



CITY OF ELKO
CITY MANAGER
1751 COLLEGE AVENUE
ELKO, NEVADA 89801
(775) 777-7110/FAX (775) 777-7119

The Elko City Council will meet in regular session on Tuesday, August 27, 2019

Elko City Hall, 1751 College Avenue, Elko, NV 89801, at 4:00 P.M., P.D.S.T.

Attached with this notice is the agenda for said meeting of the Council.

In accordance with NRS 241.020, the public notice and agenda was posted on the City of Elko

Website, <http://www.elkocitynv.gov/>, the State of Nevada's Public Notice Website,

<https://notice.nv.gov>, and in the following locations:

ELKO CITY HALL
1751 College Avenue, Elko, NV 89801
Date: Time Posted: Thursday, August 22, 2019 at 8:30 a.m.

ELKO COUNTY COURTHOUSE
571 Idaho Street, Elko, NV 89801
Date/Time Posted: Thursday, August 22, 2019 at 8:40 a.m.

ELKO POLICE DEPARTMENT
1448 Silver, Elko NV 89801
Date/Time Posted: Thursday, August 22, 2019 at 8:50 a.m.

ELKO COUNTY LIBRARY
720 Court Street, Elko, NV 89801
Date/Time Posted: Thursday, August 22, 2019 at 9:00 a.m.

Posted by: Kim Wilkinson Administrative Assistant
Name Title

Kim Wilkinson
Signature

The public may contact Kim Wilkinson by phone at (775)777-7110 or email at kwilkinson@elkocitynv.gov to request supporting material for the meeting described herein. The agenda and supporting material is available at Elko City Hall, 1751 College Avenue, Elko, NV or on the City website at <http://www.elkocity.com>

Dated this 22nd day of August, 2019

NOTICE TO PERSONS WITH DISABILITIES

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Elko City Council, 1751 College Avenue, Elko, Nevada 89801, or by calling (775) 777-7110.

Curtis Calder
Curtis Calder, City Manager
Elko, Nevada

CITY OF ELKO
CITY COUNCIL AGENDA
REGULAR MEETING
4:00 P.M., P.D.S.T., TUESDAY, AUGUST 27, 2019
ELKO CITY HALL, 1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

The Agenda for this meeting of the City of Elko City Council has been properly posted for this date and time in accordance with NRS requirements.

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**

APPROVAL OF MINUTES: **August 13, 2019** **Regular Session**

I. PRESENTATIONS

- A. Reading of a proclamation by the Mayor, honoring the 50th Anniversary of the establishment of the Ruby Mountain Resource Center, and matters related thereto. **INFORMATION ITEM ONLY – NON ACTION ITEM**

II. CONSENT AGENDA

- A. Review, consideration, and possible approval of minor revisions to the current Electrician position description, and matters related thereto. **FOR POSSIBLE ACTION**

Minor revisions have been made to the Electrician position description, to more accurately reflect the requirements and qualification of the position. This includes requesting the addition of HVAC experience preferred, and removing Master Electrician License and commercial driver's license preference. SS

III. PERSONNEL

- A. Review, discussion, and evaluation of Appointed Official job performance for Fiscal Year 2019/2020, including the possible award of merit pay increases, and reappointment for the following eligible Appointed Officials: 1) Curtis Calder, City Manager; 2) Ben Reed, Police Chief; 3) Matt Griego, Fire Chief; 4) Kelly Wooldridge, City Clerk; and 5) Janet Petersen, City Sexton, and matters related thereto. **FOR POSSIBLE ACTION**

Current City policy requires performance reviews to be completed for each Appointed Official during the month of July each year. With the exception of the City Manager, Appointed Officials, who are considered employees, shall be evaluated by the Council on years that end in an odd number. Reviews for Appointed Officials shall be conducted by the City Manager on years that end in an even number. The City Manager will be evaluated by the Council in July of each year. Prior to any reappointment of an Appointed Official, a performance evaluation shall be completed. A copy of the job performance ratings are included in the agenda packet for review. SS

- B. Review, consideration, and possible approval of a revised Employment of Relatives Policy, and matters related thereto. **FOR POSSIBLE ACTION**

In 2015, the City Council approved numerous policies contained within the City of Elko Human Resource Policy Manual. As most of the policies were developed by POOL/PACT HR as a general template, some policies require minor modifications to reflect current (or past) City practices.

Aside from being complicated and difficult to understand, the 2015 Employment of Relatives Policy is far too restrictive and is hurting our recruitment efforts within larger City Departments. As such, Staff recommends maintaining NRS requirements for Public Officers while reverting to previously adopted employment policies for non-elected and/or non-appointed positions. A copy of the current and proposed policy has been included in the agenda packet for comparison and review. CC

IV. APPROPRIATIONS

- A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review and possible approval of Ruby Mountain Lock & Safe Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- C. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- D. Review, consideration, and possible authorization for the City of Elko Street Department to joinder off the State of Idaho Department of Transportation bid for a 2020 Elgin Broom Bear Mechanical Sweeper in the amount of \$259,896.04, and matters related thereto. **FOR POSSIBLE ACTION**

Per NRS 332.195, the City is allowed to join or use contracts by other government agencies. The City Attorney has reviewed all the supplemental information and found it meets the requirements to joinder the bid of the State of Idaho Department of Transportation. Metroquip is offering a trade-in value of \$40,000.00 for our 2012 Elgin Crosswind J; a trade-in value of \$15,000.00 for our 2006 Elgin Crosswind;

and a trade-in value of \$6,000.00 for our 2001 Elgin Pelican. This would leave a balance of \$198,896.04 for the new sweeper. DS

V. NEW BUSINESS

- A. Review, consideration, and possible approval of a request from Nevada Health Centers for a \$75,000 pledge from the City of Elko for the renovation of the Elko Family Medical and Dental Center, and matters related thereto. **FOR POSSIBLE ACTION**

Nevada Health Centers received a pledge for \$3M in support of the Elko Family Medical and Dental Center renovation, contingent upon raising \$905,000 from the community. The City of Elko is being asked for \$75,000 over the course of three (3) years, or \$25,000 per year. If approved, the first installment would not be due for 12 months, allowing the City of Elko to program the expenditure in the FY 2020/2021 Budget. CC

- B. Status update on the Public Nuisance complaint regarding 403 Pine Street, and matters related thereto. **INFORMATION ITEM ONLY – NON ACTION ITEM** CC

Due to a fire at 403 Pine Street, the structure has been inspected and red-tagged by the City Building Department. Since that time, the property owner has done little to mitigate the attractive nuisance, resulting in several complaints from neighbors and calls for service to the City of Elko Police Department. At this time, the City Staff has verified the public nuisance and has reported findings to the City Attorney's office for further action. CC

VI. RESOLUTIONS AND ORDINANCES

- A. Review, consideration, and possible approval of Resolution 17-19, a resolution providing for the transfer of appropriations between accounts within the City of Elko 2018/2019 Fiscal Budget pursuant to NRS 354.598005, and matters related thereto. **FOR POSSIBLE ACTION**

This is the annual year – end housekeeping item to transfer funds between functions and funds as required to fund all budgetary changes that occurred during the fiscal year. CQ

- B. First reading of proposed Ordinance 844, an Ordinance deleting Title 7 Chapter 6 entitled "Recreational Vehicles" and creating Title 7, Chapter 6 entitled "Off-Highway Vehicles" and establishing rules for operation of off-highway vehicles within the municipal boundaries of the City of Elko, established routes for ingress and egress from the City of Elko to public and private lands where off-highway vehicle use is authorized, and establishing the penalties for violations, and matters related thereto. **FOR POSSIBLE ACTION**

City Council initiated this ordinance on August 28, 2018, and directed Staff to form a workgroup consisting of City Staff and interested members of the public. The

work group met several times. A public hearing was held on January 24, 2019 to garner further public input. The ordinance was tabled on 7/23/2019. KW

VII. PETITIONS, APPEALS, AND COMMUNICATIONS

- A. Ratification of the Police Chief issuing a 30-day Temporary Retail Wine/Beer Liquor License and issue a Regular Retail Wine/Beer Liquor License, to Jonathan Dickerson, DBA Round Table Pizza, located at 2503 Mountain City Highway, Elko, NV 89801, and matters related thereto. **FOR POSSIBLE ACTION**

VIII. 5:30 P.M. PUBLIC HEARINGS

- A. Review, consideration, and possible action to adopt Resolution No. 16-19, a resolution of the Elko City Council adopting a change in zoning district boundaries from R (Single-Family and Multi-Family Residential) to RO (Residential Office) zoning district, approximately .14 acres of property, referred to as APN 001-231-009, filed by Lambert Family Trust and processed as Rezone No. 3-19, and matters related thereto. **FOR POSSIBLE ACTION**

The Planning Commission considered the subject zone change request on August 6, 2019 and took action to forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 3-19. CL

IX. REPORTS

- A. Mayor and City Council
- B. City Manager
- C. Assistant City Manager
- D. Utilities Director
- E. Public Works
- F. Airport Manager
- G. City Attorney
- H. Fire Chief
- I. Police Chief
- J. City Clerk
- K. City Planner
- L. Development Manager
- M. Parks and Recreation Director
- N. Civil Engineer
- O. Building Official

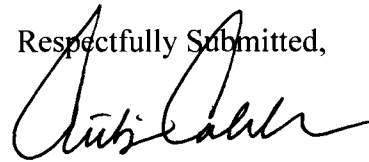
COMMENTS BY THE GENERAL PUBLIC

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NOTE: The Mayor, Mayor Pro Tempore, or other Presiding Officer of the City Council reserves the right to change the order of the agenda, and if the agenda has not been completed, to recess the meeting and continue on another specified date and time. Additionally, the City Council reserves the right to combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

ADJOURNMENT

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Curtis Calder", written in a cursive style.

Curtis Calder
City Manager

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

SS August 13, 2019

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, August 13, 2019.

This meeting was called to order by Mayor Reece Keener.

CALL TO ORDER

ROLL CALL

Mayor Present: Reece Keener

Council Present: Councilwoman Mandy Simons
 Councilman Robert Schmidtlein
 Councilman Chip Stone
 Councilman Bill Hance

City Staff Present: Curtis Calder, City Manager
 Scott Wilkinson, Assistant City Manager
 Ryan Limberg, Utilities Director
 Kelly Wooldridge, City Clerk
 Michele Rambo, Development Manager
 Jeff Ford, Building Official
 Bob Thibault, Civil Engineer
 Candi Quilici, Accounting Manager
 Dennis Strickland, Public Works Director
 Cathy Laughlin, City Planner
 Susie Shurtz, Human Resources Manager
 James Wiley, Parks and Recreation Director
 Jim Foster, Airport Manager
 Matt Griego, Fire Chief
 John Holmes, Fire Marshal
 Ben Reed Jr., Police Chief
 Ty Trouten, Police Captain
 Mike Palhegyi, Police Lieutenant
 Dave Stanton, City Attorney
 Diann Byington, Recording Secretary

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

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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: July 23, 2019 Regular Session

The minutes were approved by general consent.

I. PRESENTATIONS

- A. Presentation by Lt. Palhegyi, Police Department, regarding his trip to the National Academy, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

Chief Reed introduced Lt. Mike Palhegyi, who attended the National Academy in Quantico, VA.

Lt. Mike Palhegyi gave a presentation (Exhibit "A").

Mayor Keener stated it is great he was accepted into the program and that he graduated successfully. He is now part of an elite group of law enforcement professionals.

- B. Presentation of a Years of Service Plaque to Troy Poncin, Information Systems Manager, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

Mayor Keener presented Troy Poncin with a plaque in appreciation for three years of service with the City.

Troy Poncin, Information Systems Manager, thanked the City for the experience. He appreciated the support he received from all the departments. The challenges have been fun. There is a lot of work to be done still but he leaves it in good hands.

II. CONSENT AGENDA

- A. Review, consideration, and possible action to reappoint Parks and Recreation Advisory Board members Lynette Davis, Danny Story, Amber Fox, and Andrew Storla to an additional four-year term to expire June 30, 2023, and matters related thereto. **FOR POSSIBLE ACTION**

The four current member's terms expired on June 30, 2019. Pursuant to Parks and Recreation Advisory Board By-Laws, members shall be eligible for reappointment, and the terms shall be four years or until his/her successor takes office. All four members have indicated an interest to continue serving on the Parks and Recreation Advisory Board. JW

- B. Review, discussion, and possible approval for the Fire Department to renew an Interlocal Agreement with Elko County Fire Protection District, and matters related thereto. **FOR POSSIBLE ACTION**

The previous Interlocal Agreement between the City of Elko Fire Department and the Elko County Fire Protection District expired on December 31, 2018. This successor agreement has been updated and would be effective for a 3 year term. The Fire Chief, City Attorney and City Manager have reviewed the agreement and are requesting City Council approval. MG

**** A motion was made by Councilman Schmittlein, seconded by Councilman Stone, to approve the Consent Agenda.**

The motion passed unanimously. (5-0)

III. PERSONNEL

A. Employee Introductions:

- 1.) Chris Fowler, Accounting Technician I, Finance Department
Present and introduced.
- 2.) Amanda Quintero, PT Minutes Clerk, City Clerk's Department
Present and introduced.
- 3.) Valerie Zatarain, PT Laboratory Technician, Water Reclamation Facility
Present and introduced.

D. Review and acceptance of Police Chief Ben Reed Jr's. "Notice of Retirement," effective November 2, 2019, and matters related thereto. **FOR POSSIBLE ACTION**

A copy of the letter has been included in the agenda packet for review. BR

Ben Reed Jr., Police Chief, said there have been some mixed emotions but it is time for him to retire. He has been in the business for almost 38 years. He tried to give enough notice for them to react. It has been a great team effort and it has been an honor serving this community and department.

Mayor Keener said he is to be lauded and commended. He came in when the department was in crisis and righted the ship. He has some of his staff here to support him.

Councilman Schmittlein said he and Councilwoman Simons had the opportunity to take part of the interviews for the new Police Chief back when the department was in disarray. He took the Matrix report and checked off many items from it. He has many department people here that believe in his leadership. He is happy where the department is at and where he has taken it and that his staff believes in him

Councilwoman Simons thanked him for his expertise and leadership. We are happy that he chose to retire here and come back to work here.

E. Review, discussion, and possible direction to Staff regarding the selection of a new Police Chief, including the possibility of appointing Police Captain Ty Trouten to the position of Police Chief, effective November 3, 2019, and matters related thereto. **FOR POSSIBLE ACTION**

Per Section 1.070 of the Elko City Charter, The City Council is responsible for appointing the position of Police Chief. As such, the City Council has broad flexibility in selecting a candidate for an appointed office.

While several factors should be considered when making recruitment and selection decisions, succession planning is a critical component for key leadership positions. In this instance, Captain Ty Trouten has been mentored by Police Chief Ben Reed Jr. and is well prepared to advance into the role of Police Chief. As City Manager, I concur with Police Chief Ben Reed Jr.'s assessment and recommend the direct appointment of Captain Ty Trouten to the position of Police Chief, effective November 3, 2019. CC

Curtis Calder, City Manager, explained this would be the 6th Police Chief that he will have worked with since he started working at the City. They spend a lot of time, effort and money preparing all the officers, from entry level all the way to Police Chief, for advancement through the department. There needs to be continuity within a Police Department. It is without reservation that he is recommending appointing Ty Trouten as the next Police Chief. He was the one that hired Mr. Trouten and he has watched him advance through his career and he believes he is ready for the position.

Ben Reed Jr., Police Chief, said Mr. Trouten is ready to go. Mr. Trouten meets the technical job qualifications and he has the support of the department. He recommended Ty Trouten for the appointment.

Aitor Narvaiza, Elko County Sheriff, congratulated Chief Reed on his retirement and said he will miss him. Regarding Ty Trouten, he and Ty grew up together as police officers. They have been on the SWAT team together and there was never any doubt that Ty had his back. There is no doubt in his mind that Ty is ready for this. He urged Council to appoint Mr. Trouten as the next Police Chief.

Lt. Mike Palhegyi said if he had any reservations with Mr. Trouten leading the Police Department, he would not recommend him for the position. Mr. Trouten is a very dedicated man.

Steve Spring, President of the Police Officers Protective Association, explained he was hired about the same time as Mr. Trouten. They have seen the department grow and overcome a rough patch. Chief Reed set them down a path of success and has mentored Mr. Trouten in that same leadership. As the President of the Association, he gave his recommendation for Mr. Trouten to be the next Police Chief.

Tyler Ingram, Elko County District Attorney, explained he has worked with Mr. Trouten his entire career. He and Mr. Trouten have always worked together very well. His opinion shouldn't matter, but they should listen to the recommendation of the officers he works with. The quality of his work is a direct result of the quality of work done by the police officers. The response to child sex abuse crimes has come a long way. He is confident that Mr. Trouten will be the seamless choice for Police Chief.

Dennis Strickland, Public Works Director, said on behalf of the Public Works Department, he has worked with Mr. Trouten his entire career and he gives his support in going with Mr. Trouten as the new Police Chief.

Jim Foster, Airport Manager, said Mr. Trouten has been the TSA liaison officer at the airport for quite some time and he has handled that professionally. He recommended Mr. Trouten to take over as the Police Chief.

Matt Griego, Fire Chief, said they are looking forward to the new leadership coming in. They work very well together making sure the citizens are safe. They look forward to the Council appointing Mr. Trouten as the next Police Chief.

Dave Stanton, City Attorney, said he has worked with Mr. Trouten for a number of years and he couldn't think of a better choice for this position.

Anthony Matthews, Patrol Sergeant, said he knows the stability and professionalism that can be found at the Police Department will continue and become greater if Mr. Trouten is appointed as the Police Chief.

Mayor Keener said he has had the pleasure of working with Mr. Trouten and has always been impressed with his work ethic and professionalism. Despite putting in long hours, Mr. Trouten has managed to obtain his bachelor's degree earlier this year. He feels like Mr. Trouten is ready and properly groomed.

Ty Trouten, Police Captain, thanked everyone for showing up and showing support. He has been with the Police Department for 22 years. He is dedicated to this agency. He wants Council to be confident in their decision. There was only one time he considered leaving the Police Department and that was before Chief Reed. Chief Reed turned the Police Department around. In the 22 years he has never seen the department working as well as it does now. His goal would be to get up to speed and doing better things for the community.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to appoint Captain Ty Trouten to the position of Police Chief.**

The motion passed unanimously. (5-0)

- B. Review, consideration, and possible approval of the Part-Time Code Enforcement official position description, and matters related thereto. **FOR POSSIBLE ACTION**

The position of Part Time Code Enforcement Official was approved in the FY 2019/2020 Budget, as a new position within the Community Development Department. The position will perform a variety of public contact duties, with emphasis on public nuisances and ensuring compliance with applicable City codes and ordinances. Staff is proposing this position be placed at an Hourly Rate of \$19-\$25. SS

Susie Shurtz, Human Resources Manager, explained the position and recommended approval.

Mayor Keener asked for one addition to the description. He wanted to add that the individual will be expected to be easily available to the public.

Ms. Shurtz said they could add that in.

**** A motion was made by Councilman Stone, seconded by Councilwoman Simons, to approve the position of the Part-Time Code Enforcement Official, which was approved in the 2019/2020 budget, including that they will be readily available to the public as part of the job description.**

The motion passed unanimously. (5-0)

- C. Review, consideration, and possible approval of the Part-Time Human Resources Technician position description, and matters related thereto. **FOR POSSIBLE ACTION**

The position of Part-Time Human Resources Technician was approved in the FY 2019/2020 Budget, as a new position within the Human Resources Department. The position will provide support to various Human Resources activities and functions, including file maintenance, recruiting, benefits administration, safety, and HR administrative support. Staff is proposing this position be placed at an Hourly Rate of \$19-\$25. SS

Ms. Shurtz explained the position and recommended approval.

**** A motion was made by Councilman Hance, seconded by Councilwoman Simons, to approve the position description for the Part-Time Human Resources Technician.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS

- A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to approve the general warrants.**

The motion passed unanimously. (5-0)

- B. Review and possible approval of Print n' Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to approve the Print 'N Copy warrants.**

The motion passed. (4-0 Mayor Keener abstained.)

- C. Review, discussion, and possible approval for the Fire Department to purchase an Air Flow Exhaust Removal System from AirVac Corporation for the amount of \$55,000, and matters related thereto. **FOR POSSIBLE ACTION**

During the FY 2019/2020 budget process, Council approved funding for this installation. The benefits to the new system is firefighter safety by removing harmful carcinogens and particulates produced by apparatus running in the building during response and return to the station. This system also meets NFPA 1500 compliance. This purchase will be done as a sole source purchase as this is the only manufacture producing this system. MG

**** A motion was made by Councilman Schmittlein, seconded by Councilwoman Simons, to recommend approval for the Fire Department to purchase an Air Flow Exhaust Removal System from AirVac Corporation in the amount of \$55,000.**

The motion passed unanimously. (5-0)

- D. Review, discussion, and possible approval for the Fire Department to proceed with Phase 1 of the Fire Department Radio System Upgrade Project for the amount of \$150,000, and matters related thereto. **FOR POSSIBLE ACTION**

Council approved funding of Phase 1 of this project for \$150,000 during the FY 2019/2020 budget process. The benefits of the upgrade will include; a new repeated tactical channel, new repeaters for the primary fire channel, dispatch upgrade and firefighter safety. The Elko PD is currently using this upgraded system which will enable interdepartmental communication. This purchase will be sole source through Motorola and Sierra Electronics. MG

Chief Griego explained this was discussed during the budget process.

Councilman Hance wanted to make sure there is a sole source letter in the file for future reference.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve the funding for Phase 1 of the Fire Department Radio System Upgrade Project.**

The motion passed unanimously. (5-0)

- E. Review, discussion, and possible approval for the Fire Department to apply for the Fire House Subs Grant, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko Fire Department is requesting approval to apply for a Fire House Subs Grant in the amount of \$32,817 for a new EMS monitor/defibrillator. If granted, this defibrillator would replace a current monitor/defibrillator that will no longer be supported in 2020. There is no match for the grant. MG

Chief Griego explained they received word from the manufacturer on the current monitor that the FDA has put an end date on it this next fiscal year. We didn't get notice in time to add it to the budget. We are attempting to get this grant to replace the defibrillator. If not, it will be included in the next budget process.

Councilman Hance asked if it was required equipment for the transport ambulance.

Chief Griego answered yes. We operate at the advanced level and if we don't have it we would have to decertify.

**** A motion was made by Councilman Stone, seconded by Councilwoman Simons, to recommend approval for the Elko Fire Department to apply for the Fire House Subs Grant in the amount of \$32,817, with no match.**

The motion passed unanimously. (5-0)

- F. Review, consideration, and possible approval for the Elko Police Department to purchase one (1) fully equipped police vehicle, through the Nevada State Purchasing Program, and matters related thereto. **FOR POSSIBLE ACTION**

As a political subdivision of the State of Nevada, the City of Elko is able to utilize the State of Nevada Purchasing Division for fleet acquisition and related equipment. The estimated purchase costs include the related equipment as follows: The cost of the Chevrolet Tahoe, (fully equipped and up-fitted), is estimated to be seventy-three thousand, eight hundred and ninety-two dollars and forty-one cents (\$73,892.41). It will be deployed as a Canine Unit in the Patrol Division. This acquisition was approved in the Fiscal Year 2019/20 Budget. BR

Ty Trouten, Police Chief, explained this is one of three vehicles they approached Council for during the budget process. This was brought to Council now because Chevrolet will be retooling their factory and changing the Chevy Tahoe, which means that after mid-September we won't be able to order these anymore.

**** A motion was made by Councilman Stone, seconded by Councilman Hance, to authorize the Elko City Police Department to purchase one fully equipped police vehicle through the State of Nevada Purchasing Division for an estimated total cost of \$73,982.41.**

The motion passed unanimously. (5-0)

- G. Review, discussion, and possible approval to authorize the Parks Department to purchase mowing equipment via the State of Nevada's contract with NASPO (National Association of State Procurement Officials), in accordance with NRS 332.195, Joinder or Mutual use of contracts, and matters related thereto. **FOR POSSIBLE ACTION**

The Parks Department was approved to purchase mowing equipment for the current fiscal year with a budget of \$55,000. NRS 332.195 authorizes the use of joinder contracts within or outside the State of Nevada for the acquisition of equipment with the authorization of the contracting vendor. Toro has provided authorization for the use of the Nevada NASPO contract to the City of Elko for the purchase of a Toro Groundmaster 4300-D mower. A copy of the purchase amount has been included in the packet. JW

James Wiley, Parks and Recreation Director, explained for the last few years, the Parks and other departments have been using joinder contracts to purchase equipment. This purchase is connected to the Sports Complex. All 50 states have this NASPO contract for purchasing this equipment. He recommended approval.

**** A motion was made by Councilman Schmidlein, seconded by Councilwoman Simons, to authorize staff to purchase a Toro Groundmaster 4300-D mower by means of State of Nevada contract with NASPO, in the amount of \$54,972.**

The motion passed unanimously. (5-0)

V. NEW BUSINESS

- A. Review, consideration and possible approval of a request from DBA Show for the closures the corridor on 4th and 5th Street the Rides and Rods event to be held on September 6, 7 and 8, 2019, and matters related thereto. **POSSIBLE ACTION ITEM**

The DBA is requesting to close the corridor for the Rides and Rods Classic Car show. CC

Curtis Calder, City Manager, explained this was a last minute addition and wanted to make sure there was enough time with this event coming up. We are looking at just the 7th for the closure. It is a 3-day event at the park but the corridor closure is just the 7th. He wasn't sure who was actually requesting the closure but any closure requires Council approval.

Lina Blohm said the closure is intended to be an extension to the Rides and Rods event and a grand finale. She explained the event. She handed out some paperwork (Exhibit "B"). The request is to close half the corridor to bring in a band with a stage and possibly 50-60 of the classic cars. She doesn't want to close any of the streets, just the corridor.

Dennis Strickland, Public Works Director, said they will need a specific time to close the corridor and notify the businesses.

Ms. Blohm wanted to make another request. She wondered what the charges would be and if there is any grant money available.

Jeff Remington, Classic Rides and Rods Car Show, explained they are hoping to get around 300 cars in the show this year. They want to put some of the older cars in the parking corridor for the wine walk, and maybe do the same thing around Mattie's. He is already making arrangements for barricades from Granite Construction.

Councilman Hance said in the permit application, the costs are listed as \$200 to close the whole corridor plus barricades at \$5 apiece to close off each one.

Mr. Strickland said the City can provide the barricades for the corridor because you don't need traffic rated barricades to close the corridor.

Kelly Wooldridge, City Clerk, said they will need to fill out the special event application prior to the event, along with the sign-offs from the businesses, before they can get the permit.

**** A motion was made by Councilman Hance, seconded by Councilman Schmidlein, to grant Rides and Rods a half-block closure from the Commercial and Railroad Streets, from halfway between 4th and 5th to 5th Street on September 7, 2019.**

The motion passed. (4-0 Councilman Stone abstained because he is involved with the Car Show.)

- B. Review, consideration, and possible approval of a request from the Stray Dog Pub to close the alley adjacent to 374 5th Street for a fundraiser event to be held on August 17, 2019 at 3:00 p.m., and matters related thereto. **FOR POSSIBLE ACTION**

The Stray Dog would like to hold a fundraiser for Martha Garcia and are requesting the closure of the corridor between the Stray Dog and Western Folklife Center to hold the event. The corridor will be closed from 9 a.m. to 12 a.m. on the same day. Since it is a request to close city-owned property, approval from the Council is required. KW

Kelly Wooldridge, City Clerk, explained there was an error in the background information. It is an alley closure and not a corridor closure. Mr. Reynolds was present and had gotten all of the signatures and required paperwork.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve for the Stray Dog to close the alley corridor next to their facility at 374 5th Street on August 17 from 9 a.m. until midnight that day.**

The motion passed unanimously. (5-0)

Dennis Strickland, Public Works Director, said he spoke to the applicant and he has made arrangements to close the alley properly and notify dispatch when it is closed and when it is open.

Councilman Hance added that the applicant should let NDOT know too since it is next to 5th Street.

VIII. 5:30 P.M. PUBLIC HEARINGS

- A. Second reading, public hearing, and possible adoption of Ordinance No. 842, an ordinance amending Title 3, Chapter 2, of the Elko City Code "General Zoning Ordinance" specifically Section 3-2-3 General Provisions, filed and processed as Zoning Ordinance Amendment No. 1-19, and matters related thereto. **FOR POSSIBLE ACTION**

The Planning Commission held a public hearing on July 2, 2019, and took action to forward a recommendation to Council to adopt an ordinance, which approves the zoning ordinance amendment. City Council held the first reading of Ordinance

No. 842 on July 23, 2019, and set the matter for second reading and public hearing. CL

Cathy Laughlin, City Planner, explained this is the final step in the process. She explained the ordinance and recommended approval.

Mayor Keener called for public comment without a response.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to conduct second reading, public hearing and adopt Ordinance No. 842.**

The motion passed unanimously. (5-0)

VI. RESOLUTIONS AND ORDINANCES

- A. First reading of proposed Ordinance 844, an Ordinance deleting Title 7 Chapter 6 entitled "Recreational Vehicles" and creating Title 7, Chapter 6 entitled "Off-Highway Vehicles" and establishing rules for operation of off-highway vehicles within the municipal boundaries of the City of Elko, established routes for ingress and egress from the City of Elko to public and private lands where off-highway vehicle use is authorized, and establishing the penalties for violations, and matters related thereto. **FOR POSSIBLE ACTION**

City Council initiated this ordinance on August 28, 2018, and directed Staff to form a workgroup consisting of City Staff and interested members of the public. The work group met several times. A public hearing was held on January 24, 2019 to garner further public input. The ordinance was tabled on 7/23/2019. KW

Kelly Wooldridge, City Clerk, asked there be no action on this item tonight. Since the last meeting, they have decided to get the work group back together.

NO ACTION

VII. PETITIONS, APPEALS, AND COMMUNICATIONS

- A. Consideration of a request from Mr. Manuel Basabe to adjust his City of Elko Utility Bill based upon his inability to submit "Verification of Non-Occupancy" forms due to medical incapacitation, and matters related thereto. **FOR POSSIBLE ACTION**

A letter from Mr. Basabe has been included in the agenda packet for review. CC

Curtis Calder, City Manager, explained this individual sends in Verification of Non-Occupancy affidavits every month for a mobile home park that he owns. This has been going on for years. If we don't get the affidavits we bill them as if they are occupied. After the fact, he contacted the City and said he was in the hospital and then the manor and could not file his affidavits. He is appealing to see if we would consider refunding the money and accepting a late affidavit. They were not occupied and have not been for many years.

Candi Quilici, Finance Manager, said they looked into this and he has a total of 9 units in his mobile home park. She went back and over the years he has only claimed one unit as livable. We did not receive a vacancy affidavit for May or June and didn't hear from Mr. Basabe until July. He is on bank drafting so the payments were automatically taken out of his account during those months. Part of the vacancy affidavit requirements is that the affidavits are turned in by the 20th of each month. They can't turn them in in advance.

Mayor Keener thought it was reasonable considering the circumstances of his medical condition. It is unusual that he has it set up to automatically draft, given a situation like this. He must have other properties besides these two subject properties.

Ms. Quilici said he only has the address of his trailer park and then another property that she assumed was his actual residence.

Cathy Laughlin, City Planner, stated she has looked into this property (due to a complaint) and felt this property would fall under a nuisance violation. They mobile homes that are not being used have tall weeds. There is one mobile home being used that has grass around it. He has one active rental in the mobile home park. She had Bob Thibault pull up an aerial picture of the area to show which one was occupied.

Mr. Calder said without him being here there is no way to clarify anything other than what his letter stated. Mr. Basabe physically brings those affidavits in every month. We have customers that like to come in every month and do this in person.

Ms. Quilici stated that we do not have an automated system for this. These affidavits are reviewed every month to make sure they are being billed properly.

Councilwoman Simons worried about setting a precedence but he was able to show that he was in the hospital.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to grant Mr. Basabe a refund for 8 out of the 9 units for two months, due to his illness, based on the ability to provide proof that it was in fact a long-term medical issue.**

The motion passed unanimously. (5-0)

- B. Review, consideration, and possible action to approve Curb, Gutter, and Sidewalk Waiver No. 2-19, filed by Andrew and Shannon Knudsen, which waives the requirement for curb and gutter on the south side of Mountain City Highway abutting the west half of APN 001-01E-040, and matters related thereto. **FOR POSSIBLE ACTION**

Per Elko City Code Section 8-21-3, public improvements are required on developed lots or parcels of land involving a change in building occupancy and use of land. The applicant is proposing an expansion of Sundance Mini-Storage onto a vacant portion of their property, which until recently, was a separate parcel. NDOT has reviewed the need for curb and gutter at this location and has

determined that it is not needed to control drainage in this area. Staff recommends approval of the waiver for curb and gutter with sidewalk still being required. MR

Michele Rambo, Development Manager, explained this is Phase 2 for Sundance Ministorage. The sidewalk would continue as it is along the frontage without the curb and gutter.

**** A motion was made by Councilman Schmittlein, seconded by Councilman Hance, to approve Curb, Gutter and Sidewalk Waiver No. 2-19, for the waiver of curb and gutter along Mountain City Highway abutting the west half of APN: 001-01E-040.**

The motion passed unanimously. (5-0)

IX. REPORTS

A. Mayor and City Council

Mayor Keener said "hats off" to Byrns Painting for the work done at the Centennial Park. He did a ride-along with the Police Saturday night. Congratulations to Ty Trouten.

All other Councilmembers congratulated Mr. Trouten on his promotion.

Mayor Keener said he has had some complaints regarding the property at 4th and Pine. Curtis Calder said the nuisance process has to follow code. The process has been started but there will not be enough time to include it in next agenda.

B. City Manager – LASSO Fundraiser

Curtis Calder said the League of Cities Conference is in Henderson this year. On the 24th there is a City Council Meeting. Depending on how many Councilmembers will be attending the League of Cities, we may have to cancel the meeting because we may not have a quorum. He asked for an email to see who would like to attend the League of Cities. We have redecorated in the Chambers. The posters are part of the LASSO fundraiser. They have decided to sell the posters one at a time at their respective appraised value. The money all goes towards a good cause. We have already sold six or seven. We have surpassed the 5000 spay/neuter milestone at the clinic.

C. Assistant City Manager

Scott Wilkinson and the Building Official visited the structure at 4th and Pine. Notices are in place and anyone entering the structure without the expressed permission of the Building Department will be in violation of the notices. In addition to the nuisance process, there is an attorney out of Reno attempting to contact our city attorney regarding the property. We are going to pull the fence line in at the homeless camp adjacent to the Ken Snyder property to minimize disruptions.

D. Utilities Director

Ryan Limberg turned in his resignation letter to the City Manager. His last day is a couple of months away. Regarding SnoBowl water rights, there will be a hearing at City Hall August 28 at 11:30 a.m. We are hoping those water rights can be returned to the County and then the County can transfer those to the City of Elko. Mayor Keener asked about the VA Cemetery. Mr. Limberg heard from Elmira Garcia about a week ago regarding the waiver of the connection fees. He advised her the Council action to deny the waiver but she wanted to look into the process of changing codes so it could be considered.

E. Public Works

Dennis Strickland reported the Micro Slurry is delayed for the second week. The supplier had a breakdown at their plant. He was assured that we will have material on Monday before school. He is continuing to follow up on the lighting in the downtown corridor. He received an email from Mr. Campbell at NV Energy stating that parts have been ordered to get them back up and running. The Bomag

compactor at the Landfill has been down for three weeks and we are looking at another month before it gets put back in service. Mayor Keener asked who trims trees at intersections that may be covering up stop signs. Mr. Strickland said that can be a tough situation with property owners but they do try to watch those and trim them when we can.

F. Airport Manager

Jim Foster congratulated Chief Reed, Ty Trouten and Ryan Limberg. You may see a large weather balloon being launched August 15. The upcoming project has been funded by the FAA and we are waiting to hear from the contractor for a start date for AIP 50. It will get done this year. Mayor Keener asked about perspective air service providers. Mr. Foster answered the City applied with Reno for a small community air development grant that was turned in July 15. They haven't heard if there was an award for the grant yet. Reno is handling most of it and has been in contact with a company based out of Las Vegas that would like to start air service between Reno, Las Vegas and Elko. It will depend upon the grant award.

G. City Attorney

H. Fire Chief

I. Police Chief

Chief Reed reported 409 Pine Street had some trespassers that had been arrested. They do patrols out there regularly. The original occupant has been in custody for a while. National Night Out was a success last week. They estimated attendance at more than 3000. He thanked everyone that helped. He reported on the homicide that occurred at Angel Park and the ongoing investigation. There are some openings at the Police Department that they are working on filling. They are in the process of filling a Corporal position. They are also in the process of interviewing for the Domestic Violence Coordinator position. He thanked Council for all of their support.

J. City Clerk

K. City Planner

L. Development Manager

M. Parks and Recreation Director

N. Civil Engineer

Bob Thibault reported on the Sports Complex. The parking lot has been paved. The floors have been put back in to the Comfort Station. They are spreading material in the fields and the lighting is starting to go in.

O. Building Official

Jeff Ford reported Holiday Inn Express is almost ready for a move-in letter. Cal Ranch is almost ready for a move-in letter. The Komatsu Shop have a scheduled C of O for October 31. Elko Federal Credit Union got their permit on the 1st.

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 Reece Keener adjourned the meeting.

Mayor Reece Keener

Kelly Wooldridge, City Clerk

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible approval of minor revisions to the current Electrician position description, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **CONSENT**
4. Time Required: **5 Minutes**
5. Background Information: **Minor revisions have been made to the Electrician position description, to more accurately reflect the requirements and qualification of the position. This includes requesting the addition of HVAC experience preferred, and removing Master Electrician License and commercial driver's license preference. SS**
6. Budget Information:
 Appropriation Required: **NA**
 Budget amount available: **NA**
 Fund name: **NA**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Copy of proposed position description**
9. Recommended Motion: **Approve the position description as presented**
10. Prepared By: **Susie Shurtz, Human Resources Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

City of Elko, Nevada – Employment Position Description

Department: Facility Maintenance
Title: Electrician
FLSA Non-Exempt Position

DEFINITION

Reporting to the Facility Maintenance Superintendent; performs skilled work in the repair and maintenance of City owned buildings and facilities, which require electrical work for operation and general upkeep. Incumbents in this class handle electrical wiring, circuits, breakers, fuses, switches, and relays; performs maintenance and repair of traffic signals and street lights, pumps, motor control systems, and other installations. Troubleshoots and repairs electro-mechanical and solid state controllers, variable frequency drives, ramp starters, and programmable logic controllers. Troubleshoots, repairs and installs HVAC systems. In any assignment the employee must perform work safely and efficiently, occasionally under adverse weather or otherwise undesirable conditions.

SUPERVISION EXERCISED

May supervise lower level classed employees within the department.

SUPERVISION RECEIVED

Assignments are received from the Facility Maintenance Superintendent who inspects work in progress and upon completion; employees are expected, however, to proceed to assigned tasks without constant supervision.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Incumbents in this class work as a team member on assigned projects or independently as needed;

Incumbents operate all types of equipment associated with electrical installation and maintenance;

Makes scheduled and emergency repairs to City of Elko traffic signals and controllers;

Performs maintenance on all electrical components in all City owned facilities;

Installs wiring and outlets to provide electrical service in remodeling projects;

Installs, monitors, and maintains control panels, variable frequency drives, and circuitry at City pump stations, wells, and water reclamation facilities;

Works with the City maintenance carpenter and other required craftsmen and professionals in completing electrical work in multi-tasking maintenance, remodeling, or new construction projects.

OTHER JOB RELATED DUTIES

Performs related work as required by the Facilities Maintenance Supervisor, or his superiors.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Knowledge of the methods, techniques, tools, and equipment of electrical installation;

Knowledge of the occupational hazards and safety precautions required in the safe and efficient performance of assigned duties;

Mechanical aptitude and knowledge of electrical components used in City facilities.

Knowledge of high pressure sodium and metal halide lighting;

Knowledge and ability to correctly bend and thread various types of conduit;

Possess a working knowledge of National Electrical and Local Building Codes;

Considerable knowledge of the principals of electrical theory as applied to electrical circuits and wiring systems, and have the ability to apply this knowledge to work situations;

Have an adequate working knowledge of current safety practices, procedures, and regulations to perform the job safely.

Skill to:

Skill in adjustment and minor maintenance;

Skill in troubleshooting and repair of electro-mechanical and solid state controls, variable frequency drives, ramp starters, and programmable logic controllers

Ability to:

Ability to understand and carry out written instructions;

Possess the physical strength and agility to perform the job duties assigned.

Ability to work out of doors, frequently under adverse working conditions.

Experience and Training Guidelines:

Experience:

Three (3) years experience in electrical installations, maintenance and remodeling to include a minimum of 2,000 hours of Commercial Electrical experience;

Experience in using man lifts and bucket trucks;

Experience in the operation and maintenance of equipment common to traffic light installation and maintenance;

Experience in troubleshooting and repair of electro-mechanical and solid state controls, variable frequency drives, ramp starters, and programmable logic controllers;

HVAC experience preferred.

Education and Training:

High school graduation or equivalent;

Participation in a journeyman electrician apprenticeship program

Licenses or Certificates:

Must possess a valid State of Nevada driver's license;

Additional consideration may be given to those who possess and maintain a valid Journeyman Electricians License or Certificate from any state that recognizes such license or certificate.

Special Requirements:

Essential duties require the following physical skills and work environment.

Ability to work out of doors, frequently under adverse working conditions;

Possess the physical strength and agility to perform the job duties assigned.

Effective Date: August 2019

Elko City Council
Agenda Action Sheet

1. Title: **Review, discussion, and evaluation of Appointed Official job performance for Fiscal Year 2019/2020, including the possible award of merit pay increases, and reappointment for the following eligible Appointed Officials: 1) Curtis Calder, City Manager; 2) Ben Reed, Police Chief; 3) Matt Griego, Fire Chief; 4) Kelly Wooldridge, City Clerk; and 5) Janet Petersen, City Sexton, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **PERSONNEL**
4. Time Required: **15 Minutes**
5. Background Information: **Current City policy requires performance reviews to be completed for each Appointed Official during the month of July each year. With the exception of the City Manager, Appointed Officials, who are considered employees, shall be evaluated by the Council on years that end in an odd number. Reviews for Appointed Officials shall be conducted by the City Manager on years that end in an even number. The City Manager will be evaluated by the Council in July of each year. Prior to any reappointment of an Appointed Official, a performance evaluation shall be completed. A copy of the job performance ratings are included in the agenda packet for review. SS**
6. Budget Information:
 Appropriation Required: **N/A**
 Budget amount available: **N/A**
 Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Evaluation Score Sheets**
9. Recommended Motion: **Pleasure of the Council**
10. Prepared By: **Susie Shurtz, Human Resources Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

Curtis Calder, City Manager - Performance Evaluation 2019					
	Mayor Keener	Councilman Schmidtlein	Councilman Simons	Councilman Stone	Councilman Hance
Knowledge and Experience	5	5	5	5	5
Judgement	5	5	4	4	4
Planning and Organization	4	4	5	5	4
Risk Management	4	4	4	4	4
Communications	5	4.5	3	3	4
Leadership	5	4.5	4	4	4
Innovation	4	4	3	3	4
Safety Performance	4	4	5	5	4
Budget	5	5	5	5	5
Supervisory Skills	5	4	2	3	4
Other Factors	5	4	4	4	4
Overall Evaluation	5	4.5	4	4	4

Rating Key

1=Significantly Below Target

2=Below Target

3=On Target

4=Above Target

5=Significantly Above Target

NR=Not Rated

COMBINED AVERAGE

4.25

Ben Reed Jr, Police Chief - Performance Evaluation 2019					
	Mayor Keener	Councilman Schmidt	Councilman Simons	Councilman Stone	Councilman Hance
Knowledge and Experience	5	5	5	5	5
Judgement	4	5	5	5	5
Planning and Organization	5	5	5	5	5
Risk Management	4	4	4	4	5
Communications	5	5	5	4	4
Leadership	5	5	5	5	4
Innovation	5	5	4	5	4
Safety Performance	4	4	5	5	4
Budget	4	4	5	5	4
Supervisory Skills	4	4	4	4	4
Other Factors	5	4	4	4	4
Overall Evaluation	5	5	5	5	4

Rating Key

1=Significantly Below Target

2=Below Target

3=On Target

4=Above Target

5=Significantly Above Target

NR=Not Rated

COMBINED AVERAGE

4.55

Matt Griego, Fire Chief - Performance Evaluation 2019					
	Mayor Keener	Councilman Schmidt	Councilman Simons	Councilman Stone	Councilman Hance
Knowledge and Experience	4	4.5	5	5	5
Judgement	4	4	5	5	5
Planning and Organization	4	4	5	5	4
Risk Management	4	4	5	5	4
Communications	4	4	4	4	4
Leadership	4	4	5	5	5
Innovation	4	4	5	4	4
Safety Performance	4	4	5	5	5
Budget	4	4	4	4	4
Supervisory Skills	4	4	4	4	4
Other Factors	4	4	3	3	4
Overall Evaluation	4	4	4	4	4

Rating Key

1=Significantly Below Target

2=Below Target

3=On Target

4=Above Target

5=Significantly Above Target

NR=Not Rated

COMBINED AVERAGE

4.28

Kelly Wooldridge, City Clerk - Performance Evaluation 2019

	Mayor Keener	Councilman Schmidtlein	Councilman Simons	Councilman Stone	Councilman Hance
Knowledge and Experience	4	4	4	4	4
Judgement	4	3.5	5	4	4
Planning and Organization	4	4	5	5	4
Risk Management	3	3	5	5	4
Communications	4	4	4	4	4
Leadership	4	3	5	5	4
Innovation	4	3	4	4	4
Safety Performance	3	3	4	4	4
Budget	4	4	5	5	4
Supervisory Skills	4	4	5	5	4
Other Factors	4	4	5	5	4
Overall Evaluation	4	3.5	5	5	4

Rating Key

1=Significantly Below Target

2=Below Target

3=On Target

4=Above Target

5=Significantly Above Target

NR=Not Rated

COMBINED AVERAGE

4.12

Jan Petersen, City Sexton - Performance Evaluation 2019

	Mayor Keener	Councilman Schmidt	Councilman Simons	Councilman Stone	Councilman Hance
Knowledge and Experience		4	5	4	5
Judgement		4	5	5	4
Planning and Organization		3	5	5	4
Risk Management		3	5	5	4
Communications		3	5	4	4
Leadership		4	5	5	4
Innovation		4	5	5	4
Safety Performance		NR	5	5	4
Budget		NR	5	4	NR
Supervisory Skills		4	5	5	NR
Other Factors		4	3	5	4
Overall Evaluation		4	5	5	4

Rating Key

1=Significantly Below Target

2=Below Target

3=On Target

4=Above Target

5=Significantly Above Target

NR=Not Rated

COMBINED AVERAGE

4.33

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible approval of a revised Employment of Relatives Policy, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **September 10, 2019**
3. Agenda Category: **PERSONNEL**
4. Time Required: **10 Minutes**
5. Background Information: **In 2015, the City Council approved numerous policies contained within the City of Elko Human Resource Policy Manual. As most of the policies were developed by POOL/PACT HR as a general template, some policies require minor modifications to reflect current (or past) City practices.**

Aside from being complicated and difficult to understand, the 2015 Employment of Relatives Policy is far too restrictive and is hurting our recruitment efforts within larger City Departments. As such, Staff recommends maintaining NRS requirements for Public Officers while reverting to previously adopted employment policies for non-elected and/or non-appointed positions. A copy of the current and proposed policy has been included in the agenda packet for comparison and review. CC
6. Budget Information:

 Appropriation Required: **N/A**
 Budget amount available: **N/A**
 Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Revised Draft Nepotism Policy**
9. Recommended Motion:
10. Prepared By: **Curtis Calder, City Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

Human Resources Policy 2.12

Employment of Relatives

1. Pursuant to the provisions of NRS 281.210, no public officer or appointing authority for the City of Elko may employ in any capacity on behalf of the City of Elko any relative of such person who is within the **first, second, or third degree** of consanguinity or affinity. Existing employees may continue in their current (or similar) position following the election or appointment of their relative to an elective or appointed office, contingent upon compliance with 2.12(2)a.

For the purpose of this policy, the following definitions shall apply:

- Public Officers are defined as elected and appointed officials as outlined in the Elko City Charter. Appointing authority refers to elected officials who may appoint individuals to “appointed official” positions within the City of Elko, or to appointed officials who are duly authorized to hire and/or appoint employees.
 - First degree is defined as a close relative which includes the individual’s spouse, parents, or children (step relationships included).
 - Second degree is defined as a relative which includes the individual’s siblings (full/half), grandparents, grandchildren, father/mother in-laws, or son/daughter in-laws.
 - Third degree is defined as a relative which includes the individual’s aunts, uncles, nephews, nieces, great grandparents, great grandchildren, brother/sister in-laws, grandparent in-laws, or grandchildren in-laws.
2. For all other employees **not** classified as an elected or appointed official, the following exception applies:
 - a. Two or more relatives within the **first or second degree** of consanguinity or affinity shall not be employed in the same department where one relative occupies a position which has routine and direct supervisory responsibility and/or influence over another relative’s employment, promotion, salary administration, or related management activities.

2. Actions of law enforcement personnel which are necessary in the performance of their duties and are consistent with policies or sound law enforcement procedures shall not be considered to violate this policy. In addition, actions necessary for bona fide self-defense or protection of employees of the **employer** or of **employer** property shall not be considered to violate this policy.

2.11.5 Temporary Restraining Orders

1. The **employer** may apply for an order for protection against harassment in the workplace under the terms of NRS 33.200 – 33.360 when it has reason to believe that:
 - a. A person knowingly threatens to cause or commits an act that causes:
 1. Bodily injury to him/herself or to another person;
 2. Damage to the property of another person; or
 3. Substantial harm to the physical or mental health or safety of a person.
 - b. The threat is made or an act committed against the **employer**, any employee of the **employer** while performing employment duties, or against a person present at the **employer's** workplace; and
 - c. The threat would cause a reasonable person to fear that the threat will be carried out, or the act would cause a reasonable person to feel terrorized, frightened, intimidated, or harassed.
2. Such order of protection against harassment in the workplace may:
 - a. Enjoin the alleged harasser from contacting the **employer**, an employee of the **employer** while performing his/her duties, and any person while the person is present at the **employer's** workplace;
 - b. Order the alleged harasser to stay away from the workplace; and
 1. Order such other relief as the court deems necessary to protect the **employer**, the workplace of the **employer**, the **employer's** employees while performing their employment duties, and any other persons who are present at the workplace.

2.12 Employment of Relatives

Pursuant to the provisions of NRS 281.210, no officer or appointing authority of the **employer** may employ in any capacity on behalf of the **employer** any relative of such person who is within the third degree of consanguinity or affinity. Existing employees may continue in their current position following the election of their relative to an appointing authority position.

In addition, no person shall be employed in a position if such employment would require supervision by a relative who is within the third degree of consanguinity or affinity. For purposes of this paragraph, supervision includes second or higher levels of supervision.

(**Example:** An employee reports to an immediate supervisor, who reports to a division manager, who reports to a department head. The employee may not be related within the third degree of consanguinity or affinity to the division manager or department head).

2.13 *Code of Ethical Standards*

The elected and appointed officers and employees of **employer** recognize that holding public office and/or employment is a public trust. To preserve that trust, we demand the highest code of conduct and ethical standards. The purpose of this policy is to define and establish the standards of ethical conduct that are required of public officials and employees so as to ensure their professional integrity in the performance of their duties.

The officers and employees of **employer** shall comply with the following provisions. This list is not all-inclusive, but simply provides the basic level of conduct expected.

- All elected and appointed officials and employees will conduct themselves with honesty and integrity in the course of performing their duties and responsibilities.
- They will act with care and diligence in the course of their employment.
- They will treat everyone, including coworkers, subordinates, supervisors, customers and the public, with the utmost respect and courtesy.
- They will comply with all applicable federal, state, and local laws.
- They will comply with any lawful and reasonable direction given by someone in the employee's agency who has authority to give the direction.
- They will maintain appropriate confidentiality.
- They will disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent) in connection with their employment.
- They will use employer resources in a proper manner.
- They will not provide false or misleading information in response to a request for information that is made for official purposes in connection with their employment.
- They will, at all times, act in a way that upholds the values and the integrity and good reputation of employer.
- They will comply with any other conduct requirement that is prescribed by the employer.

In addition, consistent with the provisions of NRS 281A.400 and NRS 281.230, the **employer's** officials and employees are required to comply with the following:

- No official or employee shall seek or accept any gift, service, favor, employment, engagement, perquisite, gratuity, or economic opportunity or advantage which would tend improperly to influence a reasonable person in his/her position to depart from the faithful and impartial discharge of his/her public duties.

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible authorization for the City of Elko Street Department to joinder off the State of Idaho Department of Transportation bid for a 2020 Elgin Broom Bear Mechanical Sweeper in the amount of \$259,896.04, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **APPRORIATION**
4. Time Required: **5 Minutes**
5. Background Information: **Per NRS 332.195, the City is allowed to join or use contracts by other government agencies. The City Attorney has reviewed all the supplemental information and found it meets the requirements to joinder the bid of the State of Idaho Department of Transportation. Metroquip is offering a trade-in value of \$40,000.00 for our 2012 Elgin Crosswind J; a trade-in value of \$15,000.00 for our 2006 Elgin Crosswind; and a trade-in value of \$6,000.00 for our 2001 Elgin Pelican. This would leave a balance of \$198,896.04 for the new sweeper. DS**
6. Budget Information:

Appropriation Required: \$198,896.04
Budget amount available: \$220,000.00
Fund name: Streets/Capital Equipment
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Letter from Metroquip showing the proposed trade-in values and offer to enter into a joinder contract on the bid of the State of Idaho Department of Transportation. Also included is a bid tabulation and a blanket purchase order/contract from the State of Idaho Department of Transportation.**
9. Recommended Motion: **Authorize Staff to enter into a joinder contract with Metroquip for the purchase of a 2020 Elgin Broom Bear Mechanical Sweeper in the amount of \$198,896.04.**
10. Prepared By: **Dennis Strickland, Public Works Director**
11. Committee/Other Agency Review:
12. Council Action:
13. Agenda Distribution: **Metroquip – jdonahoo@metroquip.net**



Environmental Equipment Solutions

July 11, 2019

Dennis Strickland
City of Elko
232 South 10th Street
Elko, NV 89801

Mr. Strickland,

As a follow-up to our meeting at your shop on July 3, 2019, I am providing trade-in values for all three (3) Elgin sweepers currently owned by the City of Elko.

1. 2012 Elgin Crosswind J
SN: J3457D
Miles: 27,940
Hours: 4,269
Trade-In Value: \$40,000.00
2. 2006 Elgin Crosswind
SN: J2420D
Miles: 39,859
Hours: 4,439
Trade-In Value: \$15,000.00
3. 2001 Elgin Pelican
SN: P3728D
Miles: 11,363
Hours: 2,967
Trade-In Value: \$6,000.00

Our team at MetroQuip, Inc. is offering a total trade-in value of \$61,000.00 to be used toward the purchase of a 2020 Elgin Broom Bear. These values represent the listed used sweepers as inspected provided that all sweeper and chassis functions work as intended at time of trade-in. For reference, application of the total trade-in value of \$61,000.00 toward the 2020 Elgin Broom Bear purchase price of \$259,896.04 would leave a remaining balance of \$198,896.04. Please feel free to give me a call directly if any additional information is needed (208) 921-0393.

Best regards,

A handwritten signature in black ink, appearing to read "Jake Donahoo".

Jake Donahoo
MetroQuip, Inc.

1953 E. Commercial St. • PO Box 858 • Meridian, ID 83642 Office: (208) 344-3318 Fax: (208) 345-5931

www.metroquip.net

Dennis Strickland

From: Jake Donahoo <JDonahoo@metroquip.net>
Sent: Tuesday, June 25, 2019 7:25 AM
To: Dennis Strickland
Subject: RE: National Signal
Attachments: ITD Broom Bear Bid Specs.pdf; M000520 - Mechanical Street Sweeper.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Morning Dennis,

Sounds good, I have heard good things about Wanco as well. I don't think you could go wrong either way.

As promised, I am delivering the bid spec and award for the Idaho Transportation Department sweeper to you for review. This shows the complete offering and is available to the City of Elko for tag/piggyback. Please let me know if any additional information is needed.

Thanks again,

Jake Donahoo
MetroQuip, Inc.
208.921.0393
jdonahoo@metroquip.net

From: Dennis Strickland [mailto:dstrickland@elkocitynv.gov]
Sent: Monday, June 24, 2019 3:46 PM
To: Jake Donahoo <JDonahoo@metroquip.net>
Subject: RE: National Signal

Jake,

I am pretty sure the smaller one would work. Paul will be back in later this week and I want him to weigh in. We have been looking at a Wanco and getting good feedback on them as well.

Thanks,

Dennis Strickland

From: Jake Donahoo <JDonahoo@metroquip.net>
Sent: Tuesday, July 30, 2019 10:05 AM
To: Dennis Strickland
Subject: Elgin Trade-In Values: Updated
Attachments: TradeIn.ValueImprovements.pdf; TradeValues.ElkoStreetsElgin3.pdf; BroomBear.BudgetQuote.vs.TagOpportunity.pdf

Morning Dennis,

It was good to hear that you were able to take some time off of work last week to enjoy some vacation time. As a follow-up to our conversation, I have been working with our team at MetroQuip to find items your team can address to increase the trade-in value of the City's 2001 Pelican, 2006 Crosswind, and 2012 Crosswind. I'm happy to report that we have identified several things that can be done at your shop to increase the trade-in value the three Elgin sweepers (see attached *Trade In Value Improvements*). If the items noted on the *Trade In Value Improvements* are completed at the time of delivery of your new Broom Bear, we will honor the updated trade-in value document dated 7/30/2019 stating the increased values totaling \$67,500.00. This is encouraging as it reduces the out of pocket expense for the new Elgin Broom Bear down to \$192,396.04.

With regard to the new Broom Bear, I have included a brief comparison chart showing the differences between the features included on the 01/2019 Broom Bear budget quote build, and the ITD tag opportunity build (see attached). Some of the items that stick out include a 300 HP Cummins diesel engine, variable speed conveyor, side broom extensions, an extensive warning light package, and a PM-10 certified dust suppression system. You can be confident knowing that the value to the City of Elko enabled by this tag opportunity is significant. Should you decide to move forward with this purchase, our team at MetroQuip and the professionals at Elgin will ensure that your new Broom Bear will arrive on time (before the end of the fiscal year), your operators will be well trained, and your maintenance department will have the tools/support/parts/resources to ensure uptime is maximized.

I have appreciated the time you have given me to learn of the Street Department's needs. You have allowed our team to prove this Broom Bear with your operators on Elko's streets. Your team has accommodated in-person inspections of your current sweepers and answered every question we asked concerning their operation. I realize that these meetings and discussions use limited time and resources: please know that the opportunity provided to MetroQuip to work with the City of Elko has been appreciated.

Will you take a moment to review and consider the attached documents? As always, please feel free to give me a call if any additional information is needed (208) 921-0393. I look forward to hearing from you.

Take care,

Jake Donahoo
MetroQuip, Inc.
208.921.0393



BRAD LITTLE
Governor
BRYAN MOONEY
Director
STEVE BAILEY
Administrator

State of Idaho

Department of Administration
Division of Purchasing

304 N 8th Street, Rm 403 (83702)
P. O. Box 83720
Boise, ID 83720-0075
Telephone (208) 327-7465
Fax: 208-327-7320
<http://purchasing.idaho.gov>

May 24, 2019

Brad McCoy
Metroquip, Inc
1953 E Commercial St.
Meridian, ID 8642

VIA EMAIL TRANSMISSION
EMAIL: bmccoy@metroquip.ne
ORIGINAL MAILED

Dear Mr. McCoy:

RE: ITB19000618, Mechanical Street Sweeper, for the Idaho Transportation Department
Closed May 15, 2019

You are the apparent low cost responsive responsible bidder for the above referenced bid.

The bid tabulation is as follows:

	Line Item 1	Line Item 2	Total Amount
Metroquip:	\$259,896.04	\$259,896.04	\$519,792.08
Cate Equipment:	\$318,420.00	No Bid	\$318,420.00
Solid Waste System:	\$290,768.00	\$290,768.00	\$581,536.00

This serves as notice under Idaho Code § 67-9232(3) that the State intends to award a contract to Metroquip, Inc.

Note: This is a letter of Intent to Award only. Do not take any action until you receive a Purchase Order from the Division of Purchasing.

For additional information, the Division of Purchasing contact person is Daniel Downen at 208-332-1605 or daniel.downen@adm.idaho.gov

Sincerely,
Daniel R.

Downen III
Daniel Downen
Purchasing Officer

Digitally signed by Daniel R.
Downen III
DN: cn=Daniel R. Downen III,
o=Department of Administration,
ou=Division of Purchasing,
email=daniel.downen@adm.idaho.gov,
c=US
Date: 2019.05.24 08:26:11 -06:00

"Serving Idaho citizens through effective services to their governmental agencies"

Delivery Order State of Idaho

Idaho Transportation Department

Vendor: 820424685

METROQUIP INC
1953 E COMMERCIAL ST
MERIDIAN, ID 83642



Delivery Order #: M000520

Contract Reference: BPO192400547

Order Date: Jun 12, 2019

Delivery Date: Oct 12, 2019

Terms: Net 30

Ship To: ITD DISTRICT 1 YARD
600 W PRAIRIE AVENUE
COEUR D'ALENE, IDAHO 83814

Invoice To: IDAHO TRANSPORTATION DEPARTMENT
HQAP@ITD.IDAHO.GOV
-OR-
P.O. BOX 7129
BOISE, ID 83707

Line	Quantity	Unit	Description	Unit Price	Extended Price
1	1	EA	MECHANICAL STREET SWEEPER - SQUEEGEE TYPE	\$259,896.04	\$259,896.04
Total:					\$259,896.04

By: Chase Croft
Agent

Sr. Buyer
Title


Signature

6/12/2019
Date

Instructions to Vendor

1. The Delivery Order # (upper right corner) must be shown on ALL invoices, packages, delivery slips, and correspondence.
2. Delivery Contact: Kelley Dick @ kelly.dick@itd.idaho.gov or 208-334-4456

Vendor Copy

IDAHO

Idaho Transportation Department

Blanket Purchase Order**Purchase Order Summary**

Purchase Order Name: M001327 Mechanical Street Sweeper
Purchase Order Number: BPO192400548
Contract Number:
Purchase Order Date: June 10, 2019
Service Start Date: June 10, 2019
Service End Date: June 9, 2020
Submitted By: Danny Downen
Do Not Dispatch: No
Hold Purchase/CO Dispatch: No
Received by type: Quantity

Supplemental Data

Type: BPO
Service Start Date: 06/10/2019
Service End Date: 06/09/2020

General Instructions:

This Contract is for Mechanical Street Sweepers for the Idaho Transportation Department. This Contract is to be drawn upon as requested by the Ordering Agency for the period noted above and upon mutual, written agreement, the Contract may be renewed or extended with an anticipated total contract term of five (5) years.

NOTICE TO CONTRACTOR: This notice of award is NOT an order to ship. Purchase orders against this BPO Contract will be furnished by the

Ordering Agency on
whose behalf this
Contract is made.

THIS CONTRACT,
(including any files
attached),
CONSTITUTES THE
STATE OF IDAHO'S
ACCEPTANCE OF
YOUR SIGNED BID,
WHICH SUBMISSION
IS INCORPORATED
HEREIN BY
REFERENCE AS
THOUGH SET FORTH
IN FULL.

In the event of any
inconsistency, unless
otherwise provided
herein, such
inconsistency shall be
resolved by giving
precedence in the
following order:

1. This Blanket
Purchase Order
document.
2. The state of Idaho's
original solicitation
document (including all
amendments).
3. The Contractor's
signed bid (including
any letters of
clarification).

Supplier

Brad McCoy
METROQUIP INC
1953 E. Commercial
Meridian, ID 83642
Phone: 208-344-3318

Fax: 208-345-5931

Email: bmccoy@metroquip.net

Buyer Contact

Danny Downen
Tel: 208-332-1605
Fax: 208-327-7320
daniel.downen@adm.idaho.gov

Bill To Address**Shipping Details**

Delivery Date: June 09, 2020
Shipping Method: Delivery
Shipping Instructions:
Ship FOB: Destination

Ship To Address

ITD - HQ AP
Idaho Transportation Department
PO Box 7129
Boise, Idaho 83707

Phone: 208 334-8064

Fax:

Email: HQAP@ITD.Idaho.Gov

Mail Stop:

Payment Details

Payment Method: Invoice

Payment Terms: NET30

Kelley Dick
Idaho Transportation Department
600 W Prairie Avenue
Coeur d Alene, Idaho 83815

Phone: 208-334-4456

Fax:

Email: kelley.dick@itd.idaho.gov

Mail Stop:

Item Type Details

Item Type:

Item Type Supplemental Data:

Additional Information

Instructions

This Contract is for Mechanical Street Sweepers for the Idaho Transportation Department. This Contract is to be drawn upon as requested by the Ordering Agency for the period noted above and upon mutual, written agreement, the Contract may be renewed or extended with an anticipated total contract term of five (5) years.

NOTICE TO CONTRACTOR: This notice of award is NOT an order to ship. Purchase orders against this BPO Contract will be furnished by the Ordering Agency on whose behalf this Contract is made.

THIS CONTRACT, (including any files attached), CONSTITUTES THE STATE OF IDAHO'S ACCEPTANCE OF YOUR SIGNED BID, WHICH SUBMISSION IS INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH IN FULL.

In the event of any inconsistency, unless otherwise provided herein, such inconsistency shall be resolved by giving precedence in the following order:

1. This Blanket Purchase Order document.
2. The state of Idaho's original solicitation document (including all amendments).
3. The Contractor's signed bid (including any letters of clarification).

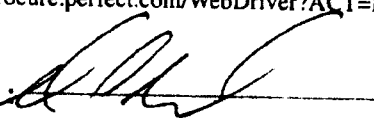
Quantity	Back Order	Unit	Supplier Part Number	Item Description	Commodity Code	Unit Price	Tax	Total
1.00	0	EA		#1 Mechanical Street Sweeper	76577	259,896.04	\$0.00	\$259,896.04

Special Instructions:

Internal Comments:

TOTAL: (USD) \$259,896.04

Signature :



Signed By : Daniel Downen

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible approval of a request from Nevada Health Centers for a \$75,000 pledge from the City of Elko for the renovation of the Elko Family Medical and Dental Center, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **NEW BUSINESS**
4. Time Required: **10 Minutes**
5. Background Information: **Nevada Health Centers received a pledge for \$3M in support of the Elko Family Medical and Dental Center renovation, contingent upon raising \$905,000 from the community. The City of Elko is being asked for \$75,000 over the course of three (3) years, or \$25,000 per year. If approved, the first installment would not be due for 12 months, allowing the City of Elko to program the expenditure in the FY 2020/2021 Budget. CC**
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Elko Capital Campaign Brochure, Elko City Request for Support, August 2019, Elko City Reports for August 27th Meeting, Elko County Executive Summary**
9. Recommended Motion: **Pleasure of the Council**
10. Prepared By: **Curtis Calder, City Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution: **Terri Clark, Nevada Health Centers**
tclark@nvhealthcenters.org

NVHC Request Executive Summary



The Request

NVHC respectfully requests a contribution of \$25,000 per year for three years for a total of \$75,000 towards meeting a \$905,000 match goal for their capital campaign (described below). As an aside, the same request was made of Elko County on August 21, 2019. To date, NVHC has received commitments totaling \$225,000, with requests totaling over \$800,000 still under consideration. Because Pennington recognizes the importance of local support, a contribution from the City of Elko would be viewed most favorably.

The Opportunity – Capital Campaign¹

In August of 2018, Elko County transferred the building at 762 14th Street to Nevada Health Centers. The facility already housed the Elko Family Medical and Dental Center (Elko Center), which included a renovated wing for the UNR School of Medicine's rural residency program. Once transferred, Nevada Health Centers started raising the funds needed to renovate the 50+ year old building.

The renovation was broken into three phases at a cost of \$5.77 million. Phase I was completed in October 2018 at a cost of \$1.86 million. Over \$400,000 of that funding came directly from Nevada Health Centers.

A capital campaign to complete the next two phases is in full swing. In February 2019, the William N. Pennington Foundation pledged \$3 million to fund Phases II and III if NVHC could secure \$905,000 in commitments by September 1st. The Pennington Foundation only requires that a commitment in writing is received by that date; funding can come later. Further, foundations, businesses, government entities, etc. can spread their donations out over three years.

The Return on Investment

Last fiscal year¹ the Elko Family Medical and Dental Center provided:

- **19,517 appointments** to over **5,676 unique patients**, which included
- **\$2,364,107 of uncompensated care.** Further,
- **78% of the Elko Center's medical patients** and **83.7% of its dental patients** have Medicaid, Medicare or are uninsured.

The renovation will allow the Elko Center to open more than 4,000 additional appointment slots annually. In June, NVHC located a new call center onsite at the Elko Center to increase the ease with which patients can make appointments.

The renovation also includes a new community pharmacy, giving patients immediate access to prescriptions and other medications. Finally, the Elko Center will accelerate its outreach to families in Elko through its telehealth expansion to local school nurses' offices.

Investing in the Elko Facility will generate a significant return each year in healthcare services and outreach to the community's most vulnerable populations.

¹ June 1, 2018 – May 31, 2019

The Elko Family Medical and Dental Center

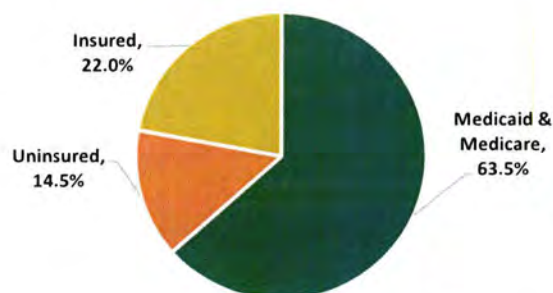
Patient Profile & Contribution of Care



\$2,364,107
in uncompensated care

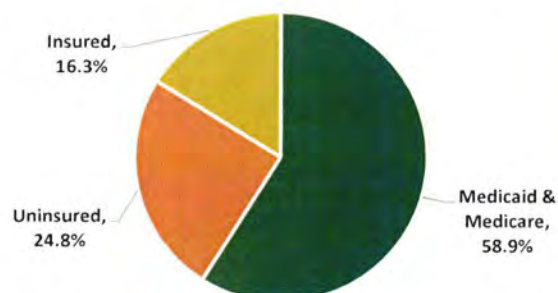
was provided by the Elko Family
Medical and Dental Center¹

Elko Family Medical
Patients by Type of Coverage - YTD 2019



Total Medicaid, Medicare and Uninsured – 78.0%

Elko Family Dental
Patients by Type of Coverage - YTD 2019

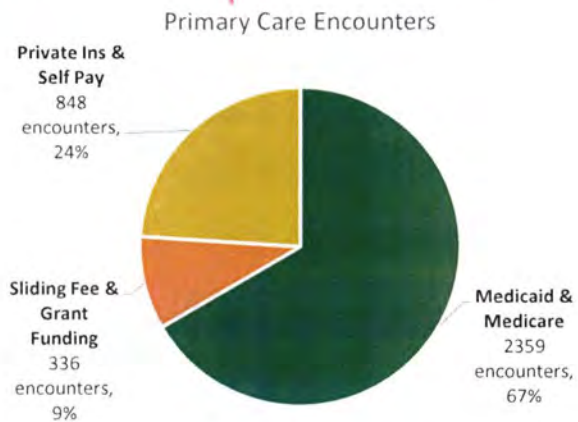


Total Medicaid, Medicare and Uninsured – 83.7%

¹From June 1, 2018 to May 31, 2019

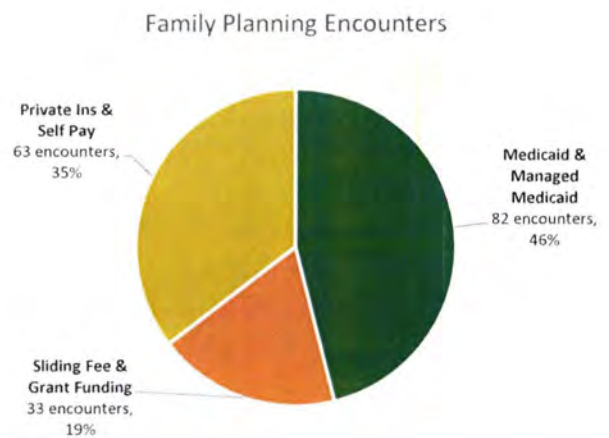
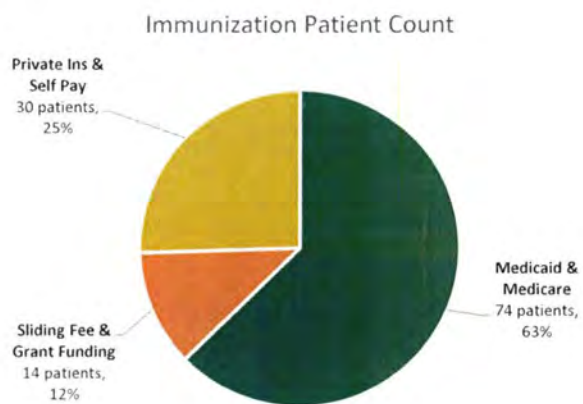
Elko Family Medical and Dental Center

April to June 2019



Elko, January – June 2019

	Total
Primary Care, encounters	7,016
Immunizations, patients	309
Family Planning, encounters	325



ELKO FAMILY MEDICAL & DENTAL CENTER Capital Campaign



Your community-based care provider

For more than 13 years, Elko Family Medical and Dental Center has provided high-quality medical and dental care to families in the community. From routine check-ups to immunizations to DOT physicals and care for chronic diseases like diabetes and asthma, our team focuses on putting our patients first.

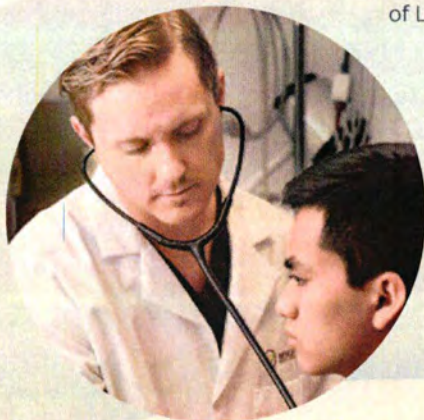
Located at 762 14th Street, in the old Elko Clinic building, Elko Family Medical and Dental Center is a familiar presence in our community. In 2018 we expanded our services to include a new family medicine residency program, in partnership with the University of Nevada, Reno School of Medicine; and a new telehealth program, which allows patients to see specialists via a secure video connection—reducing the need for out-of-state travel and time away from work.

Our services include family medicine, dental care, behavioral health, mental health, women's healthcare and more, and our care providers are friendly, professional, and equipped to treat a variety of conditions and concerns.



About Nevada Health Centers

Nevada Health Centers, a non-profit community health provider since 1977, owns and operates Elko Family Medical and Dental Center. We offer high-quality care and support at 18 health centers throughout the Silver State, and we operate three mobile healthcare programs; seven Women, Infants, and Children (WIC) offices; and a visiting nurse program in the community of Lockwood. For more information, visit nvhealthcenters.org.



1 primary care physician to 2,492 residents (Nevada overall ranks 48th in the nation)

43% rank a lack of Medicare & Medicaid providers as a top health concern

ELKO AREA STATISTICS

14.8% of Elko County residents are uninsured, the highest in the state

30% of community members indicate they travel outside of Elko to receive medical care



We need your help to renovate

Elko is a vibrant and can-do community of miners, ranchers, educators and others who enjoy the iconic imagery and open-range amenities of northeastern Nevada.

Generations of families call Elko home, and all residents deserve a community-based healthcare partner that provides quality, compassionate care for young and old alike, from newborns to adolescents, to retirees and to those who have dutifully served our country.

Great care is already available at Elko Family Medical and Dental Center, but our building is old and in need of improvements to help us meet today's healthcare needs—and tomorrow's demands.

By contributing to our Elko Capital Campaign, you can help us create a reimagined care center that expands access to needed healthcare services and stands as a source of community pride to all who call Elko home.

This project will benefit children, adults, seniors and veterans, not only in Elko but also in surrounding towns, communities, and counties. Elko Family Medical and Dental Center currently sees more than 5,600 patients per year, and we expect the renovation to open more than 4,000 additional appointment slots annually.

Planned renovation & expansion

In addition to enhancing the interior and exterior of the building, including a new HVAC system and utilization of unused space on the first and second floors, the renovation will include:

Newly expanded lobby and patient waiting area

A comfortable, expansive area for patients waiting to see their provider

Larger exam rooms

Larger, more spacious exam rooms for routine medical care and treatment

New dental care areas

Additional dental treatment chairs and amenities to expand access to care

Onsite pharmacy

A new community pharmacy, giving patients access to prescriptions and other medications



Estimated Renovation Costs

PHASE I (COMPLETED) - Medical Residency Program Space

Acquisition of building - 762 14th Street, Elko	\$725,000
Medical residency program exam rooms, procedure rooms, offices, lab, telemedicine room and blood draw room	\$935,000
Medical X-ray suite	\$207,600
Total	\$1,867,600

PHASE II - Dental, Lobby, Dispensary, System Improvements

Dental procedure rooms, offices, operatories, lobby expansion, medical dispensary, lab and adjacent first-floor medical offices	\$900,000
HVAC system existing building	\$800,000
First-floor asbestos mitigation, medical office area	\$15,000
Elevator	\$100,000
Contingency	\$181,500
Total	\$1,996,500

PHASE III - Pharmacy, Medical Offices, Exam Rooms, Community Space, Exterior

Onsite pharmacy	\$400,000
Pharmacy equipment	\$265,000
Medical offices, laboratory, nurses stations, exam rooms	\$700,000
Community & meeting spaces	\$150,000
Asbestos mitigation (basement)	\$50,000
Window replacement	\$70,000
Exterior renovation/landscaping	\$100,000
Contingency	\$173,500
Total	\$1,908,500

Total Project (Phases I-III) \$5,772,600

Completed Phase I (\$1,867,600)

Total remaining Phases II & III \$3,905,000

Pledged donations as of 6/30/19 (\$3,150,000)

Remaining funds to be raised as of 6/30/19 \$755,000

Investing in the health of our community

The William N. Pennington Foundation has already pledged \$3 million in support of the Elko Family Medical and Dental Center renovation, contingent on our ability to raise \$905,000 from the community by September 1, 2019. Of this amount, \$150,000 has been committed by Nevada Gold Mines and Newmont Goldcorp.

We are seeking gifts and pledges from you—our supporters, friends and neighbors—to raise the remaining funds of \$755,000 for this project.

Pledge

Corporate and foundation donations may be allocated over a three-year period. All donations are tax deductible.

Donor Wall

Legacy Donors	\$1,000,000+
Visionaries	\$500,000 - \$999,999
Leaders	\$100,000 - \$499,999
Champions	\$10,000 - \$99,999
Benefactors	\$1,000 - \$9,999

Naming Opportunities

Major donors will have access to various naming opportunities.

Campaign Leadership

Delmo Andreozzi
ELKO COUNTY COMMISSIONER

Cathy McAdoo
NSHE BOARD OF REGENTS

Kerry Aguirre
PRESIDENT, ELKO SUNRISE ROTARY CLUB

James M. Copenhaver
PRESIDENT, EJC FOUNDATION

Demar Dahl
ELKO COUNTY COMMISSIONER

Gerald J. Ackerman
ASSISTANT DEAN, RURAL PROGRAMS,
UNIVERSITY OF NEVADA, RENO
SCHOOL OF MEDICINE

Kevin Melcher
RETIRED - K-12 EDUCATION ADMINISTRATION
FORMER REGENT, NEVADA SYSTEM OF
HIGHER EDUCATION



Nevada Health Foundation is a non-profit 501(c)(3) corporation.

NEVADA HEALTH FOUNDATION

762 14TH STREET, ELKO, NV 89801

775.445.3505

nvhc.me/elko



PHOTO CREDITS:
JOSH CHARLEBOIS
KEITH CLARK
FAMARTIN / CC-BY-SA-3.0
UNR MED / BRIN REYNOLDS

**Elko City Council
Agenda Action Sheet**

1. Title: **Status update on the Public Nuisance complaint regarding 403 Pine Street, and matters related thereto. INFORMATION ITEM ONLY – NON ACTION ITEM CC**
2. Meeting Date: **September 10, 2019**
3. Agenda Category: **NEW BUSINESS**
4. Time Required: **10 Minutes**
5. Background Information: **Due to a fire at 403 Pine Street, the structure has been inspected and red-tagged by the City Building Department. Since that time, the property owner has done little to mitigate the attractive nuisance, resulting in several complaints from neighbors and calls for service to the City of Elko Police Department. At this time, the City Staff has verified the public nuisance and has reported findings to the City Attorney's office for further action. CC**
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information:
9. Recommended Motion: **Pleasure of the Council**
10. Prepared By: **Curtis Calder, City Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible approval of Resolution 17-19, a resolution providing for the transfer of appropriations between accounts within the City of Elko 2018/2019 Fiscal Budget pursuant to NRS 354.598005, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **RESOLUTION**
4. Time Required: **5 Minutes**
5. Background Information: **This is the annual year-end housekeeping item to transfer funds between functions and funds as required to fund all budgetary changes that occurred during the fiscal year. CQ**
6. Budget Information:
 Appropriation Required:
 Budget amount available:
 Fund name:
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information:
9. Recommended Motion: **Approve Resolution No. 17-19, a resolution providing for the transfer of appropriations between accounts within the City of Elko's 2018/2019 Fiscal Budget pursuant to N.R.S 354.598005**
10. Prepared By: **Candi Quilici, Acting Accounting Manager**
11. Committee/Other Agency Review:
12. Council Action:
13. Agenda Distribution:

**CITY OF ELKO
RESOLUTION NO. 17-19**

**A RESOLUTION PROVIDING FOR THE
TRANSFER OF APPROPRIATIONS BETWEEN ACCOUNTS
WITHIN THE CITY OF ELKO 2018/2019 FISCAL BUDGET
PURSUANT TO N.R.S. 354.59800 5**

WHEREAS, the City of Elko 2018/2019 Fiscal Year Budget has the need for transfers of Appropriations between functions and accounts.

NOW , THEREFORE BE IT RESOLVED. That pursuant to N.R.S. 354.598005, the attached transfers of appropriations be accomplished:

A detailed schedule is attached to this Resolution and by reference is made a part thereof.

IT IS FURTHER RESOLVED, that upon adoption of this Resolution by the Elko City Council, it shall be signed by the Mayor and attested to by the City Clerk and shall be in full force and effect after its adoption.

PASSED AND ADOPTED THIS 27th day of August 2019.

Reece Keener, Mayor

ATTEST:

Kelly Wooldridge, City Clerk

VOTE:

AYES:

NAYS:

ABSENT:

ABSTAIN

City of Elko
FY 2018 /2019 Budget Transfers

Description	Debit	Credit
Manager - Salaries		
Manager - Benefits Health Insurance		
Manager - Benefits PERS		
Manager - Technical Lobbying Services		27,000.00
Personnel Benefits PERS		
Personnel S/S Labor Related Legal	11,000.00	
Info Systems PERS		
Info Systems - Salaries	2,700.00	
Info Systems - S & S Phone Expense		
Finance - Salaries Full Time	4,600.00	
Finance - Benefits Health Insurance		
Finance - Benefits PERS		
Finance S & S Flood Expenses		
Central Services Benefits Group Health	300.00	
Central Services Liability Insurance	7,000.00	
Planning & Zoning Salaries		
Planning & Zoning Benefits PERS		
Planning & Zoning S/S Other Consulting Fees		15,000.00
Municipal Court Legal Counsel Fees		
Municipal Court Elko County Contract		
Economic Development - NENRDA		
Total General Government	25,600.00	42,000.00
Police Salaries	85,100.00	
Police Benefits Health Insurance		
Police Benefits PERS Public Safety		
Police - Travel & Training	30,000.00	
Police - Gasoline	30,000.00	
Police - General Supplies Non - Capital Equip Replacement	5,000.00	
ARFF Fire Station Full Time Salaries	85,000.00	
ARFF Fire Station Salaries Overtime		
Downtown Fire Station Protective Clothing		
Total Public Safety	235,100.00	-
Streets Salaries		20,000.00
Streets S & S Hotmix		
Streets S & S Snow Removal		20,000.00
Streets Capital Outlay		
Fleet Salaries	12,000.00	
Fleet Benefits - PERS	700.00	
Fleet - Outside Repairs		
Fleet - Fuel Facility Maintenance		
Fleet - Facility Repairs		
Engineering - Salaries		15,000.00
Engineering - Benefits PERS		
Building Dept - Salaries Full -Time		55,100.00
Building Dept Benefits - Group Health		
Building Dept Benefits - PERS		1,000.00
Building Dept Technical Other Consulting Service	7,500.00	
Building Dept Temporary Employees Services		

Facilities Salaries		
Facilities Benefits PERS		
Facilities Contract Services Temporary Employee Services		15,000.00
Facilities Traffic Signal Repairs		10,000.00
Community Development Salaries		53,000.00
Community Development Benefits - W/C		
Community Development Technical Other Consulting Services		10,000.00
Community Development S & S - Permit Compliance		
Community Development S & S - Training		
Total Public Works	20,200.00	199,100.00
Animal Shelter Salaries		
Animal Shelter Salaries - Part Time		
Animal Shelter Benefits Health Insurance		
Animal Shelter Veterinary Supplies	6,500.00	
Animal Shelter Temporary Employee Services		
Cemetery Salaries		
Cemetery Benefits Group Health		
Total Health	6,500.00	-
Parks Salaries Full Time		35,000.00
Park Benefits PERS		
Parks S & S Equipment / Supplies	-	
Parks S & S Mosquito Abatement	-	
Pool Salaries Part Time		11,300.00
Pool S / S Natural Gas		-
Total Culture and Recreation	-	46,300.00
Elko County School District		
Total Community Support	-	-
Transfer to Recreation Fund - Swimming Pool projects	24,600.00	-
Transfer to Capital Construction Fund Swimming Pool		
Contingency		
Total Other Uses	24,600.00	-
Total General Fund	312,000.00	287,400.00
Recreation - Bonding Expenses	-	
Recreation - Repair Supplies/Materials - Park Lot Mtn	-	
Recreation - Capital Outlay - Swimming Pool Repair		24,600.00
Recreation - Parks Capital Outlay -		
Recreation - ECVA	-	
Transfer to Debt Service		
Total Recreation Fund	-	24,600.00
Youth Recreation - Salaries Part Time	7,100.00	-
Youth Recreation - Benefits - PERS	-	
Youth Recreation - Snowbowl Expenses		7,100.00
Total Youth Recreation Fund	7,100.00	7,100.00
Total Ad Valorem Cap Projects Fund	-	-
Capital Equip - Police Dept		25,000.00
Capital Equip - Fire Dept Capital Outlay		
Capital Equip - Street Dept		

Capital Equip - Fleet Mtn		
Capital Equip - Engineering	25,000.00	
Capital Equip - Building Dept		
Total Capital Equipment Reserve Fund	25,000.00	25,000.00
		-
Water Administration - Salaries		26,000.00
Water Administration - Health Insurance		13,000.00
Water Administration Benefits - PERS	-	6,000.00
Water Administration Work Comp	-	750.00
Water Administration Liability Insurance		
Water Operations Salaries	9,800.00	-
Water Operations - Health Insurance	28,000.00	
Water Operations Benefits PERS	3,000.00	
Water Operations Liability Insurance		
Water Operations Outside Repairs		
Water Operations - Street Cut	12,900.00	
Water Operations New Meters & Supplies		
Water Wells Salaries	2,400.00	
Water Wells Benefits Group Health		23,000.00
Water Wells Outside Repairs	12,650.00	
Water Wells Well Pumping		
Water Depreciation		
Total Water Fund	68,750.00	68,750.00
Sewer Administration - Salaries		3,500.00
Sewer Adm Benefits - PERS		
Sewer Administration Utilities Sewer Line Easement		
Sewer Administration Bank Account Analysis Fees	3,000.00	
Sewer Operating Salaries		
Sewer Operating Benefits PERS		
Sewer Operating Sewer Line Camera Scoping		3,000.00
Sewer Lab Facility Repairs		
Sewer Lab Part Time Salaries	3,500.00	
Sewer Fund - Depreciation Expense		-
Total Sewer Fund	6,500.00	6,500.00
Landfill Adm - Salaries	2,000.00	
Landfill Adm - PERS	1,300.00	
Landfill Adm - Annual		
Landfill Adm - Acct Analysis Fees		
Landfill Operations - Salaries		2,000.00
Landfill Operations - Group Health Insurance		1,300.00
Landfill Operations - Other Consulting Services		
Landfill Operations - Gasoline		
Landfill Operations - Depreciation Expense		
Total Landfill Fund	3,300.00	3,300.00
Airport Administration - Salaries		9,000.00
Airport Administration - Benefits PERS		1,500.00
Airport ARFF SVC - Salaries		
Airport ARFF SVC - Benefits Group Health		

[illegible]

**Elko City Council
Agenda Action Sheet**

1. Title: **First reading of proposed Ordinance 844, an Ordinance deleting Title 7 Chapter 6 entitled "Recreational Vehicles" and creating Title 7, Chapter 6 entitled "Off-Highway Vehicles" and establishing rules for operation of off-highway vehicles within the municipal boundaries of the City of Elko, established routes for ingress and egress from the City of Elko to public and private lands where off-highway vehicle use is authorized, and establishing the penalties for violations, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **ORDINANCE**
4. Time Required: **10 Minutes**
5. Background Information: **City Council initiated this ordinance on August 28, 2018, and directed Staff to form a workgroup consisting of City Staff and interested members of the public. The work group met several times. A public hearing was held on January 24, 2019 to garner further public input. The ordinance was tabled on 7/23/2019. KW**
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required – No changes to the existing requirements are being made.**
8. Supplemental Agenda Information:
9. Recommended Motion:
10. Prepared By: **Kelly Wooldridge, City Clerk**
11. Committee/Other Agency Review: **OHV Work Group, City Attorney**
12. Council Action:
13. Agenda Distribution: perfjohn@msn.com
chrisjjohnson@frontiernet.net
jsimpson@dps.state.nv.gov
bratliff@dot.nv.gov
morrisc@frontiernet.net
myerscharlie@ymail.com

**Elko City Council
Agenda Action Sheet**

1. Title: **Ratification of the Police Chief issuing a 30-day Temporary Retail Wine/Beer Liquor License and issue a Regular Retail Wine/Beer Liquor License, to Jonathan Dickerson, DBA Round Table Pizza, located at 2503 Mountain City Highway, Elko, NV 89801, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **PETITION**
4. Time Required: **5 Minutes**
5. Background Information: **N/A**
6. Budget Information:

Appropriation Required: **N/A**
Budget amount available: **N/A**
Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **N/A**
9. Recommended Motion: **Ratification of the Police Chief issuing a 30-day Temporary Retail Wine/Beer Liquor License and issue a Regular Retail Wine/Beer Liquor License, to Jonathan Dickerson, DBA Round Table Pizza, located at 2503 Mountain City Highway, Elko, NV 89801**
10. Prepared By: **Ben Reed, Jr., Police Chief**
11. Committee/Other Agency Review:
12. Council Action:
13. Council Agenda Distribution:



ELKO POLICE DEPARTMENT

Ben Reed, Jr.
Police Chief

1448 Silver Street
Elko, Nevada 89801
775.777.7310
775.738.1415 Fax
www.elkocity.com

DATE: August 20, 2019

TO: Curtis Calder, City Manager

FROM: Ben Reed, Jr., Police Chief

SUBJECT: Recommend the approval of a Retail Wine/Beer Liquor License Application in the name of Round Table Pizza, located at 2503 Mountain City Highway, Elko, NV 89801.

On August 15, 2019, Jonathan Dickerson made application for a Retail Wine/Beer Liquor License in the name of Round Table Pizza, located at the above address.

Mr. Dickerson successfully has completed the required background investigation.

We recommend the Elko City Council approve Mr. Dickerson's request for a Retail Wine/Beer Liquor License, dba Round Table Pizza.

Attachments: Copy of Liquor License Application



**CITY OF ELKO
BUSINESS LICENSE**

Business Name: ROUND TABLE PIZZA

Location: 2503 MOUNTAIN CITY HWY

License #: 11279

Class: PIZZA RESTAURANT

Issue Date: 8/13/2019

Expiration Date: 7/31/2020

License Type: Business License

ROUND TABLE PIZZA
1763 HEATHER CIRCLE
MINDEN, NV 89423

JHDP INC
2503 MOUNTAIN CITY HWY
Elko, NV 89801

**Elko City Council
Agenda Action Sheet**

1. Title: **Review, consideration, and possible action to adopt Resolution No. 16-19, a resolution of the Elko City Council adopting a change in zoning district boundaries from R (Single-Family and Multi-Family Residential) to RO (Residential Office) zoning district, approximately .14 acres of property, referred to as APN 001-231-009, filed by Lambert Family Trust and processed as Rezone No. 3-19, and matters related thereto. FOR POSSIBLE ACTION**
2. Meeting Date: **August 27, 2019**
3. Agenda Category: **PUBLIC HEARING**
4. Time Required: **10 Minutes**
5. Background Information: **The Planning Commission considered the subject zone change request on August 6, 2019 and took action to forward a recommendation to City Council to adopt a resolution which conditionally approves Rezone No. 3-19. CL**
6. Budget Information:
 Appropriation Required: **N/A**
 Budget amount available: **N/A**
 Fund name: **N/A**
7. Business Impact Statement: **Not Required**
8. Supplemental Agenda Information: **Resolution, P.C. action report, Staff memos and related correspondence**
9. Recommended Motion: **Adopt Resolution No. 16-19**
10. Prepared By: **Cathy Laughlin, City Planner**
11. Committee/Other Agency Review: **Planning Commission, legal counsel**
12. Council Action:
13. Agenda Distribution: **John and See Lambert
10010 Fritz Lane
Reno, NV 89521

High Desert Engineering
Mr. Bob Morley
remorley@frontiernet.net**

Upon introduction and motion by Councilman _____ and seconded by Councilman _____ the following Resolution and Order was passed and adopted:

**CITY OF ELKO
RESOLUTION NO. 16-19**

**A RESOLUTION OF THE ELKO CITY COUNCIL
ADOPTING A CHANGE IN ZONING DISTRICT BOUNDARIES**

WHEREAS, the Elko City Council has conducted a public hearing in accordance with Nevada Revised Statutes, Section 278.260 and the Elko City Code, Section 3-2-21(C), and

WHEREAS, the Elko City Council has received and reviewed the application submitted by John and See Lambert, as Trustees of the Lambert Family Trust (petitioner), together with any public input, supporting data and evidence, and the previous action taken by the Planning Commission pertaining to Rezone Application No. 3-19.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE ELKO CITY COUNCIL that Rezone Application No. 3-19, involving a change in zoning from R (Single-Family and Multi-Family Residential) to RO (Residential Office) involving approximately 0.14 acres of property located generally on the north corner of the intersection of Court Street and 6th Street, more particularly described in Exhibit A and shown on the maps at Exhibit B attached hereto is hereby adopted, subject to the following conditions agreed to by the petitioners:

- 1. A variance be granted for the interior side yard setback for the principal structure.**

IT IS FURTHER RESOLVED AND ORDERED that this Resolution shall not be signed and recorded until the conditions are satisfied.

IT IS FURTHER RESOLVED AND ORDERED that upon satisfaction of the conditions stated herein, that this Resolution shall be signed by the Mayor and attested to by the City Clerk.

PASSED AND ADOPTED this __ day of _____, 2019.

CITY OF ELKO

By: _____
REECE KEENER, MAYOR

ATTEST:

KELLY C. WOOLDRIDGE, CITY CLERK

VOTE:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RECEIVED

JUL 11 2019

EXHIBIT A

ZONING CHANGE FOR THE LAMBERT FAMILY TRUST

July 10, 2019

A parcel of land located in City of Elko, Nevada, being all of Lots 13 and 14 in Block 30, as shown on the Plat of the Town of Elko, filed in the Office of the Elko County Recorder, Elko, Nevada, on March 18, 1870 and portions of Pine Street and Sixth Street, more particularly described as follows:

Beginning at the most Northerly Corner of said Lot 14, Block 30, being Corner No. 1, The True Point of Beginning;

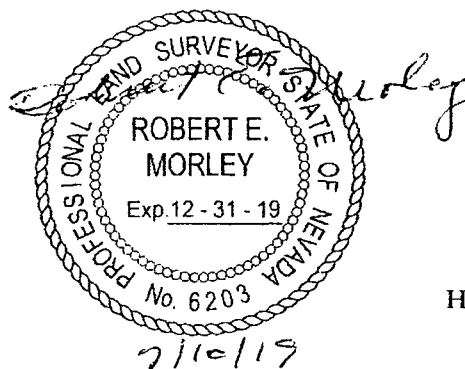
Thence S 48° 01' 40" E, 140.00 feet along the Northeasterly Line of said Lot 14, Block 30 to Corner No. 2, a point being on the centerline of said Pine Street;

Thence S 41° 58' 20" W, 90.00 feet along the said centerline of Pine Street to Corner No. 3, a point being the centerline intersection of said Pine Street and said Sixth Street;

Thence N 48° 01' 40" W, 140.00 feet along the centerline of said Sixth Street to Corner No. 4;

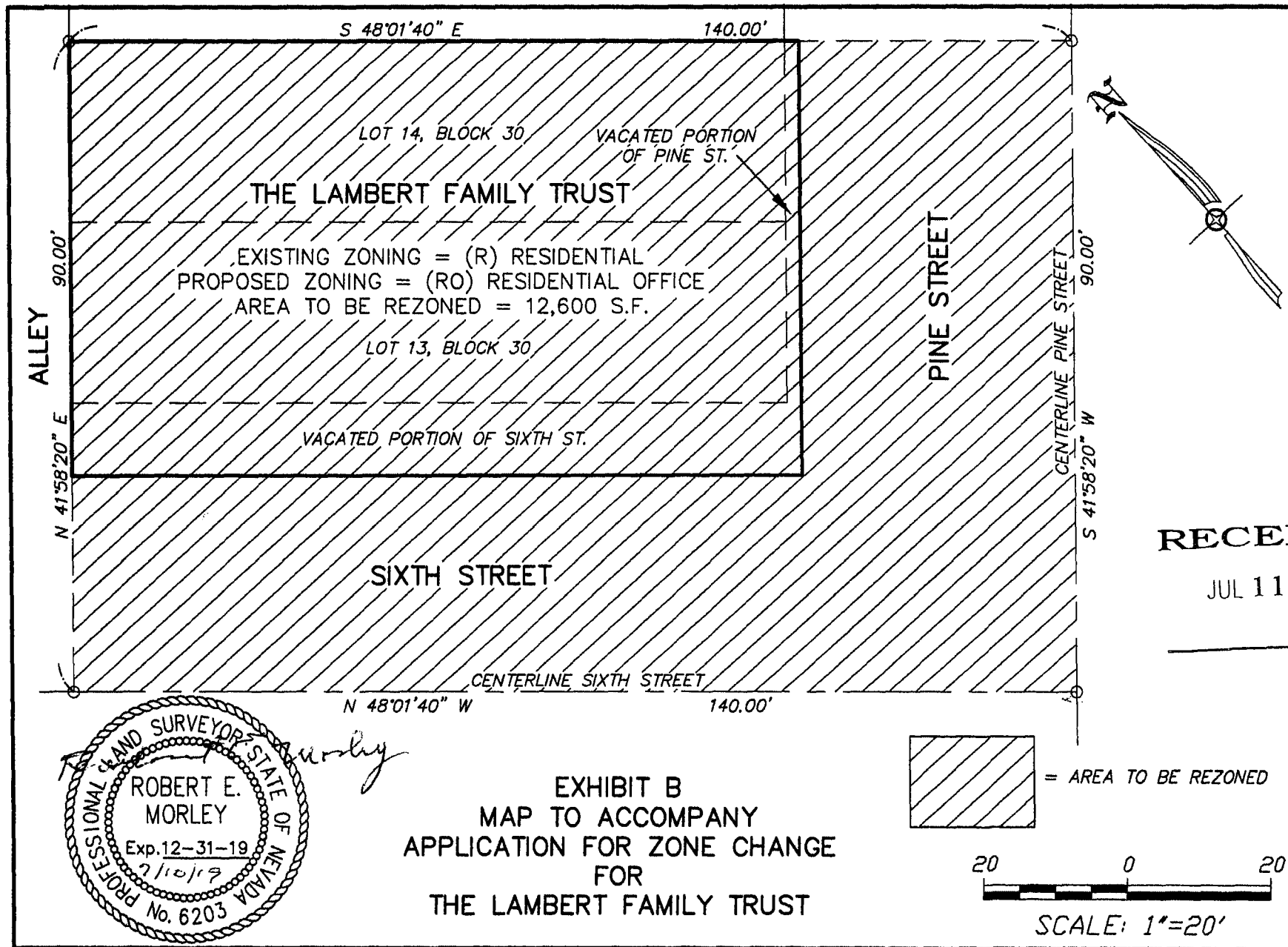
Thence N 41° 58' 20" E, 90.00 feet along the Northwesterly Line of said Lots 13 and 14, Block 30 to Corner No. 1, the point of beginning, containing 12,600 Sq. Ft., more or less.

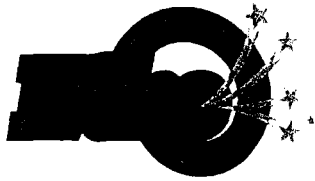
Reference is hereby made to Exhibit B, Map to Accompany Application for Zone Change for the Lambert Family Trust attached hereto and made a part hereof.



Prepared by Robert E. Morley, PLS
640 Idaho Street

High Desert Engineering
Elko, NV 89801





CITY OF ELKO

Planning Department

Website: www.elkocity.com
Email: planning@elkocitynv.gov

1751 College Avenue • Elko, Nevada 89801 • (775) 777-7160 • Fax (775) 777-7219

CITY OF ELKO PLANNING COMMISSION ACTION REPORT Regular Meeting of August 6, 2019

WHEREAS, the following item was reviewed and considered by the Elko City Planning Commission on August 6, 2019 under Public Hearing format in accordance with notification requirements contained in N.R.S. 278.260 and Elko City Code Section 3-2-21:

Rezone No. 3-19, filed by John and See Lambert as Trustees of the Lambert Family Trust, for a change in zoning from R (Single-Family and Multi-Family Residential) to RO (Residential Office) Zoning District, approximately 0.14 acres of property, and matters related thereto.

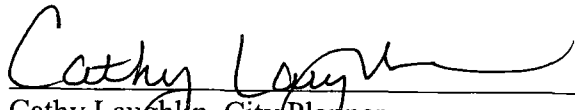
The subject property is generally located on the north corner of the intersection of 6th Street and Pine Street. (603 Pine Street - APN 001-231-009)

NOW THEREFORE, upon review and consideration of the application, supporting data, public input and testimony, the Planning Commission forwarded a recommendation to City Council to adopt a resolution which approves Rezone No. 3-19, subject to the conditions listed in the City of Elko Staff Report dated July 15, 2019, listed as follows:

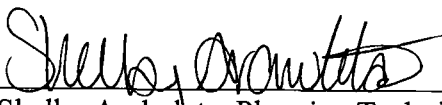
- 1. All conditions for the rezone are satisfied prior to the Mayor signing the resolution to rezone the property.**
- 2. A variance be granted for the interior side yard setback for the principal structure.**

The Planning Commission's findings to support its recommendation are the proposed zone district is in conformance with the Land Use Component of the Master Plan. Residential Office is a corresponding district of Residential Medium Density. The proposed zone district meets Objectives 2 and 4 of the Land Use Component of the Master Plan. The proposed rezone is consistent with the Transportation Component of the Master Plan. The proposed zone district, intensity of use and limitations of intensity of use will not create any significant cumulative issues on the existing transportation system. The proposed zone district and continued commercial land use of the property conforms to the Redevelopment Plan. The proposed rezone is consistent with City of Elko Wellhead Protection Plan. The proposed use of the property and allowed uses under the proposed district do not present a hazard to City Wells. The property does not conform to Section 3-2-4 of City Code. As a result of the above referenced non-conformance issues, the applicant has applied for variance on the interior side yard setback under Variance application 3-19. Approval of the variance application is required as a condition of the zone application. The proposed rezone is not in conformance with Section 3-2-5(R) Residential Office, a variance for interior side setback will be required prior to approval of the application. The property as developed is in conformance with City Code 3-2-17 for the principal permitted use as a single family residence. If the property is issued a conditional use permit to be

developed as an office use, it will be required to provide off-street parking to be located at the rear of the property and accessed from the alley way. The applicant will be required to provide ADA compliant parking as part of the off-street parking requirement. The parcel is not located within a designated Special Flood Hazard Area. Development under the proposed rezone will not adversely impact natural systems, or public/federal lands such as waterways, wetlands, drainages, floodplains etc. or pose a danger to human health and safety. The proposed rezone is consistent with surrounding land uses.


Cathy Laughlin, City Planner

Attest:


Shelby Archuleta, Planning Technician

CC: Applicant
Kelly Wooldridge, City Clerk
Michele Rambo, Development Manager (Email)

STAFF COMMENT FLOW SHEET
PLANNING COMMISSION AGENDA DATE: 8/6

Do not use pencil or red pen, they do not reproduce

Title: Rezone 3-19

Applicant(s): John + See Lambert as Trustees of the Lambert Family Trust

Site Location: 603 Pine Street - APN 001-231-009

Current Zoning: R Date Received: 7/10/19 Date Public Notice: 7/23

COMMENT: This is to change the zoning at 603 Pine Street
from R to R0, to allow for a professional office, in
Conjunction with a Variance and Conditional Use Permit Application.

If additional space is needed please provide a separate memorandum

Assistant City Manager: Date: 7/31/19

Recommend approval as presented by staff

SAW

Initial

City Manager: Date: 8/5/19

No comments/concerns.

CC

Initial



City of Elko
1751 College Avenue
Elko, NV 89801
(775) 777-7160
FAX (775) 777-7119

CITY OF ELKO STAFF REPORT

MEMO DATE:	July 15, 2019
PLANNING COMMISSION DATE:	August 6, 2019
APPLICATION NUMBER:	REZONE 3-19
AGENDA ITEM:	II.A.1
APPLICANT:	John and See Lambert as Trustees of the Lambert Family Trust
PROJECT DESCRIPTION:	603 Pine Street
RELATED APPLICATIONS:	Var 3-19 & CUP 6-19

A rezone from (R) Single Family and Multiple Family Residential to (RO) Residential Office to allow for the continuation of a professional office with approved CUP.



STAFF RECOMMENDATION:

RECOMMEND APPROVAL, subject to findings of facts and conditions as stated in this report.

PROJECT INFORMATION

PARCEL NUMBER: 001-231-009

PARCEL SIZE: 6,120 sq. ft.

EXISTING ZONING: (R) Single Family and Multiple Family Residential

MASTER PLAN DESIGNATION: (RES-MD) Residential Medium Density

EXISTING LAND USE: Developed as a professional office

NEIGHBORHOOD CHARACTERISTICS:

- The property is surrounded by:
 - North & Northeast: (R) Single and Multiple Family / Developed
 - Southwest: (R) Single and Multiple Family / Developed
 - Southeast: (C) Commercial / Developed

PROPERTY CHARACTERISTICS:

- The property is developed.
- The property fronts Pine Street and 6th Street.
- Access to the property for parking is off the alley at the rear of the parcel.

MASTER PLAN AND CITY CODE SECTIONS:

Applicable Master Plans and City Code Sections are:

- City of Elko Master Plan – Land Use Component
- City of Elko Master Plan – Transportation Component
- City of Wellhead Protection Plan
- City of Elko Zoning – Section 3-2-4 Establishment of Zoning Districts
- City of Elko Zoning – Section 3-2-5(F) RO – Residential Office District
- City of Elko Zoning – Section 3-2-17 Traffic, Access, Parking and Loading Regulations
- City of Elko Zoning – Section 3-2-21 Amendments
- City of Elko Zoning – Section 3-8 Flood Plain Management

BACKGROUND:

1. The parcel is identified as APN 001-231-009.
2. The applicant is the property owner.
3. The property is located north of the Pine Street and 6th Street intersection.
4. The area of the parcel is approximately 6,120 square feet.
5. The required off street parking for the existing business exists at the rear of the property. Two off-street parking for the principal use as a single family residence is also provided off the alley.
6. The applicant has applied for a variance (VAR 3-19) for a reduction of the interior side yard setback to be reviewed by the Planning Commission in conjunction with this application.
7. The applicant has applied for a Conditional Use Permit (CUP 6-19) for use of the property as a professional office. The application will be reviewed by the Planning Commission in conjunction with this application.
8. The property has a Conditional Use Permit approved on September 18, 1991. It doesn't appear that the CUP was issued in conformance with the code at the time as the property

was zoned R- Single Family Multi-Family Residential when the CUP was approved. The CUP is specific to the use as an attorney's office for up to two attorneys. The CUP was recorded with the Elko County Recorder in Book 764 page 437.

MASTER PLAN:

Land use:

1. The Master Plan Land Use Atlas shows the property as Residential Medium Density.
2. RO- Residential Office zoning district is listed as a corresponding zoning district for Residential Medium Density. The proposed RO district is consistent with current RO uses and/or residential uses in the immediate vicinity.
3. Objective 2: Encourage revitalization and redevelopment of the downtown area to strengthen its role as the cultural center of the community
4. Objective 4: Consider a mixed-use pattern of development for the downtown area, and for major centers and corridors, to ensure the area's adaptability, longevity, and overall sustainability.

The proposed zone amendment is in conformance with the Master Plan Land Use component

Transportation:

1. The property fronts Pine Street and 6th Street as well as a public access alley in the rear.
2. Parking is established at the rear of the property off the alley.

The proposed zone district, intensity of use and limitations of intensity of use will not create any significant cumulative issues on the existing transportation system.

ELKO REDEVELOPMENT PLAN:

1. The property is located within the redevelopment area. The proposed district supports several objectives in the redevelopment plan. The most important objective being the continuation of economic activity in the area.

The proposed zone district and continuation of the existing established business conforms to the redevelopment plan.

ELKO WELLHEAD PROTECTION PLAN:

1. The property is not located within any capture zone for City wells.
2. Conformance with the Wellhead Protection Plan is required.

The proposed use of the property and allowed uses under the proposed district do not present a hazard to City wells.

SECTION 3-2-4 Establishment of Zoning Districts:

1. The minimum lot area required is 5,000 square for areas of the community platted with 50 foot wide lots. The parcel meets the criteria stipulated for the lot area in Section 3-2-5 of city code.
2. The required lot dimensions for the proposed district in this area of the community would be 50 feet in width by 100 feet in depth as stipulated in Section 3-2-5 of city code.
3. The property is developed and the structure does not meet the interior side yard setback requirements stipulated in Section 3-2-5 of city code.

As a result of the above referenced non-conformance issues, the applicant has applied for variances on the interior side yard setback under Variance application 3-19.

SECTION 3-2-5 (RO) Residential Office:

1. As noted in the evaluation under Section 3-2-4 the property does not conform with interior side yard setback requirements stipulated for the district.
2. Variance 3-19 application has been submitted for consideration by the Planning Commission to address the conformance deficiency.

Approval of variance application 3-19 is a required condition of the zone application to address identified non-conforming issues.

SECTION 3-2-17 Traffic, Access, Parking and Loading Regulations:

1. There is off-street parking located in the rear of the parcel and it meets the 2 off street parking stalls code requirement for a principal permitted use as a single family residence. If the property is issued a conditional use permit to be developed as an office use, it will be required to provide off-street parking to be located at the rear of the property and accessed from the alley way in conformance with Elko City Code 3-2-17(F). The applicant will be required to provide ADA compliant parking as part of the off-street parking requirement.

The existing property appears to be in conformance with ECC 3-2-17.

SECTION 3-2-21 Amendments:

1. The applicant has conformed to this section of code with the filing of the application.

SECTION 3-8

1. This parcel is not located in a designated Special Flood Hazard Area (SFHA).

FINDINGS

2. The proposed zone district is in conformance with the Land Use Component of the Master Plan. Residential Office is a corresponding district of Residential Medium Density. The proposed zone district meets Objectives 2 and 4 of the Land Use Component of the Master Plan.
3. The proposed rezone is consistent with the Transportation component of the Master Plan. The proposed zone district, intensity of use and limitations of intensity of use will not create any significant cumulative issues on the existing transportation system.
4. The proposed zone district and continued commercial land use of the property conforms to the redevelopment plan.
5. The proposed rezone is consistent with City of Elko Wellhead Protection Plan. The proposed use of the property and allowed uses under the proposed district do not present a hazard to City wells.
6. The property does not conform to Section 3-2-4 of city code. As a result of the above referenced non-conformance issues, the applicant has applied for variances on the interior

side yard setback under Variance application 3-19. Approval of the variance application is required as a condition of the zone application.

7. The proposed rezone is not in conformance with Section 3-2-5(R) Residential Office, a variance for interior side setback will be required prior to approval of the application.
8. The property as developed is in conformance with City Code 3-2-17 for the principal permitted use as a single family residence. If the property is issued a conditional use permit to be developed as an office use, it will be required to provide off-street parking to be located at the rear of the property and accessed from the alley way. The applicant will be required to provide ADA compliant parking as part of the off-street parking requirement.
9. The parcel is not located within a designated Special Flood Hazard Area.
10. Development under the proposed rezone will not adversely impact natural systems, or public/federal lands such as waterways, wetlands, drainages, floodplains etc. or pose a danger to human health and safety.
11. The proposed rezone is consistent with surrounding land uses.

STAFF RECOMMENDATION:

Staff recommends this item be **conditionally approved** with the following conditions:

1. All conditions for the rezone are satisfied prior to the Mayor signing the resolution to rezone the property.
2. A variance be granted for the interior side yard setback for the principle structure.

The Zone 3-19 - Lambert Family Trust - CC

YPNO	PANAME	PMADD1	PMADD2	PMCTST	PZIP
001183005	ANDERSON, JOHN R & THERESA A TR		673 JUNIPER ST	ELKO NV	89801-3537
001231010	ANDERSON, ROSE M		670 6TH ST	ELKO NV	89801-3522
001223004	BND PROPERTIES LLC		687 6TH ST STE 1	ELKO NV	89801-3580
001231011	BROWN, JAMES M & PATRICIA S		336 HULL ST	HENDERSON NV	89015-2720
001231003	CLEARWATER, KYLE & COURTNEY		661 7TH ST	ELKO NV	89801-3525
001234001	EDEN FAMILY PROPERTIES LLC		643 COURT ST	ELKO NV	89801-3531
001227001	ELKO COUNTY OF	C/O COURT HOUSE ANNEX	540 COURT ST	ELKO NV	89801-3515
001226010	ELKO COUNTY OF		571 IDAHO ST	ELKO NV	89801-3715
001226001	ELKO, COUNTY OF		540 COURT ST	ELKO NV	89801-3515
001234005	ERREA, LOUISE ET AL		570 6TH ST	ELKO NV	89801-3520
001223003	FARLEY, THEODORE E JR TR ET AL	} 1p.c.	8824 AUBURN VALLEY RD	AUBURN CA	95602-9256
001223002	FARLEY, THEODORE E JR TR ET AL		8824 AUBURN VALLEY RD	AUBURN CA	95602-9256
001223006	FINLEY, ROBERT C & ELIZABETH L		555 PINE ST	ELKO NV	89801-3541
001183004	FIRST BAPTIST CHURCH OF ELKO		685 JUNIPER ST	ELKO NV	89801-3537
001176011	FUGATE, CINDY ANN		535 JUNIPER ST	ELKO NV	89801-3535
001234004	GALLAGHER PROPERTIES LLC		2770 DEL MONTE LN	RENO NV	89511-7536
001231012	SALLY RASMUSSEN		651 BULLION RD SPC 74	ELKO NV	89801-4100
001183007	GLENNON, DEREK D		641 JUNIPER ST	ELKO NV	89801-3537
001226009	GLENNON, KAY K		PO BOX 8386	SPRING CREEK NV	89815-0007
001223008	GULDAGER, GERALD		509 PINE ST	ELKO NV	89801-3541
001183009	HEGUY, ROBERT A & ELIZABETH A		611 JUNIPER ST	ELKO NV	89801-3537
001234006	HOLTON, ALEX & CHERRIE		590 6TH ST	ELKO NV	89801-3520
001223010	HOOIMAN, ERIC & TERA		674 5TH ST	ELKO NV	89801-3551
001231008	HOPKINS, EVERETT A & LORETTA H		615 PINE ST	ELKO NV	89801-3543
001183006	KEMMISH, STEPHANIE A ET AL		649 JUNIPER ST	ELKO NV	89801-3537
001234002	MADDEN, KIRIN L		643 COURT ST	ELKO NV	89801-3531
001176008	NODINE, DEBORAH		585 JUNIPER ST	ELKO NV	89801-3535
001176010	O'BRIEN, COLLEEN MAVOURNEEN		494 GLEN HAVEN DR	SPRING CREEK NV	89815-6103
001231005	PETERSEN, DENNIS E & JANET	} 1p.c.	655 PINE ST	ELKO NV	89801-3543
001231006	PETERSEN, DENNIS E & JANET		655 PINE ST	ELKO NV	89801-3543
001183008	SIGMAN, KAYE		5900 HIGHWAY 45	NAMPA ID	83686-5884
001231004	SONORA LLC		PO BOX 1597	ELKO NV	89803-1597
001176009	SOVIE, JOSHUA S ET AL		565 JUNIPER ST	ELKO NV	89801-2666

001231001 STARKEY, BRIAN & DENA
001223001 STOKES, BRENT & ERIN
001231013 TREE STREET INVESTMENST GROUP G
001223005 TURNER, DANIEL L & DOROTHY M
001234003 VENTERS, BRIGIT & BRENT
001231007 WOODBURY FAMILY 2013 TRUST

698 6TH ST
756 ALPINE DR
725 2ND ST
631 6TH ST
627 COURT ST
1053 IDAHO ST

ELKO NV	89801-3522
SPRING CREEK NV	89815-7348
ELKO NV	89801-3009
ELKO NV	89801-3521
ELKO NV	89801-3531
ELKO NV	89801-3920

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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Elko City Council will conduct a public hearing on Tuesday, August 27, 2019 beginning at 5:30 P.M. P.S.T. at Elko City Hall, 1751 College Avenue, Elko, Nevada, and that the public is invited to provide input and testimony on this matter under consideration in person, by writing, or by representative.

The specific items to be considered under public hearing format are:

- Rezone 3-19, having a hearing as Resolution No. 16-19, filed by John and See Lambert as Trustees of the Lambert Family Trust, for a change in zoning from R (Single-Family and Multi-Family Residential) to RO (Residential Office) Zoning District, approximately 0.14 acres of property, specifically APN 001-231-009, located generally on the north corner of the intersection of 6th Street and Pine Street, more particularly described as: A parcel of land located in City of Elko, Nevada, being all of Lots 13 and 14 in Block 30, as shown on the Plat of the Town of Elko, filed in the Office of the Elko County Recorder, Elko, Nevada, on March 18, 1870 and portions of Pine Street and Sixth Street, more particularly described as follows:
Beginning at the most Northerly Corner of said Lot 14, Block 30, being Corner No. 1, The True Point of Beginning;
Thence S 48° 01'40" E, 140.00 feet along the Northeasterly Line of said Lot 14, Block 3 to Corner No. 2, a point being on the centerline of said Pine Street;
Thence S 41°58'20" W, 90.00 feet along the said centerline of Pine Street to Corner No. 3, a point being the centerline intersection of said Pine Street and said Sixth Street;
Thence N 48°01'40" W, 140.00 feet along the centerline of said Sixth Street to Corner No. 4;
Thence N 41°58'20" E, 90.00 feet along the Northwesterly Line of said Lots 13 and 14, Block 30 to Corner No. 1, The Point of Beginning, containing 12,600 Sq. Ft., more or less.
Reference is hereby made to Exhibit B, Map to Accompany Application for Zone Change for the Lambert Family Trust attached hereto and made a part hereof.
The intent of the zone change is to allow for a professional office.

Additional information concerning this item may be obtained by contacting the Elko City Planning Department at (775) 777-7160.

ELKO CITY COUNCIL

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AUG 01 2019

City of Elko Planning Department

1751 College Avenue

Elko, NV 89801

In reply to your public hearing on August 6, at 5:30 PM the consideration of rezoning the corner 6th and Pine, We have no problem as long as it is an office.

As for the set back of property line requirement, again no problem at 0' as it has been this way for years. Best of our knowledge these property lines were grandfathered in years ago.

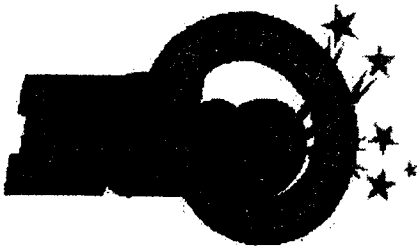
One request, something has to be done about parking. Their clientele over the years, have flipped us off, cussed, and threaten us when we mention they have parked across our driveway and sometime in our yard. Maybe a sign could be posted.

Everett and Loretta Hopkins

615 Pine St

Elko, NV 89801

775-738-5256



CITY OF ELKO PLANNING DEPARTMENT

1751 College Avenue * Elko * Nevada * 89801

(775) 777-7160 phone * (775) 777-7219 fax

APPLICATION FOR ZONE CHANGE

APPLICANT(s):	John & See Lambert as Trustees of the Lambert Family Trust		
MAILING ADDRESS:	10010 Fritz Lane, Reno, NV 89521		
PHONE NO (Home):	(775) 340-0084	(Business):	(775) 385-8447
NAME OF PROPERTY OWNER (If different):	The Lambert Family Trust <i>(Property owner's consent in writing must be provided.)</i>		
MAILING ADDRESS:	10010 Fritz Lane, Reno, NV 89521		
LEGAL DESCRIPTION AND LOCATION OF PROPERTY INVOLVED (Attach if necessary):			
ASSESSOR'S PARCEL NO.:	001-231-009	Address:	603 Pine St., Elko NV 89801
Lot(s), Block(s), & Subdivision	Lots 13 & 14 in Block 30, as shown on the plat of the Town		
Or Parcel(s) & File No.	of Elko, filed in the County Recorder's Office on March 18, 1870		

Exhibit: see attached

FILING REQUIREMENTS:

Complete Application Form: In order to begin processing the application, an application form must be complete and signed. *Complete* applications are due at least 21 days prior to the next scheduled meeting of the Elko City Planning Commission (meetings are the 1st Tuesday of every month).

Fee: A \$500.00 non-refundable filing fee.

Area Map: A map of the area proposed for this zone change must be provided.

Plot Plan: A plot plan provided by a properly licensed surveyor depicting the existing condition drawn to scale showing property lines, existing and proposed buildings, building setbacks, distances between buildings, parking and loading areas, driveways and other pertinent information must be provided.

Legal Description: A complete legal description of the boundary of the proposed zone change must be provided as well as a map depicting the area to be changed stating the wording: area to be changed from "x" to "x"; (LI to R, for example).

Note: One .pdf of the entire application must be submitted as well as one set of legible, reproducible plans 8 1/2" x 11" in size. If the applicant feels the Commission needs to see 24" x 36" plans, 10 sets of pre-folded plans must be submitted.

Other Information: The applicant is encouraged to submit other information and documentation to support this Rezone Application.

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JUL 10 2019

1. Identify the existing zoning classification of the property: R with CUP for Two Attorneys with staff

2. Identify the zoning Classification being proposed/requested: RO
Residential Office, pursuant to 3-2-5 (F) of the Elko City Code

3. Explain in detail the type and nature of the use anticipated on the property: Subject
property is located at 603 Pine St., Elko, NV. It has been and continues to be a law office. It has a CUP allowing two lawyers and their staff to occupy the building. As the present owners, my wife and I would like to sell the property, but the present CUP is too restrictive. There is no meaningful market for "two attorneys and their staff." The building is a well-maintained and beautiful Victorian building, erected in the early part of the 20th Century. Although it is presently leased to an attorney, she has no interest in purchasing the property. We hope to sell it and worry it will end up sitting empty. As we no longer live in Elko, and I am in my 70s, we hope to re-zone the property to market this beautiful building to a working professional desiring a distinct building in the downtown area. (Please see additional statement attached.) Ex. 2

4. Explain how the proposed zoning classification relates with other zoning classifications in the area: Attached is list of similar businesses in the vicinity. The Wines Law Office is across the street. His is zoned residential as well. The area of 6th & Pine is similar in character to Court St., where Tangles, Ortho Pro, and the Raymond James office is located. Other similar properties include the Farmers Insurance offices. All of these properties are mixed use in with older residences similar in character to the area around 6th & Pine, There are a number of businesses in the area I did not list in the attachment, including dental offices and other lawyers. There is no discernable difference between the 6th & Pine area from the other areas. The fact is, the 603 Pine St. office building will never become a residence. It would be cost prohibitive. The highest and best use is an office.

See Exhibit 3

5. Identify any unique physical features or characteristics associated with the property:
This is a beautiful building well known in the Elko area. We are waiting for bids from roofers and hope to get a new Class A rated fire retardent roof this year or next Spring. Inside, it is an office that feels like home, with stained glass windows, period wall paper, but still an office. I do not believe Elko would like to see this building empty. It was the home for the minister of the first church in Elko when the town was founded. It is an Elko treasure, and I have always treated it as such. I am grateful for having owned and practiced law in that building, but now I have two concerns: That I will not be able to sell it now that it I am retired, and that it will end up sitting empty like a few other buildings in the area that I see.

(Use additional pages if necessary to address questions 3 through 5)

By My Signature below:

- ☒ I consent to having the City of Elko Staff enter on my property for the sole purpose of inspection of said property as part of this application process.
- ☐ I object to having the City of Elko Staff enter onto my property as a part of their review of this application. (Your objection will not affect the recommendation made by the staff or the final determination made by the City Planning Commission or the City Council.)
- ☒ I acknowledge that submission of this application does not imply approval of this request by the City Planning Department, the City Planning Commission and the City Council, nor does it in and of itself guarantee issuance of any other required permits and/or licenses.
- ☒ I acknowledge that this application may be tabled until a later meeting if either I or my designated representative or agent is not present at the meeting for which this application is scheduled.
- ☒ I have carefully read and completed all questions contained within this application to the best of my ability.

Applicant / Agent

John E. Lambert

(Please print or type)

Mailing Address

10010 Fritz Lane

Street Address or P.O. Box

City, State, Zip Code

Reno, NV 89521

Phone Number:

jemile1@me.com

Email address:

SIGNATURE:

*John E. Lambert as Trustee of the
Lambert Family Trust*

FOR OFFICE USE ONLY

File No.: 3-19 Date Filed: 7/10/19 Fee Paid: \$500 CK# 954

JUL 10 2019

Application for Zone Change #3:

The zone change sought is appropriate. 3-2-5(F)(1) states in part:

"The purpose of the RO zoning district is to establish a residential zone that is transitional in character and location to more intense commercial districts and to promote a mixed pattern of compatible development consisting primarily of residential uses and a blend of professional offices and retail activities that are recognized as low traffic generators."

This describes the neighborhood that should be an RO district.

Exhibit: +2

JUL 10 2019

ATTACHMENT

4. Explain the use relates with other properties in the immediate area.

John Lambert & See Lambert
603 Pine St.
Elko, NV 89801
ZR

Robert Wines, Law Office
687 6th St.
Elko, NV 89801
ZR

Raymond James, Financial Advisor
993 Court St.
Elko, NV 89801
ZRO

Farmers Insurance
501 Oak St.
Elko, NV. 89801
ZRB

Farmers Insurance
1010 Court St.
Elko NV. 89801
ZC

Lisa Mendez, Attorney
927 Idaho St.
Elko, NV 89801
ZC

Tangles Hair Salon
844 Court St.
Elko, NV 89801
ZC

Lockie & McFarlane, Attorneys
919 Idaho St.
Elko, NV 89801
ZC

John E. Lambert

10010 Fritz Lane
Reno, NV 89521
(775) 340-0084
jemile1@me.com

May 20, 2019

City of Elko Planning Department
Planning Commission
1751 College Avenue
Elko, NV 89801

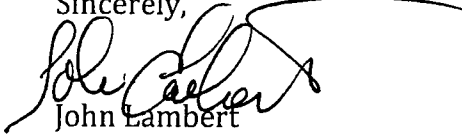
Dear City Planner Laughlin and Commissioners:

Accompanying this letter is an Application for Conditional Use Permit, Exhibits, and a check for \$750.00; Application for Zone Change and Exhibits, and a check for \$500.00; and an Application for Variance and Exhibits, with a check for \$250.00.

I will be out of the country the first three weeks of July, so please calendar this matter for the regularly scheduled meeting on August 6, 2019.

Thank you for your assistance, and please contact me if there are any questions or concerns.

Sincerely,



John Lambert