

The Honorable Board of Lyon County Commissioners met this day in regular session with the following present: Chairman Joe Mortensen, Vice-Chairman Bob Hastings, Commissioners Ray Fierro, Greg Hunewill and Don Alt. Also present: County Manager Jeff Page, District Attorney Steve Rye, Clerk/Treasurer Nikki Bryan and Deputy Clerk Donna MacGill.

**1. Public participation**

There was no public participation.

**2. For Possible Action: Review and adoption of agenda**

Comm. Fierro moved to approve the agenda as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**3. Presentation of awards and/or recognition of accomplishments**

There were no awards or recognitions.

**4. Commissioners/County Manager comments**

Comm. Fierro said he serves on the Carson Area Metropolitan Planning Organization (CAMPO) and received a call stating there is money available for roads in the CAMPO area. That money is split between Douglas County, Carson and Lyon County. It will amount to approximately a half a million dollars over the next four years that can be used on a road project in West Lyon County. He also commented on the drainage master plan that was prepared by Douglas County and discussed at the Carson Water Subconservancy meeting.

Comm. Hastings commented on the emergency response and evacuations relating to the fire in the Washoe Valley area last weekend. He said a citizen suggested that the emergency response board hold a meeting in three or four of the communities and discuss the various events that could happen whether it is a flood or a fire and let them know where their resources might be. He also assisted with the large animal rescue in the Washoe County fire this past weekend.

**5. Elected Official's report**

Sheriff Al McNeil commented on the B16 range in Fallon and said the sheriff's office is opposed to encroachment into Lyon County. He said it would impact cattle grazing and off road vehicle racing. He commented on the land in Hawthorne that the Navy previously owned for training and gave it up in the 1990's to the Army. He was wondering why they couldn't use that acreage. He also discussed crisis intervention training and the \$40,000 reimbursement for the overtime. He commented on the tragic event in Silver Springs in the shooting death of Robert Buchanan. Santiago Fernandez has been arrested and held on open murder charges. He said the community of Silver Springs does not feel safe. He commented on the illegal drug activity in the Silver Springs area. He also commented on the issue of violent extremism and said they will be checking into community outreach. They will hopefully be presenting these issues at the Silver Springs Advisory Board meeting.

Comm. Alt commented on the water rights in that area and prescriptive easements that have been there since the late 1800's.

**9:15 A.M. – Time Specific – For Possible Action: Approve County Managers 2015-2016 Performance Appraisal**

Christie Reeder presented. A copy of the county manager's performance appraisal has been made a part of the record. She said this year the county manager has either met or exceeded expectations in all categories.

Comm. Alt said that department heads and other county staff all work together to make the County Manager's job a lot easier.

Comm. Hastings commented on how pleased he is to work with Jeff Page.

County Manager Jeff Page showed a power point presentation that outlined his goals for FY 2016-2017 and his past achievements. He talked about communicating through public media. He also commented on county staff and the board of county commissioners. A copy of the presentation has also been made a part of the record.

Comm. Fierro said that over the past six years, change has been a constant. He discussed dealing with change. He is impressed with what Jeff Page has done during his time as county manager.

Comm. Hastings suggested adding Jeff Page's goals to the list of the Commissioners' goals.

Christie Reeder said the budget allows for a 2 ½ % increase in the County Manager's salary.

There was discussion concerning the agenda item not referencing an increase in the County Manager's salary.

District Attorney Steve Rye felt that any increase in the salary should be agendized for the next commissioners' meeting.

Comm. Hastings moved to accept the performance review for County Manager Jeff Page with the changes discussed in regards to the goals set by County Manager Jeff Page. Comm. Alt seconded and the motion passed unanimously 5 – 0.

**10:00 A.M. – Time Specific - Closed Session, pursuant to NRS 241.015(3)(b)(2), to receive information from the District Attorney regarding potential or existing litigation involving a matter over which the Board has supervision, control, jurisdiction or advisory power, and to deliberate toward a decision on the matter (requested by District Attorney)**

#### **6. Appointed Officials comments**

Dustin Homan Road Director said the RTC chip seal project should be finished in the next day or two. There were a couple of water related issues from wind and rain in the Central Lyon County area last weekend. He said there has been an issue in the Smith Valley area regarding road signs being shot with pistols and shotguns. A report has been filed with the Sheriff's office and NDOT also has been informed. Only two of the street signs located at an intersection have been replaced. Last week the new signs were shot up again. At least three of the blinking red lights that NDOT installed several years ago have been shot out. The cost of the blinking lights is approximately \$1,750 each. There is word that somebody may know the name of one of the perpetrators.

Comm. Hastings asked about the flashing crossing light in Dayton by the casino.

#### **7. Advisory Board reports**

There were no advisory board reports.

#### **\*\*CONSENT AGENDA\*\***

#### **8. For Possible Action: Approval of changes on Assessor's tax roll due to corrections in assessments and review of tax roll changes**

Unsecured Property factual corrections totaled \$405.20 and Secured Property factual corrections totaled \$1,432.89.

#### **9. For Possible Action: Review and possible approval of business license applications:**

- a. **Lopez-Huizar, Victor; Estrada, Maria; Atlas Tile & Stone; 970 Roberta Ln., Suite 110, Sparks, NV; Tiling Contractor**
- b. **Emborsky, Donald P.; Rutledge, Debra C.; Cal-Nevada Precision Blasting Inc.; 506 E. Telegraph St., Carson City, NV; Change Corporate Officers**
- c. **Ayers, Terry; Peterson, Jan; Kamps, John; High Country Propane Inc.; 4249 Hwy., 208, Wellington, NV; Sales & Distribution of Propane**
- d. **Brooks, Paul R.; Paul Brooks General Contractor; 199 E. Winnie Ln., Carson City, NV; Residential & Small Commercial Contractor**

- e. **Ahner, Dawn D.; Renown Regional Medical Center; *Renown Health Home Care*; 1155 Mill St. Z-4, Reno, NV; Residential Home Health Care**
- f. **Myers, Raymond; *Rayco Drywall*; 1933 Frazer Ave., Sparks, NV; Drywall Installation**
- g. **Scott, Robert W.; Scott, Trish M.; *Scott Fire Protection Inc.*; 145 Design Place, Sparks, NV; Fire Protection Contractor**
- h. **Lueth, David P.; Lueth, John W.; Brown, Kathye; *Senergy Petroleum LLC*; 622 S., 56<sup>th</sup> Ave., Phoenix, AZ; Petroleum Distributor**
- i. **Duarte, Serge; *Surge Forward Consulting, LLC*; 221 Cecina Dr., Dayton, NV; Business Consulting, Online Services**
- j. **Black, Matthew J.; Linares, Elizabeth B.; *Walker River Mechanical Corp.*; 12 State Route 208, Yerington, NV; Installation, Service, Maintenance of Heating & Air Conditioning and Plumbing**

**10. For Possible Action: Appoint Ms. Mandy Bennett to the Lyon County Library Board of Trustees, with a term expiring June 30, 2020 (requested by Library Board)**

**11. For Possible Action: Review and accept travel claims**

Travel claims totaled \$1,385.11 and registrations totaled \$328.00.

**12. For Possible Action: Review and accept County claims and financial report**

County claims totaled \$576,124.73 and payroll totaled \$858,686.41.

Comm. Fierro moved to approve the consent agenda as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**\*\*END OF CONSENT AGENDA\*\***

**REGULAR AGENDA**

**13. For Possible Action: To provide the County Manager direction to pursue developing a County Wide Water Plan (requested by County Manager)**

County Manager Jeff Page presented. He and Comm. Alt have been working on a countywide water plan. He discussed future growth. He recommended a motion to direct the county manager and staff to explore what it would take to do a water plan. He could come back to the board in about a month with a scope of work to be approved by the board. He suggested putting it out for bid to a variety of consultants and come back with a price to get the plan done. He recommended doing it in phases by areas of the county. The water plan could then become an appendix to the countywide master plan. County Manager Jeff Page suggested making a motion to direct the county manager and staff to develop a scope of work for the Central Lyon County Corridor water plan to bring back to the board in 30 to 60 days for approval and after that to put it out for bid to the various firms who engage in these plans. The scoping document will also take public participation into consideration.

Comm. Alt felt a plan should include the various water basins. He was wondering how many parcels can have wells within each basin and how much water that would entail.

There was discussion concerning the estimated cost.

Jeff Page said any plan would need to be a living and breathing document that is reviewed annually. He discussed the number of drought years we have had and what it would take to bring back ground water levels.

Comm. Mortensen commented on the size of Title 15 and how there is a need for a water plan.

Jeff Page suggested making a motion to authorize the county manager to develop a scope of work for RFP/RFQ for a water plan for the Central Lyon County Corridor.

Comm. Hastings moved to authorize the county manager to develop a scope of work for an RFP/RFQ for a water plan for the Central Lyon County Corridor. Comm. Hunewill seconded and the motion passed unanimously 5 – 0.

**14. For Possible Action: Approve a proposed Memorandum of Understanding between the Lyon County Sheriff's Employees Association and Lyon County addressing Canine Handler Pay. (Requested by the County Manager)**

County Manager Jeff Page said the sheriff's department has purchased a canine at a very good rate to be used for a law enforcement purposes. There are a number of processes that need to be put in place to determine who the handler will be and how he or she will be compensated. Mr. Cockerill, District Attorney Steve Rye and the Human Resources Director have reviewed the Memorandum of Understanding.

Sheriff McNeil explained the process for the care of a canine. It was determined that 30 minutes per day for the care and maintenance of the canine would be the best practice. There would be 30 minutes per day of overtime on the handler's days off. The dog would be kenneled at the county shelter while the handler is on vacation.

Comm. Fierro moved to approve a proposed Memorandum of Understanding between the Lyon County Sheriff's Employees Association and Lyon County addressing Canine Handler Pay. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**15. For Possible Action: Approve cancelation of the January 5, 2017 commission meeting as per NRS the Board of Commissioners must meet the first Monday in odd years which will be January 9, 2017 (requested by County Manager)**

County Manager Jeff Page said he didn't see a need to hold a commissioners' meeting on January 5<sup>th</sup> and another on January 9<sup>th</sup>. He felt that the regular meeting could take place immediately following the swearing in of the newly elected officials.

Comm. Hastings moved to approve the cancelation of the January 5, 2017 commission meeting. As per NRS the Board of Commissioners must meet the first Monday in odd years which will be January 9, 2017. Comm. Fierro seconded and the motion passed unanimously 5 – 0.

**RECESS TO CONVENE AS CENTRAL LYON COUNTY VECTOR CONTROL DISTRICT BOARD**

**16. Public Participation**

There was no public participation.

**17. For Possible Action: Review and accept claims and financial report**

The cash balance as of October 19, 2016 was \$290,975.96. Claims totaled \$56,970.00; there was no payroll.

Comm. Fierro moved to approve the claims and financial report as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**18. Public Participation**

There was no public participation.

**ADJOURN TO CONVENE AS MASON VALLEY MOSQUITO ABATEMENT DISTRICT BOARD**

**19. Public Participation**

There was no public participation.

**20. For Possible Action: Review and accept claims and financial report**

The cash balance as of October 19, 2016 was \$393,841.98. Payroll totaled \$2,784.42; there were no claims.

Comm. Fierro moved to approve the claims and financial report as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**21. Public Participation**

There was no public participation.

**ADJOURN TO CONVENE AS WALKER RIVER WEED CONTROL DISTRICT BOARD**

**22. Public Participation**

There was no public participation.

**23. For Possible Action: Review and accept claims and financial report**

The cash balance as of October 19, 2016 was \$128,762.98. Payroll totaled \$1,015.94; there were no claims.

Comm. Fierro moved to approve the claims and financial report as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**24. Public Participation**

There was no public participation.

**ADJOURN TO CONVENE AS THE WILLOWCREEK GENERAL IMPROVEMENT DISTRICT BOARD**

**25. Public Participation**

There was no public participation.

**26. For Possible Action: Review and accept claims and financial report**

The cash balance as of October 19, 2016 was \$284,825.88. Claims totaled \$100.00; there was no payroll.

Comm. Fierro moved to approve the claims and financial report as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**27. Public Participation**

There was no public participation.

**ADJOURN TO CONVENE AS THE SILVER SPRINGS GENERAL IMPROVEMENT DISTRICT BOARD**

**28. Public Participation**

There was no public participation.

**29. For Possible Action: Review and accept claims and financial report**

The cash balance as of October 19, 2016 was \$929,282.58. Claims totaled \$5,752.95; there was no payroll.

Comm. Fierro moved to approve the claims and financial report as presented. Comm. Hastings seconded and the motion passed unanimously 5 – 0.

**30. Public Participation**

There was no public participation.

**ADJOURN TO RECONVENE AS THE LYON COUNTY BOARD OF COMMISSIONERS**

**31. Commissioner Comments**

There were no commissioner comments.

**32. For Possible Action: Approve Minutes (available in the Clerk/Treasurer's Office)**

Deputy Clerk Donna MacGill stated that the following changes were made to the October 6, 2016 minutes. The introductory paragraph was changed to state that Comm. Fierro was absent from that meeting. Travel claims of \$6,098.74 and registrations totaling \$6,206.96 were added on Item #18 and county claims totaling \$928,481.77 and payroll totaling \$915,295.86 were added on Item #19.

Comm. Hastings moved to approve the minutes of September 29, 2016 and October 6, 2016 with the noted changes to the October 6, 2016 minutes. Comm. Mortensen seconded and the motion passed 4 – 0. Comm. Fierro abstained since he was not present at the meetings.

**33. Public participation**

There was no public participation.

**34. Adjourn**

The meeting was adjourned.

**LYON COUNTY BOARD OF COMMISSIONERS**

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**JOE MORTENSEN, Chairman**

**ATTEST**

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**NIKKI BRYAN, Lyon County Clerk/Treasurer**

# LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

## SECTION I: ASSISTING COMMISSION WITH ITS POLICY-MAKING ROLE

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>A. Providing Information</b>			
<b>The County Manager provides information which is:</b>			
Detailed and reliable		D5, D2, D3	D4, D1
Explained in a thorough manner and includes alternatives or recommendations		D2	D5, D4, D1, D3
Timely		D5, D2, D1, D3	D4
Helpful in preventing trivial administrative matters from being reviewed by the Commission		D5, D2, D1	D4, D3
Helpful and adequate to assist County Commission in making sound decisions		D5, D2	D4, D1, D3
<b>The County Manager:</b>			
Provides members of County Commission with the opportunity to set long-term organizational goals and to establish the future direction of County policy		D5, D2	D4, D1, D3
Keeps County Commission informed, in a timely manner, of the things Commission wants to know		D5, D2, D3	D4, D1
Keeps County Commission well informed with concise written and oral communications		D5, D2, D3	D4, D1
<i>Provides County Commission members with information on an equal basis</i>		D5, D2, D1, D3	D4
Informs the County Commission of administrative developments		D5, D2	D4, D1, D3
Follows up in a timely manner on County Commission requests for information or action	D3	D5, D4, D2, D1	
<b>B. Providing Advice</b>			
<b>The County Manager:</b>			
Has adequate knowledge of municipal affairs, including the County's laws and ordinances		D2	D5, D4, D1, D3
Considers alternatives before making recommendations		D5, D2	D4, D1, D3
Plans ahead, anticipates needs and recognizes potential problems		D5, D2, D3	D4, D1
Has a good sense of timing in bringing issues to the Commission for action		D5, D2, D1, D3	D4
<b>Comments:</b>			
<u>District 1:</u> Overall Jeff does a good job informing the Commissioners of issues at both the county and administrative level.			
<u>District 2:</u> In my opinion all of the managers are doing an excellent job along with County Manager Jeff.			
<u>District 3:</u> Jeff has improved over the years with back and forth communications with the board.			
<u>District 4:</u> Jeff provides excellent information and continues to point out pros and cons of topics.			

# LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

District 5: Jeff explains in detail about questions I have asked, is well versed in county code.

## SECTION II: INTERNAL ADMINISTRATION

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>A. Implementation of Commission Policies</b>			
<b>The County Manager is effective in the following areas:</b>			
Carrying out Commission directives		D5, D2, D1, D3	D4
Assigning work so that it is performed efficiently and effectively		D5, D4, D2, D3	D1
Paying sufficient attention to detail to avoid error or things "slipping through the cracks"		D5, D2, D1, D3	D4
Analyzing problems or issues and identify causes, reasons, and implications		D5, D2, D3	D4, D1
Accurately interpreting the direction given by Commission		D5, D2, D3	D4, D1
Carrying out the directives of Commission as a whole rather than those of any one Commission member, but recognizes the concerns of the minority		D5, D2, D1, D3	D4
Supporting the actions of the County Commission after a decision is made		D5, D2, D3	D4, D1
Assuming responsibility for staff performance		D5, D2, D3	D4, D1
Providing members of County Commission with periodic status reports on projects or tasks which may overlap months or years in implementation		D5, D2	D4, D1, D3
Insuring that the management staff maintains normal service delivery operations as well as the flexibility to manage emergency situations		D5, D2	D4, D1, D3

## **B. Financial Management**

**Are you satisfied with the County Manager's:**

Approach to budget preparation and review		D5, D2, D1	D4, D3
Use of standard financial management procedures to meet Commission's policy guidelines		D5, D2, D1	D4, D3
Implementation of Commission's policy regarding the expenditure of budgeted funds		D5, D2	D4, D1, D3
Cost control through economical use of labor, materials and equipment		D5, D2	D4, D1, D3
Information on the financial status of County government		D5, D2, D1	D4, D3

## LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

Use of available funds and his ability to operate the County efficiently and effectively		D5, D2	D4, D1, D3
Knowledge of financial matters		D5, D2, D1, D3	D4
Information pertaining to long or short-term financing for capital projects or equipment purchases		D5, D2, D1, D3	D4
Information on opportunities for federal and state grant funding		D5, D4, D2, D1, D3	

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>C. Personnel Management</b>			
<b>The County Manager is:</b>			
Successful in guiding people as a team toward common objectives		D5, D2, D1, D3	D4
Effective in selecting qualified and highly competent staff members		D5, D2, D1, D3	D4
Effective in maintaining professional relationships with Department Directors		D5, D2, D1, D3	D4
Effective in assuring that staff members make a positive impression on citizens		D5, D2, D3	D4, D1
<b>The County Manager:</b>			
Insures that the County's personnel policies and practices are administered by County Department Directors and management staff in an equitable manner		D5, D2, D1, D3	D4
Develops and motivates employees so that they are increasingly effective		D5, D2, D1, D3	D4
Addresses disciplinary problems and takes action when warranted		D5, D2, D1, D3	D4
Monitors performance of employees and initiates corrective action as needed		D5, D2, D1, D3	D4

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## SECTION III: EXTERNAL RELATIONS

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>A. Citizen Relations</b>			
<b>The County Manager:</b>			
Makes a positive impression on citizens		D5, D2, D1, D3	D4
Has appropriate visibility or identity in the community		D2, D1, D3	D5, D4
Assists the Commission in resolving problems at the administrative level to avoid unnecessary Commission action		D5, D2	D4, D1, D3
Is willing to meet with members of the community and discuss issues of concern		D2, D1, D3	D5, D4
Is skillful with the news media, avoiding political positions and partisanship		D5, D2	D4, D1, D3
Provides information to the public in a timely fashion on matters which will cause public reaction		D5, D4, D2, D1, D3	
Represents Commission positions and policies accurately and effectively		D5, D2, D1, D3	D4
Thinks and acts in a manner reflecting an attitude that client (Commission, staff or citizens) perceptions and satisfactions are important		D5, D2, D1, D3	D4
Responds completely and in a timely manner to citizen complaints		D5, D2, D1, D3	D4
<b>B. Intergovernmental Relations</b>			
<b>The County Manager is:</b>			
Effective representing the County's interests in dealing with other agencies		D2, D3	D5, D4, D1
Participative in enough intergovernmental activity to have an impact on behalf of the County		D2, D3	D5, D4, D1
Cooperative with the county, state and federal governments		D5, D2, D3	D4, D1
<b>Comments:</b>			
<u>District 1:</u> Jeff works well with outside organizations.			
<u>District 2:</u> When I put my hat in the ring as commissioner, I could see a real need for someone who knows something about federal issues. The Lyon County Interim Plan for federally managed public land was a real waste of time and money in my opinion. It does not protect private property rights on federal lands. There is no one to make the feds toe the line; let alone know where the line is or what it looks like.			
<u>District 3:</u> Jeff has increased the amount of time visiting the different communities.			
<u>District 4:</u> Jeff is straight-forward with citizens, elected officials, and the press. He is very good at this.			
<u>District 5:</u> The Manager is visible in Lyon County. He works well with concerned citizens about issues. He			

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represents Lyon County well with other governmental agencies.

## SECTION IV: PERSONAL ACCOMPLISHMENTS

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>A. Communications</b>			
<b>With regard to communications, the County Manager is:</b>			
Easy to talk to and a good listener		D5, D2, D3	D4, D1
Thoughtful, clear and to the point		D5, D2, D3	D4, D1
Sensitive to the concerns of others		D5, D2, D3	D4, D1
Candid and forthright in discussing County business matters with members of County Commission		D5, D2, D3	D4, D1
<b>B. Management Style</b>			
<b>The County Manager</b>			
Demonstrates interest and enthusiasm in performing his duties		D2, D1, D3	D5, D4
Commands respect and good performance from staff		D5, D2, D1, D3	D4
Shows initiative and creativity in dealing with issues, problems and unusual situations		D5, D2, D1	D4, D3
Is open to new ideas and suggestions for change		D5, D2, D1, D3	D4
Works well under pressure		D5, D2, D3	D4, D1
Consistently puts aside personal views and implements Commission policy and direction		D5, D2, D1, D3	D4
Displays the ability to resolve the numerous conflicts inherent in municipal government		D5, D2, D1, D3	D4
Responds well to a changing world and local conditions; is adaptive		D5, D2, D1, D3	D4
Is accessible to County Commission members		D5, D2, D1	D4, D3
Conforms to the high standards of the profession; follows the "ICMA Code of Ethics		D5, D2, D1, D3	D4
Exhibits a commitment to continuing education in order to encourage his professional development		D5, D2, D1, D3	D4
Is receptive to constructive criticism and advice		D5, D2, D1, D3	D4

	Needs Improvement	Meets Expectations	Exceeds Expectations
<b>C. Job Effectiveness</b>			
<b>The County Manager:</b>			

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Demonstrates interest and enthusiasm about the Commission's Vision for the County		D5, D2, D1, D3	D4
Gives his staff the tools necessary to provide efficient, responsive County services		D5, D2, D1, D3	D4
Coordinates the implementation of County goals and objectives		D5, D2, D1, D3	D4
Creates a positive atmosphere for successful economic development in the County		D5, D2, D1, D3	D4
Supports responsible infrastructure expansion and maintenance		D5, D2, D1	D4, D3
Emphasizes the need for employee training and technological improvements		D5, D2, D1	D4, D3

**Comments:**

District 1: No Comments

District 2: This is costing the county ranchers and related agribusiness millions of dollars each year. We desperately need a resource management person that can go out in the field and represent all agricultural interests.

District 3: Jeff is constantly working on getting technology updated for all departments. He has worked hard getting new facilities for the Sheriff and Health & Human Services in the Silver Springs areas.

District 4: Jeff continues to push for improved technology. This improves service and is one of the few areas where we can save money by reducing labor costs.

District 5: The County Manager is accessible and is very good at discussing and explaining county matters.

### SECTION V: NARRATIVE RESPONSES

**ACHIEVEMENTS FROM THIS PAST YEAR:**

- **What were the Manager's most notable accomplishments during the past year?**

District 1: The completion of the salary study and re-organization of the Community Development department

District 2: Reorganizing the Community Development Department

District 3: Bringing on Farr West Engineering for Community Development

District 4: Improving the Planning and Building Department and continuing to work on Title 15.

District 5: After meeting with Jeff the other day, I believe his descriptions of his strengths and weaknesses are very notable accomplishments. Again, he has provided the county a balanced budget with no layoffs.

# LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

- **Which of the Manager's qualities were most instrumental in fulfilling the role of County Manager this past year?**

District 1: I believe that the County Manager's knowledge (NRS, Legislative, Lands, etc.) is a benefit to the Commissioners. That knowledge allows us to make good decisions.

District 2: Contact with communities

District 3: Being able to consider alternative ideas and implement them.

District 4: Jeff is always open with people and pushes for what is best for Lyon County.

District 5: His ability to listen to people and an explanation to their questions and concerns.

## PERFORMANCE OBJECTIVES FOR COMING YEAR:

- **What does the Manager do that you would like him to continue?**

District 1: Open and honest communication

District 2: No comment

District 3: Continue to be available to Advisory Boards and citizens

District 4: I don't want change. I like the direction we are going and want to continue.

District 5: Keeping the Board informed on issues that involve the county. Continue to work on economic development.

- **Is there anything that the Manager does that you would like him to do differently?**

District 1: The county manager does a good job on giving information on larger issues. It would be helpful if similar information was given on the smaller issues (Lakes property, Animal Services building).

District 2: Stop using Resource Concepts

District 3: He is doing what I suggested from last year

District 4: no

District 5: no

- **In what areas should the Manager focus his attention in this coming year?**

District 1: Closure of Title 15, AMP and overall economic development. Also, working on a plan to implement the salary study.

District 2: Finding room for a Resource Person

District 3: One stop shop Community Development and Business licenses

# LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

District 4: We need to finish Title 15 and the Airport Master Plan.

District 5: Economic growth. Especially with the Parkway coming to Silver Springs. Try and budget for a Code Compliance Officer.

- **Do you have any other general comments to share with the County Manager?**

District 1: I believe Jeff helps me to be a better Commissioner through communication and information.

District 2: I am enclosing an 89 page paper titled, "Property Rights Workshop: Recommendations for Ranchers Having Grazing Allotments on U.S. Forest Service, Bureau of Land Management, or State Land," for Jeff to read so he can grasp some of the private property on the rangelands.

District 3: It has been a pleasure working with Jeff.

District 4: Jeff could retire now. That means he is working for  $\frac{1}{4}$  of his salary. Jeff continues to work because he loves this County as his job. It would cost the County \$130,000 to \$140,000 per year to replace him, which is what we paid the last County Manager. Therefore, Jeff is saving the County \$20,000 per year by being the County Manager. Thank you Jeff from me, and thank you again on behalf of our constituents.

District 5: I have enjoyed working with Mr. Page this last year. Even when we have disagreed, he still respects my opinion. Also, I appreciate him being available when I ask if we can meet.

## County Manager Goals/Objectives for the next performance period:

- Develop a County Wide Strategic Plan with the assistance of UNR to include Community input from the Citizen Advisory Boards, two cities, GID's, Fire Protection Districts and School District. "BUILDING A HEALTHY COUNTY 2017-2027.
- Reorganize Community Development to include: Planning, Building, Licensing and Code Enforcement.
- Develop a Transportation Plan for Lyon County to include enhanced arterial roads to remove local traffic from highways, public transportation, recommendations to add/remove roads from the maintained list and discussion on revenue to build/maintain roads.
- Review and recommend revisions to the County Public Lands Policy and consider possible adoption of this policy into the County Wide Master Plan.
- Implement the Compensation and Classification Study and LCEA/LCSEA Collective Bargaining Agreements
- Complete simulcast public safety radio system and upgrades to communication sites.
- Develop processes to enhance the use of our website and social media to better inform the public.
- Develop and conduct a public information series: Local Government 101. a 6-8 week (one night a week) class to inform and educate the public on what local government does and why.
- Implement Agenda software with enhancements to our recording system.
- Implement Community Development/Licensing/Facilities Software
- Continue drive to improve behavior health services in Lyon County.

## LYON COUNTY MANAGER'S PERFORMANCE APPRAISAL

- Continue to refine and enhance the capabilities and capacity of FASTT/MOST
- Explore and report on options to reduce the need of the State to provide services that we pay for. (Community Health, Pre-sentencing, etc)
- Explore NFP organizations to partner with to provide some social services by community
- Work with NFP/FP companies to bring necessary health care and substance abuse treatment to Lyon County.

### APPROVAL OF APPRAISAL

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Commissioner Bob Hastings, District 1

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Date

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Commissioner Don Alt, District 2,

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Date

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Commissioner Ray Fierro, District 3

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Date

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Commissioner Joe Mortensen, District 4

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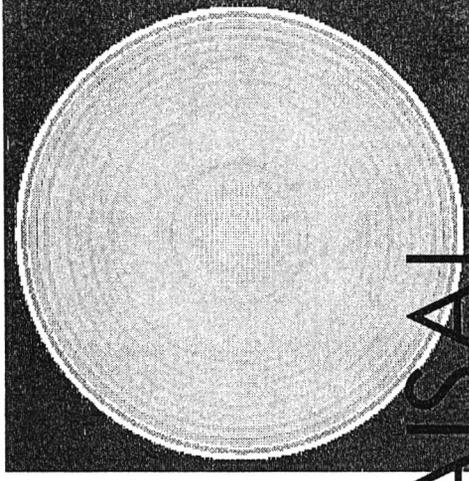
Date

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Commissioner Greg Hunewill, District 5

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Date

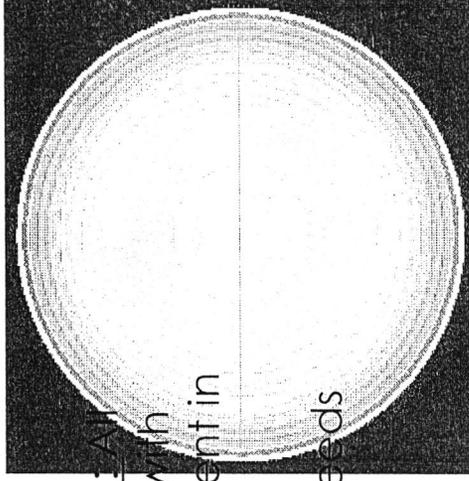


# COUNTY MANAGER PERFORMANCE APPRAISAL

OCTOBER 2015 – OCTOBER 2016

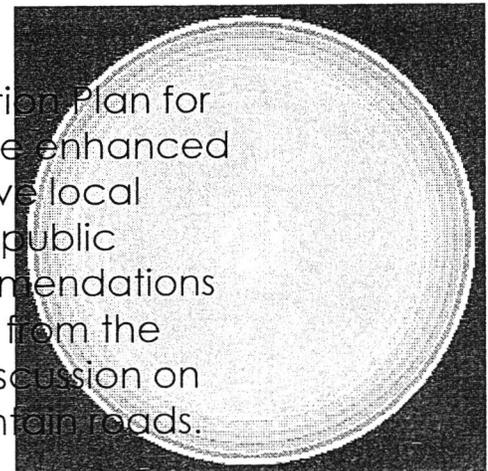
# Rankings

- ▶ Section 1 Assisting Commission With its Policy Making Role: All Commissioners ranked at Meets or exceeds Expectation with exception of one Commissioner ranked needs improvement in follow up Rules
- ▶ Section 2 Internal Administration: Ranked at Meets or Exceeds Expectations
- ▶ Section 3 External Relations: Ranked at Meets or Exceeds Expectations
- ▶ Section 4. Personal Accomplishments: Ranked at Meets or Exceeds Expectations.



# COUNTY MANAGER GOALS FOR 2016-2017

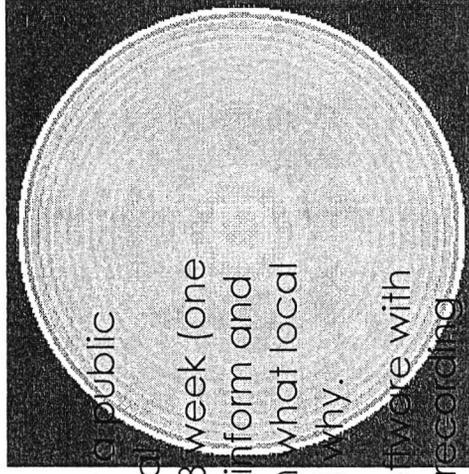
- ▶ Develop a County Wide Strategic Plan with the assistance of UNR to include Community input from the Citizen Advisory Boards, two cities, GID's, Fire Protection Districts and School District. "BUILDING A HEALTHY COUNTY 2017-2027.
- ▶ Reorganize Community Development to include: Planning, Building, Licensing and Code Enforcement.
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# Goals Continued

- ▶ Implement the Compensation and Classification Study and LCEA/LCSEA Collective Bargaining Agreements
- ▶ Complete simulcast public safety radio system and upgrades to communication sites.
- ▶ Develop processes to enhance the use of our website and social media to better inform the public.

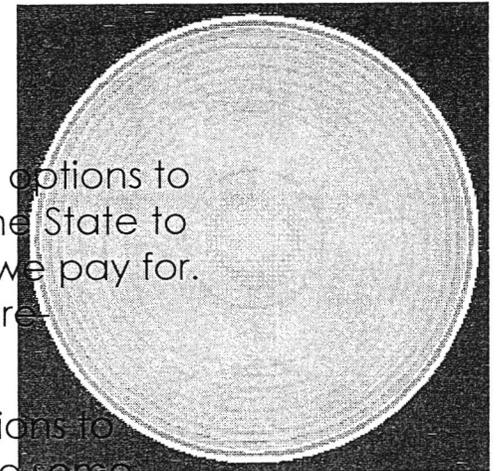
- ▶ Develop and conduct a public information series: Local Government 101. a 6-8 week (one night a week) class to inform and educate the public on what local government does and why.
- ▶ Implement Agenda software with enhancements to our recording system.



# Goals Continued

- ▶ Implement Community Development/Licensing/Facilities Software
- ▶ Continue drive to improve behavior health services in Lyon County.
- ▶ Continue to refine and enhance the capabilities and capacity of FASTT/MOST

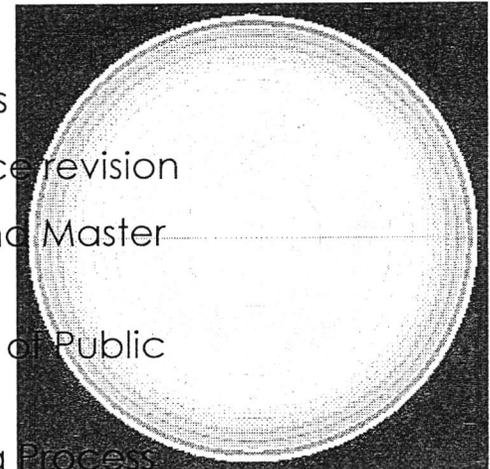
- ▶ Explore and report on options to reduce the need of the State to provide services that we pay for. (Community Health, Pre-sentencing, etc)
- ▶ Explore NFP organizations to partner with to provide some social services by community
- ▶ Work with NFP/FP companies to bring necessary health care and substance abuse treatment to Lyon County.



# ACHIEVEMENTS:

- ▶ Community Development Reorganization
- ▶ Enhanced public safety communications systems
- ▶ Enhanced payroll/HR software
- ▶ Improved Congestive Area Ordinance
- ▶ Public Health Ordinance
- ▶ Public Administrator Ordinance
- ▶ Public Administrator contract

- ▶ Mixed Use Ordinances
- ▶ Open space ordinance revision
- ▶ Airport Master Plan and Master Lease processes
- ▶ Re-Re-Reorganization of Public Works
- ▶ USA Parkway Planning Process
- ▶ Updated Public Lands Policy
- ▶ Improving and enhancing code enforcement



# ACHIEVEMENTS

- ▶ Reorganization of Department of Administration (Accounting & HR position)
- ▶ Compliance with FLSA and ADA
- ▶ Active and robust FASTT/MOST programs.
- ▶ Continued relationship building with DHHS. Improved access to decision makers
- ▶ Upgraded communication sites

- ▶ New web site
- ▶ Town Hall Meetings and Workshops
- ▶ Preplanning facility upgrades or replacement

