

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

SS April 9, 2013

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, April 9, 2013.

This meeting was called to order by Mayor Chris J. Johnson

NOTE: The order of the Agenda has been changed to reflect the order business was conducted.

Mayor Present: Chris J. Johnson

Council Present: Councilman John Rice
Councilman Rich Perry
Councilwoman Mandy Simons
Councilman Robert Schmidlein

City Staff Present: Curtis Calder, City Manager
Delmo Andreozzi, Assistant City Manager
Shanell Owen, City Clerk
Matt Griego, Fire Chief
Mike Hecht, Deputy Fire Chief/Fire Marshal
Josh Carson, Fire Marshal
Ryan Limberg, Utilities Director
Dennis Strickland, Public Works Director
Scott Wilkinson, Development Manager
Mike Hess, Landfill Superintendent
Dawn Stout, Administrative Services Director
Doug Gailey, Human Resources Manager
James Wiley, Parks and Recreation Director
Rick Magness, City Planner
Jeremy Draper, Civil Engineer
Ted Schnoor, Building Official
Don Zumwalt, Police Chief
Lorraine Martinez, Accounting Supervisor

ROLL CALL

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.

APPROVAL OF MINUTES

March 26, 2013

FOR POSSIBLE ACTION

The minutes were approved by general consent.

I. PRESENTATIONS

- A. Presentation of a plaque recognizing Girl Scout Cadette Alexandra Valdez on the completion of Girl Scout Silver Award Project by making and providing the animal shelter with pet beds.

Mayor Johnson asked Alexandra Valdez how many beds she made.

Alexandra Valdez, Girl Scout Cadette, answered she made 39 beds. It takes about 2 hours to cut and measure all the material for each bed. The beds are stuffed with blankets so if they get torn apart they won't clog the drains.

Mayor Johnson presented Miss Valdez with a plaque and thanked her for her hard work.

- B. Reading of proclamation recognizing the month of April as Parkinson's Disease Awareness Month

Mayor Johnson read the proclamation.

Councilman Rice said he had met with the Parkinson's Support Group on Friday. There is a statewide support group that works on this. They are very active and they have a very active community here in Elko. It is a great example of this community and a statewide community working together to make life better for a particular group of people.

- C. Elko County Monthly Update: County Commissioner Glen Guttry – **NON-ACTION ITEM – INFORMATION ONLY**

Glen Guttry was not present. There was no update.

V. PETITIONS, APPEALS, AND COMMUNICATIONS

- H. Review and possible approval of a request from the Elko Lion's Club to accommodate a carnival on City owned property, located in front of the Elko Central Dispatch Center to be held May 7 thru May 14, 2013. The Elko Lion's Club is also requesting authorization from the Council to allow carnival staff to stay overnight on site with their equipment. In addition, the Elko Lion's Club

would like the Council to consider granting permission to use the property annually subject to the availability of the land, and matters related thereto. **FOR POSSIBLE ACTION**

Curtis Calder, City Manager, explained staff is in support of this on a one year basis.

Paul Gardner from the Elko Lion's Club said he was present to get permission to use the property. They have already been dealing with staff and collecting signatures from the departments. He would like to get permission to use this property in perpetuity so he doesn't have to waste council time in the future.

Councilman Rice said they couldn't do it in perpetuity because it is a piece of property that the city has a lease interest in going forward.

**** A motion was made by Councilman Rice, seconded by Councilman Perry, to approve the Elko Lion's Club request to accommodate a carnival on city owned property in front of Elko Central Dispatch Center to be held May 7 – 14 and also authorize carnival staff to stay overnight on the site with their equipment.**

The motion passed unanimously. (5-0)

After the motion and the vote, Mr. Gardner asked if he could work with city staff regarding any other piece of property within the city that he may have revocable approval that says that ten years out they can come back for permission again to use that property.

Councilman Rice suggested he work with staff in identifying some area.

II. PERSONNEL

- B. Review, consideration, and possible acceptance of the Classification and Compensation Study from Public Sector Personnel Consultants, and matters related thereto. **FOR POSSIBLE ACTION**

On October 23, 2012, Council selected Public Sector Personnel Consultants (PSPC) to complete a Classification and Compensations Study of the Management and Appointed Officials job classifications. The study is completed, and Kay Tilzer of PSPC will be present. DG

Doug Gailey, Human Resources Manager, explained Kay Tilzer was present to explain the results of the Classification and Compensations Study.

Kay Tilzer presented findings as noted in the agenda packet. The findings and the recommendation to the city is the result of the position classification study and the salary survey. The project scope included the review and analysis of the non-represented management and appointed officials. They were looking at updating job titles where appropriate and make recommendations as to where the city needs to make any kind of changes to the salary plan.

They were asked to take a look at compression, position descriptions, titles and salaries. They asked employees to fill out a position description questionnaire. These were reviewed. Fifty-five job titles were found and they cleaned those up into 39 job classes. Results included; 65% of the job classes looked at were fine with no changes; 11 were merged into other classes; 5 were not used; and, 3 were being recommended for job title change. Looking at the employees 34 were correctly classified and they recommended title changes. Once they got familiar with what the jobs were and that the titles were correct, they then collected marketing data from entities approved by the City Council. Bullhead City did not respond to their request at all. They looked at the midpoint of those salaries and calculate the median. Their findings included 26 jobs that were similar. There were 4 positions that were behind the market. They looked at compression between represented and non-represented positions and made some recommendations to create some separation. There is no fiscal impact to implement the new salary grades.

Councilman Perry asked when they looked at salaries did they look at benefits.

Ms. Tilzer answered they look at just the base salaries.

Councilman Schmidlein asked Ms. Tilzer if they have comparisons on benefits and healthcare.

Ms. Tilzer answered yes. She would have to get back to them on that but they are doing total comp studies right now. They are region specific and she wasn't sure if she would have anything useful for Elko. Many clients are not looking at changing base but looking at what is going on in the benefit realm.

Councilman Schmidlein asked what is the difference between a civil and a city engineer. There is a big pay gap between the two. He felt the civil engineer is being paid less. In the Elko area the civil engineers are being paid much more. It takes four years of education minimum, and then you have to work underneath a stamped registered engineer in the state for four years before you can even obtain your own stamp. That is eight years of education.

Doug Gailey, Human Resources Manager, said one of the big differences is that one is an appointed official and one is staff. There is a lot of responsibility difference. The civil engineer had a lot of duties that have been absorbed by the Development Manager and the Assistant City Manager. The engineer that we have now has less responsibility than five or six years ago when the City Engineer position was eliminated.

Curtis Calder, City Manager, said Ferron Konakis had been the City Engineer and then he left. After he left, the city reorganized rather than refilling his position and they divided up his responsibilities and created a Utilities Director and a Development Manager. During that reorganization they shifted pay ranges and did a miniature study. The City Council approved the changes and they decided not to eliminate the position of city engineer because it is throughout the city code. If sometime council chooses to hire a city engineer then they would have to see how that would affect the previous reorganization.

Mr. Gailey said there are some recommended changes to some of the job classes as far as moving them up. There are four that are behind the market. It was recommended that they be

moved up to higher job classifications. If you go to tables 5 and 6 you can see the recommended changes.

Councilman Perry asked there are no increases but you are changing the ranges.

Mr. Gailey answered this will just give employees more room for merit increases. There is no immediate cost now but over time there would be a cost with cost of living increases and merit raises.

Councilwoman Simons asked basically they aren't going to hit the max because you are moving the max.

Mr. Gailey answered some are at the max right now such as the Police Lieutenants. It is recommended to move the max up so they could make more money based on their merit increases.

Councilman Schmidlein asked the people that are above the max are they going to try to slow that down.

Mr. Gailey answered they are not recommending that. We would have to deal with some of those through negotiations.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to accept the Classification and Compensation Study as presented.**

The motion passed unanimously. (5-0)

- A. Fire Department Employee Badge Pinning:
 - 1) Joel Finley, Fire Department
 - 2) Jeremiah Dickenson, Fire Department

Councilman Perry administered the oath and family members pinned the employees.

IV. NEW BUSINESS

- D. Review and possible approval of a request by the POW/MIA – VFW Post 2350 for an Armed Forces Day Parade to be held on May 18, 2013 starting at 11:00 a.m. and ending at noon, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant would like to use the standard parade route; however, they will be ending the parade at the VFW Hall instead of the fairgrounds. SO

Les Brown, 793 Spring Valley Pkwy, Director of POW/MIA, explained they would like to do a parade in honor of everyone that has served in any service. They would like to keep it simple with no one walking and with horses and vehicles. They invite anyone who has served in any

branch of the military to participate in the parade. They changed the standard parade route by ending at the VFW Hall. May 18th is Armed Forces Day and that is why they picked that day. This will be the first time to have a parade on Armed Forces Day and he doesn't anticipate a lot of participation.

**** A motion was made by Councilman Perry, seconded by Councilwoman Simons, to approve a request by the POW/MIA VFW Post 2350 for an Armed Forces Day Parade (for the first ever Armed Forces Day Parade in Elko) to be on May 18, 2013 starting at 11:00 a.m. according to the parade route attached to the April 19th request and contingent upon receiving the required liability insurance.**

The motion passed unanimously. (5-0)

- A. Review and possible approval of an agreement with Adobe FBLA Chapter to Adopt-a-Street for litter collection in the public right-of-way on Jennings Way from Mountain City Highway to Montrose Lane, and matters related thereto. **FOR POSSIBLE ACTION**

Adobe FBLA Chapter is interested in volunteering their services for the Adopt-a-Street program. This portion of Jennings Way is currently available for adoption. DS

Dennis Strickland, Public Works Director, explained he spoke with the gentleman that proposed this originally for FBLA but he wasn't present. He expressed his concerns for that area with respect to traffic on it and the age of the participants. It was explained to him that there would be enough adults present when the cleanup was being done and there won't be any safety issues there. Staff recommends approval.

Tayla Avery, President of the Adobe Chapter of FBLA, said they want to be part of community. They want to adopt Jennings Way. On April 22nd they want to begin cleaning up the road.

**** A motion was made by Councilwoman Simons, seconded by Councilman Rice, to allow the Adobe FBLA to adopt Jennings Way.**

The motion passed unanimously. (5-0)

- F. Review, consideration, and possible authorization to enter into a Telecommunication Franchise Agreement with Wireless Beehive, LLC dba Beehive Broadband, and matters related thereto. **FOR POSSIBLE ACTION**

At the January 22, 2013 Council Meeting, Staff was authorized to begin the process of negotiating a Telecommunication Franchise Agreement with Wireless Beehive, LLC dba Beehive Broadband. A copy of the agreement has been included in the packet for review. JD

Jeremy Draper, Civil Engineer, explained they did make a change after it was put in the packet. There is a new copy on each desk. They are excited to get going and they have potential clients in the city lined up. There was a representative present to answer questions.

Scott Wilson, Wireless Beehive, Utah, said they will provide data, phone and cable TV services over a fiber optic network. It is a slow process. They have to lay the fiber optics themselves. Directional boring will be used to put the conduit in.

Councilman Rice said he is working with a project called Connect Nevada. It is part of Connect USA which is an effort throughout the country to increase broadband capacity. We have been waiting for this agreement because it should help with their connectivity.

Councilman Perry asked if they have an office here in town.

Mr. Wilson answered they have a store front on Silver Street. Wireless Beehive has been providing fixed wireless service to businesses and residences up to this point. They need to take out Wireless Beehive, LLC from the license agreement all together and replace with Beehive Broadband LLC.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to authorize staff to enter into a Telecommunication Franchise Agreement with Wireless Beehive, LLC dba Beehive Broadband.**

The motion passed unanimously. (5-0)

I. PRESENTATIONS (Cont.)

- D. Review and possible approval of the Fiscal Year 2013/2014 Tentative Budget, inclusive of all funds, and matters related thereto. **FOR POSSIBLE ACTION**

Dawn Stout, Administrative Services Director, gave a presentation.

General Fund. She has updated the numbers a little bit from the previous presentation.

Property Tax Abatement. These numbers are still estimates based on legislation.

FY 2013/2014 Rollup Costs. Everything that everybody gets paid in the General Fund is included in these numbers.

Projected General Fund Revenues – 2013/2014.

Projected General Fund Expenditures – 2013-2014.

Community Service Donation Requests. These resemble what you had seen the last time with the exception of the Nevada Small Business Development. That has been moved out.

Councilman Perry thought the donation request amount for the Elko Area Transit had been \$10,000.00 rather than the \$5,000.00 listed.

Ms. Stout offered to double check that number.

**** A motion was made by Councilman Perry, seconded by Councilwoman Simons, to accept the tentative budget for the General Fund for the City of Elko for 2013/2014 as presented to include community service donation requests for Elko Area Transit at the requested amount.**

The motion passed unanimously. (5-0)

After the motion and before the vote Councilman Rice said he was in support of donating the Elko Area Transit for \$10,000.00 if that was the case. The Elko Area Transit is also funded out of the RTC and at this point its service is more of a health and human service. This is a service the county should and does support. The City of Elko is taking on additional responsibility and should be acknowledged for it.

Recreation Fund. This is exactly as you have seen it previously.

Councilman Perry said that the last time we discussed this Mayor Johnson thought there should be more community discussion about the tennis court rehab.

Mayor Johnson asked if there had been any commitments yet or has the city gotten that far.

Mr. Calder answered we have not gotten any firm commitment from the school district. We have also requested from the architect and alternative construction plan and he wasn't sure if we have received that yet. We would be looking at a different material. These issues should be ironed out between now and the final budget in May.

Councilman Perry asked if they could make a change in this if they needed to.

Ms. Stout said this is just a proposed list and any of these projects would have to come back to the City Council for authorization to go forward. This is just our proposed list. We would be approving the \$1.4 million in projects.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to approve the Recreation Fund tentative budget and projects list.**

The motion passed. (4-1 Mayor Johnson voted no.)

After the motion and before the vote, Mayor Johnson said the tennis court players need to know that some things need to come into play here. He doesn't want them to think they made it through the first phase. He would like to see what resources would come from the private sector for the tennis courts.

James Wiley said the stakeholders are aware of that. What we have in front of you now is the design that we were directed to do years ago. Right now it is a place in the budget. We still need council approval to go out to bid to actually do the project. We are still working on the final design and some options. We need some more time to bring all of that together. This project would not happen until next year.

Councilman Rice thought we should keep in mind that this is an asset that if we let it go too long the price tag could go higher. We have already lost the courts at Angel Park to neglect. He supports public discussion on this topic to possibly rally the private sector to help with this community asset.

Councilman Schmidlein said he walked the tennis court surface the other day. He can see it has been resurfaced in the past. Can that be stripped off and replaced?

James Wiley answered that he didn't think you could strip that surface off and reuse it. It is highly unlikely. That is asphalt based and a cheaper route to go. We are looking at that. In the long term it will be at that price tag at some time. Asphalt based has proven to not be sustainable.

Council voted on the motion.

Capital Equipment Replacement Fund. This is exactly the same as presented in the past.

Councilman Schmidlein said that Dennis Strickland had given him a list of all the light vehicles. There are 108 vehicles and we are going to add additional vehicles. There are 40 cars registered to the Police Department. He felt that was a high number. He wanted to see the current vehicle list dropped to 100 vehicles. It is hard to justify 40 vehicles registered to the Police Department. There are a total of 45 people that work at the Police Department and he questioned if every employee needed a vehicle.

Dennis Strickland, Public Works Director, said he was able to find out that there are about 5 spare cars that the Police Department likes to use for parades and other events. There were a couple of other vehicles that will be going to auction this year. The number will be very close to 100 after that time.

Chief Zumwalt said there are actually 41 vehicles attached to the Police Department. On his list there are at least 8 vehicles that are going to go out of service. Last year we were able to purchase 3 cars with their budget. Those cars just got here from Carson Dodge. Those three vehicles are on the spreadsheet. Before that we were not able to purchase as many vehicles as they wanted and they kept vehicles that they should have gotten rid of. Out of all these vehicles, 11 are specialty type vehicles. Three are trailers. They are not used much but we have to have them.

Councilwoman Simons said she was told the reason the city is buying so many this year is because in the upcoming years there is some very expensive equipment that we think might be coming up and we won't be able to purchase police vehicles that year.

Ms. Stout said we will still be able to purchase police cars, just not as many. We have older cars available so when there are special functions requiring patrol vehicles we do not have to pull an officer off the street in order to use a vehicle. When we do get rid of patrol vehicles they are junk with very little value left in them.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Perry, to approve the Capital Equipment Replacement Fund tentative budget.**

The motion passed unanimously. (5-0)

Youth Recreation Fund. This fund hasn't changed since the last presentation.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to accept the tentative Youth Recreation Fund.**

The motion passed unanimously. (5-0)

Municipal Court Assessment Fund. This fund hasn't changed since the last presentation.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve the tentative budget for the Municipal Court Assessment Fund.**

The motion passed unanimously. (5-0)

After the motion and before the second and before the vote, Councilwoman Simons disclosed that her husband is the Municipal Court Judge but she has consulted with the Ethics representative and she said this budget would be the same no matter who was the judge. The representative didn't feel there was any problem with her voting on it so she will participate in the vote on this motion.

Revenue Stabilization Fund. This fund will be receiving a transfer from the General Fund per city code.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve the tentative Revenue Stabilization Fund.**

The motion passed unanimously. (5-0)

Capital Construction Fund. This fund has been adjusted for the property tax abatement.

Councilman Schmidlein asked if there was any way to move more money into this fund.

Ms. Stout said the city has the latitude mostly from the General Fund. Other funds have a specific purpose and can only use those funds on what they were set aside for.

Councilman Schmidlein asked with the new gas tax what will that go into.

Ms. Stout answered it will go into the debt service fund to pay for the Idaho Street Bond. With that coming in it will free up tax monies that are going into the debt service fund.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve the tentative Capital Construction Fund.**

The motion passed unanimously. (5-0)

Public Improvement Development Fund. The monies that come into this fund are from developers who impact an area and this is supposed to be for signalization.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve the tentative Public Improvement Development Fund tentative budget.**

The motion passed unanimously. (5-0)

Redevelopment Agency Fund. This fund has not changed since the last presentation. There was a discussion about possibly funding a lobbyist between this fund and the water fund to help us get some bills through Congress. We have not had those discussions yet so they have not been incorporated into this budget.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to accept the Redevelopment Agency Fund tentative budget.**

The motion passed unanimously. (5-0)

Ad Valorem Capital Fund. This is funded with a 5% pass through tax from the County and is not a city levy tax.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve the Ad Valorem Fund tentative budget.**

The motion passed unanimously. (5-0)

Facility Fund. This is the same as seen in the past. We do have the \$2 million reserve in there for the new Police Department going forward.

Councilman Schmidlein asked about the ARFF Station flooring replacement, driveway repair and stucco exterior. Is that on the existing Fire Station?

Ms. Stout answered it was the one at 911 W. Idaho Street.

**** A motion was made by Councilman Perry, seconded by Councilman Schmidlein, to approve the Facility Fund tentative budget.**

The motion passed unanimously. (5-0)

Debt Service Fund. This fund pays the 2010 Street Bonds and the Interpretive Center bond.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to accept the Debt Service Fund tentative budget.**

The motion passed unanimously. (5-0)

Water Fund. This has not changed since we met last time. The HSA's and the HRA's associated with these funds have been worked in so the numbers changed a little bit.

**** A motion was made by Councilman Perry, seconded by Councilman Schmidlein to accept the tentative Water Fund budget.**

The motion passed unanimously. (5-0)

Sewer Fund. We had another permit pulled for another apartment complex so the estimated connection fees for sewer are about \$1.3 million and for water it is close to \$1 million.

**** A motion was made by Councilwoman Simons, seconded by Councilman Rice, to adopt the Sewer Enterprise tentative budget.**

The motion passed unanimously. (5-0)

Landfill Fund. There will be no rate increases in the Landfill Fund.

**** A motion was made by Councilman Perry, seconded by Councilwoman Simons, to adopt the Landfill Enterprise Fund tentative budget.**

The motion passed unanimously. (5-0)

Airport Fund. There is one thing not listed that we are having problems with the Airport Access System that gives approved people access onto the Airport. We may have to work something into the budget to replace or repair the system.

**** A motion was made by Councilman Rice, seconded by Councilman Perry, to approve the Airport Enterprise Fund tentative budget.**

The motion passed unanimously. (5-0)

Golf Fund.

Councilman Perry asked about the transfers into this fund. Are they ratioed out every year?

Ms. Stout answered it is. The General Fund transfer is basically just your administrative costs. The \$23,000.00 transferred in from the Recreation Fund is based on a formula we have developed over the years.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to approve the Golf Enterprise tentative budget fund.**

The motion passed unanimously. (5-0)

Health Insurance Fund. This wasn't shown previously. This is the first year that we have gone back to being partially self-insured. We have a fund that tracks those revenues and expenditures. For this next fiscal year our anticipated increase in costs for health insurance premiums was about 12% and that has been worked into the numbers presented.

Curtis Calder said the broker gave the city the blanket number for the rate increase but we haven't seen it broken down yet. We will be meeting with McMullen Insurance later this week to get more detail and see what that number will be. The other thing discussed at a previous budget meeting was the HSA/HRA contribution amount. We are going with the same amount that was budgeted for last year. That cost is worked into these numbers.

**** A motion was made by Councilman Perry, seconded by Councilwoman Simons, to accept the Health Insurance Fund tentative budget.**

The motion passed unanimously. (5-0)

Tony Still, Elko, asked about merit increases. How many people are eligible?

Mr. Gailey answered it depends on which group. The Police Department does not have merit increases. For the most part the Fire Department is not eligible for merit increases except for the Captain. Management and Blue Collar have about 120 people. There have been two that did not receive the merit increase.

Mr. Still said in the private sector that would not fly. Almost 98% of people get merit increases. That is for doing more than full performance. If you just do your job you don't get merit. If you go above your job duties is what warrants a merit raise. On the tennis court, he plays tennis. You can go out peak season at 5:00 and get a court. There is maybe 30 people that play tennis or a few more. There is a lot of stock put into the idea of upgrading the tennis courts but it isn't a trendy thing anymore. He felt the tennis courts could be patched. The six new police cars; how many miles do you put on them?

Chief Zumwalt answered we were on a schedule to keep cars for three years at about 30,000 to 35,000 miles a year. A decent car can be two years old and have 60,000 to 70,000 miles on it. If it gets upwards to 90,000 on a car we will put it on a back row and not use it very often. When a police car has that many miles on it, it is trashed. We have probably 5 cars with between 95,000 to 115,000 miles on them right now. There isn't really a set number.

Mr. Still said he trades his trucks in at 250,000 miles. He realizes there is wear and tear but he drives out to the mines. The cab companies purchase ex patrol units and they go another lifetime. He is concerned that money isn't scrutinized as if it is his money and not free money.

VI. 6:00 P.M. PUBLIC HEARINGS

- A. Second reading, public hearing, and possible adoption of Ordinance No. 773, an ordinance repealing Title 8, Chapter 9 of the Elko City Code entitled "Elko Heat Company Franchise," and matters related thereto. **FOR POSSIBLE ACTION**

Title 8, Chapter 9 of the Elko City Code expired in 2008. The City of Elko has since negotiated a License Agreement with Elko Heat Company for their utilities.
DA

Councilman Schmidlein disclosed that he has a direct involvement with Elko Heat. He is not an owner but he does 100% of their work. He recused himself and abstained from the vote.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to adopt Ordinance No. 773.**

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

III. APPROPRIATIONS

- B. Review of the bids received and possible award of the Plantmix Bituminous Pavement materials to be used for the Year 2013 Construction Season, and matters related thereto. **FOR POSSIBLE ACTION**

Bids will be received until 3:00 P.M. local time on Thursday, April 4, 2013, at which time Staff will review the bids. DS

Dennis Strickland, Public Works Director, explained they had two bidders. He recommended accepting Staker Parsons per ton rates that they bid for this next upcoming construction season.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Perry, to award the bid for the Plantmix Bituminous Pavement materials for 2013 to Staker Parsons Company.**

The motion passed unanimously. (5-0)

- C. Consideration and possible authorization for Staff to solicit bids for the complete servicing, hydro-testing, refilling and cleaning of City owned fire extinguishers, portable fire suppression equipment and hood extinguisher systems, and matters related thereto. **FOR POSSIBLE ACTION**

The City's current contract to perform the above referenced fire extinguisher services is scheduled to terminate effective May 31, 2013. Staff is requesting authorization to solicit bids for a new three (3) year exclusive contract. DG

Doug Gailey, Human Resources Manager, explained the current contract is getting ready to expire and they just want permission to solicit bids for a new contract.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to authorize staff to solicit bids for a three year exclusive contract for fire extinguisher services.**

The motion passed unanimously. (5-0)

- D. Review, discussion, and possible adoption of the 2013 Street Inventory List, and the 2013 Street Capital Construction Project Priority List, and matters related thereto. **FOR POSSIBLE ACTION**

Staff conducted a Street Inventory in February and March. The purpose of this Annual Survey is to evaluate current road conditions, and to recommend a list of maintenance projects for the upcoming construction season. Please find enclosed for your review, in the supplemental agenda information, city staff's 2013 Street Inventory, and recommendations for the 2013 Streets Priority List. DS

Mr. Strickland explained it is that time of the year again. Using the overhead projector, he went over the presentation that was enclosed in the agenda packet.

There was some discussion about the Gateway RV deferral on West Idaho and Manzanita paving.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to adopt the 2013 Street Inventory and the 2013 Street Capitol Construction Project Priority List.**

The motion passed unanimously. (5-0)

- E. Review, consideration, and possible action to rescind an award to A Time for Clean for custodial services for the Police Department, and authorize Staff to solicit bids for qualified vendors to provide custodial services at the Elko Police Department, and matters related thereto. **FOR POSSIBLE ACTION**

At the regular Council meeting held on February 12, 2013, Council directed Staff to enter into a two year Custodial Services Agreement upon satisfactory completion of the background checks with A Time for Clean at a cost of \$1,300.00 per month. The current bid holder did not pass the background check; therefore, Staff requests authorization to re-solicit bids. DZ

Chief Zumwalt explained the applicant did not pass the background check.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to reject first bid holder and authorize staff to go to bid for custodial services for the Police Department.**

The motion passed unanimously. (5-0)

IV. NEW BUSINESS (Cont.)

- B. Review and possible approval of a License and Concessionaire Agreement between the City of Elko, and Pedro Romero, dba Tacos Y Mariscos Las Brisas. Mr. Romero would like to utilize the Main City Park space for his mobile food truck, and matters related thereto. **FOR POSSIBLE ACTION**

Mr. Romero has a current Elko City Business License and has one food truck and is adding another truck. He would like to utilize park space No. 3 (shown on map in application) every month, Monday through Friday from noon to 1:00 p.m. SO

Shanell Owen, City Clerk, explained the applicant was not present. Back in September of 1998 the City Council designated concession areas within the Main City Park as spaces being available for food concessions. Included in the packet is a map that shows six areas. Area No. 6 is the snow cone concession but they are actually on the street because of the electricity they utilize. Las Brisas would like to use Space No. 3. They will pay the City \$50.00 a month for that concession agreement and provide the city liability insurance.

Councilman Rice asked how we came up with \$50.00 a month and does it cover administrative fees.

Ms. Owen answered since we have a standard concession agreement that covers the fees. They also have to hold a current City of Elko business license.

Councilwoman Simons asked if they have power to that.

Ms. Owen answered they do not need power.

Councilman Schmidlein asked about removing litter. He was concerned that the city would have to go there every day to pick up trash.

Ms. Owen noted in the agreement that Item No. 6 says that the Parks Department will provide trash removal on a daily basis but the concessionaire at its own expense shall keep all areas used by it, including the common area, by the concessionaire and the general public in clean condition and good state of repair. If we had any issues the Parks Department would contact them and work through those issues.

Councilman Rice asked if there was a provision to recoup the cost for the city parks. Picking up the trash of people just picnicking is one thing but picking up the trash of a commercial operation in the park is different.

Ms. Owen said the previous concessionaire had trash cans there.

James Wiley said there is an impact to the trash one way or another. It is ending up in city receptacles and they are dealing with it. Is that a problem? We take care of it but there is an impact.

Delmo Andreozzi said that sometimes we have temporary merchants and we write in as a condition of being there that they need to clean up after themselves. The council may want to consider adding the language to the agreement that says they shall provide their own sanitary service.

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to approve the License and Concessionaire Agreement between the City of Elko and Pedro Romero dba Tacos Y Mariscos Las Brisas with the inclusion of language requiring them to provide their own sanitation services.**

The motion passed unanimously. (5-0)

- C. Review, consideration, and possible action to approve Revocable Permit No. 3-13, filed by Shigamo Development Inc., to occupy a portion of the alley right-of-way located generally south of Commercial Street and north of Silver Street abutting 570 ½ Commercial Street, to accommodate the installation, construction and use of a grease interceptor and two concrete pads approximately 53 feet in width by 10 feet in depth, and matters related thereto. **FOR POSSIBLE ACTION**

Scott Wilkinson, Development Manager, explained in downtown the buildings are built up against the property line. With a restaurant they have to have a grease interceptor. They also have to have pad areas for trash receptacles that can actually be rinsed. They are tied into the sanitary sewer and they have to be developed. It all has to be located in the alleyway and there is no alternative.

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve Revocable Permit No. 3-13 subject to execution to a standard license agreement.**

The motion passed unanimously. (5-0)

- E. Review, consideration, and possible action to accept the Elko City Planning Commission's recommendation to sell or exchange a piece of City owned property located generally west of the extension of Errecart Boulevard approximately 1,720 feet south of Bullion Road (a portion of APN 001-690-001) to the Elko County School District, direct Staff to initiate the process, and matters related thereto. **FOR POSSIBLE ACTION**

This property was originally included in the City of Elko Land Inventory; the last update was in 2005. The property is approximately 11.1 acres and is zoned PQP (Public/Quasi-Public). The school district's property for consideration of exchange is approximately 8 acres, is zoned PQP (Public/Quasi-Public) and is located northeast of Celtic and El Armuth Drive.

The Planning Commission considered this item on April 2, 2013, and took action to forward a recommendation to the Council to sell or exchange the property to the Elko County School District. RM

Rick Magness, City Planner, explained this item was in the land inventory as a possible exchange but what also needed to be added was wording that included "also future sale." What we did with this particular property is that the city has been in conversation to the Elko County

School District and they would like to add this to the property that they own to the north and that way it would make it a better site for a school. They would also like us to consider a property that they have for exchange. The advantage for this property for public use down the road is an open space park.

Councilwoman Simons asked if the properties are equal in size.

Mr. Magness answered there is about a three acre difference between the two parcels. Some other things to consider are utilities and topography. You would see all of this in an agreement that would come before council.

Councilman Perry asked if both pieces of property would need to be appraised for an exchange.

Curtis Calder answered he thought there was an exception in the statutes where both entities could do it but the intent is to get both parcels appraised and to get equal value. If there is a difference in values the school district would pay us or we would pay them the difference. We prefer a fair exchange.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to accept the Planning Commission's recommendation to sell or exchange the property in question to the Elko County School District and direct staff to initiate the process.**

The motion passed unanimously. (5-0)

- G. Review, discussion, and possible action to direct Staff to submit various projects for consideration with the Nevada Department of Transportation (NDOT) under the Transportation Alternatives Program (TA) for the City of Elko, and matters related thereto. **FOR POSSIBLE ACTION**

The City is eligible to apply for funding for various improvement projects through a series of transportation programs administered by NDOT. City Staff has identified a number of projects for consideration and is asking Council to select, prioritize, and authorize Staff to submit the projects for possible funding. DA

Delmo Andreozzi, Assistant City Manager, said there was information in the packet but there was a new updated spreadsheet. We have had a lot of success over the years with this grant source. Normally enhancement grants are limited to \$650,000.00 projects but he was able to confirm that was still the case. It is designed for those that are not in metropolitan areas. There are a number of different projects that are eligible. Staff has prepared a list for consideration and they request authorization to submit for this. These funds will be administered by the State of Nevada but they are Federal funds with a 95%-5% match with our part being the 5%.

Councilman Schmidlein asked if he could add to the list. He wanted the lighting for the crosswalk at 5th Street below the interstate where there is a crosswalk but no lighting.

Jeremy Draper, Civil Engineer, said that Dennis Strickland has been talking to NV Energy about this particular location. All we really have to do is locate the light and then we can install it ourselves. We can do that fairly cheaply.

Councilman Schmidlein said another item he would like to add is curb, gutter and sidewalk on Jennings Way. There are children that walk there every day. There are even adults that walk there. Something needs to be done there since it is a safe route to a school.

Mr. Andreozzi said staff didn't include that because development will ultimately put that infrastructure in there. This can be added if council wanted to. There is no number as to how many you can submit but they will ask us to prioritize these.

Councilwoman Simons felt anything having to do with schools should be higher up on the priority list since it is a safety issue.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to direct staff to submit the following project list with priorities to NDOT under the Transportation Alternatives Program and commit to participate with funding or in-kind services. The priority list will be: 1) the round-about at 5th Street and Spruce Road, 2) curb, gutter, sidewalk and landscaping on Ruby Vista, Skyline to Ruby View, 3) sidewalk, bike facilities and landscaping on Golf Course Road from Ruby Vista to Cedar, 4) curb, gutter and sidewalk on Flag View from Golf Course to School, 5) curb, gutter and sidewalk on Jennings Way by Adobe Middle School and 6) lighting on Idaho Street from 3rd Street to Mountain City Highway.**

The motion passed unanimously. (5-0)

V. PETITIONS, APPEALS, AND COMMUNICATIONS

- E. Review, consideration, and possible action regarding a petition from The Elko Boys Little League to rename the minor league baseball field located along College Avenue and Moren Way, and matters related thereto. **FOR POSSIBLE ACTION**

The Elko Boys Little League would like to solicit nominations to rename the minor league field. Nominations will be reviewed by the Little League Board, and a recommendation for a new name will be brought back for Council approval. JW

James Wiley, Parks and Recreation Director, explained he included in the Agenda Packet the Renaming of Parks Facilities and Fields policy. It is a simple process. Cathy Laughlin is present representing Elko Boys Little League Baseball. She is the one that helped draft the petition to council to rename the minor league field. He supported their position in renaming the field.

Cathy Laughlin said they just purchased a new scoreboard for that field and they would like to take the opportunity to name the field so that it can be included on the scoreboard signage. They are hosting two tournaments this summer. It makes it easier for the out-of-town teams to be able

to find the right field. Little League would like to run a contest in the community for two weeks for naming that field and then bring their winning name back to council for approval.

Councilman Rice thought this was a terrific idea. He suggested that a representative from the city be on the adjudicating committee.

Mr. Wiley said he would be happy to serve in that role.

Councilman Rice said he was wondering if the Recreation Liaison would like to do it.

Councilman Schmidlein said he would participate.

**** A motion was made by Councilwoman Simons, seconded by Councilman Perry, to allow the Elko Boys Little League to run a contest to rename the minor league baseball field for two weeks and bring back a recommendation to council.**

The motion passed unanimously. (5-0)

- A. Review, consideration, and possible action to ratify the Chief of Police issuing a 30-day temporary packaged liquor license and issue a regular packaged liquor license to Albertson's #155, located at 2582 Idaho Street, Elko, Nevada, and matters related thereto. **FOR POSSIBLE ACTION**

Chief Zumwalt requested this item be tabled. Albertson's as an entire company was sold to another company. We were going to issue this liquor license to the local manager. In between posting this agenda item and today that local manager is no longer the local manager. We are working on paperwork for the company CEO. At the next council meeting we should have another action item for Albertson's with the proper individual listed for the liquor license.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to table.**

The motion passed unanimously. (5-0)

- B. Ratification of the Chief of Police issuing a 30-day temporary liquor license and issue a regular liquor license to Kimberly Fox, dba Good Time Charlies, located at 542 River Street, Elko, NV 89801, and matters related thereto. **FOR POSSIBLE ACTION**

Chief Zumwalt explained this is an existing business with a new owner. We talked to Ms. Fox and did the background check. He recommended approval.

Councilman Perry thought this should be part of the liquor discussion for downtown. We are voting on a permanent license for the owner. This is the only time we have much say in this process; whether this should be issued and whether or not we should condition the license. We talked about adding a condition to downtown liquor licenses with regards to a requirement to

clean up all the bottles, cans, trash and so forth on city sidewalks and alleyways. Do we want this to be the first one?

Councilman Schmidlein agreed that it needs to start somewhere. He thought a 90-day probation period would be a good place to start and then we can go out as far as six months or some other type of merit.

Councilwoman Simons asked if there have been any problems at this particular location.

Chief Zumwalt answered historically they have not been a big problem for us because they are a little bit off the beaten path. They don't stay open all night and they are a smaller establishment. There was some discussion with liaisons about changing the liquor code and making this an opportunity to have a six month probationary period. The City Council and even staff can issue the temporary liquor license. We can change the code. The temporary license is good for 30 days so the applicant can be open until the next council meeting.

Councilman Rice said he felt it was about taking control of this franchise in the community. Are we required to issue a permanent liquor license or can they renew that temporary liquor license for a six month period upon which we have some restrictions? He is confident the new owner is going to operate a terrific establishment but our previous practices have gotten us into trouble. Our opportunity here is to take some control.

Chief Zumwalt said with new language in the liquor code you can take all the control you want. That won't affect tonight's decision. You can deny the liquor license.

Councilman Rice asked if the next step next month would be to ratify a permanent license or can our next step be to issue another 30-day temporary liquor license.

Councilwoman Simons asked if the license comes up every quarter. (yes) We can deny it every 90 days.

Councilman Perry said once the license is granted you cannot deny it.

Mayor Johnson said he is interested in having conditions such as a requirement for the business owner to have an area that is kept clean.

Councilman Perry suggested a condition that the license owner will remove all bottles, cans, trash, broken glass and debris on city sidewalks and alleyways by 8:00am each morning following days the license holder is open. He also suggested hosing down bodily fluids.

Delmo Andreozzi said instead of limiting it to the sidewalks and alleys but also include the adjoining right-of-ways such as out in the street.

Mayor Johnson thought it was a good idea to have this as a requirement for a liquor license.

Chief Zumwalt said one condition that could be added to the code is to require the applicant to attend the council meeting where the license gets approved.

Mr. Andreozzi said some ideas that have been kicked around are 1) a requirement of surveillance on premises, and 2) security for operations after midnight.

**** A motion was made by Councilman Perry, seconded by Councilman Schmidlein, to ratify the 30-day temporary liquor license and issue a regular retail liquor license to Kimberly Fox dba Goodtime Charlee's located at 542 River Street in Elko with the following permanent condition: license holder will remove all bottles, cans, trash, broken glass debris and bodily fluids from city sidewalks, alleyways and adjoining right-of-ways upon closing or by 7:00 a.m. on each day licensee is open.**

The motion passed unanimously. (5-0)

- C. Consideration of a refund from Mr. D. A. Adams for an unused 2013 Ruby View Golf Course Season Pass, and matters related thereto. **FOR POSSIBLE ACTION**

A letter from Mr. D. A. Adams has been included in the agenda packet for review.
DS

Dawn Stout, Administrative Services Director, explained that the pass has not been used.

**** A motion was made by Councilman Perry, seconded by Councilwoman Simons, to refund the entire amount of the 2013 Ruby View Golf Course season pass to Mr. D. A. Adams.**

The motion passed unanimously. (5-0)

- D. Review, consideration, and possible approval to defer development of a parking area in association of City Building Permit No. 12-588 in accordance with Section 3-2-17 of City code, and matters related thereto. **FOR POSSIBLE ACTION**

SGS North America submitted an application for improvements to an existing facility. The Development Department conditionally approved the project as shown in its letter dated November 13, 2012. The applicant responded to the conditions in its letter dated November 27, 2012. The applicant provided documentation addressing item 3, 6, and 7 and indicated the remaining items would be addressed by LCS Construction, the applicant's contractor. The applicant's design professional submitted a conceptual parking layout in December 2012. The Development Department requested appropriate plans for review and possible approval. Subsequently, the applicant is now requesting a deferral for the parking improvements as presented in its letter dated April 1, 2013. SAW

Scott Wilkinson, Development Manager, explained this is going to be a difficult area as we move forward. We have not done a good job as this area developed. Zaga Way is recorded as a public access easement. The easement that was established was in anticipation of a street. We didn't pursue that. This whole area has not been developed to the standards that are required in the code. We don't have a paved street and we don't have paved parking. SGS leased the building and came in with tenant improvement. One issue that came up was paved parking for the employees. We did a conditional approval on the project. They moved forward with their project and didn't protest this up front. They accepted the conditional approval. They are at a point where they are finished with their tenant improvement and want a certificate of occupancy (C of O) but we have this outstanding issue. They are requesting a deferral. They kicked it up to their corporate level. They stated they would like to evaluate their business for another 18 months and then maybe expand their building. That will bring up issues of improvements on Zaga Way and Manzanita Lane. They agree in their letter that even if they don't expand their business they would do the parking 18 months from now. Once we issue a C of O and they don't perform we wouldn't have any real recourse except to report that back to council.

Councilman Perry asked what are they specifically asking for a waiver for.

Mr. Wilkinson said they don't have any hard surface parking. A condition in the approval was that they provide that hard surface parking but they prefer not to do that.

Councilman Schmidlein asked why don't we work with them a bit and ask them to provide a 12 ft. wide pad by 20 ft. long that has direct ADA accessibility to get a handicapped person to their building and leave it at that. It will cost them \$3,000 to \$4,000 to do a pad like that but we can authorize their C of O and they meet the ADA standards. We can do a deferral saying if they do any future development they will need to build out that parking lot. It is a catch 22 all around. Are the people that own the building willing to upgrade the parking lot?

Mr. Wilkinson said based on the response from SGS the people that own the building are not willing to upgrade the parking lot. SGS is agreeing to do it at some point in the future. The problem with not requiring it now is with the next permit how do we as staff make them do those parking improvements?

Councilman Rice said he was not in favor of approving this deferral because we are just passing the problem forward to another council. We are going to have oil rigs here soon wanting to develop out here. If we are making deferrals for one group it will set a precedent for making deferrals for more.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to deny the request for deferral of the paved parking requirement associated with City Building Permit No. 12-588.**

The motion passed. (4-1 Councilman Schmidlein voted no.)

After the motion and before the vote, Councilman Schmidlein asked if they are required to do curb, gutter and sidewalk.

Mr. Wilkinson answered that none of the work they did triggered any of those provisions.

Councilman Schmidlein asked when you issued them the building permit was it issued ahead of time that they were going to be required to pave in the parking lot area.

Mr. Wilkinson answered yes we had a conditional approval that is shown in the Development Department's letter dated November 13, 2012. It is in your agenda packet. We allowed for a deferred submittal. They actually had their design professional submit a conceptual plan.

Councilman Schmidlein asked how big an area are you requesting them to pave.

Mr. Wilkinson answered they will have to provide us information regarding their employee parking and their ADA accessibility. They don't have a lot of employees but it is based on square footage in city code.

Councilman Schmidlein asked what the estimated number of parking spaces would be.

Mr. Wilkinson answered 8 or 10 spaces.

There was more discussion about the dirt road and a paved parking space.

Council voted on the motion.

- F. Review, consideration, and possible action to accept a petition for annexation of property to the City, filed and processed as Annexation No. 1-13 by TSA, LLC, consisting of approximately 8.39 acres of property to include portions of the I-80 right-of-way located generally on the north side of W. Airport Road approximately 1,140 feet north of W. Idaho Street, and matters related thereto.
FOR POSSIBLE ACTION

Rick Magness, City Planner, explained this was a petition to consider the annexation coming forward at a later date. There are some existing buildings on this annexation. This is where Brahma Construction is.

Councilman Perry asked what the Master Plan had in it about this property. He understood they do not have city water or sewer. They use a well and they do not want to use city water.

Councilman Schmidlein said several months ago they approached council because they wanted to bore underneath the interstate and bring water to the area. He thought it would be huge to annex this into the city because they plan to stay long term. If you ever extend the airport runway that property would probably go away.

Councilman Perry asked why they want to be annexed in?

Councilman Schmidlein said it was for the water.

Mr. Draper said when they requested access to the water it was a condition of council that they annex prior to doing the water. The master plan for this area is industrial business park.

**** A motion was made by Councilman Perry, seconded by Councilman Rice, to accept a petition for Annexation No. 1-13 by TSA LLC consisting of 8.39 acres and refer the matter to the Planning Commission.**

The motion passed unanimously. (5-0)

- G. Review, consideration, and possible action to accept a petition for annexation of property to the City, filed and processed as Annexation No. 2-13 by TSA, LLC, consisting of approximately 2.95 acres of property to include portions of the I-80 right-of-way located generally on the north side of W. Airport Road approximately 1,410 feet north of W. Idaho Street, and matters related thereto.
FOR POSSIBLE ACTION

Mr. Magness explained this is in conjunction with the previous item.

Ryan Limberg, Utilities Director, said these would be the first properties in the city on a private well. That will be something we will be commenting on in the Planning Commission flow sheets.

**** A motion was made by Councilman Rice, seconded by Councilwoman Simons, to approve and accept the petition for annexation of property to the city filed and processed as Annexation No. 2-13.**

The motion passed unanimously. (5-0)

III. APPROPRIATIONS (Cont.)

- A. Review and possible approval of Warrants. **FOR POSSIBLE ACTION**

Councilman Schmidlein asked there were three checks written to Central Dispatch and written on the same day out of the General Fund.

Ms. Stout answered it was just one check and it is the quarterly fees we have to pay Central Dispatch.

Councilwoman Simons asked about the check being quarterly and for \$76,000.00.

Ms. Stout said all the fees are paid quarterly. We pay for all the police radios, the fire apparatuses, and then we also pay for Public Works, Street Department, Water Department and the Waste Water Treatment Plant.

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

The motion passed unanimously. (5-0)

VII. REPORTS

- A. Mayor and City Council
- B. City Manager
Curtis Calder reported that next week is Local Government Day. The Nevada League of Cities quarterly board meeting is on the 18th. The mining tax bill known as SJR 15 is not going to be heard this week.
- C. Assistant City Manager
- D. Utilities Director
Ryan Limberg reported on the concrete mix being approved for the WRF facility.
- E. Public Works
Dennis Strickland reported on the new hook hoist truck.
- F. Airport Director
- G. City Attorney
- H. Fire Chief
Matt Griego reported on the Fire Department's monthly newsletter. An old Fire Department member passed away recently.
- I. Police Chief
- J. City Clerk
Shanell Owen reported this weekend on Saturday there will be a safety fair sponsored by the Nevada Mining Association.
- K. City Planner
Rick Magness reported on the RDA and RAC combined meeting earlier in the day.
- L. Development Manager
Jeremy Draper reported that NDOT will be having an open house at the County building to discuss their project. Later in the month he will be attending a class in Reno for FEMA and community rating systems.
- M. Administrative Services Director
Doug Gailey reported on the Airport Director recruitment.
- N. Parks and Recreation Director

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