DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS

ACTION SUMMARY

July 2, 2026

PUBLIC NOTICE: This is only an **ACTION SUMMARY** that reflects the actions taken during the meeting. This should not be, in any way, used or construed as official minutes of the meeting. The official minutes are posted after being submitted to the Board of Commissioners for their approval. Audio recordings of the meeting are on file in the County Clerk's office and may be listened to by appointment (775-782-9014).

1. CALL TO ORDER – ***The meeting was called to order at 10:00 AM.***

2. PLEDGE OF ALLEGIANCE – ***Led by Commissioner Hales***

3. PUBLIC COMMENT (No Action) – ***Held***

4. APPROVAL OF AGENDA – ***Approved***

APPROVAL OF PREVIOUS MINUTES – ***Approved***

5. For possible action. Discussion to approve the draft minutes of the regular meeting of May 21, 2026, and the special meeting of May 28, 2026, of the Board of County Commissioners.

6. **RECESS AS BOARD OF COUNTY COMMISSIONERS CONVENE AS DOUGLAS COUNTY LIQUOR BOARD**

DOUGLAS COUNTY LIQUOR BOARD

7.1 For possible action. Discussion to approve the on-site retail Beer and Wine Liquor License and Entertainment Endorsement for Southside Born LLC, dba Chicago Mike's Pizza, represented by managing member Theresa Shall. Theresa Shall has signed a Waiver of Notice of Hearing. Chicago Mike's Pizza is located at 1544 US Highway 395 N., Suite 1, Gardnerville, Nevada 89460. (Captain Koontz) – ***Approved***

7.2 For possible action. Discussion to approve the Packaged Retail and On-Site Retail Unrestricted Liquor License and Non-Restricted Gaming License for Nevada Trading Company, LLC, dba Nevada Trading Company, represented by managing members Nachhater Singh and Manpreet Singh. Nachhater Singh and Manpreet Singh have signed a Waiver of Notice of Hearing. Nevada Trading Company is located at 3900 Carter Way, Wellington, Nevada 89444. (Captain Koontz) – ***Approved***

8. ADJOURN AS DOUGLAS COUNTY LIQUOR BOARD RECONVENE AS BOARD OF COUNTY COMMISSIONERS

CONSENT CALENDAR – *Approved*

9. CONSENT ITEMS

A. For possible action. Discussion on the Outdoor Festival License application submitted by the Town of Minden for Minden's 4th of July Celebration to be held Saturday, July 4, 2026, from 9:00 AM to 3:00 PM, at Minden Park, 1610 Esmeralda Ave, Minden, Nevada. (Amy Burgans, Clerk-Treasurer)

B. For possible action. Discussion to approve a request from Meghan Kelly, P.E., Principal Engineer/District Manager, Nevada Tahoe Conservation District, and the Kahle complete streets project manager, to apply for $160,000 of mitigation funds from the Tahoe Regional Planning Agency to support the bike path extension and sidewalk at Kahle Drive. (Courtney Walker, Stormwater Program Manager)

C. For possible action. Discussion to approve a $60,048 payment to Motorola Solutions for annual server monitoring for Fiscal Year 2026-27 with the Douglas Sheriff's Office paying $42,034 and 9-1-1 Emergency Communications paying $18,014. (Undersheriff Elges)

D. For possible action. Discussion to authorize the County Manager to sign Subaward Amendment #1 for the Aging and Disability Services Division (ADSD) Congregate Dining Grant, which increases the amount of the grant award from $99,254.47 to $136,881.47 for the time period of October 1, 2025, through September 30, 2026. (Brook Adie, Community Services Director)

E. For possible action. Discussion to authorize the County Manager to sign Subaward Amendment #1 for the Aging and Disability Services Division (ADSD) Home Delivered Meals Grant, which increases the amount of the grant award from $65,951.93 to $113,157.93, for the time period of October 1, 2025, through September 30, 2026. (Brook Adie, Community Services Director)

F. For possible action. Discussion to approve the following Fiscal Year 2026-27 purchase orders for the Douglas County Community Services Department: Sagebrush Sprouts Preschool - $182,000, Sysco Food Services - $350,000, US Foods - $125,000, Nutrien Ag Solutions - $189,527, Carson Valley Vet - $79,000, and Animal Medical Services - $14,000. (Brook Adie, Community Services Director)

G. For possible action. Discussion to accept the Annual Report from the Friends of Dangberg Home Ranch through February 2026. (Brook Adie, Community Services Director)

H. For possible action. Discussion to accept the auditor's report on Douglas County's general ledger cash balances through May 31, 2026, per Nevada Revised Statute 251.030. (Kathy Lewis, Chief Operating Officer)

I. For possible action. Discussion to approve a $64,000 budget transfer within the Finance Department budget for Fiscal Year 2025-26 to reallocate salary savings to professional services for the continued engagement of a contract accountant through Robert Half. (Kathy Lewis, Chief Operating Officer)

J. For possible action. Discussion to authorize the hiring of a Senior Investigator - DA at the rate of $58.00 per hour based on the candidate's experience and qualifications. (District Attorney Mark B. Jackson)

K. For possible action. Discussion to accept the donation of a trained canine from the Douglas County Sheriff's Advisory Council to the Douglas County Sheriff's Office. (Undersheriff Elges)

L. For possible action. Discussion to approve an interlocal agreement with the Douglas County Mosquito Abatement District for an initial term of two years at a cost of $28,000 for Fiscal Year 2026-27 and $29,120 for Fiscal Year 2027-28 for mosquito abatement services with the option to extend the agreement up to three times for additional two-year terms (through FY 2033-34), and authorize the County Manager to execute any required documents. (Kathy Lewis, Chief Operating Officer)

M. For possible action. Discussion on adopting amended **Resolution 2026R-036-A** which amends and corrects the levying of the tax rates for six political entities within Douglas County for Fiscal Year 2026-27 consistent with NRS 361.460, including retroactive approval back to June 25, 2026. (Amy Burgans, Clerk-Treasurer)

ADMINISTRATIVE AGENDA

10. ITEM(S) PULLED FROM THE CONSENT AGENDA WILL BE HEARD AT THIS TIME – *None*

CLERK-TREASURER

11. For possible action. Discussion on the adoption of **Resolution 2026R-042** directing that an advisory question be placed on the November 3, 2026, General Election ballot regarding the separation of the office of Douglas County Clerk and ex officio Treasurer into two distinct elected county offices: the Douglas County Clerk and the Douglas County Treasurer; and request the County Clerk to solicit persons to serve on the committees to prepare arguments advocating for and opposing the advisory question. (Amy Burgans, Clerk/Treasurer) – ***Resolution Adopted***

COMMUNITY SERVICES

12. For possible action. Discussion to adopt **Ordinance 2026-1666**, an ordinance amending Douglas County Code Title 2 – Administration and Personnel, Chapter 2.59 – *Douglas County Parks and Recreation Advisory Board* to change the term of appointed members of the Douglas County Parks and Recreation Advisory Board from two years to four years, direct the Douglas County Parks and Recreation Advisory Board in February of each year to appoint a member of the Advisory Board to serve as a liaison to the Douglas County Community Services Foundation, and remove the requirement that the Douglas County Parks and Recreation Advisory Board's regular monthly meeting be held at the specific time of 6:00 p.m. Second Reading. (Brook Adie, Community Services Director) – ***Ordinance Adopted***

COMMUNITY DEVELOPMENT

13.1 For presentation only. Introduction of **Ordinance 2026-1671**, amending Douglas County Code Title 18, Appendix B, the Minden Town Boundary, by annexing approximately 149.69 acres into the Town of Minden boundary. The parcels to be annexed are Assessor Parcel Numbers (APNs) 1320-28-000-051, 1320-28-000-052, 1320-28-000-053 & 1320-28-000054. First Reading. (Kate O'Neil, Principal Planner) – ***Ordinance Introduced***

13.2 For possible action. Discussion on the 24-month review of the adopted development agreements between Douglas County and the following entities: (a) the owners of lots within Aloha Ranch / Rain Shadow Ranch Phase 1; (b) Maryanne Road, LLC, for Rain Shadow Ranch Phases 2 and 3; and (c) John Serpa, the developer of the project known as Valley Vista Estates. (Tom Dallaire, Community Development Director, and Andrea Pawling, Deputy Community Development Director) – ***Approved***

13.3 For possible action. Presentation, discussion, and direction to staff regarding pending updates on proposed Articles 1-3 to the Douglas County Code, Title 20: Douglas County Development Code. (Kate Moroles-O'neil, and Ann Marie Lain, NCE) – ***Direction Provided***

PUBLIC WORKS

14. For possible action. Discussion to award a $1,741,000 construction contract with K.G. Walters Construction Co., Inc. for the North Valley Wastewater Treatment Plant (NVWWTP) Influent Lift Station Upgrade project, and authorize the Director of Public Works or County Manager to execute the contract and change orders up to 5% of the original contract price; and adopt **Resolution 2026R-043** to augment the Project 24S03 budget by $200,000 from Capital Reserves to Capital Outlay. (Rick Robillard, Deputy Public Works Director) – ***Contract Awarded and Resolution Adopted***

COUNTY MANAGER

15.1 For possible action. Discussion regarding the appointment of a Douglas County alternate representative to the South Lake Tahoe Basin Waste Management Authority Board in accordance with the Joint Powers Authority Agreement. (Philip Ritger, Public Works Director) – ***Chairman Mark Gardner Appointed***

15.2 For presentation only. Announcements/reports/updates from County Commission members, including updates on the various boards and/or commissions that they may be a member of or a liaison to, or any other meetings/functions they have attended, and any request by a Commissioner for discussion of a future agenda item. (Chairman Gardner) – ***Reports Were Given***

16. CLOSING PUBLIC COMMENT (No Action) – ***Held***

17. ADJOURNMENT – ***The meeting was adjourned at 4:09 PM.***