

**CITY COUNCIL MINUTES  
REGULAR MEETING  
AUGUST 4, 2015**

The Winnemucca City Council met in regular session on Tuesday, August 4, 2015 at 2:00 p.m. in the City Hall meeting room. Present: Councilmen Mike Owens, Theresa Mavity, Ken Tipton, Paige Brooks and Jim Billingsley. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Lorrie Haaglund.

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

The minutes of the July 14, 2015 regular City Council meeting were reviewed and Councilman Brooks moved for approval as submitted.

**APPROVAL OF WARRANTS:**

The warrants were reviewed and Councilman Mavity moved for approval as submitted. Motion carried unanimously.

**PROCLAMATIONS / EMPLOYEE AWARDS:**

Mayor Putnam presented Animal Control Officer Connie Patterson with a service plaque in recognition of her seven years of service (she is leaving the area). Putnam stated that Patterson did an exceptional job with animal control including educating the public.

**PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:**

There was no public or personal communication or correspondence.

**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 Tipton 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.

**PARK-STREET USE REQUEST / FLEX FITNESS-KAIA FIT "WATER RUN"**

Amber Gourley, KAIA fit, and Lyndsee Jimenez, Flex Fitness-Allure Salon, requested approval to hold a 5K "Water Run" as a customer appreciation event. The race will begin and end at Pioneer Park on Saturday, September 12. Registration will begin at 8:30 a.m. and the race

starts at 9:00 a.m. Gourley stated there will be no charge for entering the event and that all ages are welcome to participate. Jimenez said there will be bubble stations, water balloon stations and water spray stations. Hot dogs, chips and sodas will be served at Pioneer Park at the completion of the race. Jimenez and Gourley will be partnering with other businesses for assistance with the event. Mayor Putnam expressed concern about the proposed course crossing US 95 because not all the runners get to that point at the same time and there is increased risk for the runners crossing the highway over an extended period of time. Putnam asked if they would consider keeping the run on the west side of the highway. Gourley stated that they could definitely stay on that side. Councilman Owens moved to approved the Flex Fitness-KAIA Fit "Water Run" on September 12, 2015 for Pioneer Park and along the west side of US 95. Motion carried unanimously.

### **FEE WAIVER-STREET USE REQUESTS / JOSHUA ROSE MEMORIAL GOLF TOURNAMENT AND MEMORIAL WALK**

Andree Rose and Sarah Smith, representing the Joshua Rose Memorial Golf Tournament and Memorial Walk, requested a waiver of the golf course fees for the second annual Joshua Rose Memorial Tournament. Rose stated that all proceeds from the golf tournament and walk go to the Joshua Rose Memorial Scholarship fund. Local businesses and individuals donations pay all costs of the golf tournament and walk. The proceeds from last year's events totaled \$30,500 and 21 student scholarships were awarded. Smith stated the memorial walk will begin immediately following the golf tournament, starting at the golf course, then going north-east on West Minor Street, north on Highland, east on East Winnemucca Blvd., south on Great Basin Avenue, west on Palisade to Mizpah Street, and returning to the golf course. City Manager West stated East Winnemucca Blvd. is NDOT's right-of way and suggested they discuss their plans with NDOT. Mayor Putman reported that the golf tournament event met the criteria for the fee waiver since the proceeds benefit the community through scholarships. Councilman Owens asked if it will be an all-day tournament. Rose stated there would be two flights and they have 72 participants signed up. Smith stated they had over 200 participants in the memorial walk last year. Councilman Brooks moved to approve the request to hold the Joshua Rose Memorial Golf Tournament on August 16, 2015 and to waive the golf course fees, and to approve the use of City streets for the Joshua Rose Memorial Walk. Motion carried unanimously.

### **STREET CLOSURE REQUEST / BRIDGE STREET / DOWNTOWN BUSINESS ASSN. STREET DANCE**

Jacy Jackson, Debi Bell and Elizabeth Barela, representing the Downtown Business Association (DBA), requested a closure of a portion of Bridge Street for a street dance to be held on Saturday, August 29, 2015. Jackson stated it was a great event last year and was attended well. They realize the Boys and Girls Club has a fundraising golf tournament/dinner event scheduled for the same night, but they want to hold their event in conjunction with a scheduled DBA wine walk, and they feel there will be a different crowd attending their event than the group which will be attending the Boys and Girls Club fundraiser. Councilman Owens asked if all the downtown business owners were supportive of this event being held. Jackson said she had talked to all but one business owner and they are all fine with it; she said she will contact that business owner before the event. Mayor Putnam asked if they will have the same security and controls as they did last year. Jackson stated yes, and the hours of the event will be from 8:00 p.m. to midnight. The closure request is from Winnemucca Blvd. to Second Street. Councilman

Owens moved to approve the Bridge Street closure from Winnemucca Blvd. to Second Street on August 29, 2015 from 8:00 p.m. to midnight for the Downtown Business Association street dance. Motion carried unanimously.

#### **STREET CLOSURE REQUEST / BUCKAROO DUTCH OVEN COOK-OFF**

Melanie Erquiaga, representing Nevada Outdoor School, requested closure of the southbound lane of Bridge Street adjacent to the Riverside Park for the 7th Annual Buckaroo Dutch Oven Cook-off fundraiser from 6:00 a.m. until 4:00 p.m. on August 22, 2015. Erquiaga stated the event is close to outgrowing Riverside Park. Councilman Billingsley commented the new recreation complex would be a great place to hold the event next year. Erquiaga agreed. Erquiaga said they have many out of town participants because this event is a qualifier for the semifinals for the International Dutch Oven Society World Championship. Erquiaga also requested the used of road closure signs, safety cones and the use of the power box supply for electricity at the park. Billingsley moved to approve the street closure request and the use of the public works signs, safety cones and power box supply for the August 22, 2015 annual Buckaroo Dutch Oven Cook-off at Riverside Park. Motion carried unanimously.

#### **PARKING REQUEST / PHYSICIAN-EMERGENCY SERVICES PERSONNEL / VESCO PARK**

Mike Sheppard, representing Humboldt General Hospital, presented a request to utilize some of the Vesco Park parking lot spaces for physician and emergency services personnel parking during the next phase of the building project. The existing physician parking spaces located on the west side of Mizpah Street will be unavailable during construction. Councilman Brooks asked how long the physician parking spaces will be needed. Sheppard stated until the project is completed in 2017. After some discussion, the Council decided, and Sheppard agreed, that five on-street parking spaces on Mizpah Street located immediately south of the entrance to the Vesco Park parking will be the best solution for the temporary designated parking spaces. The hospital will provide the required signage. Councilman Billingsley moved to approve five temporary parking spaces on Mizpah Street designated for physicians and emergency services personnel until the construction of the HGH addition is completed. Motion carried unanimously.

#### **PARTIAL STREET CLOSURE REQUEST / HUMBOLDT GENERAL HOSPITAL PHASE 4 FENCING PLAN / MIZPAH STREET**

Mike Sheppard, representing Humboldt General Hospital, presented a request for a traffic control plan to close and fence a portion of the Mizpah Street parking lane adjacent to the Hospital to provide the trucks at the construction site adequate room to access the site without interfering with traffic. Councilman Tipton moved to authorize staff to work with Sletten Construction on a traffic control plan to close a portion of the Mizpah Street parking lane. Motion carried unanimously.

#### **ORDINANCE ADOPTION / VOLUNTARY ANNEXATION / SAGE HEIGHTS / FOX**

John Milton, Desert Mountain Surveying, representing property owners Jerry and Pattie Fox, stated this is a voluntary annexation request. The Fox's recently purchased a piece of property inside the City limits which is adjacent to their home located outside of the City limits. They want to combine their current property and the newly purchased property in order to build an

accessory building. Milton stated after the parcel map (to define the newly purchased property) is filed he will do a reversion to acreage combining the two parcels into one. Mayor Putnam called for public comment. Joe Gough, a resident of Sage Heights, presented a petition signed by eleven Sage Heights property owners requesting to be annexed into the City. City Attorney Maher explained there is a prescribed procedure that must be followed for a voluntary annexation which does not allow the Gough request to be included as part of the ordinance now being considered, but the City could, after following the annexation request procedure, introduce another annexation ordinance at a future Council meeting. City Manager West asked how many properties are in the Sage Heights subdivision. Gough stated that there are eighteen properties. Maher noted the properties have to be contiguous to the City to be annexed. Gough stated that only two residents indicated that they were not interested in annexation and that he has not received an answer from the other four yet. West asked Gough if he planned to follow up with the others and he indicated yes. Gough said even with the higher City property tax rate, they will save money overall due to the lower in-City sewer rates. Putnam asked if there was any additional public comment. There was none. Councilman Owens moved to approve the Fox property annexation as presented by staff. Motion carried unanimously. Ordinance Number 810.

#### **DEBT MANAGEMENT-CAPITAL IMPROVEMENT PLAN APPROVAL**

Mayor Putnam presented the updated Debt Management Plan and five-year Capital Improvement Plan, which is a report on the City debt policy, debt owed by the City and capital planning required by state law and submitted to the State Department of Taxation. The City, with the exception of the assessment district, is debt free. There is only one payment left on the assessment district debt. Councilman Tipton made note for the record that on page four of the debt management document, the assessed valuation for fiscal year 2014-2015 has a typographical error. City Manager West stated Council must adopt a debt management plan, a policy statement on debt management and a five-year capital improvement plan, which includes this year's budgeted expenditures; the remaining four years expenditures are estimates only. Councilman Mavity moved to adopt the statement of current general obligation and special elective taxes, report of current debt and special assessments and retirement schedules, statement of general debt and special elective taxes to be submitted to the debt management commission during next fiscal year, written statement of debt management policy, plan for capital improvement for ensuing five fiscal years and information regarding chief financial officer pursuant to NRS 350.013. Motion carried unanimously.

#### **EASEMENTS FOR LIVESTOCK AGREEMENT / WASTEWATER TREATMENT PLANT PROPERTY**

This agenda item is postponed to the next meeting.

#### **FEMA FIRE TRUCK GRANT ACCEPTANCE / FIRE TRUCK BID AUTHORIZATION**

Mayor Putnam reported that Chief Olson was successful in acquiring a FEMA grant to purchase a new fire truck. The Council needs to confirm the commitment of the matching funds of \$35,000. Chief Olson said the grant matching funds were previously budgeted and approved, and that the grant acceptance has already been submitted (due a time deadline). City Manager West said that the grant acceptance only needs to be ratified, and the matching funds are

coming from the capital improvement fund. Olsen said he and Captain Phillips will be traveling to Holden, Louisiana on Monday, August 10 to look at a demo fire truck to see if it meets the Fire Department needs and begin the bidding process. If the City has to have a fire truck built, it will take about nine months; if they buy a demo fire truck, they will have the truck in a couple of months. Putnam asked if the demo fire truck appears to meet all specifications. Olsen replied yes, and noted the company will deliver the truck and provide training. Councilman Tipton moved to ratify acceptance of the FEMA grant, including the City local match funds, and to authorize the solicitation of bids for a fire truck.

#### **WASTEWATER TREATMENT PLANT PROJECT LAND ACQUISITION ENVIRONMENTAL ASSESSMENT CONTRACT AMENDMENT**

City Manager West reported that as a result of NEPA requirements, Stantec will need to undertake additional environmental assessment tasks as a part of the BLM land acquisition process. Everything must be cleared environmentally before the land acquisition is final. The additional studies on the burrowing owl, sensitive vegetation and the pygmy rabbit studies could add up to \$50,000. West stated BLM agreed to meet with the environmental consultants in the field in order to determine what they would actually require. Councilman Owens moved to approve the additional contract amount of up to \$50,000 for additional studies on the burrowing owl, pigmy rabbit and sensitive vegetation and biological resources and directed staff to continue working with the BLM and Stantec to possibly reduce the amount for the additional studies. Motion carried unanimously.

#### **STAFF-COUNCIL REPORTS**

City Manager West reported the East Winnemucca Boulevard Project pre-construction meeting will be held this Thursday with the City, the contractor and NDOT. The notice to proceed and the contract should be signed on Thursday and the contractor will have 90 days to complete the project. Rough grading on Museum Lane has started.

Councilman Tipton will attend the Paradise Valley Sonoma Conservation meeting on Thursday.

Councilman Billingsley reported that the golf course cart paths are getting rough and are in need of repair. City Manager West agreed, but expressed concern as to how to best repair the paths. They have plans to reconstruct the paths adjacent to the clubhouse this fall but do not have the budget to repair any of the other paths.

Councilman Brooks attended the landfill committee meeting.

Mayor Putnam reported she had numerous conference calls with Raleys and the store's landlord. Even with concessions from the landlord, Raleys COO said Raleys will not be staying. This will affect 62 employees who will be losing their jobs come September. Mayor Putnam, City Manager West and Councilman Mavity will be meeting with the Northern Nevada Arts Council tomorrow night regarding the proposal to use some of the Nixon Hall Fire Loss funds for art facility improvements. This item is planned to be on the next meeting agenda.

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**PUBLIC-PERSONAL COMMUNICATION-CORRESPONDENCE:**

There were no public or personal communications or correspondence.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

**PASSED AND ADOPTED:** August 18, 2015

**VOTE OF COUNCIL:**

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

**APPROVED:**

**ATTEST:**

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Di An Putnam  
Mayor

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Lorrie Haaglund  
City Clerk