



## Regional Business License and Permits Program

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### AGENDA

#### Regional Business License and Permits Program Oversight Group Special Meeting of the Oversight Committee

#### Accela Onsite Workshop

March 13, 2018 – 1-3 PM

#### City of Reno

#### City Hall

#### First Floor, Council Chambers

#### One East First Street

#### Reno, NV 89501

#### Oversight Group

Reno City Manager – Sabra Newby

Sparks City Manager – Steve Driscoll

Washoe County Manager – John Slaughter

District Health Officer – Kevin Dick

Douglas County Community Development Director – Mimi Moss

**Public Notice:** This agenda has been physically posted in compliance with NRS 241.020(3) (notice of meetings) at Reno City Hall, One East 1st Street, Reno, NV; Washoe County Administrative Office, 1001 E. Ninth Street, Reno, NV; Sparks City Hall, 431 Prater Way, Sparks, NV; Washoe County Health District, 1001 E. Ninth Street, Reno, NV; Washoe County Downtown Reno Library, 301 South Center Street, Reno, NV; Evelyn Mount Northeast Community Center, 1301 Valley Road, Reno, NV; McKinley Arts and Culture Center, 925 Riverside Drive, Reno, NV; Reno Municipal Court, One South Sierra Street, Reno, NV; and Reno-Sparks Convention and Visitors Authority, 4001 South Virginia Street, Suite G, Reno, NV. Douglas County Administration Building 1616 8th Street, Minden, NV; Douglas County Public Library, Minden, NV; Minden Inn Administration Building, 1594 Esmeralda, Minden, NV; US Post Office-Minden, 1640 U.S. Hwy. 395, Minden, NV; Judicial & Law Enforcement Center, 1038 Buckeye Rd., Minden, NV. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) at the following websites: [www.washoecounty.us/technology](http://www.washoecounty.us/technology); [www.reno.gov](http://www.reno.gov); [www.cityofsparks.us](http://www.cityofsparks.us), [www.douglascountynv.gov](http://www.douglascountynv.gov) and <https://notice.nv.gov/> per NRS 232.2175.

**Accommodations:** Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please contact the City Clerk's Office at (775) 334-2030 in advance so that arrangements can be made.

**Supporting Material:** Support materials are posted on the respective websites when they are provided to the governing body; or, if provided during a meeting, support materials will be posted on the websites within 24 hours after the conclusion of the meeting. Support materials are also available at the City Clerk's office and at the scheduled meeting location on meeting day and on the following websites: [www.washoecounty.us/technology](http://www.washoecounty.us/technology); [www.reno.gov](http://www.reno.gov); [www.cityofsparks.us](http://www.cityofsparks.us). Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Oversight Group.

**Order of Business:** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed as a block, or removed from the agenda. Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

**Public Comment:** A person wishing to address the Oversight Group shall submit a "Request to Speak" form to the recording secretary. Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken. The presiding officer may prohibit comment if the content is willfully disruptive of the meeting by being repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers. Any person making willfully disruptive remarks while addressing the Oversight Group or while attending the Oversight Group meeting may be removed from the room by the presiding officer, and the person may be barred from further audience before the Oversight Group during that session of the Oversight Group meeting. See NRS 241.030(4)(a); RMC §§8.12.024, 8.12.027; Nevada Attorney OMLO 2001-22/AG File No. 00-047. (April 27, 2001); Nevada Open Meeting Law Manual, §7.06. Examples of disruptive conduct include, without limitation, yelling, stamping of feet, whistles, applause, heckling, name calling, use of profanity, personal attacks, physical intimidation, threatening use of physical force, assault, battery, or any other acts intended to impede the meeting or infringe on the rights of the Oversight Group, staff, or meeting participants.

**A. Roll Call**

**B. Public Comment** – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7).

**C. Approval of Agenda** – March 13, 2018 **(For Possible Action)**

**D. Approval of Minutes**

1. December 5, 2017 **(For Possible Action)**
2. December 18, 2017 **(For Possible Action)**

**E. Accela Workshop and Presentation** on Accela Hosting of the ONE Regional platform, Customer Support, E-payments, future improvements, performance issues, and roadmap of future product improvements and other matters relating to the City of Reno, City of Sparks, Douglas County, Health District, and Washoe County, NV. There will also be opportunities for question and answer during the workshop. **(Informational Only)**

**F. Public Comment** – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7).

**G. Adjournment (For Possible Action)**