

**MINUTES OF THE
FERNLEY CITY COUNCIL MEETING**

APRIL 1, 2020

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

Due to the COVID-19 Pandemic and the Governors Declaration of Emergency Directive 006, there was no public attendance at this meeting. The meeting was live streamed at www.cityoffernley.org and public comments could be submitted via email at cityclerk@cityoffernley.org.

1. INTRODUCTORY ITEMS

1.1. Roll Call

Present: Mayor Roy Edgington, Councilman Ray Lacy, Councilman Stan Lau, Councilman Albert Torres, Councilwoman Fran McKay, Councilwoman Shellie Severa, City Manager Daphne Hooper, Public Works Director Dave Whalen, City Treasurer Denise Lewis, Planning Director Tim Thompson, City Clerk Kim Swanson, City Attorney Brandi Jensen, Deputy City Clerk Brenda Gosser, Human Resource Manager Shannon McKnight, Water Attorney David Rigton

1.2. Public Forum

There was none.

1.3. (For Possible Action) Approval of the Agenda

Motion: MOVE TO APPROVE THE AGENDA AS SUBMITTED, **Action:** Approve,

Moved by Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Vote:** Motion

carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

2. CONSENT AGENDA:

2.1. (For Possible Action) Approval of Voucher Report.

2.2. (For possible action) Approval of Minutes

2.3. (For Possible Action) Approval of Business Licenses

2.4. Possible Action to Approve the Will-Serve for Domino's Pizza (AMD Pizza) .46 ERC's for Water and 1.23 ERC's for Sewer for Lyon County Parcel 021-232-67 located at 1510 E. Newlands Dr. Fernley, NV.

2.5. (For possible action) Adoption of Resolution 20-005 supporting action on the Federal Lands Conveyance Bill introduced by Congressman Mark Amodei and other matters properly related thereto.

2.6. Possible Action to Award a Contract for Construction for the FY 19/20 PMP Maintenance Project, to Sierra Nevada Construction, Inc. (SNC), in an amount not to exceed \$684,007, plus a 5% contingency of \$34,200.

Motion: MOVE TO APPROVE THE CONSENT AGENDA AS SUBMITTED, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

3. REPORTS This item is for various public entity representatives to provide general information to the Council and public. No action will be taken.

3.1.Reports by City Staff, City Council and the Mayor, including but not limited to monthly statistical reports by city departments.

Mayor Edgington reported the Lyon County Sheriff's Office stats for the month of March.

City Manager Hooper reported Budget hearings will be held on Thursday, April 2nd, Friday, April 3rd and Tuesday, April 7th if needed. There will be a special meeting on Tuesday.

Mayor Edgington reported City Hall has been closed and will remain closed at least until April 30th. He reported the City is in constant contact with Lyon County Emergency Manger Jeff Page. The City will continue to provide essential services every day.

4. PRESENTATIONS

4.1. Presentation of Customer Service Satisfaction Survey Results

Deputy City Clerk Gosser presented the 2019 Customer Service Satisfaction Results (see attached).

5. PUBLIC HEARINGS

a. Discussion with City Council & Staff

b. Public Input

c. Additional Discussion with City Council & Staff

d. Council Action or Direction to Staff

5.1. Public Hearing, RTA 2019-001

Consideration and Possible Action to approve a Reversion to Acreage map to combine two parcels, one parcel ± 1.31 acres and one ± 1.30 acres, creating one parcel approximately ± 2.61 acres in size in the RR-1 zoning district generally located south of Farm District and west of Donna Way, Fernley, NV (APN(s): 021-472-18 & 19).

Planning Director Thompson presented the RTA. He stated the applicate owns both parcels and would to combine them to create one parcel so a single-family resident may be constructed on the property.

Motion: MOVE TO APPROVE REVERSION TO ACREAGE, RTA 2019-001, COMBINING TWO PARCELS INTO A SINGLE ± 2.61-ACRE PARCEL, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

6. STAFF REPORTS

6.1. (For possible action) Direct staff to prepare and submit comments to the Bureau of Reclamation regarding the Truckee Canal Extraordinary Maintenance Draft Environmental Impact Statement

David Rigdon, Special counsel for water issues presented the Truckee Canal XM Project Environmental Impact Statement (see attached PowerPoint). Mr. Rigdon explained the public comment period for the impact statement began on March 6th. The deadline for public comments is April 20th. He recommended all citizens in the City provide comments to the Bureau on how this project will affect them, especially domestic well owners. By law, the Bureau is required to provide a response to every comment received during this time. He asked City Council for authorization to prepare and submit comments on behalf of the City to the Bureau. He stated if City Council has additional comments, please let him know.

Motion: MOVE TO DIRECT STAFF TO PREPARE AND SUBMIT COMMENTS TO THE BUREAU OF RECLAMATION REGARDING THE TRUCKEE CANAL EXTRAORDINARY MAINTENANCE DRAFT ENVIRONMENTAL IMPACT STATEMENT.

Action: Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

Break 6:01 – 6:10

6.2. A. Discussion and Possible Action to approve the City Manager, Daphne Hooper's annual employment performance, established goals, and the City Council and Mayor's satisfaction with the City Manager's employment performance and general performance as the City Manager. B. Discussion and Possible Action to approve the City Manager Daphne Hooper's salary.

Mayor Edgington read a letter into record from resident Kim McCreary complimenting City Manager Hooper.

Human Resource Manager McKnight reviewed the evaluation scores for City Manager Hooper. City Manager Hooper reviewed her goals. She stated in response to the COVID-

19 pandemic she will need to establish a plan for the possible impact to the budget and potential recession.

Motion: MOVE TO APPROVE THE CITY MANAGER'S EVALUATION, **Action:** Approve, **Moved by** Councilman Albert Torres, **Seconded by** Councilman Stan Lau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

Motion: MOVE TO GIVE THE CITY MANAGER THE SAME INCREASE AS STAFF EFFECTIVE JULY 1, 2020., **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Albert Torres. **Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0). **Yes:** Councilman Albert Torres, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa. **No:** Councilman Ray Lacy.

6.3. Discussion and Possible Action to approve the City Attorney, Brandi Jensen's past year's employment performance, and the City Council and Mayor's satisfaction with the City Attorney's employment performance including but not limited to a. City Attorney Contract Compliance b. General Performance as the City Attorney c. Compensation

Human Resource Manager McKnight reviewed the evaluation scores for City Attorney Brandi Jensen. City Attorney Jensen reviewed the over all accomplishments of the City in the past 10 years.

Motion: MOVE TO APPROVE CITY ATTORNEY'S EVALUATION, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

Motion: MOVE TO APPROVE A 4% INCREASE FOR CITY ATTORNEY JENSEN EFFECTIVE MARCH 22, 2020, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Albert Torres. **Vote:** Motion carried by unanimous roll call vote

(summary: Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

6.4. Discussion and Possible Action to designate Hinton Burdick CPAs & Advisors as the Independent Audit Firm to perform the City' Annual Financial Audit for the Fiscal Year ending June 30, 2020.

City Treasurer Lewis stated Per NRS the governing body must designate an auditor on an annual basis. She requested City Council designate Hinton Burdick CPAs and Advisors as the City's independent audit firm to perform the audit for Fiscal Year ending June 30, 2020.

Motion: MOVE TO DESIGNATE HINTON BURDICK CPAS & ADVISORS AS THE INDEPENDENT AUDIT FIRM TO PERFORM THE CITY' ANNUAL FINANCIAL AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2020, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5).**Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Shellie Severa.

7. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.

Councilwoman McKay requested a future agenda item that would consider annexing Campfire Circle into the City.

8. PUBLIC FORUM

There was none.

ADJOURNMENT

There being no further business to come before it, the Fernley City Council meeting adjourned at 6:51 pm.

Approved by the Fernley City Council on May 6, 2020 by a vote of:

AYES: _____ NAYS: _____ ABSTENTIONS: _____ ABSENT: _____

ATTEST: City Clerk Kim Swanson

Mayor Roy Edgington