

**CITY COUNCIL MINUTES
REGULAR MEETING
SEPTEMBER 17, 2013**

The Winnemucca City Council met in regular session on Tuesday, September 17, 2013 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Doug Cain, Jim Billingsley and Paige Brooks. Absent: Councilmen Mike Owens and 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 3, 2013 regular City Council meeting were presented for review and Councilman Brooks moved for approval as submitted. Motion carried unanimously.

APPROVAL OF WARRANTS:

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

PROCLAMATIONS / EMPLOYEE AWARDS:

Mayor Putnam read the Proclamation recognizing October 2013 as Domestic Violence Awareness Month. Brooke O'Byrne, Executive Director of Winnemucca Domestic Violence Services (WDVS), accepted the proclamation and invited the Mayor and Council to their vigil and banquet on October 4 beginning at 5:30 pm at the Winnemucca Convention Center. Putnam congratulated and commended WDVS on fulfilling the job of taking care of domestic violence victims, and for providing counseling and a way to get out of abusive circumstances.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

Dale Backus, local resident, explained concerns his family has regarding the new Sonoma Ridge Development which is reshaping the landscape, and with safety along Whitaker Drive. The lay of the land, including the gulley located directly behind the new subdivision, has been changed and there is erosion and flooding potential from the gulley that is now blocked off by the grading work. City Manager West provided background on the Harmony Canyon Estates subdivision (which created Whitaker Drive as a half street in the 1960's) and the ten acre parcel that is currently under development. West said it was probably assumed at the time the street right-of-way was created that the other half of the street right of way would be dedicated when the parcel to the south was developed. When the current development was proposed, the city's main priority was having Offenhauser Drive completed because it is a designated east-west collector street, and it didn't make sense to have Whitaker as a full street located only one hundred feet to the north. The new development piece of property is a narrow parcel and requiring Whitaker to be full width would have created small narrow double frontage lots. Substantial cuts on one side and a substantial amount of fill on the other side were required in order to accommodate driveway access onto Offenhauser Drive from both sides, which is the only practical way the subdivision could be developed into residential lots. The construction plans include erosion control for the slopes and ditches for the storm water runoff, but the developer has not yet completed those improvements. There are plans to rock all slopes and to

install a small retaining wall at the Whitaker-Great Basin intersection for traffic visibility purposes. West stated the intersection visibility is a concern, but the planned retaining wall should eliminate the concern. A full drainage control plan was prepared by the civil engineer hired by the original developer. The plan includes "V" ditch designs on the sides of the subdivision lots so all surface water should be controlled. West said a property owner has the right to develop his property and the city has to accommodate them the best they can and still protect the public. The developer did not have a lot of options in this case due to the narrow width of the property and substantial cross slopes. The developer did come before the Council to discuss the Whitaker Drive-Offenhauser Drive situation, but the grading plans were not available at that time. Backus stated he felt the city had compromised. Mayor Putnam noted that sometimes the city has to compromise to allow people to develop their property, and that the city can't require a property owner to do more than comply with the applicable standards. West confirmed that in this case the developer satisfied the subdivision requirements. Councilman Brooks stated there has been no equipment moved on this project in ten days nor has any water been applied which is creating a dust hazard. West stated the city will notify the developer immediately about the dust problem. Councilman Billingsley reminded that the city council does not typically see construction plans unless there is a change or variance requested, and he too was surprised by the amount of grading work. West said that while the development may not be perfect, the developer has complied with all subdivision and building code requirements. Putnam stated this is not something the city is able to resolve and directed West to express to the developer the concerns of the neighborhood and to find out the erosion control and retaining wall plans so the city can explain them to the public.

Ryan Pritchett from Armstrong Consultants, a Nevada Airport Manager's Association Board member, said he was at the Reno Air Races last week and sold the new commemorative aviation license plates. If anyone is interested in purchasing the plates, he is selling them.

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 Cain 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.

DISPLAY OF MILITARY BANNERS

Darlene Thon, American Legion representative, requested an update on the display of military banners on Haskell Street. Thon said a lot of families have purchased banners and are waiting for banner space to become available. Thon asked if the city has plans for additional poles for displaying the banners. Mayor Putnam replied that the city currently has plans for a display at Veteran's Park. City Manager West added that the city is well under way with the project and has already purchased supplies to build a 28 banner (seven poles with four banners per pole) display at Veteran's Park. Thon stated she doesn't believe 28 spots will be sufficient. West stated more can be added, if necessary. The public works department has been busy working on projects which require the warmer weather and they plan on completing the banner project at Veteran's Park this winter. Putnam stated the banners of currently serving armed forces

personnel will be displayed on the Haskell Street poles, and retired and deceased military personnel banners will be displayed at Veteran's Park. Thon questioned if an unlimited number of banners could be displayed. Councilman Brooks suggested the city may have to look at rotating the banners. West stated it is currently unknown what the demand will be. Councilman Billingsley asked if there is a list of persons waiting for a display spot. West stated no, but he assumes that Thon and Anita Paquette will develop a waiting list as soon as families know about the additional banner spaces.

NEVADA RURAL HOUSING AUTHORITY PROGRAM UPDATE

Gary Longaker, Executive Director Nevada Rural Housing Authority (NRHA), provided an update on NRHA and the Home at Last program. Longaker explained the transfer funds-matching funds program in which cities and counties transferred their unused allocations of Private Activity Bond Cap to NRHA. With the allocations, NRHA developed the Home at Last down payment assistance program and the Mortgage Credit Certificate tax savings program, and have assisted approximately 2,000 families since inception. The Home At Last Access program for new homes utilized taxable bonds and assisted over 400 families in 2013. The Home At Last Program is open to all homebuyers, whether they are first time or repeat buyers. Home at Last Access provides a competitive mortgage rate with down payment and closing cost assistance in the form of a grant. Councilman Billingsley asked how families find out about the programs. Longaker said they can access the NRHA website, nvrural.org, they can call the NRHA office, and realtors and lenders are also aware of the programs. NRHA is also involved in apartment construction projects, and with rehab projects, such as Winnemucca Manor and the planning of an addition to the Larios Arms senior apartments. NRHA is currently working on a new housing needs study which will be completed by the end of this year. Longaker thanked the city for their past and continued support in partnering with NRHA to help families in the community achieve home ownership.

HAPGOOD PROPERTY PERMANENT EASEMENTS ACCEPTANCE

City Manager West explained that the copy of the signed and acknowledged grant of easement for public utility system purposes document in the meeting packets provides permanent easements across property owned by the Hapgood family for storm drain, sewer, utility and retention pond purposes. The Means development group has the option to purchase the Hapgood property but the property has not been purchased yet. The easement is required to accommodate the new portion of Great Basin Drive. Councilman Cain moved to accept the conveyance for the grant of easement for public utility system purposes. Motion carried unanimously.

HARMONY STREET PARKING AREA TEMPORARY USE REQUEST / HOSPITAL

Mayor Putnam stated Humboldt General Hospital wants to use a portion of the Harmony Road parking area next to Harmony Manor as a lay down area for construction supplies during their electrical upgrade project. City Attorney Maher stated the use should not affect Harmony Manor or resident parking, and the construction is scheduled to be completed by March. City Manager West said he sees no negative effect. Councilman Cain moved to authorize temporary use of a portion of the Harmony Street on-street parking area for construction material storage as proposed. Motion carried unanimously.

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AIRPORT SOUTH LAND ACQUISITION / FAA GRANT OFFER-LOCAL MATCHING FUNDS

City Manager West said the appraisals for the airport south land area were completed and received by FAA; the grant was received last Friday afternoon. The FAA portion of the grant offer is \$167,513 and the county-city match is \$11,167 (6.25%) for a total of \$180,000. Staff recommends acceptance of the grant offer and commitment to the local match. Councilman Cain moved to accept the grant offer and provide matching funds as required by the grant. Motion carried unanimously.

STAFF / COUNCIL REPORTS

City Manager West reported the granite colors have been selected for the columbarium at the cemetery and construction should begin around the first of October. West, Mayor Putnam and Carrillo Engineers met with NDEP September 10, and he has maps for the sewer treatment plant project. A pre-bid meeting for the fire station project was held September 12 and was attended by three general contractors. The bids will be opened on September 24 and the project may be awarded at a special meeting on September 26 at 2:00 p.m. The Melarkey and Winnemucca Blvd. intersection project revised plans were received, the issues with NDOT were worked out and the NDOT permit should be received soon, so the project can be bid. The plans for the East Winnemucca Boulevard sewer interceptor project were received, and NDOT permitting was applied for. A letter of commitment from the subcontractor on the airport pavement maintenance project done last year was received to redo the slurry seal, which should take place in the next few weeks or next spring. The city is in the top five for the NDOT TA Grant Program for the curb, gutter and sidewalk project on East Winnemucca Boulevard, and should receive a funding notice in late October.

Councilman Billingsley reported he will attend the WCVA meeting tomorrow.

Councilman Brooks reported she attended the NACO-NLC conference last week. The conference was great and the meetings were very informative.

Mayor Putnam reported she attended the NACO-NLC conference, and it was well attended. Putnam attended the Family Youth Center dedication and received a plaque of gratitude on behalf of the city. She will attend a barbeque sponsored by Western Lithium at the Home Ranch in McDermitt this weekend.

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

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NOT APPROVED

PASSED AND ADOPTED: October 8, 2013

VOTE OF COUNCIL:

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

APPROVED:

ATTEST:

Di An Putnam
Mayor

Lorrie Haaglund
City Clerk