

**MINUTES OF THE  
FERNLEY CITY COUNCIL  
BUDGET MEETING  
APRIL 10, 2017**

Mayor Edgington called the meeting to order at 5:00 pm at Fernley City Hall, 595 Silver Lace Blvd, Fernley, NV.

**1. INTRODUCTORY ITEMS**

**1.1 Roll Call**

**Present:** Mayor Roy Edgington, Councilwoman Sue Seidl, Councilwoman Shari Whalen, Councilman Stan Lau, Councilwoman Fran McKay. City Manager Daphne Hooper, City Attorney Brandi Jensen, Public Works Director Dave Whalen, City Treasurer Denise Lewis, Senior Planner Tim Thompson, City Engineer Derek Starkey, Building Official Rick Kabele, Councilman Dan McCassie arrived at 5:08.

**1.2. Public Comment**

There was none.

**1.3 Approval of the Agenda**

**Motion:** MOVE TO APPROVE THE AGENDA AS PRESENTED, Moved by Councilman Stan Lau, **Seconded by** Councilwoman Fran McKay. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4, Absent = 1). **Action:** Approve, **Yes:** Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. Councilman Lau. **Absent:** Councilman McCassie

**2. Discussion And Possible Action Regarding Fiscal Year 2017/2018 Proposed Budget Including But Not Limited To: All Funds Including The Water Enterprise Fund; Wastewater Enterprise Fund; General Fund; Capital Improvements Program; All City Departments; The Budget Process; Timelines; Goals For The Next Year; The Existing Budget; Debt Fees; Water, Staffing Including But Not Limited To: Reorganization, Reclassifications, Changing Contracts To Employee Positions, Fulfilling Positions, Etc.**

City Attorney Brandi Jensen reminded everyone that positions, workloads or job descriptions can be discussed but people cannot be discussed.

City Manager Hooper explained individual department budgets would be presented. She reminded City Council that the Enterprise Funds for FY 17/18 were approved last week. Tonight, the focus would be primarily on the General Fund. She explained the one of the biggest accomplishments for this year was the adoption and implementation of the Strategic Plan. She stated this year, budget requests were tied to the Strategic Plan. She explained one of the goals for this year is to develop an Action Plan which will help get the City to the point where the goals that are set can be achieved.

Councilwoman Whalen disclosed that she is married to Public Works Director Dave Whalen. She stated that she would vote on most of the matters discussed. She added if there was an issue specific to him then she would either abstain or make a different disclosure.

Mayor Edgington asked about the RTC Funds being committed to the Hardie Lane improvement. He stated for Fiscal Year 2017/2018 the City will receive an anticipated \$384,339 from fuel revenue. The County road contribution is not a guarantee but the .11 gas tax is a guarantee.

**Councilman Dan McCassie arrived at 5:08pm.**

Councilwoman Whalen was concerned that the business license revenue was being under estimated. She stated she wanted it looked into further before final Budget.

Councilwoman Seidl asked if the "Donations for the Pony Express" line item could be removed.

City Manager Hooper stated City Council made a few tough decisions this year that made the Enterprise Funds solvent with enough revenue to move forward. She stated the next area to focus on is the General Fund and making sure the same approach is taken. City Manager Hooper explained the Contingency Fund stating there was \$316,975 set aside. She stated last year the amount was approximately \$275,000. She stated this fund is usually not touched during the year.

City Manager Hooper explained the new positions that are being requested in the FY 2017/2018 Budget includes a building inspector. She stated last year there was an unfunded building inspector position. She explained there are proposed reclassifications in the Court and Parks Department. She explained the reclassification from a deputy city clerk to a licensing specialist and adding a seasonal position in Water Distribution. These reclassifications will be explained in further detail during the department presentations.

#### CITY COUNCIL

City Manager Hooper presented the City Council proposed Budget. She stated a salary increase is included in the budget at 1% CPI which is required by the Municipal Code. She explained included in the budget is funding for membership fees for Nevada League of Cities, Economic Development Authority of Western Nevada, Northern Nevada Development Authority, and Western Nevada Development District. The Employee Recognition line item was increased from \$1500 to \$2500. She explained under Community Support annual funding is provided for the 9-11 Ceremony, Spooktacular, and City Watch. She explained last year this line item included funding for the RSVP Program. RSVP was not funded, instead the COW (Classroom on Wheels) Bus was funded as an alternative. City Manager Hooper explained this year a line item was added in the amount of \$5,000 for Lyon County Human Services to address water support and health. She stated if this amount is approved she will work with Lyon County to develop a system with eligibility requirements to distribute the funding.

Councilwoman Seidl asked if the recently approved pay increase for the Mayor was included. City Manager Hooper explained it was an oversight that it was left out but that

will be changed. Councilwoman Seidl stated she was concerned about the increase in the employee recognition line. Mayor Edgington acknowledged he asked for the increase. Councilman McCassie stated some of the funds are used for the Annual employee appreciation BBQ.

Councilwoman Whalen inquired which line item funds "Coffee with the Mayor" and other community events. She proposed adding \$1,000 to the Community Support line item for workshops and community meetings. City Manager Hooper agreed that additional money could be found to support refreshments for community meetings/workshops and "Coffee with the Mayor."

**Motion:** MOVE TO INCREASE THE COMMUNITY SUPPORT LINE ITEM FROM \$1250 TO \$1350 SPECIFICALLY TO PROVIDE REFRESHMENTS DURING COMMUNITY WORKSHOPS WHERE THE PUBLIC IS INVITED. **Moved by** Councilwoman Shari Whalen, **Seconded By:** Councilman Stan Lau, **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5,). **Action:** Approve, **Yes:** Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl, Councilman Dan McCassie

Councilwoman Whalen a disclosure for a conflict or a potential conflict of interest the specific matter before the City Council this evening will result in action affecting her personally which is the regular pay and benefits line item in the City Council Budget. The explanation provided by the City Attorney if all City Council members abstain the budget will not be approved which is required under statute. The salary and benefits of councilmembers are addressed in Fernley Municipal Code. She continued by saying that an independent judgement by a reasonable person in her situation would not be affected by this specific line item in the budget she will vote on all matters before the City Council.

Mayor Edgington, Councilman McCassie, Councilwoman Seidl, Councilman Lau, Councilwoman McKay all agreed with the disclosure as given by Councilwoman Whalen.

**MOTION:** MOVE TO ACCEPT THE CITY COUNCIL BUDGET FOR FISCAL YEAR 17/18. **Moved by** Councilwoman Shari Whalen, **Seconded By:** Councilwoman Sue Seidl, **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5,). **Action:** Approve,

**Yes:** Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl, Councilman Dan McCassie.

### CITY MANAGER

City Manager Hooper reviewed the proposed budget for the City Manager's office. She explained the reduction of \$36,130 in the Department Budget. She also reviewed the line items that were increased including advertising and staff leadership. Councilwoman Whalen stated that she appreciated the reduction with the small budget that they already have. City Manager Hooper explained part of the reduction is due to the Consolidated Tax litigation.

Councilwoman Seidl inquired about continuing to spend money on CTAX adding when is the proper time to say enough. City Manager Hooper explained there is currently \$10,000 in the CTax line item because she does not want to not have funding to support legal counsel if needed. Councilwoman Seidl asked if City Manager Hooper was comfortable decreasing the line from \$10,000 to \$5,000. Councilwoman Whalen agreed with Councilwoman Seidl and felt the line item should be broader to include tax consulting. She was also comfortable leaving \$10,000 in that line item if it was limited in scope to a particular consultant regarding funding revenue tax issues. It was decided to change the line item title to something other than CTAX.

**Motion:** MOVE TO ACCEPT THE CITY MANAGERS BUDGET FOR FISCAL YEAR 2017/2018, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approved

## INFORMATION TECHNOLOGY

City Manager Hooper presented the proposed budget for Information Technology. She explained included in this budget is an upgrade for the City website. She proposed to revamp it entirely to make it more user and reader friendly.

Councilwoman Seidl suggested City Manager Hooper look at the Carson City website. She added it is state of the art. City Manager Hooper stated she did not want to change the platform and start all over again which could be very costly. She stated she would look in to adding new services if possible.

Councilwoman Whalen disagreed with the increased funding for updating the City website. City Manager Hooper explained that the City has come a long way with the use of the Website with digital agendas and posting community information. Councilwoman Seidl felt the Website should be updated for the public because they deserve it. Councilwoman McKay agreed that the City Website should be updated adding the current website was not user friendly.

**Motion:** MOVE TO APPROVE THE INFORMATION TECHNOLOGY BUDGET FOR FY 2017/2017. **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

## CITY ATTORNEY

City Attorney Jensen presented her department budget. She explained the prosecutor for domestic violence is funded by the Violence Against Women Act (VAWA). She stated she did not know if the grant would be funded for next year. If the grant does not go through the position will be eliminated which would affect the City Attorney's office internal case load.

She explained the change in her proposed budget was Outside Legal Counsel line item from \$30,000 to \$40,000. The increase is for specialized counsel for the Redevelopment

District. City Attorney Jensen inquired about her raise for this year. She asked if City Council wanted to proceed with the amount in her contract or wait until after union negotiations to decide.

Mayor Edgington asked the City Attorney if money was put away in case the VAWA grant falls through. City Attorney Jensen stated she did not budget additional funds to handle that. She explained funds from the Outside Legal Counsel line item could be used.

Councilwoman Seidl asked that if she is planning on using a portion of her budget for CTax Attorney. City Attorney Jensen stated that could be removed. Councilwoman Seidl inquired if the VAWA grant falls through if more money is needed in the budget for legal counsel specializing in domestic violence. City Attorney Jensen stated she would handle those cases but she would need additional funds to hire someone so she would have time to work on the domestic cases.

Councilwoman Whalen was opposed to \$40,000 for Outside Legal Counsel. She stated the intention of hiring a deputy attorney was to reduce the need for outside counsel.

**Motion: MOVE TO APPROVE THE CITY ATTORNEY BUDGET, Moved by Councilwoman Sue Seidl, Seconded by Councilman Stan Lau.**

Councilwoman Whalen asked about marking out CTax and was unclear about Outside Counsel for water. She stated she would not support the budget if the Outside Legal Counsel was increased by \$10,000. Councilwoman Seidl inquired when Outside Counsel has been used over the last year. City Attorney Jensen stated HR issues and specialty conflict counsel for prosecution.

City Manager Hooper asked for clarification on her salary. City Attorney Jensen stated the contract amount is a different amount than is what is included in the budget. City Attorney Jensen stated she wanted to comply with the contract amount. Councilwoman Seidl stated she did not have a problem with that.

**Amended motion: MOVE THAT IF THE EMPLOYEES GET A RAISE THAT THE CITY ATTORNEY WILL ALSO GET THE AMOUNT OF THE INCREASE THAT IS**

STIPULATED IN HER CONTRACT. **Moved by Councilwoman Sue Seidl, Seconded by Councilman Stan Lau.**

City Attorney Jensen waived her noticing requirements. Councilwoman Whalen agreed that the City Attorney is doing a great job but felt other employees were also doing a great job. She felt a larger increase may be perceived to be inequitable. Councilwoman Whalen disclosed that she is a close friend of the City Attorney.

Councilwoman Seidl stated the City Attorney has honored her contract. Councilwoman Whalen felt every employee should be treated the same as far as an increase is concerned.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

Break 6:34- 6:47

After the break, Mayor Edgington stated that the vote was not called correctly so he would call for the vote again.

Councilwoman Whalen disclosed a conflict of interest or a potential conflict of interest. She stated she did not have a conflict of interest as she is not related to the City Attorney however, she does have a close personnel relationship with her. She stated she will vote on this action item. She stated the issues are not the relationship with the City Attorney but she felt that there is inequity with her receiving a different raise than other employees. Councilwoman Whalen acknowledged there was a contract obligation. She stated she could make an objective decision.

Mayor Edgington restated the motion.

APPROVE THE BUDGET WITH THE REMOVAL OF CTAX WORDING, WITH THE CONTRACT AMOUNT FOR THE SALARY INCREASE. **Moved by Councilwoman Sue Seidl, Seconded by Councilman Stan Lau. Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau,



Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl.  
**Action:** Approve.

Councilwoman Whalen expressed concern that the City Attorney still has a contract. She also stated that she hoped the City Attorney would be diligent in not spending the entire \$40,000 in the Outside Legal line item.

## FINANCE

City Treasurer Lewis presented the proposed budget for Debt Service. She stated this is the Purchase Agreement for the City Hall building. The information was taken directly from the Amortization Schedule.

**Motion:** APPROVE TO APPROVE THE DEBT SERVICE BUDGET, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

City Treasurer Lewis present her proposed budget for the Finance Department. She reviewed the changes to her budget including the cost for an armored car service, the Whistle Blower Hotline for fraud, safety and ethics reports and the increase for the cost of the audit. She pointed out \$61,000 was budgeted for credit card fees. She stated this is a higher cost due to the increased number of permits issued. City Treasurer explained she would like to limit the dollar amount of the transactions for credit card fees to \$1,000. This would help keep the cost down.

Councilwoman Seidl inquired about late fees being paid by the City. She thanked Ms. Lewis for her work regarding refinancing the bonds.

Councilman McCassie asked if the City is shopping for another vendor to handle merchant services. City Treasurer Lewis explained merchant services is Phase II of the new banking agreement. Municipal Judge Matheus explained the credit card service that

is used in the court. City Treasurer Lewis stated she considered the company the court uses but they could not provide the services needed for Water and Sewer Billing.

Councilwoman Whalen inquired about the Contingency Fund. She stated she would much rather see a lower level of contingency and more money in the Parks Budget. She suggesting approving the Finance Budget with the Contingency Line item being fluid as discussions move forward.

City Treasurer Lewis explained the Contingency Fund is rarely used. By law, 3% of total expenditures in the General Fund must be set aside for Contingency. Councilwoman Whalen urged City Council to consider using some of the funds in the Contingency line item for improvements in the parks.

**Motion:** MOVE TO APPROVE THE FINANCE BUDGET FOR FY 2017/2018. **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl.

Mayor Edgington stated that the \$300,000 in the Contingency Fund was not a lot of money. He urged the City Council to be careful before allotting this money.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

#### CITY CLERK

City Clerk Swanson was not available for the meeting. City Manager Hooper presented the proposed budget for the City Clerk's office.

City Manager Hooper explained the proposed reclassification of the deputy city clerk to a licensing specialist. She stated there would not be any change to the budget.

Councilwoman Seidl stated she would not support the proposed licensing specialist. She felt a licensing specialist would take away the flexibility to be the back-up for the City Clerk.

Councilwoman Whalen stated the Class and Comp Study was just completed that recommended what the structure should look like. She did not believe the proposal aligned with that. She did not feel comfortable making the change from a deputy clerk to a licensing specialist.

City Manager Hooper stated she was fine with approving the budget numbers as they are and later discussing the scope of the position.

**Motion:** MOVE TO APPROVE THE CITY CLERK'S BUDGET, WITH THE CHANGE FROM DEPUTY CITY CLERK TO A LICENSING SPECIALIST TO COME BACK LATER, EITHER AS A REGULAR AGENDA ITEM OR UNDER POSITION CONTROL, WHATEVER IS APPROPRIATE TO EXPEDITE THE DISCUSSION., **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

### MUNICIPAL COURT

Municipal Judge Matheus presented her proposed budget. Judge Matheus stated she is asking for approval to spend \$17,000 from Court Facility Fees, for a study to be performed on the upgrades in the Court Room. Judge Matheus asked for a reclassification in her budget from a Court Clerk I to a Court Clerk II to be effective on July 1<sup>st</sup>.

**Motion:** MOVE TO APPROVE THE COURT BUDGET INCLUDING THE RECLASSIFICATION OF A COURT CLERK I POSITION TO A COURT CLERK II POSITION., **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilwoman Shari Whalen. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve.

## DEPARTMENT OF BUILDING AND PUBLIC SAFETY

Building Director Kabele presented his proposed budget. He requested the City Council reduce or eliminate the present 10% discount applied to all building permits. Due to Department needs, Building Director Kabele asked to employ an additional building inspector before the end of this fiscal year.

Councilwoman Whalen stated she was opposed to changing permit fees that increase revenue several hundred thousand dollars during the budget process without any representation from the building community.

Councilwoman Seidl stated she felt the number of inspections being completed justified an additional building inspector. She wanted to approve the position before for the next Fiscal Year and wanted to start advertising to fill the position immediately. She stated there is money in the current year budget to proceed.

Mayor Edgington stated there was a process for augmenting the current budget.

Councilman McCassie proposed contracting for a building inspector adding building in this area comes and goes. He was opposed to adding a position. Building Official Kabele stated he has completed a study on what is available in the market place for inspectors. He found one inspector was available for three days at \$90/hour plus \$45 a day travel. He explained northern Nevada does not have a lot of resources available for contract work.

Councilwoman Whalen stated she was opposed to any rate structure change. She was interested in how much it will cost the City to get help for the existing building inspector. She also wanted to see language in the job description that the building inspector also works as a code enforcement officer. She stated she was not in support of purchasing software until a decision is made on fees. She stated that decision should be made in public with community workshops.

The need for a Building Inspector/Code Enforcement was discussed. The Building Inspector job description was also discussed.

**Motion:** MOVE TO APPROVE A NEW BUILDING INSPECTOR II POSITION FOR THE BUILDING DEPARTMENT FOR NEXT FISCAL YEAR. **Action:** Approve, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilman Stan Lau.

The qualifications for a Building Inspector II was discussed. City Manager Hooper stated the specifics of the job description should be brought back to City Council for final approval.

Councilwoman Seidl asked Director Kabele what type of certifications he would look for in an entry level building inspector. Director Kabele responded a minimum of certified residential building inspector and at least one other technical certification.

**Councilwoman Seidl withdrew her motion.**

**Motion:** MOVE TO APPROVE A BUILDING INSPECTOR II POSITION STARTING NEXT FISCAL YEAR AND RECLASSIFY THE CURRENT BUILDING INSPECTOR II POSITION TO A BUILDING INSPECTOR III POSITON. **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilwoman Shari Whalen.

Councilwoman Whalen stated the reason she was in support of the motion is because the building inspector II position can handle code enforcement. She stated there are several issues within the City that are not currently being handled. She stated this is the opportunity to take care of blight issues.

Councilwoman McKay stated she could not support a full time building inspector position at this time.

**Vote:** Motion passed (**summary:** Yes = 3, No = 2, Abstain = 0). **Yes:** Councilman Dan McCassie, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **No:** Councilwoman Fran McKay and Councilman Stan Lau.

Building Official Kabele further explained the software upgrades included in his proposed budget.

**Motion:** MOVE TO CONTINUE WITH THE BUDGET DISCUSSION FOR ANOTHER HOUR, **Action:** Approve, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Dan McCassie. **Vote:** Motion passed (**summary:** Yes = 3, No = 2, Abstain =

0). **Yes:** Councilman Dan McCassie, Councilwoman Shari Whalen, Councilwoman Fran McKay **No:** Councilwoman Sue Seidl and Councilman Stan Lau.

Break 8:57- 9:11

**Motion:** MOVE TO DIRECT THE CITY MANAGER AND STAFF TO UPDATE THE JOB DESCRIPTIONS FOR BUILDING INSPECTORS I/II AS QUICKLY AS POSSIBLE TO START THE HIRING PROCESS TO HIRE BY JULY 1ST, **Moved by** Councilwoman Sue Seidl, **Seconded by** Councilwoman Shari Whalen.

Councilwoman Whalen clarified that the names of the job descriptions should be based on HR recommendations.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

Councilwoman Whalen asked about the actual cost of the purchase for electronic permit reporting. Building Official Kabele explained the amount is \$11,700 which includes the price for the interactive voice response system, and the upgrades for electronic inspections. Councilwoman Whalen inquired about the \$6,000 increase in the Minor Equipment line item. Mr. Kabele explained the amount includes inspection equipment for the new inspector and 3 tablets for conducting field inspections.

Councilwoman Whalen inquired about the purchase of a new vehicle for the building inspector. She stated this budget was based on artificially inflated revenue numbers. She asked if the department can move forward with the vehicles already in the fleet.

**Motion:** MOVE TO APPROVE THE BUILDING DEPARTMENT BUDGET WITH THE CHANGES TO THE SALARY AND BENEFITS AS REQUIRED BY PREVIOUS ACTION. **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve,

**Motion:** APPROVE THE ANIMAL CONTROL BUDGET FOR FISCAL YEAR 17/18.  
**Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Stan Lau.

Councilwoman Whalen inquired about the different between the 16-17 Budget and the 16-17 estimated. She asked for an update during the final budget process. She stated currently it looks as though there is \$30,000 extra in the budget. Director Kabele explained part of the savings is due to the departure of an animal control officer.

Mayor Edgington added he would like to change the hours for Animal Control to change shifts once a month. Councilman McCassie agree with different hours for animal control.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve.

## PLANNING

Planning Director Tim Thompson presented his proposed budget. He asked for an additional \$75,000 to initiate a partial Master Plan update and other 5,000 for hardware and software upgrades necessary to acquire and increase GIS functionality.

Councilwoman Whalen stated she was concerned that \$75,000 was not enough money to get the City a quality product. Planner Thompson agreed but wanted to do a phased approach focusing on the Land Use Plan first. Councilwoman Whalen suggested increasing the Master Plan Update line item to \$100,000 with the expectation that Planner Thompson would get the City the best deal that he can.

**Motion:** MOVE TO APPROVE THE PLANNING BUDGET AS SUBMITTED WITH THE CHANGE TO LINE #322 TO READ \$100,000. **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve.

## ENGINEERING DEPARTMENT

City Engineering Derek Starkey presented his proposed budget. He stated his goal this year is to better track Capital Projects and how they are progressing.

Councilwoman Whalen thanked Director Starkey for tracking Capital Projects. She stated the information will be useful.

**Motion:** MOVE TO ACCEPT THE ENGINEERING BUDGET FOR FY 17/18. **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

**Motion:** MOVE TO DISCUSS THE PARKS DEPARTMENT BUDGET THEN ADJOURN THE MEETING, **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve.

## PARKS DEPARTMENT

Public Works Director Dave Whalen presented the proposed budget for the Parks Department. He stated his budget requests include a new lawn mower and retaining the seasonal workers during the busy season. He added there is a request for a security gate at the Cottonwood Shop.

Councilman McCassie inquired about the price for the Automatic Gate. Director Whalen explained a place marker for \$30,000 was added to the budget. Councilman McCassie stated he was opposed to spending \$30,000 for an automatic door.

Councilwoman Seidl suggested adding \$10,000 to use for the Out of Town Park for grading for RV parking and additional signage. Councilwoman Seidl also wanted to add \$5,000 for "employee projects." She explained this money would be for the parks employees to have extra money for projects they decide on.



Councilwoman Whalen stated she appreciated what the parks staff is doing and would like to give more than \$5,000. Her proposal was to increase the general supplies line item from \$65,000 to \$110,000.

**Motion:** MOVE TO APPROVE THE PARKS BUDGET WITH AN INCREASE TO LINE ITEM 100-575-600 FOR A TOTAL OF \$110,000 FOR SIGNAGE & GRADING AT THE OUT OF TOWN PARK AND ASSOCIATED IMPROVEMENTS AT THE OUT OF TOWN PARK AND IN TOWN PARK AS THE PARKS DEPARTMENT SEES FIT. **Moved by** Councilwoman Shari Whalen, **Seconded by** Councilwoman Sue Seidl. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Dan McCassie, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shari Whalen, Councilwoman Sue Seidl. **Action:** Approve

The next budget workshop will be held Thursday, April 13<sup>th</sup> at 5pm.

### 3. PUBLIC COMMENT

There was none.

### 4. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.

There were none.

### ADJOURNMENT

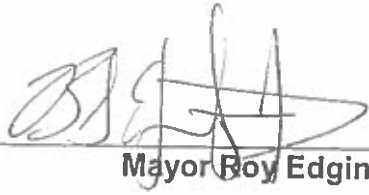
There being no further business to come before it, the Fernley City Council meeting adjourned at pm. 10:08 pm

Approved by the Fernley City Council on April by a vote of:

AYES: 5      NAYS: 0      ABSTENTIONS: 0      ABSENT: 0



ATTEST: City Clerk Kim Swanson



Mayor Roy Edgington