

City of Elko)
County of Elko)
State of Nevada)

SS April 25, 2017

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, April 25, 2017.

This meeting was called to order by Mayor Chris Johnson.

ROLL CALL

Mayor Present: Chris J. Johnson

Council Present: Councilman John Rice
Councilwoman Mandy Simons
Councilman Robert Schmidlein
Councilman Reece Keener

City Staff Present: Curtis Calder, City Manager
Scott Wilkinson, Assistant City Manager
Ryan Limberg, Utilities Director
Shanell Owen, City Clerk
Jonnye Jund, Administrative Services Director
Aubree Barnum, Human Resources Manager
Jeremy Draper, Development Manager
Mike Haddenham, WRF Superintendent
Ben Reed Jr., Police Chief
Dennis Strickland, Public Works Director
James Foster, Airport Manager
Bob Thibault, Civil Engineer
Ted Schnoor, Building Official
Matt Griego, Fire Chief
John Holmes, Fire Marshal
Mike Hess, Landfill Superintendent
Robert Spencer, Facilities Superintendent
Lauren Landa, Deputy City Attorney
Diann Byington, Recording Secretary

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

The minutes were approved by general consent.

I. PRESENTATIONS

- A. A Reading of a Proclamation by the Mayor in recognition of National Crime Victims’ Rights Week, and matters related thereto. **INFORMATION ITEM ONLY – NON ACTION ITEM**

Mayor Johnson read the proclamation. He gave a copy to a representative of Marsy’s Law.

Brady Griffiths spoke about Marsy’s Law and thanked the City for supporting it.

III. PERSONNEL

- B. Fire Department Badge Pinning Ceremony:

- 1.) Fire Marshal John Holmes

Chief Griego introduced Mr. John Holmes. A family member pinned the new badge on his uniform.

Councilman Schmidlein administered the oath.

- A. Employee Introduction:

- 1.) Kevon Woten, WRF Assistant Superintendent, Water Reclamation Facility

Present and introduced.

I. PRESENTATIONS (Cont.)

- B. Public Works “Year in Review” Presentation, and matters related thereto. **INFORMATION ITEM ONLY – NON ACTION ITEM**

Dennis Strickland, Public Works Director, gave a presentation (included in the agenda packet).

III. PERSONNEL (Cont.)

- C. Review, consideration, and possible approval of the revised position description for Firefighter, and matters related thereto. **FOR POSSIBLE ACTION**

The Firefighter position description has been revised and updated to more accurately reflect the actual requirements and qualifications of the position, in addition to the actual duties performed, and to comply with updated position description standards as recommended by POOL/PACT. AB

Aubree Barnum, Human Resources Manager, explained the last time this job description was revised was in 2006. They are updating the description in regards to pertinent certifications and qualifications.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve the revised Firefighter Position Description as presented, effective today.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS

A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve the regular warrants.**

The motion passed unanimously. (5-0)

B. Review and possible approval of Print ‘N Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve the Print ‘N Copy warrants.**

The motion passed. (4-0 Councilman Keener abstained.)

C. Review, consideration, and possible award of a bid for the Sewer Slip Line Project 2017, and matters related thereto. **FOR POSSIBLE ACTION**

Bids were opened on April 21, 2017. A Bid Tally Sheet will be provided at the Council meeting along with Staff’s recommendation. RL

Ryan Limberg, Utilities Director, explained this was bid before but no one showed up to the mandatory pre-bid meeting. They rebid the project and got one submission. He reviewed the bid before the meeting and there was one defect on the bid form (Exhibit “A”). It is staff’s suggestion that council make a finding that there is a minor defect and award the bid.

**** A motion was made by Councilwoman Simons, seconded by Councilman Keener, to award the bid for the Sewer Slip Line Project 2017 to Insituform Technologies. LLC, acknowledging a minor defect that does not affect the competitive bidding, in the amount of \$128,658.**

The motion passed unanimously. (5-0)

D. Review, consideration, and possible authorization for Staff to solicit bids for the Public Works Department Preventive Maintenance Project 2017, to apply Micro Slurry Seal to select City streets, and matters related thereto. **FOR POSSIBLE ACTION**

Micro Slurry Seal is a preventive maintenance treatment which will be applied to approximately 34,598 l.f. of selected City streets that were identified and adopted as part of the City of Elko Street Inventory. This work will be completed after July 1, 2017. DS

Dennis Strickland, Public Works Director, explained this will get us ready to go.

**** A motion was made by Councilman Keener, seconded by Councilman Schmidlein, to authorize staff to solicit bids for the Public Works Department Street Maintenance Project for 2017, specifically Micro Slurry Seal.**

The motion passed unanimously. (5-0)

- E. Review, consideration, and possible award of the Former Police Station Asbestos Abatement Project, and matters related thereto. **FOR POSSIBLE ACTION**

Bids were opened on April 14, 2017 for the Asbestos Abatement Project, with only one (1) bid received from Advance Installations, Inc. JD

Jeremy Draper, Development Manager, explained the bidder did not submit the state business license as required but we did go online and checked their license. He requested that the minor defect be acknowledged and award the bid in the amount of \$53,440, which is under budget for the project.

Aaron Martinez, AM Engineering, noted there has been a lot of work to get to this point. He urged council to look at other opportunities. He would like the opportunity to speak to staff regarding acquiring the building. He would like this item to be tabled.

Mayor Johnson thought the asbestos should be mitigated no matter what.

Mr. Draper said he did a walkthrough with the contractors, he was asked about the future plans for the building. They were told it was slated for demolition. They would not be making repairs to doors or walls or anything else. There could be damage to the building. He spoke about the asbestos removal plans.

Councilwoman Simons asked what would happen if we waited two weeks.

Mr. Draper answered if we wait two weeks it will not hurt anything. The contractor indicated they might start May 15. We also have the authorization to go out to bid for demolition.

Councilman Schmidlein asked if the building could be sold as-is.

Mr. Draper thought that would be a question for legal.

Curtis Calder, City Manager, said there is some history with this building. If we were to dispose of this building to a private party there are some steps we would have to follow. The plan was to never sell the property. We did look at an opportunity to convey the property to the VFW. That process took us six months where we took it to council. They withdrew their offer due to the

cost of bringing the building up to code. We have money budgeted to demolish the building. The path for the last couple of years was for demolition of the building.

Councilwoman Simons thought if someone was interested in saving this building it is hard not to give him a couple of weeks to look at it.

Councilman Rice agreed. He prefers to preserve but we have taken a lot of different looks at how we can do this. Mr. Martinez is the second person that has taken an interest in the building and there may be a third. He would like to see a business plan that can show that this can happen. In his opinion the best use of that property is expansion of the park.

Mr. Martinez thought a business plan was a stretch for acquiring a property to operate his business out of. We are talking about the feasibility of the structure and the utilization of it moving forward. He definitely has a plan for that.

Scott Wilkinson, Assistant City Manager, said we should be looking at the Master Plan and promoting a civic area rather than business interests.

Lauren Landa, Deputy City Attorney, reminded council we need to stay within the agenda item.

Mr. Martinez thought there is a better opportunity for the city to come out ahead of this by selling this property.

Mayor Johnson doesn't see this as a deal breaker. The city needs to get the asbestos out of the building. The building is behind on all codes. Looking at the age of the building and all the work that needs to be done to it, it doesn't pencil to save it. He wasn't sure if the city wants to give up control of the property.

Councilman Rice said we have talked about alternative uses for that site but we have never considered a private use. One option for the building he heard was to purchase the building, rehab it and turn it back into a church as it was before.

Mr. Wilkinson mentioned they would be faced with a rezone. A commercial zone in a residential zone may not make sense.

Councilman Schmidlein thought we should reach out and look at other options.

Councilman Rice didn't have a problem tabling this.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to table this item for two weeks and give staff an opportunity to see whether or not the asbestos removal as bid would essentially begin the demolition process.**

The motion passed. (3-2 Mayor Johnson and Councilman Keener voted against.)

After the motion and before the second and the vote, Mr. Draper said the Facility Department has already removed equipment and the generator has been donated to Winnemucca.

Councilwoman Simons seconded the motion.

Councilman Keener asked Mr. Martinez if he has had a chance to go in and look at the building.

Mr. Martinez answered he looked at it a year ago.

Robert Spencer said in the walkthrough they did with the contractor, they did say that they would wrap up and remove the piping. There will be some damage done. There is a wall that will have to be removed.

Mayor Johnson wanted to move forward and award the contract for asbestos removal.

Council voted on the motion.

V. UNFINISHED BUSINESS

- A. Review, consideration, and possible approval of a Concessionaire Agreement filed by Ryan and Andrea Oeschger, dba Guerrilla Craft Eats, to operate a mobile food truck in the Main City Park, Area 5, and matters related thereto. **FOR POSSIBLE ACTION**

This item was tabled at the last meeting as it should have stated that it was a “food truck.” Ryan and Andrea Oeschger applied for a Concessionaire Agreement to occupy concessionaire space in the Main City Park. The requested hours and days of operation are every month, Tuesday through Saturday, from 11:00 a.m. to 3:00 p.m. They currently hold an Elko City Business License. SO

Shanell Owen, City Clerk, explained we made the change to the agenda. It is a mobile food concession.

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to approve the Concessionaire Agreement filed by Guerrilla Craft Eats to operate a mobile food truck in the Main City Park.**

The motion passed unanimously. (5-0)

VI. NEW BUSINESS

- A. Review, consideration, and possible approval of an Interlocal Agreement between the City of Elko and the Nevada Secretary of State’s Office for the purpose of permitting the City of Elko to participate in the State Business Portal System, and matters related thereto. **FOR POSSIBLE ACTION**

The State Business Portal System facilitates interaction among businesses and governmental agencies by allowing businesses to conduct necessary transactions with governmental agencies through use of the Portal. This Interlocal Agreement will permit the City access to the Portal System in an effort to assist with the business license application process. SO

Ms. Owen explained, included in the packet is the Interlocal Agreement. This allows the Business License Department to log into the Business Portal System to verify requirements such as State Business License and Taxation information for businesses. When someone comes into the city to file for a business license, we can streamline that process for them. On page three of the agreement we are looking at Access Level 1 to access the portal. We are not interested in integrating at this time; we would like to access only.

Councilman Keener asked if there was a cost related. (no)

**** A motion was made by Councilman Schmidlein, seconded by Councilman Keener, to approve the Interlocal Agreement between the City of Elko and the Nevada Secretary of State's Office for permitting the City of Elko to participate in the State Business Portal System.**

The motion passed unanimously. (5-0)

- B. Review, consideration, and possible approval for the Arts and Culture Advisory Board to create a brochure highlighting the location of local art within the City of Elko, and matters related thereto. **FOR POSSIBLE ACTION**

At the April 5, 2017 Arts and Culture Advisory Board meeting, the Board took action to forward a recommendation to Council to highlight the location of different art located within the City of Elko. JD

Catherine Wines, ACAB, reported the boot project is popular and some more people have expressed an interest in ordering boots. They would like to do a brochure that shows where all of the boots are. The graphic design group at the college is interested in donating the design. The Convention Center has expressed an interest in paying for the brochures to be printed. There is also other public art that would be highlighted on the map as well.

Mayor Johnson asked if it could be added to the website. (yes)

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to authorize the Arts and Culture Advisory Board to create a brochure highlighting the location of different art pieces within the city, including the location of the Centennial Boots and other public art.**

The motion passed unanimously. (5-0)

- C. Review, consideration, and possible approval for the Arts and Culture Advisory Board to advertise for nominees for the 2017 Mayor's Arts Awards and to advertise for an artist to create the award for this year's recipients, and matters related thereto. **FOR POSSIBLE ACTION**

At the April 5, 2017 Arts and Culture Advisory Board meeting, the Board took action to forward a recommendation to Council to begin advertising for the 2017 Mayor's Arts Awards to recognize contributions to the Arts by Citizens of Elko County. JD

Ms. Wines said we have done the awards for two years in a row. It is the thing we do the most that goes along with our mission of promoting the arts and getting more recognition for that and bringing city government and the arts together. We are going to try to simplify the requirements to get more participation.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to authorize the Arts and Culture Advisory Board to advertise for nominations for the 2017 Mayor's Arts Awards and advertise for the selection of an artist to create the awards.**

The motion passed unanimously. (5-0)

- D. Review, consideration, and possible approval of a request by the Elko Centennial Committee, to close a portion of the downtown corridor and 7th Street, for the Elko Centennial Celebration for various dates and times between Friday, April 28 and Monday, May 1, 2017, and matters related thereto. **FOR POSSIBLE ACTION**

The Centennial Committee would like approval for the following closures:

- 1) A portion of the corridor between 6th and 7th Streets on Monday, May 1st from noon to 8 pm.
- 2) 7th Street, between Commercial Street and Railroad Street on Friday, April 28th at noon; 7th Street will not be reopened due to the permanent closure approved by Council on April 11, 2017. JD

Jeremy Draper, Development Manager, said we have our big celebration coming up. We want to close on Friday for practice on Saturday. The event is scheduled for Monday. He visited with each of the affected businesses. Everyone seems to be good with that. He emailed the movie theatre and they are fine with the closure.

Shanell Owen, City Clerk, said everything is complete as far as the application.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve the request by the Elko Centennial Committee to close a portion of the corridor and 7th Street for the Centennial Celebration between Friday, April 28 and Monday, May 1, 2017, noting that it will not be reopened due to the permanent closure approved by Council on April 11, 2017.**

The motion passed unanimously. (5-0)

- E. Review, consideration, and possible approval for the Elko Police Department to participate in a community sponsorship program for the Department's Centennial Badges, and matters related thereto. **FOR POSSIBLE ACTION**

The Council previously approved Elko Police Officers to wear a special Centennial Badge during calendar year 2017. The approval included the opportunity for Elko Police Officers to purchase their Centennial Badge at the end

of the year as the badges will essentially become obsolete. Officers would reimburse the City of Elko for the cost (approximately \$85.00).

Certain members of the Rotary Club of Elko, acting as individual business owners, are proposing to conduct various fund-raising activities in an effort to underwrite the cost of each badge for each officer. P.A.C.E. Coalition has agreed to act as the fiscal agent for the project.

In return for an individual badge sponsorship, a proposed donor would receive a Centennial Edition, Elko Police Department Challenge Coin (approximately \$15.00). The total for each individual badge sponsorship would be approximately one hundred dollars (\$100.00).

This program would allow for additional community support for the Elko Police Department during the Centennial Year Celebration, while providing a keepsake for potential donors. BR

Chief Reed explained he mentioned this a couple of weeks ago. It appears to be a good thing. The centennial badge has gotten a lot of questions and comments from the general public. We don't generally hand the challenge coins out but they are quite popular. He received proposals from business owners regarding this idea.

Jim Winer, 700 Idaho Street, said he was in a rotary meeting when the badges were brought up. The question was brought up as to what would happen to the badges at the end of the year and we were told the officers would have the ability to purchase those. He thought it would be great if members of the community would step up and cover the cost of the badges as a thank you to the force for what they do for this community. Coldwell Banker has a committee called CB Cares. It is our outreach program for anything community related. He pitched the idea to the committee and they said, "Let's do it." We approached Dos Amigos. We picked a Thursday night in July. We will promote that night for the public to come and show their support for the Police Department and eat dinner. The waiters and waitresses and bartenders that night are going to be us. Dos Amigos has pledged a percent of the profits that night up to \$500. Coldwell Banker will match that. Morgan Stanley will match that as well. With three businesses we are already \$1500 into this.

Councilman Keener, Councilwoman Simons and Councilman Schmidlein said they would each buy one.

Chief Reed said they would work on the marketing of the idea/event.

**** A motion was made by Councilman Keener, seconded by Councilwoman Simons, to authorize the Police Chief to coordinate with PACE Coalition and various community partners to fund a Centennial Badge Sponsorship Program and other related matters.**

The motion passed unanimously. (5-0)

- F. Review and possible approval of a Franchise Agreement between Citizens Telecommunications Company of Nevada d/b/a Frontier Communications of

Nevada and the City of Elko, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Frontier Communications of Nevada have been actively negotiating a successor franchise agreement for consideration. The proposed agreement keeps the current franchise fee at 2%, but reduces the duration to five (5) years. A copy of the proposed franchise agreement has been included in the agenda packet for review. CC

Curtis Calder, City Manager, explained we have been working on this for a couple of months. This is the most we can recommend regarding the duration. We requested information from Frontier regarding their capital plans for the Elko market but we have concerns with their performance levels and them executing those plans. Because this franchise agreement is not an exclusive agreement we cannot request specific service levels. There is very little we can negotiate other than rate and duration. We did not raise the franchise fee. Unfortunately, based on their current business model and revenues, we are afraid to raise the fees more. Their revenues have been in a decline for several years. If we raise the franchise fees it may accelerate the decline on their end. They have had some corporate level challenges they are dealing with.

Councilman Keener concurred with what Mr. Calder said. Going into this he thought it would be a great opportunity to secure some commitments from Frontier in terms of infrastructure development. He was surprised to find out this is not an exclusive agreement. Given the circumstances, they wanted a longer term but this is the right thing to do.

Councilman Rice felt landlines are becoming obsolete. Technology is changing.

Mayor Johnson asked if someone could operate in Elko and compete against Frontier without a franchise agreement.

Mr. Calder answered they couldn't occupy our right-of-way. That is really what this franchise agreement allows them to do; to put their cables in our right-of-way. If they could operate a telecommunications franchise without putting cables in the ground then they might be able to do that.

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to approve the Franchise Agreement between Citizens Telecommunications Company of Nevada, dba Frontier Communications of Nevada and the City of Elko.**

The motion passed unanimously. (5-0)

VII. 5:30 P.M. PUBLIC HEARINGS

- A. Second reading, public hearing, and possible adoption of Ordinance No. 817, an ordinance amending Title 6, Chapter 1, Section 1 of the Elko City Code entitled, "International Fire Code of the City of Elko," and matters related thereto. **FOR POSSIBLE ACTION**

On October 25, 2016, Council took action to direct Staff to bring back the 2012 Fire Codes and proposed amendments for possible adoption. First reading was held April 11, 2017. JH

John Holmes, Fire Marshal, offered to answer any questions.

Mayor Johnson called for public comment without a response.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to conduct second reading, public hearing and adopt Ordinance No. 817.**

The motion passed unanimously. (5-0)

- B. Second reading, public hearing, and possible adoption of Ordinance No. 818, an ordinance amending Title 3, Chapter 2, of the Elko City Code "GENERAL ZONING ORDINANCE" specifically Sections 3-2-2 Definitions and Section 3-2-18 Conditional Use Permits, Title 4 Chapter 1 of the Elko City Code "BUSINESS REGULATIONS AND LICENSE" specifically Sections 4-1-2 Definitions and Section 4-1-20 Home Occupations by revising definitions, revising criteria, and other matters appropriately related thereto, filed and processed as Zoning Ordinance Amendment No. 1-17, and matters related thereto. **FOR POSSIBLE ACTION**

March 7, 2017 meeting, Planning Commission took action to initiate the amendment to the City Zoning Ordinance. The Planning Commission then held a public hearing on April 4, 2017, and took action to forward a recommendation to Council to adopt an ordinance which approves the Zoning Ordinance Amendment. First reading was conducted April 11, 2017. CL

Scott Wilkinson, Assistant City Manager, offered to answer any questions since Cathy Laughlin, City Planner, was not there.

Mayor Johnson called for public comment without a response.

**** A motion was made by Councilman Rice, seconded by Councilman Keener, to conduct the second reading, public hearing and adopt Ordinance No. 818.**

The motion passed unanimously. (5-0)

VI. NEW BUSINESS (Cont.)

- G. Review, consideration, and possible approval of an agreement between the City of Elko and Dr. Erika Johnson, for the provision of part-time veterinary services, and matters related thereto. **FOR POSSIBLE ACTION**

The Local Animal Shelter Support Organization (LASSO) wishes to continue funding veterinary services at the Dumke-Weeks Spay/Neuter Clinic, located at the City of Elko Animal Shelter. As such, the City of Elko will act as a pass-

through entity, receiving funds from LASSO and disbursing funds to Dr. Johnson. A copy of the proposed agreement has been included in the agenda packet for review. CC

Curtis Calder, City Manager, explained this is a renewal of the existing agreement we have with Dr. Johnson. She is working in a limited capacity due to a pregnancy.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Keener, to approve the agreement between the City of Elko and Dr. Erika Johnson for the provision of part-time veterinary services.**

The motion passed unanimously. (5-0)

- H. Review, consideration, and possible approval of a Revocable License Agreement between the City of Elko and the Gasper J. Salaz Post Number 2350 Veterans of Foreign Wars of the United States Incorporated, for the use and occupancy of a storage building located at 1401 College Avenue, and matters related thereto. **FOR POSSIBLE ACTION**

Per City Council direction, Staff has negotiated an agreement with the VFW for the use and occupancy of the Old Police Station Storage Building, located at 1401 College Avenue. A copy of the proposed Revocable License Agreement has been included in the agenda packet for review. CC

Mr. Calder explained he wasn't sure if council would want to consider tabling this item. This is on the same parcel as the old Police Station. It may not make a difference if we table this for two weeks. This was negotiated as a license agreement. Either party has the right to terminate with 30 days written notice.

**** A motion was made by Councilman Keener, seconded by Councilwoman Simons, to approve the Revocable License Agreement between the City of Elko and the Gasper J. Salaz Post No. 2350 VFW of the United States Incorporated, for the use and occupancy of a storage building located at 1401 College Avenue.**

The motion passed unanimously. (5-0)

After the motion and before the vote, Councilman Schmidlein wanted to make sure if we wanted to go a different way we can remove this agreement before the end of the five-year period. (yes)

Council voted on the motion.

II. CONSENT AGENDA

- A. Ratification of submission of April 7, 2017 Notice of Intent to Request Disaster Relief Funding to the Nevada Division of Emergency Management, and matters related thereto. **FOR POSSIBLE ACTION**

On April 7, 2017, the City of Elko submitted written notice of intent to request funding from the State Disaster Relief Account, pursuant to NRS 353.2655. A

copy of the letter and supporting documentation has been included in the agenda packet for review. CC

**** A motion was made by Councilman Rice, seconded by Councilman Keener, to approve the consent agenda.**

The motion passed unanimously. (5-0)

VIII. REPORTS

A. Mayor and City Council

Councilman Keener spoke about the Centennial Celebration. A reporter asked him if FISH was still involved in the care of the humanitarian camp. Curtis answered FISH found out their insurance does not cover their operations at the Humanitarian Camp and staff will be bringing back an agreement outlining what each party will be responsible for. Councilman Keener asked that a representative of Frontier make a presentation to council of their plans.

Councilwoman Simons asked about the donation idea for the Centennial Barbeque. Curtis explained the theory behind asking for the donations but the city will be covering the cost. Jeremy Draper said we still need money for the Centennial Project. We are finalizing construction costs but it looks like we are several thousand dollars (\$50,000-\$60,000) short. Scott Wilkinson pointed out that there had been no fundraising for the celebration event, just for the tower. There will not be any donation collecting at the barbeque.

Councilman Rice thanked staff for the Take Pride in Elko Event.

B. City Manager – Legislative Update

Curtis Calder reported that he had hoped to have a legislative update but there is no update other than there is no hearing scheduled.

C. Assistant City Manager

Scott Wilkinson said we had good weather this year for the Take Pride event. There was a great turnout. Regarding the humanitarian camp, our agreement with FISH expired and we are looking at a simple agreement for administrative services. Curtis explained our insurance will cover us for managing the camp. The Corps of Engineers had the Historic Plan reviewed by Nevada SHPO. Nevada SHPO had some revisions. Our consultant turned the revisions around and turned it in to the Corps of Engineers on March 24th but the Corps didn't get the revisions over to Nevada SHPO until April 17. By law all these agencies have a certain amount of time to turn a review around. For the last year these agencies have not met the timelines. We are at a point where they just need to force all the agencies reviewing this to adhere to the timelines and issue us a permit. We may need to speak to the Corps of Engineers supervisor about this.

D. Utilities Director

Ryan Limberg reported there was a mandatory prebid meeting yesterday for the Sewer and Reuse line to the Sports Complex project. Bids will open on May 8th. He will bring them to council on the 9th for a possible award.

E. Public Works

Dennis Strickland reported on the Clean up Green up Event.

F. Airport Manager

James Foster reported on the Full-Scale Emergency Drill at the airport yesterday. They had nine participating parties in the exercise and it lasted about two hours. The Elko Regional Airport for 2016 received the Excellence of Training Award from AAAE, which is the American Association of Airport Executives. There is a new online training program that they have instituted at the airport. We are recognized as one of 101 airports in the nation that have received that award.

G. City Attorney

H. Fire Chief

I. Police Chief

Chief Reed reported on E911 activity.

J. City Clerk

Shanell Owen explained we notified the local realtors that depending upon their employment relationship, they may need to obtain City of Elko Business Licenses. This would be similar to a cosmetologist business license. If they are an independent contractor, under the City Code they are required to get their own business license. We are getting some resistance from the local realtors.

K. City Planner

L. Development Manager

Jeremy Draper said the Centennial Celebration starts this weekend. He went over the list of events.

M. Administrative Services Director

N. Parks and Recreation Director

James Wiley reported he made contact with the mosquito contractor today and we are going to spray in the middle of June and around the 4th of July. At the last meeting we had the discussion regarding the location of the sports complex. At that meeting he committed to bringing back information regarding the possibility of moving the smaller field out of the floodway. He handed out some paperwork from the consultant (Exhibit "B"). It is possible to relocate that field. It will impact us financially and the timeframe. It will extend the time of the project out about 6 months. The FEMA review would have to be revisited and redone, which is a 6 month process. Our consultant believes that this shouldn't have a tremendous impact on the Army Corps of Engineers decision of whether we get a 404 permit. Our experience with them to date would make him believe otherwise. The memo outlines what we would need to do to make the changes. There are some pros to moving that out of the floodway. The memo also discusses the FEMA permit process. He thinks we have a good design in front of us now. Councilman Schmidlein thanked him for bringing this forward to them. He doesn't want to mess with FEMA for another 6 months.

O. Civil Engineer

P. Building Official

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

There being no further business, Mayor Chris Johnson adjourned the meeting.

Mayor Chris Johnson

Shanell Owen, City Clerk



4.0 EXHIBITS

EXHIBIT 1- BID FORM

THIS FORM, FULLY COMPLETED, MUST BE USED FOR ALL BIDS

TO THE CITY OF ELKO, NEVADA:

The undersigned bidder hereby offers, in the amount stated in Exhibit 1 – Bid Form, to furnish all labor, materials, tools, equipment, apparatus, facilities, transportation, incidental items and permits (except as otherwise stated in the Contract Documents) for the construction of the Project, described as follows:

**THE CITY OF ELKO
 SEWER LINE PROJECT-2017**

The bidder agrees that the work will be performed in accordance with the Contract Documents together with incidental items necessary to complete the work to be constructed in accordance with the Contract, any and all Exhibits to the Contract, Exhibit 13 – Technical Specifications, Exhibit 18 – Project Construction Plans and also in accordance with the "Standard Specifications and Details for Public Works Construction", 2016 Revised Edition, and amendments (Orange Book) as adopted by the City of Elko, Nevada.

Item No. & Work Description	Quantity	Unit	Unit Price	Bid Amount
1. Mobilization/Demobilize	1	LS	30,000.00	30,000.00
2. Preclean & TV 8-inch sewer main @	2,030	LF	7.00	14,210.00
3. Furnish and install 8-inch sewer main @	2,030	LF	40.00	81,210.00
4. Internally re-install sewer laterals as specified @	28	EA	116.00	3,248.00

TOTAL BASE BID AMOUNT (BID ITEMS NO. 1 – NO. 4) IN NUMBERS =
 \$ 128,658.00

TOTAL BASE BID AMOUNT (BID ITEMS NO. 1 – NO. 4) IN WRITTEN FORM =
One hundred twenty eight thousand six hundred
fifty eight and 0 cents.



Moving the small field

To: Elko City
Date: 18 April 2017
Subject: Impact to project of moving small field
of pages: Two

From: Dan Sonntag, MGB+A
Phone Number: 801-364-9696
Email Address: dans@grassligroup.com

Scope of work overview: Relocate the small field to be located in the central park area. The area where the field was will become natural open space with some lawn possibly. Considerations to environmental permitting outlined below

Detailed work requirements

- 1. **Revised layout plan:** Study new field location and size (opportunity to upsize the field in this proposed location. Relocate field with E/W orientation with batter box on the west. Revise planting plan and irrigation plan per modifications.
- 2. **Revise Grading/Stormwater Utility Plans:** Fit the new field into the proposed topography, realign storm drains and pipe. Revise the grades where the field was located to be simple sheet flow to the northern stormwater detention ponds.

Environmental Permit Considerations

- 1. **404 permit process:** The original 404 permit made a significant case for having this area be un-programed park space. Putting a ball field in this location represents a significant shift in purpose and need. The alterative analysis portion of the report would have to be re-written and sent to the ACOE only (not NV SHPO). The 404 permit would most likely still be granted because moving the field to lessen pressure from flood waters is an arguable reason for plan modification. Also the argument that establishing a total of 6 fields for tournament marketability is still relevant in lieu of simply deleting the small field.
- 2. **FEMA Permit Process:** FEMA considers only topography in their evaluation. If the field does get moved there will be a need to adjust the grades at its new location, this will most likely trigger a review of the hydrology. See the attached exhibit. Basically, anything uphill of the red "Flood Plain" line can increase in elevation and it won't matter. However, if the elevation goes down the flood plain boundary will push south. On the downhill side of the red line (toward the river), grading changes can be a concern but we think this will be minimal, we will just remove the field and not increase or decrease elevation. In order to be sure it would have be modeled to make sure that nothing unexpected appears in the flood model. If

Exhibit "B"

something appears in the model it will need to go to FEMA again. Total time liability if the process with FEMA starts over is 6 months.

3. Estimated Fee TOTAL \$39,000

- a. Revised plans (30 days to complete drawings)
 - i. Revised layout, grading, planting, irrigation \$6,000
 - ii. Revised Field plans \$5,000
 - iii. Revised storm drain plans \$2,000

- b. Environmental Permits (6 months after drawings are complete to file revisions and receive response.)
 - i. 404 process revision \$3,000
 - ii. FEMA process:
 - 1. Update hydraulic model \$5,000
 - 2. Repeat CLOMR \$10,000
 - 3. File process with FEMA \$8,000

4. Time Requirement

- a. 3 weeks for drawing revision and review process
- b. 6 months for Environmental Permitting

CLIENT: MGB+A

H&L WORKMAP
BDM

WORKMAP FOR DISCUSSION
(NOT FINAL)

FLOODWAY

4/20/12

omit this text from the plans
this space becomes natural
open space / habitat

CHANGE
RISKY
FOR
APPROVAL

FLOODPLAIN

11855

CHANGE
OKAY

10530

11000

11230

G

- BASEBALL/SOFTBALL FIELD (325)
- YOUTH BASEBALL FIELD (300)
- OPEN PARK AREA
- PICNIC PAVILION
- RESTROOM/CONCESSION BUILDING
- PARKING
- TREE PLANTED

