

March 16, 2022

The special meeting of the Yerington City Council was held at the Jeanne Dini Center located at 120 North California Street at 10:00 a.m. with the following present:

Mayor John Garry

Council Members Jerry Bryant, Shane Martin, Matthew Galvin, and Frank Pizzo

City Manager Robert Switzer

City Clerk Sheema D. Shaw

Chief of Police Darren Wagner (arrived at 10:04 am)

Public Works Director Jay Flakus

Grants Administrator Angela Moore

Absent: City Attorney Chuck Zumpft and Building Official Joel Brown

Guests: None

Mayor Garry called the special meeting to order at 10:01 a.m. and roll call was reported.

Public Participation

Mayor Garry asked for comments and no comments were made at this time.

Agenda

Mayor Garry stated the agenda would be approved unless there were any corrections or objections. Mayor Garry stated no objections were made and the motion was approved unanimously.

Approval of the current financial, budgetary, and operational functions of the City. Included will be an overview of the General, Proprietary, and Special Revenue Funds and Capital Acquisition Needs for Fiscal Year 2022-2023.

City Manager Switzer stated a breakdown of the General, Proprietary, and Special Revenue Funds will be reviewed and discussed. The General Fund is for main general governmental services. The Proprietary Fund maintains the Water Fund that collects the water charges for utilities. The General Fund activities hold the departments that the City has and makes no real profit.

The revenue coming into the General Fund are received from the State of Nevada and Lyon County. The shared revenues include consolidated taxes, which are five different sources from the State of Nevada. Ad Valorem and property tax are levied against properties within the City limits. Franchise fees and marijuana tax monies also are collected by the City. The City will receive the final figures from the State of Nevada, which includes the General Fund receiving about \$70,000.00 more.

The tentative budget for 2021 included Ad Valorem taxes received in the amount of \$691,637.00. Franchise taxes are collected from NV Energy, Southwest Gas, and D and S Waste within the City's Right of Ways (ROWs). The companies have the permission to use the ROWs and the City collects a fee of about three percent of revenue paid to the City. Intergovernmental revenues include motor vehicle fuel tax paid to the State of Nevada. Last year the audit collected about \$59,273.00 and this year the amount was more than \$81,537.00. The City has an agreement with Lyon County to collect property taxes and Lyon County reimburses the City with an amount of \$200,000.00 per year. The Coronavirus Relief Fund (CRF) grant, the School Resource Officer (SRO) with Lyon County School District, Regional Transportation Revenues (RTC) are all shared revenues. The RTC Fund has about \$1,200,000.00 as a balance currently to reconstruct roadways within the City. Next fiscal year, the City budgeted \$850,000.00 for RTC money and that amount will be leveraged with \$1,000,000.00 from the American Rescue Plan Act (ARPA) for a road refurbish program. Repaving is performed on a block by block basis for the Water and Sewer Project. Councilman Galvin stated a price should be locked in for the amount of paving. Public Works Director Flakus stated the City pays a daily rate and the tab is paid based on the daily rate for paving.

The charges for services include leases for the Airport, fuel sales, weed abatement, Police Department amount for Night in the Country, and Municipal Court fees that are all levied. The Local Government Investment Pool rates fell and with the latest report, the City has received since July of 2019 and amount of \$102,085.82. The General Fund expenditure activities need to be sent to the State of Nevada by April 15, 2022. The General Fund includes Mayor and Council and management and City Hall. The City encourages raising the Mayor and Council member wages to increase for the Mayor from \$7,200.00 up to \$9,000.00 a year and Council members from \$2,600.00 up to \$3,500.00 a year. The election needs to take place before approval can be approved based on the Nevada Revised Statutes (NRS). A six percent wage increase is proposed for employees at the City with inflation hitting up to seven to eight percent for Capital Price Index (CPI). Councilman Bryant stated the City should consider this increase to help with employee retention.

City Manager Switzer stated the ending fund balance for the General Fund was in the amount of \$1,171,000.00 and is the carry over balance. The General Fund expenditures for the Municipal Court was increased and mandated by the legislature where the City has to provide a contracted public defender, which reflects the increased cost. Councilman Galvin stated courts will soon have to enforce twenty-four-hour mandated bail hearings. City Clerk Shaw stated Judge Cheri Emm-Smith is looking into the new mandate and possible rotations for the Municipal Court to accommodate this change.

City Manager Switzer stated under public safety, the Mason Valley fire Department is contracted at a percentage from property tax with this budget paying an amount of \$432,000.00.

City Manager Switzer stated for the animal control and cat ordinance, the wording should include that people can only feed the cats on their property and with a limit of three cats only. Chief of Police Wagner stated within the ordinance, the wording stray cat should be removed. City Manager Switzer stated City Council will come back with an amendment to the current animal control ordinance.

City Manager Switzer stated within Parks and Recreation are activities of the ball fields and the use of the fields. The budget was raised from an amount of \$49,000.00 to \$72,500.00 to address the upkeep issues and increased maintenance. ARPA funds will also be used to invest in the ball fields and help with the costs. Councilman Bryant stated the ball fields need to be fenced all the way around to keep destruction out of the fields. Public Works Director Flakus stated signage needs to be added to include no alcohol use at the parks and the ball fields. Councilman Bryant stated the Neil Herrin field needs to be repositioned with Neil Herrin and Pat Peoples within the out fields to be combined. City Manager Switzer stated four fields with a concession stand and soccer field should be constructed to create a recreation district. The City receives an amount of \$40,000.00 from Lyon County to help the City maintain the parks.

Mayor Garry stated the meeting was adjourned at 11:58 am. Mayor Garry reconvened the meeting at 12:20 pm.

City Manager Switzer stated the Water Utility Fund has a deficient net income with over \$6,000,000.00 in the bank. The Sewer Utility Fund has over about \$1,500,000.00 in the bank. The rate increase for the water will keep the water rates the same with some minor updates. The commercial users will be paying a little bit more and will be reviewed each year based on CPI. A big increase will be added to the sewer rate and will take effect on July 1, 2022. Councilman Galvin asked if a new schedule is available for connecting fees. City Manager Switzer stated no, Farr West Engineering performed a Rate Study and the connection fees did not need to be changed for water.

City Manager Switzer stated a review of the potential projects should be discussed for ARPA. City Clerk Shaw stated within the first tranche, the City has about \$35,000.00 remaining. Within the second tranche to be received in July 2022 about \$150,000.00 remaining. City Manager Switzer stated the Interim Final Rule was very restrictive, but the Final Rule is the opposite. Within the Final Rule, governments can spend \$10,000,000.00 for governmental functions. The Cross-Connection Program is being offered for businesses to install backflow prevention devices in the amount of \$150,000.00. Public Works Director Flakus requested a Street Sweeper with a cost of between \$100,000.00 to \$450,000.00 if any funds are remaining to improve street maintenance. To operate the Street Sweeper, a Class B license is required and hard to find crew available to be able to drive it.

City Manager Switzer stated within the second tranche of ARPA, possible expenditures and projects suggested for funding is listed below:

1. A City Hall vehicle in the amount of \$30,000.00
2. Roads and Maintenance for the Water and Sewer Project in the amount of \$1,000,000.00
3. Business Relief in the amount of \$250,000.00, impacted with the COVID-19 pandemic within 2020 with documentation. One request has been received to date for about \$7,000.00.
4. Downtown Development in the amount of \$100,000.00 to include activities or events year-round or every weekend for families. City Clerk Shaw added to create a place where the community wants to be. Councilman Galvin stated the empty lot by Dottie's could be used as a possible venue. City Clerk Shaw stated the City would like to purchase benches and planters to be placed along Main Street. Public Works Director Flakus suggested to run cable wire down Main Street for signage.
5. Parks and Recreation in the amount of \$100,000.00 to include lighting for the ball fields. Councilman Bryant suggested to add another \$25,000.00 within Parks and Recreation and \$10,000.00 to the Animal Shelter. If any remaining funds are available from the Business Relief to use the remaining within the Water and Sewer Project.
6. Public Works Testing Lab in the amount of \$15,000.00 for water testing that needs to be completed a couple times per week. Councilman Bryant stated a testing lab locally would be great. Public Works Director Flakus stated the person performing the testing needs to be certified with the Nevada Department of Environmental Protection (NDEP) licensing.
7. Mountain View Restrooms in the amount of \$200,000.00. City Manager Switzer stated a prefabricated restroom is about \$140,000.00 like at Veteran's Park with ADA compliance. Public Works Director Flakus stated the Mountain View restrooms were designed in 1979 and the restrooms had to be shut down permanently due to vandalism. Councilman Bryant stated the old restroom could be repurposed for storage. Councilman Bryant suggested the City propose an ordinance for the Police Department to lock up all restrooms at night. Councilman Bryant stated any remaining funds should go to new park equipment. Public Works Director Flakus stated a quote for backup generator at the park is about \$100,000.00.
8. Pedestrian Xing in the amount of \$62,000.00 on Pearl Street and Main Street. Members of the community were going to contribute \$9,000.00 to help install this crossing by solar power. Councilman Galvin stated a decorative design should be added that states Welcome to the City of Yerington.
9. Parking Lot Lights at City Hall in the amount of \$95,000.00. City Manager stated solar powered lights to help with security. Public Works Director Flakus stated the parking lot is very dark, or light packs could be added to the building.
10. Electric, wireless gate for the City Hall yard. Mayor Garry suggested the City enforce a policy like the parks to shut down the City Hall parking lot at night.

11. Pave back parking lot at City Hall in the amount of \$100,000.00 for ADA compliance from City Hall to Building C. Councilman Bryant asked how much sidewalks can the City pay with \$100,000.00 around town. Half the lighting at City Hall should be purchased and the other half should be added by the Post Office on Main Street.
12. Master Plan Consultant in the amount of \$50,000.00. City Manager Switzer stated the Master Plan must be updated through the Planning Commission and should be completed every five to ten years.
13. Remodel Gym/James Sanford Community Center in the amount of \$25,000.00. City Manager Switzer suggested a permanent set up for City Council Chambers and offices with plenty of room for a second story. City Clerk Shaw stated the costs for repainting is about \$10,000.00 and tinting the windows is about \$3,000.00. The quote for epoxy floors was about \$62,000.00. Mayor Garry stated a community survey should be completed to see if the City is on target with repurposing the Community Center for another use.

City Manager Switzer stated Willow Creek is a subdivision off of Penrose Drive and Silverado Road. The City has more problems in that area than within the City. An agreement is in place with Lyon County and the City to use the City's certified person, Public Works Director Flakus to oversee the Waste Water Treatment Plant (WWTP). The terms of the contract include collecting the monthly fees, the returning most of the money back to Lyon County. If repairs need to be performed, the City pays anything under \$3,000.00. The City only receives \$15.00 per property per month for an administration fee. Public Works Director Flakus stated the City has a disadvantage outside of the City limits, the same is true for Sunset Hills, Mason, and Crystal Clear. City Manager Switzer stated the contract needs to be renegotiated. The City's main Water Treatment Plant (WTP) is on North California Street and anything away from that is an additional cost for the City. Councilman Galvin asked if the properties are owned by Lyon County. City Manager Switzer stated yes. Councilman Pizzo suggested for the City to annex the Willow Creek area into the City. Councilman Bryant suggested for City Manager Switzer and Public Works Director Flakus to go to Lyon County to terminate the contract and give them notice.

Chief of Police Wagner stated the Police Department currently has eight officers and if another officer is hired it will bring the department to full staff. The Police Department would like to pursue moving to a different location that is bigger because they are running out of room. Blood borne pathogens and drugs cannot be sanitized within the building due to the small space. A fitness room would be great and grant money is available for about \$25,000.00. Councilman Galvin stated the Community Center needs to be revamped and would hold everything just fine. Public Works Director Flakus stated the HVAC system would also need to be revamped to split the floors. Councilman Galvin suggested for the City to ask Walker River Justice Court to use their courtroom for the day when the City has court instead of creating more space for a new courtroom. City

Manager Switzer stated in the proposed budget, the ninth police officer position is budgeted.

Chief of Police Wagner asked what are the goals for the City in the next three, five, and ten years. Does the City anticipate annexing more property and if so, another officer would need to be hired? Councilman Bryant stated the City is looking at smaller things here and there like the new RV Park, but nothing that would amount to adding another officer. Chief of Police Wagner stated the investigator position would have the authority to give directions and promote from within. Thirty-eight square miles is the zone for the Police Department and having one supervisor to take care of everything is a bit much. An investigator position and a sergeants' position should be filled soon. Another supervisor for nights and weekends that Chief of Police Wagner is not there or on call. Councilman Bryant stated to keep the City police intact and the City can guarantee the officers we provide.

Chief of Police Wagner stated the City should pursue a part time position for the Police Department when the secretary is out of the office. Two more Tahoe's need to be purchased for the new two officers. Councilman Bryant stated the SRO should receive a sedan and two Tahoe vehicles for patrols. Chief of Police Wagner stated a Tahoe fully built is about \$75,000.00. Councilman Pizzo suggested to hire locally. Councilman Galvin stated the state purchasing is selling F-150 trucks cheaper than Tahoe's. City Manager Switzer stated he could budget \$65,000.00 for two administrative vehicles for the supervisor positions and he will put that within the budget.

Chief of Police Wagner stated the State of Nevada has made some changes to K-9 Programs. In July 1, 2020, four grams of cocaine was a trafficking charge, but starting in June 30, 2022, the State of Nevada has raised the amount from four to one hundred grams of cocaine to receive a trafficking charge. Councilman Galvin stated the K-9 keeps the drugs down to a minimum. Councilman Bryant stated he is one-hundred percent in for a K-9 Program and the program should keep the drugs out of our town. Chief of Police Wagner stated the K-9 Program is about \$20,000.00 to \$25,000.00 to start the program. Councilman Galvin stated he is in support of the program. City Manager Switzer stated a little bit more than \$25,000.00 can be budgeted to start the program.

Chief of Police Wagner stated an issue has come up about the training gun range and the area needs to be zoned as agriculture. The original plan was to put the gun range behind the Y hill. Councilman Bryant suggested to combine the training gun range with the trap range. Chief of Police Wagner stated the City should fund a portable surveillance program and the Public Works Department or the Police Department could manage it. Councilman Bryant added the portable surveillance program would be a great tool for the investigator position. City Manager Switzer asked about the projected cost. Chief of Police Wagner stated the cost is unknown at this time. Chief of Police Wagner stated the City should create a municipal ordinance for vandalism with a mandatory minimum sentence to redo the area of vandalism. Public Works Director Flakus stated the pressure washer

is used to remove the vandalism and to paint over but the City cannot go to private property to repaint their area. The Crystal Clear water tank currently has vandalism on it. Councilman Galvin suggested that the City should put a fence around it. City Manager Switzer asked about the price of a trail camera. Councilman Martin stated the cameras are about \$150.00 each.

Public Works Director Flakus stated the Municipal Airport needs a Fixed Based Operator (FBO), a business that operates out of the airport bring people to that area. The City could build more hangars and lease them providing a long-term investment. City Manager Switzer stated the lease rates have been updated. The City received money from the Federal Aviation Administration (FAA) in the amount of \$300,000.00 for the Master Plan. A new grant will be received soon for the Bipartisan Infrastructure Law (BIL) grant in the amount of \$159,000.00. Public Works Director Flakus stated Matheus Aviation is too close to the runway, protection zone and taxiway to create a bigger airport. City Manager Switzer added it is a matter of wingspan and the runway has room for a 737 jet to take off and land.

Councilman Bryant suggested an amount of \$100,000.00 for Downtown Development should be used for signage entering and exiting Yerington. City Manager Switzer stated the signage needs to start out of town first, but a long timeline would be needed for approval from the Nevada Department of Transportation (NDOT).

Public Participation/Comments

Mayor Garry asked for public comments and no comments were made at this time.

There being no further business the meeting was adjourned at 4:26 pm.

Mayor of the City of Yerington

ATTEST:

City Clerk of the City of Yerington