



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

PUBLIC MEETING NOTICE

The Elko City Council will meet in regular session on Tuesday, December 8, 2020 at 4:00 P.M.–7:00 P.M., P.D.T. utilizing **GoToMeeting.com**

Please join my meeting from your computer, tablet or smartphone.

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ELKO CITY HALL

1751 College Avenue, Elko, NV 89801

Date/Time Posted: 8:30 a.m., P.D.T., Thursday, December 3, 2020

Posted by: Kim Wilkinson	Administrative Assistant	
Name	Title	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 on the City website at <http://www.elkocity.com>

The public can view or participate in the virtual meeting on a computer, laptop, tablet or smart phone at: <https://global.gotomeeting.com/join/890084925> You can also dial in using your phone at [+1 \(312\) 757-3121](tel:+13127573121) the Access Code for this meeting is **890-084-925** Public Comment and questions can be received by calling **(775) 777-0590** or by emailing: cityclerk@elkocitynv.gov

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Dated this 3rd day of December, 2020

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, City Manager
 Elko, Nevada

CITY OF ELKO
CITY COUNCIL AGENDA
REGULAR MEETING
4:00 P.M., P.D.T.
TUESDAY, DECEMBER 8, 2020
GOTOMEETING.COM
<https://global.gotomeeting.com/join/890084925>

CALL TO ORDER

The Agenda for this meeting of the City of Elko City Council has been posted for this date and time in accordance with State of Nevada Emergency Directive 006. The public can view or participate in the virtual meeting on a computer, laptop, tablet or smart phone by registering at the link above.

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: November 24, 2020	Regular Session
November 16, 2020	Special Session

I. PRESENTATIONS

- A. Recognition of Councilman Robert Schmidlein’s eight (8) years of service on the Elko City Council, and matters related thereto. **INFORMATION ITEM – NO ACTION WILL BE TAKEN**

- B. Presentation by Hilary Fletcher, Aviation Inc. regarding the Elko Regional Airport Title VI Program, including the possible approval of a Title VI Policy for the Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION**

As a recipient of Federal Financial Assistance from the U.S. Department of Transportation (“USDOT”), through the Federal Aviation Administration (“FAA”), the City of Elko, as the owner and operator of the Elko Regional Airport (“Airport” or “EKO”), is required to maintain and ensure compliance with Title VI of the Civil Rights Act of 1964 and the other non-discrimination authorities. The City also is required to comply with specific assurances in connection with grants issued by the FAA under the Airport Improvement Program, known as the “AIP Grant Assurances”, which include further non-discrimination obligations. JF

II. CONSENT AGENDA

- A. Review, consideration, and possible approval for the Elko Police Department to apply for a grant from Nevada Gold Mines, in the amount of one hundred and fifty-six thousand dollars (\$156,000), to assist with costs associated with purchasing a firearms training simulator, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review, consideration, and possible approval of a “Towing Services Agreement” template, and matters related thereto. **FOR POSSIBLE ACTION**

A towing services agreement is necessary to ensure all duty tow providers have equitable requests for tows, and the needs of the Elko Police Department are met in a timely manner. TT

III. PERSONNEL

- A. Review, consideration, and possible approval of proposed update to City of Elko Human Resources Policy Manual - Longevity Pay Policy 5.6.6, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko HR Policy Manual includes policy 5.6.6 Longevity Pay. Currently, the policy provides longevity pay benefit to employees hired prior to January 1, 2012, for employment from 8 to 25 years of service. The years of service for longevity pay in the City of Elko HR Policy Manual have always mirrored the OE3 Contract (Operating Engineers Local 3) years of service. During negotiations with OE3 in 2020, the longevity pay benefit was extended to include years of service from 26-30. With your approval, the City of Elko HR Policy Manual’s policy 5.6.6 Longevity Pay would be updated, to include years of service from 26-30. This will currently affect one (1) employee. SS

IV. APPROPRIATIONS

- A. Review and possible approval of the November 24, 2020 Print n’ Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- C. Review and possible approval of Print n’ Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- D. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

- E. Review, consideration, and possible direction to Staff, to solicit bids for the Repairs and Recoating of the Ruby Vista Water Storage Tank No. 2 Project-2020, and matters related thereto. **FOR POSSIBLE ACTION**

In September of 2018, ten (10) of the City's Water Storage Tanks were inspected by Blue Locker Diving. The 10 tanks have been placed on a priority list based on deficiencies noted in each tank. Ruby Vista Tank No. 2 and Indian View Heights Tank No. 1, were budgeted for recoating in 2020, but bids exceeded the amount budgeted for the project. Staff would like to rebid the project to complete the recoating of Ruby Vista Tank No. 2 during this budget cycle, while the funds are available. DJ

- F. Review, consideration, and possible approval of a change order 6A to MGM Construction, Inc. for the overexcavation of trash and contaminated soil in the front of the Water and Water Reclamation Facility (WRF) Shop, and matters related thereto. **FOR POSSIBLE ACTION**

Upon installing the foundation and utilities for the Water and Water Reclamation Facility (WRF) Shop, trash and contaminated soil was discovered. This area had to be overexcavated to depths of seven (7) plus feet and replaced with imported clean fill and compacted to finish subgrade. The trash and contaminated soil pile was surveyed at 2040 cubic yards. The soil has been analyzed and was determined to have oil and diesel concentrations. In total 4080 cubic yards had to be removed, imported, and compacted. DJ

- G. Review, consideration, and possible authorization to solicit Statements of Qualifications from Airport Planning Consultant Services, and begin the selection process to complete an Airport Focused Planning Study at Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION.**

At the request of the FAA, Elko Regional Airport must complete an Airport Focused Planning Study. The airport is required to follow requirements in FAA Advisory Circular 150/5100-14(series), *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. The airport must solicit qualifications from interested consultant firms interested in completing an airport focused planning study at the Elko Regional Airport in 2021 (based upon FAA AIP Funding availability). Upon selecting the most qualified firm, the airport will enter into negotiations over the lump sum price for completing this planning study. JF

V. NEW BUSINESS

- A. Review, consideration, and possible approval of Revocable Permit No. 4-20, filed by Ygoa Ltd., to occupy a 249 square feet portion of the Silver and Third Street right-of-ways adjacent to their parcel located at 246 Silver Street to accommodate installation of columns and footings to support a new balcony, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant is proposing to build a balcony to replicate the original building façade and it structurally cannot be supported by the existing building. The engineered design is proposing the new columns and footings to be located adjacent to the building but within the Right-of-Way. CL

- B. Review, consideration, and possible approval to fill one (1) vacant seat on the Arts and Culture Advisory Board, and matters related thereto. **FOR POSSIBLE ACTION**

A Letter of Interest has been submitted by Mr. Tom Lester. A copy of the letter has been provided in the packet for your review. SAW

- C. Review and possible approval of the updated City of Elko Purchasing Policy, and matters related thereto. **FOR POSSIBLE ACTION**

Staff will provide the updated City of Elko Purchasing Policy for City Council consideration. JB

- D. Consideration and possible approval of a “Contract of Purchase and Sale of Parcel with Professional Office Building,” and matters related thereto. **FOR POSSIBLE ACTION**

Due to the COVID-19 crisis, the City of Elko has been actively seeking to purchase a suitable building of approximately 5,000 square feet, with adequate space for employee and public parking. The City of Elko reviewed three (3) different buildings and associated property for suitability, and subsequently had each property appraised.

Due to building occupancy limits in the two (2) City-owned modular buildings at City Hall, additional office space is needed to accommodate the Planning, Engineering, Community Development, and Building Departments.

Staff recommends entering into a “Contract of Purchase and Sale of Parcel with Professional Office Building” for property located at 1750 Manzanita Drive, for a total purchase price of \$700,000. A copy of the contract has been included in the agenda packet for review. CC

- E. Review and consideration of Golf Professional/Management Proposals for Ruby View Golf Course, including the selection of a qualified individual and/or firm to enter into negotiations with, and matters related thereto. **FOR POSSIBLE ACTION**

A total of four (4) proposals were received and reviewed the Selection Committee: Antares Golf, LLC, Duncan Golf Management, Kemper Sports, and Swing Hard, Inc. Copies of the Golf Management/Management Proposals have been included in the agenda packet for review.

While the Committee was impressed with all four (4) proposals, only Duncan Golf Management and Swing Hard, Inc. reached the finalist stage of the process. Telephone interviews were conducted with Duncan Golf Management and Swing Hard, Inc., which proved helpful in clarifying their respective proposals. The Selection Committee also entertained input from interested members of the golfing community.

Both companies understood the challenges and demonstrated the necessary qualifications and experience to be successful at Ruby View. After significant debate, the Committee voted 3-2 in favor of Duncan Golf Management.

Regardless of the City Council's final decision, it must be contingent upon successfully negotiating an agreement with the selected firm. Staff anticipates a final agreement will be presented for consideration at the January 12, 2021 City Council meeting. CC

VI. RESOLUTIONS AND ORDINANCES

- A. Review, discussion, and possible adoption of Resolution No. 30-20, a resolution approving a Memorandum of Understanding, and Form Contract to be utilized for Cold Weather Shelters during Cold Weather Emergencies, and matters related thereto. **FOR POSSIBLE ACTION**

As a possible means of providing shelter to homeless persons during periods of extreme cold weather staff is proposing the adoption of a Memorandum of Understanding and a Form Contract that could be utilized to rent hotel/motel rooms under NRS 332.112 on an as-available basis. SAW

- B. Review, discussion, and possible adoption of Resolution No. 31-20, a resolution appointing representatives authorized to declare Cold Weather Emergencies and then execute emergency contracts to be utilized for Cold Weather Shelters pursuant to the emergency contracts statute, and matters related thereto. **FOR POSSIBLE ACTION**

As a possible means of providing shelter to homeless persons during periods of extreme cold weather, Staff is requesting authorization to rent hotel/motel rooms for use by homeless persons pursuant to NRS 332.112, the "emergency contracts" statute, on an as-available basis. The resolution designates the City Manager and the Assistant City Manager would be appointed the authorized representatives with the authority to determine that a cold weather emergency exists affecting the public health, safety or welfare, and would then have the authority to let a contract or contracts as necessary to contend with the emergency without complying with the requirements of NRS Chapter 332. If such emergency action is taken by either of the authorized representatives, he shall report it to the City Council at its next regularly scheduled meeting. SAW

VII. REPORTS

- A. Mayor and City Council
- B. City Manager – Reminder: 12/22/20 City Council Meeting canceled
- 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. Financial Services Director
- N. Parks and Recreation Director
- O. Civil Engineer
- P. Building Official

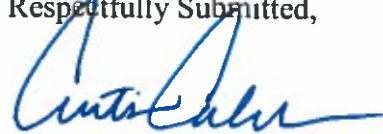
COMMENTS BY THE GENERAL PUBLIC

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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,



Curtis Calder
City Manager