



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, February 22, 2022 beginning at 4:00 P.M.–7:00 P.M., P.D.T. in the Council Chambers at Elko City Hall, 1751 College Avenue, Elko, Nevada, and by utilizing [Meet.goto.com](https://meet.goto.com)

The public can view or participate in the virtual meeting on a computer, laptop, tablet or smart phone at: <https://meet.goto.com/441237533> You can also dial in using your phone at **United States: +1 (312) 757-3121** the Access Code is **441-237-533**

Attached with this notice is the agenda for said meeting of the Council. In accordance with NRS 241.020, the public notice and agenda were posted on the City of Elko Website at <http://www.elkocitynv.com>, the State of Nevada's Public Notice Website at <https://notice.nv.gov>, and in the following locations:

ELKO CITY HALL
1751 College Avenue, Elko, NV 89801
Date/time Posted: 8:30 A.M., Wednesday, February 16, 2022

Posted by: Kim Wilkinson Administrative Assistant

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>

Dated this 16th day of February, 2022

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 City of Elko, City Manager's Office, 1751 College Avenue, Elko, Nevada, 89801, or by calling (775) 777-7110

Scott Wilkinson
Assistant City Manager
Elko, Nevada

City of Elko
Regular Meeting
City Council Agenda
Tuesday, February 22, 2022 - 4:00 P.M.
Elko City Hall, Council Chambers
1751 College Avenue, Elko, Nevada 89801
<https://meet.goto.com/441237533>

I. 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.

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. 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

V. APPROVAL OF MINUTES February 8, 2022

VI. PRESENTATION

VI.A. Presentation of an appreciation plaque to former Planning Commissioner John Anderson for his 13 years and 3 months of service, and matters related thereto. INFORMATION ITEM ONLY – NON ACTION ITEM

VI.B. Presentation by Robert Thran, Associate Engineer, Nevada Department of Transportation (NDOT) Pertaining to an Overnight I-80 Closure Currently Scheduled for June 2022. The I-80 Closure is Necessary to Demo and Replace the Bridge Over I-80 at Emigrant Pass, and matters related thereto. INFORMATION ONLY - NO ACTION WILL BE TAKEN

VI.C. Presentation by Duncan Golf Management on the 2021 Ruby View Golf Course Year-In-Review, and matters related thereto. INFORMATION ONLY - NON ACTION ITEM

Scott Wackowski with Duncan Golf Management will present the 2021 Ruby View Golf Course Year-In-Review. JB

VII. PERSONNEL

VII.A. Employee Introductions

1.) Michelle Harden, Part-Time Animal Control Officer

VII.B. Review, consideration, and possible approval to reclassify William Brad Burnham, Facilities Maintenance Technician, to Electrician, and matters related thereto. FOR POSSIBLE ACTION

William Brad Burnham, Facilities Maintenance Technician in the Facilities Department, has worked at the City of Elko since April 2020. Staff requests that Mr. Burnham be reclassified to Electrician (Grade 13 of OE3 Hourly Wage Schedule) which more accurately reflects the duties he currently performs. Over time, Mr. Burnham's responsibilities have expanded to include the job duties of Electrician.

VIII. APPROPRIATION

VIII.A. Title: Review, consideration, and possible action to award a bid for the WRF West Primary Clarifier Recoating & Repairs Project 2021, and matters related thereto. FOR POSSIBLE ACTION

Council directed Staff to solicit bids for the WRF West Primary Clarifier Recoating & Repairs Project 2021 on September 14, 2021. Bids were received on February 14, 2022 and opened at 3:00 pm. We received two compliant bids with MMI being low bid in the amount of \$140,100.00. DJ

VIII.B. Review, consideration, and possible award of a contract for Federal Aviation Administration Grant # AIP 3-32-0005-059-2022 Acquire ARFF Vehicle (Class 4 - 1,500 Gallon) and Acquire ARFF Ancillary Equipment to Jviation, Inc., and matters related thereto. FOR POSSIBLE ACTION

On October 22, 2021, City Council authorized staff to solicit Statement of Qualifications to acquire ARFF Truck and Ancillary Equipment. The Request for Qualifications was issued on December 16, 2021. On January 20th 2022, bid proposals were opened. Two (2) proposals were received. Two Engineer's and Jviation, Inc. submitted proposals for review. After review of the proposals Staff recommends awarding a contract to Jviation, Inc. for the purpose of acquiring ARFF Equipment for the Elko Regional Airport. After successful contract negotiations, Staff will bring the contract back to council for final approval. As a reminder, FAA grant award allocations are funded based on bids. JF

IX. UNFINISHED BUSINESS

IX.A. Review and possible approval for disbursing American Rescue Plan Act (ARPA) funds to Elko County Recreation Board based on the Department of the Treasury lost revenue calculation and City Code Recreation Fund Transient Lodging distribution formula, and matters related thereto. FOR POSSIBLE ACTION

The American Rescue Plan Act of 2021 (ARPA) was established to help states and localities address the economic and health consequences of the COVID-19 public health emergency and its economic impacts through four categories. One of the four categories states “For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency.” Staff used the United States Department of Treasury lost revenue calculation to determine the lost revenue specifically attributable to the transient lodging tax revenue for the 12 months ending December 31, 2020. Based on this calculation staff determined the lost revenue impact on the local tourism organizations that receive transient tax from the Recreation Fund per the City Code formula. The disbursement to the Elko County Recreation Board was tabled at the January 25, 2022 meeting awaiting legal opinion regarding City Council members violating the Ethics in Government Act by voting to disburse ARPA fund to other public entities in which they are board members:

Elko County Recreation Board \$ 51,454.73

JB

IX.B. Review, consideration, and possible action of a special event application from St. Joseph's Catholic Church for an Easter Egg Drop Off, and matters related thereto. FOR POSSIBLE ACTION

This item was tabled at the February 8, 2022 Council Meeting. St. Josephs Catholic Church is requesting to use a City Park for a Special Event in which a helicopter operated by El Aero will drop plastic eggs into the Park for Easter. Jim Foster, Airport Director was referred to 14 CFR 91.15 which states: "No pilot in command of a civil aircraft may allow any object to be dropped from that aircraft in flight that creates a hazard to persons or property. However, this section does not prohibit the dropping of any object if reasonable precautions are taken to avoid injury or damage to persons or property." Mr. Foster was also notified that if they use the main City Park, they may need to contact RenoFlzDo to file a congested area plan due to the trees. The event organizers are willing to use any park. CC

X. NEW BUSINESS

X.A. Review and possible approval for disbursing American Rescue Plan Act (ARPA) lost revenue funds to the Boys and Girls Clubs of Elko, Inc., Committee Against Domestic Violence (CADV), Cowboy Arts & Gear Museum, Family Resource Center, Horizon Hospice, Igloo Recreation Center, Inc., Elko County Fair Board, and matters related thereto. FOR POSSIBLE ACTION

The American Rescue Plan Act of 2021 (ARPA) was established to help states and localities address the economic and health consequences of the COVID-19 public health emergency and its economic impacts through four categories. One of the four categories states “For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency.” The ARPA Final rule allowed NEU’s to take a standard Lost Revenue allowance up to \$10 million total for the entire period of performance. This revenue allowance can be used for any governmental services. City staff recommends using a portion of the lost revenue allowance for community donations. The community donations recommended to council are as follows:

Boys and Girls Club of Elko, Inc.	\$ 400,000.00
Committee Against Domestic Violence	10,000.00
Cowboy Arts & Gear Museum	44,494.00
Family Resource Center	300,000.00
Horizon Hospice	100,000.00
Igloo Recreation Center, Inc.	40,000.00
Elko County Fair Board	258,836.21
	\$ 1,153,330.21

JB

X.B. Review, consideration, and possible approval of a Deed of Dedication for a Public Utility Easement, on City owned property, between APN 001-590-010 and APN 001-590-017, and matters related thereto. FOR POSSIBLE ACTION

City Staff has discovered that this narrow strip of land has various public utilities in it, but no record of a public utility easement can be found. The area is encumbered by a drainage easement, and is believed to be a City owned parcel. BT

X.C. Review, consideration, and possible action to select auditing firm for annual independent auditing services for Fiscal Years beginning July 1, 2021, and ending June 30, 2026 per responses to Request for Qualifications, and matters related thereto. FOR POSSIBLE ACTION

Council directed Staff to solicit Requests for Qualifications (RFQ) from accounting firms to provide independent auditing services, and to prepare the annual audit for the City of Elko for Fiscal Years beginning July 1, 2021 and ending June 30, 2026. RFQ’s were received on or before January 31, 2022, and opened after 3:00 p.m. on that date. A total of two (2) RFQ’s were received and reviewed by the audit firm selection committee: Eide Bailly LLP and Hinton Burdick CPA’s & Advisors. The auditing committee evaluated both proposals based on technical qualifications and price. Both firms met the technical requirements. Pricing for the auditing services were as follows:

Firm Name: Eide Bailly, LLP Hinton Burdick CPA’s & Advisors Fiscal Year:

2022	\$85,000	\$59,700
2023	\$88,000	\$61,425

2024	\$91,000	\$63,300
2025	\$94,000	\$65,225
2026	\$97,000	\$67,200

Based on review of technical requirements, pricing and prior experience the auditing committee recommends awarding the City of Elko annual independent auditing services to Hinton Burdick CPA's and Advisors. JB

X.D. Review, consideration, and possible approval to apply to NDEP to be placed on the priority list for Bipartisan Infrastructure Law (BIL) funding for Drinking Water and Clean Water Revolving Funds, and matters related thereto. FOR POSSIBLE ACTION

The Office of Financial Assistance (OFA) is working closely with EPA to provide funds that will benefit water or wastewater systems for infrastructure needs. The State Revolving Fund programs will administer these funds based on a priority list administered by NDEP. The City Water and Sewer Departments would like to apply to be placed on the priority lists for this funding to help offset the costs of the new Revised Lead and Copper Rule, Tank Rehabilitations, Well Rehabs, and Wastewater related projects where there is a need for improved infrastructure within the city. After being placed on the priority list staff will bring projects back to City Council for approval to apply for funding.

XI. REPORTS

XI.A. Mayor and City Council

XI.B. City Manager

XI.C. Assistant City Manager

XI.D. Utilities Director

XI.D.1.) Civil Engineer

XI.E. Dale Johnson, Utilities Director - Water Rights

XI.F. Public Works

XI.G. Airport Manager

XI.H. City Attorney

XI.I. Fire Chief

XI.J. Police Chief

- XI.K.** City Clerk
- XI.L.** City Planner
- XI.M.** Development Manager
- XI.N.** Financial Services Director
- XI.O.** Parks and Recreation Director
- XI.P.** Building Official

XII. 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,



Scott Wilkinson
Assistant City Manager