



Laughlin Town Advisory Board
Laughlin Regional Government Center
101 Civic Way
Laughlin, NV 89029
 April 11, 2023
 1:30pm

AGENDA

Note:

- Items on the agenda may be taken out of order.
- The Board/Council may combine two (2) or more agenda items for consideration.
- The Board/Council may remove an item from the agenda or delay discussion relating to an item at any time.
- No action may be taken on any matter not listed on the posted agenda.
- All planning and zoning matters heard at this meeting are forwarded to the Board of County Commissioners' Zoning Commission (BCC) or the Clark County Planning Commission (PC) for final action.
- Please turn off or mute all cell phones and other electronic devices.
- Please take all private conversations outside the room.
- With a forty-eight (48) hour advance request, a sign language interpreter, or other reasonable efforts to assist and accommodate persons with physical disabilities, may be made available by calling (702) 455-3530, TDD at (702) 385-7486, or Relay Nevada toll-free at (800) 326-6868, TD/TDD.
- Supporting material provided to Board/Council members for this meeting may be requested from Tammy Harris at (702) 298-0828.
- Supporting material is/will also available at the Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155.
- Supporting material is/will be available on the County's website at <https://clarkcountynv.gov/LaughlinTAB>

Board/Council Members: Kathleen Hoss, Chairperson
 Pamela Walker, Vice Chairperson
 Fred Doten
 Kathy Ochs
 Hermon Walker

Secretary: Tammy Harris, (702) 298-0828, tammy.harris@clarkcountynv.gov
 Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

County Liaison(s): Mark Moskowitz, (702) 298-0828, (702) 455-6173, mark.moskowitz@clarkcountynv.gov
 Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

- I. Call to Order, Invocation, Pledge of Allegiance, and Roll Call
- II. Public Comment- This is a period devoted to comments by the general public about items on this agenda. No discussion, action, or vote may be taken on this agenda item. You will be afforded the opportunity to speak on individual Public Hearing Items at the time they are presented. If you wish to speak to the Board/Council about items within its jurisdiction but not appearing on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If any member of the

BOARD OF COUNTY COMMISSIONERS
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 KEVIN SCHILLER, County Manager

Board/Council wishes to extend the length of a presentation, this will be done by the Chairperson or the Board/Council by majority vote.

- III. Approval of Minutes for February 14, 2023. (For possible action)
- IV. Approval of Minutes for March 14, 2023. (For possible action)
- V. Approval of the Agenda for April 11, 2023, and Hold, Combine, or Delete any Items. (For possible action)
- VI. Informational Items
 - 1. Receive a report from the South County Liaison Mark Moskowitz regarding, updates on the Laughlin Residential Road Rehabilitation Project, the Laughlin/Bullhead Airshow, and any other updates from Clark County. (For discussion only)
 - 1. Receive an awards presentation from the Laughlin Rotary to honor a first responder for their dedication and contributions to the Laughlin Community. (For discussion only)
 - 2. Receive a report from Lt. Rogers with Metro Police regarding activity and statistics during the past month and other area crime concerns. (For discussion only)
 - 3. Receive a report from Clark County Fire Department regarding calls for service during the past month and other fire prevention issues. (For discussion only)
 - 4. Receive a report from Huston Pullen with Clark County Community and Economic Development regarding resources and programs available. (For discussion only)
 - 5. Receive a report and update from Elias Askins with United States Department of Agriculture regarding the Rural Partners Network. (For discussion only)
 - 6. Receive a report from Will Smith with Clark County Water Reclamation District regarding the status of the wastewater system. (For discussion only)
 - 7. Receive a report from Jason Bailey with Big Bend Water District regarding the status of the water system. (For discussion only)
 - 8. Receive a report from Parks & Recreation regarding the status of programs and upcoming activities. (For discussion only)
 - 9. Receive a report from Jackie Wallin with Laughlin Chamber of Commerce regarding current and upcoming business activities in Laughlin. (For discussion only)
 - 10. Receive a report from Jackie Wallin with the Laughlin Tourism Commission regarding current and upcoming events and activities. (For discussion only)

11. Receive a report from Tanya Brown-Wirth with Laughlin Library regarding current and upcoming activities. (For discussion only)
12. Receive a report from Laughlin school system regarding the status of programs and upcoming activities. (For discussion only)
13. Announcements of upcoming neighborhood meetings and County or community meetings and events. (For discussion only)

VII. Planning and Zoning: None

VIII. General Business:

1. Review the Laughlin TAB/CAC Bylaws. (For discussion only)

IX. Comments by the General Public- A period devoted to comments by the general public about matters relevant to the Board/Council's jurisdiction will be held. No vote may be taken on a matter not listed on the posted agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If any member of the Board/Council wishes to extend the length of a presentation, this will be done by the Chairperson or the Board/Council by majority vote.

X. Next Meeting Date: May 9, 2023

XI. Adjournment.

POSTING LOCATIONS: This meeting was legally noticed and posted at the following locations:
Laughlin Regional Government Center, 101 Civic Way, Laughlin, NV 89029
<https://notice.nv.gov>

To see live stream of the Laughlin Town Advisory Board meeting, go to You Tube and in the search bar type: LaughlinTown as one word. Or use address <https://www.youtube.com/channel/UCWo5ABfxMjLhtQ5keDBhEQQ>

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KEVIN SCHILLER, County Manager



Laughlin Town Advisory Board

February 14, 2023

MINUTES

Board Members: Kathleen Hoss – Chairperson Kathy Ochs - Absent
Pamela Walker – Vice Chairperson Hermon Walker
Fred Doten

Secretary: Tammy Harris, (702) 298-0828, tammy.harris@clarkcountynv.gov
Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

County Liaison(s): Mark Moskowitz, (702) 298-0828, (702) 455-6173, mark.moskowitz@clarkcountynv.gov
Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

I. Call to Order by Kathleen Hoss, Pledge of Allegiance led by Pamela Walker.

II. Public Comment: None

III. Approval of Minutes for January 10, 2023. (For possible action)

Moved by: Pamela Walker / Fred Doten

Action: Approved as written

Vote: 4-0

IV. Approval of agenda for February 14, 2023, and hold, combine or delete any items (For possible action)

Moved by: Pamela Walker / Fred Doten

Action: Approved

Vote: 4-0

V. Informational Items:

1. Announce the 2023 Laughlin Citizen of the Year and present a Clark County Proclamation in honor and recognition of community service. (For discussion only)

Mark Moskowitz and the LTAB members presented Margaret Gabaldon with the 2023 Citizen of the Year award.

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KEVIN SCHILLER, County Manager

Ms. Gabaldon said she was very surprised and said this is amazing.

2. Receive a report and updates from the South County Liaison Mark Moskowitz. (For discussion only)

Mark Moskowitz spoke about the Colorado River Law Enforcement Association Conference, where he represented Clark County and spoke about the Colorado River Safety Task Force.

Provided information regarding Commissioner Naft's quarterly visit which will include the Road Rehab open house project. This will include maps of the area and the phases. An itinerary is available on the table in the back.

3. Receive a report from Lt. Grant Rogers with Metro Police regarding activity and statistics during the past month and other area crime concerns. (For discussion only)

January 2023 Statistics:

Calls for Service: 325, increase of 6.91 % from this time last year.

Traffic Citations: 209

DUIs: 3

Battery Domestic Violence Arrests: 11

Bookings: 29

Juvenile Citations: 5

Laughlin High/ Middle School: 4

Bennett Elementary: 2

Coffee with a cop will continue monthly with different locations. The next event will on February 23rd and the guest speaker will be Commissioner Naft.

Lt. Rogers answered questions regarding remaining pollical signs, the increase in domestic violence and electronical tickets.

4. Receive a report from Clark County Fire Department regarding calls for service during the past month and other fire prevention issues. (For discussion only)

Captain Scott Taggard provided the January report.

Statistics January 2023

Station 76:

Total responses: 171

Station 85: 100

Total responses: 271

Captain Taggard addressed a question regarding the ladder truck.

5. Receive a report from Will Smith with Clark County Water Reclamation District regarding the status of the wastewater system. (For discussion only)

The Laughlin Water Reclamation Facility treated an average of 1.52 MGD, producing clean water returned to the Colorado River. Flow increased by 70,000 gallons per day from this time last year.

Sewer Service Complaints: None

Odor Complaints: None.

Call Before You Dig: 8 C.B.Y.D. Laughlin tickets received for January 2023.

6. Receive a report from Jason Bailey with Big Bend Water District regarding the status of the water system. (For discussion only)

Diversions: January 2023, 203-acre feet. There are no issues or leaks.
2022 - Total diversions: 3146 acre-feet

Jason Bailey and Chris Maes provided information on the repair of a treatment line, tank repair, and water shut down mid-March for valve repair.

Receive a report from Griffon Grasso with Parks & Recreation regarding the status of programs and upcoming activities. (For discussion only)

Griffin Grasso provided the January report.

Statistics: January 2023
18 programs- 885 participants

Updates:

Laughlin Aquatics Center is now hiring for Lifeguards. If you are interested, visit the Clark County website at www.clarkcountynv.gov

Hermon Walker voiced his concerns about not having enough outdoor activities for seniors.

Contact Info:

A'Lonn Bilbray, Supervisor
Griffin Grasso, Recreation Specialist
Laughlin Office – 702-298-3413

Receive a report from Sabrina Mills with University of Nevada, Extension regarding the status of programs and upcoming activities. (For discussion only)

Ask a Master Gardner will be at the library the 4th Wednesday each month from 10:30 – 12:30 pm. The event is free to the public.

Healthy Living While Aging, Newsletter is available on the back table. The newsletter can be accessed on- line at extension.unr.edu/healthy-aging or email at healthyaging@unr.edu

Contact information:

Sabrina Mills, Children's, Youth and Families, 4-H Youth Development
55 Civic Way, Laughlin, NV
(702) 299-1333

Receive a report from Jackie Wallin with Laughlin Chamber of Commerce regarding current and upcoming business activities in Laughlin. (For discussion only)

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Laughlin Chamber of Commerce Events:

- Connie Davis 5K Walk and Roll March 4, 2023, to benefit the Cancer Connection
- The Chef's Food Festival June 1, 2023, to benefit the River Fund, Inc.

Membership:

Members – 324

New Laughlin Members – 1

Volunteers in Partnership (VIPs). Anyone interested in volunteering as an Airport Ambassador, an usher at town wide concerts and events are encouraged to pick up an application at the chamber.

Additional Services:

Notary Service. Members are free. Non-members have a fee.

NDOW registered agent for fishing and small game licenses.

Laughlin Chamber of Commerce

(702) 298-2214

www.laughlinchamber.com

- 2022 Receive a report from Jackie Wallin with the Laughlin Tourism Commission regarding current and upcoming events and activities. (For discussion only)

Laughlin – Bullhead Airshow. To be held April 1, 2023, at the Laughlin – Bullhead Airport.

W.O.N. Fishing Tournament – 2nd Laughlin Open. To be held April 26-28th, 2023.

Sponsored Concerts by LTC:

Brooks and Dunn – April 29, 2023

Rockets over the River, Independence Day July 4th, 2023

For additional event information contact:

Executive Director Laughlin Tourism Commission, Jackie Wallin @ (702) 298-2214

- 2023 Receive a report from Tanya Brown-Wirth with Laughlin Library regarding current and upcoming activities. (For discussion only)

No Report. Calendars available on the back table.

- 2024 Receive a report from Laughlin school system regarding the status of programs and upcoming activities. (For discussion only)

Dawn Estes provided information on the Elks reading program. The Chamber V.I.P.'s donated \$750 to the high school library. The American Legion, the Son's of the American Legion, and the Rotary thank you for the student of the month program and believing in our students. The Robotic teams are both going to State the first of March. Middle school basketball team was 16 – 0 and won the championship. The new score board will be installed in March.

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Total students for Laughlin are 731. There are 45 seniors and graduation is scheduled for May 23rd at 4:00 pm.

2025 Announcements of upcoming neighborhood meetings and County or community meetings and events. (For discussion only)

None

VI. Planning & Zoning:

1. **UC-23-0006-CLARK COUNTY SCHOOL BOARD OF TRUSTEES:**

USE PERMIT for an elementary school.

WAIVERS OF DEVELOPMENT STANDARDS for the following: 1) increase building height; and 2) reduce throat depth.

DESIGN REVIEWS for the following: 1) an elementary school building; and 2) alternative parking lot landscaping in conjunction with an existing junior high and high school campus on a portion of 80.0 acres in an R-U (Rural Open Land) Zone. Generally located on the south side of Spirit Lane and the east side of Cougar Drive within Laughlin. (For possible action) To the PC 03/07/2023

Dawn Estes provided the history of the schools for the past eight years. The representatives from Cuningham provided maps and building designs for the new school extension.

Cuningham representatives addressed questions from the public. Due to not using the micro phone most of the conversations could not be heard.

After a brief discussion Chair Hoss motioned to approve UC-23-0006. Upon a voice vote motion passed 4-0.

VII. General Business: None

VIII. Public Comment:

Yoko Allen commented about Bennett Elementary after the new elementary school is built. Ms. Allen voiced her concern about traffic concerns after the school is completed.

IX. Next Meeting Date: March 14, 2023

X. Adjournment: 2:30 pm

These minutes are in draft form and will be formally approved at the April 11, 2023, meeting. Any corrections to these minutes will be reflected in the meeting minutes of the May 9, 2023, meeting.

To listen to the audio recording of the Laughlin Town Advisory Board go to:

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LaughlinTown as one word. Or use address <https://www.youtube.com/channel/UCWo5ABfxMjLhtQ5keDBhEOQ>

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Laughlin Town Advisory Board

March 14, 2023

MINUTES

Board Members: Kathleen Hoss – Chairperson
Pamela Walker – Vice Chairperson - Absent
Fred Doten
Kathy Ochs
Hermon Walker

Secretary: Tammy Harris, (702) 298-0828, tammy.harris@clarkcountynv.gov
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Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

- I. Call to Order by Kathleen Hoss, Pledge of Allegiance led by Pamela Walker.
- II. Public Comment: None
- IV. Approval of agenda for March 14, 2023, and hold, combine or delete any items (For possible action)

Moved by: Kathy Ochs
Action: Approved
Vote: 4-0

V. Informational Items:

1. Receive a report and updates from the South County Liaison Mark Moskowitz. (For discussion only)

Mark Moskowitz said the Commissioners new Newsletter is available, and if you would like an electronic copy, contact our office.

Mark Moskowitz provided information regarding Commissioner Michael Naft and Clark County, County Manager Kevin Schiller visit to Laughlin. Their visit included participation with Coffee with a Cop. Water Safety Round Table, Double Shot Coffee Shop Ribbon Cutting, tour of the Laughlin Library with Tanya Brown-Wirth, Lunch at the Laughlin Chamber with Jackie Wallin, and the Laughlin Roads Project Open House.

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The Searchlight Clean-Up was snowed out and the event will be re-scheduled.

2. Receive a report from Lt. Grant Rogers with Metro Police regarding activity and statistics during the past month and other area crime concerns. (For discussion only)

Sgt. DeShone Myles provided the February report.

February 2023 Statistics:

Calls for Service: 274, decrease of 5.52 % from this time last year.

Traffic Citations: 213

DUIs: 2

Battery Domestic Violence Arrests: 2

Bookings: 17

Juvenile Citations: 5

Laughlin High/ Middle School: 3

Bennett Elementary: 0

3. Receive a report from Clark County Fire Department regarding calls for service during the past month and other fire prevention issues. (For discussion only)

Captain Brady Dobbs provided the February report.

Two PWC will be in the water by April, crews are currently being trained. The Boat should be ready by the end of the year.

The PWC will be at station 85 and the boat will be at station 76.

Kathy Ochs commented about the locations of the launches.

4. Receive a report from Will Smith with Clark County Water Reclamation District regarding the status of the wastewater system. (For discussion only)

The Laughlin Water Reclamation Facility treated an average of 1.51 MGD, producing clean water returned to the Colorado River. Flow decreased by 10,000 gallons per day from this time last year.

Sewer Service Complaints: None

Odor Complaints: None.

Call Before You Dig: 2 C.B.Y.D. Laughlin tickets received for February 2023.

5. Receive a report from Jason Bailey with Big Bend Water District regarding the status of the water system. (For discussion only)

Diversions: February 2023, 193-acre feet. There are no issues or leaks.

2022 Total diversions: 3146 acre-feet

6. Receive a report from Griffon Grasso with Parks & Recreation regarding the status of programs and upcoming activities. (For discussion only)

Griffin Grasso provided the February report.

Statistics: February 2023
18 programs- 1,176 participants

Updates:

Laughlin Egg Hunt to be held April 8th at 10:00 am. Open to ages 12 and under at the Mountain View Park.

Laughlin Aquatics Center is now hiring for Lifeguards. If you are interested, visit the Clark County website at www.clarkcountynv.gov

Contact Info:

A'Lonn Bilbray, Supervisor
Griffin Grasso, Recreation Specialist
Laughlin Office – 702-298-3413

7. Receive a report from Sabrina Mills with University of Nevada, Extension regarding the status of programs and upcoming activities. (For discussion only)

Sabrina Mills announced this was her last meeting and her last day is Thursday, March 16th. There will be two positions available in Laughlin.

Ask a Master Gardner will be at the library the 4th Wednesday each month from 10:30 – 12:30 pm. The event is free to the public.

Healthy Living While Aging, Newsletter is available on the back table. The newsletter can be accessed on- line at extension.unr.edu/healthy-aging or email at healthyaging@unr.edu

8. Receive a report from Jackie Wallin with Laughlin Chamber of Commerce regarding current and upcoming business activities in Laughlin. (For discussion only)

Laughlin Chamber of Commerce Events:

- The Chef's Food Festival June 1, 2023, to benefit the River Fund, Inc.

Membership:

Members – 329

New Laughlin Members – 2

Volunteers in Partnership (VIPs). Anyone interested in volunteering as an Airport Ambassador, an Usher at town wide concerts and events are encouraged to pick up an application at the chamber.

Opportunities for volunteers:

Laughlin Air Show

Dierks Bentley

The Duck Derby

W.O.N Fishing Tournament

Brooks and Dunn

Lady A

Journey

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KEVIN SCHILLER, County Manager

Lynyrd Skynyrd
Chef's Food Fest
Call Donna at (928) 404-3859

Additional Services:

Notary Service. Members are free. Non-members have a fee.

NDOW registered agent for fishing and small game licenses.

Laughlin Chamber of Commerce

(702) 298-2214

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9. Receive a report from Jackie Wallin with the Laughlin Tourism Commission regarding current and upcoming events and activities. (For discussion only)
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Rockets over the River, Independence Day July 4th, 2023

For additional event information contact:

Executive Director Laughlin Tourism Commission, Jackie Wallin @ (702) 298-2214

10. Receive a report from Tanya Brown-Wirth with Laughlin Library regarding current and upcoming activities. (For discussion only)

No report

11. Receive a report from Laughlin school system regarding the status of programs and upcoming activities. (For discussion only)

No report

12. Announcements of upcoming neighborhood meetings and County or community meetings and events. (For discussion only)

None

VI. Planning & Zoning: None

VII. General Business: None

VIII. Public Comment:

Jackie Wallin provided information for the annual Rubber Duck Drop, to benefit the River Fund, Inc.

A memorial will be held for Roger Reimer April 2nd.

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IX. Next Meeting Date: April 11, 2023

X. Adjournment: 2:10 pm

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DRAFT

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BYLAWS AND PROCEDURES

LAUGHLIN TOWN ADVISORY BOARD

Article I - Name

The name of this advisory board shall be the Laughlin Town Advisory Board, hereinafter referred to as "LTAB", as created by the Clark County Board of Commissioners, pursuant to Clark County Ordinance No. 490, adopted on February 4, 1976.

Article II - Purpose

The purpose of this advisory board, pursuant to NRS 269.576 and County Code, Chapter 3.30, is to assist the Board of County Commissioners in governing the unincorporated town of Laughlin by acting as a liaison between the residents of the town and the Board of County Commissioners and to advise the Board of County Commissioners on matters of importance to the unincorporated town and its residents.

Article III - Members

- A. Members of the LTAB must be qualified electors (they must be qualified to register to vote but do not have to actually be registered) and live within the boundaries of the unincorporated area of Laughlin.
- B. Five members shall be elected to serve a two-year term, which will begin on the first Monday in January of odd-numbered years.
- C. If there are fewer qualified candidates who file for election to the LTAB than there are seats on the LTAB, the Board of County Commissioners shall appoint as many new members as are necessary to fill the seats left vacant after the election.
- D. Any member may resign his/her appointment by submitting a letter of resignation to the Board of Commissioners or the Department of Administrative Services and sending a copy to the Chair of the LTAB and the Laughlin Town Manager.
- E. When a vacancy occurs, the Laughlin Town Manager's Office, representing the advisory board and the Department of Administrative Services, shall post a public notice of the opening soliciting applications. The LTAB may recommend to the Board of County Commissioners a qualified replacement for the position.
- F. All advisory board members shall observe the standards of ethical conduct outlined in NRS 281A, Clark County Code of Ethics, Chapter 2.42, and any resolution on Ethics adopted by the BCC, and refrain from voting on any item which presents a conflict of interest.

- G. Each member of the LTAB shall, at least once during the first year of his/her initial term of office, and annually during every subsequent year that he/she serves in office, attend training pursuant to 3.30.090:
 - 1. State statutes, regulations, local ordinances, resolutions and regulations concerning land use planning, development and any other subject matter that the Board of County Commissioners deems necessary; and
 - 2. The provisions of chapter 241 of NRS (Meetings of State and Local Agencies).

Article IV - Officers

- A. Officers shall perform the duties prescribed by these bylaws.
- B. Officers of the LTAB consist of Chair and Vice Chair selected amongst and by the members of the LTAB, and shall be selected to serve a two-year term, or at the pleasure of the advisory board, beginning the first meeting in January of odd-numbered years.
- C. The Chair is not eligible to serve a consecutive term of office as chairperson or to serve as Vice Chair for the following term after being the chairperson.
- D. The Chair shall act as presiding officer at all regular and special meetings of the advisory board in accordance with the adopted Board of County Commission Rules of Procedure.
- E. The Vice Chair shall assume the responsibilities of the Chair in his/her absence.
- F. If a permanent vacancy occurs for the position of the Chair or Vice Chair, the advisory board shall select a Chair or Vice Chair from among the members of the LTAB to serve the remainder of the unexpired term, consistent with section IV. C.
- G. The Secretary of the advisory board shall ensure that each meeting has been legally noticed and posted pursuant to the Nevada Open Meeting Law.
- H. A clerical employee of the Department of Administrative Services, Laughlin Town Manager's Office, will serve as the Secretary to the advisory board under the supervision of the Town Manager. The Secretary's duties will include but not be limited to agenda preparation, posting, the taking of the minutes, and preparation and distribution in accordance with Nevada Open Meeting Law.

Article V - Meetings

- A. The LTAB shall hold regular meetings on the second Tuesday of each month and on the last Tuesday prior to Planning Commission and County Commission meetings, unless formally changed to another day of the week, when there are land use items to be discussed.

- B. All meetings shall be held at the Regional Government Center, 101 Civic Way, commencing at 1:30 P.M., or in the case of an emergency or potential overcrowding, at another location and/or time as determined by the Chair, and properly noticed and posted pursuant to the Nevada Open Meeting Law.
- C. The regular meetings of the advisory board shall be held no less than once per quarter at the place, day and hour set forth in Sections A and B above.
- D. Any special meeting of the advisory board may be held at the call of the Chair or the Laughlin Town Manager at the time, date, and place posted, pursuant to the Nevada Open Meeting Law.
- E. Three members of the five-member board shall constitute a quorum, and a quorum will be required to conduct any official business of the advisory board. Whenever a member abstains from voting because of a conflict of interest, the necessary quorum to act upon and the number of votes necessary to act upon the matter, as fixed by any statute, ordinance or rule, is reduced as though the abstaining member were not a member of the board.
- F. The Chair or Vice-Chair will coordinate with the Secretary and County Liaison to ensure actions and reasoning is accurately reported in the minutes.
- G. Each person appearing before the advisory board shall receive a fair and impartial hearing based solely on the merits of his/her petition, without regard to race, religion, sex, sexual orientation, age, disability or national origin.
- H. Agendas
 - 1. All business for consideration shall be included on the agenda. The Chair shall rule as "out of order" the consideration of any matter not on the agenda, or in conflict with the bylaws. If any information or discussion item is introduced at a meeting and action is to be taken thereon, it shall be placed on the agenda for the next regular meeting of the board.
 - 2. In accordance with the uniform agenda format provided by the Department of Administrative Services, the agenda shall be prepared by the advisory board Secretary, or a clerical employee of the Department of Administrative Services, Laughlin Town Manager's Office, or by other staff in the Laughlin Town Manager's Office, and posted by 9:00 A.M., three full working days (not counting the meeting date) before the meeting in compliance with the Nevada Open Meeting Law.
 - 3. Items can be placed on an agenda by the Board of County Commissioners, Department of Administrative Services, Department of Comprehensive Planning, any advisory board member, or as required by law. Citizens can request that an item be on an agenda, but whether the item appears on the agenda is at the discretion of the advisory board Chair and the Department of Administrative Services based on the issue,

circumstances, appropriateness and ability of the advisory board to further the issue.

4. Non-planning and zoning items for inclusion on the agenda must be submitted to the Secretary at least eight calendar days prior to the scheduled meeting. The Secretary will combine requested items with the Planning & Zoning agenda provided by the Department of Comprehensive Planning and post three full working days before the meeting.
5. Once action is taken on an item, the Town Advisory board shall not re-hear the item unless there is (1) a timely request for rehearing (within five working days by a member voting in the majority); (2) a change of circumstance; or (3) sufficient passage of time that it is reasonable to revisit the item.

Article VI - Parliamentary Procedure

- A. All voting procedures shall be in accordance with the adopted Board of Clark County Commissioner Rules of Procedure, except as otherwise outlined in these bylaws.
- B. A motion need not have a "second" before the motion may be put to a vote as provided for in "A" above.
- C. The Chair of the advisory board shall have the same right as any other board member to initiate a motion, question, or debate, and vote on a motion.