

**MINUTES OF THE
FERNLEY CITY COUNCIL MEETING
MAY 16, 2018**

Mayor Edgington called the meeting to order at 5:00 pm at Fernley City Hall, 595 Silver Lace Blvd, Fernley, NV.

1. INTRODUCTORY ITEMS

1.1. Roll Call

Present: Mayor Roy Edgington, Councilman Dan McCassie, Councilwoman Sue Seidl, Councilwoman Shari Whalen, Councilman Stan Lau, Councilwoman Fran McKay. City Manager Daphne Hooper, Deputy City Attorney Brent Kolvet, Public Works Director Dave Whalen, City Engineer Derek Starkey, City Treasurer Denise Lewis, City Clerk Kim Swanson, Planning Director Tim Thompson, Deputy Public Works Director Barry Williams, Assistant to the City Manager Colleen Unterbrink, Human Resource Specialist Shannon McKnight, GIS/Water Right Manager Jennifer Derley.

1.2. Public Comment

Mary Melich, Sage Valley resident expressed some concern of the negative rumors made regarding the subdivision she lives in. She asked the City to look at all the issues that may or may not have been addressed and the impact it has on Sage Valley Estates. She also asked the City to consider constructing another entrance and exist to the subdivision. She would like everyone to work together and make Sage Valley subdivision a great place to live.

1.3. Approval of the Agenda

Motion: Motion: MOVE TO APPROVE THE AGENDA AS SUBMITTED, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by

unanimous roll call vote (**summary: Yes = 5**). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

2. CONSENT AGENDA:

2.1. (Possible Action) Approval Of Voucher Report

2.2. (Possible Action) Approval of Minutes

2.3. (Possible Action) Approval of Business Licenses

Motion: MOVE TO APPROVE THE CONSENT AGENDA AS SUBMITTED, **Moved by** Councilman Stan Lau, **Seconded by** Councilwoman Sue Seidl.

Councilwoman Whalen disclosed that she is married to Public Works Director Dave Whalen.

Vote: Motion carried by unanimous roll call vote (**summary: Yes = 5**). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

3. REPORTS This item is for various public entity representatives to provide general information to the Council and public. No action will be taken.

3.1. Reports by City Staff, City Council and the Mayor, including but not limited to monthly statistical reports by city departments.

City Manager Hooper reported the City will hold the final budget meeting on Monday, May 21, 2018. The Fernley Convention and Tourism Authority meeting is scheduled for June 7th. Preliminary information regarding the I-11 extension was provided at a recent meeting with NDOT. She stated Public workshops regarding the extension are planned for June or July. Ms. Hooper met with NV Energy regarding question #3 on the November Ballot. The new Building Official, Roger Colson will start Monday, May 21, 2018. Ms. Hooper stated interviews were held for Water Distribution Utility Operator.

Planning Director Thompson reported a Master Plan update workshop will be held on Wednesday, May 23, 2018. The intent is to update the community on the process and the status. Mr. Thompson will also present an update at June 6th City Council Meeting.

Councilwoman Whalen shared about a local high school senior, Zach Burns who received a Reviglio Award. She also shared Fernley's Silverland Middle School track teams won at the recent Sage Brush Divisions. She also reported Tammy Roseberry received an award for STEM teacher of the year.

Councilwoman Seidl reported on a project with the local Rehab Team for the fire department. She explained they provide kits with supplies for the firefighters to use when they are out of state or in rural areas fighting fires.

Councilwoman McKay shared information on voting registration.

Mayor Edgington reported Raley's is looking forward to being part of the community. The store will be closed for a day for changes from Scolari's to Raley's. Mayor Edgington read a letter from Roy O'Riley, Fernley resident.

4. PROCLAMATIONS BY THE MAYOR

Mayor Edgington read a proclamation into record proclaiming May 19th as "Kids to Park Day."

5. PUBLIC HEARINGS

- a. Discussion with City Council & Staff
- b. Public Input
- c. Additional Discussion with City Council & Staff
- d. Council Action or Direction to Staff

5.1. Second Reading & Public Hearing, Bill #266, MPA 2018-001 & ZMA 2018-001

Master Plan Amendment and Zoning Map Amendment requests from Sonterra Development Company, LLC, on a site comprised of two parcels totaling 653.54 acres in size generally located east of Nevada Pacific Parkway and south of Interstate 80, Fernley, NV. (APN(s) 021-211-05 & 021-242-16).

1. Consideration and possible action to certify a Master Plan Amendment (MPA 2018-001) request to change the land use designation from Commercial and Industrial to only Industrial.
2. Consideration and possible action to adopt Bill # 266, an Ordinance for a Zoning Map Amendment (ZMA 2018-001)

request to change the zoning from C-2 (General Commercial) and M-1 (General Industrial) to only M-1 (General Industrial).

Planning Director Thompson explained the Master Plan Amendment and the Zoning Map Amendment. The property is located at Nevada Pacific Parkway, and is owned by Sonterra Development. Currently the properties have multiple land uses and zoning designations on them, he stated. Mr. Thompson stated the property owners have potential businesses that would like to locate to Fernley. He explained the proposal is to change both the land use and designation to Industrial.

Mayor Edgington called for Public Input. There was none.

Councilwoman Whalen stated she was excited to see action occurring in this part of the City.

Motion: I MOVE TO CERTIFY MASTER PLAN AMENDMENT RESOLUTION # 18-005 ASSOCIATED WITH MPA 2018-001, TO CHANGE THE LAND USE DESIGNATION FROM COMMERCIAL AND INDUSTRIAL TO ONLY INDUSTRIAL BASED ON MASTER PLAN FINDINGS A THROUGH E AND THE FACTS SUPPORTING THESE FINDINGS AS SET FORTH IN THE STAFF REPORT, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

Motion: I MOVE TO ADOPT BILL # 266, AN ORDINANCE AUTHORIZING THE CITY TO ENACT A ZONING MAP AMENDMENT, ZMA 2018-001, TO CHANGE THE ZONING FROM C-2 (GENERAL COMMERCIAL) AND M-1 (GENERAL INDUSTRIAL) TO ONLY M-1 (GENERAL INDUSTRIAL) BASED ON ZONING MAP AMENDMENT FINDINGS A THROUGH E AND THE FACTS SUPPORTING THESE FINDINGS AS SET FORTH IN THE STAFF REPORT. **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote

(summary: Yes = 5). Yes: Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

6. STAFF REPORTS

6.1. Discussion And Possible Action Regarding Fiscal Year 2018/2019 Proposed Budget Including But Not Limited To: All Funds Including The Water Enterprise Fund; Wastewater Enterprise Fund; General Fund; Capital Improvements Program; All City Departments; The Budget Process; Timelines; Goals For The Next Year; The Existing Budget; Debt Fees; Water, Staffing Including But Not Limited To: Reorganization, Reclassifications, Changing Contracts To Employee Positions, Fulfilling Positions, Etc.

City Manager Hooper stated she would like to withdraw the request for a reclassification for the Water Resource Manager position at this time. She felt staff needed more time to discuss the GIS, Asset Management, and questions that were brought up from the tentative budget. Ms. Hooper stated she has a meeting with staff to review the overall reclassification, and what the impact will be.

Councilwoman Seidl stated she would to make sure that the Water Resource Manager Position wages would retroact back to July 1st since we are not reviewing the reclassification at this time.

Councilwoman Whalen stated she is not in support of retroactively applying a pay increase. She felt this is inconstant with the way the City does reclassifications.

City Manager Hooper stated previously City Council asked for additional information regarding the reclassification for the Administrative Specialist II for the City Clerk's office. Ms. Hooper explained the information was provided to the City Council outlining the functions and responsibilities that are necessary for the reclassification position from an Administrative Specialist I to an Administrative Specialist II, in the City Clerk's office. She also stated the City Clerk believes the functions being provided and needed in the department are of an Administrative Specialist II.

Councilwoman Whalen explained she is not in support of reclassifications. Ms. Whalen stated she asked for additional information, and she understands the reclassification maybe warranted but still had a concern that the City didn't hire the position that the department needed.

Motion: MOVE TO APPROVE THE RECOMMENDATION MADE BY THE CITY CLERK FOR THE RECLASSIFICATION IN THE CITY CLERK'S OFFICE, **Action:** Approve, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

City Manager Hooper requested a reorganization to merge the Facilities, Parks, Cemetery, and Vector into a General Services Division. She explained the justification. Ms. Hooper stated after reviewing the information she is proposing to hire a full-time Vector Control Weed Abatement position. Ms. Hooper explained because this is a new position, a job description will be created and presented to City Council. She explained currently the position of Vector Control has been out sourced and will continue until the new position can be filled and trained. Ms. Hooper presented a cost savings of approximately \$17,000, stating this includes an adjustment to the Foreman's, Senior Maintenance, part-time Maintenance I salaries, and a reduction of overtime of \$9,000. Staff believes having a full-time position focused on vector & weed abatement will benefit the City rather than contracting for those services.

Ms. Hooper addressed questions from City Council regarding the reorganization and position control.

Councilwoman Seidl shared she is in favor of the reorganization and stated the City is looking much better than it did before.

Councilman McCassie stated he is happy with the decision, and the cost savings. He also asked if the City is having someone cross-trained in the new position in the event someone is out sick. City Manager Hooper stated the City will have someone cross-trained to cover any gaps in the future.

Councilwoman Whalen stated merging all of these departments together will require one person doing too much. She is opposed in approving the reorganization in the Parks Department in a short period of time. Ms. Whalen explained the City has seen incredible

gains in the Parks Department, and saving \$17,000 by the merge of all the departments is not a good reason to step backwards in the Parks Department.

City Manager Hooper addressed Ms. Whalen's concern regarding the merge of departments within the Parks, Maintenance, and Vector Control positions. She stated she agreed with Ms. Whalen with the expectation of one position.

Mayor Edgington stated he understood Councilwoman's Whalen's concerns. He stated the City has an opportunity to make some positive changes. Mayor Edgington agreed it's a good change for the department.

Motion: MOVE TO APPROVE THE REORGANIZATION CHART FOR GENERAL SERVICES WHICH INCLUDES A REORGANIZATION FOR GENERAL SERVICES FOREMAN, MAINTENANCE WORKER II, FUNDED POSITION VECTOR CONTROL WEED ABATEMENT, MAINTENANCE WORKER I PART-TIME, AND MAINTENANCE WORKER SEASONAL. **Action:** Approve, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

Councilwoman Whalen asked if the City has seen a position of Vector Control Weed Abatement in other municipalities, and are we able to find someone who will be able to fulfill both positions and the required duties. City Manager Hooper stated this position is available in other municipalities.

Amended Motion: MOVE TO APPROVE THE REORGANIZATION CHART FOR GENERAL SERVICES WHICH INCLUDES A REORGANIZATION FOR GENERAL SERVICES FOREMAN, MAINTENANCE WORKER II, FUNDED POSITION VECTOR CONTROL WEED ABATEMENT, MAINTENANCE WORKER I PART-TIME, AND MAINTENANCE WORKER SEASONAL. THE CITY MANAGER WILL PROVIDE A QUARTERLY REPORTS ON THE EFFECTIVENESS OF THESE CHANGES. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

City Manager Hooper explained with the large volume of billings for City Newsletters, and Consumer Confidence Reports the thickness of each envelope can't be processed with the machines the City owns. Ms. Hooper explained the new machine will provide the capacity the City needs for larger jobs.

Motion: MOVE TO APPROVE THE REQUEST FOR THE LEASE OF AN ENVELOPE STUFFER MODEL DS85 WITH THE TOTAL COST OF \$6,349.56 FOR THIS FISCAL YEAR, DIVIDED BETWEEN THE SEWER AND WATER ENTERPRISE FUNDS, **Action:** Approve, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Dan McCassie. **Vote:** Motion carried by unanimous roll call vote (**summary: Yes = 5**). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

Break 6:27-6:38

Motion: MOVE TO ADOPT THE ENTIRE BUDGET AS PRESENTED, **Action:** Approve, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary: Yes = 5**). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

Councilwoman Fran McKay thanked the City Manager Hooper and staff for all the good work they do.

6.2. Discussion and Possible Action to approve the pursuit of litigation regarding the Camille Lift Station Contract Debt.

City Attorney Brent Kolvet presented an authorization for the City Attorney's office to collect on a contract debt owed to the City arising from an agreement between the developer who constructed the Camille Lift Station and the City. The agreement stated there would be annual payments. The second payment is delinquent. Mr. Kolvet is asking for an authorization to pursue a small claims action against the owner to collect on this year's \$5,000 debt.

Motion: MOVE TO APPROVE THAT PURSUE OF SMALL CLAIMS ACTION TO COLLECT ON THIS YEAR'S DEBT REGARDING CAMILLE'S LIFT STATION, **Action:** Approve, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

7. RESOLUTIONS

7.1. Discussion and possible action to adopt Resolution 2018-006, a Resolution to approve the advisory question for November 2018 ballot; and approval to appoint committee members to prepare advocating and opposing arguments.

Assistant to the City Manager Colleen Unterbrink presented the resolution to approve the advisory question for the November 2018 ballot. She stated the City of Fernley has faced challenges regarding Consolidated Tax Revenue and is reviewing revenue alternatives to sustain municipal services in the future. Ms. Unterbrink explained per NRS the Fernley City Council must authorize placing an advisory question on the General Election ballot in November.

Motion: MOVE TO ADOPT RESOLUTION #2018-006 A RESOLUTION TO APPROVE THE ADVISORY QUESTION FOR THE NOVEMBER 2018 BALLOT, AND TO APPOINT COMMITTEE MEMBERS TO PREPARE ADVOCATING AND OPPOSING ARGUMENTS FOR THE ADVISORY QUESTION, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.

8. PUBLIC COMMENT

There was none

9. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.

Mayor Edgington read a letter from a gentleman wanting to purchase a parcel from the City of Fernley located at the junction of Beaverhead Lane and Clearwater Park and is offering \$5,000 for the parcel.

Deputy City Attorney Kolvet stated there is a process and statute regarding the disposal of City property. The process will require bringing the request forward to City Council and a motion to dispose of the property. He stated, if City Council voted on disposing the property the City would need to have a bid process to the public in order to dispose of the parcel.

ADJOURNMENT


There being no further business to come before it, the Fernley City Council meeting adjourned at 7:02 pm.

Approved by the Fernley City Council on June 6, 2018 by a vote of:

AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0



ATTEST: City Clerk Kim Swanson



Mayor Roy Edgington