

**CITY COUNCIL MINUTES
REGULAR MEETING
July 24, 2012**

The Winnemucca City Council met in regular session on Tuesday, July 24, 2012 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Richard Stone, Doug Cain, Joyce Sheen, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Eddy Davis.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

The City Council July 10, 2012 regular meeting minutes were presented for review. Councilman Stone noted that he made the motion concerning the public restroom waiver request for the proposed Papa Murphy's franchise, and moved for approval as corrected. Motion carried unanimously, with Councilman Billingsley abstaining as he was not present at the meeting.

APPROVAL OF WARRANTS:

The warrants were presented for review and Councilman Cain moved for approval as submitted. Motion carried unanimously.

PROCLAMATIONS / EMPLOYEE AWARDS:

There were no proclamations or employee awards.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

Joe Ratliff, Grass Valley area resident, expressed his concern regarding the over population of feral cats in the City and County. Ratliff noted that City/County animal control services do not deal with stray cats. He and other residents in the community donate time and money towards fixing the problems. Feral cats disrupt the ecosystem and carry diseases. County Commissioner Mike Bell was quoted in the Humboldt Sun as stating that the County could restore funding for a cat spay/neuter program. Bell also suggested Ratliff present the funding request to the City Council. Councilman Stone added the City has dealt with the issue several times over the years. City Manager West said the City and County currently have a spay/neuter program in place. An individual can utilize the services of local veterinarians and submit the cost for a partial refund from the City or County. At Ratliff's request, Mayor Putnam directed staff to place this on the next scheduled City/County joint meeting agenda.

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 Sheen 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.

STREET CLOSURE REQUEST / NNRA GOOD TIMES STREET DRAGS

Mayor Putnam reviewed the annual street closure request of the Northern Nevada Racing Association (NNRA) for the Good Times Street Drags taking place August 3-4. A.B. Beck stated the NNRA did not provide proof of insurance last year. Putnam said the City received a certificate. Beck said that the only other problem observed last year was that Trader's Way was closed earlier than approved. Public Works Supervisor Sutton had to ask NNRA to re-open the street so that people could utilize it up until the scheduled closure time. Putnam assured Beck the City would reiterate to the NNRA what is approved in the request and to provide the necessary insurance certificates. Councilman Stone moved to approve the temporary street closures for the NNRA Good Times Street Drags as follows: Friday, August 3-Saturday, August 4 at the following locations: (i) Fountain Way (one lane only) from Friday 6:00 p.m. to approximately 11:30 p.m., and from Saturday 10:00 a.m. to approximately 10:00 p.m.; (ii) Railroad Street from Friday 5:30 p.m. to approximately 11:30 p.m., and from Saturday 10:00 a.m. to approximately 10:00 p.m. (Railroad Street closure is from the corner of Fountain Way to the edge of Big R's driveway); and (iii) Traders Way from Thursday through Sunday, August 2-5, from Arby's driveway to Southwest Gas building for set up and tear down only on Thursday, August 2 and Sunday, August 5, and the entire street (Traders Way) will be closed off from Friday-Saturday, August 3-4 during race times, on the condition that NNRA submit proof of insurance and list the City of Winnemucca, A.B. Beck and Mary Zanella as additional insureds on the certificate. Motion carried unanimously.

ORDINANCE INTRODUCTION / REQUEST FOR CITY ANNEXATION / BOSCH

City Attorney Maher said the request by the property owner for City annexation had conditions attached to the request and explained that there is no provision in law for a conditional annexation. Either the property is annexed or it is not. City Manager West said the property owners may be able to remove their conditions prior to the public hearing of the annexation ordinance. West understands that the RPC will take action on the pending applications for this development prior to the August 7 City Council meeting. If the applications are approved by the RPC, then the property owners could remove their annexation conditions. Councilman Brooks moved to introduce the ordinance and set it for public hearing on August 7 to consider the City annexation of property located on East Winnemucca Boulevard, APN 10-147-01, owned by the Bosch family. Motion carried unanimously.

ORDINANCE INTRODUCTION / REQUEST FOR CITY ANNEXATION / HAPGOOD

Mayor Putnam said this request for City annexation was a similar situation to the request made by the Bosch family. Councilman Stone moved to introduce the ordinance and set it for public hearing on August 7 to consider the City annexation of property located on East Winnemucca Boulevard, APN 10-147-02, owned by the Hapgood family. Motion carried unanimously.

PROPOSED PROPERTY TRADE FOR MUSEUM LANE STREET IMPROVEMENTS

Mayor Putnam said the proposed trade of property owned by Jan Schade for City-provided Museum Lane street improvements makes good sense for the community. The property is located adjacent to the Humboldt County Museum and a City-owned property. City Manager West said that Museum Lane will eventually be the primary access road for the Willowbend

Development. Putnam noted that the City actively looks for areas to construct a community center, performing arts building, or a fire satellite station and it is appropriate to acquire property for such improvements. West added that the City-owned property adjacent to Museum Lane is 1.3 acres in size. The Museum is discussing expansion and has little space to do so. Trading Schade's property for street improvements on Museum Lane will increase the useable property in that area and provide an access road to the property. The cost of extending Museum Lane as a collector street will be an estimated \$200,000, and a water main extension will also be required at an additional cost of \$35,000, for a total of \$235,000. The collector street will have curbs, gutters and pavement. Jan Schade added the property has the potential for 16 lots at an estimated value for development of \$37,000 per lot. Schade said he would like to trade dollar for dollar. Schade believes the land could be sold commercially for between \$400,000 and \$425,000. Councilman Stone asked about the timetable for completion of the street improvements, and if RTC funds will be available to make the improvements. West said once the agreement is signed, the improvements could be designed and built within a year or two. There are not any RTC funds available, but the City street reserve fund could be used in this situation. Putnam pointed out the City has been working with the Museum on improvements. The consensus of the Council was favorable to the exchange proposal. West suggested the Council set a maximum figure in the agreement that will cover all of the improvement costs. The collector street improvements will come in at an estimated \$200,000 to complete, but that figure does not include anything for landscaping. Putnam said perhaps a figure of \$250,000 was appropriate for the project. Putnam directed staff to work with Jan Schade Construction by coming up with a viable, mutual agreement between both parties. West asked if the use of outside engineering services for the street design is agreeable to the Council. Schade works with Loomis and Associates in Fallon and a design quote could be solicited from them. City Attorney Maher added once all the details are worked out, a draft agreement, with all associated costs included, will be brought to the Council for consideration.

DEBT MANAGEMENT POLICY / CAPITAL IMPROVEMENT PLAN

City Manager West said the approval of the City debt management policy and capital improvement plan is an annual requirement. The Debt Management Policy states the current level of debt incurred by the City as of June 30, 2012 and includes the appropriate documentation of the payment schedules for that debt. The City holds two note payables: (i) the Assessment District No. 17 obligation, which is paid by the property owners in annual installments to the City; and, (ii) the Revenue Bond with the State of Nevada Revolving Water Loan Fund (Northside Water Project) which is paid in bi-annual installments to the state from the Water Enterprise Fund. A five (5) year capital improvement plan for all funds is included, as well as the designation of the City Chief Financial Officer (City Manager West). Staff recommends approval of the documents. Councilman Cain moved to approve the City Debt Management Policy, the five (5) year Capital Improvement Plan, and the designation of the Chief Financial Officer for Fiscal Year 2012-2013 as presented and recommended by staff. Motion carried unanimously.

STAFF / COUNCIL REPORTS

City Clerk Davis reported the utility billing system will require an upgrade in the near future due to the current and future housing expansion in the City. Proposals are being solicited concerning the upgrade requirements.

City Manager West said subdivision plans have been received for review from the Kryptotic (Offenhauser Drive) and the Means (Frontier Village) developments. Staff is making progress

on the preliminary research for the sewer plant upgrade project. West and Public Works Supervisor Sutton recently toured the Ely State Prison Sewage Treatment Plant with the NDEP and are researching the potential of modifying the City lagoon system using similar technology. West met with the BLM regarding the potential acquisition of a section of land near Cyanco that could be used for disposal of City sewer plant effluent (using pivot irrigation). The City is in contact with the UPRR regarding use of their mainline right-of-way to construct an effluent pipeline connecting the sewage treatment plant to the BLM property. Discussion with the adjacent property owner is also taking place regarding the potential operational agreement of the proposed pivot systems. The City should be able to fund the sewer treatment plant expansion with the Sewer fund capital improvement reserve. Capacity expansion is important due to the expected growth in the area. The City Master Plan workshop is at the RPC meeting tonight. Street reconstruction around the Sage Heights Pool and Poke N' Peek area is starting. The Airport slurry seal problem has been resolved. Ethics training, open to all desiring to attend, is scheduled for this Thursday at 6:00 p.m. in the Courthouse meeting room. Staff is working with the Smith and Loveless Company on the design of a new and larger sewage pump station on Haskell Street, which is needed to accommodate future growth in that area. A portion of the funding for the expansion will come from the Frontier Village development.

Councilman Stone said the HDA met last week. Bill Sims requested funding to attend a Futures Program presentation in London, England. The HDA did not feel it was their responsibility to send Sims (a State of Nevada employee) to Europe for continuing education.

Councilman Cain reported a meeting was held with Jim Kinney regarding the fishing pond property lease agreement. Questions will need to be answered concerning the value of the property once improvements are made, and which improvements apply to the calculation of the property value. Information is being sought from the County Assessor to answer the questions.

Councilman Sheen attended the WCVA meeting last week. The WCVA is seriously considering not funding the Mule Show and Races next year since the event receives funding from other sources and participation has declined. A decision to end WCVA funding has not been reached yet. Costs will be substantial to retrofit the Winnemucca Hotel. The WCVA takes the position that they have done their part by paying for the study and raising community awareness about the historical building. The WCVA would look at assisting with a retrofit project if the community effort increases with City/County participation. The 44-Hour Tournament showed a decline in participation this year primarily because competition exists from Reno and Sacramento. Businesses in the community were thrilled with the increased business gained from the Silver State International Rodeo. The WCVA may ask for more RV spaces at the Event Center RV Park. A junior division of the same rodeo is considering holding their event in Winnemucca. One complaint received by the Landfill Committee was that commercial haulers, one in particular, were not submitting the correct billing information to the Assessor's office to process. Letters were sent to the haulers suggesting they may have to take ownership of the billing process, taking the County out of the equation. As a result, reporting has improved.

Councilman Billingsley attended the ribbon cutting ceremony for the ScrapDV fundraising program to generate funds for the Winnemucca Domestic Violence shelter and their programs.

Councilman Brooks said that three (3) other states were looking the local ScrapDV program to model after. The Superior Livestock Auction is scheduled for this week. The NNRC does not schedule a July meeting.

