

**CITY COUNCIL MINUTES
REGULAR MEETING
MAY 19, 2015**

The Winnemucca City Council met in regular session on Tuesday, May 19, 2015 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Mike Owens, Theresa Mavity, Ken Tipton, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Lorrie Haaglund.

CALL TO ORDER:

Mayor Putnam called the meeting to order at 2:00 p.m.

APPROVAL OF MINUTES:

The minutes of the May 5, 2015 regular City Council meeting were reviewed and Councilman Mavity moved for approval as submitted. Motion carried unanimously with Councilman Tipton abstaining from voting as he was absent from the May 5, 2015 meeting.

APPROVAL OF WARRANTS:

The warrants were reviewed and Councilman Brooks moved for approval as submitted. Councilman Billingsley abstained from voting on warrants for Jim Dandy Productions as he is the owner of the business. Motion carried unanimously.

PROCLAMATIONS / EMPLOYEE AWARDS:

Mayor Putnam read a proclamation declaring June, 2015 as "General Aviation Appreciation Month".

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

Lewis Trout, a member of the Nevada Airport Association and former member of the Airport Board, thanked the City Council, the City Manager (Airport Manager) and the Mayor for the General Aviation Appreciation Month Proclamation and for their ongoing support for the Airport open house.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:

BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a "business," as the term is defined by statute, the Council agreed that no item on this agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation or expansion of a business. Councilman Owens moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation or expansion of a business. Motion carried unanimously.

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REGIONAL PLANNING COMMISSION APPOINTMENT-CONFIRMATION

Mayor Putnam stated Michael White submitted a letter of interest to serve on the Regional Planning Commission to fill the approximately one year remainder of the RPC term of Ray Olsen. White is a manager of a local business. White said he wants to contribute service to the community, be involved in the community and to learn more about this community through the appointment. Councilman Billingsley said White has already been involved in the community through youth sports. Putnam appointed White to fill the remainder of the term left vacant with the resignation of Ray Olsen. Council Tipton moved to confirm the appointment of Michael White to the Regional Planning Commission. Motion carried unanimously.

CITY FACILITIES USE-FEE WAIVER REQUEST / CODY LOUK SOFTBALL TOURNAMENT

Dave and Becky Louk requested use of the City sports complex and a waiver of fees for the annual benefit softball tournament held in memory of their son, Cody, on June 21, 2015. All proceeds go toward Lowry High school scholarships. Councilman Brooks moved to approve the requested fee waiver and dates for the event. Motion carried unanimously.

GOLF COURSE FEE WAIVER REQUEST / BOYS AND GIRLS CLUB GOLF TOURNAMENT

Chad Peters, Executive Director of the Boys and Girls Club of Winnemucca (BGCW), asked for a waiver of the golf course tournament fees for a fund raiser tournament to be held June 27-28, 2015. Peters said the BGCW wants to hold a couple of fund raisers before the Club building is built and this proposed tournament will be one of them. A dinner, auction and dance is planned to be held on the golf course the evening of June 27. The event will be open to the public and there will be a cover charge for the music and dancing. Mayor Putnam said the BGCW is a non-profit organization that benefits the community and it fits the criteria to waive the fees. Councilman Billingsley moved to approve the Boys and Girls Club of Winnemucca request to waive the golf course tournament fees for their fund raiser tournament on June 27-28, 2015. Motion carried unanimously.

REQUEST FOR WILL-SERVE COMMITMENTS / NEW VISION DEVELOPMENT

Mayor Putnam presented a request from Hampton Inn developer Roger Pate requesting a water/sewer will-serve commitment from the City for a planned 85 unit motel project. Pate is also requesting a 90 day deferment of the sewer and water connection fee payment for the project. Putnam reminded the Council that a stipulation was added to the project site plan approval that they will not be allowed to occupy the building until the City has either: (1) received notice that it will receive the pending fire truck grant; or, (2) the Hampton Inn developers have provided \$200,000 towards the purchase of a fire truck. City Manager West explained that the will-serve commitment request is a requirement of the City water-sewer ordinances. The Council questioned if a precedent will be set if the requested delay of the connection fee payment is approved. West stated that the additional cost of the \$200,000 fire truck requirement is certainly not typical, and could justify the fee payment deferral. The estimated connection fees are \$190,800 but the actual connection fee amount will not be known until the final plans are submitted. Connection fees are usually collected when the building permit is issued, but the Council has authorized connection fee payment deferment in the past when special circumstances warranted that action. Councilman Billingsley moved to approve the water-sewer will-serve commitment and to authorize the deferment of the connection fees

for up to 90 days with the stipulation if the connection fees are not paid within the 90 days, the project will be red tagged and all construction will cease until payment is made. Motion carried unanimously.

PUBLIC HEARING / FY 2015-2016 BUDGET

City Manager West explained the general fund summary, which included certain unusual entries in the past two years that made for complicated cash balance adjustments. The \$750,000 payment from NDOT for Haskell Street (made in the FY 13/14 year) was put into the General Fund instead of the Capital Improvement Fund (where these funds are to be used only for the long term maintenance costs of that roadway). Journal entries have been made to decrease the beginning balance of the General Fund (FY 14/15) and increase the Capital Improvement fund beginning fund balance by that same amount. In addition, the \$850,000 advanced for infrastructure costs per the development agreement with New Vision Development has been forgiven by the City in exchange for the recreation complex land, the adjacent improvements on Great Basin Drive and the recreation complex access road improvements (per the agenda item below). The increase in Public Building costs of \$16,000 is due to the City Hall LED lights and \$10,000 for janitor costs for the Police Department and City Hall. There was an overall savings in the Public Building item with the elimination of the full time cemetery/maintenance position. There was a transfer out of \$50,000 from the tentative budget in order to maintain a General Fund balance equal to approximately 90% of total expenditures. The ending balance of Capital Improvement Fund is projected at \$6.1M; \$4.1M in the reserve accounts and \$2M in the Nixon Hall fire account. The transfer-in amount was reduced to \$200,000. The ending debt service balance of \$187,000 will be transferred into the Capital Improvement Fund at the end of next year, due to the assessment district loan being paid off, which will give a boost to the Capital Improvement Fund. The ending balance of the Capital Improvement Fund is estimated to be approximately \$6.5M due to long term efforts to reduce operating costs. The Capital Projects Fund is required to be spent on capital improvement projects and has to be accounted for separately. The ending balance in the Sewer Fund is \$7.7M which is good considering the substantial upfront payments for engineering costs for the wastewater project. The City will be acquiring a low interest medium term loan from the State for the wastewater project. The Water Fund had a depleted balance due to paying off the loan early. Mayor Putnam called for public comment on the FY 15/16 Tentative Budget. There was no public comment. Councilman Tipton moved to approve the FY 2015-2016 Tentative Budget as modified and explained by staff, and adopt it as the Final Budget per staff recommendation. Motion carried unanimously.

FIRE DEPARTMENT FALSE ALARM FEES

Chief Olsen reported that the fire department continues to have numerous false fire alarms at residences and businesses. The false fire alarms at businesses are typically at the same locations, primarily hotels. According to the Uniform Fire Code (per Olsen), a false alarm is characterized as a "nuisance alarm" which results from not maintaining or keeping a fire alarm system maintained. Olsen proposes that the City consider an ordinance where residences and businesses are allowed up to three false alarm calls per year and, thereafter, the City may, at the discretion of the City or Fire Department, charge for false alarm calls. Mayor Putnam asked if the businesses have the capability of reporting the call as a false alarm prior to the engines responding. Olsen stated the alarm company calls dispatch and, after discussing this ongoing problem with dispatch, dispatch felt they are not qualified to make a decision whether to send the fire department or not. City Manager West said repeat offenders need an incentive to

maintain their alarm system being that a lot of the calls are due to negligence in making repairs needed for the alarm systems. Olsen stated the typical penalty is \$350 per engine per call. Councilman Billingsley said he would rather see a flat fee (perhaps \$500) charge instead of a per engine charge. Mayor Putnam directed City Attorney Maher to prepare a draft ordinance for the Council consideration.

AIRPORT PROPERTY ACCESS LICENSE / GOLD COUNTRY WATER-GOOGLE INC.

Mayor Putnam explained the City owns the former National Weather Service (NWS) property at the Airport and previously granted Gold Country Water an exclusive easement across a portion of the NWS property for use of the City well and pipelines. Google is requesting to use a portion of the easement area for their balloon launching facility. City Attorney Maher stated the easement will mainly be used as a staging area for Google equipment. The City, as the owner, has the ultimate control over the property and the agreement will allow Google to use the property as desired with the agreement of Gold Country and the consent of the City. Councilman Mavity moved to approve, as presented, a temporary revocable access license between Gold Country Water Company and Google allowing Google to temporarily use a portion of the City property over which Gold Country has an exclusive easement. Motion carried unanimously.

NEW VISION DEVELOPMENT AGREEMENT

Mayor Putnam explained this is a revision to the New Vision Development Agreement that allows New Vision Development to construct the access (loop) road at the recreation complex in exchange for money owed the City. Councilman Billingsley moved to approve the revision to the New Vision Development Agreement as presented. Motion carried unanimously.

POLICE K-9 DEMONSTRATION

This agenda item was postponed until a later date.

STAFF-COUNCIL REPORTS

City Manager West reported Intermountain Slurry Seal will begin the micro seal repair of last season's failed slurry seal project after Memorial Day weekend. West will meet with BLM on Friday to continue working out the details on the sewer plant property acquisition. The NDOT is requiring changes on the East Winnemucca Boulevard project so the plans are back to the draftsman; a notice to proceed is expected for the project next week and thereafter it will go out to bid. The City Building Inspector has announced her official retirement date as the end of August; advertising for the position will start soon. West stated that an overlap of about a month is important in filling the position to ensure a smooth transition. The joint meeting with the Humboldt County Commission on the Shared Cost Agreement is planned for June 1. The City received the hydrologic imaging information for the area on the east end of town and the recommendation for the location of the potentially highest yielding well. The recommended site is located on New Vision property and West is meeting with New Vision next week to discuss the future well location. The Museum Lane record of survey map has been recorded and the deed is being completed for the property ownership transfer. Construction will be able to move forward after the deed is recorded, pursuant to the Development Agreement.

Councilman Owens reported the Rotary Club awarded \$6,000 in scholarships to Lowry seniors. Councilman Billingsley will attend the WCVA meeting tomorrow.

Councilman Brooks reported NNRC is done with their meetings until after summer.

Mayor Putnam reminded that the Memorial Day services will be held beginning at 10:00 a.m. at the Winnemucca Cemetery. Putnam will be awarding the "National Guardsman of the Year" award during Run-a-mucca. The Mayor and City Manager West attended the Carlin Gold Trend 50th anniversary celebration.

PUBLIC-PERSONAL COMMUNICATION-CORRESPONDENCE:

There were no public or personal communications or correspondence.

The meeting was adjourned at 3:47 p.m.

Respectfully submitted,

Lorrie Haaglund
City Clerk

PASSED AND ADOPTED: June 9, 2015

VOTE OF COUNCIL:

AYES:	Councilmen	<u>Mavity, Tipton, Billingsley, Brooks</u>
NAYS:	Councilmen	_____
NOT VOTING:	Councilman	_____
ABSENT:	Councilman	<u>Owens</u>

APPROVED:

ATTEST:

Di An Putnam
Mayor

Lorrie Haaglund
City Clerk