to adopt Resolution 2009R-068 approving the Master Plan Text Amendment (ref. DA 09-033), for Douglas County Community Development Department, utilizing maximum density for MFR zoning at 16 du/ac and revisiting the SFR-T 17 to look at the density and make decisions regarding that;

Mr. Brown explained the public process that would take place if a change is made other than the one recommended by the Planning Commission and with revisiting the SFR-T.

MOTION; carried with Lynn voting Nay.

**37. Discussion and possible action to introduce Ordinance 2009-1293 (Ref. DA 09-033), for Douglas County Community Development, a Zoning Text Amendment, amending Title 20, Section 20.650.010, Purpose, MFR (Multi-family residential) and MUC (Mixed-use commercial), Section 20.656.010, Residential district development standards (Table), and Section 20.664.125, Multi-family housing (mixed-use commercial zoning district), adjusting the maximum density from 25 DU/AC to 18 DU/AC in the MFR (Multi-Family Residential) zoning district and other properly related matters. (1<sup>st</sup> reading)**

Chairman McDermid read the ordinance by title.

Dirk Goering, Assistant Planner, made minor corrections to the title; chapter 20.664.020 was referenced but would not be changed. The corrections will be made with the second reading.

Mimi Moss, Community Development Director, stated the dwelling units would be adjusted from 18 to 16.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
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PUBLIC COMMENT

Jim Slade, Sustainable Growth Committee, thanked the board for supporting 16 du/ac and thought it would be appropriate to revisit the SFR-T zoning district.

Public comment closed.

MOTION by Olson/Brady to introduce Ordinance 2009-1293, approving the Zoning Text Amendment (ref. DA 09-033), for Douglas County Community Development, utilizing 16 du/ac in the MFR zoning district; carried unanimously.

**38. Discussion and possible action on Development Application (DA) 09-031 initiated by the Community Development Department to consider a Master Plan Text Amendment, including adoption of Resolution 2009R-069, modifying Chapter 14, *Implementation Element of the Douglas County Master Plan*, in the following areas: 1) *Amendment Process and on-Going Plan Review* sections, changing the amendment process from up to twice a year to up to four times per year, 2) *Adjusting the on-going review from annual to up to four times per year for all revisions*, and 3) *Modifying Policy 14.03.02, adjusting the amendment process from an annual basis to up to four times per year.***

Mimi Moss, Community Development Director, said this presentation will include agenda items 38 and 39. The ZTA would reflect the Master Plan change and would be consistent with the Master Plan.

The history of the Master Plan amendment submittal cycle and the current application process and timeline were explained. The Sustainable Growth Committee does not support four times per year and recommends no change.

Staff is recommending increasing the cycle to up to four times per year and that is consistent with NRS and provides efficiency and predictability with the new development process. This was presented to the Planning Commission but they denied the resolution to amend the Master Plan cycle to up to four times per year but agreed to twice a year. The Planning Commission supported a text change to Title 20 which deletes the June 1<sup>st</sup> deadline; this allows 120 days for staff review before the hearing is set, submittal would be in December and June, requires a board hearing within 45 days and allows the board to initiate a Master Plan map amendment request within 12 months of a denial. Staffing levels make it difficult to deal with numerous Master Plan amendments with just one cycle. The current internal process is not working. Additional cycles would allow staff to work with the applicant on any issues before bringing the request to the board.

Commissioner Brady stated four cycles would allow more time to get the application right but accommodates the developer for his mistakes. He indicated support for the

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

Planning Commission's recommendation of twice a year because it provides some flexibility.

Chairman McDermid said the process to get the best project possible is evolutionary. It can take an inordinate amount of time and energy to achieve the highest and best use of the land and the very best project for the community and applicant.

Vice Chairman Lynn said the cycle opportunities and number of Master Plan requests do not necessarily equate. He does not want to discourage good and beneficial projects because the cycle is only once a year. He supports four times per year because he sees the need for it. He has received feedback that Douglas County is unfriendly to business.

Commissioner Olson said the Master Plan cycle can be long and challenging. There is a need to do this differently. He would like to see three MPA cycles per year with Zoning Text Amendments being heard anytime.

Commissioner Johnson said Douglas County is not business unfriendly; many projects have come to fruition without Master Plan amendments. He supports the current cycle but is open to Text Amendments being heard at any time.

Chairman McDermid added the findings will still have to be made regardless of when the cycle occurs and there are many tools in place now. She supports three times per year with Text Amendments anytime.

Cynthea Gregory, Deputy District Attorney, stated NRS says the land use map can be amended up to four times per year. She explained the difference between MP Text Amendments and MP land use map amendments.

PUBLIC COMMENT

Jim Slade, Sustainable Growth Committee, commented on a possible conflict of interest of Vice Chairman Lynn, thanked staff for meeting with them, talked about staff's recommendation for denial, no demonstrated need for additional cycles, and the Planning Commission's recommendation for two cycles per year.

Public comment closed.

Ms. Gregory stated Vice Chairman Lynn would not have to disqualify himself unless he feels his judgment is materially affected.

MOTION by Lynn/ to adopt Resolution 2009R-069, adjusting the master plan amendment process from annual and up to twice a year to up to four times a year, based on the discussion and findings identified in the staff memorandum and the attached Planning Commission staff report ; motion died for lack of a second.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

MOTION by Brady/Johnson to adopt Resolution 2009R-069, denying a Master Plan Text Amendment modifying Chapter 14 and Policy 14.03.02 (ref. DA 09-031), adjusting the master plan amendment process from annual and up to twice a year to up to four times per year based on the discussion and findings identified in the staff memorandum and the attached Planning Commission staff report; fails with Lynn, McDermid, and Olson voting Nay.

MOTION by Olson/ to adopt Resolution 2009R-069, modifying Chapter 14 and Policy 14.03.02 (ref. DA 09-031), adjusting the master plan amendment process from annual and up to twice a year to up to three times per year with a Master Plan Text Amendment or new Master Plan element coming forward anytime; motion withdrawn.

MOTION by Olson/Brady to adopt Resolution 2009R-069, a Master Plan Text Amendment modifying Chapter 14 and Policy 14.03.02 (ref. DA 09-031) adjusting the Master Plan Amendment process allowing for Master Plan Text and Element changes at any time and changing the existing language allowing for Master Plan Map Amendments up to twice a calendar year based on the discussion and findings in the Staff Report;

Commissioner Olson noted he appreciated all the work done by the Planning Commission and all the information they provided to help the board make a decision on this item.

MOTION; carried unanimously.

**39. Discussion and possible action to introduce Ordinance 2009-1294 (ref. DA 09-031), amending Title 20, Section 20.608.010, *Procedures for amending master plan text*, and Section 20.608.020, *Procedures for amending master plan map*, allowing amendments more than once per calendar year, setting the months for submittal, and setting the timelines for hearing by the Planning Commission and Board of Commissioners, and providing for other properly related matters. (1<sup>st</sup> reading)**

Chairman McDermid read the ordinance by title.

Mimi Moss, Community Development Director, stated the Resolution will need to go back to the Planning Commission for possible discussion. The code change could be brought back to the board after the Planning Commission reviews it.

PUBLIC COMMENT

Jim Slade discussed Vice Chairman's Lynn voting on the previous item.

Public comment closed.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
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Cynthea Gregory, Deputy District Attorney, said the board could introduce the ordinance and add staff direction to bring back changes consistent with the Master Plan text. This would allow, if passed, the second cycle to begin in December 2009.

MOTION by McDermid/Brady to introduce Ordinance 2009-1294, amending Douglas County Code Title 20, Section 20.608.010, *Procedures for amending master plan text*, and Section 20.608.020, *Procedures for amending master plan map* with staff direction to bring back text amendments and new elements may be at any time and map amendments up to two times per calendar year; carried unanimously.

### **ORDINANCES**

**40. Discussion and possible action to introduce Ordinance 2009-1295 amending the Douglas County Code, Title 1, General Provisions chapter 1.01 to update the effective date of the Douglas County Code, and chapter 1.04 by adding two sections that provide for the preparation of and revisions to the Douglas County Code and providing for other properly related matters. (1<sup>st</sup> reading)**

Chairman McDermid read the ordinance by title.

Cynthea Gregory, Deputy District Attorney, stated this is consistent with NRS and will allow the District Attorney's office to make typographic corrections (formatting, font, capitalization, etc.) and will not change or add anything to what was passed.

No public comment.

MOTION by Lynn/Brady to introduce Ordinance 2009-1295; carried unanimously.

**41. Discussion and possible action to adopt Ordinance 2009-1279 (ref. DA 09-004), an ordinance amending the following sections of Douglas County Code, Title 20: a) adding 20.656.020.050 (O) Independent congregate senior living community under Residential Districts; Institutional and uses of community significance, b) adding 20.658.020.050 (O) Independent congregate senior living community under Non-residential districts; Institutional and uses of community significance, c) adding section 20.660.050 (O) Independent congregate senior living community definition, d) adding sections 20.662.010.155 and 20.664.157 Specific standards for independent congregate senior living community in residential districts, e) adding sections 20.666.010.135 and 20.668.135 Specific standards for independent congregate senior living community in non-residential districts, f) amending Table 20.692.1 Required parking and loading spaces to include parking requirements for independent congregate senior living community, and g) amending Appendix A to provide a definition for independent congregate senior living community and other properly related matters. (Second, 2<sup>nd</sup> reading)**

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

Chairman McDermid read the ordinance by title.

Mimi Moss, Community Development Director, said this will correct an error and reference the proper codes and ordinance. None of the adopted language is being changed.

No public comment.

MOTION by Brady/Olson to adopt Ordinance 2009-1279 (ref. DA 09-004), an ordinance amending Douglas County Code, Title 20, to add and define independent congregate senior living community; carried unanimously.

**42. Discussion and possible action to adopt Ordinance 2009-1289 (ref. DA 09-038), an ordinance amending Douglas County Code, Section 20.612.020, *Application for specific plan*, to require applications for specific plans be submitted at the same time as applications for master plan amendments and to require a plan demonstrating the applicant's ability to comply with the provisions of Chapter 20.560, *Building Permit Allocation and Growth Management*, and other properly related matters. (2<sup>nd</sup> reading)**

Chairman McDermid read the ordinance by title.

Mimi Moss, Community Development Director, stated no changes have been made since the introduction.

No public comment.

MOTION by Brady/Olson to adopt Ordinance 2009-1289 (ref DA 09-038), an ordinance amending Douglas County Code, Section 20.612.020, *Application for specific plan*, based on the recommendation from the Planning Commission and the findings and discussion in the Staff Report; carried unanimously.

**43. Discussion and possible action to adopt Ordinance 2009-1291 (ref. DA 09-041), an ordinance amending Douglas County Code, Chapter 20.04, *Application process and official filing date*, and Section 20.04.02, *Determination of complete application*, removing the requirement for a pre-submittal conference for zoning and land division permits, and other properly related matters. (2<sup>nd</sup> reading)**

Chairman McDermid read the ordinance by title.

Mimi Moss, Community Development Director, stated no changes have been made since the introduction.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

No public comment.

MOTION by Johnson/Brady to adopt Ordinance 2009-1291; carried unanimously.

**44. Discussion and possible action to adopt Ordinance 2009-1292 (ref. DA 09-039), an ordinance amending Douglas County Code, Section 20.708.020(E) Tentative subdivision map procedures, and Section 20.708.050 Duration, extension, and amendment of tentative subdivision map, amending the time frame for Planning Commission hearing from 45 days to 60 days consistent with Nevada Revised Statute (NRS), and adjusting the timeframes for existing tentative subdivision maps consistent with NRS and Assembly Bill (A.B.) 74, respectively, and other properly related matters. (2<sup>nd</sup> reading)**

Chairman McDermid read the ordinance by title.

Mimi Moss, Community Development Director, stated no changes have been made since the introduction.

No public comment.

MOTION by Brady/Olson to adopt Ordinance 2009-1292; carried unanimously.

**COUNTY MANAGER**

**45. Reports/updates from the Board of Commissioners concerning the various boards and/or commissions that they may be a member of or a liaison to. These boards/commissions include but are not limited to the: Nevada Association of Counties; Carson Water Subconservancy District; Lake Tahoe Visitors Authority; Tahoe Regional Planning Agency; Law Library; NevadaWorks; Carson Valley Chamber and Visitors Authority; Tahoe Douglas Visitors Authority; Tahoe Basin Transportation Authority; Lake Tahoe South Shores Chamber of Commerce; Western Nevada Development District; Regional Transportation Commission; Nevada Tahoe Conservation District; Nevada V & T Railroad Commission; Joint Powers/Waste Management; Tahoe Transportation District; and the Debt Management Commission. There will be no action taken on these reports/updates. A public hearing is not legally required on this item thus there will be no public comment. Anyone wishing to comment should do so at the beginning of the meeting during the public interest comment section.**

Commissioner Johnson said he will go out to Bridgeport to look at their land use planning, a portion of which is in Douglas County.

MOTION by Brady/Olson to adjourn the meeting; carried unanimously.

DOUGLAS COUNTY BOARD OF COMMISSIONERS  
MEETING OF SEPTEMBER 3, 2009

There being no further business to come before the Board, the meeting adjourned at 8:00 p.m.

Respectfully submitted:

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Nancy McDermid, Chair  
Douglas County Board of Commissioners

ATTEST:

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Ted Thran, Clerk-Treasurer

Douglas County Comptroller's Office

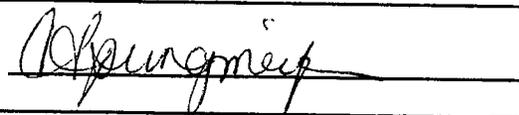
Budget Augmentation/Transfer Form

Date of Request: 8/14/2009  
 For Fiscal Year: 09/10

Requested By: Anne Henderson  
 Fund/Department: Mosquito District

Account Name	Fund	Dept	Account		DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Vehicle Maint - Co Shop	8 <sup>3</sup> 55	692	520	116			6,000	
2 B&G Maintenance	8 <sup>2</sup> 55	692	520	097				6,000
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
<b>Totals</b>					-	-	6,000	6,000
<b>Net Change</b>					-	-	-	-

**Purpose:** To move budget from B&G Maintenance to Vehicle Maint-County Shop to increase budget for the work that will be done by the Vehicle Maintenance Shop to maintain the districts vehicles.

Department Head or Comptroller Signature: 

Comptroller's Office Use Only

Approved By:   
 Date: 8/24/09

Journal # 18

8/24/09

Douglas County Comptroller's Office

Budget Augmentation/Transfer/Adjustment Form

Date of Request: 8/17/2009  
 For Fiscal Year: 09-10

Requested By: C. Springmeyer  
 Fund/Department: Co. Const.

	Account Name	Fund	Dept	Account		DR	CR	CR	DR
						Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Motor Vehicles	410	751	564	700				360,000
2	Transfers Out	410	751	618	700			360,000	
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
<b>Totals</b>						-	-	360,000	360,000
<b>Net Change</b>						-	-	-	-

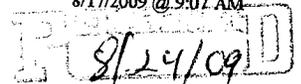
**Purpose:** To transfer funding from Co. Const. to the General Fund to be consistent with location of DCSO vehicle funding (8 vehicles).

Department Head or Comptroller Signature: C. Springmeyer

Comptroller's Office Use Only

Approved By: [Signature]  
 Date: 8/24/09

Journal # 17



Expense Account  
 410.751 564.700  
 Motor Vehicles

Account Status . . . . . 20560 ACTIVE  
 Budgeted Account/Org. Level: Base Account  
 Fiscal Start Month/Year End: 07 2010

Month	Budget	Amendments	Expenses	Encumbrances	YTD Balance
July:	360000.00	.00	.00	.00	360000.00
Aug :	.00	.00	148159.50	JE to .00	211840.50
Sept:	.00	.00	.00	10-212 .00	211840.50
Oct :	.00	.00	.00	.00	211840.50
Nov :	.00	.00	.00	.00	211840.50
Dec :	.00	.00	.00	.00	211840.50
Jan :	.00	.00	.00	.00	211840.50
Feb :	.00	.00	.00	.00	211840.50
Mar :	.00	.00	.00	.00	211840.50
Apr :	.00	.00	.00	.00	211840.50
May :	.00	.00	.00	.00	211840.50
June:	.00	.00	.00	.00	211840.50
Total	360000.00	.00	148159.50	.00	211840.50

F3=Exit    F10=MTD Bal.    F11=Transactions    F12=Cancel    F22=More Functions

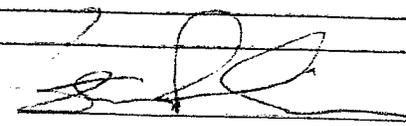
## Budget Augmentation/Transfer Form

Date of Request: 8/17/2009  
 For Fiscal Year: 2009/2010

Requested By: Steve Lewis  
 Department: Nevada Cooperative Ext

Account Name	Fund	Dept	Account		DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Improvements	202	711	563	300				45,000
2 Smart Classroom	202	711	562	000			45,000	
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
<b>Totals</b>					-	-	45,000	45,000
<b>Net Change</b>					-	-	-	-

**Purpose of Budget Transfer:** Set up a smart classroom. Purchase video camera, aux camera, lecturn, document camera, projector, flatscreen, computer, and have it all installed in the conference room located at 1329 Waterloo Lane, Gardnerville, NV 89410

**Department Head Signature:** 

*Comptroller's Office Use Only*

Approved By:   
 Date: 8/24/09

Journal # 16

8/24/09

### Budget Transfer Form

Date of Request: 8/11/2009  
 For Fiscal Year: 09-10

Requested By: Karen Ellison  
 Department: 174

	Account Name	Fund	Dept	Account		DR	CR	CR	DR
						Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1	Printing & Binding	101	174	520	078				615
2	Small Equipment	101	174	533	802			615	
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
<b>Totals</b>						-	-	615	615
<b>Net Change</b>						-	-	-	-

DOUGLAS COUNTY  
 COMPTROLLERS  
 2009 AUG 11 AM 10:34

Purpose of Budget Transfer: Cover costs of dual monitor stands for five of the employees in the Recorder's office.

Department Head Signature: *Karen A. Ellison*

*Comptroller's Office Use Only*

Approved By: *[Signature]*  
 Date: 8/24/09

Journal # 14

**POSTED**  
 8/24/09

Douglas County Comptroller's Office

Budget Augmentation/Transfer/Adjustment Form

Date of Request: 8/17/2009  
 For Fiscal Year: 09-10

Requested By: C. Springmeyer  
 Fund/Department: Gen'l-Animal Services

Account Name	Fund	Dept	Account		DR	CR	CR	DR
					Revenue Increase	Revenue Decrease	Expend Increase	Expend Decrease
1 Contingency	101	997	619	000				48,000
2 Salaries	101	271	510	000			29,500	
3 Benefits	101	271	511	180			18,500	
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
<b>Totals</b>					-	-	48,000	48,000
<b>Net Change</b>					-	-	-	-

Purpose: To cover rehire of Animal Services officer, Karen Klug, at end of 08-09

Department Head or Comptroller Signature: *C. Springmeyer*

Comptroller's Office Use Only

Approved By: *AMS*  
 Date: 8/24/09

Journal # 15

8/24/09

**Karen Klug**

		<u>PayPeriod</u>	<u>Annual</u>
Salary		\$ 1,117.60	\$ 29,057.60
<b>Total Salaries</b>		<b>\$ 1,117.60</b>	<b>\$ 29,057.60</b>
*FMHI Medicare Tax		\$ 16.21	\$ 421.34
PERSO PERS		\$ 240.28	\$ 6,247.38
6601 Works Comp		\$ 42.69	\$ 1,375.16
FLEX Insurance		\$ 429.37	\$ 10,304.88
UNV Unemployment		\$ 5.59	\$ 145.29
<b>Total Benefits</b>		<b>\$ 734.14</b>	<b>\$ 18,494.05</b>
<b>Grand Total</b>		<b>\$ 1,851.74</b>	<b>\$ 47,551.65</b>