

**BOARD MEMBERS**

Daren McDonald, Chair  
James Ainsworth  
Eugenia Bonnenfant  
Rost Olsen  
Michael Gratz

**COUNTY CLERK**

Janis Galassini

**DEPUTY DISTRICT**

**ATTORNEY**

Herb Kaplan  
Trenton Ross

**NOTICE OF MEETING AND AGENDA  
WASHOE COUNTY BOARD OF EQUALIZATION**

**THURSDAY, JANUARY 9, 2025**

**10:00 A.M.**

**WASHOE COUNTY ADMINISTRATIVE COMPLEX  
CAUCUS ROOM  
1001 E. 9<sup>TH</sup> STREET, BUILDING A  
RENO, NEVADA**

**Possible Changes to Agenda and Timing:** Items on the agenda may be taken out of order, combined with other items, removed from the agenda, or moved to the agenda of another meeting. Items with a specific time designation will not be heard prior to the stated time but may be heard later. The Board may take short breaks approximately every 90 minutes.

**Public Comment:** Public comment is welcomed during public comment periods and is limited to 3 minutes per person per public comment period. Unused time may not be allocated to other speakers. A speaker's viewpoint will not be restricted; however, reasonable restrictions may be imposed upon the time, place, and manner of speech. Irrelevant statements, unduly repetitious statements, and personal attacks that would objectively antagonize or incite others are examples of speech that may be reasonably limited. All comments are to be directed to the Board as a whole.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda. During items designated "for possible action" that are considered individually, public comment will only be heard about the specific item being considered by the Board. Members of the public that wish to share documents or make a brief presentation within their public comment period must provide ten (10) printed copies of each document. Please note that USB drives or any other digital media will not be accepted due to the risk of introducing viruses or malicious code, which could potentially compromise the County's systems.

Members of the public may also submit comments by email to [clerkboard@washoecounty.gov](mailto:clerkboard@washoecounty.gov). The County will make reasonable efforts to include all such comments received by 4:00 pm one working day prior to the meeting in the record.

**Responses to Public Comments:** The Board of Equalization can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure the public has notice of all matters the Board will

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consider, members may choose not to respond to public comments except to correct factual inaccuracies, ask for County staff action, or ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: “Board Member Comments: This item is limited to announcements or topics/issues proposed for future agendas.”

**Forum Restrictions and Orderly Conduct of Business:** The Board of Equalization conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal.

**Posting of Notice and Agenda:** Pursuant to NRS 241.020(4)(b), the Agenda for the Board of Equalization has been posted at the Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Building A, Reno, Nevada) and has been electronically posted at [https://www.washoecounty.gov/clerks/brm/board\\_committees/boe/index.php](https://www.washoecounty.gov/clerks/brm/board_committees/boe/index.php) and <https://notice.nv.gov>.

**How to Get Copies of Agenda and Supporting Materials:** Copies of the agenda and supporting materials for the items on the agenda, provided to the Washoe County Board of Equalization, are available to members of the public at the Washoe County Clerk’s Office (1001 E. 9<sup>th</sup> Street, Bldg A, 1<sup>st</sup> Floor, Reno Nevada), by contacting Evonne Strickland by phone at (775) 784-7275 or by email at [estrickland@washoecounty.gov](mailto:estrickland@washoecounty.gov), or on the Board of Equalization’s website at [https://www.washoecounty.gov/clerks/brm/board\\_committees/boe/index.php](https://www.washoecounty.gov/clerks/brm/board_committees/boe/index.php).

**Accessibility:** The Washoe County Commission Chambers are accessible to the disabled. If you require special arrangements for the meeting, call the County Clerk's Office, (775) 784-7279, at least 24 business hours prior to the meeting.

**Public Transportation:** Public transportation is available to this meeting site: RTC Routes 2, 2S, 5 and 15 serve this location. For eligible RTC ACCESS reservations call (775) 348-5438.

1. **CALL TO ORDER** [Non-action item]
2. **SALUTE TO THE FLAG** [Non-action item]
3. **ROLL CALL AND DETERMINATION OF QUORUM** [Non-action item]
4. **PUBLIC COMMENTS** [Non-action item]: Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the Board agenda. Comments are to be made to the Board as a whole.
5. **OATH OF OFFICE** [Non-action item]: Clerk to administer oath of office to new Board members. (Rost Olsen and Michael Gratz)
6. **ELECTION OF VICE-CHAIR [FOR POSSIBLE ACTION]**: Possible election of a vice-chair for the 2025 Washoe County Board of Equalization.

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7. **SWEARING IN** [Non-action item]: County Clerk to administer oath to appraisal staff.
8. **ORIENTATION AND TRAINING** [Non-action item]:
  - A. Washoe County Assessor’s Office presentation and overview of the assessment process for the 2025/2026 fiscal year.
  - B. Washoe County Clerk’s Office presentation and overview by Washoe County Clerk’s Office of statutory responsibilities as Clerk of the Board and administrative and clerical practices; distribution of State Guidelines to County Board of Equalization Members.
  - C. Washoe County District Attorney’s Office training on Nevada Open Meeting Law and Ethics in Government Law.
9. **2025 HEARINGS [FOR POSSIBLE ACTION]**: Discussion and possible adoption of rules and procedures to be used by the Board for hearings during the 2025 Board of Equalization meetings, including but not limited to discussion and direction to staff on petitions filed after the deadline date, and determination of method of holding future meetings (in-person, virtual, or hybrid options).
10. **BOARD MEMBER COMMENTS** [Non-action item]: This item is limited to announcements or topics/issues proposed for future agendas.
11. **PUBLIC COMMENTS** [Non-action item]: Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the Board agenda. Comments are to be made to the Board as a whole.
12. **ADJOURNMENT** [Non-action item]

**THIS AGENDA IS AN OFFICIAL AGENDA OF THE WASHOE COUNTY  
BOARD OF EQUALIZATION PREPARED AND POSTED BY THE WASHOE COUNTY CLERK AS CLERK  
OF THE BOARD OF EQUALIZATION**