

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

**SS**     September 10, 2019

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, September 10, 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 Schmidlein  
                          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  
                          Jim Foster, Airport Manager  
                          Mike Hess, Landfill Superintendent  
                          James Wiley, Parks and Recreation Director  
                          Pete Dondero, Golf Course Superintendent  
                          Matt Griego, Fire Chief  
                          Jack Snyder, Deputy Fire Chief  
                          John Holmes, Fire Marshal  
                          Ben Reed Jr., Police Chief  
                          Ty Trouten, Police Captain  
                          Dave Stanton, City Attorney  
                          Diann Byington, Recording Secretary

## **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**

*There were no public comments.*

**APPROVAL OF MINUTES:** August 27, 2019

**Regular Session**

*The minutes were approved by general consent.*

## **I. PRESENTATIONS**

- A. Presentation of a Retirement Plaque to Mike Hess, Landfill Superintendent, for his thirty one years of service to the City of Elko, and matters related thereto.  
**INFORMATION ITEM ONLY – NON ACTION ITEM**

Dennis Strickland, Public Works Director, spoke fondly of working with Mike Hess. He has done great things at the Landfill and he will be greatly missed.

Mayor Keener presented Mike Hess with a plaque in recognition of his dedication and 31 years of service with the City of Elko.

Mike Hess, Landfill Superintendent, said he has seen a lot of changes and the City has grown. There are good people at the landfill that will continue to take care of everything.

- B. Presentation of a Retirement Plaque to Robert Spencer, Facilities Maintenance Superintendent, and his seven years of service to the City of Elko, and matters related thereto. **INFORMATION ITEM ONLY – NON ACTION ITEM**

Mayor Keener said that Robert Spencer brought the HVAC component of his job to a new level.

Dennis Strickland, Public Works Director, said Mr. Spencer has improved the traffic signal system and he will be missed.

Mayor Keener presented Robert Spencer with a plaque in recognition of his dedication and 7 years of service.

Robert Spencer, Facilities Supervisor, said he has over 30 years in PERS. He appreciates the opportunities he has been given and hopes he left everything in good shape.

- C. Reading of a Proclamation by the Mayor recognizing the week of September 8<sup>th</sup> – 14<sup>th</sup> as “Suicide Prevention Week,” and matters related thereto.  
**INFORMATION ITEM ONLY – NON ACTION ITEM**

Mayor Keener read the proclamation.

Wendy Charlebois, Zero Suicide Elko County, said her son took his life the day of the Lamoille Fire (September 30, 2018). She is a social worker and a member of Zero Suicide Elko County, working to prevent suicide. They meet the second Monday of every month. Today is World

Suicide Prevention Day. There is a Walk this Saturday starting at the Main City Park Hospice Rose Garden beginning at 8:00 a.m.

Colleen Piacitelli, Secretary for Zero Suicide Elko County, became involved due to a personal experience. She urged everyone to talk about suicide prevention because suicide is not a solution.

- D. Review, consideration, and possible acceptance of a Water Rate Study by Farr West Engineering, and matters related thereto. **FOR POSSIBLE ACTION**

The last increase to the monthly water Flat Rate User Fee as well as the monthly Water Meter Fee was in 2007. Expenses have exceeded revenues the past three years resulting in the need for a water rate increase. Farr West Engineering was hired to perform a Water Rate Study to determine the rate increase needed to cover expenses as well as improve equitability between different customer service sizes and types. RL

Brent Farr, Farr West Engineering, said he does a lot of water rate work around the State. Water rates have not increased since 2007 and there needs to be significant changes and increases. He explained their findings (included in packet and Exhibit "A").

Councilman Schmidtlein pointed out that there will be additional increases in future years.

Mr. Farr said his spreadsheets only show the current impact and future years will have more of an increase.

Mayor Keener asked if they looked at expenses or just rates in other Nevada cities.

Mr. Farr answered they have just looked at rate studies.

Mayor Keener wondered if there were many opportunities for cutting expenses.

Mr. Limberg said when Curtis and he first looked at the budget, they went off some higher numbers originally. The newly refined numbers are based on the approved budget for this year. We believe the numbers in budget are realistic numbers to shoot for.

Will Moschetti, 312 Oak Street, expressed concerns that his water bill would be increasing more than anyone else's (three times more) because he had a larger tap put in to increase his water pressure back in the 1980's. He doesn't use excessive water and he doesn't feel that is fair.

Mr. Limberg explained the water meter grant program and explained that Mr. Moschetti could have one installed and possibly lower his monthly water bill.

After more discussion, Mr. Limberg explained this study was to help them meet their revenue requirements and matching expenses, but they also wanted to make this more equitable for the users. This proposal isn't perfect but it brings us closer to being equitable.

Mayor Keener said he felt this rate increase was the right thing to do.

**\*\* A motion was made by Councilman Schmidtlein, seconded by Councilwoman Simons, to accept the Water Rate Study and recommend a rate increase, and direct staff to proceed with the business impact statement process. The new rate shall become effective January 1, 2020.**

*The motion passed unanimously. (5-0)*

## **II. PERSONNEL**

### **A. Employee Introductions:**

#### **1.) Tyler Huff, Firefighter, Elko Fire Department**

*Present and introduced.*

## **III. APPROPRIATIONS**

### **B. Review, consideration, and possible approval of a Professional Services Agreement Addendum with ZGA Architects, and matters related thereto. **FOR POSSIBLE ACTION****

The additional redesign services by ZGA for a combined water/sewer shop are triggered due to the scope and cost reductions of the project. The primary scope reduction is related to the Civil site development, i.e. site pavement, curb and gutter, and site drainage deletions. Additionally, an outbuilding storage structure will be deleted, split faced block will be replaced with standard block, ceiling tiles will be replaced on a portion of the building with slightly less costly tiles, and numerous other cost reducing changes as well. Documents will need to be revised to accomplish this.

An additive alternate list will be included in the bid documents. Those items are called out and specified in the fee proposal from ZGA. Additionally, RFI's (requests for information) will be answered by ZGA as part of the bidding process. These will likely be considerable on a project of this size and magnitude. RL

Ryan Limberg, Utilities Director, explained the project and the changes to the building they are proposing. The original costs came in at \$11.5 million. The budget was for \$8.5. There have been several meetings since then with Councilmembers present that have encouraged them to leave the design as it is but reducing costs on other items in the project. This redesign would be for a \$10 million facility with additive alternates as described in the proposal.

Curtis Calder, City Manager, said the project will be split over two fiscal years. If the project does become \$10 million, we will make the adjustment through the normal budget process. This year's budget will not be overextended.

Councilman Schmidtlein said he sat in some planning meetings and found out that the building would have to be completely redesigned in order to fit into the budget. It would have to go from a masonry-designed building to a metal building, along with other changes. They made the

decision to stay with a masonry building because the building will last longer. There were some items they reduced inside the building.

Mayor Keener noted that we are in the process of raising water rates and looking to spend this much money on a new shop building. This building has been in the planning for years now. They are operating out of a third world facility right now. This will provide operational efficiencies by moving both departments into one building.

Councilman Stone asked if any of the additive alternates are safety concerns.

Mr. Limberg answered no, we can do without those additive alternates. Some are nice to have but the building will meet all code requirements without them.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the Professional Services Agreement Addendum with ZGA Architects in the amount of \$49,400.**

*The motion passed unanimously. (5-0)*

#### **IV. UNFINISHED BUSINESS**

- A. 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

Curtis Calder, City Manager, explained he checked with Deputy City Attorney Tom Coyle earlier today. He was looking at the schedule in regards to the public hearing that would be held before the City Council. It looks like it will be held October 22, 2019.

Mayor Keener asked if we have to do a structural analysis.

Mr. Calder answered we are not doing that at this point because we don't have authorization to do so, but this may be needed in the future abatement.

#### **V. NEW BUSINESS**

- A. Review, consideration, and possible approval of a Water and Sewer Service Agreement between the City of Elko, the Te-Moak Tribe of Western Shoshone Tribal Council (Tribe) and the Council of the Elko Band of the Tribe (Elko Band), and matters related thereto. **FOR POSSIBLE ACTION**

A water and sewer service request has been received for 1721 Heritage Way. Since this location is outside of prior agreements a new agreement was necessary prior to providing water and sewer service. RL

Ryan Limberg, Utilities Director, explained the request and recommended approval.

Councilwoman Simons asked what their rate would be.

Dave Stanton, City Attorney, read from the agreement, under paragraph 4, it says that the City will bill each resident for all water and sewer usage and collect the same from each said resident, in the same manner as other residents of the City.

**\*\* A motion was made by Councilman Hance, seconded by Councilman Stone, to approve a Water and Sewer Service Agreement between the City of Elko, the Te-Moak Tribe of Western Shoshone Tribal Council and the Council of the Elko Band of the Tribe for service to 1721 Heritage Way.**

*The motion passed unanimously. (5-0)*

## **BREAK**

### **VIII. 5:30 P.M. PUBLIC HEARINGS**

- A. Review, consideration, and possible action on an appeal filed pursuant to Elko City Code 3-2-18(E), appealing the Elko City Planning Commission's decision to deny Conditional Use Permit No. 5-19, filed by Bailey & Associates, LLC. to designate APN 001-926-111 as a RMH-1 district for occupancy of mobile homes on rented or leased sites in a mobile home park, located generally on the northerly terminus of Primrose Lane and Daisy Drive, and matters related thereto. **FOR POSSIBLE ACTION**

Pursuant to Elko City Code 3-2-25, the Council may affirm, modify or reverse the decision of the Planning Commission.

The Planning Commission considered the subject CUP on August 6, 2019 and took action to deny the conditional use permit. Subsequently, the applicant appealed the Planning Commission's decision. CL

Cathy Laughlin, City Planner, explained normally we would start with the appellant, but he was not present and has indicated that he would like to withdraw his appeal.

Dave Stanton, City Attorney, explained we could still proceed without the appellant and explained the rest of the procedure found in 3-2-25-B-3 of City Code.

Mayor Keener called for public comment without a response.

Ms. Laughlin explained the position of the Planning Commission and staff was that the proposal was not in conformance with the land use or transportation components of the Master Plan.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Hance, to affirm the position of the Planning Commission.**

*The motion passed unanimously. (5-0)*

**V. NEW BUSINESS (Cont.)**

- B. Discussion and possible authorization to request proposals from qualified individuals or firms to provide Golf Professional Services at Ruby View Golf Course, and matters related thereto. **FOR POSSIBLE ACTION**

The current Golf Professional Agreement between the City of Elko and Martin Creek Holdings, LLC expires on December 31, 2019 (unless an extension is agreed upon between the Golf Professional and the Elko City Council). A copy of the current agreement and previous RFP has been included in the agenda packet for review.

It has been eight (8) years since the City of Elko last requested proposals for Golf Professional Services. Staff recommends requesting proposals to allow adequate response and transition time. CC

Curtis Calder, City Manager, went over the budget that was approved back in May. The Golf Fund operates as an enterprise fund and the fund is running in a deficit. Currently, there is an income loss (pre-transfer) in the neighborhood of \$188,967. Financially, the Golf Fund is not doing well and continues to get worse. He gave a presentation (Exhibit "B"). Revenue continues to drop at the Golf Course. There is a significant drop in the number of rounds played over the last three years. The Golf Pro Contract is an essential part of our operation. It has an optional two-year extension with agreement between the Golf Pro and Council, but it maintains the same terms that are already in place, with a cost of living increase. He went over the Request For Proposal (RFP) process. The financial condition of the Golf Course Enterprise Fund is driving the decision to go out for RFP.

Brad Martin, Golf Professional at Ruby View Golf Course, said he loves what he does and loves the golf course. He grew up in Elko and started playing golf at the age of eight. He works hard to make Ruby View the best it can be. He has every intention of completing this contract, working through the extension and correcting the problem of securing the front gate to the Club House. Golf is declining across the country. The merger between Barrick and Newmont has hurt us too. We lost play in March and most of May due to the weather this year.

Chris Johnson, 123 Woods Court, brought a petition signed by 147 people (Exhibit "C") to renew the Golf Pro contract. He was surprised by the numbers presented tonight. He is in a tough spot because he has worked with everyone at the City. It's not fair to put everything on the Golf Pro. Play is down across the country and it's not just golf, it's a lot of other activities. We need to evaluate and see what we can do. He does not recommend this route at this time. He submitted the petition for the record.

Will Moschetti, 312 Oak Street, Golf Course Financial Advisory Committee, said they are lucky to have Mr. Martin as the Golf Professional. The restaurant and bar never have issues with the

health department. He is there every morning and treated with respect. He was shocked to hear the golf course numbers. He is tempted to resign from the board. If there are financial troubles, why didn't he know about it? He asked, "If we go to an RFP we are going to get someone who can't afford the operation Brad Martin can, or you will get a management company out of California who will try to suck as much money out of Elko as they can?"

Tony Araquistain, Golf Course Financial Advisory Committee, wanted to address a couple of things. Spring Creek rebuilt their clubhouse and many of our players are going there now. Our clubhouse kitchen is in poor shape. Play is down and they are always trying to find a way to get more players. They are losing play in the daily green fee play and he doesn't know what to do to get more people. Nationally, golf play is down. Brad Martin has paid a lot of money out of his own pocket and has made a nice facility. The gate has been an issue since when Rick Longhurst was the golf pro. It is not right to have one of the female employees lock that gate when there is no lighting at night. He thought the Police Department would not want that gate locked unless there was an electronic gate with a keypad.

Councilwoman Simons said the agenda item was about whether or not we want to go out for RFP. We are not here to judge Mr. Martin. The contract is up soon and we need to decide what we want to do at this juncture. Until tonight, we had not heard from Brad Martin and what his game plan was.

Chris Johnson said he is still pointing out that there is still a two year option with the golf pro. That should be exhausted first before the RFP process is started.

Councilwoman Simons said normally when there are contracts coming up, we hear from the contractor. Maybe he can explain what happened on his end?

Brad Martin said he and Curtis emailed back in May when there was a break-in. That excerpt in the agenda was the end of a long line of emails and he thought that issue was taken care of. He has every intention of finishing the contract and signing the extension. He hopes to even sign a new contract in the future. As he is getting ready to retire, he hopes to have the place in a position to transition seamlessly. He is not ready to be done. He and his wife are from here and he is willing to continue working at the Golf Course.

Councilman Stone said we are a municipal golf course. We either need to drop our expenses or increase revenue to break even. If it is possible to continue the contract but renegotiate the contract terms, would Mr. Martin be willing to do that? If we continue with the RFP we have an option to reduce our expenses.

Mr. Martin answered he would be willing to sit down and discuss options. That would end up being a new contract with new terms.

Mayor Keener asked staff if it would be an option to renegotiate the contract.

Mr. Calder answered back in May, during the email string; he was told that Mr. Martin was ready to walk away from his contract. He asked Mr. Martin to comply with the contract, and refused. He was surprised this discussion is happening now. He wasn't sure he would get an



extension request from Mr. Martin. There is a financial problem. They don't have to go out for an RFP. We can bring this back for an extension at the next meeting.

Councilman Hance said the clubhouse is rough. The clubhouse was not the only place broken into during that timeframe. There should be direct contact with Mr. Calder regarding the contract during the course of the contract. He noted a clause in the contract where Mr. Martin gets a CPI increase every year. He wondered if he had any plans for the next couple of years.

Mr. Martin answered he wants to work through the next two years and then work out another contract. They are not going anywhere and he loves it here. He tries to put golf events together to get people there to play.

Councilman Hance explained his point was there has to be a plan or have an idea how this is going to grow. There is probably a pretty good balance between tournament and regular play, but ultimately, it is the people coming in with money in their pockets that you have to make sure you can accommodate. If you can't get enough people there to golf, what will bring those people in to bring those numbers back up?

Begonia Hull, 1810 Ruby View Drive, asked how is replacing Brad Martin with another golf pro going to change the numbers.

Mr. Calder answered if we did end up hiring another golf pro, professional service, golf management company, that the structure of the contract would be much different than the current contract we have. Under the current circumstances, the City of Elko and the Ruby View Golf Course can't afford the structure of the contract we have. We are committed if we go with an extension.

Louis Goldberg, 103 S. 3<sup>rd</sup> Street, felt the Golf Course needs marketing and advertising services and offered his services free of charge. The City needs to make some improvements to the clubhouse, etc.

Mayor Keener thanked everyone for their input on this. He has heard from many people from the golf community that are in support of continuing the contract with Mr. Martin. Given the level of support, we should consider having the City Manager sit down with Brad and see if they can come together with some negotiation that works for everyone.

Dave Stanton, City Attorney, said he had a conflict in this because his firm represents both the City and Brad. He thought the City should seek out some legal advice on this.

Councilwoman Simons said this discussion has turned more towards Mr. Martin and his qualifications when it should be about the financial situation of the Golf Course. The City subsidizes the golf course with taxpayer money. It is hard when you are dealing with other people's money. The golf course is in a financial situation. She hasn't heard anything bad against Brad. This is a financial situation. She suggested that the City go out to RFP, and hopefully, Brad will come back with a contract proposal that the City can afford. She was concerned about extending the contract under the current terms given the financial situation.

Councilman Schmidtlein stated he does not want to go out to RFP and wants to grant a two-year extension with a renegotiated contract. We need to figure out where we want to go. Everyone is in this together. He asked Brad if he would be willing to renegotiate his contract with new financial terms.

Mr. Martin said changing what he gets paid will not change the financial situation at the golf course. We would have to talk about it.

Mr. Calder said his recommendation would be to table this item. It may cause delays if we cannot extend the contract.

Councilman Stone said he would like to see it renewed with renegotiated terms.

**\*\* A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to table Agenda Item V.B.**

*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. The workgroup met again on August 23, 2019. KW

Kelly Wooldridge, City Clerk, went through the proposed ordinance and explained what has changed since the last time it was heard. If Council approves these changes and the Ordinance comes back for second reading, does Council want the Resolution to be based on the routes presented last time or do we want to look at roads we don't want OHVs on?

Councilman Stone asked if NRS changes and helmets are no longer required, do we need to change our ordinance.

Dave Stanton, City Attorney, answered yes but it also depends upon what the change to the NRS is.

Councilman Schmidtlein felt they should focus on the roads they don't want people to drive on in the Resolution.

Mr. Stanton said we need to follow the NRS that says, “a person shall not except as otherwise provided in subsections 2 or 3, operate an off-highway vehicle on a paved highway that is not otherwise designated for use by off-highway vehicles.” That statute says there are a couple of exemptions like a trail connector, but if it is not designated you can’t use it. Another statute says that a City may designate any portion of a highway within the city or county as permissible for the operation of off-highway vehicles with some limitations. You can’t just say these roads are off limits, you have to designate them.

Mayor Keener asked former Mayor Chris Johnson if he had a chance to review the draft ordinance.

Chris Johnson, 123 Woods Court, said based on the State statute, the ordinance is as good as you are going to get. When you get to the resolution, open up the City as much as you can.

Mayor Keener called for public comment without a response.

**\*\* A motion was made by Councilman Schmidtlein, seconded by Councilman Stone, to conduct first reading of Ordinance No. 844, and direct city staff to set the matter for second reading, public hearing and possible adoption, with a change to the requirement in 7-6-4-B from 150 feet to 300 feet.**

*The motion passed unanimously. (5-0)*

## **VII. PETITIONS, APPEALS, AND COMMUNICATIONS**

- A. Consideration of a request by Louis Goldberg to revise Section 4-9-13(B)(1) of the Elko City Code, as it relates to the requirement of a certified copy of a birth certificate as the exclusive means of identification for purposes of a work permit, and matters related thereto. **FOR POSSIBLE ACTION**

A copy of a letter from David Lockie has been included in the agenda packet for review. CC

Louis Goldberg, 103 S. 3<sup>rd</sup> Street, asked to withdraw this item from the agenda.

## **NO ACTION**

## **III. APPROPRIATIONS (Cont.)**

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

Mayor Keener said there was a large item on the warrants for the Fire Department. He wondered what it was for and said someone could email him the explanation later on. He asked Ryan Limberg what FacilityDude.com or DudeSolutions was on the last meetings warrants. Mr. Limberg wasn’t sure what that was and would look into it.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to approve the general warrants for Fiscal Year 2018/2019.**

*The motion passed unanimously. (5-0)*

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the general warrants for Fiscal Year 2019/2020.**

*The motion passed unanimously. (5-0)*

## **IX. REPORTS**

**A. Mayor and City Council**

*Mayor Keener said it was a great program for Officer Bart Ortiz and his promotion ceremony. The Show and Shine event in the park went well and the promoters did a terrific job. League of Cities will have Councilman Stone, Curtis Calder, Kelly Wooldridge and himself heading south. It will be a skinny crew for the next Council Meeting. Councilwoman Simons will fill in for him on the radio show that Tuesday.*

**B. City Manager – Nevada League of Cities**

*Curtis Calder said he has had some communications with some City of Sparks officials that are eager to talk to Councilman Stone and the Mayor Keener. He had not heard if the governor will attend the League of Cities. The last couple of conferences the governor has not attended but we have a new governor.*

**C. Assistant City Manager**

**D. Utilities Director**

*Ryan Limberg reported there was no update on the Pershing County water rights lawsuit. Regarding the County SnoBowl water rights, that one was favorable. The City had to file an extension of time application and we should get word soon. He got a request from the VA to modify the City Code regarding water fees outside the City limits.*

**E. Public Works**

**F. Airport Manager – AIP Project Status**

*Jim Foster said they just started AIP50 project today. They are working on routing the cracks and were able to finish half of taxiway and all of the main runway today. They will do the sealcoat next week.*

**G. City Attorney**

**H. Fire Chief**

**I. Police Chief**

**J. City Clerk**

**K. City Planner**

**L. Development Manager**

*Michele Rambo wanted to give everyone a heads up that NDEP has decided to rigorously enforce their codes regarding grading permits. We can no longer issue grading permits until they have construction plans approved by NDEP. We will be looking at how we can address that in our processes.*

*Mayor Keener and Councilman Schmidlein have received some complaints regarding construction track-out. Ms. Rambo said there has been some issue with contractors turning each other in. Scott Wilkinson said they get lists of alleged violations often but the ones giving them the lists don't know all the facts behind the projects. They got a lengthy list a week ago and none of them were viable complaints.*

M. Parks and Recreation Director

*Mayor Keener asked if there was a date set for a dedication of the Sports Complex. James Wiley answered they have discussed having a photo opportunity and a soft ribbon cutting with Pennington and the donors and Council. They will schedule a grand opening when they have the turf growing in next spring and ready to play ball. He doesn't have exact dates yet.*

N. Civil Engineer

*Bob Thibault updated Council on the Sports Complex. There is grass on field one. They are finishing the grading on field 2 and still have to work on field 3. The comfort station is coming together. The wetlands are getting their plantings put in. Their completion date for most of the work is October 1<sup>st</sup>. The project is on tract and coming along well.*

O. Building Official

*Mayor Keener asked if anything has been heard about NV energy and Union Pacific Railroad. Jeff Ford answered no. Mayor Keener asked if there were any changes with UP property downtown. John Holmes, Fire Marshal, answered no and said they are looking at bids.*

## 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**

Councilman Stone announced Albertson's is having their grand re-opening. C-A-L Ranch is open at their new location too.

There being no further business, Mayor Reece Keener adjourned the meeting.

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Mayor Reece Keener

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Kelly Wooldridge, City Clerk

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Projected <sup>1</sup>	FY 2020 Projected <sup>2</sup>	FY 2021 Projected <sup>3</sup>	FY 2022 Projected <sup>4</sup>
Operating Revenues										
Water User Fees	\$3,250,297.00	\$3,238,382.00	\$3,247,158.00	\$3,279,912.00	\$3,268,235.00	\$3,271,847.00	\$3,332,231	\$3,512,308	\$3,784,694	\$3,973,928
Other	\$69,114.00	\$66,192.00	\$128,970.00	\$142,625.00	\$104,052.00	\$131,043.00	\$109,411	\$131,043	\$131,043	\$131,043
Total Operating Revenues	\$3,319,411.00	\$3,304,574.00	\$3,376,128.00	\$3,422,537.00	\$3,372,287.00	\$3,402,890.00	\$3,441,642.56	\$3,643,350.63	\$3,915,736.69	\$4,104,971.37
Annual Change in Revenues (%)	-0.4%	2.2%	1.4%	-1.5%	0.9%	1.1%	5.9%	7.5%	4.8%	
Operating Expenses										
Salaries and Wages	\$635,655.00	\$689,257.00	\$741,453.00	\$783,945.00	\$829,328.00	\$818,290.00	\$938,173	\$858,050	\$900,953	\$946,000
Employee Benefits	\$293,140.00	\$321,212.00	\$325,769.00	\$452,082.00	\$570,238.00	\$478,208.00	\$484,406	\$441,600	\$463,680	\$486,864
Services and Supplies	\$1,387,171.00	\$1,429,448.00	\$1,410,253.00	\$1,616,237.00	\$1,608,342.00	\$1,753,160.00	\$1,943,148	\$1,813,830	\$1,904,522	\$1,999,748
Depreciation	\$475,458.00	\$483,739.00	\$495,372.00	\$518,677.00	\$542,672.00	\$575,643.00	\$579,241	\$582,839	\$586,000	\$590,000
Total Operating Expenses	\$2,791,424.00	\$2,923,656.00	\$2,972,847.00	\$3,370,941.00	\$3,550,580.00	\$3,625,301.00	\$3,944,968.70	\$3,696,319.00	\$3,855,154.00	\$4,022,611.70
Annual Increase in Expenses (%)	4.74%	1.68%	13.39%	5.33%	2.10%	8.82%	-6.3%	4.3%	4.3%	
Operating Income	\$527,987.00	\$380,918.00	\$403,281.00	\$51,596.00	-\$178,293.00	-\$222,411.00	-\$503,326.14	-\$52,968.37	\$60,582.69	\$82,359.67
Nonoperating Revenues										
Investment Earnings	\$5,982.00	\$2,528.00	\$16,084.00	\$31,491.00	\$47,033.00	\$72,772.00	\$124,074	\$124,074	\$124,074	\$124,074
Gain on disposal of capital assets	\$35,613.00	\$7,125.00	\$0.00	\$4,361.00	-\$22,405.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Nonoperating Revenues	\$41,595.00	\$9,653.00	\$16,084.00	\$35,852.00	\$24,628.00	\$72,772.00	\$124,073.95	\$124,073.95	\$124,073.95	\$124,073.95
Income Before Capital Contributions	\$569,582.00	\$390,571.00	\$419,365.00	\$87,448.00	-\$153,665.00	-\$149,639.00	-\$379,252.19	\$71,105.58	\$184,656.64	\$206,433.62
Capital Contributions - Connection Fees	\$995,068.00	\$382,189.00	\$1,123,221.00	\$464,112.00	\$196,010.00	\$404,190.00	\$350,007	\$350,007	\$350,007	\$350,007
Change in Net Position	\$1,564,650.00	\$772,760.00	\$1,542,586.00	\$551,560.00	\$42,345.00	\$254,551.00	-\$29,245.29	\$421,112.48	\$534,663.54	\$556,440.52
Net Position, Beginning of Year	\$20,260,874.00	\$21,825,524.00	\$22,598,284.00	\$22,872,794.00	\$23,424,354.00	\$23,466,699.00	\$23,510,846.00	\$23,481,600.71	\$23,902,713.19	\$24,437,376.72
Restatement	\$0.00	\$0.00	-\$1,268,076.00	\$0.00	-\$210,404.00					
Net Position, End of Year	\$21,825,524.00	\$22,598,284.00	\$22,872,794.00	\$23,424,354.00	\$23,466,699.00	\$23,510,846.00	\$23,481,600.71	\$23,902,713.19	\$24,437,376.72	\$24,993,817.24

1. FY 2019 Projected revenues and expenses provided by Candi Quilici on July 19, 2019. Minor adjustments can be expected during audit.
2. FY 2020 is the approved budget, with rate increases represented in the revenue.



## Table 2 - Proposed Rate Modifications

City of Elko Existing Water Rates and Proposed Changes  
Existing Rates Became Effective July 1, 2007

Proposed changes to take effect January 1, 2020

All rates to increase 5% on January 1, 2021 and January 1, 2022

### Existing Flat Rates

Monthly Charge is: \$0.4281 per fixture unit.

Minimum Monthly Charge is: \$28.25 (Assumes 66 fixture units).

### Proposed Flat Rates

Increase flat rates by 7.4%

Monthly Charge is: \$0.4598 per fixture unit.

Minimum Monthly Charge is: \$30.35 (Assumes 66 fixture units).

### Existing and Proposed Metered Rates

Meter Size	Monthly Base Fee	Proposed Monthly Base Fee	Volume Usage Fee (\$/Kgal)	Proposed Volume Usage Fee (\$/Kgal)
3/4 inch	\$ 13.98	\$ 14.49	\$ 1.02	\$ 1.095
1 inch	\$ 18.53	\$ 21.77	\$ 1.02	\$ 1.095
1-1/2 inch	\$ 27.65	\$ 38.83	\$ 1.02	\$ 1.095
2 inch	\$ 36.76	\$ 58.38	\$ 1.02	\$ 1.095
3 inch	\$ 61.07	\$ 105.54	\$ 1.02	\$ 1.095
4 inch	\$ 91.44	\$ 170.72	\$ 1.02	\$ 1.095
6 inch	\$ 152.20	\$ 326.10	\$ 1.02	\$ 1.095
8 inch	\$ 212.96	\$ 506.48	\$ 1.02	\$ 1.095
10 inch	\$ 273.71	\$ 711.86	\$ 1.02	\$ 1.095
12 inch	\$ 334.47	\$ 1,242.24	\$ 1.02	\$ 1.095

#### Notes:

1. There are no meters in the system larger than 6"
2. The proposed volume usage fee is 7.4% higher than existing.

### Proposed Monthly Fire Service Rates

\$5.38 per inch of fire service line diameter

Diameter	Monthly Charge
4"	\$ 21.52
6"	\$ 32.28
8"	\$ 43.04
10"	\$ 53.80
Unknown*	\$ 21.52

\*Unknown fire line sizes will be treated as 4"

- Adjusting the base rate for meters to the AWWA equivalent meter ratios

Meter Size	Meters in Service	Current Rate	Proposed Rate (3/4")	AWWA Meter Ratios	Metered Rates Based on AWWA Meter Ratios	Difference Between Current and AWWA Ratio Rates	50% of Difference	Proposed Rates
3/4"	396	\$ 13.98	\$ 15.00	1.00	\$ 15.00	\$ 1.02	\$ 0.51	\$ 14.49
1"	492	\$ 18.53		1.67	\$ 25.00	\$ 6.47	\$ 3.24	\$ 21.77
1.5"	94	\$ 27.65		3.33	\$ 50.00	\$ 22.35	\$ 11.18	\$ 38.83
2"	123	\$ 36.76		5.33	\$ 80.00	\$ 43.24	\$ 21.62	\$ 58.38
3"	12	\$ 61.07		10.00	\$ 150.00	\$ 88.93	\$ 44.47	\$ 105.54
4"	8	\$ 91.44		16.67	\$ 250.00	\$ 158.56	\$ 79.28	\$ 170.72
6"	2	\$ 152.20		33.33	\$ 500.00	\$ 347.80	\$ 173.90	\$ 326.10
8"	0	\$ 212.96		53.33	\$ 800.00	\$ 587.04	\$ 293.52	\$ 506.48
10"	0	\$ 273.71		76.67	\$ 1,150.00	\$ 876.29	\$ 438.15	\$ 711.86
12"	0	\$ 334.47		143.33	\$ 2,150.00	\$ 1,815.53	\$ 907.77	\$ 1,242.24



Table 4 - Additional revenue generated by rate adjustments

Fire Lines:

Diameter	Number	Monthly Charge	Annual Revenue
4"	39	\$ 21.52	\$ 10,071.36
6"	43	\$ 32.28	\$ 16,656.48
8"	37	\$ 43.04	\$ 19,109.76
10"	2	\$ 53.80	\$ 1,291.20
Unknown*	21	\$ 21.52	\$ 5,423.04
			<b>\$ 52,551.84</b>

\*Unknown fire line sizes will be treated as 4"

7.4% increase in the flat rate:

1 month of flat rate revenue:	\$ 221,229.48	(from billing report, June 2019)
12 months of flat rate revenue:	\$ 2,654,753.76	
7.4% increase:	<b>\$ 196,451.78</b>	

7.4% increase in the volume usage fee for metered customers:

Total 1,000 gallon Units Sold in 2018:	358,965	(from billing report, calendar year 2018)
Revenue using old rate (\$1.02):	\$ 366,144.30	
Revenue using new rate (\$1.095):	\$ 393,066.68	
Annual Increase in revenue:	<b>\$ 26,922.38</b>	

Adjusting the base monthly fee for metered customers:

Meter Size	Meters in Service	Current Rate	Proposed Rates	Monthly Increase in Base Fee	Monthly Increase in Revenue
3/4"	396	\$ 13.98	\$ 14.49	\$ 0.51	\$ 201.96
1"	492	\$ 18.53	\$ 21.77	\$ 3.24	\$ 1,591.62
1.5"	94	\$ 27.65	\$ 38.83	\$ 11.18	\$ 1,050.45
2"	123	\$ 36.76	\$ 58.38	\$ 21.62	\$ 2,659.26
3"	12	\$ 61.07	\$ 105.54	\$ 44.47	\$ 533.58
4"	8	\$ 91.44	\$ 170.72	\$ 79.28	\$ 634.24
6"	2	\$ 152.20	\$ 326.10	\$ 173.90	\$ 347.80
8"	0	\$ 212.96	\$ 506.48	\$ 293.52	\$ -
10"	0	\$ 273.71	\$ 711.86	\$ 438.15	\$ -
12"	0	\$ 334.47	\$ 1,242.24	\$ 907.77	\$ -
Monthly increase in revenue:					\$ 7,018.91
Annual increase in revenue:					<b>\$ 84,226.92</b>

Total projected increase in annual water user fees:	<b>\$ 360,152.91</b>
Percent Increase over 2019 water user fees:	10.8%

Table 5 - Customer Impacts from Rate Adjustments

Residential flat rate service

Old Rate: \$ 28.25  
 New Rate: \$ 30.35  
 \$ 2.10 Monthly increase, dollars  
 7.4% Monthly increase, %

Residential 3/4" metered service using 12,600 gallons per month

	Meter Fee	Volume Charge	Total
Old rate:	\$ 13.98	\$ 12.85	\$ 26.83
New rate:	\$ 14.49	\$ 13.73	\$ 28.22

\$ 1.39 Monthly increase, dollars  
 5.2% Monthly increase, %

Commercial 2" metered service using 40,000 gallons per month, with 6" fire line

	Metered Rate	Fire Line	Total
Old Rate	\$ 77.56	\$ -	\$ 77.56
New Rate	\$ 102.18	\$ 32.28	\$ 134.46

\$ 24.62 Monthly increase, dollars  
 32% Monthly increase, %  
 \$ 32.28 Monthly increase, dollars  
 73% Monthly increase, %

\*This is difficult to compare to a flat rate commercial customer of comparable size and type, because the flat rate is based on fixture units. The flat rate will only go up 7.4%, whereas the metered rate will go up 32% (minus the fire line fee that both customers will need to pay).

12-Month Mobile Home Park Comparison - 6" metered Service vs. flat rate (no fire line)

Scenario	12-month Usage (1,000 K)	Avg. Monthly Usage	No. of Spaces	Avg. Monthly Use Per Space	12-month Metered Fees	Average Monthly Metered Fee	Average Monthly Metered Fee Per Space	Flat Rate Annual Fee	Flat Rate - Metered Rate	% Decrease in Bill converting from Flat to Metered
Old	13,366	1,114	86	13.0	\$ 15,459.72	\$ 1,288.31	\$ 14.98	\$ 29,154.00	\$ 13,694.28	47%
New	13,366	1,114	86	13.0	\$ 18,548.97	\$ 1,545.75	\$ 17.97	\$ 31,311.40	\$ 12,762.43	41%

Percent Increase/(decrease): 20.0% 20.0% 20.0% 7.4%

# Item V.B. Golf Professional RFP

September 10, 2019

# Golf Fund

## Operating Revenues

Golf User Fees	\$ 407,000
Cart Shed Rental	\$ 35,000
Cart Path Usage Fees	\$ 43,500
Cart Rental Fees	\$ 110,000
Concession Fees	\$ 11,808
Other Fees	\$ 49,000
<b>Total</b>	<b>\$ 656,308</b>

## Operating Expenses

Administration	\$ 44,275
Golf Operating	\$ 709,000
Depreciation Expense	\$ 92,000
<b>Total</b>	<b>\$ 845,275</b>

## Operating Income/(Loss) -PreTransfer

\$ (188,967)

Operating Transfers In

Recreation Fund \$ 25,000

**Total Operating Loss** \$ (163,967)

Note: Estimated available cash June 30, 2019

\$ 634,518

## Non-Operating Revenues

Interest Income	\$ 4,000
Sale of Assets	\$ 2,500
<b>Total</b>	<b>\$ 6,500</b>

## Non-Operating Expenses

4WD Utility Tractor	\$ 28,000
Cart Path Rehabilitation	\$ 30,000
<b>Total</b>	<b>\$ 58,000</b>

## Non-Operating Income/(Loss)

\$ (51,500)

## Net Increase/(Decrease) in Cash

\$ (123,467)

Note: Estimated available cash June 30, 2020

\$ 511,051

## 2008-2019 Revenue Comparison

	<b>TOTAL REVENUE</b>	<b>Greens Fees</b>	<b>Cart Rentals</b>	<b>Passes</b>	<b>Cart Sheds</b>	<b>Path Usage</b>	<b>Tournaments</b>		<b>Fee Players</b>	<b>Pass Players</b>	<b>Total Players</b>	
2008	\$489,166.82	\$164,945.61	\$0.00	\$237,291.82	\$29,633.84	\$30,083.30	\$ 27,212.25		9,772	16,531	26,303	
2009	\$572,322.63	\$201,047.27	\$0.00	\$260,431.99	\$32,185.52	\$31,580.51	\$ 47,077.34		11,284	19,077	30,361	
2010	\$570,433.65	\$210,498.87	\$0.00	\$254,518.72	\$34,123.14	\$36,035.32	\$ 35,257.60		11,156	17,861	29,017	
2011	\$578,213.48	\$202,271.92	\$0.00	\$258,301.47	\$32,580.08	\$39,745.19	\$ 45,314.82		10,458	16,908	27,366	
2012	\$667,278.73	\$192,106.53	\$123,191.80	\$231,974.20	\$34,310.42	\$42,753.54	\$ 42,942.24		10,127	16,413	26,540	
2013	\$707,526.74	\$258,577.16	\$138,399.60	\$235,872.84	\$33,625.14	\$41,052.00	\$ -		11,120	16,157	27,277	
2014	\$753,948.77	\$217,991.51	\$149,817.89	\$253,746.10	\$35,583.28	\$45,149.20	\$ 51,660.79		10,167	16,515	26,682	
2015	\$741,584.75	\$199,709.44	\$144,428.03	\$275,574.25	\$34,318.96	\$42,070.80	\$ 45,483.27		9,222	16,798	26,020	
2016	\$641,706.13	\$168,399.68	\$106,612.31	\$246,490.65	\$38,213.55	\$42,148.20	\$ 39,841.74		7,566	13,488	21,054	
2017	\$625,875.34	\$160,842.23	\$105,753.99	\$231,739.67	\$36,568.88	\$42,619.00	\$ 48,351.57		7,329	13,075	20,404	
2018	\$633,342.64	\$160,740.19	\$108,813.00	\$240,147.55	\$34,931.70	\$43,435.30	\$ 45,274.90		7,239	11,936	19,175	
2019	\$422,335.88	\$60,244.65	\$42,225.00	\$215,967.91	\$37,478.89	\$42,618.40	\$ 23,801.03		2,859	4,235	7,094	

\*2019 Revenues only through 6/30/19

# Issues for City Council Consideration

- Term: January 1, 2016 – December 31, 2019
- w/Optional 2 year Extension with agreement between Golf Pro and City Council
- No notice of request for extension by Golf Pro provided as of Agenda Posting on September 5, 2019
- City of Elko not required to notice Golf Pro, but did send reminder of expiration via email on May 10, 2019
- Request for Proposal Process estimated to take 60-90 days
- City of Elko Routinely Requests Proposals for Various Services: Engineering Services, Auditing Services, Insurance Brokerage Services, Human Resources Services, etc.
- Financial Condition of Golf Course Enterprise Fund – Estimated FY 2019/2020 Operating Loss: \$188,967
- City Manager recommending RFP process begin ASAP

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

- 1 *Ch. I. John.*
- 2 *Pat B.*
- 3 *Pat B.*
- 4 *Bruce Bessert*
- 5 *Pat B.*
- 6 *Pat B.*
- 7 *Pat B.*
- 8 *Amal Attara*
- 9 *Don Bailey*
- 10 *Tad Edie*
- 11 *Kate Davis*
- 12 *Mike Davis*
- 13 *Pat B.*
- 14 *Monte Davis*
- 15 *Doug Kunkle*
- 16 *Tom Rice*
- 17 *Randy Rieley*
- 18 *Ruben Garcia*
- 19 *Kevin Doren*
- 20 *Chuck Zapp*
- 21 *Randy Martin*
- 22 *Amie Bessert*
- 23 *Don Bailey*
- 24 *Mike Davis*
- 25 *Pat B.*
- 26 *Robert W. Bessert*

Exhibit "C"

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

27 James Morgan  
 28 Vincent Chappell  
 29 ~~Robert~~  
 30 Wayne Wilson  
 31 Jim Rauer  
 32 ~~Jim Rauer~~  
 33 1 John B. Bello  
 34 Jason Wemmer  
 35 ~~Jeffery Wemmer~~  
 36 ~~Jeff Wemmer~~  
 37 ~~Jim Rauer~~  
 38 ~~Sheddy~~  
 39 ~~Don Duns~~  
 40 Megan Ellis  
 41 Maynard Santana  
 42 ~~Ken~~  
 43 ~~Tommy A. Gurne~~  
 44 C. Brunero  
 45 Jeff Coats  
 46 Sandy Bitton  
 47 Dave Botin  
 48 Debbie Rowland  
 49 Lynn Bodin  
 50 Mike Martindale  
 51 ~~Mike~~  
 52 Don Cape



We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Brady Martin.

53 ~~John~~  
 54 Robert E. Brady  
 55 Dick Lane  
 56 John  
 57 CLARE MORAS  
 58 Joan Morris  
 59 ~~Robert E. Brady~~  
 60 ~~Robert E. Brady~~  
 61 ~~Robert E. Brady~~  
 62 ~~Robert E. Brady~~  
 63 Bill Galt  
 64 Paul Horn  
 65 Pauline Copen  
 66 Ted Nehrkman  
 67 Pat Nehrkman  
 68 Dayton Scott  
 69 John  
 70 Van Lane  
 71 VICKY LANE  
 72 Willy Or  
 73 Tiffany Benson  
 74 Danny Benson  
 75 ~~John~~  
 76 Sheila SMITHS  
 77 ~~John~~  
 78 ~~John~~

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

- 79 Quinn
- 80 Clinton van der Westhuizen
- 81 Anden van der Westhuizen
- 82 Liam van der Westhuizen
- 83 Jimmy
- 84 Beggy Jones
- 85 George K. Leeb
- 86 Brad Drehe
- 87 John Beuke
- 88 Rocky E. Bush
- 89 Dan Stewart
- 90 James A. Spaul
- 91 Bob Sullivan
- 92 Samuel
- 93 Brandon Park
- 94 SE
- 95 Maag
- 96 Tony Anag Tony ARAQUISTAIN
- 97 Charles Marlene Krize
- 98 Steve Smith
- 99 Arthur J. Montrose
- 100 Dan Robertson
- 101 Morgan Kaisershot
- 102 Phillip White
- 103 Mar
- 104 Mike Moore

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

105	Nicki Moore
106	Rene Hojve
107	Bob Hojve
108	Gene Hojve
109	Bob Badger
110	Justin Paulsen
111	Jason Largent
112	Kevin Gorg
113	Bill
114	Ken
115	Mike
116	Robert Bailey
117	Calvin Hills
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SEE NEXT PAGE

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

- 118 Kathy Lemick
- 119 Sandy Inman
- 120 Mitch Uriarte
- 121 Kimberly Ivory
- 122 Donna Hill
- 123 Bill Saylor
- 124 B. Saltonstone
- 125 Donna Thompson
- 126 Hugh Hallgarth
- 127 Ed Brandy
- 128 Donna
- 129 Alber Sander
- 130 Christ Stotnick
- 131 Kick Down
- 132 Michael Sander
- 133 Kick Hull
- 134 Ryan Church
- 135 Jim M. Dumer
- 136 Leslie Sander
- 137 Peggy Sander
- 138 Chicki Sander
- 139 Frederick Sander
- 140 Ray Sander
- 141 Donna
- 142 Donna - Go Brad
- 143 Donna

We the golfers at the Ruby View Golf Course encourage that the Elko City Council renews the two-year option with the current golf pro, Bradly Martin.

*Paul J. Kline*

*Ralph W. Horn*

*Travis M. Hoke*

*Angela Barnes*