

**CITY COUNCIL MINUTES  
REGULAR MEETING  
JANUARY 21, 2020**

The Winnemucca City Council met in regular session on Tuesday January 21, 2020 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Richard Stone; Council members Mike Owens, Theresa Mavity, Vince Mendiola, Jim Billingsley and Paige Brooks; and, City Manager/Engineer Alicia Heiser, City Attorney Kent Maher and City Clerk Lorrie Haaglund.

**CALL TO ORDER:**

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

**PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE:**

There were no public comments, personal communication or correspondence.

**MINUTES:**

The December 10, 2019 City Council regular meeting minutes were reviewed and Council member Mavity moved for approval as submitted. Motion carried unanimously.

The December 16, 2019 City Council-County Commission-WCVA special meeting minutes were not ready for submittal.

The January 7, 2020 City Council regular meeting minutes were reviewed and Council member Brooks moved to approve with a correction to the Veterans assistance request item to note that their request included a cemetery plot and use of City equipment for construction of the memorial. Motion carried unanimously.

**WARRANTS-EXPENSES:**

The payments for warrants and expense reports were reviewed and Council member Mavity moved for approval as submitted. Motion carried unanimously with Council member Billingsley abstaining from voting on the Jim Dandy Productions warrants as he is the owner of the business.

**PROCLAMATIONS-AWARDS-PRESENTATIONS:**

Mayor Stone presented Winnemucca Police Officer Salvador Ochoa with a 5-year service award and expressed appreciation for Ochoa's hard work and dedication to the City.

Mayor Stone presented a proclamation to Don Swanson declaring February 2, 2020 as "Four Chaplains Sunday."

**BUSINESS ITEMS:**

**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 and Council member 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.

## **GREAT BASIN COLLEGE BUILDING PROJECT IN-KIND FUNDING REQUEST**

Matt McCarty, Great Basin College Foundation Director, gave an update on the planned construction of a second permanent building at the Winnemucca Great Basin College campus. The predesign estimate came back \$1.7 million over the anticipated budget for the project. So far, all the funding is private, there is no state funding. Humboldt County has pledged in-kind assistance, which most likely will be for site preparation by Hunewill Construction. McCarty said he is approaching the City to see if the permitting fees for the project could be waived. City Manager Heiser commented that the City doesn't know what the fees will be until GBC submits building plans. There will be building permit fees and water and sewer connection fees. The estimated cost for the fees could be as much as \$100,000 to \$150,000. Heiser said the fees could also be deferred if they are not waived. McCarty said that groundbreaking is anticipated to be October 1, 2020 and depending on the CMAR (construction manager at risk) hired, the building could be completed in time for the Fall 2021 enrollment. The original \$7M was a basic estimate, the \$8.1M is an architect's estimate. The \$7M building estimate was funded with a William F. Pennington Foundation pledge of \$5M, a Humboldt County Hospital District pledge of \$1M, a local mines pledge of \$400,000, prior to the NV Gold Mines Joint Venture, and a college contribution of \$100,000, with a Pennington Foundation match of the amount donated by the mines. The selection of the CMAR should occur within the next few weeks. City Attorney Maher commented that when they have the CMAR on board, the College should try to do value engineering to reduce the costs. McCarty said he believes they will be able to value engineer about \$250,000 in reduction of costs. McCarty said a contribution in-kind from the City on permitting will be helpful. McCarty commented that they are also anticipating a possible in-kind contribution from Hunewill if the CMAR will allow Hunewill to be a subcontractor. GBC plans to sell the rooms for sponsorship if they do not reach their goal of raising the full \$8.1M. McCarty said they will need to know by April where they stand with raising funds so GBC can approach the Nevada System of Higher Education and request the project be included in their budget. McCarty commented the \$7M confirmed donations of the \$8.1M needed for construction will go a long way towards the legislature saying yes, but that money is not for certain. Heiser asked that McCarty or the CMAR come back when they are ready to submit plans and the permitting costs are better known. Mayor Stone said the community is fortunate to have the college here. Council members Billingsley and Owens said they will be receptive when there is a final figure. Stone said it is the consensus of the Council to entertain the GBC request once there is contribution amount.

## **HISTORIC RESOURCES COMMISSION UPDATE-REPORT / THE NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS (NAPC) COMMISSION ASSISTANCE AND MENTORING PROGRAM (CAMP)**

Dana Toth, representing the Historic Resources Commission, reported that the Commission was successful in securing the \$7,000 grant for a NAPC CAMP to be held in Winnemucca on April 25, 2020. There is room to accommodate 30 participants for the CAMP and currently eight people are signed to attend. The State Historic Preservation Office (SHPO) is aware that Winnemucca will probably not have 30 people in attendance and they requested that other communities and local governments be solicited to attend. The three preservationists that will be presenting the program suggested it is not a good idea to invite other communities since Winnemucca is so new to the program and the presenters want to start with explaining some of the very basics and help Winnemucca create a preservation plan for: 1) direction for the Commission; 2) what the Commission wants to do in the way of preservation; and, 3) how the plan will be implemented and possibly incorporated into a master plan. Two of the

preservationists are from Seattle and one is from Denver. They bring an array of experience and will touch on a variety of topics including legal basics and how to run meetings. No action was taken.

### **PUBLIC HEARING-ORDINANCE ADOPTION / WINNEMUCCA MUNICIPAL CODE TITLE 15 AMENDMENT / BUILDING CODES AMENDMENTS**

Mayor Stone commented that this ordinance proposal is to adopt the newest editions of various building and related codes. Stone called for public comment. There was no public comment. City Manager Heiser said City Building Inspector Sam Dugan is in favor of updating the building codes as proposed. Council member Billingsley said he is in favor of updating the current codes if the codes as adopted are not overly restrictive. Council member Owens moved to adopt the ordinance amending Winnemucca Municipal Code Chapter 15.04 to update the building and other codes as presented by staff. Motion carried unanimously.

### **PUBLIC HEARING-ORDINANCE ADOPTION / VOLUNTARY ANNEXATION REQUEST / APN 10-0651-13 / E. WINNEMUCCA BLVD. / SOUTHWEST GAS**

Mayor Stone commented that Southwest Gas Corporation requested voluntary annexation of their property adjacent to E. Winnemucca Blvd. into the City. The property is contiguous to the current City limits. Stone called for public comment. There was no public comment. Council member Owens moved to approve the ordinance amending Winnemucca Municipal Code Chapter 1.24 to include the annexation into the City of Assessor's Parcel Number 10-0651-13 owned by Southwest Gas Corporation as presented by staff. Motion carried unanimously.

### **PUBLIC HEARING-ORDINANCE ADOPTION / AMENDING CITY RECREATION FEES**

Mayor Stone said this ordinance proposes revisions to the recreation fees. City Manager Heiser said the main changes are the trail fees (cart permit) increase to \$75 and the punch card price which remains the same at \$300 but instead of buying 24 9-hole golf rounds, the card is good for 20 9-hole golf rounds, and all punch cards will have an expiration date. Stone called for public comment. There was no public comment. Council member Mavity moved to approve the ordinance amending Chapter 3.12 of the Winnemucca Municipal Code to amend the fees and charges for users of the City recreation facilities as presented by staff. Motion carried unanimously.

### **WATER RATE INCREASE**

City Manager Heiser presented two rate increase proposals based on the water rate analysis presented by Michael Boney with NRWA and an analysis of the City water fund balance over the last several years. The proposals include the beginning fund balance estimate, usage revenue, other revenue (connection fees, miscellaneous sales and rentals and private donations), operating expenses, capital expenses, depreciation and transfer (transfer of \$100,000 from the Water Fund to the General Fund for the Railroad Springs project) and the estimated ending fund balance. The figures presented showed estimated fund balances with three months of the higher base rate for FY 2020 and a full year with the higher base rate for FY 2021. Heiser included a list of all water fund projects that she anticipates in the next few years. For projects beyond FY 2025-26, very general estimates were made because it is difficult to predict projects. Heiser remarked that she is comfortable with an ending fund balance of \$1.5M to \$2M. If the Council decides on the \$8.00 rate increase, some of the anticipated projects will

have to be put off for a longer time. Mayor Stone said the revenue for the last four years has been under \$150,000. Expenses without any major projects have been consistently at \$150,000 or more. The City has been depleting reserves to cover expenses of operation. If any projects are financed, the fees will still need to be raised in order to pay for the financing. Heiser said last year's tentative budget ending balance was around \$100,000 and the State flagged it when they reviewed the budget, resulting in having to adjust the proposed budget and remove some projects to increase the ending fund balance. Council member Owens said this is something that should have been done 10 years ago; it is time to move forward with a rate increase. Council member Owens moved to direct staff to move forward with increasing the City's base/meter fee for water services according to meter size. Motion carried unanimously.

### **USE-RESERVATION REQUEST FORM-USE FEES / CITY FACILITIES AND PARKS**

City Manager Heiser presented the revised use-reservation request form and proposed fees for use of City facilities. The fees are intended to defray City expenses for preparing the facility and cleaning after an event. Equipment was added under the service request portion. The waiver request was removed from the form and the Recreation Department was added to the list of departments receiving notification. For small events, less than 75 participants, the parks cannot be reserved; they are available on a first come basis. For larger park events, over 75 participants, a \$50 reservation fee will be charged. If the facility is left in poor condition or if City staff is called out for maintenance or additional cleaning is required, there is an additional charge of up to \$250 per incident. A use fee of \$50/day will be charged for athletic fields non-league use of the entire facility. A non-refundable cleaning deposit of \$100 will be charged and if City staff is called out for maintenance or additional cleaning is required, an additional \$250 per incident will be charged. The form also addresses a lighting charge and requested City field preparation fee. Council member Owens moved to adopt the use-reservation request form and fees as presented by staff. Motion carried unanimously.

### **PROFESSIONAL HYDROGEOLOGIC SERVICES REQUEST / WELL 8 EXPLORATORY WELL-PRODUCTION WELL**

City Manager Heiser recommended entering into an agreement with Farr West Engineering for hydrogeologic professional services for the Well 8 exploratory well and production well services as outlined in the proposal. Farr West will provide a professional engineer and hydrogeologist who specialize in well projects. Heiser said Farr West is well qualified and will be able to start this week. The fee estimates include rates for individual staff members as well as estimated total hours for each part of the project. If the projected hours are not used, the City will not pay. The service agreement is up to \$40,919 and any additional hours must be approved in advance. Council member Mendiola moved to accept the Farr West proposal for professional hydrogeologic services to provide inspection and design services for the Well 8 exploratory well and production well in an amount up to \$40,919. Motion carried unanimously.

### **BODE HOWARD MEMORIAL POOL**

City Manager Heiser reported the RFP (request for proposals) has been finished and will be submitted to four or five consultants. The due date is February 20, 2020 for the feasibility study proposals.

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**STAFF-COUNCIL REPORTS:**

City Manager Heiser reported: (i) the BLM will review the Railroad Spring pipeline project file and determine the next steps the City must take; (ii) Hydro Resources will start work on the exploratory borehole the week of January 20, 2020 for Well #8; (iii) there are no updates on the Airport property acquisition project; (iv) Hunewill Construction has resumed work on the Second Street storm drain project; (v) Hunewill Construction will be starting on the Alleys sewer project soon; (vi) Armstrong Consultants met with the FAA at the Phoenix ADO office on December 11, 2019 and learned the Airport Layout Plan will not be affected by the proposed changes to accommodate the company interested in the property at the Industrial Park; and, (vii) the City-County staff are working on developing a program for providing Mormon Cricket treatment of private lands.

Council member Owens reported on the December Airport Board meeting and the RTC meeting.

Council member Mavity left the meeting at 3:42 p.m.

Council member Mendiola said the Winnemucca Futures meeting will be on January 30, 2020. Mendiola reported on the Humboldt River Water Basin Authority and the Humboldt Heritage Foundation meetings.

Council member Brooks reported on the FCC meeting and the Basque exhibit at the museum which will open on February 22, 2020.

Chief Dalley reported the police department has two people in FTO training and one reserve officer who is beginning P.O.S.T. Dalley submitted written notice of his retirement to the City; his last day will be March 20, 2020.

Mayor Stone reported that the Chief of Police position will be posted internally. There will be an interview committee and their recommendation will be brought to Council for approval. The Nevada League of Cities annual conference will be held September 23-25, 2020 in Elko, Nevada. The Point in Time homeless count will take place on January 30, 2020. Lithium Nevada will host an open house at their local office on January 30, 2020.

**PUBLIC COMMENT:**

Gerald Moritz complimented the mural painted by Teddy Swecker and Kitty Norcutt on display for the Basque exhibit at the Humboldt Museum.

The meeting was adjourned at 3:56 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

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**PASSED AND ADOPTED:** February 4, 2020

**VOTE OF COUNCIL:**

**AYES:** Owens, Mavity, Mendiola, Billingsley, Brooks \_\_\_\_\_  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Richard Stone  
Mayor

\_\_\_\_\_  
Lorrie Haaglund  
City Clerk