

NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting
December 13, 2019, 9:30 a.m.

NACO Office
304 S. Minnesota Street
Carson City, NV 89703

AGENDA

Some NACO Board members may attend via phone from other locations. Items on the agenda may be taken out of order. The NACO Board may combine two or more agenda items for consideration. The NACO Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Call to Order, Roll Call and Pledge of Allegiance

1. Public Comment. Please Limit Comments to 3 Minutes.
2. Approval of Agenda. **For Possible Action**
3. NACO President's Report.
4. NACO Executive Director's Report.
5. Approval of Minutes of the November 15th, 2019 NACO Board of Directors Meeting. **For Possible Action**
6. Discussion and Approval of Updated NACO Personnel Policies. **For Possible Action**
7. Approval of NACO's 2020 Associate Members. **For Possible Action**
8. Approval of NACO's October 2019 Financial Statements and Investment Reports. **For Possible Action**
9. Final Discussion and Approval of NACO's 2020 Budget. **For Possible Action**
10. Discussion and Update on Activities of the Nevada Commission on Off-Highway Vehicles and the Nevada OHV Program, Sue Baker, Vice-Chair, and Nikhil Narkhede, Nevada Department of Conservation and Natural Resources. **For Possible Action**
11. Discussion and Approval of NACO's Recommendations for the University of Nevada Cooperative Extension 2021 Budget Enhancement Proposal. **For Possible Action**
12. Discussion and Updates Related to the 2020 U.S. Census.
13. **Update and Possible Action** Regarding Natural Resources and Public Lands and Issues Affecting Counties Including:
 - a. Update on Greater Sage Grouse Issues Including the BLM and USFS Greater Sage Grouse Resource Management Plans
 - b. Other Updates from the NACO Public Lands and Natural Resources Subcommittee
14. NACO Committee of the Emeritus Update.

15. National Association of Counties and Western Interstate Region Board Member Updates.

16. NACO Board Member Updates.

17. Public Comment. Please Limit Comments to 3 Minutes.

Adjournment.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify NACO in writing at 304 S. Minnesota Street, Carson City, NV 89703, or by calling (775) 883-7863 at least three working days prior to the meeting.

Members of the public can request copies of the supporting material for the meeting by contacting Amanda Evans at (775) 883-7863. Supporting material will be available at the NACO office and on the NACO website at: www.nvnaco.org

This agenda was posted at the following locations:

NACO Office 304 S. Minnesota Street, Carson City, NV 89703

Washoe County Admin. Building 1001 E. Ninth Street, Reno, NV 89520

Elko County Manager's Office 540 Court Street #101, Elko NV 89801

POOL/PACT 201 S. Roop Street, Carson City, NV 89701

Item 5

NEVADA ASSOCIATION OF COUNTIES (NACO)

Board of Directors' Meeting
November 15th, 2019, 9:30 a.m.
NACO Office
304 S. Minnesota Street
Carson City, NV 89703

UNADOPTED MINUTES

Attendance: President Waits, President Elect French, Churchill County Commissioner Olsen, Douglas County Commissioner Walsh, Elko County Commissioner Steninger, Lander County Commissioner Allen, Lincoln County Commissioner Higbee, Nye County Commissioner Wichman, and NACO Staff (Dagny Stapleton, Vinson Guthreau, Colby Prout and Amanda Evans)

Remote Attendance: Esmeralda County Commissioner Keyes, Eureka County Commissioner Goicoechea, Lyon County Commissioner Keller, Lincoln County Commissioner Lister, Mineral County Commissioner Price, and Pershing County Commissioner Shank.

Other Attendance: Churchill County Manager Jim Barbee; Travis Brewer-LaChapelle, Office of Senator Rosen; President Marc Johnson, Dean Bill Payne, Provost Kevin Carman, Director Ivory Lyles, and Holly Gatske, University of Nevada; Marla McDade-Williams, Strategies 360; Linda Bisset, NV Energy; and Jamie Cooper, NDOT

The meeting was called to order at 9:32 a.m.

1. **Public Comment.** None was given.
2. **Approval of Agenda.** The agenda was approved on a motion by Commissioner Wichman with second by Commissioner Higbee.
3. **NACO President's Report.** President Waits acknowledged a photo of Clark County Commissioners Kirkpatrick and Weekly in the National Association of Counties (NACo) publication This Week in Pictures. She informed the Board that the NACO's Justice and Public Safety Committee is working on the issue of federal benefit loss for those in the criminal justice system that have not been convicted with the introduction of two Senate bills that address the issue. She also noted that the work is being done on the affordability of flood insurance, which may include premium caps. President Waits concluded her remarks by acknowledging the birthdays of those members of the Board that occurred in November.
4. **NACO Executive Director's Report.** Dagny informed the Board that the Nevada Dept. of Health and Human Services had released their individual county health reports and noted that a link to the reports was included in the agenda packet. She informed the Board that approximately \$30 million is available in Federal Land Access Program (FLAP) grants for projects on county roads adjacent to or that grant access to public lands. She encouraged the Board to review the agenda materials provided on the program and noted that she is on the Subcommittee for review of the grant applications. She also informed the Board that informational webinars would be taking place and that final applications would be due in March 2020. Dagny informed the Board that the Board for the Fund for Hospital Care to Indigent Persons (IAF) had opened the application process for claims for both county Medicaid Match reimbursements and hospital claims for

indigent persons involved in motor vehicle accidents, and that those claims are due on December 16. NACO staff will review the claims and a meeting of the IAF Board is expected to occur in January or February and she will bring an update back to the Board following that meeting. Dagny gave the Board a final update on the 2019 Annual Conference and noted that revenues were better than expected and positive feedback was received. Vinson concluded the Director's report by informing the Board that a workshop would be held by the Office of the Labor Commissioner on the new Prevailing Wage/Apprenticeship requirements that were passed by the Legislature during the 2019 session.

5. **Approval of Minutes of the October 18th, 2019 NACO Board of Directors Meeting.** The minutes were approved on a motion by Commissioner Wichman with second by Commissioner Higbee.
6. **Discussion of Format for Future NACO Board Meetings.** President Waits informed the Board that she had requested the item to be on the agenda to discuss the practice of providing lunch. She noted that the meetings had not been continuing into the mid to late afternoon as they had previously and expressed concern with those members who travel from long distances being able to begin their travel home earlier in the day. Commissioner Wichman suggested stopping the practice of providing lunch and instead providing coffee and snacks. She then suggested leaving the decision of whether to provide lunch up to staff based on the content of the agenda. Discussion continued regarding the January meeting in Clark County and it was discussed to have the Public Lands and Natural Resources subcommittee meeting at 9:30 a.m., with the Board meeting following at 10:30 a.m. Lunch will be provided at the Clark County meeting. Staff was directed to determine if lunch was necessary based on the agenda and then, if so, inform the Board of that fact when the agenda is distributed each month.
7. **Preliminary Discussion of NACO's 2020 Budget.** Dagny informed the Board that the Association's Fiscal Officer, Alan Kalt had been of great assistance to her during the development of the budget. She informed the Board that the county dues are based on the same formula as provided in the by-laws including a .5% assessment based on the counties' 2019 Payment in Lieu of Taxes (PILT) payments. Dagny noted that the Association's beginning position is more positive for 2020 based upon savings in staff positions that were open for a period of 2019, operational savings, and the deletion of the video conference hosting costs. She informed the Board that the proposed budget includes a 2.5% Cost of Living (COLA) increase for most staff but that she included a 5% increase for Vinson due to do increased responsibilities. She concluded her presentation of the proposed budget by informing the Board that she had included two new line items, one for IT support and one for the costs associated with subscription-based software. She encouraged the Board to review the proposed budget and descriptions and reach out to her with any questions or concerns. President Waits informed the Board that the Executive Committee had met earlier in the morning to conduct a performance evaluation for Dagny and they recommend a 5% salary increase for Dagny. She also recognized staff for their hard work and dedication to maintaining the Association's budgetary concerns. The 2020 budget will be presented to the Board at the December meeting for final approval.
8. **Discussion on Nevada's Cooperative Extension Program, Including Future Funding Requests, President Marc Johnson, University Nevada, Reno.** University President, Marc Johnson addressed the Board and informed the group that the Extension Program would be the University's priority for requesting budget enhancements for the 2021 Legislative Session. He spoke about the mission of land grant universities, their requirements for community outreach, some of the honors UNR has received from US News and the Carnegie Institute. He also informed the Board that the University had developed a dual enrollment program with Western Nevada and Great Basin Community College's for several degree programs. He stressed that Regent support would be integral in the budget enhancement process, because the University

cannot lobby for support of any plan not supported by the Board of Regents. Provost, Kevin Carman noted that the University is unique in addressing funding challenges due to the requirement for statewide outreach and stressed that education of both the Board of Regents and the members of the Legislature, in cooperation with the Counties would be key in obtaining support for the Program's request for budget enhancement. Discussion from the Board included the lack of recovery to pre-recession funding levels and community programming. The President noted that it would be important to provide justification on a programmatic level for the request for additional funding, and not rely on the argument of returning to pre-recession funding levels, because none of the University's departments had been returned to those funding levels. He specifically noted that those programs/departments that appear to have the most funding recovery is because their enrollment has increased, but clarified that UNCE does not receive formula funding. President Johnson asked the Board for specific priorities to be identified for funding and that a plan would need to be completed by January, to begin the process for Regent approval. Dagny suggested a working group be put together and Commissioner Olsen inquired as to if the Extension program had developed a specific list of priorities and the costs associated. Extension Director, Ivory Lyles informed the group that there is a preliminary list of suggestions and that he would share them with the group, but he is most interested in the priorities of the Counties, as the largest funders of the Program. No official action was taken by the Board; however, a working group was formed to further discuss the issue and develop a plan to bring back to the Board for approval at a later date.

9. **Discussion Regarding S. 2666, the Public Land Renewable Energy Development Act (PLREDA).** Colby gave the Board an overview of the Act - as currently written, 25% of revenues would be returned to the county in which the project resides, and that wind and solar are also included in the current iteration of the Act. Commissioner Wichman moved for sending a letter of support with specific language regarding the percentage of revenues and types of projects included. The motion passed on a second by Commissioner Higbee.
10. **Discussion and Updates Related to the 2020 U.S. Census.** Dagny reminded the Board that she is their representative on the Governor's Complete Count Committee and that the item will be a standing agenda item through the completion of the Census. She informed the group that a State Census Director had been hired and that state support staff, including positions dedicated to the rural counties, would also be hired. She reminded them that Federal staff is also present within the state for outreach support and resources are available to counties for conducting outreach efforts. She also noted that funds will be available to counties and others in the form of Grants from the State and she will keep them apprised of when application for these funds will be available.
11. **Update and Possible Action Regarding Natural Resources and Public Lands and Issues Affecting Counties Including:**
 - a. **Update on Greater Sage Grouse Issues Including the BLM and USFS Greater Sage Grouse Resource Management Plans and the Activities of the State of Nevada's Sagebrush Ecosystem Council.** Colby reminded the Board of previous discussion regarding the injunction placed by the District Court of Idaho in October and informed the Board that the BLM and stakeholders are continuing to work through the process on how to effectively address that issue. He informed the Board that the Forest Service would be having an Objection Resolution meeting in December in Salt Lake City and that the Association would be represented at that meeting. Colby also informed the group that the Sagebrush Ecosystem Council's regulations had been accepted by the Legislative Commission. The Board was also informed that a call with all sage grouse counties would take place on Monday Nov 25th at 3pm to discuss the legal developments regarding the BLM and strategize about next steps. No action was taken.

b. Other Updates from the NACO Public Lands and Natural Resources Subcommittee. President Elect French, who Chairs the Subcommittee, informed the Board that discussion on the Path Forward, for Wild Horses and Burro's and the Lahontan Cutthroat Trout issues had been discussed during the previous days meeting. He also noted that the Bi-State Sage Grouse listing decision is expected in April of 2020, and the Fallon Regional Training Complex (FRTC) expansion and Waters of the US are also pending decisions. Commissioner Wichman noted that a meeting on the FRTC would be taking place with the Governor's office on the following Monday. President Waits inquired as to what was occurring with the individual county lands bills and Travis Brewer-LaChapelle, of the Office of Senator Rosen, informed the group that the Senators have divided the lands bills between their offices and that teams from both Offices are working on the FRTC issue. No action was taken.

12. NACO Committee of the Emeritus Update. Vinson informed the Board that the Committee had met the previous Friday and that they are in the final stages of planning the December 6th workshop on what counties need to do to comply with legislation passed in 2019. He also informed the Board that the Committee has begun preliminary planning for the February workshop and the New Commissioner Handbook for the Newly Elected Officials Training that will take place during the 2020 NACO Annual Conference. Additional discussion occurred regarding the recording of the workshops and staff was directed to investigate the issue.

13. National Association of Counties and Western Interstate Region Board Member Updates. On behalf of Commissioner Dahl, Commissioner Steninger informed the Board that items of discussion at the Western Interstate Region meeting in October included PILT and Secure Rural Schools funding, wildfire issues, public lands access, and wild horse and burro issues. Vinson, who also attended the meeting, added that discussion was also held on the social and other services counties are required to provide on public lands. Commissioner Higbee informed the Board that he would be attending a meeting of the NACo Board of Directors at the end of the month in Omaha and would have an update at the next meeting.

14. NACO Board Member Updates. Updates were given by members of the Board on activities within their counties.

15. Public Comment. None was given.

The meeting was adjourned at 11:56 a.m.

Item 6

[NACO Personnel Policies & Procedures Manual](#) - Draft

Item 7

2020 Associate Membership Approval

NV Energy
Willis Towers Watson
Sherman Howard
BEC Environmental
Lumos
BofA
Pool/PACT
L/P Insurance Services Inc.
Pershing Gold
AT&T
Harris Corporation
Nevada Mining Assoc.
A&H Insurance
Stradling Yocca Carlson & Rauth
Charter Communications
Q&D Construction
Devnet
Switch
USI Insurance Services

*The above list is existing Associate Members who have committed to renewal for 2020

The following are new applications for Associate Membership

NACO ASSOCIATE MEMBER INFORMATION

Company Information (please print or type)

Company Name

Headquarters Address

City

State

Zip

Phone

Fax

Company Website

Official Company Representative (please print or type)

First Name

Last Name

Title

Address (if different from above)

Phone

Fax

Cell

E-mail

Additional/Alternate Company Contact (Name & E-mail)

Please provide a brief summary of what your firm does and how an Associate Membership with NACO will be mutually beneficial.

Thank you for your interest in joining NACO!

Please return your completed application to us at: 304 S. Minnesota St.
Carson City, NV 89703
or via E mail at: aevans@nvnaco.org

Item 8

Nevada Association of Counties
Balance Sheet
October 31, 2019

ASSETS

Current Assets		
Cash - Bank of America	\$	426,265.66
Money Market		110,780.42
Investments Cash Equivalents		5,173.75
Investments Cash Equivalents		4,007.71
Accounts Receivable		11,367.10
Prepaid Expenses		<u>1,074.78</u>
Total Current Assets		558,669.42
Property and Equipment		
Office Equipment		174,359.50
Building		447,906.18
Land		131,000.00
Building Improvements		90,311.78
Fixed Assets - Vehicle		32,878.25
Accumulated Depreciation		<u>(311,929.76)</u>
Total Property and Equipment		564,525.95
Other Assets		
Investments - RJ Equity		189,929.50
Investments - RJ Securities		456,247.55
DEFERRED OUTFLOWS		<u>191,230.00</u>
Total Other Assets		<u>837,407.05</u>
Total Assets	\$	<u><u>1,960,602.42</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accrued Payroll Benefits	\$	9,651.66
Payable For NACo Conference		489.93
Deferred Revenue		35,000.00
PERS Pension Liability		653,604.00
DEFERRED INFLOWS		<u>47,130.00</u>
Total Current Liabilities		745,875.59
Long-Term Liabilities		<u>0.00</u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		745,875.59
Capital		
Retained Earnings		985,988.51
Net Income		<u>230,738.32</u>
Total Capital		<u>1,216,726.83</u>
Total Liabilities & Capital	\$	<u><u>1,962,602.42</u></u>

Nevada Association of Counties
Income Statement/Budget
For the Ten Months Ending October 31, 2019

	GL Acct.	Current Month	Year to Date	Budget	Y-T-D % Budget
Revenues					
Membership Dues	4500	0.00	361,491.00	361,491.00	100.0%
Public Lands Assessment Dues	4550	0.00	134,936.00	134,936.00	100.0%
Conference Revenues	4501,4502,4:	1,875.00	73,739.92	35,395.00	208.3%
IAF/Supplemental Funds	4602	35,000.00	70,000.00	70,000.00	100.0%
Interest Income	4650	1,122.45	15,148.20	15,000.00	101.0%
National Programs	4700	1,028.73	13,574.71	17,000.00	79.9%
Associate Memberships	4702	0.00	21,750.00	18,000.00	120.8%
Unrealized Gain/(Loss)-Investments	4740,4741,7:	(1,831.84)	32,927.79	0.00	
RCI/Greater Sage Grouse Cont.	4608	0.00	19,322.00	0.00	
Total Revenues		37,194.34	742,889.62	651,822.00	114.0%
Expenses					
Salaries	7100	23,346.75	234,528.46	309,419.00	75.8%
Retirement: PERS	7103	6,477.16	57,652.14	86,637.00	66.5%
Employee Health Insurance/Life	7104,7105	6,943.53	18,380.29	39,366.00	46.7%
FICA, ESD, and Medicare Expense	7106,7108	369.23	4,615.58	6,000.00	76.9%
Audit	7305	0.00	8,125.00	8,500.00	95.6%
Board Meetings	7303	685.88	3,190.93	7,500.00	42.5%
Building Operating Expenses	8000-BLD,8	3,057.38	18,611.03	18,403.00	101.1%
Building Capital Projects	8500-BLD	0.00	18,165.00	26,000.00	69.9%
Conference Expenses	7300-01,730	32,618.19	34,036.15	35,000.00	97.2%
County Leadership Institute	7306	0.00	3,183.73	2,200.00	144.7%
Depreciation Expense	7230	0.00	0.00	0.00	
Donations/Sponsorships	7234	0.00	75.00	1,500.00	5.0%
Equipment Lease & Maintenance	7202	245.71	3,273.35	8,500.00	38.5%
Equipment Purchases	7205	0.00	960.89	4,500.00	21.4%
Internet Service	7208	399.00	3,990.00	4,788.00	83.3%
Legislative Expense	7304	0.00	5,518.12	5,000.00	110.4%
Liability & Auto Insurance	7212	676.50	4,555.02	5,500.00	82.8%
Mgmt Consulting & Training	7227	0.00	0.00	0.00	
Member Services	7313	112.46	2,038.25	0.00	
Miscellaneous Expenses	7400	0.00	0.00	0.00	
Office Supplies	7204	701.16	2,801.25	3,500.00	80.0%
Postage	7210	169.15	405.56	500.00	81.1%
Printing	7218	0.00	0.00	750.00	0.0%
Professional Fees	7308, 7309	3,282.64	13,632.68	18,388.00	74.1%
PEHB Liability	7109	129.00	1,481.28	1,552.00	95.4%
Publications, Dues, Registrations	7216	943.86	8,130.36	7,743.00	105.0%
Recruiting & Advertising	7319	0.00	821.41	0.00	
Representative Travel	7222	385.15	10,778.69	17,000.00	63.4%
RCI/Greater Sage Grouse Cont.	7408	693.33	9,997.68	0.00	
Special Studies/Litigation	7409	1,455.56	11,309.24	15,000.00	75.4%
Staff Travel	7219	936.23	12,737.09	20,000.00	63.7%
Telephone	7207	675.76	4,945.53	7,000.00	70.7%
Video-Conferencing Host & Warranty	7307	511.50	5,115.00	6,649.00	76.9%
Vehicle Registration Maintenance	7214	915.46	1,064.56	3,000.00	35.5%
WIR Dues	7224	0.00	8,032.03	9,991.00	80.4%
Total Expenses		85,730.59	512,151.30	679,886.00	75.3%
Net Income		(48,536.25)	230,738.32	(28,064.00)	



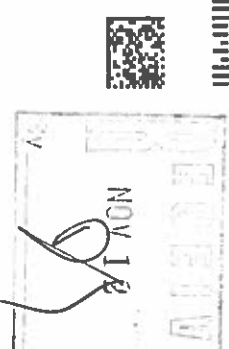
RAYMOND JAMES®

September 30 to October 31, 2019

Nevada Assoc Of Counties Account Summary

Closing Value \$460,255.26

0003972 04 MB 1 174 04 TR 000066 RUCP4102 000000
 NEVADA ASSOC OF COUNTIES (NACO)
 EAM HOJAX
 304 S MINNESOTA ST
 CARSON CITY NV 89703-4270046



JOE WOODS II
 Raymond James Financial Services, Inc.
 RAYMOND JAMES FINANCIAL SVCS. | 1011 C AVENUE | CORONADO, CA 92118 | (619) 435-1693
 RaymondJames.com/SanDiego | Joe.Woods@RaymondJames.com
 Raymond James Client Services | 800-647-SERV (7378)
 Monday - Friday 8 a.m. to 9 p.m. ET
 Online Account Access | raymondjames.com/clientaccess

Investment Objectives

Primary: Income with a medium risk tolerance and a time horizon exceeding 10 years.

Activity

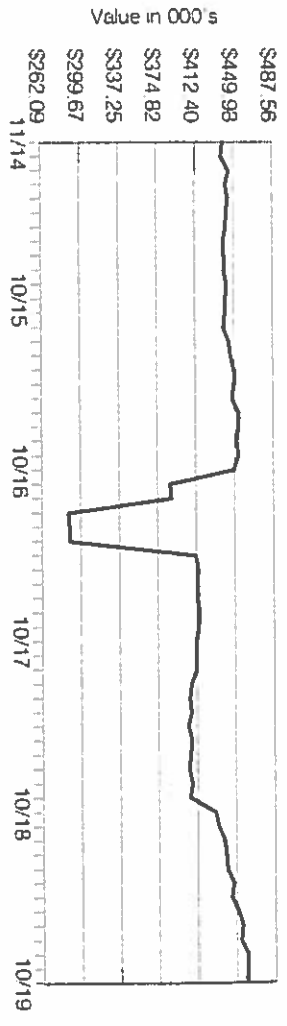
	This Statement	Year to Date
Beginning Balance	\$ 460,669.63	\$ 439,331.40
Deposits	\$ 0.00	\$ 0.00
Income	\$ 630.82	\$ 10,406.70
Withdrawals	\$ 0.00	\$ 0.00
Expenses	\$ (1,451.42)	\$ (5,638.02)
Change in Value	\$ 406.23	\$ 16,155.18
Ending Balance	\$ 460,255.26	\$ 460,255.26

Time-Weighted Performance

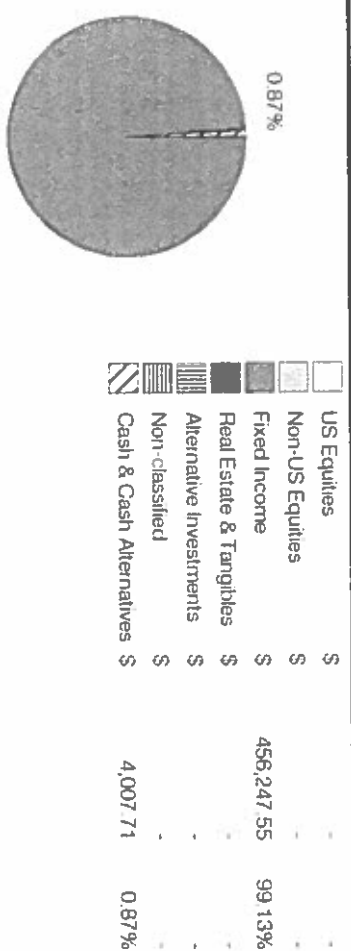
See Understanding Your Statement for important information about these calculations

	YTD	2018	2017
Performance Inception 09/26/96	4.84%	(0.22)%	0.58%

Value Over Time



Asset Allocation Analysis



Account created by Raymond James & Associates Inc
 Member New York Stock Exchange SIPC
 003972 RUCP4102 017925

Morningstar asset allocation information is as of 10/30/2019 (mutual funds & annuities) and 10/17/2019 (529s).
 Nevada Assoc Of Counties - Account Summary Page 1 of 32



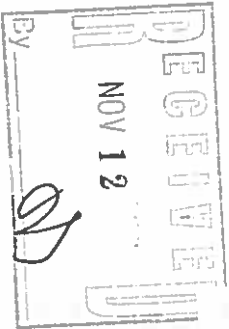
RAYMOND JAMES®

September 30 to October 31, 2019

Nevada Assoc Of Counties Account Summary

Closing Value \$195,103.25

NEVADA ASSOC OF COUNTIES (NACO)
 EAM EQINC
 304 S MINNESOTA ST
 CARSON CITY NV 89703-4270046



JOE WOODS II
 Raymond James Financial Services, Inc.
 RAYMOND JAMES FINANCIAL SVCS | 1011 C AVENUE | CORONADO, CA 92118 | (619) 435-1893
 Raymondjames.com/SanDiego | Joe.Woods@Raymondjames.com

Raymond James Client Services | 800-647-SERV (7378)
 Monday - Friday 8 a.m. to 9 p.m. ET
 Online Account Access | raymondjames.com/clientaccess

Investment Objectives

Primary: Growth with a medium risk tolerance and a time horizon exceeding 10 years

Value Over Time



Activity

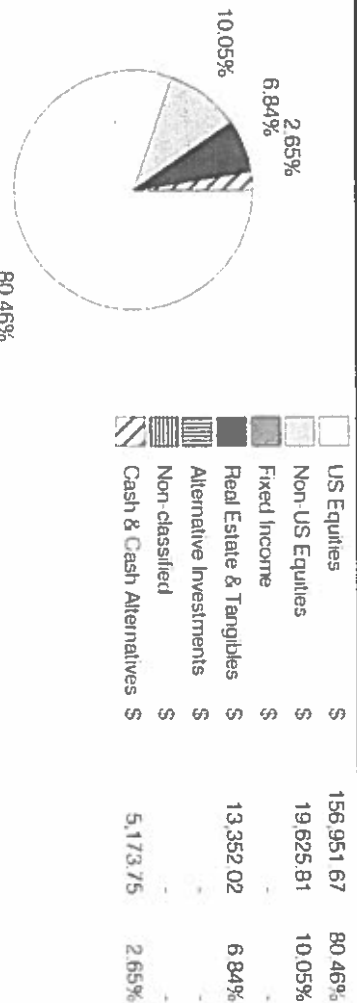
	This Statement	Year to Date
Beginning Balance	\$ 195,404.58	\$ 188,056.58
Deposits	\$ 0.00	\$ 0.00
Income	\$ 485.32	\$ 4,696.04
Withdrawals	\$ 0.00	\$ 0.00
Expenses	\$ (1,002.40)	\$ (3,789.01)
Change in Value	\$ 215.75	\$ 26,199.64
Ending Balance	\$ 195,103.25	\$ 195,103.25

Time-Weighted Performance

See Understanding Your Statement for important information about these calculations.

Performance Inception	YTD	2018	2017
08/26/96	16.11%	(3.52)%	18.71%

Asset Allocation Analysis



Item 9

2020 NACO Budget - Draft

BEGINNING NET POSITION \$ 952,292

REVENUES

Membership Dues	\$368,788
Public Lands Assessment Dues	\$136,250
Associate Membership	\$22,000
Conference Revenue	\$88,000
IAFAdministration Contract	\$70,000
Interest & Investment Income	\$15,000
National Programs	\$6,978

Projected Total Revenues \$707,016

Total Available Resources \$1,659,308

EXPENSES

Staff Salaries	\$324,825
Benefits	
PERS	\$95,823
Health/Dental/Vision/Life Insurance	\$39,366
Workers Comp/FICA	\$6,000
Audit	\$11,625
Board Meetings	\$10,000
Building Capital Projects	\$8,000
Building Operating Expenses & Repairs	\$19,000
Conference Expenses	\$45,000
County Leadership Institute	\$3,200
Donations/Sponsorships	\$1,500
Equipment Lease & Maintenance	\$4,500
Equipment Purchases	\$4,500
IT Support	\$2,500
Internet Service	\$4,788
Legislative Expenses	\$7,000
Liability & Auto Insurance	\$5,500
Member Services	\$3,000
Office Supplies	\$3,500
PEHB Liability	\$1,700
Postage	\$500
Printing	\$500
Professional Services	\$15,500
Publications/Dues/Registration Fees	\$3,660
Representative Travel	\$17,000
Special Studies & Litigation	\$15,000
Staff Travel	\$20,000
Telephone	\$6,000
Vehicle Registration Maintenance	\$3,000
Video-Conferencing Hosting	\$0
Web-based Hosting & Subscription Software	\$5,000
WIR Dues	\$9,991

Projected Total Expenses \$697,478

Net Income (Loss) \$9,538

Estimated Net Position \$961,830

2019 BUDGET DESCRIPTION (approved xx/xx/20)

NACO REVENUES

MEMBERSHIP DUES: The 2020 NACO membership dues for all counties are calculated to be a total of \$368,788. The 2019 membership dues were \$361,491. The NACO Dues Schedule was developed to recognize the various unique characteristics of each county, while at the same time providing a systematic method of assessment that considers the changes occurring yearly in our member county revenues. As such, the 2020 dues are based upon the FY 18 audited S-1 revenues for each county and the 2018 certified population figures. The majority of counties saw only a 1% or less increase to their membership dues.

PUBLIC LANDS ASSESSMENT DUES: This revenue calculation is based on the equivalent of a percentage, as determined by the Board, of up to .5%, of the most recent federal Payment in Lieu of Taxes (PILT) payment made to each county. The proposed Assessment for 2020 is based on 0.5% and is a total of \$136,250. This assessment pays for the expense of expanded NACO support for counties on natural resources-related issues. This assessment increased by less than 1%.

ASSOCIATE MEMBERSHIPS: \$22,000 is anticipated as revenue from Associate Memberships in 2020. The 2019 actual is \$21,750, an increase of over 30% since 2017.

CONFERENCE REVENUE: Conference revenue for 2020 is projected to be \$88,000, approximately the same as 2018 actuals. 2019 actuals were reduced due to an abbreviated conference.

INDIGENT ACCIDENT FUND (IAF) ADMINISTRATION: \$70,000 is budgeted by NACO for administration and support of IAF activities and the IAF Board of Directors. The current contract to provide administrative services to the IAF Board and Fund extends through June 2021.

INTEREST & INVESTMENT INCOME: \$15,000 has been budgeted for investments that are managed by Raymond James Financial Advisors, which is the same amount as 2019. Income for 2019 is projected to be just over \$15,000; however, because this revenue can fluctuate, it is projected at \$15,000 for 2020.

NATIONAL PROGRAMS: Through agreements entered into by the Board, the Association receives revenue from the National Association of Counties (NACo) for marketing Nationwide Retirement Services (deferred compensation) and the Caremark Discount Prescription Card Program. The Association also receives royalties based on county participation in Nationwide Retirement Services as well as constituent use of the Caremark Discount Prescription Card. In prior years NACO has also received revenue for participating and promoting the U.S. Communities Program, a cooperative purchasing program; however, because that program has been discontinued (sold by the National Association of Counties and rebranded), NACO will no longer receive U.S. Communities revenue. This means an approximately 58% decrease in revenue from national programs. Revenue received in 2019 is projected to be \$17,000 and for 2020 is projected to be \$6,978. NACO can generate additional revenue as well as savings for counties by increasing the use of the national programs.

NACO EXPENSES

STAFF SALARIES AND BENEFITS: The 2020 budget calls for continuing with a full-time NACO staff of four: Executive Director, Deputy Director, Office Manager and Natural Resources Manager. Salaries for NACO employees are \$324,825 which includes a 2.5% cost of living increase (COLA) for the Natural Resources Manager and Office Manager; a 5% salary increase to reflect increased duties and responsibilities for the NACO Deputy Director; and a 5% merit-based salary increase for the Executive Director. Salary adjustments will be effective January 1, 2020. All projected staff salaries for 2020 are within the salary ranges for those positions. All employees are members of the employer funded Public Employees Retirement System. The PERS contribution rate is currently 29.25%. NACO employees are also provided life insurance, health, dental and vision insurance. The 2020 budget reflects no additional increases in health insurance costs as the budgeted amount for health insurance in 2018 included a significant increase which was not realized.

WORKER'S COMP/FICA: The Workers' Compensation is provided under the Public Agency Insurance Pool. The 2020 budget amount is \$6,000. The budgeted amount for 2019 was \$6,000, and actual is projected to be \$5,500.

AUDIT: \$8,500 is budgeted for our independent auditor, Michael Bertrand, to conduct the 2018 NACO Audit. The actual amount for 2017 was \$7,225 and for 2018 was \$8,125. In addition, to meet the requirement to report NACO's pension liability (required under GASB), NACO has to contract for an audit of that liability, at a cost of \$3,500, for a total budgeted amount of \$11,625.

BOARD MEETINGS: \$10,000 is allocated for expenses related to 2020 Board meetings, which includes expenses for staff to travel for two meetings in Clark County, as well as costs for 1-2 annual Board gatherings. This amount is equivalent to what was budgeted in 2018 when the NACO Board met twice in Clark County.

BUILDING CAPITAL IMPROVEMENT PROGRAM: \$8,000 is budgeted for minor improvements and repairs to the historic NACO office building. \$26,000 was budgeted in this category in 2019, to allow for a roof replacement, which was completed.

BUILDING OPERATING EXPENSES: \$19,000 is budgeted for taxes, utilities, landscaping/snow removal, janitorial services, and minor maintenance and repairs. This is only a small increase (.3%) over what was budgeted in this category in 2017 and 2018.

CONFERENCE EXPENSE: \$45,000 is allocated for the 2020 NACO Annual Conference which will be in Churchill County. The amount allocated in 2018 was \$45,000 and in 2019 was \$35,000 due to NACO hosting an abbreviated Conference with lower expenses.

COUNTY LEADERSHIP INSTITUTE: \$3,200 is allocated in 2020 to support attendance for one participant in the National Association of Counties Leadership Institute training program. Due to increases in travel costs and lodging in Washington D.C. This is a 45% increase over what was requested for this expense in 2019 and 2018.

DONATIONS/SPONSORSHIPS: \$1,500 is being proposed for donations during 2020 to support other groups affiliated with the mission of NACO. This is the same as last year.

EQUIPMENT LEASES & MAINTENANCE: \$4,500 is allocated for office equipment leases and maintenance. This figure represents the lease of a copier, scanner and fax machine, as well as maintenance costs for equipment. This budget item has been decreased from \$8,500 in 2019 to \$4,500 in 2020 as IT support has been removed from this item and now has its own budget line. The total 2019 projection for expenses in this category, not including IT support was \$4,000.

EQUIPMENT PURCHASES: \$4,500 is allocated for computer and other office equipment including non-subscription software. This is the same amount that was budgeted for in 2017 - 2019.

IT SUPPORT: This is a new budget category. Previously the contract for Information Technology Services was included under the Professional Services category. This service includes a contract with an IT expert who assists NACO with hardware and software issues including internet service and routers, NACO file server, and staff computers. The amount budgeted for this service is \$2,500, which is approximately \$500 more than was spent on this service in 2018.

INTERNET SERVICE: The cost for internet service for the NACO offices and NACO Conference room in 2020 is projected to be \$4,788. This is the same as the budget amount for 2019, and just above projected costs through the end of 2019.

LEGISLATIVE EXPENSES: \$7,000 is requested for legislative expenses during 2020 to support active dialogue with members of the legislature and lobbying team efforts on behalf of the membership. For 2019 the amount that was budgeted was \$5,000 and expenses are projected to exceed that amount by \$500. The proposed increase reflects rising costs for both the joint NACO and League of Cities Legislative Reception, as well as travel to conduct outreach to legislators, and expenses incurred during the Nevada Legislative Session including lobbyist registration and bill-tracking services.

LIABILITY AND AUTO INSURANCE: NACO is a member of the Nevada Public Agency Insurance Pool. \$5,500 is allocated for general liability for the office and NACO vehicle, which is the same amount that was budgeted for 2019.

MEMBER SERVICES: This is a new budget category to cover expenses incurred for meetings and events hosted by NACO, and for NACO members, outside of regular Board meetings. These meetings include one for members while they travel annually to Washington D.C., as well as miscellaneous meetings hosted at the NACO offices that may include meals. The amount projected for this expense for 2020 is \$3,000. In 2019 approximately \$2,000 was spent on member services.

OFFICE SUPPLIES: \$3,500 is allocated for office supplies. The same amount budgeted for 2017 – 2019.

PEHB LIABILITY: \$1,700 has been budgeted for the prorated subsidy for a former NACO employee who has retired from the State and is currently receiving Public Employee's Health Benefits. This is an increase from \$1,552 from last year.

POSTAGE: \$500 is allocated for postage, which is the same amount budgeted for 2019 and less than the approved budget amount for 2017.

PRINTING: \$500 is allocated for general printing, a 25% decrease from 2019.

PROFESSIONAL SERVICES: \$15,500 has been allocated to pay for professional services in 2020. This includes payroll processing and bookkeeping services. The amount budgeted in 2019 was \$18,388 and has been reduced.

PUBLICATIONS/DUES/REGISTRATION FEES: \$3,660 is allocated for newspapers and magazine subscriptions, membership dues in other organizations and registration fees to outside conferences and meetings. This is \$4,083 less than was budgeted in 2019 as subscriptions for software and web-based services have increased and have been given their own budget category.

REPRESENTATIVE TRAVEL: \$17,000 is allocated for the NACO President, NACo and WIR Board members and other NACO Board members for travel pursuant to NACO's travel policy. This is the same amount as 2019.

SPECIAL STUDIES AND LITIGATION: \$15,000 is allocated for special studies including but not limited to technical studies related to legislative issues and legal research and litigation.

STAFF TRAVEL: \$20,000 is allocated for NACO staff travel for 2020, this amount has not increased since 2017. This includes travel to the NACo Legislative Conference, the NACo Annual Conference, the annual NCCAE meeting, and any other travel that may be required of the NACO staff in the course of carrying out the mission of NACO, including visiting and serving our membership in Nevada.

TELEPHONE: \$6,000 is allocated for telephone expenses including office phones, NACO conference line and cell phones for NACO staff. Due to savings from reductions in the price of contracts and equipment, this amount is \$1,000 less than was budgeted in 2019.

VEHICLE REGISTRATION MAINTENANCE: \$3,000 is budgeted for 2020, the same as 2017 - 2019.

VIDEO-CONFERENCE HOSTING: NACO will no longer have a video conferencing system and therefore no longer needs a contract for hosting. The previous system is end of life and no longer functions properly. Zero dollars are budgeted for this item in 2020, a reduction of \$6,649 from 2019.

WEB-BASED HOSTING & SUBSCRIPTION SOFTWARE: \$5,000 has been budgeted for software subscriptions such as Microsoft Office, cybersecurity software, PayPal, website hosting and domain registration, and the NACO digital newsletter platform. Some of these costs are new and/or increasing.

W.I.R. DUES: \$9,991 is budgeted for WIR annual dues for 2020. In 2019 total WIR dues were \$8,032; however, those may increase in 2020.

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2020 NACO Dues Schedule With 0.5% PL ASSESSMENT

County	Revenue Component		Population Component ⁽²⁾			Public Lands Component		2020 Dues ⁽³⁾	2019 Dues	Change
	FY 18 ⁽¹⁾ Audited Revenues	Base Assessment	2018 Certified Population	Per Capita Assessment	Population Assessment	2019 County PILT Payment	Public Lands Assessment (0.5%).			
Carson City	\$103,864,334	\$21,500	56,057	0.06	\$3,363	\$113,856	\$569	\$25,433	\$25,406	\$27
Churchill	\$29,999,593	\$13,000	25,628	0.08	\$2,050	\$2,346,920	\$11,735	\$26,785	\$26,525	\$260
Clark	\$3,332,896,559	\$24,500	2,251,175	0.03	\$67,535	\$3,632,785	\$18,164	\$110,199	\$108,487	\$1,712
Douglas	\$87,704,556	\$21,500	49,070	0.08	\$3,926	\$701,548	\$3,508	\$28,933	\$28,835	\$98
Elko	\$56,513,334	\$18,000	54,326	0.06	\$3,260	\$3,609,102	\$18,046	\$39,305	\$38,863	\$442
Esmeralda	\$6,875,728	\$6,500	969	0.15	\$145	\$158,455	\$792	\$7,438	\$7,366	\$72
Eureka	\$20,779,738	\$13,000	1,951	0.15	\$293	\$365,565	\$1,828	\$15,120	\$15,037	\$83
Humboldt	\$31,851,345	\$13,000	16,989	0.1	\$1,699	\$1,843,261	\$9,216	\$23,915	\$23,711	\$204
Lander	\$46,749,866	\$15,500	6,065	0.12	\$728	\$1,047,460	\$5,237	\$21,465	\$21,366	\$99
Lincoln	\$13,155,847	\$8,500	5,255	0.12	\$631	\$932,088	\$4,660	\$13,791	\$13,678	\$113
Lyon	\$50,799,740	\$18,000	55,551	0.06	\$3,333	\$2,248,437	\$11,242	\$32,575	\$30,348	\$2,227
Mineral	\$9,652,858	\$6,500	4,690	0.12	\$563	\$754,684	\$3,773	\$10,836	\$11,106	-\$270
Nye	\$61,495,325	\$18,000	47,856	0.08	\$3,828	\$3,331,286	\$16,656	\$38,485	\$38,345	\$140
Pershing	\$13,190,473	\$8,500	6,858	0.12	\$823	\$1,137,480	\$5,687	\$15,010	\$14,871	\$139
Storey	\$29,762,839	\$13,000	4,227	0.15	\$634	\$40,040	\$200	\$13,834	\$11,308	\$2,526
Washoe	\$500,927,717	\$24,500	460,237	0.04	\$18,409	\$3,682,568	\$18,413	\$61,322	\$60,726	\$596
White Pine	\$23,967,848	\$13,000	10,678	0.1	\$1,068	\$1,304,503	\$6,523	\$20,590	\$20,449	\$141
Total	\$4,420,187,700	\$256,500	3,057,583		\$112,288	\$27,250,038	\$136,250	\$505,038	\$496,427	\$8,611

(1) From Audited S-1 Revenues

(2) Certified by Governor; provided by the State of Nevada Demographer

(3) 2019 Dues = Base Assessment + (2017 Population X Per Capita Assessment) + (2018 County PILT Payment X PILT Assessment)

Item 12

<https://census.nv.gov/>

<https://2020census.gov/en/partners/outreach-materials.html>