

**CITY COUNCIL MINUTES  
REGULAR MEETING  
SEPTEMBER 22, 2015**

The Winnemucca City Council met in regular session on Tuesday, September 22, 2015 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam and Councilmen Mike Owens, Theresa Mavity, Jim Billingsley and Paige Brooks. Absent: Councilman Ken Tipton. 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 September 8, 2015 regular City Council meeting were reviewed and Councilman Brooks moved for approval as submitted. Motion carried unanimously.

**APPROVAL OF WARRANTS:**

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

**PROCLAMATIONS / EMPLOYEE AWARDS:**

There were no proclamations or employee awards.

**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 Mavity 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.

**VARIANCE REQUEST VW-15-11 / REDUCE SIDEYARD SETBACK / WEST**

Mayor Putnam presented a variance application by D. Stephen West to reduce the south side setback from five feet to one foot to allow for the construction of a carport on property located at 4188 Foothill Drive, Assessor's Parcel No. 3638-33-105-017. Putnam noted the setback only affects one corner of the property because of the way the property line runs at an angle. Betty

Lawrence, Planning Department, said a letter was received from Offenhauser (the original developer of the subdivision) stating the recorded declaration of restrictions for the subdivision should be honored and no changes permitted. Lawrence stated the City does not enforce or research CC&Rs. Lawrence noted there were seven variances granted from 1982 to 2004 for garages or adding to existing structures in the Offenhauser subdivision (which is subject to the CC&Rs) and Lawrence said she is sure there are others. Councilman Billingsley asked if the other variance requests were for set back reductions. Lawrence stated yes. Putnam asked if any letters to the same effect were received on those requests. Lawrence stated no. City Attorney Maher stated the CC&Rs are private zoning issues enforced by the owners of the property, and they are not relevant to variance requested from zoning requirements. Councilman Owens moved to approve, based on staff findings and recommendations, variance VW-15-11 to reduce the south side setback from five feet to one foot at 4188 Foothill Drive, Assessor's Parcel No. 3638-33-105-017. Motion carried unanimously.

#### **ABANDONMENT REQUEST / EAST SIXTH STREET ADJACENT TO BLOCK 35 / GIURLANI**

John Milton, Desert Mountain Surveying, the agent for the Lorraine Giurlani Revocable Trust, requested the City initiate abandonment proceedings for a five feet in width strip of land of East Sixth Street adjacent to Block 35 of the Town of Winnemucca, APN's 3638-29-110-001, -002, and -003. There is an existing single family dwelling that encroaches into the street right of way and if the abandonment is approved, the property will then be inside the property line. Councilman Brooks moved to direct staff to proceed with the abandonment procedure and set the matter for public hearing. Motion carried unanimously.

#### **GROUNDWATER PROTECTION PROGRAM PRESENTATION / RESOURCE CONCEPTS INC.-NEVADA DIVISION OF ENVIRONMENTAL PROTECTION**

Kim Borgnizzer, Division of Environmental Protection-Bureau of Water Pollution Control, explained the Nevada Division of Environmental Protection (NDEP) and the Bureau of Water Pollution Control (BWPC) has contracted with Resource Concepts, Inc. (RCI) to provide technical assistance for communities and public water systems under the Integrated Source Water Protection Program (ISWPP) to establish or update wellhead protection plans. Lynn Fonge and Jill Sutherland, RCI representatives, presented information on how the technical assistance will focus on defining of protection areas around drinking water sources; in Humboldt County this includes 44 public water system wells and 3 spring systems. The project is supported with funding from the Bureau of Water Pollution Control. Borgnizzer said it takes less effort and money to protect groundwater than to clean it up. The plan will document the public drinking water resources throughout Humboldt County, develop protection measures for those public drinking water resources, and facilitate County-wide collaboration for education, development and implementation of the plan. Fonge stated the plan development process includes forming local planning teams to gather water system information, mapping groundwater capture zones around wellheads, identifying facilities or activities near wells that might release pollutants, and developing strategies and an action plan to protect drinking water quality. RCI will also assist in studies for new infrastructure projects, closure of unused wells and wellhead security improvements. Sutherland said RCI staff will be contacting the city to set up a meeting to coordinate the development of a local planning team. Active involvement from each public water system is important to ensure the input and concerns from each system are being addressed in the plan. Once developed by the local planning team and RCI, a draft plan will be

presented to the various governing boards for acceptance and approval. The approved plan will then be submitted to NDEP's ISWPP for endorsement; with State endorsement, communities and water systems will become eligible for future assistance to implement local source water/wellhead protection strategies and actions. Borgnizzer said NDEP is requesting a letter from the City Council supporting the program and confirming participation in the process. Councilman Billingsley asked if the City will be able to commit staff for the project. City Manager West stated he will be able to participate. Mayor Putnam asked if the City will work jointly with the County. West stated there are some County-wide goals that should be worked on together, but once the implementation starts, the City will need to work separately. The City has a wellhead protection plan in place, but it needs to be updated to include the planned Well #8. County Administrator Dave Mendiola said the County's perspective is that this is a new process and the City Engineer's assistance and knowledge are needed to put the County plan in place. Councilman Owens moved to authorize the City to write a letter of support for the Ground Water Protection Program and commit staff time for the program. Motion carried unanimously.

### **RECREATION COMPLEX PROPERTY TRANSFER PROPOSAL / WINNEMUCCA BOYS AND GIRLS CLUB**

Mayor Putnam stated the City needs to seriously consider how to best reach the goal of completing the remaining recreation facility improvements. The City cannot afford to complete the project and must consider the best method to obtain private funding. The City has done well in getting the soccer fields in and the Boys and Girls Club is on track for the construction of their building on the portion of land already deeded by the City to them. The City needs to be able to maximize the potential for funding for the project and doesn't have the potential that the Boys and Girls Club does for raising funds from the private sector for the community recreation project. Putnam said the City is a long ways from being able to fund new baseball fields, a swimming pool and the other planned facilities. Funding would come easier through the Boys & Girls Club. The City has already placed the City recreation programs with the Boys and Girls Club to run and develop, and they have done a great job. Putnam suggested the property be transferred to the Boys and Girls Club to facilitate the development of the recreation facilities. City Attorney Maher stated when transferring land belonging to the City, State law allows the City to transfer it without consideration or exchange of money if the property is used for charitable or civic purposes. A resolution could be adopted which included conditions if the Boys and Girls Club cease to use the property for the purposes it is conveyed for, then the property will revert back to the City. Councilman Billingsley asked if they could include a time limit for the improvements. Maher said such a provision could be included. Chad Peters, Executive Director of the Winnemucca Boys and Girls Club, said they have already laid some of the ground work for the development of the property to happen. The Boys and Girls Club has established a good relationship with the prospective donors that are capable of making the goals happen sooner, rather than later. Peters said the Pennington Foundation, which funded a portion of the first phase of the recreation facilities, made it clear they want to see the entire area of property developed. Peters asked if the property is conveyed to the Boys and Girls Club, will they be able to modify the improvements shown on the master plan. Maher stated the City could have a condition that if the Master Plan changes, the City input is required, thus it will not be restrictive to either entity. Peters said if they wish to change anything, they will have no problem coming to the City Council for approval. Peters indicated that they will need help with maintenance on the facilities and felt it would be a good idea to be very specific as to who is

responsible for what. Maher said this could be accomplished with an agreement. Maher will draft a resolution for consideration by the City. Maher suggested the value of the property should be part of the document so that the contributing individuals or foundations will know that the City has a stake in the process. Councilman Owens moved to proceed with the preparation of the resolution and agreement. Motion carried unanimously.

**STAFF-COUNCIL REPORTS**

City Manager West reported that the curbs and sidewalks on the Museum Lane Project have been nearly completed and the paving is planned for next week. The contractor is making good progress on the curb/sidewalk construction work on the East Winnemucca Blvd. project. The City received the 60% progress plans for the sewer project this week and anticipates receipt of an updated cost estimate next week, which is expected to be just slightly higher than the \$21M original construction estimate. The Boys and Girls Club building design is roughly 75% complete and an updated cost estimate is expected next week. The Airport Board, by a split vote at last night's meeting, approved the MedX helicopter landing directly in front of the MedX hangar building at the airport.

Councilman Owens attended the RTC meeting.

Councilman Mavity attended the grand opening of the Animal Control Shelter.

Councilman Billingsley said the parking lot behind the Convention Center has some huge issues and the WCVA is working on fixing them. The expansion of the Event Center is still in the planning stage.

Mayor Putnam and City Manager West met with Jennifer Rose, Western Nevada Development Authority (WNDA) board member, and several County representatives regarding the City membership in WNDA. They are representing several counties at a meeting to discuss the location of I-11. The Winnemucca Domestic Violence services will be hosting their Second Annual Mayor's Ball on October 2, 2015.

**PUBLIC-PERSONAL COMMUNICATION-CORRESPONDENCE:**

There were no public or personal communications or correspondence.

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

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