

**CITY COUNCIL MINUTES  
REGULAR MEETING  
May 24, 2016**

The Winnemucca City Council met in regular session on Tuesday, May 24, 2016 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Mike Owens, Theresa Mavity, Ken Tipton, Jim Billingsley and Paige Brooks. Staff present: City Attorney Kent Maher, City Manager Steve West and City Clerk Lorrie Haaglund.

**CALL TO ORDER:**

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

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

There was no public comment or personal communication or correspondence.

**MINUTES:**

The May 10, 2016 regular City Council meeting minutes were reviewed and Councilman Brooks moved for approval as presented. Councilman Tipton abstained from voting as he was not present at the May 10, 2016 meeting. Motion carried unanimously.

**WARRANTS:**

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

**PROCLAMATIONS - AWARDS:**

Councilman Brooks announced Mayor Putnam will be honored at the 25<sup>th</sup> annual "Salute to Women of Achievement" luncheon on May 26, 2016 in Reno. Brooks said Putnam is one of the most passionate, dedicated, confident, energetic and successful women in our community. The Council and staff congratulated Mayor Putnam on receiving the honor.

**BUSINESS ITEMS - 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 and Councilman Tipton moved to make a finding 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. Motion carried unanimously.

**FUTURE BUSINESS LEADERS OF AMERICA PRESENTATION / DALLEY-ROSE**

Kelsey Dalley and Elise Rose, representing the Lowry High School Future Business Leaders of America, stated their group placed third in the state competition for the Future Business Leaders of America and they will be attending the national conference in June at Atlanta, Georgia. Their

assignment for the competition was to create a 30 second public service announcement demonstrating the positive impacts that sports activities have on youth. They chose the high school wrestling team and explained their objective was to demonstrate that the Lowry wrestling program teaches tolerance and patience; it grows character and inspires younger athletes to help others. Mayor Putnam and the Council wished the Lowry High School Future Business Leaders of America good luck at nationals.

#### **CITY WATER SERVICE AVAILABILITY DETERMINATION / APN 3638-33-202-17 – GABICA**

Mayor Putnam presented a letter from property owner Frank Gabica requesting to construct a private well on his 30-acre parcel located on South Great Basin Avenue. Gabica has no plans to develop the property in the future and a domestic well is needed to affordably provide water service to a planned single family residence on the property. The nearest City water main is approximately 2,000 feet from the proposed service location, which makes it well beyond the requirement of City ordinance and state regulation that there must be a hookup to a municipal system if the water service is available within 400 feet. Councilman Brooks moved to make a finding that the existing City water system is not available to the property and, upon water service becoming available (within 400 feet of the service location) or the property being subdivided, there must be hookup to the City water system. Motion carried unanimously.

#### **MINI-PONY MERRY-GO-AROUND REQUEST / HIGHLAND PARK / JEHOVAH WITNESSES**

Mayor Putnam presented a request from the Jehovah Witnesses Church to allow a pony ride as part of their church event to be held May 29, 2016 at Highland Park. City Manager West stated this type of event has been allowed in the past but only in the parking lot of the park. Councilman Owens moved to allow the live mini-pony merry-go-around outside the fenced area to the south of Highland Park for the Jehovah's Witnesses Church event on May 29, 2016. Motion carried unanimously.

#### **STREET LIGHT DEVELOPMENT STANDARD WAIVER / PLEASANT SENIOR CENTER**

Patricia Tindall, Pleasant Senior Center Director, and Lewis Trout, representing the Pleasant Senior Center Board of Directors, stated that the Senior Center's expansion project approval included a condition that they provide a street light at the Lay Street-Pleasant Street intersection. NV Energy has determined there is not an available location at the intersection for the proposed street light due to conflicts with other utility lines and existing parking spaces. The Senior Center is requesting waiver of the street light requirement. Councilman Billingsley moved to approve the waiver request with the condition that the Senior Center re-aim or add a new fixture to their adjacent parking lot light pole in order to provide additional lighting for the intersection. Motion carried unanimously.

#### **PRIVATE ACTIVITY VOLUME BOND CAP TRANSFER / NEVADA RURAL HOUSING AUTHORITY**

Mayor Putnam presented a request from Nevada Rural Housing Authority (NRHA) for a City resolution authorizing the transfer to NRHA of the tax exempt private activity volume bond cap allocated to the City in the sum of \$479,758.66. Putnam explained the City has in the past released their portion of the bond cap allotment to the state because the City was not intending

to use it. Release of the bond cap does not affect the City bonding capacity. NRHA will use the bond funds to finance single family residences for low to moderate income families. Councilman Mavity moved to authorize transfer of the private activity bond volume cap allocated to the City in the amount of \$407,758.66 to the Nevada Rural Housing Authority as requested. Motion carried unanimously.

## **PUBLIC HEARING FY 2016-2017 TENTATIVE BUDGET / FY 2016-2017 FINAL BUDGET**

Mayor Putnam called for public comment on the FY 16/17 Tentative Budget. There was no public comment. City Manager West pointed out that the FY 15/16 General Fund revenue and expenditure totals include the CDBG Senior Center pass through grant of \$277,000 which inflates both figures. West then compared the estimated FY 15/16 numbers to the budgeted FY 16/17 numbers. The General Government budget includes an increase in Public Safety by \$137,000 which contemplates two police sedans being purchased; the Fire Department budget reduction is a result of not having to equip a new fire truck; the Building Department decrease is due to the overlap in salaries and benefits for the retired building inspector last year; the Street Department increase was primarily the result of purchasing a crack filling machine in this year's budget; the Cemetery budget includes \$30,000 for irrigation material; the Golf Course budget increase includes \$30,000 for a new mower; and, the Pool budget may need to be increased for anticipated maintenance personnel. The total budget expenses increase about \$348,000 from last year's budget. West stated that the Ending Fund Balance will decrease by \$576,000 next year if the budget is adopted. He stressed that the City needed to remain conservative and watch the balance in the future. \$25,000 has been transferred into the Unemployment Reserve Fund because it was depleted through the years. The Capital Project Fund continues to grow at a rate of approximately \$30,000 per year and should have \$217,000 at the end of next year. West said due to the sewage treatment plant project expenses, the Sewer Fund ending balance is shrinking. If the USDA loan is obtained, the payments begin within 30 days so there must be accounting for more debt payment. West proposed to increase the debt service line from \$225,000 to approximately \$1M which will still leave \$2.5M in the account. Instead of depleting the Water Fund account with the Well #8 project, the City will move forward with only a test hole next year at a cost of \$50,000 allowing the First Street water main replacement project to move forward. The capital outlay in this fund will decrease from \$600,000 to \$500,000 which allows a slightly higher ending balance in the fund. The appraisals have been completed for the potential purchase of property near the airport industrial park for an access road; the appraisals reflect amounts ranging from \$70,000 to \$100,000 (for the City proposed one-third share). West suggests increasing the amount in the expenditure line item for the fund by \$100,000 in case the property purchase is successfully negotiated by the HDA. There are no changes in the Revenue accounts from the tentative budget. West proposes increasing the Pool Fund professional services account from \$59,000 to around \$70,000. Putnam believes an increase is necessary in order to hire a part time person to help Chad Peters, Executive Director of the Winnemucca Boys and Girls Club (WBGC). Putnam suggested an increase of \$25,000. Peters said he believes a little extra funding from the City will allow the WBGC to hire a maintenance person. The WBGC has health insurance for full time staff and they can offer the insurance as an incentive. Peters suggested the position could be shared between the City and the WBGC. Once the WBGC building is completed, they will have more maintenance to do, but in the meantime the position could help the City. West said that the sharing of a building maintenance person has merits, as neither the City nor the WBGC can justify their own building maintenance employee. Councilman Billingsley said right now it seems the swim pools are a real issue.

Peters said an aquatic center is a long way off and we need to focus on making the two existing swim pools work. The majority of the maintenance issues are with the swim pools. Peters felt \$25,000 to \$30,000 will be an adequate amount for the position since \$5,000 will cover the employee's health insurance. West agreed and recommended adding \$26,000 to the budget. Councilman Owens said this opens up the hiring of a better quality person. Councilman Billingsley moved to adopt the final FY16-17 budget with the suggested revisions. Motion carried unanimously.

### **COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs) UPDATE**

City Manager West said the local Comprehensive Economic Development Strategy (CEDs) must be updated so that it can be included in the Western Nevada Development District CEDs plan document. Mayor Putnam said the City was extremely fortunate that the previous CEDs included the sewage treatment plant project; it was very helpful in efforts to obtain the USDA loan and grant for the sewer project. West reviewed the capital project priority list that the Council approved at this year's budget workshop/planning session: the construction of the new wastewater treatment facility, the construction of the airport taxiway and wind cone project, community arts facilities (amphitheater and multipurpose room in the Winnemucca Boys & Girls Club), construct or acquire new municipal well(s), complete sewer main and water main reconstruction projects, replace cemetery roads and irrigation, acquire easement for the Airport Industrial Park access road, construct cemetery expansion project, complete the recreation complex phase 3 improvements, upgrade the parks playground equipment, plans for an 18 hole golf course or updating the existing clubhouse, secure funding for the aquatic center, secure funding for the community arts center, utility planning for the Grass Valley area within the City limits, and the storm drain master plan. Councilman Brooks moved to include the projects on the City priority list for the Western Nevada Development District CEDs plan document that has not been completed. Motion carried unanimously.

### **USDA LOANS RESOLUTIONS**

City Manager West explained there are two loan resolutions provided by the USDA that are required to secure the sewer project loans. The two loans total \$18,195,000. Councilman Tipton moved to accept the resolutions and authorize the Mayor to sign the resolutions. Motion carried unanimously.

### **USDA GRANT AGREEMENT**

City Manager West said the Grant Agreement provided by the USDA for the sewer project required that the local match and USDA loan funds be used prior to using any grant funds (estimated at \$2,372,589). Councilman Mavity moved to approve the USDA grant agreement and authorize the Mayor to sign the agreement. Motion carried unanimously.

### **STAFF-COUNCIL REPORTS**

City Manager West reported that the contractor for the sewer project is processing some of the required submittals with the project engineer and is completing some of the preliminary planning work. The land patent should be received from the BLM by the end of June. The notice of award for the street maintenance project was sent to Valley Slurry Seal and the RTC informed of the

project award (gas tax funds are being used for the project). The advertisement for bids for the Street/Alley Reconstruction Project has been published and the bids will open on June 1, 2016. The bid documents for the test well work (Well No. 8 Project) are nearly complete and advertising for bids will take place next month.

Councilman Owens attended the RTC meeting and the slurry seal project for the Street/Alley Reconstruction Project was approved. Owens remarked that many of the long term goals on the CEDS report had been completed.

Councilman Mavity reported that she attended the City-County health fair.

Councilman Tipton reported that he, City Manager West, Mayor Putnam and Councilman Owens have been working on employee negotiations but nothing has been finalized yet. Tipton said the federal government has announced there is grant money for insect control for the Zika virus. Tipton suggested the City look into the grant funding for the mosquito abatement program. Tipton visited with Idaho Governor Otter regarding the I-11 (Interstate 11) project; Idaho is completely on board with the interstate being routed from Fallon to I-80 to Winnemucca and then on Highway 95 North to Idaho. Tipton will provide the City with the names for some Idaho contacts to work with and get the information out into the public.

Councilman Billingsley attended the WCVA meeting and mentioned the community calendar and the fact that some people don't know about the website, and suggested social media be used to inform the public of the calendar.

Councilman Brooks reported that eight of the nine AD compliant accesses have been completed at the shooting range. She received some comments regarding the New Vision Development man camp on East Winnemucca Blvd. A request for a five year extension of the man camp was on the RPC agenda. City Manager West said the extension for the man camp action was postponed until a New Vision representative could attend the RPC meeting. Brooks received some calls regarding the trees the Downtown Business Association (DBA) planted in the City provided planters. Two local businesses that sell trees called to inquire why the DBA did not shop locally for the trees.

Mayor Putnam attended the Great Basin College graduation. On Thursday, Putnam will be meeting with Lithium Nevada, the company merging with Western Lithium. Putnam will present the "Soldier of the Year" award at the Run-A-Mucca event. Putnam will also do the Memorial Day Service.

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

Lewis Trout, a member of the Regional Planning Commission (RPC) board, spoke about the opposition at the RPC meeting to the extension of the Means (New Vision) man-camp permit. Trout said the public hearing will be continued to a meeting that Means can attend and felt that a City representative should be present at that meeting. Mayor Putnam stated the City will not have a representative there as the City Council could be the appeal board for any party disputing an RPC decision and requesting an appeal. City Attorney Maher recommended that the City Council not have any discussion on this subject, as the Council may be the appeal board on this matter in the future.

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

Respectfully submitted,

Lorrie Haaglund  
City Clerk

**PASSED AND ADOPTED:** June 7, 2016

**VOTE OF COUNCIL:**

<b>AYES:</b>	<b>Councilmen</b>	<u>Owens, Mavity, Billingsley, Tipton, 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

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