

**MINUTES OF THE SHARED SERVICES  
ELECTED OFFICIALS COMMITTEE MEETING**

MONDAY

1:30 P.M.

JULY 26, 2010

PRESENT:

John Breternitz, Washoe County Commissioner  
Robert Cashell, City of Reno Mayor  
Kitty Jung, Washoe County Commissioner  
Geno Martini, City of Sparks Mayor  
Ron Schmitt, Sparks City Council Member  
Sharon Zadra, Reno City Council Member

ABSENT:

Barbara Clark, Washoe County School District Board Trustee  
Ken Grein, Washoe County School District Board Trustee  
Pierre Hascheff, Reno City Council Member

The Shared Services Elected Officials Committee (SSEOC) convened at 1:30 p.m. in the Caucus Room, Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada with Commissioner Breternitz presiding. Commissioner Breternitz called the roll and the Committee conducted the following business:

**AGENDA ITEM 3 – PUBLIC COMMENT**

Mr. Frank Partlow, First and Sierra, Downtown Reno, stated that the reason groups such as this are meeting all over the United States of America is not because they want to; but because they have to. He stated that the current systems by which all the communities deliver services to their citizens are broke and not sustainable because they are not affordable. He stated that if the group is looking to save money in government, personnel costs must be examined. He added it doesn't make sense to fire a secretary who doesn't make much money; consolidation of senior management and battalion chiefs would save a lot of money.

Mr. Partlow referred to a previous comment made by Mayor Martini stating the fact the report has to say to the State, "you have to change the law that won't allow us to save money if we consolidate". He stated that the Committee's Report currently doesn't, but needs to state that. He added that he has not read the full 400-page report, nor would anyone else. He stated that he and Daryl Drake would defend Commissioner Breternitz' (and the Board of County Commissioners) decision to put forth a ballot question on whether to pursue consolidation, which is summarized in 250 words. He suggested that this group minimize their report as well.

**1:45 p.m.** Mr. Schmitt arrived at the meeting.

**2:10 p.m.** Commissioner Breternitz reopened Public Comment. Mayor Cashell asked if Mr. Breternitz could address his question regarding the proposed new ArrowCreek fire station (mentioned under agenda item 10). Commissioner Breternitz stated that the County Commission vote was not unanimous and he was the opposing vote. He stated there was a report presented

about the ½ mile linkage to the existing station, which did not provide a huge benefit. He agreed that the timing of the approval was unfortunate, based on ongoing consolidation discussion.

Commissioner Jung offered to provide information to Mayor Cashell related to the County Commission's decision. She added that \$2.5 million federal grant was available under the American Recovery and Reinvestment Act (ARRA) funding, which secured the building. She reiterated that she would provide further information to Mayor Cashell. Discussion ensued over the issue of interlocal agreements between City of Reno and Washoe County.

#### **AGENDA ITEM 4 – APPROVAL OF THE AGENDA – JULY 26, 2010**

On motion by Mayor Martini, seconded by Commissioner Jung, which motion duly carried with Trustee Clark, Trustee Grein and Councilmember Hascheff absent, Agenda Item #4 was approved.

#### **AGENDA ITEM 5 – APPROVAL OF MINUTES – JUNE 21, 2010 MEETING**

On motion by Mayor Cashell, seconded by Councilmember Zadra, which motion duly carried with Trustee Clark, Trustee Grein and Councilmember Hascheff absent, Agenda Item #5 was approved.

#### **AGENDA ITEM 6 – DISCUSSION AND POTENTIAL DIRECTION REGARDING THE INCLUSION OF THE REGIONAL TRANSPORTATION COMMISSION OR OTHER AGENCIES IN SHARED SERVICES ELECTED OFFICIALS COMMITTEE ACTIVITIES**

Kevin Knutson, Director of Budget and Strategic Planning for City of Reno, stated that Reno staff is ready to take direction from this Committee. He added that his understanding is that this group wishes to include other agencies from within the area. He suggested that this group work directly with staff of the other agencies to bring them into the planning process.

Commissioner Breternitz stated that his understanding was that the other agency staff was invited to participate initially so nothing has changed since then.

Lee Gibson, Regional Transportation Commission (RTC), stated that RTC concurs with the staff recommendation and is happy to work at the staff level to examine all the issues associated with sharing services or consolidating. Councilmember Schmitt stated that is a good comment and asked for clarification that RTC is willing to meet with staff to examine inefficiencies, overlaps, etc. and asked if that is happening now. Mr. Gibson stated that those issues are mostly examined by RTC under programmatic efforts. He stated that RTC is the metropolitan planning organization, making them responsible for development of a long-range transportation plan, as well as the short-range transportation improvement plan (under the Capital Improvement Plan [CIP]). He added that during such planning, RTC meets with public works and planning staff of the other entities to try to eliminate inefficiencies. He reiterated that in planning transportation, work is done with the other effected entities.

Councilmember Schmitt asked if RTC is currently represented on this committee. He stated his understanding is that this committee is represented by councils and commissions. He added that every elected official from Reno, Sparks and Washoe County could be part of the SSEOC, which would discuss every issue on the table. He stated that he has seen that other staff

members from other organizations are coming forward to be on the Board, which was rejected last meeting in relation to involvement by the Sheriff's Department. He suggested that perhaps the elected officials work through the process without adding layers to bog down the process.

Commissioner Breternitz asked for clarification that the request is not for additional members to "sit at the table"; but formal or informal relationships with staffs from other agencies. Mayor Cashell agreed that some of the initial items should be addressed by the original committee prior to bringing on more issues with other agencies. He added that once some ideas are developed, they should be presented to the other agencies for input. He clarified that involvement by RTC, Regional Planning and others is necessary but perhaps not at this level.

Commissioner Breternitz asked Mr. Knutson if he was proposing any changes to the schedule or tasks. Mr. Knutson stated no. Commissioner Breternitz reiterated that the invitation to other agencies has been extended for participation.

Commissioner Jung stated that her belief is that there is a caveat in moving forward with the Matrix Study, in that others wishing to become part of the effort would assist with funding the study. Councilmember Zadra stated that was her memory as well and also that those wishing to join would not slow the process. She stated that it should be the responsibility of the SSEOC to be as thorough as possible and include all entities that have major service impacts on the community to realize any efficiencies or cost savings. She reiterated she is not suggesting more people at the table; however, the assurance that services at the staff level are being included and examined.

On motion by Mayor Cashell, seconded by Councilmember Zadra, which motion duly carried with Trustee Clark, Trustee Grein and Councilmember Hascheff absent, Agenda Item #6 was approved with the conditions described.

**AGENDA ITEM 7 – UPDATE, DISCUSSION AND POTENTIAL DIRECTION ON STATUS OF APPOINTMENTS TO THE BUILDING INSPECTION AND BUSINESS LICENSE REVIEW SUBCOMMITTEE**

David Childs, Assistant County Manager, reported that City of Reno appointed Craig Wilcutt, Debra Jacobsen and Councilmember Zadra; and Washoe County appointed Commissioner Breternitz, Dick Bostdorff and Greg Peek.

Mr. Childs reported that the first item to be addressed is building inspections and permitting, with the idea that staff will perform background work and make recommendations to the SSEOC. The plan is to set the time and agenda for the first meeting. The work is expected to take approximately 4 to 6 months. Following completion of the work, the next focus will be on business licenses. Mr. Childs reported that he and John Hester would work to set up the first meeting to begin the process.

Chairman Breternitz thanked Mr. Childs for the informational update.

**AGENDA ITEM 8 – UPDATE ON STATUS OF CITY OF SPARKS AB494 REPORT**

Shaun Carey, Sparks City Manager, reported that the Sparks City Council took action to accept a tentative response to Assembly Bill (AB) 494. The final response will be considered by the City Council at their August 23, 2010 meeting. He invited attendees to review the response,

which is posted on Sparks' website. He stated the document to be presented to the legislature is approximately 760 pages, with the actual body of the response around 46 pages.

Councilmember Zadra asked Mr. Carey for a synopsis of the 46 pages. Mr. Carey stated that the six questions posed by the legislature are answered in relation to how Sparks has approached the issues. It includes the need to continue to pursue efficiencies and shared services.

Commissioner Breternitz thanked Mr. Carey for his update.

**AGENDA ITEM 9 – UPDATE AND DISCUSSION ON STATUS OF COMBINED RENO AND WASHOE COUNTY AB494 REPORT**

Kevin Knutson referred to the staff report that was included in committee packets. He reported that the packet outlines the cover report that will be presented to the legislature in September. He stated that appendices would be attached that will include previous work and studies done in the past (a list of which is included at the end of the packet).

Mr. Knutson stated that in the sections that mention other “opportunities”, there are some blanks on which staff continues to work. The hope is to have them identified by next week.

Commissioner Breternitz referred to Mr. Partlow's earlier comment and asked if the document includes an Executive Summary. Mr. Knutson stated yes, there is a 2-page Executive Summary that includes references of where to find complete information.

Councilmember Zadra asked Mr. Knutson if there is any opportunity to develop a “collective Executive Summary” of the three entities. Mayor Cashell and Commissioner Jung stated that Reno and Washoe County are combining their summaries; however, Sparks will have a separate summary. Councilmember Zadra reiterated that it would be beneficial to have a brief Executive Summary for all three entities. Mayor Cashell stated that the direction was that Sparks would provide their own summary.

Commissioner Jung commended Mr. Knutson and Mr. Childs for preparing an excellent report. She stated it is readable and understandable.

Commissioner Breternitz thanked Mr. Knutson for his presentation and report.

**AGENDA ITEM 10 – DISCUSSION AND POSSIBLE AGENDA ITEMS FOR NEXT MEETING OF SHARED SERVICES ELECTED OFFICIALS COMMITTEE**

Mayor Cashell asked Commissioner Breternitz why the County Commission approved a fire station in ArrowCreek when the plan was to do a study on where fire stations were needed. He asked if studies were done on how to cut a road to the existing station rather than building another station. He stated that if a study is being performed (which includes \$40,000 in funding from City of Reno), he would appreciate such judgments not being done prematurely. He added that he is prepared to go to the Council and request cancellation.

Commissioner Breternitz asked Mayor Cashell if he was requesting an agenda item to discuss the issue at the next meeting. Mayor Cashell stated he would like to discuss the issue; however, he wants it done sooner than August. Commissioner Breternitz stated he understands the concern; however, it is not an agenda item for this meeting. Councilmember Zadra suggested

speaking about the issue under Public Comment. Commissioner Breternitz reopened Public Comment (Agenda Item 3).

Mr. Childs requested for the next meeting an update on the Matrix Study. He also requested an item for final review of the AB 494 report that was preliminarily presented today.

Councilmember Schmitt requested an additional item for future meetings, "General Comments from Members of the Committee".

**AGENDA ITEM 11 – NEXT MEETING – TO BE DECIDED AT JULY 26, 2010 MEETING**

Commissioner Breternitz stated that the next meeting would be scheduled based on the regular meeting schedule of the third Monday of the month, which falls on August 16, 2010. He added that the meeting will be scheduled at 1:30 p.m. at a location to be determined. A request was made to have the meeting scheduled via Outlook calendar (blast) that announces the location.

**AGENDA ITEM 12 – ADJOURNMENT**

**2:20 p.m.** There being no further business to discuss, on motion by Councilmember Zadra, seconded by Mayor Cashell, which motion duly carried with Trustee Clark, Trustee Grein and Councilmember Hascheff absent, the meeting was adjourned.

Draft minutes submitted by:

Niki Linn, Recording Secretary