City of Yerington -1907-

14 East Goldfield Avenue, Yerington, Nevada 89447
PHONE: (775) 463-3511 WEBSITE: www.yerington.net FAX: (775) 463-2284
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Notice of Public Meeting and Agenda
For
The City of Yerington City Council

The City of Yerington City Council will conduct a public meeting on the 13th day of November, 2023, beginning at 10:00 a.m. at the following location:

City Hall
14 E. Goldfield Avenue
Yerington, NV 89447

NOTICE:

1. Agenda items listed below may be taken out of order.

2. Two or more agenda items may be combined.

3. Agenda items may be removed from agenda or delayed at any time.

4. Any restrictions on public comment must be set out herein.

5. Public comment is limited to three (3) minutes per person.

6. Public comment cannot be restricted based on viewpoint. Section 7.05 of the Nevada Open Meeting Law Manual indicates that a public body's restrictions on public comment must be neutral as to the viewpoint expressed, but the public body may prohibit content if the content of the comments is a topic that is not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. *See* AG File No. 00-047 (April 27, 2001).

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call City Clerk, Sheema D. Shaw, in advance at (775) 463-3511 so that arrangements for attendance may be made.

AGENDA:

Action may be taken only on those items denoted "For Possible Action."

1. Call to order and roll call and Pledge of Allegiance.

2. **Public Comment** - No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

3. **For Possible Action** – Review and approval of agenda

   NOTICE RE: NRS 237: When the City Council approves this agenda, it also approves a motion ratifying staff action taken pursuant to NRS 237.030 *et seq.* with respect to items on this agenda and determines that each matter on this agenda for which a Business Impact Statement has been prepared does impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, and each matter which is on this agenda for which a Business Impact Statement has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business.

4. **For Possible Action:** Review and Approval of minutes from prior meetings dated September 25, 2023 and October 9, 2023 regular meetings.

5. **For Possible Action:** Discussion and Approval of Bills Previously Submitted for Payment as Follows:

   Checks 37663 through 37869 totaling $3,359947.80

6. **For Possible Action**: to approve New, Renewal and Name Change Business License Applications

   A. Luis Guerra & Jeziel Guerra DBA Guerra's Mechanical Professional, LLC, HVAC, 7955 Shifting Sand Dr Reno, NV 89506- New
   B. Zach Rossberg DBA Express-Set Fixtures, LLC, General Contractor, 8777 S Redwood Rd Suite #150 West Jordan, UT 84088- Single Project
   C. Ana Gabriela Rodriguez-Hernandez DBA Rodriguez Fragrances, Perfumes, 3535 Stine Rd Space # 154 Bakersfield, CA 93309 – New
   D. Wade Simmons DBA NRCI Telecom, Cell Tower Contractor, 265 Applegate School Rd Applegate, CA 95703- Single Project

7. **For Possible Action**: Discussion and Possible Action to Read in Full Ordinance No. 23-04, Bill 429 An ordinance adopting an increase in the license tax from the rate of five percent (5%) to ten percent (10%) upon the gross receipts received or derive from the rental of transient lodging within the City of Yerington.

8. **For Possible Action**: Discussion and Possible Action to approve Resolution 2023-04; A Resolution that increases the license tax from five percent (5%) to ten percent (10%) upon the gross revenues from the rental of transient lodging in the City, subject to the limitations set forth in NRS Section

268.096(5). The City Clerk is hereby instructed to take all further action necessary to effectuate the purpose of this resolution.

9. **For Possible Action**: Discussion and Possible Action to approve conducting one Council meeting in the months of November and December due to observed holidays around the fourth Mondays of each month. Scheduled meetings would be November 13th and December 11th.

10. **For Possible Action:** Discussion and Possible Action to approve a recommendation from the Yerington Planning Commission: Rick Christian of Denson Surveying, Inc. on behalf of Irina Wright and John Cameron is proposing a parcel map application with APN 001-481-06.

11. **For Possible Action:** Discussion and Possible Action authorizing the Public Works Department to remove junk, household debris, garbage, and unlicensed vehicles from 119 S. West St. and have the Public Works Director present a bill for costs to abate the nuisances to the landowner/tenant.

12. **For Possible Action:** Discussion and possible action to approve an Amendment to the Interlocal Contract for Sewer service to the Willowcreek GID. Lyon County Public Works is bringing to the Council a proposal to address potential odor concerns with the new sewer force main at the Grand Estates subdivision.

13. **For Possible Action:** Discussion and Possible Action to approve a comprehensive report on the current status of the Yerington Police Department by Ted Stec along with recommendations to improve service.

14. **For Possible Action:** Discussion on the response to NDEP/BSDW (Nevada Div. of Environmental Protection/Bureau of Safe Drinking Water) directive for notification of one well in the City's water system exceeding uranium levels. Public Works Director Jay Flakus will be making a presentation on the City's response to the notification process.

15. **Public Comments** – No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken

16. **No Action Will Be Taken** - Department Reports and City Manager Reports, with Possible Council Comments and Discussion Only, as follows:

    A. City Attorney Report
    B. Chief of Police Report
    C. Public Works Director Report
    D. Building Inspector Report
    E. City Manager Report
    F. City Clerk Report
    G. Mayor and Council Comments

17. **Adjournment**.

Supporting material is available from City Clerk, Sheema D. Shaw, located at City Hall, 14 E. Goldfield Avenue, Yerington, NV 89447, (775) 463-3511 or go to www.yerington.net. For questions regarding this agenda, please contact City Clerk Sheema D. Shaw.

NOTICE TO PERSONS WITH DISABILITIES: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Clerk at 775-463-3511 in advance so that arrangements may be made.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Mail your completed complaint form or letter to the U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410; or fax to (202) 690-7442 or email at program.intake@usda.gov.

I, Sheema D. Shaw, do hereby certify that the foregoing agenda was duly posted at Yerington City Hall located at 14 E. Goldfield Avenue, Yerington, NV 89447 and also online at the Nevada State Department of Administration web site at notice.nv.gov and the City of Yerington website at www.yerington.net on the 7th day of November, 2023, in compliance with NRS 241.020.

Sheema D. Shaw

Sheema D. Shaw, City Clerk
City of Yerington

11-7-2023
Date

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Yerington City Council Meeting
September 25, 2023 at 10:00 a.m. – City Hall

The regular meeting of the Yerington City Council was held in the Council Chambers at 10:00 a.m. with the following present:

Mayor John J. Garry
Council Members Jerry Bryant, Shane Martin and Frank Pizzo
City Manager Robert Switzer
City Attorney Neil Falk
City Clerk Sheema D. Shaw
Chief of Police Darren Wagner
Public Works Director Jay Flakus
Building Official Joel Brown
Grants Administrator Angela Moore

Absent: Councilman Matthew Galvin and City Attorney Chuck Zumpft

Guests: Ms. Susan Parker, Deputy Mitch Brantingham, Mr. Ronald Durst, Ms. Chantae Lessard, Fire Chief Scott Draper and Ms. Michelle Larson

Mayor Garry was called to order within the James Sanford Community Center and roll call was reported by Mayor Garry. The Pledge of Allegiance was led by Mayor Garry.

Public Participation

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

Agenda

Mayor Garry stated the agenda would be approved as presented unless there were any objections or corrections. City Manager Switzer stated a map was revised for the reversion to acreage that City Council acted on back in August. After item number twelve, item number thirteen should be a public comment section and recommends to adopt the agenda with the modifications. Item number eleven also has a revision map. Mayor Garry stated the agenda was approved as presented and the motion was approved unanimously.

Minutes

Mayor Garry stated the minutes from prior meeting dated August 28, 2023, September 11, 2023 regular meeting and September 11, 2023 Emergency meeting would be approved as presented unless there are any corrections or objections. Councilman Bryant made a motion to approve of the minutes as presented, seconded by Councilman Martin. Mayor Garry stated no objections were made at this time and the minutes from prior meeting dated August 28, 2023, September 11, 2023 regular meeting and September 11, 2023 Emergency meeting were approved unanimously.

City Clerk Shaw stated three Pro Tempore Judges will be on the list with the approval of this addition. Councilman Bryant stated the Pro Tempore Judges will be paid in the amount of $150.00 for a half day and $300.00 for a full day which he agrees with.

Councilman Bryant made a motion to approve agenda item number seven as presented, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously.

Approve the Third Amendment for Judicial Services; Effective July 1, 2023. The City of Yerington shall pay Judge an additional $975.00 pursuant to the terms and conditions of the cooperative agreement between the City of Yerington and Lyon County dated July 7, 2023.

City Manager Switzer stated two amendments to the agreement have been approved already with the recent changes and additional monies if passed would be due to the Judge in the amount of $975.00. City Manager Switzer recommends approval of this agenda item.

Councilman Bryant made a motion to approve agenda item number eight as presented, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously.

Approve a contract with DOWL Engineering, 5510 Longley Lane, Reno, NV 89511, for a comprehensive update to the City of Yerington's Master Plan for an estimated not to exceed amount of $155,880.00

City Manager Switzer stated the current Master Plan was last completed in 2005 and many things have changed since then. An update to the zoning map needs to be completed for the future growth of the City's. The update is a requirement to receive future grants and to ensure that the City has done their due diligence. City Manager Switzer would recommend approval of this agenda item and the project will take about one to two years to complete. The scope of the work includes community wide meetings, input from the public and heavy involvement with the Yerington Planning Commission. Councilman Bryant stated the engineering company lists five different tasks for the project and estimated a time line of about eighteen months.

Councilman Pizzo made a motion to approve the agenda item, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously.

Discussion on introduction of Ordinance Number 2023-04, Bill Number 429 on adopting an increase in the City's Transient Room Tax from five percent (5%) to ten percent (10%) on first reading by title.

City Manager Switzer stated pursuant with the discussion at the City Council level, the City is looking into increasing the transient room tax rate in order to be in line with

amount of $45,000.00. If the concept is passed today, the cost options would be brought back to City Council for final approval.

Councilman Bryant stated Public Works should proceed with adding the seating in the middle section and planning for the vehicle access to maintain the areas. Public Works Director Flakus stated the City is hoping for an opening date of May 2024. Councilman Bryant stated for the obstacle course would there be access on the south end. Public Works Director Flakus stated another gate can be added for access. Councilman Bryant recommended to remove the sidewalk access on the north end of the dog park and add or move the sidewalk on the south end instead by the parking lot. Public Works Direcctor Flakus stated the fencing and water lines would be completed by Public Works with the termination of power and water past the Dog Park for future improvements.

Mayor Garry asked for comments. Ms. Susan Parker suggested to use a sand surface which would make some areas less water and maintenance intensive. Seed clover should be used in all other areas and the obstacle course would be a huge expense for the City with repairs if needed. Cement pads should be added surrounding a water distribution area and by using gravel instead.

Ms. Chantae Lessard stated turf has a smell to it and is harder to clean up but sand has the same issue and is not sanitary. Grass should be considered as well as the additional seating around the area.

Public Works Director Flakus stated City Council could table this agenda item and more options could be considered with updated pricing. Six hundred and eighty linear feet of fencing with poles needs to be installed as well as man access gates and vehicle access gates. City Manager Switzer suggested to approve the concept of the layout of the Dog Park then to come back with different options regarding each area. Councilman Bryant suggested to add a gate entering into another gate as a holding area for the dog area. Public Works Director Flakus stated a sketch of that concept will be added into the idea. Mayor Garry agrees on the size and suggested to give Public Works Director Flakus the option to pick the most sanitary and safest surface for a Dog Park then a final decision could be made from City Council.

Mayor Garry asked for comments and no further comments were made.

Councilman Bryant made a motion to approve the square footage and layout of the Dog Park and at a future date, City Council will decide on the details, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously.

<u>Discussion on the Current Financial Statement (FS-10) July 2023 – August 2023.</u>

City Manager Switzer provided an update on the current Financial Statement (FS-10) to City Council. Page four is the General Fund activity with a balance of about $1,090,055.00. Page six are the expenditures for the marijuana compact showing

meeting was held regarding Miller Lane and to push in as much traffic to town as possible for more business. A consensus was given for the traffic to be turned towards town.

Mayor Garry stated he is working with City Manager Switzer to reach out to the Congressman's Office, Horsford and Amodei. Dini's Lucky Club is coming up on their 90th anniversary and citizens should come out to support them. On October 27th is the Ribbon Cutting for Not Just Candles moving to a location on Main Street to help elevate the charm downtown. A Mayoral Proclamation around Christmas will be given for all the businesses participating in the Christmas Parade. The community should do as much as possible to make this a great experience and a very festive holiday.

There being no further business, the meeting was adjourned.

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Mayor of the City of Yerington

ATTEST:

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City Clerk of the City of Yerington

Yerington City Council Meeting
October 9, 2023 at 10:00 a.m. – City Hall

The regular meeting of the Yerington City Council was held in the Council Chambers at 10:00 a.m. with the following present:

Mayor John J. Garry
Council Members Jerry Bryant, Shane Martin, Matthew Galvin and Frank Pizzo
City Manager Robert Switzer
City Attorney Chuck Zumpft
City Clerk Sheema D. Shaw
Public Works Director Jay Flakus
Chief of Police Darren Wagner
Building Official Joel Brown
Grants Administrator Angela Moore

Absent: None

Guests: Lyon County Sherriff Brad Pope, Deputy Mitch Brantingham, Ms. Chris Brandon, Mr. Don Vetter, Mr. Dave DeGrendele, Ms. Deb DeGrendele, Ms. Rhiannon Baker, Mr. Andrew Haskin, Mr. David Bruketta, Mr. Dustin Homan and Ms. Taylor Allison

The meeting was called to order within the James Sanford Community Center and roll call was reported by Mayor Garry. The Pledge of Allegiance was led by Mayor Garry.

Public Participation

Mayor Garry asked for comments.

Lyon County Sherriff Brad Pope stated the body camera providers will be changing soon. Yerington Police Department has about seven hundred videos that do not have information provided to classify the videos and these videos would be provided as evidence within the current cases. A lot of data will need to be transferred in order to save those videos and will cost Lyon County a lot of money, which is not a fair burden to be paid by the tax payers. The body cameras will cost about $550.00 per year per tetra bytes. A Memorandum of Understanding (MOU) needs to be in place for the shared cost of the body cameras. Lyon County Sherriff Pope does not appreciate the unprofessionalism with City Council and members, which causes a divide between the City of Yerington and the Lyon County Sherriff's Office. City Attorney Zumpft asked the difference between classified and unclassified videos. Lyon County Sherriff Pope stated unclassified videos have no information manually provided. Councilman Galvin added it means that an officer did not go into that video to include the information about the citation. City Manager Switzer requested to have the quotes forwarded to his office when Lyon County Sherriff Pope receives them.

Ms. Rhiannon Baker, Supervisor with the Yerington Senior Center thanked the City for their help with the Craft Festival event, which was very successful. A new event will be held on October 14th at the Jeannie Dini Theater for a haunted dinner. The benefits help the Yerington Senior Center, the Yerington Theater of the Arts and Through a Child's Eyes. The Yerington Senior Center requests to invite the public to the event in support of the Yerington Senior Center.

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

Agenda Approval

Mayor Garry stated the agenda would be approved as presented unless there were any objections or corrections. City Manager Switzer stated no corrections need to be made at this time and recommends approval. Mayor Garry stated the agenda was approved as presented and the motion was approved unanimously.

Review Bills Previously Submitted for Payment

Bills, Salaries and Vouchers:

Accounts Payable Checks	09/19/2023	37605 through 37637
	09/25/2023	37638 through 37662
Payroll Checks	09/18/2023	37592 through 37602
Payroll Vouchers	09/18/2023	9212301 through 9212324
Transmittal Checks	09/18/2023	37603 through 37604
Transmittal Vouchers	09/18/2023	9182301

Mayor Garry stated the bills previously submitted for payment, checks 37592 through 37662 totaling $265,908.23, would be approved unless there were any objections or corrections. Mayor Garry stated no comments or objections were made at this time and the bills previously submitted for payment were approved unanimously.

New, Renewal and Name Change Business License Applications.

A. Ella, Charlie & Edwin Kilgore dba The Looney Leprechaun, Freeze dried candy, snow cones & doughnuts, 3 Camelot Acres Lane Yerington, NV 89447 – New
B. Brandon Jared, Heidi Jared, Michael Jared & Linda Jared dba The Electric Company, Electrical Service & Repair, 660 Kresge Lane Sparks, NV 89431 – Single Project
C. Alyssa Hernandez dba Nails by Alyssa, Nail Technician, 700 Cartwright Ave. Yerington, NV 89447 – Name change
D. Marvin Arellano dba Marv's Heating and Air Conditioning, LLC., Replacement and Repair of HVAC Equipment, 13 Bluestone Ave. Yerington, NV 89447 – New

E. Marc Lajeunesse dba Micro Bio Tech, LLC., Biological and organic pesticide for agriculture, 17 Pete Hendrichs Road Yerington, NV 89447 - New
F. Ronan O'Doherty dba Ronan Doherty, Construction, 117 Elk Horn Dr. Dayton, NV 89403 – New
G. Evgenia Ivanova-Hernandez dba Ivanova Esthetics, Esthetics, 215 W. Bridge Street Yerington, NV 89447 – New
H. Craig Opel & Sahino Bertadillo dba Brazos Urethane, Roofing, 2877 Ave. 14½ Madera, CA 93638 – Single Project
I. Ignaco Vazquez dba Vazquez Lawn Care, Landscaping, 505 Mason Ave. Yerington, NV 89447 - Renewal

Mayor Garry stated the business license applications A. through I. would be approved unless there were any objections or corrections. Mayor Garry stated no objections were made at this time and the business license applications A. through I. were approved unanimously.

Presentation of Awards recognizing individuals and organizations who helped save the City of Yerington from potential catastrophic flooding from record amounts of snow runoff this year.

Mayor Garry thanked everyone that provided help with the flooding. Councilman Bryant stated he very much appreciated all the efforts around the community. Councilman Pizzo added a thank you for everyone's hard work.

Mayor Garry and Councilman Bryant presented the plagues to Mr. David Bruketta with Lyon County, Ms. Taylor Allison with Lyon County, Mr. Dustin Homan with Lyon County, Lyon County Manager Mr. Andrew Haskin, Mr. Bert Bryan with Walker River Irrigation District, Mr. David Peri with Peri and Sons Farms and Mr. Matthew Galvin Sr. with Peri and Sons Farms which was accepted by Councilman Galvin on behalf of Mr. Galvin Sr. Mayor Garry also thanked Public Works Director Flakus and Chief of Police Wagner. Public Works Director Flakus was recognized last week by the Lyon County Board of Commissioners on behalf of the City of Yerington. A certificate was also received by Mayor Garry to the City of Yerington.

Presentation by Western Nevada Development District (WNDD) for potential membership with the organization. Representatives of WNDD will be present to inform the Council on the purpose and benefits of membership.

Ms. Chris Brandon and Mr. Don Vetter provided a presentation to City Council. The United States Department of Commerce created WNDD, which is a non-profit organization that maintains the district and provides match funding through the membership costs. The WNDD met with City Manager Switzer to tour the entire community and the City has many possibilities to receive monies. The City of Yerington is within the district that could receive assistance from WNDD and would be the 7th city to receive the benefits within the district. Mr. Vetter stated what other communities are doing

within the district will affect the City of Yerington and cause regional change. Ms. Brandon stated a regional plan or a local strategic plan needs to be created for the City.

Councilman Bryant asked if WNDD has connections with Western Nevada College (WNC). The City is interested to see if WNC can help with the Yerington Police Department officers attending a local police academy instead of out of state. The City is also interested in regional recruiting. Mr. Vetter stated WNDD can look into those programs.

Councilman Pizzo asked the cost of the membership to WNDD. Ms. Brandon stated the City would need to pay $5,000.00 per year annually and that amount would be capped.

Councilman Galvin asked City Manager Switzer if he is on board with this. City Manager Switzer stated yes, but this membership is not a budgeted expenditure for this fiscal year. Councilman Bryant stated there is benefit to this and there are several programs that could help the City. Some plans should be established to receive this membership.

City Manager Switzer stated this organization helps with major infrastructure grant funding. The City is already a member of the Northern Nevada Development Authority (NNDA) and could bring in more industry to our local economy. Councilman Bryant requested for periodic updates to City Council. Ms. Brandon stated if the City of Yerington is not happy with their membership, the annual membership would not need to be renewed.

Councilman Bryant made a motion to approve item number seven with help for aviation improvements and local recruiting at WNC for law enforcement, seconded by Councilman Pizzo. Mayor Garry asked for comments. Ms. Deb DeGrendele stated she recommends approving this action and it would benefit the City of Yerington. Mayor Garry asked for comments, no further comments were made at this time and the motion was approved unanimously.

For Emergency Action: Discussion and Consideration for Adoption of Ordinance 2023-05, Bill No. 430, Authorizing and Directing the Issuance of the City of Yerington, Nevada, Wastewater Revenue Bond, Series 2023A in the Principal Amount of Not to Exceed $8,577,000.00 and the City of Yerington, Nevada, Wastewater Revenue Bond Series 2023B in the Principal Amount of Not to Exceed $7,000,000.00 to Refinance a Sewerage Project, as Defined in NRS 268.714; Providing the Forms, Terms, Conditions and Security for the Bonds and the Sale to the United States of America; Providing for Adoption as if an Emergency Exists; and Providing Other Matters Relating Thereto.

City Manager Switzer stated last month the City had a similar action and the only changes to this Ordinance is the not to exceed clause has been inserted within the document. Additional verbiage was provided by the City's Bond Counsel for the project.

For bond sales or purchases, City Council can act in an emergency action as well as adopting the motion as an emergency. If City Council wants to move forward, the vote would need to be unanimous. City Manager Switzer recommends for City Council to declare this Ordinance an emergency and provide a unanimous approval. The date set for the bond sale is on October 25, 2023.

Councilman Bryant made a motion to approve agenda item number eight as presented, seconded by Councilman Galvin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously with four ayes and zero nays.

For Emergency Action: Discussion and Consideration and Possible Adoption of Ordinance 2023-06, Bill No. 431, Authorizing and Directing the Issuance of the City of Yerington, Nevada, Water Revenue Bond, Series 2023A in the Principal Amount of Not to Exceed $9,901,000.00 and the City of Yerington, Nevada, Water Revenue Bond Series 2023B in the Principal Amount of Not to Exceed $7,352,000.00 to Refinance a Water Project, as Defined in NRS 268.728; Providing Forms, Terms, Conditions and Security for the Bonds and the Sale to the United States of America; Providing for Adoption as if an Emergency Exists; and Providing Other Matters Relating Thereto.

Councilman Galvin made a motion to approve agenda item number nine as presented, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously with four ayes and zero nays.

Approve the City's contracted engineering firm's recommendation to approve conditional lien releases with the construction company Q&D for final payment of the water/sewer infrastructure project.

City Manager Switzer stated an issue arose with Q&D Construction, United Stated Department of Agriculture (USDA) and the City of Yerington. In summary, Q&D Construction requests to have their final payment on the Water and Sewer Project with a conditional lien release basis. Q&D Construction will wait to pay the subcontractors, about 25 in total, after the final payment is received by the City. USDA states the final payment must be issued under the unconditional lien release condition. All subcontractors need to be paid for the project before final payment of the project is paid or issued. If the payment is released with the conditional lien releases, the City could be exposed to potential liabilities.

Councilman Galvin stated he does not believe the City should put ourselves in the wrong position and does not trust Q&D Construction. City Manager Switzer stated the USDA recommends unconditional lien release while Q&D Construction and DOWL, LLC recommends conditional lien releases. The issue has been reviewed with City Attorney Zumpft and the language states that DOWL, LLC is recommending that the City moves forward with the conditional lien releases and provides an amendment to the current construction contract. Councilman Galvin asked if the City pays Q&D Construction, how

long is the warranty. City Manager Switzer stated all warranties have to be presented to the City. Public Works Director Flakus added the warranties are for a one-year period once the work was completed. The City can pursue the claims for up to one year. Mayor Garry stated Q&D Construction would be committed to perform the issues about the spot work and the work has not been completed yet. City Manager Switzer stated there are several spot areas that need to be addressed and updated still.

City Manager Switzer stated the City is always subject to litigation but if the City is not 100% comfortable, an amendment to the contract for the work can be completed. The City is requesting approval of the conditional lien releases recommended by DOWL, LLC and to provide an amendment to cover the City.

Councilman Bryant made a motion to approve agenda item number ten with the amendment with USDA, seconded by Councilman Pizzo. Mayor Garry asked for comments, no comments were made at this time and the motion was approved unanimously.

Public Participation

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

Department Reports

Chief of Police Wagner stated several years ago the legislature wanted to enforce body cameras. All uniform law enforcement now has to wear body cameras. The funding was provided to Lyon County to fund the body cameras for the Yerington Police Department as a shared funding stream. The Lyon County Board of Commissioners decided to move forward with the federal laws instead of the state laws. The current body camera contract with Motorola and will need to entered into a contract with a new vendor. The Yerington Police Department is waiting for quotes and proposals, then this issue will need to be addressed within the near future. Councilman Galvin added the current body cameras will not be supported with a new vendor and the body cameras would need to interface with Spillman.

Public Works Director Flakus stated NV Energy is working on the power issue over at Mountain View Park regarding the new restrooms. The Public Works Department is moving forward with all of the projects assigned and will also be helping with the holiday parties, Halloween and Christmas. The school zone changes are still be worked on as well. The Airport Fly-In was over this past weekend and a new sign is currently at the Yerington Municipal Airport.

Building Official Browns stated within September, an amount of $3,355.75 was received for building permits.

City Manager Switzer stated an Aviation Club is currently at the Lyon County School District and the Yerington Municipal Airport should have an Aviation School to help train pilots, which this field of study currently has a shortage of pilots nationwide.

Councilman Pizzo stated the Airport Fly-In was very successful. Thank you to Public Works Director Flakus, the Public Works Department, Rotary Club and the K-9 units for attending and helping at the event. The City is looking to make this event better and bigger next year.

Councilman Bryant stated for two months now, Lyon County Sherriff's Office has been posting the mug shots of defendants on Facebook, which does not lend a lot of knowledge to the community. The statistics are a more meaningful tool to the community and provides more information than the mug shots. The transparency on social media is a great tool for the Lyon County Sherriff's Office and does provide a lot of awareness.

Councilman Galvin stated the statistics with the arrests between the Lyon County Sherriff's Office and the Yerington Police Department would be embarrassing for the City and would not show a good light for the City of Yerington.

Mayor Garry stated the Airport Fly-In did not get the military response like the City hoped but Mayor Garry will be meeting General Waters at the end of November. City Hall was named after the late General Robert T. Herbert and the City will work to build those relationships again with the National Guard. In 1937, President Franklin D. Roosevelt declared Columbus Day a national immigrant holiday. Happy Columbus Day.

There being no further business, the meeting was adjourned.

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Mayor of the City of Yerington

ATTEST:

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City Clerk of the City of Yerington

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Report Criteria:
Report type: Invoice detail
Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37671									
10/23	10/02/2023	37671	6607	AMAZON CAPITAL SERVICES	1KVD-P3NL-3	MISC	01-57-25-7011	1,985.42	1,985.42
Total 37671:									1,985.42
37672									
10/23	10/02/2023	37672	6244	ARELLANO HEATING & AIR	H10453	SERVICES	02-54-25-7043	20,485.00	20,485.00
10/23	10/02/2023	37672	6244	ARELLANO HEATING & AIR	P2364	SERVICES	02-54-25-7011	4,940.37	4,940.37
Total 37672:									25,425.37
37673									
10/23	10/02/2023	37673	1033	ARTISTIC FENCE CO., INC.	48184	MATERIALS	08-14-35-8087	11,223.46	11,223.46
Total 37673:									11,223.46
37674									
10/23	10/02/2023	37674	6323	BROWN, JEREMIAH	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37674:									500.00
37675									
10/23	10/02/2023	37675	1148	CASHMAN EQUIPMENT	INPS3878574	PARTS	03-54-25-7043	77.40	77.40
Total 37675:									77.40
37676									
10/23	10/02/2023	37676	1170	CHARTER COMMUNICATIONS	014026209192	WTP-INTERNET	02-54-25-7033	129.99	129.99
Total 37676:									129.99
37677									
10/23	10/02/2023	37677	6278	CIGNA	3237081- SEP	MEDICAL INS - DEPENDE	00-00-00-2023	23,464.36	23,464.36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37677:									23,464.36
37678									
10/23	10/02/2023	37678	6278	CIGNA	3251818- OCT	MEDICAL INS - DEPENDE	00-00-00-2023	23,464.36	23,464.36
Total 37678:									23,464.36
37679									
10/23	10/02/2023	37679	1208	COOMBS, BRANDON	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37679:									500.00
37680									
10/23	10/02/2023	37680	6780	DWYER, EDWARD	30010212	REFUND DEPOSIT	23-00-00-2230	117.90	117.90
Total 37680:									117.90
37681									
10/23	10/02/2023	37681	1383	GRAINGER	9845015669	EQUIPMENT	03-54-25-7011	811.29	811.29
10/23	10/02/2023	37681	1383	GRAINGER	9845015677	EQUIPMENT	02-54-25-7011	174.99	174.99
Total 37681:									986.28
37682									
10/23	10/02/2023	37682	6295	JENNERJOHN, RICHARD	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37682:									500.00
37683									
10/23	10/02/2023	37683	1536	LAW OFFICES OF CHERI EMM-SMITH	SEPT 2023	Judge Services	01-53-15-7131	2,250.91	2,250.91
Total 37683:									2,250.91
37684									
10/23	10/02/2023	37684	1536	LAW OFFICES OF CHERI EMM-SMITH	JOP -JULY 23	JOP SERVICES	01-53-15-7021	325.00	325.00
Total 37684:									325.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37685									
10/23	10/02/2023	37685	1536	LAW OFFICES OF CHERI EMM-SMITH	JOP AUG 23 #	JOP SERVICES	01-53-15-7021	325.00	325.00
Total 37685:									325.00
37686									
10/23	10/02/2023	37686	1536	LAW OFFICES OF CHERI EMM-SMITH	JOP SEPT 23	JOP SERVICES	01-53-15-7021	325.00	325.00
Total 37686:									325.00
37687									
10/23	10/02/2023	37687	1566	LYON COUNTY CLERK TREASURER	PUB DEF - OC	PUBLIC DEFENDER CON	01-53-15-7031	2,000.00	2,000.00
Total 37687:									2,000.00
37688									
10/23	10/02/2023	37688	1600	MASON VALLEY FIRE DISTRICT	OCT - DEC 20	QTRLY CONTRACT	01-52-21-7002	137,758.00	137,758.00
Total 37688:									137,758.00
37689									
10/23	10/02/2023	37689	1902	NV ENERGY	312895-923	POWER	03-54-25-7033	1,216.65	1,216.65
10/23	10/02/2023	37689	1902	NV ENERGY	475438-0923	POWER	03-54-25-7033	9,530.14	9,530.14
10/23	10/02/2023	37689	1902	NV ENERGY	475616-0923	POWER	01-55-27-7033	3,891.03	3,891.03
Total 37689:									14,637.82
37690									
10/23	10/02/2023	37690	1761	PAPE MACHINERY	14790039	EQUIPMENT	02-54-25-7044	361.55	361.55
Total 37690:									361.55
37691									
10/23	10/02/2023	37691	1795	PUBLIC EMP. BENEFITS PROGRAM	SEPT 2023	POLICE- RETIREE INS. P	01-52-20-6110	1,151.23	1,151.23
Total 37691:									1,151.23
37692									
10/23	10/02/2023	37692	1858	SAFEGUARD BUSINESS SYSTEMS, IN	9002622379	TAX FORMS	01-52-20-7011	168.15	168.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37692:									168.15
37693									
10/23	10/02/2023	37693	6568	SANABIA, ANDREW	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37693:									500.00
37694									
10/23	10/02/2023	37694	6689	TERMINEX PROCESSING CENTER	437954739	SERVICES	01-51-14-7011	80.00	80.00
Total 37694:									80.00
37695									
10/23	10/02/2023	37695	2066	WAGNER, DARREN	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37695:									500.00
37696									
10/23	10/02/2023	37696	6505	WASHINGTON NATIONAL INS. CO	P2355202	ADDL LIFE INS	00-00-00-2016	117.95	117.95
Total 37696:									117.95
37697									
10/23	10/02/2023	37697	6317	WESTERN ENVIRONMENTAL TESTIN	23090253	TESTING	02-54-25-7050	188.00	188.00
Total 37697:									188.00
37698									
10/23	10/02/2023	37698	2111	WISNER, NICHOLAS	UNI OCT 2023	UNIFORM ALLOWANCE	01-52-20-7022	500.00	500.00
Total 37698:									500.00
37699									
10/23	10/02/2023	37699	6779	YERINGTON SENIOR CENTER	1446957	PARK DEPOSIT REFUND	01-20-00-3179	200.00	200.00
Total 37699:									200.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37700									
10/23	10/09/2023	37700	1014	ACE HARDWARE	SEPT 2023	SUPPLIES	03-54-25-7044	863.54	863.54
Total 37700:									863.54
37701									
10/23	10/09/2023	37701	6666	ADAMS. JARROD	10032023 K9	K9 SUPPLIES	01-52-20-7011	382.43	382.43
Total 37701:									382.43
37702									
10/23	10/09/2023	37702	6607	AMAZON CAPITAL SERVICES	1HHQ-JC1D-	SUPPLIES	02-54-25-7052	1,420.17	1,420.17
Total 37702:									1,420.17
37703									
10/23	10/09/2023	37703	1868	AT & T LONG DISTANCE	1178550988	LONG DISTANCE	03-54-25-7033	13.23	13.23
10/23	10/09/2023	37703	1868	AT & T LONG DISTANCE	2177339213	LONG DISTANCE	03-54-25-7033	1.97	1.97
10/23	10/09/2023	37703	1868	AT & T LONG DISTANCE	279010935	LONG DISTANCE	03-54-25-7033	2.19	2.19
Total 37703:									17.39
37704									
10/23	10/09/2023	37704	6784	BLACKMORE, ASHLEY	MT23090	BAIL REFUND	01-17-00-3148	1,475.00	1,475.00
Total 37704:									1,475.00
37705									
10/23	10/09/2023	37705	1146	CASELLE, INC.	127796 - SUP	Support Contract	03-54-25-7011	1,756.00	1,756.00
Total 37705:									1,756.00
37706									
10/23	10/09/2023	37706	6782	CONN, WILLIAM	11636307	REFUND DEPOSIT	02-00-00-2230	12.22	12.22
Total 37706:									12.22
37707									
10/23	10/09/2023	37707	1232	D & S WASTE REMOVAL	230930390000	WASTE REMOVAL	02-54-25-7049	1,165.49	1,165.49

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37707:									1,165.49
37708									
10/23	10/09/2023	37708	1233	D AND M EMERGENCY SVC	7724	SERVICES/ REPAIRS	01-52-20-7044	55.00	55.00
10/23	10/09/2023	37708	1233	D AND M EMERGENCY SVC	7727	SERVICES/ REPAIRS	01-52-20-7044	30.00	30.00
Total 37708:									85.00
37709									
10/23	10/09/2023	37709	1324	DOWL, LLC	R4001.1136.P	WATER & SEWER REHAB	02-00-00-1580	25,941.25	25,941.25
Total 37709:									25,941.25
37710									
10/23	10/09/2023	37710	1324	DOWL, LLC	R4001.1136.P	WATER & SEWER REHAB	03-00-00-1580	16,290.00	16,290.00
Total 37710:									16,290.00
37711									
10/23	10/09/2023	37711	1324	DOWL, LLC	R4001.1008-8	PAIUTE TRIBE	02-00-00-1575	932.50	932.50
Total 37711:									932.50
37712									
10/23	10/09/2023	37712	1324	DOWL, LLC	R4001.1008-8	PAIUTE TRIBE	03-00-00-1575	1,285.00	1,285.00
Total 37712:									1,285.00
37713									
10/23	10/09/2023	37713	1335	FIRST ADVANTAGE OHS	2506182309	SERVICES	02-54-25-7011	11.48	11.48
Total 37713:									11.48
37714									
10/23	10/09/2023	37714	2058	FRONTIER	092223PD	TELEPHONE	01-52-20-7033	447.57	447.57
10/23	10/09/2023	37714	2058	FRONTIER	092423CH	TELEPHONE	03-54-25-7033	624.10	624.10
10/23	10/09/2023	37714	2058	FRONTIER	092523FIRE	TELEPHONE	03-54-25-7033	593.56	593.56

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37714:									1,665.23
37715									
10/23	10/09/2023	37715	1383	GRAINGER	9848610706	EQUIPMENT	02-54-25-7011	503.28	503.28
10/23	10/09/2023	37715	1383	GRAINGER	9853701788	EQUIPMENT	03-54-25-7011	2,438.53	2,438.53
Total 37715:									2,941.81
37716									
10/23	10/09/2023	37716	6587	HEALTHY COMMUNITIES COALITION	3- JULY/SUG	GRANT RIMBURSEMENT	08-14-27-8101	1,400.00	1,400.00
Total 37716:									1,400.00
37717									
10/23	10/09/2023	37717	6582	HOUGHTON, CHRIS	MT22066/MT2	INTERPRETER	01-53-15-7013	150.00	150.00
10/23	10/09/2023	37717	6582	HOUGHTON, CHRIS	MT23091 -SE	INTERPRETER	01-53-15-7013	150.00	150.00
Total 37717:									300.00
37718									
10/23	10/09/2023	37718	1566	LYON COUNTY CLERK TREASURER	W/C SEPT 20	W/C SEWER - INT	23-54-25-7002	11,102.00	11,102.00
Total 37718:									11,102.00
37719									
10/23	10/09/2023	37719	1588	MARRACCINI PLUMBING	78806	SERVICES	03-54-25-7011	900.00	900.00
Total 37719:									900.00
37720									
10/23	10/09/2023	37720	1588	MARRACCINI PLUMBING	78893	SERVICES	01-53-15-7011	79.00	79.00
Total 37720:									79.00
37721									
10/23	10/09/2023	37721	1588	MARRACCINI PLUMBING	78807	SERVICES	01-57-25-7011	750.00	750.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37721:									750.00
37722									
10/23	10/09/2023	37722	1621	MCMASTER-CARR	14867209	EQUIPMENT	02-54-25-7011	60.29	60.29
10/23	10/09/2023	37722	1621	MCMASTER-CARR	15079998	EQUIPMENT	01-56-35-7011	592.25	592.25
Total 37722:									652.54
37723									
10/23	10/09/2023	37723	6783	MORGAN, MICHAEL	MT23075	BAIL REFUND	01-17-00-3148	440.00	440.00
Total 37723:									440.00
37724									
10/23	10/09/2023	37724	1642	MSC INDUSTRIAL SUPPLY CO.	82434607	EQUIPMENT	03-54-25-7043	1,556.16	1,556.16
10/23	10/09/2023	37724	1642	MSC INDUSTRIAL SUPPLY CO.	82434617	EQUIPMENT	01-54-26-7043	51.24	51.24
Total 37724:									1,607.40
37725									
10/23	10/09/2023	37725	1713	NFPA	8563544X	ANNUAL MEMBERSHIP	02-54-25-7011	175.00	175.00
Total 37725:									175.00
37726									
10/23	10/09/2023	37726	1902	NV ENERGY	317493-0923	POWER	01-54-26-7033	42.43	42.43
10/23	10/09/2023	37726	1902	NV ENERGY	475453-0923	POWER	03-54-25-7033	3,326.92	3,326.92
10/23	10/09/2023	37726	1902	NV ENERGY	475469-0923B	POWER	02-54-25-7033	927.55	927.55
10/23	10/09/2023	37726	1902	NV ENERGY	475499-0923	POWER	01-54-26-7033	3,478.35	3,478.35
10/23	10/09/2023	37726	1902	NV ENERGY	512345-0923	POWER	03-54-25-7033	84.44	84.44
10/23	10/09/2023	37726	1902	NV ENERGY	706659-0923	POWER	02-54-25-7033	37.35	37.35
Total 37726:									7,897.04
37727									
10/23	10/09/2023	37727	1801	Q & D CONSTRUCTION	APP35WATER	WATER / SEWER REPLA	02-00-00-1580	365,056.38	365,056.38

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37727:									365,056.38
37728									
10/23	10/09/2023	37728	1801	Q & D CONSTRUCTION	APP35SEWE	WATER / SEWER REPLA	03-00-00-1580	349,564.64	349,564.64
Total 37728:									349,564.64
37729									
10/23	10/09/2023	37729	6212	RALEY'S	SEPT 2023	SUPPLIES	01-56-35-7011	304.25	304.25
Total 37729:									304.25
37730									
10/23	10/09/2023	37730	1938	SOUTHWEST GAS CORP	92823CAL	UTILITIES	02-54-25-7033	222.27	222.27
10/23	10/09/2023	37730	1938	SOUTHWEST GAS CORP	92823GOLDP	UTILITIES	02-54-25-7033	97.66	97.66
10/23	10/09/2023	37730	1938	SOUTHWEST GAS CORP	92823GOLDP	UTILITIES	03-54-25-7033	38.42	38.42
10/23	10/09/2023	37730	1938	SOUTHWEST GAS CORP	92823TROW	UTILITIES	01-59-35-7033	177.32	177.32
10/23	10/09/2023	37730	1938	SOUTHWEST GAS CORP	92823TROW2	UTILITIES	02-54-25-7033	56.74	56.74
Total 37730:									592.41
37731									
10/23	10/09/2023	37731	1969	STICKS & STONES	SEPT 2023	MATERIALS	02-54-25-7011	1,195.24	1,195.24
Total 37731:									1,195.24
37732									
10/23	10/09/2023	37732	6672	TAPCO	1762414	SUPPLIES	01-54-26-7011	1,936.94	1,936.94
Total 37732:									1,936.94
37733									
10/23	10/09/2023	37733	2026	TRUE VALUE	SEPT 2023	SUPPLIES	03-54-25-7011	1,080.86	1,080.86
Total 37733:									1,080.86
37734									
10/23	10/09/2023	37734	2060	VERIZON WIRELESS	9944995284	WIRELESS SERVICE	03-54-25-7033	654.97	654.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37734:									654.97
37735									
10/23	10/09/2023	37735	2060	VERIZON WIRELESS	9945016882	WIRELESS SERVICE	03-54-25-7033	1,193.78	1,193.78
Total 37735:									1,193.78
37736									
10/23	10/09/2023	37736	6658	VINNIE'S ELECTRIC	5529	REVIGLIO FIELD PROJEC	08-14-27-8101	10,680.00	10,680.00
Total 37736:									10,680.00
37737									
10/23	10/09/2023	37737	6781	WAID, ELIZABETH	10137010	REFUND DEPOSIT	02-00-00-2230	11.06	11.06
Total 37737:									11.06
37738									
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090219	TESTING	02-54-25-7050	382.00	382.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090220	TESTING	02-54-25-7050	328.00	328.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090221	TESTING	02-54-25-7050	148.00	148.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090250	TESTING	02-54-25-7050	269.00	269.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090251	TESTING	02-54-25-7050	269.00	269.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090252	TESTING	02-54-25-7050	269.00	269.00
10/23	10/09/2023	37738	6317	WESTERN ENVIRONMENTAL TESTIN	23090534	TESTING	02-54-25-7050	148.00	148.00
Total 37738:									1,813.00
37739									
10/23	10/09/2023	37739	2088	WESTERN NEVADA SUPPLY	SEPT 2023	SUPPLIES	03-54-25-7011	13,946.41	13,946.41
Total 37739:									13,946.41
37740									
10/23	10/10/2023	37740	1801	Q & D CONSTRUCTION	COLONY SE	COLONY SEWER	03-00-00-1575	2,427.75	2,427.75
Total 37740:									2,427.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37752									
10/23	10/17/2023	37752	6666	ADAMS. JARROD	K9 - OCT 2023	K9 AGREEMENT	01-52-20-7011	425.00	425.00
10/23	10/17/2023	37752	6666	ADAMS. JARROD	K9 - SEPT 202	K9 AGREEMENT	01-52-20-7011	170.00	170.00
Total 37752:									595.00
37753									
10/23	10/17/2023	37753	6607	AMAZON CAPITAL SERVICES	1QGT-9GWW-	MISC	03-54-25-7011	193.99	193.99
Total 37753:									193.99
37754									
10/23	10/17/2023	37754	6607	AMAZON CAPITAL SERVICES	1MGK-TRMT-	MISC	01-54-26-7043	244.02	244.02
Total 37754:									244.02
37755									
10/23	10/17/2023	37755	6607	AMAZON CAPITAL SERVICES	16RT-HQ4R-3	MISC	03-54-25-7018	1,039.90	1,039.90
Total 37755:									1,039.90
37756									
10/23	10/17/2023	37756	1148	CASHMAN EQUIPMENT	INPS388109	EQUIPMENT	03-54-25-7043	39.12	39.12
10/23	10/17/2023	37756	1148	CASHMAN EQUIPMENT	INPS3882564	EQUIPMENT	02-54-25-7043	403.92	403.92
Total 37756:									443.04
37757									
10/23	10/17/2023	37757	1169	CHAPARRAL AUTO BODY	92823	SERVICES	03-54-25-7043	618.44	618.44
Total 37757:									618.44
37758									
10/23	10/17/2023	37758	1261	DESERT ENGINEERING	50390	TBALL FIELD PROJECT	08-56-35-8036	31,612.50	31,612.50
10/23	10/17/2023	37758	1261	DESERT ENGINEERING	50391	TBALL FIELD PROJECT	01-54-26-7011	12,000.00	12,000.00
10/23	10/17/2023	37758	1261	DESERT ENGINEERING	50394	MATERIALS	02-54-25-7011	1,309.23	1,309.23
Total 37758:									44,921.73

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37759									
10/23	10/17/2023	37759	6270	FREEDOM MAILING SERVICES, INC	46294	UTILITY BILLS	03-54-25-7011	1,260.72	1,260.72
Total 37759:									1,260.72
37760									
10/23	10/17/2023	37760	1383	GRAINGER	9864251666	SUPPLIES	02-54-25-7052	1,528.58	1,528.58
Total 37760:									1,528.58
37761									
10/23	10/17/2023	37761	6488	GUTIERREZ, TOMMY	100623 REIM	TRAVEL REIMB	02-54-25-7040	48.00	48.00
Total 37761:									48.00
37762									
10/23	10/17/2023	37762	6295	JENNERJOHN, RICHARD	K9 - JULY 202	K9 AGREEMENT	01-52-20-7011	425.00	425.00
10/23	10/17/2023	37762	6295	JENNERJOHN, RICHARD	K9 - SEPT 202	K9 AGREEMENT	01-52-20-7011	255.00	255.00
10/23	10/17/2023	37762	6295	JENNERJOHN, RICHARD	K9- AUGUST	K9 AGREEMENT	01-52-20-7011	425.00	425.00
10/23	10/17/2023	37762	6295	JENNERJOHN, RICHARD	K9 -MAY 2023	K9 AGREEMENT	01-52-20-7011	425.00	425.00
10/23	10/17/2023	37762	6295	JENNERJOHN, RICHARD	K9-JUNE 2023	K9 AGREEMENT	01-52-20-7011	425.00	425.00
Total 37762:									1,955.00
37763									
10/23	10/17/2023	37763	2034	JIM MENESINI PETROLEUM, LLC	SEPT 2023	PW- FUEL	02-54-25-7049	5,894.70	5,894.70
Total 37763:									5,894.70
37764									
10/23	10/17/2023	37764	2034	JIM MENESINI PETROLEUM, LLC	SEPT 2023 P	PD, FUEL	01-52-20-7049	2,218.22	2,218.22
Total 37764:									2,218.22
37765									
10/23	10/17/2023	37765	2212	LAHONTAN PARAMEDICAL	4547	MEDICAL SERVICES	01-52-20-7011	50.00	50.00
Total 37765:									50.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37766									
10/23	10/17/2023	37766	1536	LAW OFFICES OF CHERI EMM-SMITH	JOP OCT 202	JOP SERVICES	01-53-15-7021	975.00	975.00
Total 37766:									975.00
37767									
10/23	10/17/2023	37767	1551	LES SCHWAB TIRES	95400560506	SERVICE	03-54-25-7043	2,327.49	2,327.49
Total 37767:									2,327.49
37768									
10/23	10/17/2023	37768	1566	LYON COUNTY CLERK TREASURER	SEPT 2023 IT	IT SERVICES	03-54-25-7011	2,000.00	2,000.00
Total 37768:									2,000.00
37769									
10/23	10/17/2023	37769	1621	MCMASTER-CARR	15608649	EQUIPMENT	01-56-35-7011	485.54	485.54
Total 37769:									485.54
37770									
10/23	10/17/2023	37770	1098	MINDEN LAWYERS, LLC	8575-SEPT 20	PROFESSIONAL SERVIC	03-54-25-7030	4,892.87	4,892.87
Total 37770:									4,892.87
37771									
10/23	10/17/2023	37771	6785	MOORE, ANGELA	BONUS 2023	BONUS	01-53-15-7011	400.00	400.00
Total 37771:									400.00
37772									
10/23	10/17/2023	37772	1642	MSC INDUSTRIAL SUPPLY CO.	83231817	EQUIPMENT	01-54-26-7043	286.80	286.80
10/23	10/17/2023	37772	1642	MSC INDUSTRIAL SUPPLY CO.	83252447	EQUIPMENT	03-54-25-7011	1,124.27	1,124.27
Total 37772:									1,411.07
37773									
10/23	10/17/2023	37773	1902	NV ENERGY	312572-0923	POWER	23-54-25-7033	301.69	301.69
10/23	10/17/2023	37773	1902	NV ENERGY	312895-1023	POWER	03-54-25-7033	1,038.24	1,038.24

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
10/23	10/17/2023	37773	1902	NV ENERGY	441484-1023	POWER	01-59-35-7033	38.44	38.44
10/23	10/17/2023	37773	1902	NV ENERGY	513290-0923	POWER	23-54-25-7033	93.66	93.66
10/23	10/17/2023	37773	1902	NV ENERGY	533954-0923	POWER	01-55-27-7033	79.72	79.72
10/23	10/17/2023	37773	1902	NV ENERGY	546699-0923	POWER	03-54-25-7033	112.25	112.25
Total 37773:									1,664.00
37774									
10/23	10/17/2023	37774	1761	PAPE MACHINERY	14828728	EQUIPMENT	01-56-35-7011	65.96	65.96
10/23	10/17/2023	37774	1761	PAPE MACHINERY	14835272	EQUIPMENT	03-54-25-7043	339.98	339.98
Total 37774:									405.94
37775									
10/23	10/17/2023	37775	1795	PUBLIC EMP. BENEFITS PROGRAM	OCT 2023	POLICE- RETIREE INS. P	01-52-20-6110	1,151.23	1,151.23
Total 37775:									1,151.23
37776									
10/23	10/17/2023	37776	1888	SIERRA CONTROLS, LLC	124428	SCADA UPGRADES	02-54-25-7011	3,616.07	3,616.07
Total 37776:									3,616.07
37777									
10/23	10/17/2023	37777	1974	STUDIO 33	4250	PRINTED MATERIALS	01-53-15-7011	551.00	551.00
Total 37777:									551.00
37778									
10/23	10/17/2023	37778	6259	Switzer, Robert	AUG REIMB	TRAVEL REIMB	01-51-14-7040	45.40	45.40
Total 37778:									45.40
37779									
10/23	10/17/2023	37779	1886	THATCHER COMPANY OF NEVADA, IN	202340011574	WATER TREATMENT PLA	02-54-25-7061	706.00	706.00
Total 37779:									706.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37780									
10/23	10/17/2023	37780	2016	ULINE	169496365	SUPPLIES	03-54-25-7011	1,519.97	1,519.97
10/23	10/17/2023	37780	2016	ULINE	169496366	SUPPLIES	02-54-25-7011	217.81	217.81
Total 37780:									1,737.78
37781									
10/23	10/17/2023	37781	2323	WALKER RIVER MECHANICAL	WRM1925720	SERVICES	02-54-25-7011	4,621.50	4,621.50
Total 37781:									4,621.50
37782									
10/23	10/17/2023	37782	6505	WASHINGTON NATIONAL INS. CO	P2363949 - O	ADDITIONAL INSURANCE	00-00-00-2016	117.95	117.95
Total 37782:									117.95
37783									
10/23	10/17/2023	37783	1406	WELLS FARGO BANK-REMIT. CNTR	100623JAY	JAY - CREDIT CARD	03-54-25-7049	3,014.15	3,014.15
Total 37783:									3,014.15
37784									
10/23	10/17/2023	37784	1406	WELLS FARGO BANK-REMIT. CNTR	100623BECK	DENNIS - CREDIT CARD	02-54-25-7052	251.50	251.50
Total 37784:									251.50
37785									
10/23	10/17/2023	37785	1406	WELLS FARGO BANK-REMIT. CNTR	100623BOB	BOB-CREDIT CARD	01-55-27-7011	1,067.28	1,067.28
Total 37785:									1,067.28
37786									
10/23	10/17/2023	37786	1406	WELLS FARGO BANK-REMIT. CNTR	100623SHAW	SHEEMA - CREDIT CARD	08-14-25-8090	1,657.38	1,657.38
Total 37786:									1,657.38
37787									
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23090535	TESTING	03-54-25-7050	882.00	882.00
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23090688	TESTING	02-54-25-7050	64.00	64.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23090689	TESTING	02-54-25-7050	119.00	119.00
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23090690	TESTING	02-54-25-7050	64.00	64.00
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23090736	TESTING	02-54-25-7050	1,378.00	1,378.00
10/23	10/17/2023	37787	6317	WESTERN ENVIRONMENTAL TESTIN	23100209	TESTING	02-54-25-7050	188.00	188.00
Total 37787:									2,695.00
37788									
10/23	10/17/2023	37788	2099	XPRESS BILL PAY	INV-XPR0048	EFT TRANSACTIONS	03-54-25-7011	673.36	673.36
Total 37788:									673.36
37789									
10/23	10/23/2023	37789	1023	ALLIED SANITATION	I2210	SERVICES	01-56-35-7011	684.80	684.80
Total 37789:									684.80
37790									
10/23	10/23/2023	37790	6244	ARELLANO HEATING & AIR	P2402	SERVICES	02-54-25-7011	660.00	660.00
Total 37790:									660.00
37791									
10/23	10/23/2023	37791	6701	BITLER, PEGGY	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	1,702.75	1,702.75
Total 37791:									1,702.75
37792									
10/23	10/23/2023	37792	1146	CASELLE, INC.	127561-CU A	CLEAN UP	03-54-25-7011	650.00	650.00
Total 37792:									650.00
37793									
10/23	10/23/2023	37793	6236	CNA SURETY DIRECT BILL	10172023	NOTARY BOND	01-51-14-7011	97.50	97.50
Total 37793:									97.50
37794									
10/23	10/23/2023	37794	6793	DOLSEN, FREDERICK	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	8,000.00	8,000.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37794:									8,000.00
37795									
10/23	10/23/2023	37795	6789	DOUGLAS, GARRET	10248504	CREDIT REFUND	00-00-00-1075	764.22	764.22
Total 37795:									764.22
37796									
10/23	10/23/2023	37796	1324	DOWL, LLC	R4001.2235-1	PAPI & REIL REPLACEME	08-14-36-8089	5,062.50	5,062.50
Total 37796:									5,062.50
37797									
10/23	10/23/2023	37797	1324	DOWL, LLC	R4001.089.08-	KISS AND DROP PROJEC	01-54-26-7043	227.50	227.50
Total 37797:									227.50
37798									
10/23	10/23/2023	37798	1324	DOWL, LLC	7363.30146.02	GOLDFIELD PAVING	08-14-27-8101	475.00	475.00
Total 37798:									475.00
37799									
10/23	10/23/2023	37799	1324	DOWL, LLC	R4001.1136.P	WATER & SEWER REHAB	02-00-00-1580	29,563.75	29,563.75
Total 37799:									29,563.75
37800									
10/23	10/23/2023	37800	1324	DOWL, LLC	R4001.1136.P	WATER & SEWER REHAB	03-00-00-1580	12,876.25	12,876.25
Total 37800:									12,876.25
37801									
10/23	10/23/2023	37801	1324	DOWL, LLC	R4001.1008-9	PAIUTE TRIBE	02-00-00-1575	662.50	662.50
Total 37801:									662.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37802									
10/23	10/23/2023	37802	1324	DOWL, LLC	R4001.1008-9	PAIUTE TRIBE	03-00-00-1575	285.00	285.00
Total 37802:									285.00
37803									
10/23	10/23/2023	37803	2058	FRONTIER	100723AIR	TELEPHONE	01-55-27-7033	49.98	49.98
10/23	10/23/2023	37803	2058	FRONTIER	100723PW	TELEPHONE	03-54-25-7033	112.18	112.18
Total 37803:									162.16
37804									
10/23	10/23/2023	37804	1383	GRAINGER	9875589765	SUPPLIES	01-59-35-7011	42.87	42.87
Total 37804:									42.87
37805									
10/23	10/23/2023	37805	6748	GREENSHINE NEW ENERGY	GS20230928C	PARKING LOT LIGHTS	08-14-27-8101	8,474.00	8,474.00
Total 37805:									8,474.00
37806									
10/23	10/23/2023	37806	1633	GUARDIAN- DENTAL	OCT 2023	DENTAL INSURANCE- RE	00-00-00-2023	1,248.66	1,248.66
Total 37806:									1,248.66
37807									
10/23	10/23/2023	37807	1633	GUARDIAN- DENTAL	NOV 2023	DENTAL INSURANCE- RE	00-00-00-2023	1,248.66	1,248.66
Total 37807:									1,248.66
37808									
10/23	10/23/2023	37808	1948	GUARDIAN- LIFE	OCT 2023	HOSPITAL INS. - LIFE	00-00-00-2023	377.00	377.00
Total 37808:									377.00
37809									
10/23	10/23/2023	37809	1948	GUARDIAN- LIFE	NOV 2023	HOSPITAL INS. - LIFE	00-00-00-2023	377.00	377.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37809:									377.00
37810									
10/23	10/23/2023	37810	6587	HEALTHY COMMUNITIES COALITION	4- SEPT 2023	GRANT REIMBURSEMEN	08-14-27-8101	700.00	700.00
Total 37810:									700.00
37811									
10/23	10/23/2023	37811	1566	LYON COUNTY CLERK TREASURER	SEPT23RMTA	ROOM TAX REMITTAL	08-56-35-8081	1,236.65	1,236.65
Total 37811:									1,236.65
37812									
10/23	10/23/2023	37812	6792	MASON VALLEY SWIMMING POOL DIS	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	8,000.00	8,000.00
Total 37812:									8,000.00
37813									
10/23	10/23/2023	37813	6682	MCFADDEN ELECTRIC, LLC	3	AIRPORT PROJECT	08-14-36-8089	105,478.15	105,478.15
Total 37813:									105,478.15
37814									
10/23	10/23/2023	37814	6610	MONROY DE NIZ, MARICELA	16- SEPT 202	CLEANING	01-52-20-7011	1,850.00	1,850.00
Total 37814:									1,850.00
37815									
10/23	10/23/2023	37815	6791	NEW HOPE BIBLE FELLOWSHIP	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	702.50	702.50
Total 37815:									702.50
37816									
10/23	10/23/2023	37816	6695	OSKAR SEPTIC SERVICES, LLC	5477	SERVICES	08-14-27-8101	500.00	500.00
Total 37816:									500.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37817									
10/23	10/23/2023	37817	1761	PAPE MACHINERY	14849259	EQUIPMENT	03-54-25-7044	112.28	112.28
Total 37817:									112.28
37818									
10/23	10/23/2023	37818	6787	PERI & PERI, LLC	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	3,101.11	3,101.11
Total 37818:									3,101.11
37819									
10/23	10/23/2023	37819	1801	Q & D CONSTRUCTION	15769H-005	WATER / SEWER REPLA	03-54-25-7043	10,995.24	10,995.24
Total 37819:									10,995.24
37820									
10/23	10/23/2023	37820	1801	Q & D CONSTRUCTION	CITY FUNDED	CITY FUNDED PROJECT	01-54-26-9059	118,879.89	118,879.89
Total 37820:									118,879.89
37821									
10/23	10/23/2023	37821	1801	Q & D CONSTRUCTION	APP36WATER	WATER / SEWER REPLA	02-00-00-1580	434,917.35	434,917.35
Total 37821:									434,917.35
37822									
10/23	10/23/2023	37822	1801	Q & D CONSTRUCTION	APP36SEWE	WATER / SEWER REPLA	03-00-00-1580	982,416.00	982,416.00
Total 37822:									982,416.00
37823									
10/23	10/23/2023	37823	1801	Q & D CONSTRUCTION	COLONY WAT	COLONY WATER	02-00-00-1575	38,737.51	38,737.51
Total 37823:									38,737.51
37824									
10/23	10/23/2023	37824	1801	Q & D CONSTRUCTION	COLONY SE	COLONY SEWER	03-00-00-1575	37,024.48	37,024.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37824:									37,024.48
37825									
10/23	10/23/2023	37825	1824	RENO GAZETTE-JOURNAL	5923536	LEGAL ADVERTISING	01-51-14-7026	284.60	284.60
Total 37825:									284.60
37826									
10/23	10/23/2023	37826	6790	SCHUMANN, LEANN	CC23021	ATTORNEY FEES	01-53-15-7031	150.00	150.00
Total 37826:									150.00
37827									
10/23	10/23/2023	37827	1938	SOUTHWEST GAS CORP	100623PD	UTILITIES	01-52-20-7033	30.24	30.24
Total 37827:									30.24
37828									
10/23	10/23/2023	37828	1961	STATE OF NV-DEPT OF TAX	SEPT23RMTA	ROOM TAX TRANSMITTA	08-56-35-8080	741.99	741.99
Total 37828:									741.99
37829									
10/23	10/23/2023	37829	1974	STUDIO 33	4246	PRINTED MATERIALS	01-53-15-7011	246.00	246.00
Total 37829:									246.00
37830									
10/23	10/23/2023	37830	2028	U.S. POSTAL SERVICE	101823	POSTAGE FOR MACHINE	03-54-25-7011	400.00	400.00
Total 37830:									400.00
37831									
10/23	10/23/2023	37831	2046	USA BLUEBOOK	INV00152695	Supplies	02-54-25-7011	142.42	142.42
Total 37831:									142.42

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37832									
10/23	10/23/2023	37832	6786	WIRED SOLUTIONS	302268	EQUIPMENT	03-54-25-7011	6,659.88	6,659.88
Total 37832:									6,659.88
37833									
10/23	10/23/2023	37833	2098	YERINGTON AUTO PARTS	SEPT 2023	SUPPLIES	03-54-25-7044	1,593.98	1,593.98
Total 37833:									1,593.98
37834									
10/23	10/23/2023	37834	6788	YERINGTON FAMILY VISION CENTER	BF 101823	BACKFLOW REIMBURSE	08-14-27-8101	2,702.75	2,702.75
Total 37834:									2,702.75
37835									
10/23	10/24/2023	37835	1788	POSTMASTER	10242023	Stamps	03-54-25-7011	1,650.00	1,650.00
Total 37835:									1,650.00
37841									
10/23	10/31/2023	37841	1021	AFLAC	716444-OCT 2	AFLAC INSURANCE	00-00-00-2015	236.85	236.85
Total 37841:									236.85
37842									
10/23	10/31/2023	37842	1031	ARIGONI, ROBERT	OCT 2023 PC	Planning Commission	01-51-14-5113	25.00	25.00
Total 37842:									25.00
37843									
10/23	10/31/2023	37843	1086	BODENSTEIN, ERIC	OCT 2023 PC	Planning Commission	01-51-14-5113	25.00	25.00
Total 37843:									25.00
37844									
10/23	10/31/2023	37844	6095	Bull, Elmer	OCT 2023 PC	PLANNING COMISSION	01-51-14-5113	25.00	25.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37844:									25.00
37845									
10/23	10/31/2023	37845	6409	CANON FINANCIAL SERVICES, INC.	31353818	COPIER USAGE	01-52-20-7041	691.62	691.62
Total 37845:									691.62
37846									
10/23	10/31/2023	37846	1169	CHAPARRAL AUTO BODY	100923	SERVICES	02-54-25-7044	90.00	90.00
10/23	10/31/2023	37846	1169	CHAPARRAL AUTO BODY	102023	SERVICES	01-51-14-7044	1,603.95	1,603.95
Total 37846:									1,693.95
37847									
10/23	10/31/2023	37847	1170	CHARTER COMMUNICATIONS	014026210192	WTP-INTERNET	02-54-25-7033	129.99	129.99
Total 37847:									129.99
37848									
10/23	10/31/2023	37848	1170	CHARTER COMMUNICATIONS	176103801101	CH-INTERNET	01-51-14-7033	299.98	299.98
Total 37848:									299.98
37849									
10/23	10/31/2023	37849	1170	CHARTER COMMUNICATIONS	176104001101	PD- INTERNET	01-52-20-7033	169.98	169.98
Total 37849:									169.98
37850									
10/23	10/31/2023	37850	1273	DOUGLAS, STEVE	OCT 2023 PC	PLANNING COMMISSION	01-51-14-5113	25.00	25.00
Total 37850:									25.00
37851									
10/23	10/31/2023	37851	1383	GRAINGER	9880895272	EQUIPMENT	03-54-25-7011	453.84	453.84
10/23	10/31/2023	37851	1383	GRAINGER	9881866645	EQUIPMENT	02-54-25-7011	233.18	233.18

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 37851:									687.02
37852									
10/23	10/31/2023	37852	2212	LAHONTAN PARAMEDICAL	4562	SERVICES	01-52-20-7011	100.00	100.00
Total 37852:									100.00
37853									
10/23	10/31/2023	37853	1566	LYON COUNTY CLERK TREASURER	JULY 2023-SE	LYON COUNTY ROAD TA	01-00-00-2220	8,870.40	8,870.40
Total 37853:									8,870.40
37854									
10/23	10/31/2023	37854	1621	MCMASTER-CARR	16381850	EQUIPMENT	02-54-25-7011	421.37	421.37
Total 37854:									421.37
37855									
10/23	10/31/2023	37855	1902	NV ENERGY	312572-1023	POWER	23-54-25-7033	290.05	290.05
10/23	10/31/2023	37855	1902	NV ENERGY	512345-1023	POWER	03-54-25-7033	85.10	85.10
10/23	10/31/2023	37855	1902	NV ENERGY	513290-1023	POWER	23-54-25-7033	101.58	101.58
10/23	10/31/2023	37855	1902	NV ENERGY	533954-1023	POWER	01-55-27-7033	116.81	116.81
10/23	10/31/2023	37855	1902	NV ENERGY	546699-1023	POWER	03-54-25-7033	113.19	113.19
Total 37855:									706.73
37856									
10/23	10/31/2023	37856	1761	PAPE MACHINERY	14635976	EQUIPMENT	02-54-25-7043	33.49	33.49
10/23	10/31/2023	37856	1761	PAPE MACHINERY	14872448	EQUIPMENT	03-54-25-7043	16.78	16.78
10/23	10/31/2023	37856	1761	PAPE MACHINERY	14872463	EQUIPMENT	02-54-25-7043	1.13	1.13
Total 37856:									51.40
37857									
10/23	10/31/2023	37857	6207	Parrott, Lacey	OCT 2023 PC	PLANNING COMMISSION	01-51-14-5113	25.00	25.00
Total 37857:									25.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37858									
10/23	10/31/2023	37858	6099	PRIME WEST CONSTRUCTION	9222023	SERVICES	03-54-25-7011	425.04	425.04
Total 37858:									425.04
37859									
10/23	10/31/2023	37859	1801	Q & D CONSTRUCTION	FICOM 7	FIBER COMMUNICATION	02-00-00-1580	18,890.30	18,890.30
Total 37859:									18,890.30
37860									
10/23	10/31/2023	37860	1801	Q & D CONSTRUCTION	HOSP 7	HOSPITAL UTILITY IMPR	03-00-00-1580	3,015.79	3,015.79
Total 37860:									3,015.79
37861									
10/23	10/31/2023	37861	1806	QUILL CORPORATION	35232196	OFFICE SUPPLIES	02-54-25-7011	215.99	215.99
10/23	10/31/2023	37861	1806	QUILL CORPORATION	35244127	OFFICE SUPPLIES	02-54-25-7011	215.99	215.99
10/23	10/31/2023	37861	1806	QUILL CORPORATION	35246216	OFFICE SUPPLIES	03-54-25-7011	215.99	215.99
Total 37861:									647.97
37862									
10/23	10/31/2023	37862	1843	SADA SYSTEMS INC.	INV216075	INTERNET ACCOUNT SE	02-54-25-7011	240.00	240.00
Total 37862:									240.00
37863									
10/23	10/31/2023	37863	1888	SIERRA CONTROLS, LLC	124520	SERVICES	03-54-25-7043	2,044.21	2,044.21
10/23	10/31/2023	37863	1888	SIERRA CONTROLS, LLC	124521	SERVICES	02-54-25-7043	340.00	340.00
Total 37863:									2,384.21
37864									
10/23	10/31/2023	37864	1926	SIRCHIE ACQUISITION CO, LLC	0614116-IN	SERVICES	01-52-20-7011	41.90	41.90
Total 37864:									41.90

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
37865									
10/23	10/31/2023	37865	6794	STRADLING YOCCA CARLSON & RAU	200746-0003	BOND COUNSEL	02-00-00-1580	60,000.00	60,000.00
Total 37865:									60,000.00
37866									
10/23	10/31/2023	37866	2016	ULINE	170060217	SUPPLIES	03-54-25-7011	451.26	451.26
10/23	10/31/2023	37866	2016	ULINE	170068290	SUPPLIES	03-54-25-7011	156.00	156.00
10/23	10/31/2023	37866	2016	ULINE	170068291	SUPPLIES	02-54-25-7011	164.21	164.21
10/23	10/31/2023	37866	2016	ULINE	170072896	SUPPLIES	01-59-35-7011	85.25	85.25
Total 37866:									856.72
37867									
10/23	10/31/2023	37867	2078	WASHOE COUNTY SHERIFFS OFFICE	1824000679	TOXICOLOGY	01-52-20-7032	100.00	100.00
Total 37867:									100.00
37868									
10/23	10/31/2023	37868	1406	WELLS FARGO BANK-REMIT. CNTR	100623WAG	DARREN - CREDIT CARD	01-52-20-7011	797.35	797.35
Total 37868:									797.35
37869									
10/23	10/31/2023	37869	6317	WESTERN ENVIRONMENTAL TESTIN	23100207	TESTING	03-54-25-7050	882.00	882.00
10/23	10/31/2023	37869	6317	WESTERN ENVIRONMENTAL TESTIN	23100208	TESTING	03-54-25-7050	833.00	833.00
10/23	10/31/2023	37869	6317	WESTERN ENVIRONMENTAL TESTIN	23100286	TESTING	02-54-25-7050	93.52	93.52
10/23	10/31/2023	37869	6317	WESTERN ENVIRONMENTAL TESTIN	23100783	TESTING	02-54-25-7050	148.00	148.00
Total 37869:									1,956.52
Grand Totals:									3,115,682.41

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
00-00-00-1075	764.22	.00	764.22
00-00-00-2015	236.85	.00	236.85
00-00-00-2016	235.90	.00	235.90
00-00-00-2023	50,180.04	.00	50,180.04
00-00-00-2200	.00	51,417.01-	51,417.01-
01-00-00-2200	.00	323,975.50-	323,975.50-
01-00-00-2220	8,870.40	.00	8,870.40
01-17-00-3148	1,915.00	.00	1,915.00
01-20-00-3179	200.00	.00	200.00
01-51-14-5113	125.00	.00	125.00
01-51-14-6110	219.50	.00	219.50
01-51-14-7011	6,240.90	.00	6,240.90
01-51-14-7026	284.60	.00	284.60
01-51-14-7030	1,630.96	.00	1,630.96
01-51-14-7033	1,366.91	.00	1,366.91
01-51-14-7040	45.40	.00	45.40
01-51-14-7041	199.98	.00	199.98
01-51-14-7044	1,631.11	.00	1,631.11
01-51-14-7046	75.67	.00	75.67
01-52-20-6110	1,047.08	.00	1,047.08
01-52-20-7011	4,398.38	.00	4,398.38
01-52-20-7022	3,000.00	.00	3,000.00
01-52-20-7032	100.00	.00	100.00
01-52-20-7033	1,710.54	.00	1,710.54
01-52-20-7040	12.18	.00	12.18
01-52-20-7041	148.67	.00	148.67
01-52-20-7044	85.00	.00	85.00
01-52-20-7046	33.94	.00	33.94
01-52-20-7049	2,218.22	.00	2,218.22
01-52-21-7002	137,758.00	.00	137,758.00
01-53-15-7011	850.00	.00	850.00
01-53-15-7013	300.00	.00	300.00
01-53-15-7021	1,950.00	.00	1,950.00
01-53-15-7031	2,150.00	.00	2,150.00
01-53-15-7131	2,250.91	.00	2,250.91
01-54-26-7011	14,364.30	.00	14,364.30
01-54-26-7033	3,520.78	.00	3,520.78
01-54-26-7043	809.56	.00	809.56
01-54-26-9059	109,679.89	.00	109,679.89
01-55-27-7011	758.50	.00	758.50

GL Account	Debit	Credit	Proof
01-55-27-7033	432.00	.00	432.00
01-56-35-7011	10,987.24	.00	10,987.24
01-56-35-7033	727.98	.00	727.98
01-56-35-7046	647.24	.00	647.24
01-57-25-7011	525.00	.00	525.00
01-59-35-7011	407.79	.00	407.79
01-59-35-7033	296.87	.00	296.87
02-00-00-1575	40,332.51	.00	40,332.51
02-00-00-1580	900,876.93	.00	900,876.93
02-00-00-2200	.00	1,025,829.25-	1,025,829.25-
02-00-00-2230	23.28	.00	23.28
02-54-25-6110	517.94	.00	517.94
02-54-25-7011	35,276.12	.00	35,276.12
02-54-25-7030	1,630.96	.00	1,630.96
02-54-25-7033	10,827.46	.00	10,827.46
02-54-25-7040	339.31	.00	339.31
02-54-25-7041	180.98	.00	180.98
02-54-25-7043	22,154.27	.00	22,154.27
02-54-25-7044	1,117.94	.00	1,117.94
02-54-25-7046	75.66	.00	75.66
02-54-25-7049	6,019.05	.00	6,019.05
02-54-25-7050	4,055.52	.00	4,055.52
02-54-25-7052	1,695.32	.00	1,695.32
02-54-25-7061	706.00	.00	706.00
03-00-00-1575	41,022.23	.00	41,022.23
03-00-00-1580	1,397,654.78	.00	1,397,654.78
03-00-00-2200	.00	1,496,965.69-	1,496,965.69-
03-54-25-6110	517.94	.00	517.94
03-54-25-7011	25,601.09	.00	25,601.09
03-54-25-7018	1,039.90	.00	1,039.90
03-54-25-7030	1,630.95	.00	1,630.95
03-54-25-7033	10,282.19	.00	10,282.19
03-54-25-7040	34.17	.00	34.17
03-54-25-7041	180.99	.00	180.99
03-54-25-7043	15,394.39	.00	15,394.39
03-54-25-7044	589.08	.00	589.08
03-54-25-7046	277.48	.00	277.48
03-54-25-7049	143.50	.00	143.50
03-54-25-7050	2,597.00	.00	2,597.00
08-00-00-2200	.00	205,488.08-	205,488.08-

GL Account	Debit	Credit	Proof
08-14-25-8090	147.84	.00	147.84
08-14-27-8101	57,708.11	.00	57,708.11
08-14-27-8103	180.00	.00	180.00
08-14-35-8087	11,223.46	.00	11,223.46
08-14-36-8089	110,540.65	.00	110,540.65
08-56-35-8036	23,709.38	.00	23,709.38
08-56-35-8080	741.99	.00	741.99
08-56-35-8081	1,236.65	.00	1,236.65
22-00-00-2200	.00	7,508.13-	7,508.13-
22-00-00-2230	89.60	.00	89.60
22-54-25-7002	7,418.53	.00	7,418.53
23-00-00-2200	.00	4,498.75-	4,498.75-
23-00-00-2230	28.30	.00	28.30
23-54-25-7002	3,683.47	.00	3,683.47
23-54-25-7033	786.98	.00	786.98
Grand Totals:	3,115,682.41	3,115,682.41-	.00

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

GL Account	Debit	Credit	Proof

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/01/2023	PC	10/05/2023	37663	Durst Jr, Ronald	665		02-00-00-201	531.75-	
10/01/2023	PC	10/05/2023	37664	Schmiedeberg, Gerald	674		03-00-00-201	429.43-	
10/01/2023	PC	10/05/2023	37665	Stec, Ted	671		01-00-00-201	2,326.39-	
10/01/2023	PC	10/05/2023	37666	Talamante, Thomas	605		03-00-00-201	1,012.03-	
10/01/2023	PC	10/05/2023	37667	Wagner, Alec	670		02-54-25-511	461.42-	
10/01/2023	PC	10/05/2023	37668	Warr, David	675		02-00-00-201	477.91-	
10/01/2023	PC	10/05/2023	37669	West, Robert	635		02-54-25-511	476.16-	
10/01/2023	PC	10/05/2023	10052301	Adams, Jarrod	582		01-52-20-511	2,221.00-	
10/01/2023	PC	10/05/2023	10052302	Becker, Dennis	20		02-54-25-511	2,973.57-	
10/01/2023	PC	10/05/2023	10052303	Brown, Jeremiah	652		01-00-00-202	2,095.28-	
10/01/2023	PC	10/05/2023	10052304	Brown, Joel	657		02-54-25-511	2,357.76-	
10/01/2023	PC	10/05/2023	10052305	Coombs, Brandon	31		00-00-00-202	2,995.47-	
10/01/2023	PC	10/05/2023	10052306	Dennis, Felicitee	673		03-54-25-511	1,223.77-	
10/01/2023	PC	10/05/2023	10052307	Flakus, Jay	32		03-54-25-511	2,100.54-	
10/01/2023	PC	10/05/2023	10052308	Gutierrez, Tommy	659		02-54-25-511	1,686.29-	
10/01/2023	PC	10/05/2023	10052309	Jennerjohn, Richard	650		01-00-00-202	1,895.11-	
10/01/2023	PC	10/05/2023	10052310	Larsen, Stacey	644		02-54-25-511	1,254.91-	
10/01/2023	PC	10/05/2023	10052311	Larson, Michele	667		01-56-35-511	1,223.76-	
10/01/2023	PC	10/05/2023	10052312	Montes - Meza, Guadalupe	656		03-54-25-511	107.62-	
10/01/2023	PC	10/05/2023	10052313	Moore, Angela	653		01-54-26-511	1,395.46-	
10/01/2023	PC	10/05/2023	10052314	Phillips, Lori	39		01-55-27-511	1,797.58-	
10/01/2023	PC	10/05/2023	10052315	Ruiz, Francisco	658		01-56-35-511	1,143.40-	
10/01/2023	PC	10/05/2023	10052316	Sanabia, Andrew	663		01-52-20-511	2,011.79-	
10/01/2023	PC	10/05/2023	10052317	Shaw, Sheema D.	150		01-00-00-201	2,380.45-	
10/01/2023	PC	10/05/2023	10052318	Smith, David	157		02-54-25-511	1,660.03-	
10/01/2023	PC	10/05/2023	10052319	Stanton, Monte	642		03-54-25-511	1,978.82-	
10/01/2023	PC	10/05/2023	10052320	Sturtevant, Helen M.	163		00-00-00-201	1,472.72-	
10/01/2023	PC	10/05/2023	10052321	Switzer, Robert	643		01-55-27-511	3,702.21-	
10/01/2023	PC	10/05/2023	10052322	Wagner, Darren E.	184		00-00-00-202	2,707.14-	
10/01/2023	PC	10/05/2023	10052323	Wisner, Nicholas	177		01-00-00-202	2,156.70-	
Grand Totals:								50,256.47-	
			30						

D = Direct Deposit

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/15/2023	PC	10/19/2023	37741	Bryant, Jeremy	647		00-00-00-102	295.52-	
10/15/2023	PC	10/19/2023	37742	Galvin, Matt	660		00-00-00-102	345.76-	
10/15/2023	PC	10/19/2023	37743	Pizzo, Frank	662		00-00-00-102	368.97-	
10/15/2023	PC	10/19/2023	37744	Durst Jr, Ronald	665		03-00-00-201	531.75-	
10/15/2023	PC	10/19/2023	37745	Schmiedeberg, Gerald	674		03-54-25-511	540.25-	
10/15/2023	PC	10/19/2023	37746	Stec, Ted	671		00-00-00-102	1,834.20-	
10/15/2023	PC	10/19/2023	37747	Wagner, Alec	670		02-00-00-201	424.36-	
10/15/2023	PC	10/19/2023	37748	Warr, David	675		02-54-25-511	540.25-	
10/15/2023	PC	10/19/2023	37749	West, Robert	635		03-00-00-201	531.75-	
10/15/2023	PC	10/19/2023	10192301	Adams, Jarrod	582		01-52-20-511	2,442.62-	
10/15/2023	PC	10/19/2023	10192302	Becker, Dennis	20		02-54-25-511	2,599.90-	
10/15/2023	PC	10/19/2023	10192303	Brown, Jeremiah	652		01-52-20-511	2,722.11-	
10/15/2023	PC	10/19/2023	10192304	Brown, Joel	657		00-00-00-201	2,357.76-	
10/15/2023	PC	10/19/2023	10192305	Coombs, Brandon	31		00-00-00-202	4,158.08-	
10/15/2023	PC	10/19/2023	10192306	Dennis, Felicitee	673		01-56-35-511	1,223.76-	
10/15/2023	PC	10/19/2023	10192307	Flakus, Jay	32		01-51-14-511	2,100.54-	
10/15/2023	PC	10/19/2023	10192308	Garry, John Joseph	61		01-51-11-511	591.03-	
10/15/2023	PC	10/19/2023	10192309	Gutierrez, Tommy	659		01-54-26-511	2,787.90-	
10/15/2023	PC	10/19/2023	10192310	Jennerjohn, Richard	650		01-00-00-202	2,023.71-	
10/15/2023	PC	10/19/2023	10192311	Larsen, Stacey	644		03-54-25-511	1,254.92-	
10/15/2023	PC	10/19/2023	10192312	Larson, Michele	667		01-56-35-511	1,268.60-	
10/15/2023	PC	10/19/2023	10192313	Martin, Shane	648		01-00-00-201	368.97-	
10/15/2023	PC	10/19/2023	10192314	Montes - Meza, Guadalupe	656		02-54-25-511	476.25-	
10/15/2023	PC	10/19/2023	10192315	Moore, Angela	653		01-51-14-511	1,395.50-	
10/15/2023	PC	10/19/2023	10192316	Phillips, Lori	39		03-00-00-201	1,797.58-	
10/15/2023	PC	10/19/2023	10192317	Ruiz, Francisco	658		02-54-25-511	1,144.94-	
10/15/2023	PC	10/19/2023	10192318	Sanabia, Andrew	663		01-52-20-511	1,999.26-	
10/15/2023	PC	10/19/2023	10192319	Shaw, Sheema D.	150		01-51-14-511	2,380.46-	
10/15/2023	PC	10/19/2023	10192320	Smith, David	157		01-54-26-511	1,401.98-	
10/15/2023	PC	10/19/2023	10192321	Stanton, Monte	642		01-54-26-511	2,391.91-	
10/15/2023	PC	10/19/2023	10192322	Sturtevant, Helen M.	163		01-00-00-201	1,472.72-	
10/15/2023	PC	10/19/2023	10192323	Switzer, Robert	643		02-54-25-511	3,702.21-	
10/15/2023	PC	10/19/2023	10192324	Wagner, Darren E.	184		01-00-00-201	2,707.14-	
10/15/2023	PC	10/19/2023	10192325	Wisner, Nicholas	177		01-00-00-201	2,156.71-	
Grand Totals:								54,339.37-	
			34						

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/29/2023	PC	11/02/2023	37836	Durst Jr, Ronald	665		02-00-00-201	531.75-	
10/29/2023	PC	11/02/2023	37837	Stec, Ted	671		00-00-00-102	784.68-	
10/29/2023	PC	11/02/2023	37838	Wagner, Alec	670		02-54-25-511	337.89-	
10/29/2023	PC	11/02/2023	11022301	Adams, Jarrod	582		00-00-00-202	2,825.40-	
10/29/2023	PC	11/02/2023	11022302	Becker, Dennis	20		02-54-25-511	2,512.59-	
10/29/2023	PC	11/02/2023	11022303	Brown, Jeremiah	652		01-52-20-511	2,286.31-	
10/29/2023	PC	11/02/2023	11022304	Brown, Joel	657		01-57-25-511	2,357.74-	
10/29/2023	PC	11/02/2023	11022305	Coombs, Brandon	31		01-52-20-511	3,270.36-	
10/29/2023	PC	11/02/2023	11022306	Dennis, Felicitee	673		01-00-00-201	1,223.76-	
10/29/2023	PC	11/02/2023	11022307	Flakus, Jay	32		03-54-25-511	2,100.54-	
10/29/2023	PC	11/02/2023	11022308	Gutierrez, Tommy	659		01-56-35-511	1,842.57-	
10/29/2023	PC	11/02/2023	11022309	Jennerjohn, Richard	650		01-00-00-202	2,053.52-	
10/29/2023	PC	11/02/2023	11022310	Larsen, Stacey	644		02-54-25-511	1,254.91-	
10/29/2023	PC	11/02/2023	11022311	Larson, Michele	667		01-56-35-511	1,223.76-	
10/29/2023	PC	11/02/2023	11022312	Montes - Meza, Guadalupe	656		02-54-25-511	1,072.02-	
10/29/2023	PC	11/02/2023	11022313	Moore, Angela	653		01-51-14-511	1,395.47-	
10/29/2023	PC	11/02/2023	11022314	Phillips, Lori	39		01-55-27-511	1,797.58-	
10/29/2023	PC	11/02/2023	11022315	Ruiz, Francisco	658		01-51-14-511	1,139.42-	
10/29/2023	PC	11/02/2023	11022316	Sanabia, Andrew	663		01-52-20-511	2,259.93-	
10/29/2023	PC	11/02/2023	11022317	Shaw, Sheema D.	150		03-54-25-511	2,380.45-	
10/29/2023	PC	11/02/2023	11022318	Smith, David	157		01-55-27-511	1,688.89-	
10/29/2023	PC	11/02/2023	11022319	Stanton, Monte	642		03-54-25-511	1,979.90-	
10/29/2023	PC	11/02/2023	11022320	Sturtevant, Helen M.	163		01-52-20-511	1,472.72-	
10/29/2023	PC	11/02/2023	11022321	Switzer, Robert	643		01-55-27-511	3,683.75-	
10/29/2023	PC	11/02/2023	11022322	Wagner, Darren E.	184		00-00-00-102	2,707.14-	D
10/29/2023	PC	11/02/2023	11022323	Wisner, Nicholas	177		01-52-20-511	2,846.39-	
10/29/2023	PC	11/02/2023	12312028	West, Robert	635		02-54-25-511	531.75-	
Grand Totals:								49,561.19-	
			27						

D = Direct Deposit

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/01/2023	CDPT	10/02/2023	37670	PUBLIC EMPLOYEES RETIREME	2	Retirement - Police Pay Period: 10	00-00-00-102	20,084.32-	
10/01/2023	CDPT	10/16/2023	37751	YERINGTON POLICE OFFICERS	6	Police Dues Pay Period: 10/1/2023	00-00-00-102	163.50-	
10/01/2023	CDPT	10/02/2023	10022301	IRS Tax Deposit Wells Fargo	1	Tax Deposit Federal Withholding T	00-00-00-102	9,090.52-	
Grand Totals:								29,338.34-	
			3						

D = Direct Deposit

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

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_____

City Recorder: _____

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/15/2023	CDPT	10/16/2023	37750	PUBLIC EMPLOYEES RETIREME	2	Retirement - Council Pay Period: 1	00-00-00-102	20,885.94-	
10/15/2023	CDPT	10/16/2023	37751	YERINGTON POLICE OFFICERS	6	Police Dues Pay Period: 10/15/202	00-00-00-102	163.50-	
10/15/2023	CDPT	10/16/2023	10162301	IRS Tax Deposit Wells Fargo	1	Tax Deposit Federal Withholding T	00-00-00-102	9,491.43-	
Grand Totals:								30,540.87-	
			3						

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

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_____

City Recorder: _____

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount	D
10/29/2023	CDPT		0	YERINGTON POLICE OFFICERS	6	Police Dues Pay Period: 10/29/202	00-00-00-102	163.50-	
10/29/2023	CDPT	10/30/2023	37840	PUBLIC EMPLOYEES RETIREME	2	Retirement - Police Pay Period: 10	00-00-00-102	21,408.21-	
10/29/2023	CDPT	10/30/2023	10302301	IRS Tax Deposit Wells Fargo	1	Tax Deposit Federal Withholding T	00-00-00-102	8,727.44-	
Grand Totals:								30,299.15-	
			3						

D = Direct Deposit

Signature Lines

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

6

NEW BUSINESS LICENSE APPLICATIONS SUBMITTED TO THE CITY COUNCIL ON OCTOBER 23, 2023

	APPLICANT(S)	BUSINESS NAME	LOCATION	NATURE OF BUSINESS	COMMENTS
A	Luis Guerra & Jeziel Guerra	Guerra's Mechanical Professional, LLC	7955 Shifting Sand Dr Reno, NV 89506	HVAC	
B	Zach Rossberg	Express-Set Fixtures	8777 S Redwood Rd Suite #150 West Jodan, UT 84088	General Contractor	
C	Ana Gabriela Rodriguez-Hernandez	Rodriguez Fragrances	3535 Stine Rd Space 154 Bakersfield, CA 93309	Perfumes	
D	Wade Simmons	NRCI Telecom	265 Applegate School Rd Applegate, CA 95703	Cell Tower Contractor	

TYPE - NEEDS ACTION

P - Permanent **M - Mobile** **C - Contractor** H - Health Department F - Fire Department B - Building Department S - Special Use Permit

Business Status: _____
Business Licenses # _____
Category # _____
(official use only)

BUSINESS NAME: Guerra's Mechanical Professional, LLC

FEE CALCULATION INFORMATION: (No fees are refundable)

Application Fee: $ 20.00 .

Choose One:

- [x] **Permanent Business** -- Billed Quarterly from Matrix. (refer to Instruction Page)
- [ ] **Short Term Project** -- To be completed within 30 days. ($50.00 Fee) $ _____
- [ ] **Single Project** -- Single job to be completed within one year. ($50.00 Fee) $ _____

TOTAL FEES PAID: $ 20.00.

REQUIRED INSPECTIONS:

Signatures must be obtained before your application can be placed on the City Council agenda. If your business will occupy a building then you will be responsible to call for these inspections and signatures #1thru #3, signatures #4 and #5 are the responsibility of City Staff. *Department Official – Attach comment page if necessary.

1. **Public Works** Approved [✓] Denied [ ]
Phone: 775-309-5457

ZONING: [ ] R-1 [ ] R-2 [ ] R-3 [ ] R-C [ ] C-1 [ ] C-2 [ ] M-1 [✓] N/A

Does business comply with existing zoning and current codes? Compliance (yes) (no)

Building Inspector _____ (Signature) Date: 8/31/2023

Public Works Director _____ (Signature) Date: 09/15/23

2. **Fire Department** Approved [✓] Denied [ ]
Phone: 775-463-2261

Fire Inspector _____ (Signature) Date: _____

Fire Chief _____ (Signature) Date: 8-23-31

3. **Nevada Health Dept.** Approved [ ] Denied [ ]
Phone: 775-684-4200

Inspector _____ (Signature) Date: _____

4. **Police Department** Approved [✓] Denied [ ]
Phone: 775-463-2333

Police Chief _____ (Signature) Date: 10-12-2023

5. **City Clerk** Approved [✓] Denied [ ]

City Clerk: _____ (Signature) Date: 10-13-2023

6. **City Council Approval** Approved [ ] Denied [ ]

Mayor: _____ (Signature) Date: _____

Check List: (official use)

State Business License [ ] YES [ ] NO [ ] N/A
Employee Insurance [ ] YES [ ] NO [ ] N/A

Business Status: _____
Business Licenses # _____
Category # _____
(official use only)

BUSINESS NAME: Express-Set Fixtures

FEE CALCULATION INFORMATION: (No fees are refundable)

Application Fee: $ 20.00

Choose One:

- [ ] **Permanent Business** – Billed Quarterly from Matrix (refer to Instruction Page)
- [ ] **Short Term Project** -- To be completed within 30 days. ($50.00 Fee) $ 50.00
- [X] **Single Project** -- Single job to be completed within one year. ($50.00 Fee) $

TOTAL FEES PAID: $ 70

REQUIRED INSPECTIONS:

Signatures must be obtained before your application can be placed on the City Council agenda. If your business will occupy a building then you will be responsible to call for these inspections and signatures #1 thru #3, signatures #4 and #5 are the responsibility of City Staff. *Department Official – Attach comment page if necessary.

1. **Public Works** Approved [✓] Denied [ ]
Phone: 775-463-3511

ZONING: [ ] R-1 [ ] R-2 [ ] R-3 [ ] R-C [ ] C-1 [ ] C-2 [ ] M-1 [✓] N/A

Does business comply with existing zoning and current codes? Compliance (yes) (no)

Building Inspector _____ (Signature) Date: 10/13/2023

Public Works Director _____ (Signature) Date: 10/13/23

2. **Fire Department** Approved [✓] Denied [ ]
Phone: 775-463-2261

Fire Inspector _____ (Signature) Date: _____

Fire Chief _____ (Signature) Date: 9-25-23

3. **Nevada Health Dept.** Approved [ ] Denied [ ]
Phone: 775-684-4200

Inspector _____ (Signature) Date: _____

4. **Police Department** Approved [✓] Denied [ ]
Phone: 775-463-2333

Police Chief _____ (Signature) Date: 10-12-2023

5. **City Clerk** Approved [✓] Denied [ ]

City Clerk: _____ (Signature) Date: 10 - 13 - 2023

6. **City Council Approval** Approved [ ] Denied [ ]

Mayor: _____ (Signature) Date: _____

Check List: (official use)

State Business License [ ] YES [ ] NO [ ] N/A
Employee Insurance [ ] YES [ ] NO [ ] N/A

Business Status: _____
Business Licenses # _____
Category # _____
(official use only)

BUSINESS NAME: Rodriguez fragrances

FEE CALCULATION INFORMATION: (No fees are refundable)

Application Fee: $ 20.00 .

Choose One:

- [x] **Permanent Business** -- Billed Quarterly from Matrix. (refer to Instruction Page)
- [ ] **Short Term Project** -- To be completed within 30 days. ($50.00 Fee) $ _____
- [ ] **Single Project** -- Single job to be completed within one year. ($50.00 Fee) $ _____

TOTAL FEES PAID: $ 20.00

REQUIRED INSPECTIONS:

Signatures must be obtained before your application can be placed on the City Council agenda. If your business will occupy a building then you will be responsible to call for these inspections and signatures #1thru #3, signatures #4 and #5 are the responsibility of City Staff. *Department Official – Attach comment page if necessary.

1. **Public Works** Approved [X] Denied [ ]
Phone: 775-309-5457

ZONING: [ ] R-1 [ ] R-2 [ ] R-3 [ ] R-C [ ] C-1 [ ] C-2 [ ] M-1 [X] N/A

Does business comply with existing zoning and current codes? Compliance (yes) (no)

Building Inspector _____ (Signature) Date: 10/13/2023

Public Works Director _____ (Signature) Date: 10/13/2023

2. **Fire Department** Approved [✓] Denied [ ]
Phone: 775-463-2261

Fire Inspector _____ (Signature) Date: _____

Fire Chief _____ (Signature) Date: 10-11-23

3. **Nevada Health Dept.** Approved [ ] Denied [ ]
Phone: 775-684-4200

Inspector _____ (Signature) Date: _____

4. **Police Department** Approved [✓] Denied [ ]
Phone: 775-463-2333

Police Chief _____ (Signature) Date: 10-12-2023

5. **City Clerk** Approved [✓] Denied [ ]

City Clerk: _____ (Signature) Date: 10 - 13 - 2023

6. **City Council Approval** Approved [ ] Denied [ ]

Mayor: _____ (Signature) Date: _____

Check List: (official use)

State Business License [ ] YES [ ] NO [ ] N/A
Employee Insurance [ ] YES [ ] NO [ ] N/A

Business Status: _____
Business Licenses # _____
Category # _____
(official use only)

BUSINESS NAME: NRCI Telecom

FEE CALCULATION INFORMATION: (No fees are refundable)

Application Fee: $ 20.00 .

Choose One:

- [ ] **Permanent Business** -- Billed Quarterly from Matrix. (refer to Instruction Page)
- [ ] **Short Term Project** -- To be completed within 30 days. ($50.00 Fee) $ _____
- [X] **Single Project** -- Single job to be completed within one year. ($50.00 Fee) $ 50 -

TOTAL FEES PAID: $ 70 -

REQUIRED INSPECTIONS:

Signatures must be obtained before your application can be placed on the City Council agenda. If your business will occupy a building then you will be responsible to call for these inspections and signatures #1thru #3, signatures #4 and #5 are the responsibility of City Staff. *Department Official – Attach comment page if necessary.

1. **Public Works** Approved [X] Denied [ ]
   Phone: 775-309-5457

   ZONING: [ ] R-1 [ ] R-2 [ ] R-3 [ ] R-C [ ] C-1 [ ] C-2 [ ] M-1 [X] N/A

   Does business comply with existing zoning and current codes? Compliance (yes) (no)

   Building Inspector _____ (Signature) Date: 10/13/2023

   Public Works Director _____ (Signature) Date: 10/13/23

2. **Fire Department** Approved [✓] Denied [ ]
   Phone: 775-463-2261

   Fire Inspector _____ (Signature) Date: _____

   Fire Chief _____ (Signature) Date: 10-11-23

3. **Nevada Health Dept.** Approved [ ] Denied [ ]
   Phone: 775-684-4200

   Inspector _____ (Signature) Date: _____

4. **Police Department** Approved [X] Denied [ ]
   Phone: 775-463-2333

   Police Chief _____ (Signature) Date: 10-11-2023

5. **City Clerk** Approved [✓] Denied [ ]

   City Clerk: _____ (Signature) Date: 10-13-2023

6. **City Council Approval** Approved [ ] Denied [ ]

   Mayor: _____ (Signature) Date: _____

Check List: (official use)

State Business License [ ] YES [ ] NO [ ] N/A
Employee Insurance [ ] YES [ ] NO [ ] N/A

Form City-55 (Rev. June 2023)

7

Bill No. 429
Ordinance No. 2023-04

TITLE

Ordinance No. 2023-04adopting an increase in the license tax from the rate of five percent (5%) to ten percent (10%) upon the gross receipts received or derived from the rental of transient lodging within the City of Yerington.

SUMMARY

An ordinance adopting an increase in the license tax from the rate of five percent (5%) to ten percent (10%) upon every person operating, conducting or engaging in the rental of transient lodging within the City of Yerington, in accordance with Nevada Revised Statutes (NRS) Sections 268.096(1)(b) and (5) and Yerington City Code (Y.C.C.) 3-11-3(A) and 3-11-5(B), to increase revenue available to carry out any and all lawful governmental purposes pursuant to the powers and authority given to the City Council by the Nevada Revised Statutes, to promote tourism and plan, construct, finance, maintain, operate, repair, equip, furnish, improve and manage recreational facilities.

The City Council of the City of Yerington, do hereby ordain:

SECTION I: The Council finds that an increase in the license tax from the rate of five percent (5%) to ten percent (10%) upon every person operating, conducting or engaging in the rental of transient lodging within the City of Yerington, on the gross receipts received or derived therefrom, is consistent and complies with the provisions of NRS 268.096(1)(b) and (5) and Y.C.C. 3-11-3(A) and 3-11-5(B); increases the revenue available to the City to carry out lawful government purposes to promote tourism and plan, construct, finance, maintain, operate, repair, equip, furnish, improve and manage recreational facilities; and provides a clear and substantial benefit to the residents of the City of Yerington.

SECTION II: Pursuant to NRS 268.096(1)(b) and (5) and Y.C.C. 3-11-3(A) and 3-11-5(B), the increase in the license tax upon the gross receipts received or derived from the rental of transient lodging within the City of Yerington, from the rate of five percent (5%) to ten percent (10%), is approved upon the adoption of this ordinance's effective date.

Proposed on this 25th day of September 2023

Proposed by: Councilman Jerry Bryant

Passed on this ____ day of _____, 2023

Vote: Ayes Council Members _____

_____

_____

_____

_____

Nayes Council Members _____ _____

_____

_____
John J. Garry
Mayor of the City of Yerington

ATTEST:

_____
Sheema D. Shaw, City Clerk

This ordinance shall become effective on the ____ day of _____, 2023.

8

RESOLUTION 2023-04

WHEREAS, Nevada Revised Statutes (NRS) Section 268.096(1)(b) authorizes the imposition of a tax upon the gross receipts from transient lodging regardless of the existence or nonexistence of any other license fee or tax imposed on the revenues from the rental of transient lodging; and

WHEREAS, NRS 268.096(5) excludes from the "gross receipts from the rental of transient lodging" the 1% tax imposed or collected by the City from paying guests or the tax imposed or collected by Lyon County pursuant to NRS 244.3352; and

WHEREAS, Yerington City Code 3-11-3(A) currently imposes a license tax on every person operating, conducting or engaging in a rental business within the City, on the gross receipts received or derived from such rental, to include transient lodging, at a rate of five percent (5%); and

WHEREAS, in accordance with the law, the City desires to increase revenue it can use from the license tax for lawful governmental purposes pursuant to the powers and authority given to the City Council to promote tourism and plan, construct, finance, maintain, operate, repair, equip, furnish, improve, and manage recreational facilities; and

WHEREAS, the use of additional license tax revenue provides a clear and substantial benefit to the residents of the City of Yerington; and

WHEREAS, the City wishes to increase the license tax from five percent (5%) to ten percent (10%) to carry out lawful government purposes.

NOW, THEREFORE BE IT RESOLVED, the Yerington City Council does hereby approve this Resolution 2023-04 and increases the license tax from five percent (5%) to ten percent (10%) upon the gross revenues from the rental of transient lodging in the City, subject to the limitations set forth in NRS Section 268.096(5). The City Clerk is hereby instructed to take all further action necessary to effectuate the purpose of this Resolution.

Passed and adopted this ___th day of _____ 2023 by the following vote:

Ayes: _____
Nays: _____
Absent: _____

_____
John J. Garry
Mayor of the City of Yerington

ATTEST:

_____
Sheema D. Shaw, City Clerk

10

YERINGTON PLANNING COMMISSION

STEVE DOUGLAS, PRESIDENT
ROBERT ARIGONI, VICE PRESIDENT
TRAVIS CROWDER
ERIC BODENSTEIN
ELMER BULL
LACEY PARROTT

YERINGTON PLANNING COMMISSION
MEETING AGENDA
OCTOBER 25, 2023 at 4:00 PM – CITY HALL

1. Meeting called to order, roll call reported and Pledge of Allegiance.

2. Public Participation/Comments: Public Comments(s) Shall not be Restricted Based on Content or View Point – No Action Will Be Taken

3. For Possible Action: Review and Approve the Agenda.

   NOTICE RE: NRS 237: When the Planning Commission approves this agenda, it also approves a motion ratifying staff action taken pursuant to NRS 237.030 et seq. with respect to items on this agenda, and determines that each matter on this agenda for which a Business Impact Statement has been prepared does impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, and each matter which is on this agenda for which a Business Impact Statement has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business. Public Comment on any item not on this agenda, and pertinent to the Planning Commission, will be received during the Public Participation/Comment portion of this meeting. This presiding officer will invite public comment pertaining to those matters on today's agenda during the planning commission's consideration of each individual matter, and before action, if any, is taken. Public comment is limited to three (3) minutes per person, per item, unless additional time is permitted, by the presiding officer.

4. For Possible Action: Approve the Planning Commission Minutes of July 26, 2023.

5. For Possible Action and recommendation to the Yerington City Council: Rick Christian of Denson Surveying, Inc. on behalf of Irina Wright and John Cameron is proposing a parcel map application with APN 001-481-06.

6. Public Participation/Comments: Public Comments(s) Shall not be Restricted Based on Content or View Point – No Action Will Be Taken

This is a tentative schedule for the meeting. The board reserves the right to take items in a different order to accomplish business in the most efficient manner and they may combine two or more agenda items for consideration. Items may also be removed from this agenda or delayed for later discussion.

NOTICE TO PERSONS WITH DISABILITIES: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Interim City Clerk at 463-3511 in advance so that arrangements may be conveniently made.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

I, Stacey Larsen, do certify that the foregoing agenda was duly posted at Yerington City Hall located at 14 E. Goldfield Ave, Yerington, NV 89447 and also online at the Nevada State Department of Administration web site at notice.nv.gov and the City of Yerington website at www.yerington.net on the 20th of October 2023. For questions or supporting materials regarding this agenda, please call Stacey Larsen at (775)463-3511.

Stacey Larsen, Planning Commission Secretary

July 26, 2023

The Yerington Planning Commission met in the City Council Chambers at 4:00 pm with the following members present:

President Steve Douglas
Commissioner Elmer Bull
Commissioner Robert Arigoni
Commissioner Eric Bodenstein
Commissioner Lacey Parrott
City Manager Robert Switzer
Building Inspector Joel Brown
Planning Commission Secretary Stacey Larsen
Attorney Chuck Zumpft via telephone

Absent:
Commissioner Travis Crowder
City Clerk Sheema D. Shaw

Guests:
Rick Christian with Denson Surveying, Inc.

Agenda Approval

Commissioner Bodenstein made a motion to approve the agenda for the July 26, 2023 meeting as presented, seconded by Commissioner Parrott. President Douglas asked for public comments, there were no Public comments and the motion carried unanimously.

Minutes of June 28, 2023 meeting

Commissioner Bodenstein made a motion to approve the minutes for the June 28, 2023 meeting as presented, seconded by Commissioner Bull. President Douglas asked for public comments, there were no Public comments and the motion carried unanimously.

Reversion of Acreage–Rick Christian with Denson Surveying, Inc. on behalf of Bethann & Clark Stanford is proposing a reversion of acreage application APN 001-032-08 & 001-032-35.

Rick Christian with Denson Surveying, Inc. addressed the commissioners with a reversion of acreage for Bethann and Clark Stanford. He stated that several months ago was presented a reversion of acreage before the commissioners pertaining to this parcel. He stated that the south portion of this parcel APN 001-032-35 became a part of APN 001-032-36. He stated that now we are doing a reversion of acreage to encompass APN 001-032-35 into the Stanford existing parcel APN 001-032-08.

Commission Bull asked if it was the parcel to the north and Mr. Christian stated yes.

President Douglas asked if there were any conflict with easements and Mr. Christian stated there are no easements. President Douglas stated there is an easement along the back of the property and Mr. Christian confirmed there is one.

President Douglas asked if the City had any questions and City Manager Robert Switzer stated none at this time. President Douglas asked if there were any feedback from any property owners that live 300 feet around APN's in question and City Manager Switzer stated that we did not receive any feedback.

Rick Christian asked when this reversion of acreage application will go in front of City Council and City Manager Switzer stated August 14th.

Reversion of Acreage-Rick Christian with Denson Surveying, Inc. on behalf of Bethann & Clark Stanford is proposing a reversion of acreage APN 001-032-08 & 001-032-35.

Commissioner Parrott made a motion to approve the reversion of acreage for APN 001-032-08 and 001-032-35 submitted by Bethann & Clark Stanford as presented, seconded by Commissioner Bull. President Douglas asked for public comments, there were no public comments and the motion carried unanimously.

There being no further business the meeting was adjourned.

_____
Steve Douglas
Planning Commissioner President

_____
Stacey Larsen
Planning Commission Secretary

City of Yerington -1907-

PARCEL MAP APPLICATION
CITY OF YERINGTON
14 E. GOLDFIELD AVENUE
YERINGTON NV 89447
(775) 463-3511

Owner: Irina Wright, John Cameron Et. Al. Surveyor: Denson Surveying Inc.
Address: 1550 S. Wells Ave. Ste 202 Address: P.O. Box 528
City/State/Zip: Reno NV 89502 City/State/Zip: Yerington NV 89447
Telephone: 775-322-8678 Telephone: (775) 463-3611
Assessor's Parcel Number: 001-481-06 Zoning: C2

REQUIRED ITEMS FOR APPLICATION

1. Nine (9) copies of Parcel Map.
   a. Eight sets to be a minimum size of twenty-four inches by thirty-two inches (24"x 32")
   b. One set to be a minimum size of eleven inches by seventeen inches (11" x 17") or half size.
2. One (1) copy of the Deed.
3. One (1) copy of the Metes and Bounds description.
4. Application fee of $1,000.00. Non-refundable.

   Note: Map must be prepared by a registered Nevada Land Surveyor.

OWNERS OR REPRESENTATIVE'S CERTIFICATE:

All the facts as stated herein are correct to the best of my knowledge and belief.

Signature of Owner or Representative

State of Nevada
County of Washoe
On the 15 day of September, 2023 personally appeared before me Irina Wright, who acknowledged that he / she executed the above instrument.

Notary Public

MARITZA PARRA
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 16-2922-2 - Expires June 29, 2024

The City of Yerington is an Equal Opportunity Provider

AFFIDAVIT

PROPERTY TAX:

I, Nicole Wagner, hereby certify that all required property taxes are currently paid on Assessor's Parcel Number(s):

- 001-481-06
-
-
-
-
-

[ ] Per Computer [ ] Per Telephone Call

Dated this 29th day of September, 20 23.

Nicole Wagner

Deputy City Clerk

DOC # 522601
06/23/2014 04:33 PM
Official Record
Requested By
IRINA WRIGHT
Lyon County - NV
Mary C. Milligan - Recorder
Page 1 of 2 Fee: $15.00
Recorded By: RT RPTT: $2,168.48
0522601

RECORDING REQUESTED BY:
AT MAILING ADDRESS:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

WHEN RECORDED MAIL TO:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

APN: 001-481-06
APN: 001-481-07

GRANT, BARGAIN AND SALE DEED

THIS INDENTURE, made this 30th day of May, 2014, by and between YERINGTON GOLF AND COUNTRY CLUB, LLC, a Nevada limited liability company, hereinafter called the "Grantor" and IRINA WRIGHT, a married woman, as to an undivided seventy five (75) percent interest and JOHN CAMERON, a married man, as to an undivided twenty five (25) percent interest, hereinafter called "Grantees".

W I T N E S S E T H:

That the Grantor for valuable consideration to him in hand paid by the Grantees, the receipt whereof is hereby acknowledged, do by these presents grant, bargain, sell and convey unto the Grantees, their successors and assigns forever, all that certain real property situate in the County of Lyon, State of Nevada, more particularly described as follows;

> Parcels 2 and 3 of the Parcel Map for COTTONWOOD PROPERTY ACQUISITION, according to the map thereof, filed in the Office of the County Recorder of Lyon County, State of Nevada, on January 11, 2007, as Document No. 398701, Official Records.
>
> TOGETHER WITH all water rights appurtenant to said property including all primary ground water rights, all storage water rights and all supplemental ground water rights.

TOGETHER WITH, all and singular, the tenements, the hereditaments and appurtenances thereunto belonging or in anywise appertaining and the reversion and reversions, remainder and remainders, rents issues and profits thereof.

TO HAVE AND TO HOLD, all and singular, the said premises together with the appurtenances, unto the Grantees, their successors and assigns forever.

///
///

Unofficial Copy

///
///

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and caused this instrument to be executed the day and year first above written.

YERINGTON GOLF AND COUNTRY CLUB, LLC,
a Nevada limited liability company

by Gary M Spackman
GARY M. SPACKMAN, Manager

STATE OF NEVADA)
: ss
COUNTY OF WASHOE)

This instrument was achnowledged before me on the 30th day of May, 2014, by GARY M. SPACKMAN, Manager of YERINGTON GOLF AND COUNTRY CLUB, LLC, A Nevada limited liability company.

Leslie Schuh
Notary Public

LESLIE SCHUH
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 12-7909-2 - Expires June 26, 2016

Unofficial Copy

DOC # DV-522601
06/23/2014 04:33 PM
Official Record

Requested By
IRINA WRIGHT

Lyon County - NV
Mary C. Milligan - Recorder

Page 1 of 1 Fee: $15.00
Recorded By: AT RPTT: $2,168.40

STATE OF NEVADA
DECLARATION OF VALUE

1. **Assessor Parcel Number (s)**
   a) 001-481-06
   b) 001-481-07
   c)
   d)

2. **Type of Property:**
   a) ☐ Vacant Land b) ☐ Single Fam Res.
   c) ☐ Condo/Twnhse d) ☐ 2-4 Plex
   e) ☐ Apt. Bldg. f) ☑ Comm'l/Ind'l
   g) ☐ Agricultural h) ☐ Mobile Home
   i) ☐ Other

FOR RECORDERS OPTIONAL USE ONLY
Notes: NOT A SALE
BKC/AT

3. **Total Value/Sales Price of Property:** $ ~~55,374.00~~ 555,574 (AAV)
   Deed in Lieu of Foreclosure Only (value of property) $
   Transfer Tax Value: $
   Real Property Transfer Tax Due: $2,168.40

4. If Exemption Claimed:
   a. Transfer Tax Exemption, per NRS 375.090, Section:
   b. Explain Reason for Exemption:

5. Partial Interest: Percentage being transferred: 100.00 %

The undersigned declares and acknowledges, under penalty of perjury, pursuant to NRS 375.060 and NRS 375.110, that the information provided is correct to the best of their information and belief, and can be supported by documentation if called upon to substantiate the information provided herein. Furthermore, the disallowance of any claimed exemption, or other determination of additional tax due, may result in a penalty of 10% of the tax due plus interest at 1% per month.

Pursuant to NRS 375.030, the Buyer and Seller shall be jointly and severally liable for any additional amount owed.

Signature [signature] Capacity Grantee
Signature Capacity

SELLER (GRANTOR) INFORMATION (REQUIRED)		BUYER (GRANTEE) INFORMATION (REQUIRED)	
Print Name:	Yerington Golf & Country Club LL	Print Name:	Irina Wright, John Cameron
Address:	111 Highway 208	Address:	326 W. Liberty Street
City:	Yerington	City:	Reno
State:	NV Zip: 89447	State:	NV Zip: 89501

COMPANY/PERSON REQUESTING RECORDING
(REQUIRED IF NOT THE SELLER OR BUYER)
Print Name: Escrow #
Address:
City: State: Zip:

(AS A PUBLIC RECORD THIS FORM MAY BE RECORDED)

Unofficial Copy

DOC #: 603115
09/27/2019 03:11 PM Page: 1 of 2
OFFICIAL RECORD
Requested By:
THOMAS PRUTZMAN
Lyon County, NV
Margie Kassebaum, Recorder
Fee: $38.00 RPTT: $95.55
Recorded By: jtowne

RECORDING REQUESTED BY:
AT MAILING ADDRESS:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

WHEN RECORDED MAIL TO:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

APN: 001-481-06
APN: 001-481-07

DEED

THIS INDENTURE, made this 25 day of october, 2018, by and between IRINA WRIGHT, a married woman, hereinafter called the "Grantor" and JOAN DONNER, a single woman, hereinafter called "Grantees".

W I T N E S S E T H:

That the Grantor for valuable consideration to her in hand paid by the Grantee, the receipt whereof is hereby acknowledged, does by these presents grant, bargain, sell and convey unto the Grantee, her successors and assigns forever, five (5%) percent of her seventy five (75%) percent interest in the real property situated in the County of Lyon, State of Nevada, more particularly described as follows;

> Parcels 2 and 3 of the Parcel Map for COTTONWOOD PROPERTY ACQUISITION, according to the map thereof, filed in the Office of the County Recorder of Lyon County, State of Nevada, on January 11, 2007, as Document No. 398701, Official Records.
>
> TOGETHER WITH all water rights appurtenant to said property including all primary ground water rights, all storage water rights and all supplemental ground water rights.

///

///

TOGETHER WITH, all and singular, the tenements, the hereditaments and appurtenances thereunto belonging or in anywise appertaining and the reversion and reversions, remainder and remainders, rents issues and profits thereof.

TO HAVE AND TO HOLD, all and singular, the said premises together with the appurtenances, unto the Grantees, her successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has hereunto set her hand and caused this instrument to be executed the day and year first above written.

IRINA WRIGHT

STATE OF NEVADA)
: ss
COUNTY OF WASHOE)

This instrument was acknowledged before me on the 25th day of October, 2018, by IRINA WRIGHT.

LESLIE SCHUH
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 12-7900-2 - Expires July 26, 2020

Leslie Schuh
Notary Public

DOC #: 603114
09/27/2019 03:11 PM Page: 1 of 2
OFFICIAL RECORD
Requested By:
THOMAS PRUTZMAN
Lyon County, NV
Margie Kassebaum, Recorder
Fee: $38.00 RPTT: $48.75
Recorded By: jtowne

RECORDING REQUESTED BY:
AT MAILING ADDRESS:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

WHEN RECORDED MAIL TO:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

APN: 001-481-06
APN: 001-481-07

DEED

THIS INDENTURE, made this 29th day of August, 2019, by and between IRINA WRIGHT, a married woman, hereinafter called the "Grantor" and IRINA WRIGHT, a married woman, seventy (70%) percent interest and THOMAS PRUTZMAN, two and one half (2½%) percent hereinafter called "Grantee".

W I T N E S S E T H:

That the Grantor for valuable consideration to her in hand paid by the Grantee, the receipt whereof is hereby acknowledged, does by these presents grant, bargain, sell and convey unto the Grantee, his successors and assigns forever, two and one half (2½%) percent of her seventy two and one half (72½) percent interest in the real property situated in the County of Lyon, State of Nevada, more particularly described as follows;

> Parcels 2 and 3 of the Parcel Map for COTTONWOOD PROPERTY ACQUISITION, according to the map thereof, filed in the Office of the County Recorder of Lyon County, State of Nevada, on January 11, 2007, as Document No. 398701, Official Records.
>
> TOGETHER WITH all water rights appurtenant to said property including all primary ground water rights, all storage water rights and all supplemental ground water rights.

///
///

TOGETHER WITH, all and singular, the tenements, the hereditaments and appurtenances thereunto belonging or in anywise appertaining and the reversion and reversions, remainder and remainders, rents issues and profits thereof.

TO HAVE AND TO HOLD, all and singular, the said premises together with the appurtenances, unto the Grantees, their successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has hereunto set her hand and caused this instrument to be executed the day and year first above written.

LESLIE SCHUH
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 12-7900-2 - Expires July 26, 2020

IRINA WRIGHT

STATE OF NEVADA)
: ss
COUNTY OF WASHOE)

This instrument was acknowledged before me on the 29th day of August, 2019, by IRINA WRIGHT.

Leslie Schuh
Notary Public

DOC #: 603113
09/27/2019 03:11 PM Page: 1 of 2
OFFICIAL RECORD
Requested By:
THOMAS PRUTZMAN
Lyon County, NV
Margie Kassebaum, Recorder
Fee: $38.00 RPTT: $48.75
Recorded By: jtowne

RECORDING REQUESTED BY:
AT MAILING ADDRESS:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

WHEN RECORDED MAIL TO:

Irina Wright
326 W. Liberty Street
Reno, Nevada 89501

APN: 001-481-06
APN: 001-481-07

DEED

THIS INDENTURE, made this 29th day of August, 2019, by and between IRINA WRIGHT, a married woman, hereinafter called the "Grantor" and IRINA WRIGHT, a married woman, seventy (70%) percent interest and JEFFREY BACLET, a married man, two and one half (2½%) percent hereinafter called "Grantee".

W I T N E S S E T H:

That the Grantor for valuable consideration to her in hand paid by the Grantee, the receipt whereof is hereby acknowledged, does by these presents grant, bargain, sell and convey unto the Grantee, his successors and assigns forever, two and one half (2½%) percent of her seventy two (72½%) percent interest in the real property situated in the County of Lyon, State of Nevada, more particularly described as follows;

> Parcels 2 and 3 of the Parcel Map for COTTONWOOD PROPERTY ACQUISITION, according to the map thereof, filed in the Office of the County Recorder of Lyon County, State of Nevada, on January 11, 2007, as Document No. 398701, Official Records.
>
> TOGETHER WITH all water rights appurtenant to said property including all primary ground water rights, all storage water rights and all supplemental ground water rights.

///
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TOGETHER WITH, all and singular, the tenements, the hereditaments and appurtenances thereunto belonging or in anywise appertaining and the reversion and reversions, remainder and remainders, rents issues and profits thereof.

TO HAVE AND TO HOLD, all and singular, the said premises together with the appurtenances, unto the Grantees, their successors and assigns forever.

IN WITNESS WHEREOF, the Grantor has hereunto set her hand and caused this instrument to be executed the day and year first above written.

LESLIE SCHUH
Notary Public - State of Nevada
Appointment Recorded in Washoe County
No: 12-7900-2 - Expires July 26, 2020

IRINA WRIGHT

STATE OF NEVADA)
: ss
COUNTY OF WASHOE)

This instrument was acknowledged before me on the 29th day of August, 2019, by IRINA WRIGHT.

Leslie Schuh
Notary Public

TOTAL AREA
TRAVERSE AND CLOSURE REPORT

Line:
Beginning at N = 14663252.71, E = 2459987.21
Ending at N = 14663387.52, E = 2460014.23
N11d20'06"E Length = 137.49'

Line:
Beginning at N = 14663387.52, E = 2460014.23
Ending at N = 14663384.77, E = 2460184.45
S89d04'27"E Length = 170.24'

Line:
Beginning at N = 14663384.77, E = 2460184.45
Ending at N = 14663433.11, E = 2460185.23
N0d55'33"E Length = 48.35'

Line:
Beginning at N = 14663433.11, E = 2460185.23
Ending at N = 14663429.41, E = 2460420.60
S89d05'57"E Length = 235.39'

Line:
Beginning at N = 14663429.41, E = 2460420.60
Ending at N = 14662954.39, E = 2460416.04
S0d33'00"W Length = 475.04'

Line:
Beginning at N = 14662954.39, E = 2460416.04
Ending at N = 14662955.17, E = 2460338.63
N89d25'21"W Length = 77.41'

Line:
Beginning at N = 14662955.17, E = 2460338.63
Ending at N = 14663010.44, E = 2460190.66
N69d31'06"W Length = 157.95'

Line:
Beginning at N = 14663010.44, E = 2460190.66
Ending at N = 14663212.72, E = 2460193.79
N0d53'06"E Length = 202.31'

Line:
Beginning at N = 14663212.72, E = 2460193.79
Ending at N = 14663252.71, E = 2459987.21
N79d02'42"W Length = 210.41'

Boundary is closed.

Total length = 1714.6039'

Total area = 133647.22 Sq.Ft.

Total area = 3.07 Acres

PROFESSIONAL LAND SURVEYOR
RICK P.
CHRISTIAN
9/21/23
No. 11178
STATE OF NEVADA

EXP:12/31/24

PARCEL 2A
TRAVERSE AND CLOSURE REPORT

Line:
Beginning at N = 14663252.71, E = 2459987.21
Ending at N = 14663387.52, E = 2460014.23
N11d20'06"E Length = 137.49'

Line:
Beginning at N = 14663387.52, E = 2460014.23
Ending at N = 14663384.77, E = 2460184.45
S89d04'27"E Length = 170.24'

Line:
Beginning at N = 14663384.77, E = 2460184.45
Ending at N = 14663433.11, E = 2460185.23
N0d55'33"E Length = 48.35'

Line:
Beginning at N = 14663433.11, E = 2460185.23
Ending at N = 14663429.41, E = 2460420.60
S89d05'57"E Length = 235.39'

Line:
Beginning at N = 14663429.41, E = 2460420.60
Ending at N = 14663259.68, E = 2460418.97
S0d33'00"W Length = 169.73'

Line:
Beginning at N = 14663259.68, E = 2460418.97
Ending at N = 14663260.80, E = 2460303.11
N89d27'00"W Length = 115.87'

Line:
Beginning at N = 14663260.80, E = 2460303.11
Ending at N = 14663212.72, E = 2460193.79
S66d15'46"W Length = 119.42'

Line:
Beginning at N = 14663212.72, E = 2460193.79
Ending at N = 14663252.71, E = 2459987.21
N79d02'42"W Length = 210.41'

Boundary is closed.

Total length = 1206.9080'

Total area = 71532.46 Sq.Ft.
Total area = 1.64 Acres

PROFESSIONAL LAND SURVEYOR STATE OF NEVADA

RICK P.
CHRISTIAN

9/21/23

No. 11178

EXP:12/31/24

PARCEL 2B
TRAVERSE AND CLOSURE REPORT

Line:
Beginning at N = 14663010.44, E = 2460190.66
Ending at N = 14663212.72, E = 2460193.79
N0d53'06"E Length = 202.31'

Line:
Beginning at N = 14663212.72, E = 2460193.79
Ending at N = 14663260.80, E = 2460303.11
N66d15'46"E Length = 119.42'

Line:
Beginning at N = 14663260.80, E = 2460303.11
Ending at N = 14663259.68, E = 2460418.97
S89d27'00"E Length = 115.87'

Line:
Beginning at N = 14663259.68, E = 2460418.97
Ending at N = 14662954.39, E = 2460416.04
S0d33'00"W Length = 305.31'

Line:
Beginning at N = 14662954.39, E = 2460416.04
Ending at N = 14662955.17, E = 2460338.63
N89d25'21"W Length = 77.41'

Line:
Beginning at N = 14662955.17, E = 2460338.63
Ending at N = 14663010.44, E = 2460190.66
N69d31'06"W Length = 157.95'

Boundary is closed.

Total length = 978.2768'

Total area = 62114.76 Sq.Ft.
Total area = 1.43 Acres

PROFESSIONAL LAND SURVEYOR STATE OF NEVADA
RICK P. CHRISTIAN
9/21/23
No. 11178

EXP:12/31/24

stewart
TITLE

TITLE COMMITMENT

for

111 Highway 208
Yerington, NV 89447

Escrow Number:
1892882

Escrow Officer
Sherry Baker

sherry.baker@stewart.com

Branch Location:
Reno Office
5390 Kietzke Ln., Suite 101
Reno, NV 89511

stewart

ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)

ISSUED BY
STEWART TITLE GUARANTY COMPANY

NOTICE

IMPORTANT - READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACONTRACTUAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

Subject to the Notice; Schedule B, Part I - Requirements; Schedule B, Part II - Exceptions; and the Commitment Conditions, STEWART TITLE GUARANTY COMPANY, a Texas corporation (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Amount of Insurance and the name of the Proposed Insured.

If all of the Schedule B, Part I - Requirements have not been met within six months after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

Authorized Countersignature
Stewart Title Company
5390 Kietzke Ln., Suite 101
Reno, NV 89511

STEWART TITLE GUARANTY COMPANY
INCORPORATED
1908
TEXAS

Frederick H. Eppinger
President and CEO

David Hisey
Secretary

This page is only a part of a 2021 ALTA® Commitment for Title Insurance. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I - Requirements; and Schedule B, Part II - Exceptions; and a countersignature by the Company or its issuing agent that may be in electronic form.

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AMERICAN LAND TITLE ASSOCIATION

TRANSACTION QUESTIONNAIRE

HELP US HELP YOU TO A SMOOTH CLOSING

IF ANY OF THE BELOW QUESTIONS ARE ANSWERED "YES", OR IF YOU HAVE ANY QUESTIONS ABOUT THE BELOW INFORMATION, PLEASE CONTACT YOUR ESCROW OFFICER IMMEDIATELY

- Have any of the principals filed bankruptcy?
- Do any of the principals plan to use a Power of Attorney?
- Are any of the principals going through a divorce?
- Is anyone currently vested in title deceased and/or incapacitated?
- Do any of the principals NOT have a valid photo identification?
- Is there construction work in progress, recently completed or is there unfinished construction?
- Is there a manufactured or mobile home on the property?
- Are the sellers a non-resident alien or an out of the country seller?
- Will a new entity be formed? (i.e. Partnership, LLC, Corporation)
- Will any of the principals be participating in a 1031 Exchange?
- Are any of the principals unable to sign at a Stewart Title Company office? If so, an approved notary will be required

THANK YOU FOR CHOOSING STEWART TITLE COMPANY!

COMMITMENT CONDITIONS

1. **DEFINITIONS**
   a. "Discriminatory Covenant": Any covenant, condition, restriction, or limitation that is unenforceable under applicable law because it illegally discriminates against a class of individuals based on personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or other legally protected class.
   b. "Knowledge" or "Known": Actual knowledge or actual notice, but not constructive notice imparted by the Public Records.
   c. "Land": The land described in Item 5 of Schedule A and improvements located on that land that by State law constitute real property. The term "Land" does not include any property beyond that described in Schedule A, nor any right, title, interest, estate, or easement in any abutting street, road, avenue, alley, lane, right-of-way, body of water, or waterway, but does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy.
   d. "Mortgage": A mortgage, deed of trust, trust deed, security deed, or other real property security instrument, including one evidenced by electronic means authorized by law.
   e. "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
   f. "Proposed Amount of Insurance": Each dollar amount specified in Schedule A as the Proposed Amount of Insurance of each Policy to be issued pursuant to this Commitment.
   g. "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
   h. "Public Records": The recording or filing system established under State statutes in effect at the Commitment Date under which a document must be recorded or filed to impart constructive notice of matters relating to the Title to a purchaser for value without Knowledge. The term "Public Records" does not include any other recording or filing system, including any pertaining to environmental remediation or protection, planning, permitting, zoning, licensing, building, health, public safety, or national security matters.
   i. "State": The state or commonwealth of the United States within whose exterior boundaries the Land is located. The term "State" also includes the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and Guam.
   j. "Title": The estate or interest in the Land identified in Item 3 of Schedule A.

2. If all of the Schedule B, Part I - Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.

3. The Company's liability and obligation is limited by and this Commitment is not valid without:
   a. the Notice;
   b. the Commitment to Issue Policy;
   c. the Commitment Conditions;
   d. Schedule A;
   e. Schedule B, Part I - Requirements;
   f. Schedule B, Part II - Exceptions; and
   g. a countersignature by the Company or its issuing agent that may be in electronic form.

4. **COMPANY'S RIGHT TO AMEND**
   The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company is not liable for any other amendment to this Commitment.

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5. **LIMITATIONS OF LIABILITY**
   a. The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
      i. comply with the Schedule B, Part I - Requirements;
      ii. eliminate, with the Company's written consent, any Schedule B, Part II - Exceptions; or
      iii. acquire the Title or create the Mortgage covered by this Commitment.
   b. The Company is not liable under Commitment Condition 5.a. if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.
   c. The Company is only liable under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.
   d. The Company's liability does not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Condition 5.a. or the Proposed Amount of Insurance.
   e. The Company is not liable for the content of the Transaction Identification Data, if any.
   f. The Company is not obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I - Requirements have been met to the satisfaction of the Company.
   g. The Company's liability is further limited by the terms and provisions of the Policy to be issued to the Proposed Insured.

6. **LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT; CHOICE OF LAW AND CHOICE OF FORUM**
   a. Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.
   b. Any claim must be based in contract under the State law of the State where the Land is located and is restricted to the terms and provisions of this Commitment. Any litigation or other proceeding brought by the Proposed Insured against the Company must be filed only in a State or federal court having jurisdiction.
   c. This Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.
   d. The deletion or modification of any Schedule B, Part II—Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.
   e. Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.
   f. When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.

7. **IF THIS COMMITMENT IS ISSUED BY AN ISSUING AGENT**
   The issuing agent is the Company's agent only for the limited purpose of issuing title insurance commitments and policies. The issuing agent is not the Company's agent for closing, settlement, escrow, or any other purpose.

8. **PRO-FORMA POLICY**
   The Company may provide, at the request of a Proposed Insured, a pro-forma policy illustrating the coverage that the Company may provide. A pro-forma policy neither reflects the status of Title at the time that the pro-forma policy is delivered to a Proposed Insured, nor is it a commitment to insure.

9. **CLAIMS PROCEDURES**
   This Commitment incorporates by reference all Conditions for making a claim in the Policy to be issued to the Proposed Insured. Commitment Condition 9 does not modify the limitations of liability in Commitment Conditions 5 and 6.

This page is only a part of a 2021 ALTA® Commitment for Title Insurance. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I - Requirements; and Schedule B, Part II - Exceptions; and a countersignature by the Company or its issuing agent that may be in electronic form.

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10. **CLASS ACTION**

ALL CLAIMS AND DISPUTES ARISING OUT OF OR RELATING TO THIS COMMITMENT, INCLUDING ANY SERVICE OR OTHER MATTER IN CONNECTION WITH ISSUING THIS COMMITMENT, ANY BREACH OF A COMMITMENT PROVISION, OR ANY OTHER CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THE TRANSACTION GIVING RISE TO THIS COMMITMENT, MUST BE BROUGHT IN AN INDIVIDUAL CAPACITY. NO PARTY MAY SERVE AS PLAINTIFF, CLASS MEMBER, OR PARTICIPANT IN ANY CLASS OR REPRESENTATIVE PROCEEDING. ANY POLICY ISSUED PURSUANT TO THIS COMMITMENT WILL CONTAIN A CLASS ACTION CONDITION.

11. **ARBITRATION**

The Policy contains an arbitration clause. All arbitrable matters when the Proposed Amount of Insurance is $2,000,000 or less may be arbitrated at the election of either the Company or the Proposed Insured as the exclusive remedy of the parties. A Proposed Insured may review a copy of the arbitration rules at http://www.alta.org/arbitration.

STEWART TITLE GUARANTY COMPANY

All notices required to be given the Company and any statement in writing required to be furnished the Company shall be addressed to it at: Stewart Title Guaranty Company, P.O. Box 2029, Houston, Texas 77252-2029.

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AMERICAN LAND TITLE ASSOCIATION

ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
SCHEDULE A

ISSUED BY
STEWART TITLE GUARANTY COMPANY

Transaction Identification Data, for which the Company assumes no liability as set forth in Commitment Condition 5.e.:

Issuing Agent:	Stewart Title Company
Issuing Office:	5390 Kietzke Ln., Suite 101, Reno, NV 89511
Issuing Office's ALTA® Registry ID:	
Loan ID Number:	
Commitment Number:	1892882
Issuing Office File Number:	1892882
Property Address:	111 Highway 208, Yerington, NV 89447
Revision Number:	

Inquiries Should be Directed to:

Sherry Baker, Escrow Officer
Fax:
Email: sherry.baker@stewart.com

1. **Commitment Date:** November 29, 2022 at 8:00AM

2. **Policy to be issued:** **Proposed Amount of Insurance**

   (a) 2021 ALTA® Owner's Policy - Standard
   Proposed Insured: To Follow

   (b) 2021 ALTA® Loan Policy - Standard
   Proposed Insured:

3. **The estate or interest in the Land at the Commitment Date is:**

   FEE SIMPLE

4. **The Title is, at the Commitment Date, vested in:**

   Irina Wright, a married woman, and John Cameron, a married man; Jeffrey Baclet, a married man; Thomas Prutzman; and Joan Donner, a single woman, as their interests appear

5. **The Land is described as follows:**

   See Exhibit "A" Attached Hereto

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ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
SCHEDULE A

ISSUED BY
STEWART TITLE GUARANTY COMPANY

STEWART TITLE GUARANTY COMPANY

Authorized Countersignature
Jared Wiss, Title Officer

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ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
EXHIBIT "A"
LEGAL DESCRIPTION

ISSUED BY
STEWART TITLE GUARANTY COMPANY

File No.: 1892882

All that certain real property situate in the County of Lyon, State of Nevada, described as follows:

Parcels 2 and 3 of the Parcel Map for COTTONWOOD PROPERTY ACQUISITION, according to the map thereof, filed in the office of the County Recorder of Lyon County, State of Nevada on January 11, 2007 as Document No. 398701, Official Records.

APN: 001-481-06, 001-481-07

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ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
SCHEDULE B PART I

ISSUED BY
STEWART TITLE GUARANTY COMPANY

File No.: 1892882

Requirements

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.

2. Pay the agreed amount for the estate or interest to be insured.

3. Pay the premiums, fees, and charges for the Policy to the Company.

4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.

5. Show that restrictions or restrictive covenants have not been violated.

6. Furnish proof of payment of all bills for labor and material furnished or to be furnished in connection with improvements erected or to be erected.

7. Pay all taxes, charges, and assessments affecting the land that are due and payable.

8. After the review of all the required documents, the Company reserves the right to add additional items and/or make additional requirements prior to the issuances of any policy of title insurance.

9. The requirement that payment in full per demand and a release to follow or at close is required for a Claim of Lien against Irinia Wright / John Cameron in favor of The City of Yerington, in the amount of $10,784.20 plus interest and costs, recorded on September 27, 2018 as Document No. 586779, Official Records of Lyon County, Nevada.

10. The requirement that payment in full per demand and a release to follow or at close is required for a Claim of Lien against Irinia Wright / John Cameron in favor of the City of Yerington, in the amount of $10,484.20 plus interest and costs, recorded on October 11, 2019 as Document No. 603854, Official Records of Lyon County, Nevada.

11. The subject property appears to be free and clear of any liens or mortgages. An OWNERS FREE & CLEAR AFFIDAVIT, will be required to verify that this property is in fact unencumbered by any loans or liens.

12. The requirement that an Owner's Declaration/Affidavit be completed, and supplied for review prior to the issuance of a policy of title insurance.

13. The vested title holder Irinia Wright acquired the property in question without a proper conveyance of the community property interest of their spouse. A deed from the spouse of the current title holder will be required prior to the close of escrow.

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14. The vested title holder John Cameron acquired the property in question without a proper conveyance of the community property interest of their spouse. A deed from the spouse of the current title holder will be required prior to the close of escrow.

15. The vested title holder Jeffrey Baclet acquired the property in question without a proper conveyance of the community property interest of their spouse. A deed from the spouse of the current title holder will be required prior to the close of escrow.

16. The possible community or homestead interest of the spouse of the herein vested title holder if said holder is a married person.

17. PLEASE PROVIDE BUYERS NAME PRIOR TO THE CLOSE OF ESCROW.

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ALTA COMMITMENT FOR TITLE INSURANCE (07-01-2021)
SCHEDULE B PART II

ISSUED BY
STEWART TITLE GUARANTY COMPANY

File No.: 1892882

Exceptions

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I - Requirements are met.

2. Any facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or which may be asserted by persons in possession thereof.

3. Easements, liens or encumbrances, or claims thereof, which are not shown by the public records.

4. Discrepancies, conflicts in boundary lines, shortage in area, encroachments, or any other facts which a correct survey would disclose, and which are not shown by the public records.

5. Any lien or right to a lien for services, labor, equipment or material heretofore or hereafter furnished, imposed by law and not shown by the Public Records.

   Exceptions 2-5 will be omitted on extended coverage policies.

6. Taxes or assessments which are not now payable or which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records, proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.

7. (a) unpatented mining claims, (b) reservations or exceptions in patents or in acts authorizing the issuance thereof; (c) water rights, claims or title to water; whether or not the matters excepted under (a), (b) or (c) are shown by the public records, (d) Indian tribal codes or regulations, Indian treaty or aboriginal rights, including easements or equitable servitudes.

8. Minerals of whatsoever kind, subsurface and surface substances, including but not limited to coal, lignite, oil, gas, uranium, clay, rock, sand and gravel in, on, under and that may be produced from the Land, together with all rights, privileges, and immunities relating thereto, whether or not appearing in the Public Records or listed in Schedule B. The Company makes no representation as to the present ownership of any such interests. There may be leases, grants, exceptions or reservations of interests that are not listed.

9. The lien, if any, of supplemental taxes, assessed pursuant to the provision of the Nevada Revised Statutes.

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10. Any liens that may be created for delinquent waste management charges pursuant to NRS 444.520.

11. Rights of way for any existing roads, trails, canals, streams, ditches, drain ditches, pipe, pole or transmission lines traversing said premises.

12. Water rights, claims or title to water, whether or not recorded.

13. State and County Taxes for the fiscal year July 1, 2022 to June 30, 2023, together with any other taxes or assessments collected therewith, a lien, now due and payable: ASSESSORS PARCEL NUMBER: 001-481-06
QUARTERLY INSTALLMENTS
1st $1,299.16
Status Delinquent (Due the 3rd Monday in August)
2nd $1,246.00
Status Delinquent (Due the 1st Monday in October)
3rd $1,246.00
Status Open (Due the 1st Monday in January)
4th $1,246.00
Status Open (Due the 1st Monday in March)
Total $4,987.19
Additional Penalties: $174.73

    THIS PROPERTY HAS A DELINQUENCY. Please contact the Lyon County Treasurer at (775) 463-6501 for current payment information.

14. State and County Taxes for the fiscal year July 1, 2022 to June 30, 2023, together with any other taxes or assessments collected therewith, a lien, now due and payable: ASSESSORS PARCEL NUMBER: 001-481-06
QUARTERLY INSTALLMENTS
1st $276.60
Status Delinquent (Due the 3rd Monday in August)
2nd $264.00
Status Delinquent (Due the 1st Monday in October)
3rd $264.00
Status Open (Due the 1st Monday in January)
4th $264.00
Status Open (Due the 1st Monday in March)
Total $1,095.10
Additional Penalties: $37.14

    THIS PROPERTY HAS A DELINQUENCY. Please contact the Lyon County Treasurer at (775) 463-6501 for current payment information.

15. The right of the County of Lyon to collect all deferred taxes, deferred interest, and penalties, if any, upon conversion from agricultural or open space use.

16. Any additional liens which may be levied by reason of said premises being within the City of Yerington Water and Sewer.

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17. Any additional liens which may be levied by reason of said premises being within the Walker River Irrigation District.

18. Subject to any rights and/or provisions of the General Highway Act for improvements, repairs or landscaping to the public highway, located along the boundary of the herein described property.

19. Right of way, and incidental purposes, granted to Walker River Irrigation District by an instrument, recorded on November 22, 1939, in Book 30, Page 355, Deed Records of Lyon County, Nevada.
N/A

20. Easement to construct, operate and maintain communication and electric facilities, and incidental purposes, granted to Sierra Pacific Power Company and California Interstate Telephone Company, by an instrument, recorded on June 26, 1968, in Book 51, Page 480, Deed Records of Lyon County, Nevada.
N/A

21. Covenants, conditions and restrictions as set forth in an instrument, recorded on January 2, 1996, as Document No. 188811, Official Records of Lyon County, Nevada; but omitting any covenants or restrictions, if any, including, but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law.
CC&R N/A

Said covenants, conditions and restrictions were amended in an instrument, recorded on March 30, 2001, as Document No. 259151, Official Records of Lyon County, Nevada.

Said covenants, conditions and restrictions were amended in an instrument, recorded on June 17, 2005, as Document No. 354042, Official Records of Lyon County, Nevada.

22. A Water Rights Assessment Agreement executed by and between the parties named herein, subject to the terms, covenants and conditions therein provided, dated April 27, 2005, by and between Cottonwood Property Acquisition, LLC, a Nevada limited liability company and Walker River Irrigation District , recorded on May 12, 2005, as Document No. 350613, Official Records of Lyon County, Nevada.
N/A

23. A Water Rights Assessment Agreement executed by and between the parties named herein, subject to the terms, covenants and conditions therein provided, dated April 27, 2005, by and between Cottonwood Property Acquisition, LLC, a Nevada limited liability company and Walker River Irrigation District , recorded on May 12, 2005, as Document No. 350615, Official Records of Lyon County, Nevada.
N/A

24. Easements, dedications, reservations, provisions, recitals, building set back lines, and any other matters as provided for or delineated on Parcel Map for Cottonwood Property Acquisition, filed in the office of the County Recorder of Lyon County, State of Nevada, on January 11, 2007, as Document No. 398701. Reference is hereby made to said map for particulars. If one is not included herewith, one will be furnished upon request.
HAVE

25.

26. Water Rights Assessment Agreement executed by and between the parties named therein, subject to the terms, covenants and conditions therein provided, recorded on December 7, 2011 as Document No. 484961, Official Records of Lyon County, Nevada.
N/A

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27. Rights of parties in possession.

THE FOLLOWING NOTES ARE FOR INFORMATION PURPOSES ONLY:

Stewart Title Company RESERVES THE RIGHT TO AMEND THIS COMMITMENT/REPORT AT ANY TIME.

*****ATTENTION LENDERS*****

THE 100 ENDORSEMENT IS NO LONGER BEING OFFERED. THE REPLACEMENT ALTERNATIVE IS THE ALTA 9.10-06 AND IS NOW REFLECTED IN THE ALTA SUPPLEMENT IN THE COMMITMENT/REPORT.

NOTE: Any notes following the legal description (if any) referencing NRS 111.312 are required for recording purposes only and will not be insured in any policy of title insurance.

ALTA SUPPLEMENT: This commitment/report is preparatory to the issuance of a 2021 ALTA Extended Coverage Lenders Policy of Title Insurance. We have no knowledge of any fact which would preclude the issuance of said ALTA Policy with an ALTA 9.10-06 and a CLTA 116.01-06/ALTA 22-06 attached. The CLTA 116.01-06/ALTA 22-06 Endorsement will read as follows: There is located on said land a Single Family Residence, known as 111 Highway 208, Yerington, NV 89447.

NOTE: A search of the Official Records for the county referenced in the above order number, for the 24 months immediately preceding the date above discloses the following instruments purporting to convey the title to said land: None

NOTE: If any current work of improvements have been made on the herein described real property (within the last 90 days) and this Commitment/Report is issued in contemplation of a Policy of Title Insurance which affords mechanic lien priority coverage (i.e. ALTA POLICY); the following information must be supplied for review and approval prior to the closing and issuance of said Policy: (a) Copy of Indemnity Agreement; (b) Financial Statements; (c) Construction Loan Agreement; (d) If any current work of improvements have been made on the herein described real property Building Construction Contract between borrower and contractor: (e)Cost breakdown of construction; (f) Appraisal; (g) Copy of Voucher or Disbursement Control Statement (if project is complete).

NOTE: This commitment/report makes no representations as to water, water rights, minerals or mineral rights and no reliance can be made upon this commitment/report or a resulting title policy for such rights or ownership.

NOTE: Notwithstanding anything to the contrary in this commitment/report, if the policy to be issued is other than an ALTA Owner's Policy (7/1/21) or ALTA Loan Policy (7/1/21), the policy may not contain an arbitration clause, or the terms of the arbitration clause may be different from those set forth in this commitment/report. If the policy does contain an arbitration clause, and the Amount of Insurance is less than the amount, if any, set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties.

NOTE: The map, if any, attached hereto is subject to the following disclaimer:

Stewart Title Company does not represent this plat as a survey of the land indicated hereon, although believed to be correct, no liability is assumed as to the accuracy thereof.

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AMERICAN LAND TITLE ASSOCIATION

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Stewart Title Guaranty Company Privacy Notice
Stewart Title Companies

WHAT DO THE STEWART TITLE COMPANIES DO WITH YOUR PERSONAL INFORMATION?

Federal and applicable state law and regulations give consumers the right to limit some but not all sharing. Federal and applicable state law regulations also require us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand how we use your personal information. This privacy notice is distributed on behalf of the Stewart Title Guaranty Company and its title affiliates (the Stewart Title Companies), pursuant to Title V of the Gramm-Leach-Bliley Act (GLBA).

The types of personal information we collect and share depend on the product or service that you have sought through us. This information can include social security numbers and driver's license number.

All financial companies, such as the Stewart Title Companies, need to share customers' personal information to run their everyday business—to process transactions and maintain customer accounts. In the section below, we list the reasons that we can share customers' personal information; the reasons that we choose to share; and whether you can limit this sharing.

Reasons we can share your personal information.	Do we share	Can you limit this sharing?
For our everyday business purposes— to process your transactions and maintain your account. This may include running the business and managing customer accounts, such as processing transactions, mailing, and auditing services, and responding to court orders and legal investigations.	Yes	No
For our marketing purposes— to offer our products and services to you.	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes— information about your transactions and experiences. Affiliates are companies related by common ownership or control. They can be financial and non-financial companies. *Our affiliates may include companies with a Stewart name; financial companies, such as Stewart Title Company*	Yes	No
For our affiliates' everyday business purposes— information about your creditworthiness.	No	We don't share
For our affiliates to market to you — For your convenience, Stewart has developed a means for you to opt out from its affiliates marketing even though such mechanism is not legally required.	Yes	Yes, send your first and last name, the email address used in your transaction, your Stewart file number and the Stewart office location that is handling your transaction by email to optout@stewart.com or fax to 1-800-335-9591.
For non-affiliates to market to you. Non-affiliates are companies not related by common ownership or control. They can be financial and non-financial companies.	No	We don't share

We may disclose your personal information to our affiliates or to non-affiliates as permitted by law. If you request a transaction with a non-affiliate, such as a third party insurance company, we will disclose your personal information to that non-affiliate. [We do not control their subsequent use of information, and suggest you refer to their privacy notices.]

SHARING PRACTICES

How often do the Stewart Title Companies notify me about their practices?	We must notify you about our sharing practices when you request a transaction.
How do the Stewart Title Companies protect my personal information?	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer, file, and building safeguards.
How do the Stewart Title Companies collect my personal information?	We collect your personal information, for example, when you request insurance-related services provide such information to us We also collect your personal information from others, such as the real estate agent or lender involved in your transaction, credit reporting agencies, affiliates or other companies.
What sharing can I limit?	Although federal and state law give you the right to limit sharing (e.g., opt out) in certain instances, we do not share your personal information in those instances.

Contact us: If you have any questions about this privacy notice, please contact us at: Stewart Title Guaranty Company, 1360 Post Oak Blvd., Ste. 100, Privacy Officer, Houston, Texas 77056

Privacy Notice for California Residents

Pursuant to the California Consumer Privacy Act of 2018 ("CCPA"), Stewart Information Services Corporation and its subsidiary companies (collectively, "Stewart") are providing this **Privacy Notice for California Residents** ("CCPA Notice"). This CCPA Notice supplements the information contained in Stewart's existing privacy notice and applies solely to all visitors, users and others who reside in the State of California or are considered California Residents ("consumers" or "you"). Terms used but not defined shall have the meaning ascribed to them in the CCPA.

Information Stewart Collects

Stewart collects information that identifies, relates to, describes, references, is capable of being associated with, or could reasonably be linked, directly or indirectly, with a particular consumer, household, or device. Most of the information that Stewart collects in the course of its regular business is already protected pursuant to the Gramm-Leach-Bliley Act (GLBA). Additionally, much of this information comes from government records or other information already in the public domain. Personal information under the CCPA does not include:

- Publicly available information from government records.
- Deidentified or aggregated consumer information.
- Certain personal information protected by other sector-specific federal or California laws, including but not limited to the Fair Credit Reporting Act (FCRA), GLBA and California Financial Information Privacy Act (FIPA).

Specifically, Stewart has collected the following categories of personal information from consumers within the last twelve (12) months:

Category	Examples	Collected?
A. Identifiers.	A real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, Social Security number, driver's license number, passport number, or other similar identifiers.	YES
B. Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)).	A name, signature, Social Security number, physical characteristics or description, address, telephone number, passport number, driver's license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number, or any other financial information, medical information, or health insurance information. Some personal information included in this category may overlap with other categories.	YES
C. Protected classification characteristics under California or federal law.	Age (40 years or older), race, color, ancestry, national origin, citizenship, religion or creed, marital status, medical condition, physical or mental disability, sex (including gender, gender identity, gender expression, pregnancy or childbirth and related medical conditions), sexual orientation, veteran or military status, genetic information (including familial genetic information).	YES
D. Commercial information.	Records of personal property, products or services purchased, obtained, or considered, or other purchasing or consuming histories or tendencies.	YES
E. Biometric information.	Genetic, physiological, behavioral, and biological characteristics, or activity patterns used to extract a template or other identifier or identifying information, such as, fingerprints, faceprints, and voiceprints, iris or retina scans, keystroke, gait, or other physical patterns, and sleep, health, or exercise data.	YES
F. Internet or other similar network activity.	Browsing history, search history, information on a consumer's interaction with a website, application, or advertisement.	YES
G. Geolocation data.	Physical location or movements.	YES
H. Sensory data.	Audio, electronic, visual, thermal, olfactory, or similar information.	YES
I. Professional or employment-related information.	Current or past job history or performance evaluations.	YES
J. Non-public education information (per the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232g, 34 C.F.R. Part 99)).	Education records directly related to a student maintained by an educational institution or party acting on its behalf, such as grades, transcripts, class lists, student schedules, student identification codes, student financial information, or student disciplinary records.	YES
K. Inferences drawn from other personal information.	Profile reflecting a person's preferences, characteristics, psychological trends, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes.	YES

Stewart obtains the categories of personal information listed above from the following categories of sources:

- Directly and indirectly from customers, their designees or their agents (For example, realtors, lenders, attorneys, etc.)
- Directly and indirectly from activity on Stewart's website or other applications.
- From third-parties that interact with Stewart in connection with the services we provide.

Use of Personal Information

Stewart may use or disclose the personal information we collect for one or more of the following purposes:

- To fulfill or meet the reason for which the information is provided.
- To provide, support, personalize, and develop our website, products, and services.
- To create, maintain, customize, and secure your account with Stewart.
- To process your requests, purchases, transactions, and payments and prevent transactional fraud.
- To prevent and/or process claims.
- To assist third party vendors/service providers who complete transactions or perform services on Stewart's behalf.
- As necessary or appropriate to protect the rights, property or safety of Stewart, our customers or others.
- To provide you with support and to respond to your inquiries, including to investigate and address your concerns and monitor and improve our responses.
- To personalize your website experience and to deliver content and product and service offerings relevant to your interests, including targeted offers and ads through our website, third-party sites, and via email or text message (with your consent, where required by law).
- To help maintain the safety, security, and integrity of our website, products and services, databases and other technology assets, and business.
- To respond to law enforcement or regulator requests as required by applicable law, court order, or governmental regulations.
- Auditing for compliance with federal and state laws, rules and regulations.
- Performing services including maintaining or servicing accounts, providing customer service, processing or fulfilling orders and transactions, verifying customer information, processing payments, providing advertising or marketing services or other similar services.
- To evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us is among the assets transferred.

Stewart will not collect additional categories of personal information or use the personal information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

Disclosure of Personal Information to Affiliated Companies and Nonaffiliated Third Parties

Stewart does not sell your personal information to nonaffiliated third parties. Stewart may share your information with those you have designated as your agent in the course of your transaction (for example, a realtor or a lender). Stewart may disclose your personal information to a third party for a business purpose. Typically, when we disclose personal information for a business purpose, we enter a contract that describes the purpose and requires the recipient to both keep that personal information confidential and not use it for any purpose except performing the contract.

We share your personal information with the following categories of third parties:

- Service providers and vendors (For example, search companies, mobile notaries, and companies providing credit/debit card processing, billing, shipping, repair, customer service, auditing, marketing, etc.)
- Affiliated Companies
- Litigation parties and attorneys, as required by law.
- Financial rating organizations, rating bureaus and trade associations.
- Federal and State Regulators, law enforcement and other government entities

In the preceding twelve (12) months, Stewart has disclosed the following categories of personal information for a business purpose:

Category A: Identifiers
Category B: California Customer Records personal information categories
Category C: Protected classification characteristics under California or federal law
Category D: Commercial Information
Category E: Biometric Information
Category F: Internet or other similar network activity
Category G: Geolocation data
Category H: Sensory data
Category I: Professional or employment-related information
Category J: Non-public education information
Category K: Inferences

Consumer Rights and Choices

The CCPA provides consumers (California residents) with specific rights regarding their personal information. This section describes your CCPA rights and explains how to exercise those rights.

Access to Specific Information and Data Portability Rights

You have the right to request that Stewart disclose certain information to you about our collection and use of your personal information over the past 12 months. Once we receive and confirm your verifiable consumer request, Stewart will disclose to you:

- The categories of personal information Stewart collected about you.
- The categories of sources for the personal information Stewart collected about you.
- Stewart's business or commercial purpose for collecting that personal information.
- The categories of third parties with whom Stewart shares that personal information.
- The specific pieces of personal information Stewart collected about you (also called a data portability request).
- If Stewart disclosed your personal data for a business purpose, a listing identifying the personal information categories that each category of recipient obtained.

Deletion Request Rights

You have the right to request that Stewart delete any of your personal information we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, Stewart will delete (and direct our service providers to delete) your personal information from our records, unless an exception applies.

Stewart may deny your deletion request if retaining the information is necessary for us or our service providers to:

1. Complete the transaction for which we collected the personal information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform our contract with you.
2. Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
3. Debug products to identify and repair errors that impair existing intended functionality.
4. Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
5. Comply with the California Electronic Communications Privacy Act (Cal. Penal Code § 1546 *seq.*).
6. Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when the information's deletion may likely render impossible or seriously impair the research's achievement, if you previously provided informed consent.
7. Enable solely internal uses that are reasonably aligned with consumer expectations based on your relationship with us.
8. Comply with a legal obligation.
9. Make other internal and lawful uses of that information that are compatible with the context in which you provided it.

Exercising Access, Data Portability, and Deletion Rights

To exercise the access, data portability, and deletion rights described above, please submit a verifiable consumer request to us either:

- Calling us Toll Free at 1-866-571-9270
- Emailing us at Privacyrequest@stewart.com
- Visiting http://stewart.com/ccpa

Only you, or someone legally authorized to act on your behalf, may make a verifiable consumer request related to your personal information. You may also make a verifiable consumer request on behalf of your minor child.

To designate an authorized agent, please contact Stewart through one of the methods mentioned above.

You may only make a verifiable consumer request for access or data portability twice within a 12-month period. The verifiable consumer request must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected personal information or an authorized representative.
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.

Stewart cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information relates to you.

Making a verifiable consumer request does not require you to create an account with Stewart.

Response Timing and Format

We endeavor to respond to a verifiable consumer request within forty-five (45) days of its receipt. If we require more time (up to an additional 45 days), we will inform you of the reason and extension period in writing.

A written response will be delivered by mail or electronically, at your option.

Any disclosures we provide will only cover the 12-month period preceding the verifiable consumer request's receipt. The response we provide will also explain the reasons we cannot comply with a request, if applicable. For data portability requests, we will select a format to provide your personal information that is readily useable and should allow you to transmit the information from one entity to another entity without hindrance.

Stewart does not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request.

Non-Discrimination

Stewart will not discriminate against you for exercising any of your CCPA rights. Unless permitted by the CCPA, we will not:

- Deny you goods or services.
- Charge you a different prices or rates for goods or services, including through granting discounts or other benefits, or imposing penalties.
- Provide you a different level or quality of goods or services.
- Suggest that you may receive a different price or rate for goods or services or a different level or quality of goods or services.

Changes to Our Privacy Notice

Stewart reserves the right to amend this privacy notice at our discretion and at any time. When we make changes to this privacy notice, we will post the updated notice on Stewart's website and update the notice's effective date. **Your continued use of Stewart's website following the posting of changes constitutes your acceptance of such changes.**

Contact Information

If you have questions or comments about this notice, the ways in which Stewart collects and uses your information described here, your choices and rights regarding such use, or wish to exercise your rights under California law, please do not hesitate to contact us at:

Phone: Toll Free at 1-866-571-9270

Website: http://stewart.com/ccpa

Email: Privacyrequest@stewart.com

Postal Address: Stewart Information Services Corporation

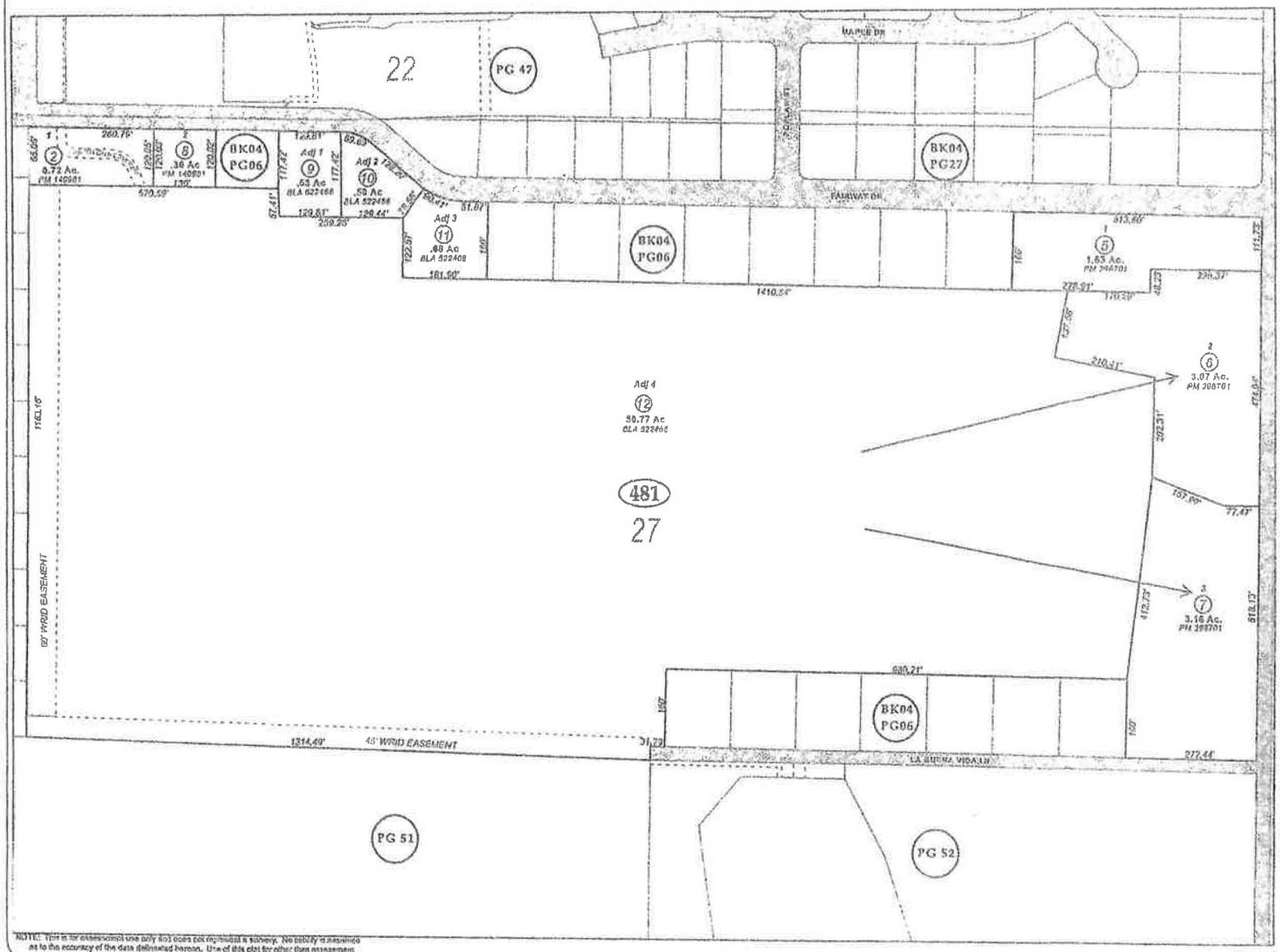
Attn: Mary Thomas, Deputy Chief Compliance Officer

1360 Post Oak Blvd., Ste. 100, MC #14-1

Houston, TX 77056

Portion N1/2 NE1/4, Section 27, T13N-R25E, MD&M

1 - 48



NOTE: This is for assessment use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated hereon. Use of this plat for other than assessment purposes is forbidden unless approved by the Lyon County Assessor's Office.

Denson Surveying, Inc
Rick Christian
24 Austin St
Yerington, NV 89447

208 Investments, LLC
P.O. Box 307
Verdi, NV 89439

Alfred & Olga Babineau
1400 W. 13th St. Spc 20
Upland, CA 91786

Nicholas & Margaret
4 Fairway Dr
Yerington, NV 89447

Steven Ward
11 Cottonwood Dr
Yerington, NV 89447

Lotus & Peggy Rubert
8 Fairway Dr
Yerington, NV 89447

Mark & Diana Moore
23 Cottonwood Ct
Yerington, NV 89447

Margaret Prachar & Karen Hardesty
22 Maple Dr
Yerington, NV 89447

Michael Roberson
16 Fairway Dr
Yerington, NV 89447

Quilici Family Enterprises, LLC
722 Willington Dr
Spring Creek, NV 89815

Stephen & Sharon Alexander
13 Fairway Dr
Yerington, NV 89447

Janice Shipley
19 Fairway Dr
Yerington, NV 89447

Maria Rangel
528 S. Main St Sp 8
Yerington, NV 89447

Jerieth & Kayla Mueller
10 Cottonwood Ct
Yerington, NV 89447

Barbara Shipley
10 Fairway Dr
Yerington, NV 89447

Shawn & Kathleen Clanton
14 Fairway Dr
Yerington, NV 89447

Janice Shoemaker
32 Maple Dr
Yerington, NV 89447

Lora Bakker
214 W. 8th ST
Antioch, CA 94509

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City of Yerington -1907-

14 East Goldfield Avenue, Yerington, Nevada 89447
PHONE: (775) 463-3511 WEBSITE: www.yerington.net FAX: (775) 463-2284
The City of Yerington is an Equal Opportunity Provider

E. Abandoned, Discarded or Unused Objects: Abandoned, discarded or unused objects or equipment such as machinery, furniture, stoves, household appliances, cans, containers, boxes, waste, old building materials, trash and other refuse. (1973 Code § 8.12.010; and Ord. 06-07, 12-11-2006)

F. Outside Storage: Outside storage of vehicles, equipment, building materials and other property, unless fully screened from view from outside the property and fully enclosed.

G. Smoke or Air Pollution: Excessive emission of dense smoke and air pollution caused by excessive soot, cinders, fly ash, dust, noxious acids, fumes and gases within the city.

H. Noise: Excessive noise which is injurious to health or which interferes unreasonably with the comfortable enjoyment of life or property within the city. (1973 Code § 8.12.010)

***Trash/Garbage needs removed from truck parked in front of property; removal of unregistered/unlicensed vehicles; household/commercial trash and junk must be removed**

Pursuant to City Municipal Code 4-2-1, this letter serves as a Notice of Violation for the property at **119 S. West Street.** You have **fourteen (14) days** from the date of this mailing or servicing to commence abatement of the nuisance of diminution in value of property in the neighborhood in which the premises is located. Failure to abate the nuisance will result in further action including misdemeanor fines of up to $1,000.00 per day (Municipal Code: 1-4-1(b). You have the right to file an appeal in writing to the Yerington City Council within the fourteen (14) day period.

Robert Switzer
City Manager

cc: Mayor and City Council Members
Chuck Zumpft, Esq., Minden Lawyers, LLC

234E-0417 119 S. West St

NEVADA SHERIFF'S RETURN

STATE OF NEVADA)
)ss:
COUNTY OF LYON)

I, J. Adams, hereby certify that I served the within Summons, by showing the said within certified copy of an original to the person named therein, and delivering a true copy thereof to the said person, personally, on the 24th day of october, 2023.

Signature of Person Making Service

Officer J. Adams P104
Title

Y OF YERINGTON
ICE DEPARTMENT
IF DARREN WAGNER
S MAIN ST
INGTON NV 89447

Emmitt's

112

BEWARE

12

AMENDMENT TO INTERLOCAL CONTRACT

WITH THE CITY OF YERINGTON

This agreement ("Amendment #1") is made and entered into this ____16____ day of ___November___ 2023 and amends that certain Interlocal Contract (the "Interlocal Contract") entered January 2, 2007, by and between Willowcreek General Improvement District (the "GID"), a political subdivision existing under and by virtue of the laws of the State of Nevada, and the City of Yerington (the "City"), an incorporated city within the State of Nevada.

RECITALS

1. WHEREAS, The GID and the City entered into the Interlocal Contract on January 2, 2007, to allow sewer flow from the Grand Estates subdivision in Yerington to enter the GID and be treated at the wastewater treatment plant, located at the corner of Silverado Road and Scarsdale Road in Yerington; and

2. WHEREAS, the Interlocal Contract states the City shall collect connection fees at the time of a final map.

3. WHEREAS, on July 19, 2007, the Willowcreek General Improvement District Board of Trustees passed, approved, and adopted Resolution 07-15, which amended the Willowcreek GID Water and Wastewater Regulations to provide that sewer and water connection fees are to be paid at the time of each new water and sewer connection; and

4. WHEREAS, the Grand Estates lift station and force main are maintained and operated by the City, and it is commonly known that sewage at the end of a force main can produce a significant odor and cause corrosion problems; and

5. WHEREAS, the GID and the City wish to amend the Interlocal Contract to accommodate the amendment to the Willowcreek GID Water and Wastewater Regulations that was adopted after the Interlocal Contract was entered and to address potential excessive odor and corrosion concerns at or above hydrogen sulfide levels of 50 mg/l.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and undertaking stated herein, the parties agree as follows:

1. The City will assess and collect connection fees just prior to issuing a building permit and transmit this fee to the GID within 30 days of collection.

2. The City will monitor the manhole where the Grand Estates sewer force main enters the GID for excessive odors and signs of corrosion when hydrogen sulfide levels are at or above 50 mg/l. If odors or corrosion are present, the City will remedy the situation as soon as possible by whatever means necessary, including, but not limited to, adjusting the Grand Estates lift station operational parameters and/or providing odor and corrosion control measures, including, but not limited to, chemical treatment and/or mechanical additions or revisions to the manhole.

3. All other terms and conditions of the Interlocal Contract not modified in this Amendment shall remain in full force and effect and be considered herein as part of this Amendment #1.

IN WITNESS WHEREOF, the parties executed this Amendment #1 as of the date first written above.

GID:

Willowcreek General Improvement District, a political subdivision of the State of Nevada

_____ _____

Dave Hockaday, Chair – Willowcreek General Improvement District Date

Attest:

_____

Lyon County Clerk

City:

City of Yerington, an incorporated city within the State of Nevada

_____ _____

John Garry, Mayor – City of Yerington Date

Attest:

_____

City Clerk

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CITY OF YERINGTON, NV

POLICE DEPARTMENT ASSESSMENT

AUGUST – OCTOBER 2023

Ted Stec – City Police Consultant

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I. Introduction

Following a 4-0 vote from City Council on July, 24, 2023, I was hired on a short-term basis to conduct an assessment of the Yerington Police Department and subsequently provide a report that includes technical assistance. This document represents that report.

Implications
We would all be heroes if this report delivered great news only; perhaps just subtle recommendations and a pathway to save a great deal of money while not cutting the delivery of police services. This, however, is not realistic nor will be the case here. Instead, I have some difficult but nonetheless important news to deliver but trust that doing so will prove valuable moving forward.

Target Audience
Although this report is target specific for the city's management team (i.e. Mayor, Councilmembers, City Manager) and every member of the police department, the community may find it of great value and interest, as well. First, there was a level of participation from the Community Public Safety Survey and the results are represented later in this report. Secondly, aspects on the function and framework of the police department are represented along with some technical assistance. The community becoming familiar with these details and partnering with the police department is an effective way to create community consensus on establishing reasonable public safety goals.

This report aims to be presented in a fashion that speaks to a broad audience. The narrative will attempt to be void of police jargon, acronyms, and material not appropriate for public consumption. Attention will be given to briefly explain words and terms that are mostly used in the profession of law enforcement to foster community understanding. The report will provide direction, technical assistance, leader and follower tips, and best practices. It will also confront rumors and speculation, as conjectures not addressed quickly tend to fester and cause harm in organizations and individuals alike.

Background
I was informed the need for such an assessment was based on the city's sincere desire to support the police department but with uncertainty on how best to do so. The city felt it had been responsive to recent requests for new police vehicles, safety equipment, firearms, a non-lethal platform, a K9 program, evidence storage measures, and more.

Questions lingered, however, concerning what level of support was reasonable and how best to move forward on future decision-making. The police chief had requested assistance previously with the police department's organizational structure. On occasion, city management members received information from some police officers who questioned certain internal processes and the leadership style inside the police department.

Those asking for assistance and questioning internal processes did not file official, written grievances and there were no allegations of a criminal nature. The city found it challenging to determine the veracity of comments and needs. The city last year provided an internal survey for the police department to help ferret out helpful information. Simple changes began to occur in the areas of building maintenance, cleanliness, and enhanced communication. Though these minor changes were acknowledged and appreciated, the city felt compelled to dive deeper and close the loop on any lingering issues, reported or not. An objective assessment of the police department from an outside source was deemed appropriate for the city and on behalf of the community it serves.

The crippling effects of the recent pandemic were also mentioned. Those challenges represent another piece that tends to support an assessment to help ensure a pandemic rebound and a healthy police agency moving forward.

I am confident from my experiences that the pandemic to a certain extent caused people to act out and say things they ordinarily would not have. It was a confusing, frustrating, and concerning period of time to say the least. That setting saw a number of different deployment strategies from law enforcement agencies across the nation that were simply trying to find the right balance under an unpredictable environment. But, in reality, true balance was not achievable. So as to not cloud decisions moving forward, I am suggesting everyone separate feelings, opinions, grudges, and political views reached during the pandemic from this post-pandemic period. Study the assessment and look through a lens that focuses on local law enforcement today and moving forward.

City Councilmember One-on-Ones
Each manager related a sincere interest in supporting law enforcement to ensure a safe community. The majority preferred retaining the police department and simply working toward fine tuning it after receiving technical assistance from the assessment. There was some contemplation about contracting out police services to the local Sheriff's Office. The thoughts in support were speculative in nature and perhaps flavored a bit with potential preference but all together, a topic that emerges now and then in various jurisdictions.

Caution should be exercised on outwardly and continually talking about contracting out as doing so undermines recruiting and retention efforts, the confidence and morale of those working for the police department, and can also divide the community.

The city management team should all be commended for their curiosity and having the courage to be assessed by an outside source knowing that potentially unflattering and difficult information to deal with could be revealed. Their actions demonstrate proper governance - accountability and transparency.

Additional thoughts expressed during my individual conversations with this group consisted of determining the effectiveness of the police department from the top-down. Learning about

leadership styles, command presence, what's most effective for this city, and the typical reasons police officers complain (i.e. sincere or contrived?). What type of accountability measures should be in place that perhaps members of the community and the police department would appreciate? Would GPS on police cars be reasonable? Do we really need a K9 and, if so, what data should we expect to justify the program? What is the promotional process and are we effectively preparing officers? Are the minimum standards normal therefore, creating a safety net that prevents an under-qualified officer from promoting too soon and thus, failing? What is the process of separating rumors from facts? Are we buying locally and using local services whenever reasonable? Are crime statistics being gathered, entered in a timely fashion, and forwarded to requesting data collecting agencies? What is the typical flow and efficiency of report writing and approval? Are solvable cases moving forward? What level of oversight and autonomy do the officers experience? Is the agency consistently in state training compliance and what types of training are they receiving? Is the department capable of being more visible to deter crime and provide the sense of safety to the community? Can the drug problem be addressed more vigorously? Can there be a greater social media presence to keep the community informed? By way of comparison, are officers in other agencies more productive? Should a "good ol' boy" system or similar be present, that must stop.

This document presents research on the Yerington Police Department as well as details on various parts that make up and drive the organization. In particular, from a macro perspective, the discussion involves:

Ia. The State of the Yerington Police Department
   1. Operational Standards
   2. Support Services
   3. Organizational Structure
   4. Policy and Directives
   5. Mission, Vision, Core Values

The research focused on assessing crucial areas first and with any project time remaining, address the number of thoughts city management had conveyed. Likely not all questions have been answered herein but a significant number has. The project had a deadline to keep and the importance of providing the discoveries thus far to act upon sooner rather than later was important.

II. Research Methods/Data Sources

Such an analysis must take into account various diverse data sources. These need to entail information from stakeholders, as well. The following is a list of data sources used in this study. This is not a comprehensive list:

1. Policy Manual
2. Organizational Chart
3. Budget
4. Training Records

5. Vehicle Fleet
6. Employee one-on-ones
7. City Manager / City Councilmember one-on-ones
8. Community survey
9. Executive and leadership training
10. Professional experiences as a law enforcement executive
11. Small agency guide review

The following aims to provide useful information that will assist the city management team with making the critical decisions of how best to provide police services in the City of Yerington.

IIa. Thought Provoking Statements

Broadening the thought processes

1. Scaling – focusing on the police department to get more out of it in terms of serving the community while keeping costs from rising at an equal level

2. With community support, pivoting toward a new Mission, set of goals, core values, and a progressive organizational chart and deployment strategy that clearly falls under a leading community-based or community-oriented policing (COPS) model.

   a) Per the USDOJ, community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

3. Understanding what's important to the community. Immediate recognition and robust responses to spikes in crime and quality-of-life concerns.

4. A mix of sworn and non-sworn personnel strategy – problem solvers

III. Overall State of the Yerington Police Department

IIIa. Sir Robert Peel:

Back in 1829, Sir Robert Peel established the London Metropolitan Police Force. He became known as the "Father of Modern Policing," and his commissioners established the list of policing principles that remain as crucial and urgent today as they were two centuries ago. Sir Robert Peel's Policing Principles - Law Enforcement Action Partnership

Peel's three core ideas are below, which should be helpful while contemplating what you feel might be best for the Yerington Police Department in terms of the delivery of police services:

1. *The goal is preventing crime, not catching criminals. If the police stop crime before it happens, we don't have to punish citizens or suppress their rights. An effective police department doesn't have high arrest stats; its community has low crime rates.*

2. *The key to preventing crime is earning public support. Every community member must share the responsibility of preventing crime, as if they were all volunteer members of the force. They will only accept this responsibility if the community supports and trusts the police.*

3. *The police earn public support by respecting community principles. Winning public approval requires hard work to build reputation: enforcing the laws impartially, hiring officers who represent and understand the community, and using force only as a last resort.*

Recommendations

- Introduce the Peel Policing principles and core ideas
- Let others who are capable and interested augment certain duties and projects on behalf of the department

Discussion

As a conversation starter, reveal the stunning, historical information above both internally and externally. It is quite impressive that the purpose of policing was so eloquently stated in the 1800's and remains substantially relevant today. Weave the message and principles into your everyday policing philosophy. It needs to permeate recruitment, retention, policy development, training, deployment, evaluations, and so on. Should a police applicant or current employee not be moved by this information or simply fails to embrace it, they likely should not be part of the Yerington Police Department.

Realize here and throughout this report that some of my recommendations are easier said than done and in no way, unless otherwise stated, are criticism of anyone. We're simply the government in action and working toward an adjusted game plan that will take time but aims to better serve the community. Some of these recommendations could be all or in part developed by volunteers, student work groups, or service organization sub-groups. Let others who are capable and interested augment certain duties and projects on behalf of the department.

IIIb. The Yerington Police Department webpage

1. None
2. City webpage has a Public Safety tab

Recommendations

- Edit City's webpage
- Create an inviting and responsive Police Department webpage

Discussion

A search of the city's webpage does not reveal immediate police access. A user must search. Under the Government tab revealed a busy but important list. It included two "Public Safety" bullet points: 1) Public Safety Committee and 2) Public Safety.

"Public Safety Committee": "What is that?" a citizen might think. The website does not provide an explanation or accomplishments on what seemingly would be interpreted as something good for the community.

"Public Safety": Replace with "Police". This bullet point for law enforcement should not be included where it is – buried and combined with non-police items. This is simply due to the nature on which the public contacts the police. Think emergency here and the hesitation in some instances to report. A current practice beyond the traditional, long-standing "911" call is now reaching out to the police via text and social media platforms to include on bonified "911" calls. Further, victims of certain crimes can feel shame and guilt, which makes contacting the police a very difficult task for them. Therefore, careful consideration and efforts must be made to ensure it is very easy, flexible, and inviting to reach the police.

Create a POLICE tab that is prominent the moment a user accesses the city's website considering that, *yes*, someone just might need immediate assistance and for whatever reason chooses the city website for help. A user selecting that POLICE tab would then be directed to the police department's website.

The police department must have its own, robust website that provides a host of helpful information that serves a diverse user population. Start reviewing a number of law enforcement websites, taking note of page layout, features, tools, and more. Also determine any ADA requirements while developing the new website.

Here are just a handful of basic headings for a law enforcement webpage that when completed can be helpful, enhance the department's image and level of communication, and even foster recruitment:

- Department Overview
- Mission Statement
- Vision Statement (Optional)
- Core Values
- Motto
- Goals
- Recruitment / Jobs / Online application
- Send us a message or a tip
- Complete your own (non-emergency) crime report
- Photo Gallery
- Press Releases

- Social Media links
- Department Policy link

IIIc. Department Policy Manual

1. It is 20-plus years old
2. No link to it on the website

Recommendations

- Embrace but augment current policy; or
- Select a new vendor

Discussion

Despite its age, the policy is functional and with substantial guidance that still stands strong today. Following it in conjunction with legal updates from various sources, certified training officers receive on an on-going basis, administrative directives from the chief regarding new laws (i.e. duty to intervene, body-worn-camera use), proper field supervision, and, of course, use of common sense, would tend to keep officers out of legal trouble.

Risk here, however, still exists. Having an old policy is ripe for litigation should there be some type of incident that finds its way into the courts. The old policy would be gone over with a fine-tooth comb and relevant inconsistencies, if any, could be highlighted.

Beyond the published date of a policy manual, officers receive updates and training. They are required to follow current standards and refrain from falling back on old or outdated material. The best practice, however, is to have a modern policy with a responsive feature that pushes out updates in existing policy, new policies, along with quizzes and attestations.

I reviewed the bulk of the policy manual to include the critical or high-risk policies along with others germane to my research:

- Use-of-force (UOF)
- Officer-Involved-Shooting (OIS)
- Firearms, Less-Lethal
- Pursuits
- Organizational Chart
- Mission Statement
- Code of Ethics, General Rules, Conduct
- Press Relations
- Mandatory notification list

I see three choices here on how to address this old policy:

1) Should the chief feel the current policy has been working well to include no reported conflicts, continue moving forward with necessary administrative updates and ensure a robust training program.

2) Extract out the critical policies for insurance pool review. Should changes be recommended, do so immediately, continue moving forward with necessary administrative updates, and ensure a robust training program.

3) Move to Lexipol – Public Safety Policy and Training Solutions. Lexipol policy has been around for a long time. Here are the pros and cons from my use and management of the system:

Pros: Competent, relevant, thorough, policy + training + risk reduction + litigation support; Sourcewell vendor, State of Nevada recognized; insurance provider supported; potential financial assistance eligible through insurance company, the state, and grants

Cons: Cost of the policy, ongoing maintenance fees, an increase in staffing to properly manage the program

Although I used "Cons" above, this was just for illustrative purposes. There really are not any cons of Lexipol when considering the clear measurables delivered early on after the roll out plus the risk reduction value.

What exists are just challenges. The roll out demands a particularly skilled, nearly full-time employee for many months. It also involves every employee of the police department to steadily engage with the new policies being rolled out, report suggestions, and then accept. After the roll out, the skilled employee remains and continues to manage the program, maximizing all of the features that assist the department. Managing it never ends. But, once the skilled employee is proficient and has all systems working full-speed-ahead, some room becomes available to accept other responsibilities in the department (i.e. PIO, Property & Evidence, Administrative Services).

Failure occurs when the wrong person is assigned to manage the program or when an existing full-time employee is saddled with trying to "fit it in" between other duties. Another potential failure is not having an adequate supervisor in charge to ensure the program is supported and running as intended. As of the writing of this report, I learned about another law enforcement agency that subscribed to Lexipol but fell short on the ongoing management piece, further illustrating points made here about ensuring the right people are in charge of it.

Policy is not something you buy to satisfy a checklist or to get a pat on the back but rather, it is a living, breathing, essential set of documents on which the police agency pledges to follow.

The digital training feature is called, Daily Training Bulletins or DTBs. They are just a logon and click away to begin. Lexipol provides policy reviews, scenarios, legal updates, and more. The process is electronically captured for the training and compliance records.

I reached out to Lexipol for a proposal. Note: I am not on the Lexipol Board nor have financial interest in the company:

Implementation Project: This is a one-time cost of just under $20,000.00. It involves Lexipol doing the heavy lifting. A rep rolls out under 10 policies a week for the chief and designees to approve. Some editing can occur. It takes about 6-9 months to approve the entire Lexipol Policy Manual. When agencies handle the implementation themselves, on average it takes much longer to finish.

The roll out consists of five phases:

1. High-Risk Policies
2. High-Liability Policies
3. Daily Operations Policies
4. Personnel Protection Policies
5. Operational Consistency Policies

The ongoing maintenance and features annual subscription cost is about $7,800.00.

IIId. International Associations of Chiefs of Police (IACP) – Smaller Police Departments Technical Assistance Program - Best Practices Guide – Budgeting in Small Police Agencies by W. Dwayne Orrick.

Recommendation

- Consider these helpful excerpts while contemplating the delivery of police services here in Yerington, NV:

<u>Discussion</u>

Staffing Levels

Once staffing levels have been established, the department should compare its salary and benefits package to other agencies in the surrounding area. Studies have shown money is not a motivator, but absence of money is a de-motivator. It is important to keep pace with the pay schedule.

Employee turnover

Traditionally, staff turnover has been considered a cost of doing business. The expenditures do not appear as a line item. Little attention is given to the cost of losing an experienced employee. Many smaller agencies become "training grounds" for larger agencies or private companies.

Economic Development
More communities are starting to realize public safety is an issue of economic and industrial development. Businesses looking to locate or expand operations examine the quality of life in communities. The ability of the police to address citizen's fear of crime can influence the perception of the community as a whole.

IIIe. Police Department Details

Recommendations

- Shore up the organizational chart
- Bring Position Descriptions (aka: Job Descriptions) up-to-date
- Chief disengage from non-chief duties
- Chief re-engage in chief related duties
- A reset of the recent investigator position created
- City Councilmember et al mindfulness
- Back-up plan – shared access
- Training and support for Administrative Services
- Police Department building
- Property and Evidence intervention / management / audits
- Body Worn Camera (BWC) contract / management / audits
- Recruitment / Over hire strategy

Discussion

I found the staff at the police department helpful with the assessment. All appeared candid and expressed eagerness at the potential of making some positive changes. They are willing to help and appeared capable of providing excellent service within their individual levels of training and experience. They expressed a sincere interest in policing here in Yerington.

Total authorized sworn is one (1) police chief and eight (8) police officers for the 24/7 operation. Police officer field deployment, however, is currently down two (2) positions. Of the six (6) current police officers, one (1) is a recent hire therefore, considered probationary. The police department's organizational chart reveals past police lieutenant and sergeant positions.

1 - Police Chief Darren Wagner
0 - Police Lieutenant (vacant since 2007)
0 - Police Sergeant (vacant since approx. 2000-2001)
1 - Police Officer / FTO / Investigator / Brandon Coombs
1 - Police Officer / FTO / SRO / Nicholas Wisner
1 - Police Officer Richard Jennerjohn
1 - Police Officer Jeremiah Brown
1 - Police Officer Andrew Sanabia
1 - Police Officer / K9 / Jarrod Adams

1 - Police Officer (vacant)
1 - Police Officer (vacant)

There are no supplemental positions such as reserve police officers, non-sworn code enforcement officers, parking enforcement officers, or volunteers.

Deployment
The approved eight officer positions falls short of being able to provide the community with two patrol officers for each 12-hour shift throughout the year. Officers frequently work solo, which dramatically changes deployment strategies and tends to trigger citizens' complaints or at least, dissatisfaction. The community generally expects high visibility from its police, quick response times, and the efficient tackling of reported issues. They are typically not in the mood to hear the excuse that only one officer is on the street. They expect better. Running solo also interrupts the duties of the chief and the new investigator, who temporarily must stop what they are doing to assist the solo patrol officer or even work a shift. More to follow on this topic.

Population vs Service Population
The research revealed a demographer recently placed the city population at about 3,500. City officials, however, have a sense that the population is actually broader. For law enforcement in terms of determining minimum deployment standards, it is important to recognize the likely service population. Beyond those who reside in the city include daily influx, tourism, events, and migrant workers. The city footprint has grown over the years and is estimated to be at about 29.5 square miles now. This size must also be considered in terms of the daily deployment standards and response times.

Chief – Position Description (last edited 4/23/18)
DEFINITION: As the department head under administrative direction of the City Manager, directs all regulatory, enforcement and protection activities of the Police Department. The Chief of Police is the chief operating authority in all matters of established department policy and operations. Conducts contact with the public in a manner conducive to good public relations.

Key Points
- Department Head under the administrative direction of the city manager
- Chief has operating authority in all matters of established department policy and operations
- Public relations

Further Understanding the Basic Role
Police Chief – An Executive, a Department Head, who plans, organizes, and runs the police organization; sets the tone and direction, creates policy, operational directives and goals; provides oversight, high level decision making. Receives commensurate training for the role.

Lieutenant – Position Description (last edited 4/23/18)
DEFINITION: Under general direction as second in command of the Police Department, the Lieutenant's duties are primarily administrative and supervisory in nature along with routine police work. Lieutenant is responsible to the Chief of Police for the effective and efficient operation of investigative and patrol divisions.

Key Points
- Second-in-command
- Responsible to the Chief
- Administrative and Supervisory

Sergeant (last edited 1/2002)
DEFINITION: Under general direction, acts as a shift supervisor in law enforcement, supervising line activities of subordinates, assisting in administrative activities of the department, and all other duties, functions and responsibilities as assigned. May include administrative and supervisory procedures along with routine police work.

Key Points
- Shift supervisor (also known as Field Supervisor)
- Assisting with administrative activities

Investigator (last edited 9/2/21)
DEFINITION: Under general direction of the Chief of Police, primarily performs assigned investigative work related to either criminal or narcotic investigations. This position is a promotion from a Police Officer but still follows the job description of a Police Officer in addition to this job description.

Key Points
- Investigates
- Promotion but follows the job description of police officer
- Ability to perform as a patrol supervisor (under Essential Functions)

Position Descriptions and Job Announcements
The aforementioned job descriptions could use refreshing to ensure modern details and minimum qualifications. Updating existing job descriptions would be a fairly easy project since there are so many samples readily available. Open position announcements ought to have a checklist to follow to ensure all proper steps, completeness, and consistency. More to follow under a recruitment section.

Organizational Vulnerability
The department is lacking a command and supervisory structure, which are essential in a police organization. I did not dive deep into the reason or cause for not filling the lieutenant and sergeant positions since that occurred so long ago. There has been a salary savings for all of

these years but at some point, failing to fill the positions has expectedly become a problem. In hindsight, perhaps had the department been supported a bit more – incrementally – the bulk of the recommendations herein would not be present.

We can only imagine today the increased level of job satisfaction and overall effectiveness of the Yerington Police Department had the organizational chart been followed

A police chief taking on non-chief positions and tasks is highly problematic on a number of levels. First, chief level responsibilities suffer. Next, it is ripe for opening the door to criticism a) from folks who innocently do not understand the "why" should they recognize a weakness in the organization b) employees who sense the disorganization and c) anyone internally or externally who chooses to exploit the deficiencies within the organization to further a personal agenda.

A chief should look like a chief, act like a chief, and spend the bulk of his time advancing the agency's professional agenda

An organization with a faulty structure can cause morale to drop. Low morale is associated with employee turn-over, increased frequency of reported work-related illnesses, and a decline of productivity to name a few. A Police1 article titled, *What really impacts morale in policing?,* dated May, 2022, by Police Commissioner Chris D. Lewis (Ret.), author and subject matter expert, details relevant information on causes of low morale:

- Low staffing levels
- Poor infrastructure (i.e. technology, vehicles, equipment, and building)
- Failed leadership

Although police officers are understandably held to a higher standard and the profession is certainly noble, those characteristics do not prevent all misconduct. I am embarrassed to write here that a small percentage engage in regrettable to reprehensible behavior. A police chief on a leadership island so to speak would be substantially hamstrung while attempting to maintain expectations and thus, vulnerable to the sharks. The current chief will announce retirement someday. Without some updating to include the department structure, I suspect the applicant pool might be rather shallow and weak on qualifications. Qualified applicants look deep and measure the strengths and weaknesses of the organization before determining whether or not to apply. The not-so-qualified applicants are just trying to get started, anywhere, and hope their resume shortfalls are not noticed. Considering a not-so-qualified applicant is akin to buying trouble.

Lieutenant

The rank of lieutenant is versatile and typically considered a middle-management position. It is above the rank of sergeant and is often utilized as the watch commander on patrol, providing technical assistance and oversight to the sergeants. Alternatively, the lieutenant can be purely

an administrative position. Lieutenants in the past here in Yerington appeared to have had a dual role of administrative work for the chief and assisting patrol.

Filling the lieutenant's position would be helpful to the organization and remedy some of what has already been discussed. The gap, however, is that one lieutenant could not cover the 24/7 operation. Meaning, patrol would not have as much support as what is needed and deserved. The former structure that included one lieutenant and one sergeant covered more real estate so to speak but is too vertical and unbalanced in my view although much better than what the organization has today. It also created a sense of succession planning. Should the area increase in service population or demand, so too should the rank and file in the police department.

A word of **caution** here: Skipping rank is risky. Doing so does not guarantee failure but could spell some level of trouble and for a long period of time. A police officer or investigator normally should not promote directly to lieutenant. There are a great deal of experiences – stepping stones – missed by skipping the rank of sergeant. Demonstrating for a period of time excellent work as a bonified sergeant to include superior field supervision, paves the way to a potential successful run at lieutenant or higher. Likewise, excellent work as lieutenant helps set the stage for a promotion to the next higher rank.

Sergeant

The police chief – the department – would benefit greatly with the addition of two sergeants. Just one would be spread too thin since law enforcement is 24/7 and consequently, the needed leadership would predictably fall short. Sergeants, also known as field supervisors, must be highly competent, motivated, and selfless. They supervise patrol, which is commonly referred to as the backbone of law enforcement agencies. The sergeants lead by example, handle day-to-day operations, provide immediate oversight, satisfy complaints, conduct basic audits, approve reports, and more. They do not need permission from the police chief before making routine or emergency decisions. They are respected problem solvers in the community. They are a buffer to, and a loyal spokesperson of, the police chief. The police chief sets the tone and the direction in the agency and the sergeants in this particular discussion ensure that message.

With respect to the selection process for the position of sergeant, this must be taken seriously, even more so than the rank of police officer. A promotion must be earned! This is achieved through hard work over a long period of time, refraining from misconduct, and meeting or preferably exceeding the common minimum standards. Applicants must be able to articulate not only why they have met and exceed the standards but how they would apply this to benefit the agency and the community, as well.

The worst time to begin preparing for a promotion or special assignment is near the date the opportunity is published - that's too late. Start preparing now; be versatile and ready to step up to the plate should you be asked, ordered, or have the sincere interest in the position

A promotion should not be exclusively based on seniority, years of service, or the applicant reportedly being close to retirement (i.e. a gift). It should not be given on a hope and a prayer that doing so would somehow miraculously change an officer's history of unwanted or mediocre behavior. It should not be given because someone feels sorry for the applicant for whatever reason or because they are "popular" in town. An agency stuck with an albatross of an officer is not near as consequential as an albatross of a sergeant.

Some might have a quizzical reaction about creating a sergeant's position in a small agency. They might feel doing so would create a top-heavy setting while also recognizing that the sergeant might often "only" supervise one or two people compared to the three-six as often seen in larger agencies. They might feel the chief doesn't do enough anyway, so why delegate to sergeants? Although interesting thoughts, following this position through ends up undermining the organization's potential. Regardless of what a chief is or isn't doing or how many officers are on patrol, each officer deserves access and oversight from a patrol sergeant. The community also deserves access as often, the sergeant is recognized and leaned on as the immediate problem solver on instances of needed clarity or issues beyond the police officer's capability or level of authority.

Back to Chief

The message here, however, is not of delegation to create a cushy, poolside workday for the chief but rather, it is a about opening up the day so the chief can do chief duties - actually increasing focus and work time on the role of the chief. The chief should look like a chief, act like a chief, and spend the bulk of his time advancing the agency's professional agenda. The chief delivers on a larger scale that observant officers, city management, and the community can see and appreciate. The chief, however, would remain aware and be prepared to respond to in-progress crimes and certain emergencies should doing so be helpful.

The chief reportedly by necessity has been engaging in non-chief tasks such as reviewing, declining, and approving reports written by officers, acting as a field training officer (FTO), scheduling, range master, vehicle maintenance, working patrol, and responding to assist after-hours. Those duties are best suited for the rank of sergeant. Sergeants make it happen at the patrol level. They receive specific certified training for the position. They are respected and hold a high regard within and outside of the organization.

Other reported non-chief tasks the chief handles are pre-employment background and internal affairs investigations. That needs to stop **immediately**. It is not a good practice to be both the investigator and the final arbitrator. A chief should be delegating these types of tasks to qualified outside sources and simply assess the outcomes to arrive at final dispositions.

The chief has also engaged in:

- Organizing the police department's role in the Night in the Country Music Festival to include assisting with the Dispatch Center function

- The city's periodic Public Safety Committee meetings
- Local Emergency Planning Committee (LEPC)
- Nevada Sheriffs and Police Chiefs Association – By-laws Committee
- Risk Management Member – Pool Pact
- Acquisition of free equipment: Humvee, Bull Dozer, Road Grader, Box Vans
- Grant funding: Polaris Razor
- Acquisition of new vehicles, equipment, mobile computers, AEDs, rifles
- '911' Surcharge meetings
- Special Assignment implementation: SRO, K9, investigator
- Instituted Community-Based tasks for patrol: community engagement contacts and Problem-Oriented-Policing (POP) for city code issues

Here is a list of chief-related duties that can receive focus once non-chief work ends:

- Command Staff – crime control meetings
- Strategic Planning
- Researching new trends and possibilities
- Budget development and management
- Seeking, scrutinizing, and developing grant opportunities
- Training plan development
- Yearly evaluations for direct reports only
- Dispositions on alleged employee misconduct
- Final hiring decisions
- Policy and procedure development
- Preparing Staff Reports and presenting to city council
- Periodic spot checks and audits
- Attending Executive level conferences and training
- Community engagement
- Attending service and business organization meetings to provide department updates, building relationships and partnerships

Police Officers

There are currently eight (8) funded police officer positions. One assumes the role of school resource officer (SRO). The school district contributes $30,000 per year to the position. One Officer assumes the investigator's position, which the city funds. There is a recent city funded K9 Officer position that is in its infancy.

Putting the cart before the horse

Do these special assignments impact patrol? Yes, since the special assignment positions are not backfilled with new police officers, which is preferred to ensure against gaps and thus, better the chances of success. More to follow on this under Investigator. Also, the K9 officer would likely have a modified shift necessary for that unique assignment and perhaps, even lock-up a particular or premier schedule that others might want someday.

All three special assignments, however, are not prohibited from temporarily leaving their specified duties and responding to assist patrol on emergencies. Further, the SRO position tends to handle calls for service in the schools therefore, reducing the impact on patrol. The investigator position can lighten the load on patrol to keep them on the street by taking responsibility of cases that are more complex and thus, time consuming. The K9 special assignment can be an exciting and complementary mixed bag of tricks. One day it might be lightening the load for patrol while the next, consuming a great deal of time under an illicit drug detection type of discovery.

All three special assignments have the potential of significant, measurable successes. The SRO provides an extra level of security at the school and a potential of creating positive, professional, long-lasting relationships between the youth, teachers, and the police. It is ideal, when possible, to have some level of positive intervention assisting the youth with smart decision-making that helps them stay out of the criminal justice system. A K9 program can advance officer safety, engage in drug detection, apprehension, search and rescue, and more, depending on the purpose for the program and training received. The investigator receives criminal reports from police officers that require follow up and in doing so, delivers better case closure and conviction rates. District Attorneys greatly appreciate investigators' efforts to essentially cross the T's and dot the I's before case submissions. The investigator also can generate new cases based on observation or concerning complaints received from the community.

For each assignment to succeed, the right person must be selected. An organization should refrain from lowering standards, bending the rules, forcing a square peg into a round hole, etc. just to fill an assignment. There must be a clear mission, reasonable expectations, and support from an immediate supervisor. Special assignments should not operate without checks and balances that help prevent assignment failure and rogue behavior. Should the projected value not be reached and reasonably sustained, the police chief must recognize this, change course, and also be prepared to end the assignment if necessary. Special assignments should not be taken for granted as a permanent fix to some identified need.

Some stray and create their own Mission. Stop that behavior! There is no self-defined workplace allowed. Standards are designed to be met. (Mark Whittenberg, POST Executive Development Course instructor)

Investigator

There was some level of controversy last year surrounding the testing and job description of a proposed investigator position. Per the chief (and others), he intended it to be a combo investigator – supervisor position, an effort to assist him with certain daily tasks plus be the point person for the agency during his absences. However, much discussion ensued from some officers and the city's management team, resulting in a clumsy process overall with lingering job description uncertainties.

As it stands, it appears to be a special assignment like the SRO and K9 positions but with a touch of leadership duty. This in and of itself is not a big issue in my opinion, as an investigator should investigate but could, on occasion, be a helpful lead (not a sergeant). I understand, however, why the chief wanted a little help since the vacant lieutenant and sergeant positions have never been filled.

This reportedly was a new position proposal from the chief therefore, required city council discussion and approval. It seems logical that this position needs a reset since the roll out and duties are in question. Ideally, this would occur in conjunction with the development of a plan to correct the organizational chart and update job descriptions so as to avoid the need for another reset.

A stunning but predictable revelation

Further, the research revealed additional information that likely will stun and frustrate the city management team. The start date of this position was October, 2022. Roughly one year later, however, very little investigative work has been accomplished. Cases forwarded for follow up investigations have not been tracked in a normal case management style therefore, only percentages, estimations, guesswork, etc. could be relayed to me. Other than one potential sexual assault type of case, it appears there is little to none to write about here in terms of successes. There has not been any crime suppression work, no search warrants written, served, etc. that typically lead to arrests, stolen property recovery, or evidence collection to further an open investigation.

It is my opinion the position of investigator has been nearly a complete failure from the inception. Why? The short answer is creating such a position when the department did not have the capacity to properly support it. Roughly 75% of the investigator's time has been devoted to non-investigator work. For the sake of argument here since the percentage is disappointingly a rough guess, even 25% would be a problem. Because the department's authorized staffing levels are not sound and are currently worsening, the assigned investigator had to be moved back to patrol to cover shifts and also act as a field training officer. What's more, the K9 Officer will soon be away for a long period of time in training and another officer will be out for months due to a needed surgery. How possibly can a fair level of service to the community be provided with such a skeleton crew and what negative impacts does this type of deployment structure have on staff?

A department implementing special assignment positions under a myopic view is analogous to giving a person the gift of a bicycle but without wheels

There have been a number of times in my career where I witnessed this type of setting develop, the red-flags either not seen or ignored, and the subsequent consequences after the roll out. The proposals, however, were made with a good heart just looking for positive outcomes but regrettably, on hope too. Hope should not be a predicate in decision making for law

enforcement. I'll close this subsection out by adding that I have also witnessed what I called gimmick positions. A leader proposing some bizarre twist to the tried-and-true chain-of-command structure under a so-called "leadership development" effort.

K9

There was some controversy about the K9 roll out with respect to minimum qualifications and training. The intent was to have a demonstratable standard for the K9 Officer followed by the K9 being dual purpose – drugs and apprehension. As the process moved forward, the standard was altered and subsequently, training became a challenge. The training is necessarily lengthy, disciplined, and rigorous, much different from that of the SRO and investigator assignments. The K9 trainers are certified by state standards and must adhere to the law and regulations. A K9 unit is considered a high-risk, high-liability endeavor. The consequences for acting outside of the policy or law can be severe.

The recruitment understandably contained a "fitness test" requirement. The details may not have been adequately described early on. Once the applications were accepted, there was no pre-screening component with the applicants to move forward or deny. A fit test was scheduled, challenged, cancelled, talk of re-posting, and then challenged again. One or more city council-members reportedly became involved to some extent. Many days later, the city filled the position by a default of sorts. This was a clunky process to say the least and with too many cooks in the kitchen perhaps similar to what happened during the investigator selection process, as well.

Providing a sound and established job description and recruitment announcement, the process of filling the K9 special assignment should have been easy and straight forward. That decision belonged to the chief. Anything less undermines his authority and the overall health of the organization.

City Councilmember Mindfulness

Generally speaking, city councilmembers should be very cautious about creating or allowing a setting where employees skip the grievance process looking for a sympathetic ear. What's more, arriving at a conclusion without all of the data and taking action is very risky on a number of different levels. This would also include complaints received from the public.

The research tended to indicate the perpetuation of unsubstantiated information about certain aspects of the police department. A logical consequence is exaggeration as the chatter moves from one person to the next – a simple concern expressed one day compounds and later is presented as factual. Whomever was the origin of the unsubstantiated information doesn't matter at this point but what does matter is that city officials, managers, and employees must recognize this dynamic and all work together toward minimizing such events. Here are some helpful key points to follow from recent city sponsored training for the city councilmembers that was titled - Governance Effectiveness:

Board Skills
- Be cautious and considerate

Best Practices
- The Board sets priorities and approves strategic direction

Fiduciary Duty
- Loyalty: Unselfish toward the organization
- Confidentiality: Certain legal communications and HR matters must remain privileged

The Dysfunctional Board
- Hidden agendas
- Micromanaging Staff

A long-standing leadership phrase often presented during police training goes like this (or a variation thereof): Praise in public - criticize, accuse, correct, or punish in private.

Special Assignments – Continued
Special assignments vary in complexity and should not necessarily fall under the same Human Resources umbrella with respect to the listed standards. One might be nearly completely cerebral while others demand fitness, a particular skill, or a specific temperament. No matter the special assignment, failure can occur. Officers selected for the K9 unit testing do not always succeed just like those selected to attend the motors training (i.e. motorcycle traffic unit), a tactical team (i.e. SWAT), or beach patrol life guard. There are specific attributes needed to make the cut and not all officers interested in trying reach the higher expectations to secure the position.

Data
In terms of data, the SRO program's success can be summed up by virtue of its continued relationship with the school district. If the district was unhappy with the professional relationship and felt it had little to no benefit, it certainly would not continue paying for it. There has been one "gun on campus" call that resulted in the detention of students, an investigation, and subsequent recovery of the secreted gun on campus.

The investigator position is about one-year old now and is discussed in a different section. The K9 unit deployment is pending. With more time, comes sufficient data to begin an accurate assessment. Moving forward, the chief must reach a point where the value or not of certain aspects of patrol, special assignments, projects, and investigations are routinely assessed and shared with the city management team and the community. Although disappointing when an assignment or project had promise "on paper" but failed to live up to the hype, worse would be ignoring that and perpetuating the failure.

Experts vs Jacks-of-all-Trades, Masters-of-None
A timely tip that I do not own but have said many times over the years: It's better to be experts in a few things than mediocre or worse at a lot of things. I offered this tip during a Command Staff meeting years ago, which had been formulating in my mind for a period of time. Police

agencies have a tendency to do too much. Whether it is just trying to give more opportunity to officers under a job morale boosting umbrella, from external pressure, ego, an overzealous grant money grab, engaging in non-police activities, or a "Let's get Mikey to do it" setting, doing too much – being spread too thin – is not sustainable and can backfire. Instead, the focus should be on the primary role of the police and creating the framework on which policing experts are established rather than Jacks-of-all-trades.

Hold monthly crime control meetings. What were the top 10 calls for service? Which ones did we bring to an end, and not? What are we doing about those we did not bring to an end? (Chief John Welter (ret.), POST Executive Development Course instructor).

Reception / Administrative Services
Support Staff in the police department is one, full-time, non-sworn, "Administrative Services" employee, Helen Sturtevant. This position is vital. Duties include: police lobby, reception, fingerprinting, sex and felon registrant; collection, organization, and movement of essential paperwork, data, and records. The police department lobby is generally open Monday – Friday, 8 AM to 5 PM. When reception is not available, telephone calls to the police department are directed to the 24/7 Dispatch Center.

Helen has been employed by the police department for over twenty-years. She is the only one that figurately speaking holds the key to many aspects of her role. It is essential to have a back-up plan should Helen become absent or retire. At least one person in the organization should have the same contact list as Helen, access to her Records, emails, etc., and a basic knowledge of her primary duties.

The research revealed a distinct need for training and support to better efficiency to include the capturing and reporting of data. This position needs to evolve into a daily data reporting machine to assist officers and ensure case and investigative accountability. More to follow on this topic under the statistics section.

Crime
Crime is low in Yerington, mostly comprised of nuisance, quality of life, misdemeanor, and infraction types of calls (i.e. alcohol/drug related, mental health, homelessness, thefts, disturbances, traffic). A statistics section follows, which also includes the number of sex crimes and general assaults.

Police Department Building
The building presents itself as dated and perhaps uninviting. The signage is visible but made of temporary material. It is an older building that the police department moved into about three-years ago. It is centrally located, which affords easy public access and quick officer response times, but awkwardly positioned next to other properties and a parking lot.

The interior also presents itself as dated. Front door entry leads to a very small lobby. On one side of the room is a manual fingerprinting station. On the opposite side is a counter and glass

partition that gives view into the administrative services staffer and her work area. A locked door separates the lobby from the rest of the building interior.

There is a chief's office, watch commander/investigator office, interview room, an incomplete evidence prep room, evidence holding room, one restroom, storage room, small coffee station, and a squad room where the police officers handle report writing and related duties. The squad room is large enough for the size of the agency. There were at least six desks plus a report writing station long enough for three desk top computers. I saw more than three computers but did not determine how many were operational or when they should be replaced.

Although dated, the chief's office was clean and suitable for a member of the public to visit. However, the overall cleanliness, organization, and feeling of the rest of the department was poor and gloomy. There was an extension cord running down the hallway to provide power into a storage room.

The building is lacking a second restroom, locker rooms, a kitchen, and a training room. The keyless entry and call box near the front door are not functional. The building and parking lot are not adequately secured nor fortified. An off-site, long-term evidence storage area has been identified but not yet in operation.

A remodel and expansion do not appear feasible. Therefore, the city should begin planning for a new police department and one that adequately addresses current observations and legitimate complaints. Refer to the police department one-on-ones for more information.

Property and Evidence

The collection of evidence and storage appear normal. What is also normal in my experience, but unfortunately at the same time a lingering problem, is managing all that has been collected. In this instance, it was estimated that this department's combined evidence volume could fit into a standard two-car garage, which is not too bad. There is likely evidence that is a decade old. The volume represented does not count the two or three vehicles they also have stored.

The challenge is the rate of storage can steadily increase and become out-of-control. The cause of this is that the process to release or purge is very slow. The uninformed might think the task of purging would be fast and easy. Just start at the oldest items and toss them into the dumpster, right? How about holding a garage sale of sorts or have staff take items home to reduce the volume? If it were that easy, however, this discussion item would not be present.

Not to be a broken record, but it is worth repeating that law enforcement is a serious business. The rules of law and policy must be followed, which includes the process of purging property placed in evidence. There are steps that have to be taken to ensure a piece of evidence can and should be purged, which often requires an outside legal source to confirm.

Per the policy manual, General Order No. 5.23 5., Disposition of Evidence, A) indicates all items in evidence require a written disposition approval from the District Attorney or City Attorney.

A number of times in my career I observed the stunning amount of property and evidence that had collected for decades with no one in the middle having taken charge to mitigate and organize. I also became acutely aware of one incident where a good-hearted person just trying to tackle the evidence storage monster accidently tossed evidence for pending cases to include some the law required a life-time storage. You can use your imagination here on how the courts, victim(s), the media, command staff, etc. reacted to that stunner.

A common failure with the management of Property and Evidence is giving the responsibility to a person who is already working full-time in the agency. This often unwanted "ancillary duty" is typically not suited for those charged with first-responder duties, investigating, supervising, or Reception/Records. But rather, a person who enjoys working indoors, virtually alone, not timid, has a passion for the process of inventory, can make correct decisions based on the law and policy, is meticulous with record-keeping, and can professionally pester the legal team to quickly signing off on evidence releases when applicable.

Best practices calls for random audits. Policy would drive this and, if followed, serves as a solid safety net to ensure the integrity of the Property and Evidence procedures.

In my experience, the level of priority given to the Property and Evidence function is often low, which is the same case here. To avoid a nightmare down the road, it would be wise to 1) place a qualified, non-sworn person into that role and 2) edit policy that creates the framework to fast-track purging. More to follow under the Grant section below.

Report Writing and Approval Process

Officers did not report any challenges with the report writing module. Once they finish a report, it is electronically delivered to the supervisor for review. In this instance, the only supervisor is the chief. The chief completes the review process and either returns the report with a request for additional work or identifies routing needs. The administrative services staffer has a large piece of this process in terms of receiving reviewed reports from the chief, joining related hard copy documents, ensuring closures, needed routing, and general data entry.

It is normal for police departments to have a steady stream of incomplete or open cases. This occurs from simple procrastination, the officer having pending calls or other interruptions, and instances where needed information for the report is difficult to obtain. To keep this dynamic in check, policy is created. Strict policy dictates that all reports must be completed by the end-of-watch. A flexible policy allows the field supervisor to approve rolling the incomplete report over to the next day. The type of policy and level of flexibility is determined by the chief.

It is my understanding the department's current system does not have an auto-alert feature that pushes out reminder emails regarding unfinished reports. Whether this is the case or not,

officers, the chief, and the administrative services person can view status reports that illustrate case history. This provides an adequate level of accountability providing the status of reports are routinely reviewed and action is taken. Better, is for the department to have sergeants who are immediately available to the officers, helpful, and strive to keep the number of open cases to a minimum. See Open Reports under the Statistics section for continued discussion.

Body Worn Cameras (BWC)
The research revealed the contract for BWC's ends this year. It is not yet determined the course of action the chief will take. A financial concern per the chief is the lack of clarity on a potential outside funding source and the distribution formula. At inception, it appears the state law expected law enforcement agencies to pay for the BWC platform but with some level of financial assistance from the 911 surcharge and federal grants. This passage, however, appears to be faulty, as the state cannot dictate to the federal government how the 911 surcharge monies are spent. BWC's are not specifically listed as qualifying items therefore, agencies have refrained from trying to tap into the 911 fund. More to follow under the Grant section below.

In terms of the massive amount of data collected from the use of BWC's, it appears the department is not current with the administrative piece of the platform. Specifically, footage needs a classification input, which triggers the retention values per law and policy. It is important to keep storage in check not only as a matter of management principle but also considering that retention costs are often based on the amount to be stored. While some footage must be kept for a very long time, other types have shorter retention periods. Footage not properly labeled electronically remains in limbo and after a period of time, may become substantially difficult to connect with the reason for activation.

Best practices calls for discipline in the use of BWCs, supervisor verifications, evidence person verifications in terms of proper cataloging, and a handful of random audits per year from management. Policy would drive this process and, if followed, serves as a solid safety net to preserving the integrity of the platform.

'911' Dispatch Center
The police department and the sheriff's office have a long-standing written agreement that affords the police department with county dispatching services and the sheriff's office with city services. This assessment did not reveal any information or complaints tending to support a deeper assessment of this arrangement. The center has a modern, well-known dispatching and records management system platform: Motorola Solutions - Spillman Flex.

I'll take a moment here and give a shout-out to the Public Safety Dispatchers. They should be honored, respected, and supported to the same level as that of the sworn staff. Saying their job is difficult is an understatement. Further, recognize that they too feel the job-related tension and trauma from calls for service. Many Dispatch Centers face the same types of ongoing staffing challenges and hits to morale that sworn do, yet are too often ignored in my view.

Recruitment Strategies and Over-hire

Once two new officers are hired to fill the vacancies and successfully complete the field training program, this certainly will provide a sense of relief and stability in the department. However, at that point, the chief and the city should not rest easy or on its laurels.

Turn-over is normal therefore, predictable. As such, a police agency must have an effective and modern recruitment strategy. Failure to have such a plan causes unnecessary problems. For instance, low recruitment numbers, delays in hiring, excessive overtime to cover the vacant positions, potential job burnout and related issues, low morale, and a decrease in the level of service.

It took over two-months before advertising began to fill the aforementioned vacant police officer positions. Keep in mind that there were pre-notices of separation too. The process and length of time to hire an already experienced officer is arduous to say the least. Roughly speaking, once a candidate has been selected from the recruitment phase (i.e. advertising and pre-screening), it can easily take two months to complete the required pre-employment background process, medical, psychological testing, and get started. Should the applicant pass this phase, add weeks to months of field training before the applicant actually fills the vacant position. Non-academy hires take even longer. Not all hires pass the process or probationary period, which results in a repeat of the above, long process.

An effective recruitment strategy starts before a vacancy actually occurs

Police officers leave naturally. Some retire while others simply want to try something new. Police officers have professional goals and can wind up leaving to chase them in other agencies. Officers may have to move to follow a spouse whose job relocated while others are forced to medical out due to an illness or injury. There are occasions where an officer is just not the right fit in the organization (or vice versa) but without unwanted behavior or misconduct acting as the trigger. It could be a case of an officer becoming disgruntled over not getting promoted or after being disciplined. Adding mandated training, vacations, sick-time, and family leave to the mix highlights the need to fully examine the authorized number of positions. At times, a deployment number seems reasonable until an agency sees it in action and discovers the frequency of operating below preferred staffing levels and consequences thereof.

The Yerington Police Department has not had a sense of upward mobility or true advancement for a very long time. This setting is not appealing to many, which impacts recruitment and retention

Bottom line here: there are a number of reasons why officers move and shift vacancies occur. Instead of fighting it and perhaps passing blame, it's better to embrace the reality and have a plan in place to keep the organization moving forward with full-staffing. The effective, modern recruitment strategy (aka: Fast-track) key points are:

- Robust social media platform
- Inviting and easy to navigate department website
- Continuous recruitment (no end dates) tab – easy online application directly to the police department (skip HR)
- Near immediate response to pre-screen potential applicants plus continual support for those who look promising
- A simple but clean ad in a major law enforcement publication
- Sponsor local talent
- Non-sworn community service officers to police officers
- Focused, accelerated pre-employment background process
- Over-hire (see below)

Over-hiring is difficult to swallow from a budget standpoint. This is because the typical and immediate thought is confined to just the cost of having an "extra" person around but without considering the rest of the story. Over-hiring comes in two ways: First, simply a policy edit, should existing policy prohibit this practice, that allows a new hire to occur before a separating employee actually leaves. Vacancy dates can be projected. Consider someone who is reaching retirement age. Many give a one-year notice or at least a month or so. Officers typically give notice when they have entered the pre-employment background check in another agency. This means at least a month or more before the actual exit date. A nimble organization sees the notice of pending separation as a green light to begin moving potential applicants deeper into the hiring process. An ideal setting would be to hire the new employee before the actual vacancy occurs. This is especially important for job positions that only have one person like Reception, Records, Evidence Tech, or chief. Wouldn't the new hire benefit greatly from a few days or a week of orientation and training from the employee who's leaving? Should this not be a possibility, the goal is to minimize the time a position is vacant.

The budget folks see a vacancy as a financial bonus realized by temporary salary savings and as such, can linger on the hiring process; the Human Resources folks advocate a hiring process that is often slow and unfortunately not relevant for law enforcement; meanwhile, the police agency and the community feel the discomfort from resources that are below the minimum. The competing interests illustrated herein accidently cause conflict, which needs to be eliminated for the sake of public safety

Second, an actual over-hire (i.e. one above minimum deployment) standard in my experience was never an "extra" person but in fact, was the safety net that prevented a dangerous below minimum deployment and excessive over-time costs. Consider the lengthy list of reasons shift vacancies occur naturally, the potential number of days, and how long it takes just to get one new officer on the books through training. This demonstrates a one-over minimum deployment strategy is sound. Subordinate to the officer safety element, the overall cost of the over-hire is actually softened by the reduction in over-time costs associated with trying to fill shift vacancies. There are also relevant, but difficult to quantify exactly, consequences resulting from an organization operating too long outside of the norm or preferred model.

IIIf. Police Department Statistics

Recommendations

- Purpose-driven roll call (aka: shift briefings) – Previous shift activity report
- Directed Patrol
- Investigator accountability – Crime Clearance
- Chief oversight
- Crime Control Meetings
- Daily media activity report shared on police department social media platform
- Revisit UCR/NIBRS section re unsolved, major crimes
- Open / Unfinished reports oversight

Discussion

Absent a pending priority call-for-service (CFS), failure occurs when an Officer leaves the station to begin the shift without first learning about what had occurred the previous shift(s) and what has not been resolved or closed satisfactorily. Notice here that on a 12-hour work schedule, an Officer's days off span either three or four days. This creates a tremendous gap that requires a longer briefing to get caught up on any lingering and Officer Safety issues.

The community does not, and should not, accept the excuses that resolving their CFS has been delayed due to the department schedule. To illustrate, here is a common setting: an Officer responds to a CFS but is unable to bring the issue to a close by the end of shift. The next Officer comes on shift and either has no clue of the unresolved CFS or does, but pushes the needed follow up to the initiating Officer's next shift. Well, this could be 12-hours later or, worse, three or four days later if the initiating Officer has gone on days off.

Lingering issues are not helpful to anyone except perhaps the crooks. The brunt of the frustration citizens express are unfortunately often directed to the Dispatcher Center and Reception, which do not have control over the Officer assigned to the CFS

While it is much easier to track and hold accountable one officer attached to a CFS from beginning to end, the reality is that a number of problems simply cannot be resolved in a few minutes. This illustrates the need for a meaningful roll call to help ensure continuous momentum toward solving leading issues. The value of field sergeants that was demonstrated earlier in this report might have popped into your mind at this point. They are charged with the responsibility of driving the roll calls and ensuring steady problem solving.

Although patrolling – being visible – causes civilians to feel a sense of safety and security, aimlessly driving around or parking to monitor an area without a data-driven purpose undermines the potential of solving the leading community concerns. The leading concerns are realized through statistics and other qualifying information. They must be kept at the forefront of the deployment strategies until measurable levels of success are achieved. Occasionally an

officer asserts he's done his job simply by being visible. This is a cop-out (no pun intended), which would require leadership intervention to stop the lackluster, unwanted behavior.

Officers here are allowed to conduct follow up after a CFS, which is a good way to resolve issues fast and also develop skill sets. Necessary follow up beyond the patrol level heads to the Investigator. This position should also be well informed, purpose or data driven, and be able at moment's notice to illustrate caseload, status of each, and case closure details. The investigator ideally would be held accountable to a sergeant, the duo would be self-motivated, and also participate in crime control meetings chaired by the chief.

A portion of the statistical data herein includes crime clearance rates. This simply demonstrates the number or percentage of reported crimes that were actually solved. Per the FBI and various other sources, the nationwide clearance rate for violent crimes has a range of about 28%-54% while theft and property crimes range from about 12%-15%. Caution should be used on drawing a conclusion based exclusively on any given clearance rate/percentage indicated below. For instance, there were reported rapes in 2018 – 2020 with zero clearance rates. Although this could indicate substandard police work, it could also indicate a data entry error, uncooperative victims, or an unknown suspect scenario. To help ensure solid case management practices and favorable clearance rates, frequent status updates must be provided especially on serial and violent crimes. It'd be wise for the department to revisit and audit unsolved, major cases.

Without a chain-of-command and proper oversight through crime control meetings, case management and clearance rates will suffer

The following statistical information was difficult to obtain from the police department. The police department is behind on statistical data input. The primary drivers for this challenge appear to fall under the aforementioned gaps in the organizational chart, support, and training. Administrative Services and all Officers must have at their fingertips access to statistics, reports, accountability measures, etc. to assist them with their work.

Adding to the challenge, in the beginning of 2021, the voluntary share information process for the Federal Bureau of Investigations (FBI) experienced an upgrade. The long-standing Uniform Crime Reporting (UCR) Program was replaced by the National Incident-Based Reporting System (NIBRS). Per the FBI's website:

Implemented to improve the overall quality of crime data collected by law enforcement, NIBRS captures details on each single crime incident—as well as on separate offenses within the same incident—including information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes.

As recommended by professional law enforcement organizations, the FBI has made nationwide implementation of NIBRS a top priority because NIBRS can provide more useful statistics to promote constructive discussion, measured planning, and informed policing.

Moving to NIBRS was not an easy task and not all law enforcement agencies in the nation have completed the transition. Some may never. The FBI indicated that technology and [extra] staff would be required to make the transition to the expanded system. Below, however, are data sections I was able to obtain:

Total Calls Received, Nature of Call (Jan. 2019 – Dec. 2019): 3366
Top 7

Follow up:	339
Traffic Stop:	296
Asst. LCSO:	190
911 call:	169
Civil Paper Service:	162
Juvenile Incident:	161
Susp. Circumstances:	136

Total Calls Received, Nature of Call (Jan. 2020 – Dec. 2020): 3550
Top 7

Follow up:	416
Traffic Stop:	326
Asst. LCSO:	190
Juvenile Incident:	165
Susp. Circumstances:	156
911 call:	143
Civil Paper Service:	140

Total Calls Received, Nature of Call (Jan. 2021 – Dec. 2021): 3671
Top 7

Follow up:	390
Traffic Stop:	350
911 Call:	237
Asst. LCSO:	197
Susp. Circumstances:	153
Juvenile Incident:	146
Walk Through:	142

Total Calls Received, Nature of Call (Jan. 2022 – Dec. 2022): 4149
Top 7

Traffic Stop:	569
Follow up:	446
Walk Through:	230
Juvenile Incident:	187
Asst. LCSO:	167
Susp. Circumstances:	159

911 Call: 159

Total Calls Received, Nature of Call (Jan. 2023 – Sept. 2023): 2708

Top 7

Traffic Stop:	521
Follow Up:	274
911 Call:	171
Walk Through:	112
Susp. Circumstances:	111
Juvenile Incident:	101
Civil Paper Service:	73

Arrest Summary (2019): 125
Arrest Summary (2020): 109
Arrest Summary (2021): 97
Arrest Summary (2022): 132
Arrest Summary (Jan. 6, 2023 – Sept. 5, 2023): 82

UCR / NIBRS Format

Offenses Known to Police (Jan. 2018 – Dec. 2018)

		Cleared
Criminal Homicide:	0	
Rape:	4	0
Robbery:	0	
Assault:	7	1 (14.2%)
Burglary:	0	
Theft:	3	1 (33.3%)
Vehicle Theft:	0	

Offenses Known to Police (Jan. 2019 – Dec. 2019)

		Cleared
Criminal Homicide:	0	
Rape:	3	0
Robbery:	0	
Assault:	17	1 (5.8 %)
Burglary:	0	
Theft:	6	0
Vehicle Theft:	0	

Offenses Known to Police (Jan. 2020 – Dec. 2020)

		Cleared
Criminal Homicide:	0	
Rape:	2	0

Robbery:	0	
Assault:	8	1 (12.5 %)
Burglary:	0	
Theft:	3	0
Vehicle Theft:	0	

Offenses Known to Police (Jan. 2021 – Dec. 2021)

		Cleared
Criminal Homicide:	0	
Rape:	0	
Robbery:	0	
Assault:	15	2 (13.3 %)
Burglary:	1	0
Theft:	1	1 (100 %)
Vehicle Theft:	0	

Offenses Known to Police (Jan. 2022 – Dec. 2022)

		Cleared
Criminal Homicide:	0	
Rape:	0	
Robbery:	0	
Assault:	15	3 (20 %)
Burglary:	1	0
Theft:	5	1 (20%)
Vehicle Theft:	0	

Open, Pending, or Unfinished Case Reports

As of the first week of October, the chief had about twenty reports for review in his electronic in-box and about three of them on his desk under active review. His workday involves "putting out fires" first which, in this instance, would involve prioritizing reports ready for review. In-custody reports come first as they are time-sensitive while the non-emergency or relatively low priority reports can wait. The daily number for review would ebb and flow.

The research indicated some concern about the department having too many "open" cases - the backlog from the patrol officers and the chief's review process. A number of different sources were used in the attempt to simply identify the number of open reports for 2022 and 2023. This was a difficult task and the ideal audit report was not obtained.

A Summary Report of Pending cases up to Oct. 16, 2023, amounted to about 121 of the 314 cases taken. For 2022, there were 87 of 566 cases taken. These numbers are red flags but are not completely reliable either.

The records management system (RMS) offers an enormous number of report types that could be used for auditing purposes. However, the challenge presented is peeling back the dozens of layers to determine with certainty the number of officer reports that were truly open, pending, or unfinished (i.e. neglected) as opposed to data error or software preference. For instance, randomly checking cases listed as pending revealed case numbers given to calls for service that did not require one, which skewed the audit reports. Further, Alarm Calls fall under the Offense code and a case number is automatically generated for the possible false alarm billing. These eventually can be cleared but this takes a records person who has the time to do so. This year alone, the audit report indicates 35 open cases spread amongst various officers yet they are not responsible for this administrative function. The audit summaries are an A-to-Z format under Offense types; it would take many weeks to open and review each potential pending case to verify.

Out of the numerous audit reports reviewed, however, I can safely assume that three common problems exist: The "garbage in, garbage-out" (GIGO) aspect, procrastination, and lack of personnel to monitor and verify.

The police should be policing, not wasting their time with non-police work such as inputting, data entry, double-checking, auditing, etc. The reality, however, is that some of this must occur in this day and age due to the introduction of software, electronic devices, and public demand. Besides basic procrastination on tasks, when a piece of modern technology is not fast, reliable, and user-friendly, failure in the data collection and accuracy occurs. Further, when no one is supervising the enormous amount of data inflow to verify, edit, catalog appropriately, etc., failure occurs.

The research revealed the current report-writing module does not have an auto-reminder of unfinished reports, which sends emails to officers, their supervisors, and records. This aids in quickly correcting data errors and procrastination. Requests to the vendor have been made to add that feature, which would remedy a portion of this discussion area. Time will tell if the vendor can do so without an enormous programming cost.

The research confirmed that there are necessary levels of access into what is considered the highly confidential law enforcement database. This presents a roadblock of sorts for the department. The chief seems to have a high level, as he should. But his Administrative Services staffer lacks a level that if given, would be helpful with the issues discussed in this section.

Audit Reports can either be an ally or the enemy – it's your choice

There may be an internal flowchart of sorts and a directive not mentioned to me that addresses unfinished reports and tracking thereof. Regardless, the department must reach a point of discipline where the internal open/pending case audit reports are very much in its favor. Accomplish this by ensuring reports are always completed as early as reasonably possible and follow up daily to confirm the audit reports reflect the same. It would be ideal for the

Administrative Services staffer to become very familiar with this process and help ensure that no reports fall through the cracks.

IIIg. Employee Sentiments (one-on-ones)

Recommendations

- Eliminate the Officer Daily Log process
- Correct the POOR and NONE ratings
- Establish a Training Plan
- Enhance the GOOD rating related to public support
- Reset and convey clear operational expectations
- Mitigate the sense of micromanagement and undermining
- Correct the gaps in the Organizational Chart to include a reset of the Investigator Special Assignment
- New police department building
- Website and social media enhance
- Employee recognition, commendation program

Discussion

The format was intentionally broad in an attempt to engage a number of data sources and in particular, identify those that stood out one way or the other. All police department employees participated. I met with previous employees as well for additional data points. The length of the individual conversations ranged from about 3 to 7 hours.

SWOT Analysis

Strengths

High:	Camaraderie. Teamwork much better than before. Community trust. Equipment. Vehicles.
Mid:	Solving crime.
Low / Isolated:	No strengths. Flexible schedule.

Observations: The message conveyed was that there was a rough patch a year or so ago that was attributed to various types of internal employee conflict but some improvement occurred. A sense of optimism was expressed. Confidence in the city manager's fiscal management ability and support was expressed.

Weakness

High: Drama in the past, but still lingering. Morale weak but better now. Chief falling behind, but chief is also the sergeant and the lieutenant. Chief being undermined or micromanaged by one or more city councilmembers. Daily log. PD building.

Mid: Short-handed. Down two officers plus the vacant sergeant and lieutenant positions.

Low / Isolated: Lack of advanced training. Run out of supplies. The hybrid investigator / supervisor position description confusing, not working well. Employee(s) not carrying own weight. No evaluations or physicals. Poor leadership. Chief only able to put out fires. Policy is old.

Observations: 100% feel an obvious obstacle to achieving the best operational results is the lack of a supervisor or middle manager to assist the chief with daily tasks - providing the chief will actually let go of non-chief tasks.

Opportunities

High: Outreach. Social Media. Grants.

Mid: None

Low / Isolated: Add more officers for officer safety reasons. More visible. Foot patrol.

Observation(s): Low staffing prevents pursuing normal opportunities.

Threats

High: No police supervisor or middle manager. One or more city councilmembers undermining and micromanaging the chief; allowing disgruntled employees to complain without basis, "manager shopping", one-sided. Optics. Animosity. Conflict of interest.

Middle: Nation-wide defund the police movement and voter-approved de-criminalization are disappointing and frustrating.

Low / Isolated: Not having a fully functioning K9 unit. Low staffing. Leadership.

Observations: Some of the comments were well-reasoned such as: if the chief is truly being micromanaged and/or undermined who then is actually at fault should something fail? Give the chief reasonable expectations and hold him accountable should he fail. Next, if the level of outward attention from one or more city councilmembers against the police department is not a conflict of interest or an ethical dilemma, it certainly feels like it is.

Rate the following (Poor, Average, Good, Great, None, N/A)

(Ratings were combined to reach the most prominent)

1. Changes made in the department following the internal survey last year? GOOD.

   Comment(s): Changes tended to fall back because the chief does not have a supervisor or manager to assist him.

2. Safety equipment? GOOD.
3. Uniforms? GOOD.

   Comment(s): Can be very hot during the Summer.

4. POST certified training received? POOR.

   Comment(s): None or not enough external, advanced officer training but department is in POST compliance for the past two cycles

5. In-house training? AVERAGE.
6. FTO training program? GOOD.
7. Prepared for an officer-involved-shooting (OIS) or other critical event? GOOD.

   Comment(s): Sees a need to have joint training for active-shooter call.

8. Patrol vehicles? GREAT.
9. LE software to include the report writing module? GOOD.

   Comment(s): Need training – not sure of its capabilities.

10. The PD building? AVERAGE.

    Comment(s): Based on the list of concerns and observations, the building might be average but the environment in totality is actually substantially POOR.

11. Pay / benefits? AVERAGE.

    Comment(s): Insurance is too high.

12. Staffing level? POOR (currently) / GOOD (at full-staffing)

Comment(s): Have not had full-staffing before so hard to imagine.

13. Department policy? GOOD.

    Comment(s): It's very old but helpful.

14. The Mission Statement? GOOD.

    Comment(s): Some either had no recollection of it in policy or did not know the department had one.

15. Department expectations? GOOD.
16. Property & evidence collection & storage process? AVERAGE.

    Comment(s): Designated areas are not in order after the move.

17. Public support? GOOD.
18. Tactics / teamwork? GOOD.
19. Enforcement action – basic traffic violations? GOOD.
20. Enforcement action - non-violent crime ? GOOD.
21. Enforcement action – violent crime ? GREAT.
22. Recruitment? POOR.
23. Outreach? GOOD.
24. Department website? None.
25. Social media platform? AVERAGE.
26. Internal relationships? GOOD

    Comment(s): It's getting better

27. Morale? AVERAGE.

    Comment(s): The rumors of the Sheriff's Office taking over and the hiring of a police consultant has caused worry therefore, impacted morale.

28. Chain-of-command: GOOD.
29. Leadership / support: GOOD.

    Comment(s): The chief is always available to help. Inv. Coombs has been helpful at times too. There was also mention of some off-duty, unexpected acts of kindness from the chief.

30. Coaching & mentorship: GOOD.

31. Yearly evaluations (3 in the last 3 years?): POOR.

    Comment(s): Most have only had one evaluation over the course of many years.

32. Wellness assistance: POOR.

    Comment(s): Yearly state physicals are not occurring.

33. Professional relationship with the DA's office: GOOD.

    Comment(s): Approachable. Do not always understand why some cases move forward and others do not.

34. Professional relationship with the Sheriff's office: GOOD.

    Comment(s): Officer-Deputy level is very good, no issues.

35. Professional relationship with the Nevada Highway Patrol and other State Law Enforcement Agencies: GREAT.

Further Discussion

The chief should recognize where his ratings are either higher or lower than the prominent ratings presented. Doing so may reveal a leader-follower organizational disconnect. Bringing them to light is a step toward better communication and problem solving.

A healthy organization would self-score higher than "good" on number 17 (Public Support). One seasoned member said he actually had no idea therefore, couldn't give a rating. Solid work plus modern outreach to include a robust social media platform naturally enhances public support. This topic is further discussed elsewhere in this report.

The POOR rating on numbers 10 (Building) and 31 (Employee Evaluations) are discussed elsewhere in this report.

Number 8 (Vehicles) overwhelmingly received a "Great" rating and with that came sincere appreciation and thanks expressed toward the city management team for approving them.

Open-ended Questions

1. What primary changes would make the department better overall?

   Ending the requirement of completing a manual activity log sheet and move to software that captures data was mentioned frequently during this survey. A new police department building, related safety/security features, and normal creature comforts was mentioned as a top need. Shoring up the Command Staff was felt as a critical need to let the chief be a chief while also ensuring normal

operational standards are met. Both Advanced Officer training – not barely making the minimum for POST - and software user training were very important. The position of Training Manager was expressed as important along with better mapping for the MDT's.

2. Are you experiencing any uncomfortable interference from inside the police department, outside, from a member of the public, an organization, or other agencies?

   A slight level of micromanaging internally but to a greater extent externally was expressed. The common and occasional personality differences among co-workers was mentioned. Last, employees talked about a lack of time and personnel to keep up with basic demands.

3. What do you like most about the job?

   Employees are attracted to the freedom patrol provides, solving the crime puzzles, seeing what others do not see, helping people, teamwork, generally enjoying the people they work with, and the opportunity on occasion to be present at community events.

4. What do you like least about the job?

   Grumpy co-workers, the previous drama, and arm-chair quarterbacking. Segments of the Field Training Officer (FTO) program were not reasonable. Some of the paperwork and employee insurance costs can be frustrating. Last, some calls for service are truly sad and remain in memory.

5. Career goal?

   Some spoke of just hoping to make it to retirement safely while ensuring the boss remains happy. Others spoke of hoping to promote to some level such as:
   SWAT, K9, range master, FTO, SRO, investigator, sergeant, lieutenant, and academy training officer.

   Note: had a quality sergeant or lieutenant been in place for a number of years, you'd likely see "chief" listed above too.

6. Level of formal education?

   All graduated from High School and have some level of college work completed.

7. Verbal, written commendations or service medals?

   All related this function doesn't occur in the department.

8. Highlight of career?

The answers mainly fell into the ability in Yerington to build positive relationships, consistently being able to help co-workers, the level of accomplishment felt after passing the field training program, truly enjoying the profession, and with a sprinkling of investigative achievements.

IV Community Public Safety Survey

Recommendations

- Take the survey results seriously
- Shore-up the question related to leadership
- Work on reducing the number of "not sure" responses
- Routinely push out Police Activity updates, general statistics, and Public Service Announcements
- Recognize the want of Proactive work vs Reactive
- Drug and alcohol related crimes dominated public perception followed by Domestic Violence and theft related crimes – tackle this area and publicize the results
- Driving under the influence of drugs/alcohol, speeding, and school zone violations dominated vehicle code enforcement wants followed by child restraint and excessive noise violations – tackle these areas and publicize the results
- Abatements of abandoned vehicles and unsightly, distressed, and unsafe properties plus noise-related issues dominated Muni-code wants– tackle these areas and publicize the results
- Recognize that excessive noise concerns fell into two different categories and that citizens are passionate about that topic- tackle this area and publicize the results
- Engage the dialog about the police vs non-sworn responses to abatements and other non-criminal type calls-for-service

Discussion

The following survey was posted on the City's website and Facebook page, which was shared a number of times. I canvassed the general city area, visiting a number of locations to introduce the survey request. I reached out to Rotary and the Chamber of Commerce. Both service organizations shared the survey request with their membership. I also shared the survey request at a Lyon County Citizens' Advisory Board meeting. Along the way, I received unsolicited support and praise for police officers generally and the Yerington Police Department. One person who would fall into the category of a professional in a large organization followed up by providing a written commendation for Chief Wagner. The commendation asserted that despite the department suffering from inadequate funding and understaffing for many years now, it still has managed to be helpful.

I received 23 completed surveys. Low participation is common therefore, was expected. Nonetheless, each survey received has value. You will find below the questions and selections from which participants could choose. Inserted next to each selection reveals the frequency, 0 – 23. Also, some participants wrote comments, which are insightful and included:

City of Yerington, Nevada

Community Public Safety Survey

August 2023

Framing Future Operational Standards and The Delivery of Police Services

***

It is important that you only vote once and provide your observations and opinions - not those of another person, on behalf of another person, or solely based on rumor.

In your opinion, which of the following characteristics define the ideal police officer. Select all that apply, please:

- Honest = 22
- Friendly and approachable = 19
- Positive attitude and even tempered = 20
- Compassionate = 16
- Reasonably skilled and trained in police work = 20
- Reasonably skilled in oral and written communication = 18
- Willingness to continually learn and improve = 19
- Follows policies and regulations = 17
- Dependable = 19
- Responsible = 20
- A problem solver = 16
- Teamwork = 18
- Attention to detail = 16
- Attention to safety = 18
- Self-initiation and drive = 16
- Diligent in solving crime and quality-of-life concerns = 17
- Involved in the community = 18
- A relevant college degree = 7
- Unbiased = 16

To what extent does the **leadership** at the Yerington Police Department develop positive relationships with community members (i.e. residents, organizations, groups, visitors)? Select one, please:

- Not sure = 9

- Not at all = 0
- Occasionally = 8
- Consistently = 6

To what extent do the **Police Officers** at the Yerington Police Department develop positive relationships with community members (i.e. residents, organizations, groups, visitors)? Select one, please:

- Not sure = 6
- Not at all = 0
- Occasionally = 12
- Consistently = 5

To what extent does the Yerington Police Department prevent and solve crime? Select one, please:

- Not sure = 11
- Not at all = 0
- Occasionally = 5
- Consistently = 6

Although one person marked Consistently for solving crime, they indicated "not much" for preventing crime.

How effective overall is the Yerington Police Department at keeping the community reasonably safe? Select one, please:

- Not sure = 7
- Not at all = 0
- Occasionally = 2
- Consistently = 13

Do you feel there is value in the Yerington Police Department routinely providing the public with: police activity updates, general statistics, and public safety announcements?

- Yes = 18
- No = 1
- Not sure = 3

Which type of policing do you prefer?

- Reactive: The police remaining out-of-sight and only responding to calls for assistance = 2

- OR -

- Proactive: The police actively patrolling between calls for assistance and enforcing the law = 22

One person marked both and wrote "both". A second person who selected Proactive added that this would be determined by staffing [levels]. A third who selected Proactive added, "I have children and I pay my taxes".

Criminal Activity – Public Perception

What do you feel are criminal acts that frequently occur in Yerington? Select all that apply, please.

- Burglary (i.e. breaking or entering into a home or business) = 8
- Robbery (i.e. taking property from another person by way of force or fear – violent) = 1
- General acts of theft (i.e. petty, shoplifting, grand, fraud, embezzlement) = 9
- Vehicle theft = 1
- Domestic Violence = 13
- Assault / Battery = 6
- Sex offenses = 1
- Human trafficking (i.e. the trade of humans for the purpose of forced sexual exploitation, labor) = 0
- Drug trafficking (i.e. large scale cultivation, manufacture, distribution) = 11
- Drug dealing (i.e. small scale – local) = 18
- Drug abuse violations = 18
- Alcohol abuse violations = 15
- Vandalism = 9

One person added that trespassing is a problem too. Another, who didn't mark any of the selections, indicated they had no idea because no information was provided to the public.

Vehicle Code Related Enforcement

What would you like to see the Yerington Police Department enforce more often? Select all that apply, please.

- Driving under the influence of alcohol/drugs = 10
- Stop sign and red-light violations = 3
- Speeding = 10
- Seat belt violations = 0
- Child restraint violations = 5
- Pedestrian crosswalk violations = 2
- Traffic violations in school zones = 10
- Excessive noise violations from vehicles (i.e. loud music, modified exhaust) = 6
- Vehicle mechanical violations (i.e. lighting, windshield, tires, illegal modifications) = 1
- None – I feel their enforcement actions should be less = 1
- None – I feel their enforcement actions are acceptable for our city = 5

One person added enforcement on people riding bicycles on the sidewalks downtown. One person added expired registration on vehicles. Another person added this type of enforcement would depend on criminal activity at the time.

Municipal Code Enforcement

What would you like to see the Yerington Police Department enforce more often? Select all that apply, please.

- Skateboarding = 1
- Loitering = 3
- Noise complaints = 6
- Abandoned vehicle abatement = 6
- Weeds, overgrown vegetation, unsightly property abatement = 7
- Abandoned, distressed, non-inhabitable, or unsafe property abatement = 7
- None – I feel their enforcement actions should be less = 1
- None – I feel their enforcement actions are acceptable for our city = 5

Three participants questioned the police getting involved in the abatement of abandoned vehicles and unsightly or distressed properties. They felt this should be handled by public works. It is true that not all police agencies have sworn officers engaging in abatements, especially related to property. Also, there is a fairly recent trend that aims to stop the police from engaging in non-criminal types of work.

One participant related a trash problem located at Cramer's on Bridge. St.

Demographics

Please mark all that applies to you

- I live within the city limits of Yerington = 11
- I own a business in the City of Yerington = 5
- I work in the City of Yerington = 11
- I live in the County (Lyon) jurisdiction but spend time in the City of Yerington = 9
- I live somewhere other than Lyon County but spend time in the City of Yerington = 1
- I have no connection to the City of Yerington but wanted to take the survey = 0

How long have you lived in the City of Yerington or nearby within the County?

- Less than 2 years = 2
- More than 2 years = 0
- More than 5 years = 2
- More than 10 years = 1
- More than 20 years = 18

What is your age group?

- Under 18 = 0
- 18-25 = 1
- 26-33 = 1
- 34-40 = 2
- 41-48 = 1
- 49-56 = 3
- 57-64 = 4
- 65+ = 11

At the end of one survey, one person identified two adults who wander around and cause all kinds of problems, asking that something be done about that. I shared the names with the police department.

V. Training and Nevada Commission on Peace Officer Standards and Training (POST) Compliance

Recommendations

- Officers attend advanced and specialized training at Regional Training Centers or the like
- Yearly support for non-sworn staff
- Create a Training Plan

Discussion

Va – Training
Employee input indicated a lack of training. Whether it did or not, a crucial part of running a law enforcement agency involves ensuring a steady flow of related training for all officers and non-sworn staff. There are certain skills that are considered perishable. Meaning, without ongoing training, the skills diminish. Perishable skills include Firearms, Arrest and Control (aka: defensive tactics), less-lethal tools, and Emergency Vehicle Operations (aka: EVOC). There are a host of other critical, mandated, and insightful courses listed in various approved State of Nevada sources.

Per the Nevada POST:

Law enforcement professionals play an important role in maintaining the security that is so essential to our society; and, effective training is crucial to their success. The Commission on Peace Officer Standards and Training is dedicated to Nevada's Peace Officers supporting the need for training to ensure that the State of Nevada provides a capable and skilled workforce. In furtherance of this goal, POST is devoted to providing information about technical and specialized training courses to meet the

needs of the ever-changing problems that confront law enforcement officers in their daily activities.

Per the Nevada Administrative Code (NAC), requirements for officers to maintain their certifications are below. Notice that the NAC indicates "minimum level of proficiency," which will be addressed further down in this section:

- Demonstrate biannually a minimum level of proficiency in the use of assigned firearms
- Demonstrate annually a minimum level of proficiency in the use of assigned impact weapons, chemical weapons, electronic incapacitating devices, and other less-lethal weapons
- Demonstrate annually a minimum level of proficiency in arrest and control tactics, handcuffing, self-defense, and weapon retention
- Demonstrate annually a minimum level of proficiency in the use of carotid restraint or lateral vascular neck restraint should the agency authorize such techniques
- Complete annually not less that twelve (12) hours of continuing education in the following subjects:
  1) Racial profiling
  2) Mental health
  3) The well-being of officers
  4) Implicit bias recognition
  5) De-escalation
  6) Human trafficking
  7) Firearms

The police department, its employees, and the budget process would benefit greatly with the development of a long-term, visual Training Plan. To create one, list all of the perishable skills and mandated courses, and identify the frequency each one is required per law. From the information above, here's an example:

- Firearms (2x per year)
- Less-lethal and specialty tools (1x per year)
- Arrest and Control - Defensive Tactics (1x per year)
- Carotid restraint, if applicable (1x per year)
- Racial Profiling (1x per year)
- Mental Health (1x per year)
- Officer well-being (1x per year)
- Implicit bias (1x per year)
- De-escalation (1x per year)
- Human trafficking (1x per year)
- Legal updates (1x per year)
- Emergency Vehicle Operation Course (EVOC) (1x every other year)
- First Aid (1x every other year)

Commit to the list, insert into the multi-year deployment schedule, and lay out in advance the budget implications for Finance.

Note: it appears POST dropped the EVOC requirement a few years ago and replaced it with an emerging training trend. It appears, however, the State requires a defensive driving course every four-years for employees who drive State vehicles. Law enforcement is an exception providing they participate in EVOC. Whatever the gap may be, I strongly recommend EVOC every two-years for officers. The Nevada Highway Patrol might be the best resource for this training. I feel behind the wheel training is better than the simulators.

To assist the entry level officers better, list all of the courses they ought to have after the academy within two-years to help ensure success. Think of the common exposure at the patrol level here, for instance:

- Basic Traffic Collision Investigations
- Interview and Interrogation – field contacts
- DUI / Drug recognition courses
- Intoxilyzer
- Domestic Violence response for patrol
- Child Abuse response for patrol
- Death investigation response for patrol

Commit to the list, insert into the multi-year deployment schedule, and lay out in advance the budget implications for Finance.

Next, think of Advanced and Professional Development courses for the more seasoned officers. For instance:

- Leadership
- Active threats
- Street survival
- Crime scene management
- Advanced field investigations
- Search Warrants
- Field Training Officer (FTO)
    a) I advocate for all officers after a couple of years of quality service to complete the FTO course. This is a "thinking outside of the box" moment. The FTO course is actually a leadership course. Therefore, whether or not an officer is used much as an FTO, he/she and the agency benefits from the legal and liability portions presented from the curriculum. Educating officers is minimizing risk.

Commit to the list, insert into the multi-year deployment schedule, and lay out in advance the budget implications for Finance.

Do not forget about the non-sworn staff. In YPD's case:

- Records Management Software user conference (1x per year)
- Records Management – Retention (1x every other year)
- Occasional customer service, conflict resolution, types of courses

Once again, commit to the list, insert into the multi-year deployment schedule, and lay out in advance the budget implications for Finance.

In-house training has its place. I would lean, however, toward reducing this type of training in lieu of certified training offered at Regional Training Centers, conferences, and offered by well-known vendors. The short answers as to why fall under the umbrella of workplace conflict avoidance, diversification of training – silo avoidance, and depth of expertise to include should the city be named as a defendant following an accident, use-of-force, or critical event.

The current internet-based training platform offered at the police department is solid. This type of training, however, should be used to fill small gaps, if any, and to augment standards but not as a crutch or the primary means of receiving the bulk of certified training. See below under Profile section for additional information.

The theme to recognize here falls under planning, budgeting, and quality support for all members of the police department.

Vb - POST Audits and Officer Profile Reports

A review of the past two POST Compliance Audit reports:

Results from the October 2019 audit revealed one non-compliant area out of the five applicable. The non-compliant area was a lack of training on impact, chemical, electronic incapacitating devices, and other less-lethal tools. This was remedied the following month therefore, the agency moved into compliance.

This particular audit also mentioned that the NAC mandatory training was conducted in-house.

Results from the February 2022 audit revealed the two pre-employment background investigations of new hires were compliant with regulations and also that NAC mandatory training was conducted in-house. The five applicable audit sections were all compliant.

Note: The research revealed one non-department source that asserted the agency was not in POST compliance. The data suggests otherwise.

Passing the POST compliance audit is not necessarily something to celebrate. Recall above that the threshold to reach is a "minimum level of proficiency," which could mean barely making the cut for some. This is not a criticism of POST but rather, just the logical place for the governing

body to draw the line in the sand. There is no question in my mind that POST, experts, insurance companies, etc. would all agree that working hard to exceed the baseline is smart. Communities expect a high-level of proficiency and training is a primary tool on how to achieve that.

POST maintains training records providing completed courses were actually POST certified. Law Enforcement agencies have online access and can generate reports on their current officers. A "Profile Report" reveals a host of information.

A review of the Profiles of current officers revealed what was mentioned above regarding the type of training received: The bulk were very short, in-house training sessions. Over the past three-years, only two officers received an advanced course of instruction, which were 40-plus hours in length.

The Administrative Services employee provided the Profiles mentioned above and also directed me to training binders she has maintained for years. The binders are a reflection and hard copies of the trainings listed in the employee Profiles. The binders were neat, organized, and complete.

VI Performance Appraisals (aka: Employee Evaluations) and Recognition

Recommendations

- Yearly Pre-evaluation form - Employee Input
- Yearly evaluations
- Recognition

Discussion

The basic, classic failures of the employee evaluation process are failing to complete them on-time or creating a halo effect. The potential consequences to organizations when failing to provide evaluations or submitting poorly written versions runs deep and is certainly not a secret. The halo effect is essentially an overly glowing report that also lacks the discussion area about professional growth. Besides these potentials, supervisors simply find yearly evaluations a pain and some struggle with the narrative.

I reviewed the Pool Pact HR supplied Performance Appraisal the police department uses. It is fine but I suggest the following for better results.

An employee pre-evaluation form is effective, handy, and saves time. A consensus can be established before the supervisor actually begins the evaluation narrative. This is because employees know their strengths and weaknesses, needs, and what's already in their personnel file (i.e. sustained complaints and commendations). Thus, a pre-evaluation form that causes the employee to reflect on the evaluation period, provide details, and dialog with the supervisor serves as a good reminder of what the agency is all about. Providing a fair level of thoroughness

in completing the form, the supervisor then chats with the employee to build on the details provided. This is the type of leader-follower dialog we want and what easily is transferred into the evaluation form itself.

Performance Evaluations have a bad rap with some asserting they are useless. Take charge and refuse to fall into that trap. Make the process one of the most important pieces in the organization in terms of employee support and development.

There are, of course, the occasional stubborn, difficult, or consistently oppositional employees who push back on the evaluation process. Their immediate supervisor works through this just like any other episode where a subordinate needs a little encouragement or direction.

The pre-evaluation form is a reflection and a reminder of the agency's Mission, Core Values, and Motto. It also serves as a platform of recognition and accountability, as mentioned above. See the sample below. Visualize how completing it unfolds and the subsequent value it provides to the employee, the rater, and the organization:

Example
Yerington Police Department Pre-Evaluation Form

The Mission of the Yerington Police Department is (insert). Its Core Values are (insert - example: Courage, Ethics, and Service). Our Motto is (insert).

1. Please give some examples of how you have demonstrated the department's Mission Statement, Core Values, and Motto during this rating period:

2. Please provide brief details of all verbal compliments and written commendations received during this rating period:

3. Please provide brief details on any counseling memos and sustained complaints received during this rating period:

4. What was the highlight of this rating period?

5. What was the most significant or troubling challenge during this rating period internally, externally, or both?

6. What types of calls for service are the most difficult for you to navigate, why, and how can the police department help you with this?

7. Briefly identify all formal education and work-related training completed during this rating period:

8. What short and long-term goals are you considering?

The immediate supervisor meets with the employee, discusses and builds on the details, and then transfers the valuable information into the Performance Evaluation. The completed pre-eval form is attached. A copy is provided to the officer after signatures and the original retained in the personnel file.

Recognition
As illustrated above, recognition should find its way into the evaluation process. This is, however, just one piece of a recognition program. The employee input section indicated the department does not engage in recognition nor has Service Medals.

Providing the copy of the Yerington Police Department's Policy Manual given to me is the most current version, there is a General Order, No. 2-19, dated February, 15, 2002, titled Positive Comments and Awards. This policy provides the procedures and criteria for both commendations and medals. This policy is old but right on point and needs to be followed.

VII. Mission Statement, Motto, and Core Values

Recommendations
- Develop a new Mission Statement, Motto, and create a set of Core Values
- Let the community drive this project

Discussion

The following ten-plus-year-old combo Motto and Mission Statement is framed and hanging on a wall inside the police department:

The Mission of the Yerington Police Department

As a member of the Yerington Police Department, I commit to provide and maintain the highest quality of service, provide a safe and secure environment, and persevere to excel in my profession. I will seek to develop and maintain trust from the citizens through whom my effort is measured. My partnership with the community will be based on respect, pride, honor, courage and dignity. My ethical standards will not be compromised. My personal sacrifices will transform these goals into reality and build a strong foundation for our future.

Motto
Our Community, Our Pride

The Mission Statement above reads more like the law enforcement code of ethics and canons. A Mission Statement instead should be concise and strive to reflect why the police department exists – its purpose for being, reassuring, and motivating.

To help ensure a responsive police leader-police staff-community connection, the police department ought to develop a new Mission Statement and Motto plus a set of Core Values

Some roll their eyes on this topic. They complain that Mission Statements and the like are just fluff and almost immediately forgotten. Although that is the case in some instances, who let that happen? The leadership, right? An organization either takes this process seriously or it does not. Recall the section on Performance Appraisals, the pre-eval portion, that keeps these purpose and value statements alive.

Reach out to the community to assist with this worthy project. After all, should not those with whom the police department serve have say on this topic? In terms of branding (i.e. creating your department's distinct identity), public input on projects like this helps drive the data used to develop the department's responsive messaging platform.

The chief could introduce the project, goal, parameters, and move the details to various groups to see what develops. Final versions could be presented and move to a community vote.

VIII. Fact Check

VIIIa: Assertion no. 1: Permission from the chief is required before issuing citations, taking enforcement action, and making arrests.

This notion is FALSE – **Unanimous** that this was not the case. Unfortunately, the assertion was made and then perpetuated by one or more individuals. There is a list of crime or incident types that require a courtesy notification to the chief. Examples given were a violent crime that had occurred, a death, sexual assaults, a pursuit that by law requires a supervisor's notification, a use-of-force, or an event that would cause significant community or media concern.

I reviewed the list in policy, ***which predates the current chief,*** and it is sound. Officers said the chief ought to know so he can offer technical assistance when needed and be able to intelligently address the public. No one argued otherwise. Had this occurred, they would have received a lesson on followership, leadership, common sense, and the general responsibilities of a police department.

The bulk of the officers related the chief is available 24/7 as a sounding board, for technical advice, and even responds in the middle of the night when requested, which has been much appreciated. It was pointed out that officers frequently are on patrol alone. They do not have a partner or a field supervisor who would act as the second or "cover" officer on traffic stops and calls for service that normally dictate two. Deputies, however, have been very helpful. The result of this current low deployment number is the chief receiving phone calls for assistance and responding when needed.

What triggered this assertion anyway? There are a number of likely potentials: officers call the chief for advice and notifications instead of a sergeant. Simply put, this dynamic rubs some people the wrong way while others not close to the police department might perceive that a chief getting so involved *must* be a case of micromanagement. These triggered the criticism and the allegation of "micromanager" which, in my view, is perhaps the most over-used flaming arrow shot by the misinformed, the anti-leader, anti-rule, and disgruntled groups.

Although perfectly legal, within policy, and needed since the chief is the *only* supervisor, this is not normal or a best practice. It feels odd too. It can be intimidating for the officers just because of the rank. Also, some officers have large egos, cavalier behavior, and resentfulness, which comes into play. Sometimes there are competitions of sorts between neighboring police departments or the sheriff's office that on a small scale becomes disruptive. There are also different tactics, policies, and preferences between agencies that draw out ire. Some law enforcement officers are cautious, methodical, and by the book, which is not wrong, but drives the hyperactive, almost cutting-corners types of officers nuts. There are those who think they have it all figured out and those who thought they had it all figured out until they got uncomfortably squeezed in court, lost a case or a piece of evidence, got disciplined or sued. There are multiple ways to investigate and catch a crook, which is what drives the occasional clashes over preferences and thus, the chatter.

Here are two examples to better illustrate my points on this dynamic:

I was a young officer attending my first union meeting. I was shocked at what I heard. There were a couple of co-workers berating the then-chief, behind his back of course. The assertions were an attempt to temper by way of union vote the chief's occasional enforcement action. They accused the chief of being too old (he was under 50 and with a stellar career) and disrupting their normal shift when suddenly he'd radio in an in-progress crime or that he was making a traffic stop. They complained a chief had no business getting involved in actual police work and should stay tethered to his desk. The criticisms were bogus. But the message traveled and devolved to assertions like "micromanager", which was very far from the truth and just a flaming arrow for deflection. I learned later about the small percentage of lazy, disgruntled, jealous, or just ego-driven BS-ing types of co-workers. Was it a bit uncomfortable, however, when the chief spoke on the radio or showed up on one of my traffic stops? Yes! That's simply because of his rank and the fear about accidently screwing up in front of him. It's bad enough making a mistake in front of a sergeant but maybe ten-fold in front of the chief. But at the end of the day, he was a great cop, very helpful, and his character was top notch.

The next example has to do with tactics. I used to work where officers from a neighboring police department were prohibited from assisting my police officers with high-risk, felony vehicle traffic stops. These types of stops involve pointing duty firearms in the direction of the suspect vehicle and occupants while carefully extracting each one from the vehicle. Why the conflict between the agencies? We were proficient with one popular and approved method while the neighboring agency was proficient with a different popular and approved method. The two

methods were diametrically different – not compatible – and officers were only trained on their respective agency preference. This caused banter and gossip for a period of time.

The bottom line in this segment is that the chief sets the tone, direction, and expectations in his agency. It is not a democracy. Others trying to influence this could be a case of the tail trying to wag the dog. It does not matter if someone from another agency has a different preference, style, tactics, or level of tolerance. Providing the chief's directions are legal and within policy, officers shall follow his lead or be subject to progressive discipline. Police work is a serious business and this is how it works. No exceptions! Recall above where Whittenburg related that there is only one Mission in a police department, no self-defined work is allowed, and that standards are designed to be met.

In order for the chief to be successful, the city manager and city councilmembers must recognize the role of the chief and let that play out. There are established standards and a job description for chiefs, which can also serve as the yardstick for accountability. Tinkering, editing, interfering, or undermining the established role of the chief creates unnecessary drama.

One way a chief proves the department's worth is through the delivery of steady streams of public information

VIIIb: Assertion no. 2: Citizen Arrest forms are required before officers can make arrests.

This notion is also FALSE. **Unanimous** this was not the case. The form is only used per law when the misdemeanor crime was not committed in the officer's presence. Or, importantly, as a strategy on questionable cases where a signature from a complaining party would be ideal to test their commitment and potentially reduce department exposure. The deployment of Body Worn Cameras (BWC) has provided some remedy but is not as impactful as pen-to-paper in some cases.

IX. Vehicle Fleet

Recommendation
None

Discussion

The city has purchased vehicles locally. The recent purchases for police vehicles (Chevy Tahoe's) were not made locally but this is not uncommon. Generally, police agencies seek dealerships that have the inventory and state bid pricing. Not all dealerships participate but that can change from year to year. A Chevy Tahoe is a solid choice for a police vehicle.

The police department has been frugal with vehicle purchases. There are specific police vehicle platforms offered that cost much more. A review of the upfitting costs (i.e. emergency lights, siren, radio, etc.) were consistent with industry standards.

In terms of maintenance for the new Tahoe's, there has been one repair needed. It was completed at the local Chevy dealership and under a recall notice. Oil changes and tire repair/replacements are completed locally. The department shops locally at hardware and auto parts stores for various needs.

X. Grant funding

Recommendations

- Apply for the Bulletproof Vest Program (BVP) grant
- Seek a multi-year grant for School Resource Officer (SRO)
- Seek a grant for Body Worn Camera assistance
- Seek a grant for a Property and Evidence person
- Scrutinize grant announcements
- Monitor Hudbay Mining progress

Discussion

Xa BVP
A records check revealed the Yerington Police Department does not participate in the bulletproof vest reimbursement program offered by the U.S. Department of Justice – Office of Justice Programs - Patrick Leahy Bulletproof Vest Partnership | Overview | Office of Justice Programs (ojp.gov):

"Created by the Bulletproof Vest Partnership Grant Act of 1998, the Patrick Leahy Bulletproof Vest Partnership (BVP) Program, administered by the Bureau of Justice Assistance (BJA), reimburses states, units of local government, and federally recognized Indian tribes for up to 50 percent of the cost of body armor vests purchased for law enforcement officers."

New applicants must create an account in SAM - the System for Award Management. Do so well before the next open application period as it takes time to be accepted and receive the necessary credentials to apply. Afterwards, the grant funding is fairly easy to obtain. There are no strings attached.

It is recommended that vests be replaced after five-years of use. This is due to advances in technology and to ensure ongoing, proper fit rather than a sudden expiration date scenario. The roughly 50 percent reimbursement softens the upfront costs. Start now on creating a current, in-house vest inventory that includes serial numbers and wearers to assist you later. Follow the website to ensure seeing the open application period announcement. Apply for one or two vests even if no current vests will reach the five-year mark during the funding period. This is smart

since employee turn-over occurs, funding cannot be applied retroactively, and the life-span of unused funds has been up to two-years.

Once awarded, the agency's designated program administrator would navigate the account to enter existing vest information, anticipated future needs, and submit requests for reimbursements on qualifying purchases.

"The annual BVP application period typically begins in April and closes six weeks from the opening date. The fiscal year 2023 BVP Program application period opened on April 27, 2023, and closed on June 30, 2023."

Xb SRO
Over the past five-years or so, there have been a number of grants specific to the health and safety in schools. Agencies received multi-year grant funding to pay for full-time SROs to assist with that particular topic. A multi-year grant affords agencies the opportunity to safely backfill special assignments.

Xc Body Worn Cameras (BWC)
The best time to seek funding is likely for an initial startup. The police department already has BWCs but the five-year contract reportedly ends this coming December. Therefore, the timing to secure grant assistance before the end of the contract is not feasible. It seems the next step for the police department is securing a new contract with the current vendor or a new one. The focuses and parameters of the next wave of grant opportunities are not yet known. The chief, however, should be vigilant for offers that may soften the costs of this platform.

Xd Property and Evidence
The creation of a new position to fix a problem is often ripe for grant funding. As discussed earlier, the process of storage and purging evidence is a challenge and one that can become unbearable. Saddling an already full-time employee with this task in not the best approach. Look for a grant that may allow for the hiring of a non-sworn person and equipment to modernize, consolidate, and address the backlog of the Property and Evidence process.

Xe General Information
The research revealed the US Department of Justice recently awarded over $46 million dollars to support public safety efforts in Nevada. The topics receiving grant assistance were broad. Grant opportunities change from year-to-year. Scrutinize the yearly grant announcements (Local, State, Federal) to find those that have the potential to supplement department operations or provide for a particular need in the community.

Further, perhaps a local service organization or business might be interested in sponsoring certain needs or projects such as new policy, K9 maintenance, or the BWC platform. Hudbay Mining may be interested too. Especially in response to the chief demonstrating the potential service population growth and community impacts thereof at the various stages of their project.

XI. Miscellaneous Information Gleaned

Officer Traffic Collisions
There has been one officer-related, at-fault, traffic collision. It occurred roughly three years ago, solo crash, roll-over, and was non-injury. The primary collision factor was speed while heading to a legitimate call for service. The Nevada Highway Patrol was requested to take the report.

Officer – Suspect Injuries During Arrest
None recently.

Last Officer-Involved-Shooting or In-Custody Major Injury or Death
Roughly 25+ years ago.

Other Types of On-Duty Injuries
Two dog-bites this year
Recent chemical exposure

XII. Conclusion

Discussion

The task at hand is to now coalesce and as a team, decide on the preferred level of public safety services for the City of Yerington. This is a policy issue. The following deliberations when answered would reveal the policy wants which in turn, drives the subsequent conversation that identifies the depth of the organizational chart.

As a baseline to ponder, it would be logical to conclude that the current deployment (i.e. 1 chief, 6 officers, 1 non-sworn for a 24/7 operation) is insufficient and as such, unable to address a number of normal internal and external demands.

1. Reactive or Proactive?
2. Desirable average response time?
3. Enforcement priorities?
4. Outreach priorities?
5. Minimum number of patrol officers per shift?
6. Special Assignments?
7. Supervisory / Command Structure

END