



# CITY OF FERNLEY

## CITY COUNCIL AGENDA REPORT

**Meeting Date: May 20, 2020**

**REPORT TO:** Mayor and City Council  
**REPORT FROM:** Daphne Hooper, City Manager  
**REVIEWED BY:** Brandi Jensen, City Attorney  
**REVIEWED BY:** Denise Lewis, City Treasurer

**FINANCIAL IMPACT:**

Yes:  No:

**CURRENTLY BUDGETED:**

Yes:  No:

**FUND/ACCOUNT:**

**ACTION REQUESTED:**  Consent  Ordinance  Resolution  Motion  Receive/File

**AGENDA ITEM: Staff Report (For Possible Action): Approval of Interlocal Agreement between the City of Fernley and North Lyon County Fire Protection District**

**Agenda Item Brief: The North Lyon County Fire Protection District approach the City to enter into an interlocal agreement which provides 1) A Full-time Fire Marshal position – this position will be housed at City Hall, and the City will provide for 45.1% of the total compensation of the position. 2) Fleet Management Services – the City will provide light fleet maintenance for the District at an hourly rate established by the agreement. 3) The City of Fernley will provide limited legal services to the District for an annual cost of \$5,000 plus an hourly rate.**

**Recommended Motion:**

**“I move to approve the Interlocal Agreement between the City of Fernley and the North Lyon County Fire Protection District.”**

**Business Impact (per NRS Chapter 237):**

- A Business Impact Statement is Attached.
- A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

**See attached report for background, analysis, alternatives.**

**ALTERNATIVES:**

The Council can may:

- Not approve the agreement
- Request additional information

**BACKGROUND:**

The North Lyon County approached the City regarding the addition of items for the Interlocal Agreement. The Agreement incorporates the following:

- Fire Marshal: The North Lyon County Fire Protection District has requested to add a Fire Marshal position. This position is a permanent full-time position
- Fleet Management Agreement
- Legal Services Conflict Advisement

The Fire District will create a permanent full-time Fire Marshall position. This position will be housed at City Hall, and the City of Fernley will pay 45.1% of the position. The fees collected for plan review and inspections will be collected by the Fire District. After one year, the City and the Fire will review the revenues, and the City's portion will be adjusted annual to reflect the off-set of the fees collected. This effort will continue toward a self-sustaining position.

The City agrees to maintain light fleet for the Fire District. The Fire District will pay for said services on a time and materials basis, bill on half hour increments at the hourly rate of the Fleet Foreman. The City shall bill the Fire District quarterly for said services.

The City agrees to provide legal services, but for litigation and conflict issues for an annual flat rate of \$5,000 annually, payable to the City on July 1. The City will not be required to provide legal services for Fire Board agenda items or have a lawyer attend Fire Board Meetings. Should the Fire District request attendance at a Board Meeting, request legal review of an agenda item, the Fire District shall pay an hourly rate of \$75 per hour.

The City and the Fire District will coordinate other services identified in the interlocal agreement including:

- Flow Testing
- Fire Hydrant Maintenance
- Fire Suppression
- Fire Hydrant Mapping
- Water Main Shutdowns
- New Hydrant Inspections
- Training
- Fire Hydrant painting
- Water usage
- Abandonment of Fire Hydrants
- Water Distributing modeling
- Plan Review
- Fittings
- Code Enforcement

The interlocal agreement shall be in effect through June 2029, subject to appropriation. Either party may terminate the contract by written mutual consent of both parties or unilateral termination by either party after service of formal thirty (30) day written notice.

**LEGAL IMPLICATIONS:**

The contract defines termination, liability, and legal requirements.

**FINANCIAL IMPLICATIONS:**

The cost to the City will be approximately \$56,000 for the Fire Marshal position, which, if approved by City

Council, will be budgeted in Professional Services in the City Manager's budget. The Fire District will provide payment to the City for legal services and fleet services as outlined in the contract.

**ATTACHMENTS:**  
**Interlocal Agreement**