

**CITY COUNCIL MINUTES  
REGULAR MEETING  
JULY 15, 2014**

The Winnemucca City Council met in regular session on Tuesday, July 15, 2014 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Pro Tem Doug Cain, Councilmen Mike Owens, Ken Tipton, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Lorrie Haaglund.

**CALL TO ORDER:**

Mayor Pro Tem Cain called the meeting to order at 2:00 p.m.

**APPROVAL OF MINUTES:**

The minutes of the June 2, 2014 joint City Council-County Commission-WCVA meeting were presented for review. Councilman Tipton made a minor revision to his comments on the future funding requests for the proposed recreation center project. Councilman Brooks moved for approval as amended. Motion carried unanimously.

The minutes of the June 16, 2014 City Council-County Commission-WCVA meeting were presented for review and Councilman Brooks moved for approval as submitted. Councilman Owens abstained from voting as he was not present at the meeting. Motion carried unanimously.

The minutes of the June 17, 2014 regular City Council meeting were presented for review and Councilman Tipton moved for approval as submitted. Councilman Owens abstained from voting as he was not present at the meeting. Motion carried unanimously.

The minutes of the June 24, 2014 special City Council meeting were presented for review and Councilman Billingsley moved for approval as submitted. Councilman Owens abstained from voting as he was not present at the meeting. Motion carried unanimously.

**APPROVAL OF WARRANTS:**

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

**PROCLAMATIONS / EMPLOYEE AWARDS:**

There were no proclamation or employee awards.

**PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:**

Humboldt Sun representative Jessica Powell introduced Stephanie Morton, a new reporter for the newspaper.

**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 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.

### **STREET CLOSURE REQUEST / FIFTIES FEVER**

Darrel Field, Winnemucca Convention and Visitors Authority marketing and events coordinator, requested an additional street closure for the annual Fifties Fever event, that is, closure of Lay Street on Saturday, July 26 from 8:00 a.m. to 9:00 p.m. to accommodate additional activities at the Winners Inn and Casino. Councilman Owens moved to approve the Lay Street closure from Fourth Street to Winnemucca Blvd. on Saturday, July 26 from 8:00 a.m. to 9:00 p.m. Motion carried unanimously.

### **STREET CLOSURE REQUEST / FIFTIES FEVER BURN OUT CONTEST**

Darrel Field, WCVA marketing and events coordinator, requested the closure of Traders Way (on behalf of the Fifties Fever Committee) on Sunday, July 27, 2014 from 8:00 a.m. to 5:00 p.m. to accommodate a burn out contest. They are hoping to keep some of Saturday's eliminated drag racing competitors in town on Saturday night and Sunday. First and second place contestants will receive money and a trophy. Field stated they have strict rules and if contestants do not abide by the rules, they will not be allowed to participate. A.B. Beck, a business owner located on Traders Way, asked if the adjacent businesses could be added to the event's liability insurance binder and the businesses provided with a copy of the certificate of insurance prior to the race date. Fields said they could be. Councilman Brooks moved to approve the Sunday July 27, 2014 Traders Way street closure from 8:00 a.m. to 5:00 p.m. for the Fifties Fever burn out event. Motion carried unanimously.

### **PARKING REQUIREMENT REDUCTION / PLEASANT SENIOR CENTER**

Betty Lawrence, Humboldt County Planning and Zoning Department, presented a variance request on behalf of the Senior Citizens of Humboldt County to reduce the required number of parking spaces for the three-phased senior center expansion project from 174 spaces to 113 spaces. Lawrence said they had received no comments. Patricia Tindall, Pleasant Senior Center Director, stated they have agreements with the Four Square Church and Larios Arms to use their parking lots for the occasional over flow from their parking lot, and they have a large gravel parking area available. Lawrence stated staff recommends approval. Councilman Owens asked Tindall how often is the lot full. Tindal said only occasionally at lunch time. Councilman Owens moved to approve the variance request of the Senior Citizens of Humboldt County to reduce the required number of parking spaces of the senior center from 174 spaces to 113 spaces. Motion carried unanimously.

### **FUNDING REQUEST FOR THE RETIRED SENIORS VOLUNTEER PROGRAM (RSVP)**

Brian Nelson, Humboldt County RSVP Field Representative, said he was following up on RSVP Executive Director Susan Hass's request for financial assistance which was made at the April 22 Council meeting. The program provides assistance for seniors to help them live independently and provide opportunities to relieve the caregiver. Mayor Pro Tem Cain said he suggested in April that the City budget for a donation. Cain noted that \$28,600 of the budgeted

\$35,000 for contributions is committed, which leaves \$6,400 that is not dedicated. Cain believes the program provides an important service and asked the Council to seriously consider the request. Councilman Owens agreed that it is a great program but expressed concern about the many other non-profit organizations that have been turned down for funding. Owens questioned where the line should be drawn, since all the non-profits perform valuable and important functions. Once funding is provided, where does it stop? Cain said each program has to be considered based upon their individual merits. Owens asked Nelson if the County provided funding. Nelson said yes, in the amount of \$5,000-\$6,000. City Manager West reminded that the \$6,400 is for the rest of the budget year and the City typically receives other requests throughout the year. West noted the City regularly helps the seniors, for example, with the CDBG grants, street lights and parking lot maintenance. Cain said he would like to see the City donate \$2,500. Councilman Tipton asked if RSVP had approached the hospital board for financial help. Nelson said he plans on doing so. Owens said he would like to postpone a decision until it is determined what the hospital is willing to do. No action was taken.

#### **NEW VISION DEVELOPMENT AGREEMENT AMENDMENT**

City Manager West reported that City Attorney Maher had prepared and distributed a document which revised the original development agreement with New Vision Development to reflect the recent decision made by the City to acquire the land for the planned recreation complex. Maher explained the City is reducing the original cash loan amount owed on Great Basin Avenue in exchange for the 43 acres being donated by the owner. The new agreement revises the loan payback into part cash and part property. Maher said the time frame, the total dollar amount, and other terms are the same. Councilman Owens moved to approve the amendment to the New Development agreement and authorize the Mayor to sign the agreement. Motion carried unanimously.

#### **RECREATION COMPLEX PROJECT DESIGN / PROFESSIONAL SERVICE AGREEMENTS**

City Manager West explained that in order to proceed with the first phase of the Recreation Complex project, the City needs the services of several design professionals to provide the construction documents required to solicit bids on the phase I work. The community improvement group believes there must be information to present to the public prior to the recreation sales tax vote, including a conceptual plan of what the buildings are going to look like. The proposed professional service agreements total \$174,100 with the possibility of a couple of additional minor agreements in the future. Councilman Billingsley asked if the money comes out of funds already allocated. West stated yes. Councilman Owens asked New Division Development representative Alan Means if he or someone from his team will perform the site visits which are included in the agreements. Means stated he will be doing the site visits and will act as the go between on the design work for the City and community improvement group. Means said he plans to be here every week or so during construction. Billingsley asked if the building concept is based upon the vision of what the committee has already presented. Means stated yes. The first phase bid will be awarded in September, construction will begin in October and the soccer fields should be ready for play August or September of 2015. Councilman Brooks moved to approve the City entering into professional service agreements with Landschemes Inc. in the amount of \$43,000, LA Studio in the amount of \$41,000, Christy Corporation in the amount of \$71,300, Jensen Engineering in the amount of \$9,000 and CWX Architects in the amount of \$9,800. Motion carried unanimously.

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## **RECREATION AND PUBLIC PURPOSES LEASE / BUREAU OF LAND MANAGEMENT-CITY**

City Manager West explained the BLM recommends the City hire a third party contractor to perform the required Environmental Analysis (EA) on the BLM lease property in order to meet the City's time schedule for the project. West questioned why an environmental assessment was required and if an EA was standard on all recreation and public purpose applications. Debbie Dunham, BLM, said the proposed Memorandum of Understanding (MOU) with the City requires an environmental review. There are three levels of environmental review: 1) Categorically excluded (CAT EX)-no ground disturbed; 2) Environmental Assessment (EA)-ground disturbed; and, 3) Environmental Impact Assessment (EIA). Pat Haynal, BLM, said if the City wants the land conveyed to them at a future date, the minimum requirement is an EA. West said he reviewed the MOU and it is acceptable with a few modifications on the project description and dates. West explained that the NDEP had confirmed at last week's meeting that the best plan is for the City to fast track the sewage treatment plant. Approving the MOU will allow the City to hire a consultant to do the EA instead of BLM doing it, which will delay the project. Councilman Billingsley moved to approve the Memorandum of Understanding between the BLM and the City subject to staff and BLM modifications. Motion carried unanimously.

## **FISCAL YEAR 2014-2015 POSITION AND SALARY RANGE TABLE**

City Manager West explained this is an annual action updating the salary ranges in accordance with COLA increases granted to the employees. This year's cost of living adjustment is 2%. Councilman Billingsley moved to approve the new salary range table as presented. Motion carried unanimously.

## **STAFF / COUNCIL REPORTS**

City Manager West reported that good progress is being made on the Winnemucca Blvd./Melarkey Intersection project. Most of the landscaping has been planted and they are currently stuccoing the walls, and the lettering going up soon. The new fire station paving has been completed. The hydrology analysis and drafting work has yet to be completed for the East Winnemucca Blvd Project. The construction work will probably not happen until next spring.

Councilman Owens reported that the weeds at the west end interstate off ramp are high and need to be knocked down. West said he will pass the information on to NDOT.

Councilman Brooks attended the July 4 parade and celebration at Vesco Park. She received a lot of positive feedback on the parade. Brooks reported she had lunch with Jim Parrish, CEO of Humboldt General Hospital, and he asked if the City is happy with the effort the hospital employees have made with the parking at the hospital. Brooks told Parrish the City is very happy with results. Brooks attended and spoke at the Police Department Reserve Graduation ceremony.

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

Steve Hunt the new Winnemucca Western Title manager introduced himself and his son. Hunt and his family have relocated here from Las Vegas.

The meeting was adjourned at 2:47 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

**PASSED AND ADOPTED:** August 5, 2014

**VOTE OF COUNCIL:**

<b>AYES:</b>	<b>Councilmen</b>	<u>Cain, Tipton, Billingsley, Brooks, Owens</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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Doug Cain  
Mayor Pro Tem

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Lorrie Haaglund  
City Clerk