



CITY OF FERNLEY

CITY COUNCIL AGENDA REPORT

Meeting Date: April 7, 2021

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:

220-480-800 Project #: 2020.002.2

ACTION REQUESTED: Consent Ordinance Resolution Motion Receive/File

AGENDA ITEM: Staff Report (For Possible Action): For Possible Action: Possible approval the Remodel of the Fernley Municipal Court Offices utilizing the CARES Act funding with the estimated cost of \$180,000.00

Agenda Item Brief: In order to maintain the 6-foot social distance of employees (four employees) in the Fernley Municipal Court office area, staff is proposing a FMC Office Remodel. Staff estimates the cost of the remodel will be \$180,000.00. Due to the negative financial impacts that COVID-19 has had on the FMC revenue, staff recommends utilizing the CARES Act funding to fund the project.

Recommended Motion:

“I approve to use the CARES Act funding to Remodel the Fernley Municipal Court Offices at an estimated cost of \$180,000.00.”

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:

Council may not approve the proposed request, request more information, or propose a different funding amount.

BACKGROUND:

COVID-19 Impact on the Fernley Municipal Court

1. The Court closed to in person business on March 19, 2020 and will remain closed until at least June 30, 2021 except for Court Service check-ins.
2. The Court developed and implemented a virtual court system. The Court has been conducting virtual hearings since May of 2020.
3. Defendants and legal counsel were encouraged to use electronic communications for resolution of cases, providing proof of completion of court ordered sentences as well as most court documents.
4. Bench Trials were suspended until September of 2020.
5. All in-custody hearings were cancelled, and the court began to utilize ZOOM. The Court purchased the necessary equipment to enable the Lyon County Jail to communicate with the court utilizing ZOOM.
6. Issuance of Failure to Appear and Failure to Pay Warrants were suspended until June of 2020.
7. Defendants could resolve their active traffic and criminal warrants by contacting the Court and obtaining a new court date.
8. Online payment options were developed and implemented.
9. Due to declining revenues, the Court took advantage of an opportunity approved through the last legislative session to develop and implement a fine payment and violation reduction program.
10. The Court developed an alternative sentencing program that allows defendants to appear virtually and provide Court Services with proof of completion of court ordered alternative sentences.

Revenue:

Revenue decreased by 42% during the last quarter of FY19/20.
Revenues are currently down by 14% of pre-pandemic averages.

Case Filings:

Case filing decreased by 50% during the last quarter of FY 19/20.
Case filings are currently down 42% of pre-pandemic averages.

Beginning July 1, 2021, the Court will develop and implement a hybrid of in person and ZOOM hearings.

Proposed Fernley Municipal Court Remodel

The FMC office area currently houses two staff at the front counter but not at a 6-foot distance. Staff proposes to expand and open the office area with new front counters, bullet resistant panels and glass. The remodel will allow for 6-foot distancing for all three administrative staff to assistance customers. The remodel will require selective demolition, new carpentry, laminate cabinets and countertops, door/frame refinishing, painting and the addition of a fire sprinkler and fire alarm. The remodel will allow for more staff in the front counter area while still maintaining the 6-foot social distance recommended by OSHA.

Summary of Work

- Selective Demolition
- Rough Carpentry
- Plastic Laminate Casework
- Doors/Frames/Finish Hardware
- Aluminum Storefront/Glass & Glazing
- Metal Studs/Drywall/Acoustical
- Carpet Tile and Rubber Base
- Paint
- Fire Sprinkler
- Electrical and Fire Alarm

RECOMMENDATION:

Due to the negative financial impacts of the pandemic on FMC, staff recommends using the CARES Act funding to fund the project. The City of Fernley has CARES Act funding available to fund the FMC Office Remodel project.

PRIOR COUNCIL ACTION:

N/A

LEGAL IMPLICATIONS:

FINANCIAL IMPLICATIONS:

If approved by Council, the COVID-19 CARES Act Funds will be utilized to fund this request.

ATTACHMENTS: