



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, June 9, 2020
Elko Convention Center, Turquoise Room, 700 Moren Way, Elko, Nevada, at 4:00 P.M., P.D.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.elkocity.com>, the State of Nevada's Public Notice Website,

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

ELKO CITY HALL
1751 College Avenue, Elko, Nevada 89801
Date & Time Posted: **Thursday, June 4, 2020 at 8:30 a.m.**

Posted by: Kim Wilkinson Administrative Assistant *Kim Wilkinson*

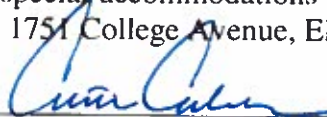
The public may contact Kim Wilkinson by phone at (775)777-7110 or email at kwilkinson@elkocitynv.gov to request supporting material for the meeting described herein. The agenda and supporting material is available at Elko City Hall, 1751 College Avenue, Elko, Nevada or on the City website at <http://www.elkocity.com>

Public Comment and questions can also be received by calling (775)777-0590.

Dated this 4th day of June, 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, JUNE 9, 2020
ELKO CONVENTION CENTER, TURQUOISE ROOM, 700 MOREN WAY, ELKO, NV

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.

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. Comments may be made by calling (775) 777-0590. **ACTION WILL NOT BE TAKEN**

APPROVAL OF MINUTES: May 26, 2020 Regular Session

I. PRESENTATIONS

- A. Reading of a proclamation by the Mayor in recognition of the month of June 2020 as “Men’s Health Month,” and matters related thereto. **INFORMATION ONLY–NON ACTION ITEM**

- B. Presentation of a Retirement Plaque to Police Patrol IV, Christopher Gevock, and matters related thereto. **INFORMATION ONLY–NON ACTION ITEM**

- C. Brief presentation and possible acceptance of a renewal proposal from Nevada Public Agency Insurance Pool (POOL), and approval of invoice for payment from FY 2020/2021 Funds in the amount of \$515,203.97, and matters related thereto. **FOR POSSIBLE ACTION**

As a member of the Insurance Pool, the City of Elko owns a share of the equity that forms the basis for its financial strength.

Your agenda packet includes an overview of coverage offered for the following Fiscal Year. The City of Elko’s total program costs for FY 2020/2021 are \$515,203.97, representing a 10.8% increase over FY 2019/2020. CC

II. PERSONNEL

- A. Review, consideration, and possible approval of a Letter of Understanding between the City of Elko, and the Elko Police Officers Protective Nevada Association of Public Safety Officer Communications Workers of America AFL-CIO Local 9110, Sergeants Unit, July 1, 2020 – June 30, 2021, and matters related thereto. **FOR POSSIBLE ACTION**

The Elko Police Officers Protective Nevada Association of Public Safety Officer Communications Workers of America, AFL-CIO, Local 9110 Sergeants Unit, has agreed to the City of Elko request to receive no Cost of Living Adjustment (COLA) for FY 2020-2021. The purpose of this letter of understanding is to outline the revisions to the current Collective Bargaining Agreement (CBA) due to the COVID-19 financial emergency. SS

Note: This portion of the meeting may be closed pursuant to NRS 288; therefore, the Council may move to adjourn the meeting prior to consideration of this item.

- B. Review, consideration, and possible approval of a City of Elko Finance Department reorganization, effective July 1, 2020, and matters related thereto. **FOR POSSIBLE ACTION**

Since the abrupt change in Finance Department personnel in February 2019, Candi Quilici, Accounting Supervisor, has been working outside of her current job description. During this period, she has developed additional knowledge, skills, and abilities. Ms. Quilici is currently receiving a 6% out-of-class adjustment for working outside of her job description as the Acting Accounting Manager. Promoting Ms. Quilici to the position of Accounting Manager simply aligns her current job duties with the proper job classification. If approved, there will be no fiscal impact to the City of Elko, as the 6% out-of-class adjustment will be discontinued. A memo has been included in the agenda packet for review. JB

- C. Review, consideration, and possible approval of a City of Elko Information Systems (IS) Department reorganization, effective July 1, 2020, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko IS Department has been actively recruiting for an IS Department Manager Since August 2019. As a result of two unsuccessful recruitments, the City of Elko has been contracting Information Technology (IT) Services with Oasis Online on a month-to-month basis. As part of the proposed reorganization, Staff recommends entering into a one-year contract with Oasis Online while realigning current City IS Department duties, flattening the departmental hierarchy. If approved, there will be approximately \$50,000 in annual savings. A memo has been included in the agenda packet for review. JB

- D. Review, consideration, and possible approval of a revised Computer Information Systems Coordinator job description, effective July 1, 2020, and matters related thereto. **FOR POSSIBLE ACTION**

As part of the Information Systems Department Reorganization, the Computer Information Systems Coordinator Job Description has been revised to reflect anticipated duties after departmental reorganization. The proposed job description allows the flattening out of the current IS Department structure and aligns skills with the appropriate job description. The fiscal impact will be determined after negotiations are complete with the Operating Engineers, Local 3. JB

III. APPROPRIATIONS

- A. Review and possible approval of Warrants, and matters related thereto. **FOR**
- B. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- C. Review, consideration, and possible direction to Staff to solicit bids for Ruby View Golf Course Reuse Irrigation Pond Lining Project, and matters related thereto. **FOR POSSIBLE ACTION**

During the fall of 2019, Golf Course Staff observed Pond #1 was leaking water. It was determined by Water Department Staff, the pond was leaking at a rate of 107,000 gallons per day. The construction phase of the project will be to line Golf Course Reuse Irrigation Pond 1 and Pond 2, at the same time with 60 mil HDPE liner. The project was approved by NDEP on May 22, 2020, and is ready to go to bid. We anticipate construction starting early September. DJ

- D. Review, discussion, and possible approval for the Fire Department to begin the purchasing portable radios, programming software, and accessories for the Fire Department and Police Department in the amount of \$321,764.70, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko Fire and Police Department's would like the approval to purchase 100 portable radios, programing software and accessories. The new radios will be purchased from Sierra Electronics, at the price of \$321,764.70. The benefits to the new radios is that it replaces outdated and past shelf life radios. In addition, it will enhance the interoperability between the two agencies and allow them to communicate on emergency scenes, which is a function only a select few radios have. JS

- E. Review, consideration, and possible authorization for Staff to solicit bids for the Elko City Swimming Pool Re-Roofing Project, and matters related thereto. **FOR POSSIBLE ACTION**

The Re-Roofing Project for the Elko City Pool is ready to go out to bid as the design, engineering, and bid documents have all been completed. Construction will begin in the late summer of 2020, and be completed in the fall of 2020. JW

IV. NEW BUSINESS

- A. Review, consideration, and possible acceptance of a Deed of Dedication from the City of Elko to the City of Elko for a permanent non-exclusive Right of Way, and matters related thereto. **FOR POSSIBLE ACTION**

TG Sheppard 1995 Family Limited Trust deeded the parcel referenced in Exhibit B as APN 001-710-074 and Franzoia Anacabe Family Limited Partnership deeded the parcel referenced in Exhibit B as APN 001-710-075 to the City of Elko. City Council approved a corrective deed from the property owners at their February 11, 2020 meeting and they were recorded with the Elko County Recorder on March 17, 2020. The deed of dedication will dedicate the parcel as Right of Way for the extension of W. Front Street and Motz Lane. CL

- B. Review, consideration, and possible action to approve and provide for the recordation of a boundary line adjustment between the City of Elko, and Franzoia Anacabe Family Limited Partnership, and matters related thereto. **FOR POSSIBLE ACTION**

A previous deed for this conveyance was recorded February 13, 1996 in book 926 page 459. At that time, no map was filed in support of the boundary line adjustment as required by Nevada Revised Statutes. This BLA is the final step in correcting and or clarifying the intent of the parties involved in the original conveyance. CL

- C. Review, consideration, and possible approval of Revocable Permit No. 2-20, filed by Scott and Leslie Rangel, to occupy one foot of the alley Right-of-Way adjacent to their parcel located at 902 Court Street to accommodate required off-street parking, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant is repurposing the existing building at 902 Court Street to be a professional office space. The property has been vacant for more than 12 months and therefore lost all legal non-conforming status. Off street parking is required and due to the location of the existing ramp and structure, the 20' deep parking stall encroaches into the public alley Right-of-Way by one foot. CL

- D. Review and possible approval of the Enterprise Fleet Management Master Equity Lease Agreement between the City of Elko and Enterprise FM Trust, including Addendums and Open-End (Equity) Lease Quotes for six (6) vehicles, and matters related thereto. **FOR POSSIBLE ACTION**

During the FY 2020/2021 Budget Process, the City Council approved moving forward with the lease of six (6) vehicles: 3 Ford Explorer Interceptors, 1 Chevrolet Tahoe, and 2 half-ton 4x4 crew cab pickup trucks. Upon approval of the Master

Equity Lease Agreement and Addendums, Enterprise Fleet Management can order the vehicles. No money is due until the vehicles are delivered. CC

V. PETITIONS, APPEALS, AND COMMUNICATIONS

- A. Review, consideration, and possible action regarding a request from the owner of three brothels, Mona's Ranch, Inez's D&D Bar, and Sue's Fantasy Club, for emergency relief from brothel license fees due June 30, 2020 for the period from July 1, 2020 through December 31, 2020, and matters related thereto. **FOR POSSIBLE ACTION**

The owner of three brothels, Mona's Ranch, Inez's D&D Bar and Sue's Fantasy Club, has requested emergency relief from brothel license fees required by City Code Section 4-9-12. Section D of that Code Section permits a licensee to pay one-half of the fee required for the year for a license that becomes effective after June 30. The fees due by June 30, 2020 for these three brothels would be \$3,250.00, absent emergency relief from the City Council.

Section 27 of Governor's Directive 021, signed May 28, states that brothels must remain closed during Phase Two of the reopening plan. Directive 021 will remain in effect through June 30, unless terminated or extended by the Governor.

Pursuant to Sections 2.060 and 2.110 of the Elko City Charter, the City Council is authorized, by unanimous consent, to take final action to immediately enact ordinances in cases of emergency, subject to the provisions of Chapter 241 of NRS. Accordingly, the City Council has the authority to provide temporary emergency relief to specific classes of businesses adversely affected by the COVID-19 pandemic, to include providing relief from fees that would otherwise be due under the Code. KW

- B. Review, consideration, and possible action on a request for a Liquor License Fee Waiver from The Stage Door Elko, LLC, and matters related thereto. **FOR POSSIBLE ACTION**

The Stage Door Elko operates a facility that provides live entertainment, such as theatrical events, together with a bar. Pursuant to the Liquor Control Code, The Stage Door Elko is required to pay its Liquor License Fee for the third quarter by June 30. The Stage Door Elko already paid its liquor license fee for the second quarter; however, due to COVID-19 restrictions, The Stage Door Elko has been unable to operate for several months. The Stage Door Elko requests that its Liquor License Fee for the third quarter be waived.

The City Code does not contain a provision permitting a waiver of this fee, even if the licensee has not been allowed to operate. Without such a provision in the City Code, the City Council does not have the legal authority to grant the requested waiver. However, the City Council does have the discretion to enact an ordinance permitting Liquor License Fee Waivers under certain circumstances, or to enact an emergency ordinance waiving Liquor License Fees for businesses that have been

forced to close due to the pandemic. Were the Council to direct one of these actions, the item would have to be placed on a future agenda. KW

VI. 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. Financial Services Director
- N. Parks and Recreation Director
- O. Civil Engineer
- P. Building Official

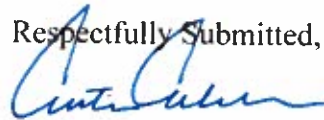
COMMENTS BY THE GENERAL PUBLIC

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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