

**AGENDA
CITY OF FALLON – CITY COUNCIL
55 West Williams Avenue
Fallon, Nevada
October 7, 2019 – 9:00 a.m.**

The Honorable City Council will meet in a regularly scheduled meeting on October 7, 2019 at 9:00 a.m. in the City Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Items on the agenda may be taken out of order. The Council may combine two or more agenda items for consideration. The Council may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Unless otherwise allowed by the City Council, public comments by an individual will be limited to five minutes.

1. Pledge of Allegiance to the Flag.
2. Certification of Compliance with Posting Requirements.
3. Public Comments: General in nature, not relative to any agenda items.
No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken. **(For discussion only)**
4. Consideration and approval of Council meeting minutes for June 3, 2019. **(For possible action)**
5. Approval of Warrants: **(For possible action)**
 - A) Accounts Payable
 - B) Payroll
 - C) Customer Deposit
6. Public hearing for discussion of possible projects to be funded through the Community Development Block Grant Program for fiscal year 2020-2021. **(For discussion only)**
7. Consideration and possible approval of a professional services contract with Frank Woodliff, III, AIA, for preliminary and design development work, construction drawings, and bidding and job observation for a new Fixed Based Operations facility at the Fallon Municipal Airport for the total fixed fee of Thirty-Seven Thousand Eight Hundred Eighty Dollars (\$37,880.00). **(For possible action)**
8. Consideration and possible approval of a Consulting Agreement for professional services with Erickson Consulting, LLC for financial and other consulting services in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) per month. **(For possible action)**

9. Presentation of the Police Department Report for July 2019. **(For discussion only)**

10. Public Comments **(For discussion only)**

11. Council and Staff Reports **(For discussion only)**

12. Executive Session (closed):

Discuss Litigation Matters **(For discussion only)** (NRS 241 et.seq.)

Negotiations with Operating Engineers Local Union No. 3 **(For discussion only)**

Negotiations with Fallon Peace Officers Association **(For discussion only)**

This agenda has been posted on or before 9:00 a.m. on October 2, 2019 at City Hall, District Court Building, Churchill County Office Complex, Churchill County Public Library and posted to the City's website (<https://fallonnevada.gov>) and the State of Nevada public notice website (<https://notice.nv.gov/>). Members of the public may request the supporting material for this meeting by contacting Elsie M. Lee, Deputy City Clerk, City Clerk's Office, City Hall, 55 West Williams Avenue, Fallon, Nevada, (775) 423-5104. The supporting material for this meeting is also available to the public on the City's website (<https://fallonnevada.gov>) and the State of Nevada public notice website (<https://notice.nv.gov/>).



Elsie M. Lee

NOTICE TO PERSONS WITH DISABILITIES: Reasonable effort will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the City Clerk's Office at 423-5104 in advance so that arrangements may be conveniently made.

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
June 3, 2019**

The Honorable City Council met in a regularly scheduled Council meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Present:

Mayor Ken Tedford
City Councilman, Robert H. Erickson
City Councilwoman, Kelly Frost
City Clerk, Gary C. Cordes
City Attorney, Michael F. Mackedon
Deputy Public Works Director, Ryan A. Swirczek
Deputy Public Works Director, Adrian Noriega
Police Chief, Kevin Gehman
Deputy City Attorney, Leonard E. Mackedon
Legal & Administrative Director, Robert Erquiaga
Deputy City Clerk, Elsie M. Lee
Director of Tourism & Special Events, Jane Moon
Public Works Director, Brian A. Byrd
Marketing & Communications Coordinator, Kaitlin Ritchie
Deputy City Attorney, Trent deBraga
City Engineer, Derek Zimney

The meeting was called to order by Mayor Tedford at 9:00 a.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

City Clerk Cordes advised that the agenda was posted in compliance with NRS 241.

Mayor Tedford noted for the record that Councilman Richardson was not present today.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

Ms. Lori Rodriguez of 7805 Tamara Drive, Reno, Nevada 89506, read a prepared statement into the record: "I would like to read to you an edited version of a proposal I presented to the NDOT Board on May 13. I am bringing this to your attention as you would be part of this project and it is important that you are involved from the beginning. The addition of a third lane to the I-80 has been a topic of discussion but the real issue is how to move people to TRIC. I would like to propose a monorail. Since we are targeting one specific location, this would make perfect sense. Elevated trains using the latest technology are non-polluting, fast, and quiet. In some areas they are being built on the sides of and in the centers of existing freeways. Passenger cabs can be added as the demand grows and the trains are proving to be profitable. I see this project in three phases with the first being from Sparks to TRIC. The second would be from Fernley to TRIC. The third would be from Fallon to Fernley. Stations with adequate parking would be needed just as airports have now and revised bus routes to accommodate riders would be nice. The present employers at TRIC already have 94 shuttles in operation. I envision these vans to be centered at the TRIC station to ferry people to their workplaces. This would reduce the operating costs for the employers encouraging them to keep the vanpools. Using the approximate \$400 million budget projected for the third lane build, I think a miniscule amount could be allocated for a feasibility study of a monorail. Many of the major costs in building these systems is literally moving mountains. We don't have that problem with the corridor. Also, construction companies should have verifiable experience building elevated trains as a requirement to submit a bid. We need to make changes starting now because if we don't start now – then when? It is so easy to fall back on the same old same old. If countries all over the world are building these – so can we. I am speaking about this idea at the nine different county commission and city council meetings in the area to see if there is interest for this endeavor. We have nothing to lose by researching this mode of travel and everything to gain. My original presentation to NDOT also included high speed train proposals for the I-11 and I-15. But today I am speaking specifically about the I-80. If you and your constituents would support a feasibility study for a monorail, I encourage you to go to the NDOT Board meetings and contact the director's office, the Governor's office, and Kate Wilson in the Lieutenant Governor's office. We can make a difference if we let our representatives know that we would like to see this happen. We need to be determined, patient and involved from the start. Only then can we see this project become what we want it to be for now and in the future. Thank you."

Mayor Tedford thanked Ms. Rodriguez for her comments. He inquired if there were any further public comments.

No public comments were noted.

Approval of Council meeting minutes for April 1, 2019

Mayor Tedford inquired if there were any additions or corrections to the minutes for April 1, 2019.

No additions or corrections were noted.

Councilman Erickson motioned to approve the Council meeting minutes for April 1, 2019 as submitted, seconded by Councilwoman Frost and approved with a 2-0 vote by the Council.

Approval of Warrants

- A) Accounts Payable
- B) Payroll
- C) Customer Deposit

Mayor Tedford inquired if there were any comments regarding the accounts payable, payroll and customer deposit warrants.

No comments were noted.

Councilwoman Frost motioned to approve the accounts payable, payroll and customer deposit warrants and authorize the Mayor to sign the same; seconded by Councilman Erickson and approved with a 2-0 vote by the Council.

Consideration and possible approval of an application by Ciera Coatney to operate a daycare and overnight stay facility for dogs and cats in an LI zone at 1919 Grimes Street, Fallon, Nevada

Legal and Administrative Director Erquiaga explained that Ciera Coatney has made application to operate a daycare and overnight stay facility for dogs and cats in a Light Industrial (LI) zone at 1919 Grimes Street, Fallon, Nevada. The City's LI zone has certain designated permitted uses, which do not include a daycare or overnight stay facility for dogs and cats but allows other uses as approved by the City Council. The surrounding properties are zoned LI, R1-5000, or are not within the City of Fallon. An aerial photo and zoning map of surrounding properties has also been provided. If approved, Ms. Coatney would be renting the building from the Goings family, as they own the property; they have also signed off on the application and are in favor of the proposed use. City Engineer Zimney has met with Ms. Coatney on a couple of occasions to discuss this matter. Both she and City Engineer Zimney could answer any questions that the Council may have.

Mayor Tedford inquired if the Council had any comments or questions for Legal and Administrative Director Erquiaga.

No comments were noted.

Mayor Tedford inquired if the Council had any comments or questions for City Engineer Zimney or Ms. Coatney.

Councilman Erickson complimented Ms. Coatney on her business plan that was submitted. He advised that he had a few questions for Ms. Coatney. He stated that her plan indicated that she would have approximately 22 kennels inside the building.

Ms. Coatney clarified that she would now have 15 small kennels.

Councilman Erickson noted the small kennels and asked if she was restricting her operation to small dogs.

Ms. Coatney replied affirmatively; just small dogs and cat condos.

Councilman Erickson asked how many cat condos would be installed.

Ms. Coatney replied possibly 5-10 cat condos.

Councilman Erickson noted that her second plan of operation would be to have a doggie daycare.

Ms. Coatney replied affirmatively; a drop-in doggie day care.

Councilman Erickson asked her what the maximum number of dogs she would accept per day would be.

Ms. Coatney said that she would not take in any more than 15 dogs per day. She explained that she would have to balance that number with the number of dogs she had boarded with her at the time; so, it would fluctuate day by day, but she would not allow more than 20 animals in the building at one time.

Councilman Erickson inquired as to her hours of operation.

Ms. Coatney replied 8:00 a.m. to 6:00 p.m.

Councilman Erickson confirmed 8:00 a.m. to 6:00 p.m. for the daycare and overnight for the dogs.

Ms. Coatney replied affirmatively.

Councilman Erickson looked at the building and noted that Ms. Coatney's business would occupy approximately 800 square feet with the front entrance on Grimes Street; she would occupy about the front 30 feet of the building. He asked Ms. Coatney if that was correct.

Ms. Coatney replied that she would occupy the first parcel. She believed it to be 30 feet from the front wall to the rear wall of her business suite. She added that Mr. Jeff Goings, one of the owners of the property, was supposed to be here but he was called away by his business.

Councilman Erickson inquired as to the type of wall that separated her suite from the other suites in that building.

Ms. Coatney explained that the first section is open and then there is an office area separating her suite from the next suite. Everything would be soundproofed with acoustic sound panels.

Councilman Erickson referred to Ms. Coatney's business plan regarding her intent to maintain cleanliness, which according to his understanding, is considered best practices in kennel operation. He noted that that she planned to dispose of the waste by bagging it and putting it in a dumpster.

Ms. Coatney replied affirmatively; she has done more research and the best route would be to triple bag it, store it, and take it to a landfill instead of the trash because she would eventually have to share that trash can with other tenants. She noted that the other suites are vacant at this time.

Councilman Erickson confirmed that her alternate plan is to triple bag it, store it inside the building, and then, on a regular basis, remove it and take it directly to a landfill or transfer station.

Ms. Coatney stated that she will do whatever the Council would approve. She added that she could make it so that the odor is controlled. She works at a kennel facility now that is out of town so she would not be able to do it the way they do, because they own their own land. She asked for recommendations from the Council on how they would like her to approach that. She did not believe flushing it would be appropriate due to the volume throughout the day. She could install odor containers and take it to a landfill with biodegradable or polymer bags.

Councilman Erickson stated that she should work with the City's Public Works Department and the City Engineer to determine the best practices to dispose of the waste.

Ms. Coatney stated that she was willing to adapt to any waste disposal requirements.

Councilwoman Frost also complimented Ms. Coatney on her business plan, noting that she did a lot of research and seemed well prepared. She wanted to clarify and confirm that Ms. Coatney would install additional sound barriers.

Ms. Coatney replied affirmatively and explained that the building is well insulated as it is, but since she plans to offer boarding and not just daycare, and understanding she is in the City limits, she noted that there are many different types of sound barriers. There are sound panels that are installed from the top of the ceiling to control the vibrations of sound throughout the day and night. Specifically, for night, she planned to put up sound pads on the kennels or put them on the walls anyway. She stated that there are many different ways she could soundproof the building. There is a building next door to her location, also owned by the Goings family, that has been soundproofed and double insulated because there is a pet grooming shop there. She added that Mr. Goings was agreeable to any manipulation for soundproofing that is necessary.

Councilwoman Frost asked if the dogs and cats would be in separate rooms.

Ms. Coatney stated that they would be in separate kennels.

Councilwoman Frost asked if they would see each other with that type of setup.

Ms. Coatney stated that they would have fence play throughout the night; that means they would see each other through the kennels. Or she may individually soundproof each kennel when she left at night. But, throughout the day it would be open play; she would screen behaviors as they come in.

Councilwoman Frost asked if someone would be onsite with the animals at night.

Ms. Coatney said no; after 6:00 p.m. there would not be anyone with the animals that stay overnight. She will install security cameras that would be a perk for the clients to allow them to log in and check on their animals at night. But there would not be anybody there from 6:00 p.m. to 8:00 a.m.

Councilwoman Frost asked if noise complaints were received during the night, would Ms. Coatney go back to the location and follow up.

Ms. Coatney replied affirmatively; and stated that she planned on making this business her baby so she would definitely be available at any time to address any issues.

Mayor Tedford concurred with the Council regarding her business plan, it was very good. He asked Ms. Coatney to confirm her exact location on the aerial photo and map provided by City Engineer Zimney.

Ms. Coatney pointed out her location.

Mayor Tedford referred to the garbage issue of a shared container and disposal of waste. He noted that after discussions with Public Works and City Engineer Zimney, it may be their recommendation that she have her own container.

Ms. Coatney advised that she found a product that looks like a regular residential trash can that controls odor through the application of a powder that breaks down the enzymes. She could provide her own containers if that would help with the odor control.

Mayor Tedford stated that we need to consider the surrounding neighborhood and her customers. That current receptacle is right by her front door where people would enter and exit. He recommended that she meet with Public Works and see what they recommend. We do not usually have individual access to the landfill; but maybe it would be necessary on her behalf, he was not sure. Usually, individuals access the transfer station, but this is a unique situation and Public Works would work with her on the best way to handle it. We usually pick up residential and business garbage in the City, you do not have to bring it to us; they will probably try to work toward that for you. Before you go out and buy something, please talk to Public Works first. Mayor Tedford asked if the camera system would have sound as well.

Ms. Coatney stated that the system is not installed yet, but she planned to install motion-activated cameras with sound. She worked at a kennel in Sacramento that alerted her through her phone when a certain sound level was reached in the kennels.

Mayor Tedford inquired if there were any public comments or questions.

No public comments were noted.

Councilman Erickson stated that, when the application was received, questions had been raised about the impact on the residential area behind the location. Transitional zoning is always very difficult, because one person's rights could impose a burden or a nuisance on another person's rights. He took those concerns from a noise disruption standpoint and the practices of an operation that would create some type of an odor that could be offensive to some of the neighborhood. When he visited the site, the property from Grimes Street to the alley was approximately 147 feet, there is a 26-foot setback and Ms. Coatney would occupy the first 30 feet of that building. That gives almost 100 feet of buffer between the south wall of Ms. Coatney's suite and the alley, which is about 20 feet wide; so, there is about a 120-foot setback. He appreciated the comments about soundproofing the building and also about installing the camera system which he has learned from family members is, in more urban areas, a standard perk in kennel operations so that if you are in Hawaii you can go online and watch your dog in Sacramento to make sure it is being well-cared for and is having fun. Given those parameters, he would like to hear Councilwoman Frost's comments before moving forward.

Councilwoman Frost felt we should create a nice balance between business-friendly in our community but we also need to protect the rights of the neighbors so their lives are not being disrupted by the possible noise and odors as well. She believed that Ms. Coatney had a great plan and the sound paneling and cameras make her feel a lot better. She was also happy to hear that the cameras would also pick up noise so if there are any problems, Ms. Coatney could get there and deal with the situation. She requested that Ms. Coatney continue to monitor that and be a good neighbor in that area so the residents would not be bothered by any problems with the business.

Councilwoman Frost motioned to approve an application by Ciera Coatney to operate a daycare and overnight stay facility for dogs and cats in an LI zone at 1919 Grimes Street, Fallon, Nevada; amended by Councilman Erickson to be restricted to Suite C and any further expansion plans must return to the Council for consideration; Councilwoman Frost concurred with the amendment. Councilwoman Frost motioned to approve an application by Ciera Coatney to operate a daycare and overnight stay facility for dogs and cats in an LI zone at 1919 Grimes Street, Suite C, Fallon, Nevada and any further expansion plans must return to the Council for consideration; seconded by Councilman Erickson and approved with a 2-0 vote by the Council.

Agreement between City of Fallon and Farr West Engineering

City Attorney Mike Mackendon explained that these next two agenda items are companions to each other, although there is a reason for having separate contracts for each particular scope of work. The proposed action authorizes the Mayor to execute a contract with Farr West Engineering to consult and advise on matters related to the vested proof of City water right appropriations and that refers to the existing certificates of appropriation or permits that the City presently has in support of its appropriation of water from the Basalt Aquifer. Also, the development of data in preparation for a consumptive use profile and water right dedication analysis. The services to be rendered will evaluate the possibility of increasing appropriation of

waters from the Basalt Aquifer and to augment the City's water supply and to augment the water supply from existing water permit certificates to reflect actual consumptive use. The Basalt Aquifer is the sole source of water for all of the City's wells. Depending on the particular analysis that one might look at, it is a confined aquifer and pretty much unrelated to the other aquifers that are present in this valley. The reference to the development of data in preparation for a consumptive use profile and water right dedication analysis, specifically means that, as to the existing permitted rights that we have, we intend to have Farr West Engineering assist our staff in doing a consumptive use analysis to determine the amount of water that we are actually using and when that is completed, you will see that we are actually using far less than we are permitted. That being the case, we would be eligible to increase the number of units, or consumers, for each permit. It is a not relatively technical procedure, but it is very important to us now because there is a limited water supply and we want to be able to use all that is rightly available to the City. The City has already done a great deal of work on this, the fiscal impact is \$16,000 relating to this particular scope of work; we may come back before the Council if there is additional information that we need to follow up on to satisfy the objectives here, but we are fairly comfortable, and Farr West is comfortable, that at this point they can accomplish what we need within that financial limit. He recommended approval of this agreement and authorization for the Mayor to execute the contract.

Mayor Tedford inquired if the Council had any comments or questions.

No comments were noted.

Mayor Tedford inquired if there were any public comments or questions.

No comments were noted.

Mayor Tedford recommended a motion to retain Farr West Engineering to render services that would evaluate the possibility of increasing the appropriation of water from the Basalt Aquifer to augment the City's water supply and to augment the water supply from existing water permit certificates to reflect our actual consumptive use, in an amount not to exceed \$16,000.00.

Councilman Erickson motioned to approve an agreement between the City of Fallon and Farr West Engineering to render services that would evaluate the possibility of increasing the appropriation of water from the Basalt Aquifer to augment the City's water supply and to augment the water supply from existing water permit certificates to reflect our actual consumptive use, in an amount not to exceed \$16,000.00 and authorize the Mayor to sign the same; seconded by Councilwoman Frost and approved with a 2-0 vote by the Council.

Agreement between City of Fallon and Farr West Engineering

City Attorney Mike Mackedon explained that the proposed action authorizes the Mayor to execute a contract with Farr West Engineering to evaluate and analyze the Basalt Aquifer itself for the purpose of developing information useful to the City to determine whether it is possible under existing conditions and existing rules of the State Engineer to access the aquifer for additional appropriation of water. If that is possible at all, we are going to need information from a hydrogeologist confirming that. In addition to that objective, the hydrogeologist would be providing technical knowledge to the City to increase the amount of information we have about the Basalt Aquifer. Although we know a lot, for the purpose of defending the Basalt Aquifer as a water resource, should other appropriators seek to develop water from that aquifer and other matters, this hydrogeologist by the name of Kurt Swanson would be responsible for that. He added that the City would be able to use this as an archive of technical data for City

staff. He recommended approval of this agreement and authorization for the Mayor to execute the contract.

Mayor Tedford inquired if the Council had any comments or questions.

No comments were noted.

Mayor Tedford inquired if there were any public comments or questions.

No comments were noted.

Mayor Tedford recommended a motion to retain Farr West Engineering to summarize and produce all relevant data regarding the Basalt Aquifer's production capacity and sources and extend a recharge to the aquifer for the purpose of protecting the Basalt Aquifer as a water resource and for possible further development of the water supply for the City from that Basalt Aquifer, in an amount not to exceed \$24,000.00.

Councilwoman Frost motioned to approve an agreement between the City of Fallon and Farr West Engineering to summarize and produce all relevant data regarding the Basalt Aquifer's production capacity and sources and extend a recharge to the aquifer for the purpose of protecting the Basalt Aquifer as a water resource and for possible further development of the water supply for the City from that Basalt Aquifer, in an amount not to exceed \$24,000.00 and authorize the Mayor to sign the same; seconded by Councilman Erickson and approved with a 2-0 vote by the Council.

Public Comments

Mayor Tedford inquired if there were any public comments.

No public comments were noted.

Council and Staff Reports

Mayor Tedford inquired if there were any Council or staff reports.

Councilman Erickson complimented the staff at the City's animal control facility; it was very clean and well-maintained. He added that the alley behind the property located at 1919 Grimes Street has developed some holes that need to be filled.

Executive Session

Mayor Tedford tabled the executive session, as it was not needed at this time.

Adjournment

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 9:41 a.m.

Mayor Ken Tedford

Attest: _____
Gary C. Cordes, City Clerk/Treasurer

October 7, 2019

Agenda Item 6

Public hearing for discussion of possible projects to be funded through the Community Development Block Grant Program for fiscal year 2020-2021. **(For discussion only)**

**CITY OF FALLON
REQUEST FOR COUNCIL ACTION**

Agenda Item No. 6

DATE SUBMITTED: September 30, 2019

AGENDA DATE REQUESTED: October 7, 2019

TO: The Honorable City Council

FROM: Brian Byrd

SUBJECT TITLE: Public hearing for discussion of possible projects to be funded through the Community Development Block Grant Program for fiscal year 2020-2021. **(For Discussion Only)**

() Resolution () Ordinance
() Formal Action/Motion (X) Other

DESCRIPTION: The purpose of this public hearing is to give citizens an opportunity to discuss the proposed projects submitted to date and to suggest further ideas. The projects listed will be heard at a third and final hearing, which will be held to discuss, approve and rank applications prior to submittal to the State.

BACKGROUND: The CDBG Program is administered by the Department of Housing and Urban Development and is Authorized by Title I of the Housing and Community Development Act. The primary objective of the Community Development Block Grant Program is the development of viable communities by providing decent housing, suitable living environments, and expanding economic opportunities principally for persons of low and moderate income.

The Governor's Office of Economic Development anticipates the amount of 2020 allocations at \$3,336,990 for rural Nevada. The projects discussed during this public hearing could be eligible for evaluation and ranking by the City Council during the third and final CDBG hearing. A Notice of Public Hearing, which was posted on or before September 23, 2019, included a new Fixed Base Operator facility at the Fallon Municipal Airport. To date, a new Fixed Base Operator facility is the only project listed as a priority for application.

FISCAL IMPACT: N/A

FUNDING SOURCE: N/A

PREPARED BY: Brian Byrd, Public Works Director

DATE: September 30, 2019

TO BE PRESENTED TO THE COUNCIL BY: Brian Byrd

October 7, 2019

Agenda Item 7

Consideration and possible approval of a professional services contract with Frank Woodliff, III, AIA, for preliminary and design development work, construction drawings, and bidding and job observation for a new Fixed Based Operations facility at the Fallon Municipal Airport for the total fixed fee of Thirty-Seven Thousand Eight Hundred Eighty Dollars (\$37,880.00). **(For possible action)**

**CITY OF FALLON
REQUEST FOR COUNCIL ACTION**

Agenda Item No. 7

DATE SUBMITTED: September 30, 2019

AGENDA DATE REQUESTED: October 7, 2019

TO: The Honorable City Council

FROM: Robert Erquiaga, Legal and Administrative Director

SUBJECT TITLE: Consideration and possible approval of a professional services contract with Frank Woodliff, III, AIA, for preliminary and design development work, construction drawings, and bidding and job observation for a new Fixed Based Operations facility at the Fallon Municipal Airport for the total fixed fee of Thirty-Seven Thousand Eight Hundred Eighty Dollars (\$37,880.00). **(For possible action)**

TYPE OF ACTION REQUESTED: (Check One)

<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance
<input checked="" type="checkbox"/> Formal Action/Motion	<input type="checkbox"/> Other

RECOMMENDED COUNCIL ACTION: Motion to approve a professional services contract with Frank Woodliff, III, AIA, for preliminary and design development work, construction drawings, and bidding and job observation for a new Fixed Based Operations facility at the Fallon Municipal Airport for the total fixed fee of Thirty-Seven Thousand Eight Hundred Eighty Dollars (\$37,880.00).

DISCUSSION: City staff sought and received the attached proposal from Frank Woodliff, III for architectural services for the construction of a new Fixed Based Operations (“FBO”) facility at the Fallon Municipal Airport. The current FBO facility is old, unable to accommodate economic development meetings and activities, and has an after-hours restroom that is unsightly. A new FBO facility would provide meeting space, 24-hour access to restroom facilities, areas for pilots to develop flight plans and check weather conditions, and office space for the Fixed Based Operator. The new facility would serve as the hub for economic development meetings and opportunities and would provide a positive first impression for people utilizing the airport and the new meeting space.

FISCAL IMPACT: Up to Thirty-Seven Thousand Eight Hundred Eighty Dollars (\$37,880.00)

FUNDING SOURCE: The General Fund

PREPARED BY: Robert Erquiaga, Legal and Administrative Director

FRANK WOODLIFF III

200 South Maine Street, Ste. A • P.O. Box 290 • Fallon, Nevada 89406 • (775) 423-6065

September 25, 2019

Mr. Robert Erquiaga
Legal and Administrative Director
City of Fallon
55 West Williams Avenue
Fallon, NV 89406

Re: New Fixed Base Operations Building

Dear Robert,

Pursuant to our conversations and site meeting for the proposed new Fallon Municipal Airport FPO building, I propose to provide the following architectural services for the construction of a FPO facility not to exceed 2,000 square feet with an estimated construction budget of \$350,000 to \$400,000 dollars. The fees for the proposed architectural services are as follows:

Phase I – Preliminary and Design Development Work

I propose providing preliminary site plans, floor plans, building elevations, building sections, and detailed cost estimate for the City of Fallon's review. Once the preliminary drawings are approved, myself and my consultants will proceed with design development drawings which will require the City of Fallon's approval before construction drawings are started. The fee for preparing the Preliminary and Design Development Drawings is the following:

Phase I Architectural Fees

\$ 7,305

Phase II – Construction Drawings

I will provide the following work for a complete set of construction drawings:

- Title Sheet
- Site Plan
- Floor Plan
- Door, Window and Finish Schedules
- Building Elevations
- Building Sections
- Wall Sections
- Roof Plan
- Reflected Ceiling Plan

Architect

FBO Proposal 9/25/2019

Interior Elevations
Details
Engineered Electrical Plans by JP Engineering
Engineered Mechanical and Plumbing Plans by Petty & Associates, Inc
Engineered Structural Plans by Hyytinen Engineering LLC
Book Specifications

Phase II Architectural Fee **\$25,190**

Phase III – Bidding and Job Observation

I propose to contact contractors, distribute plans, answer contractor's questions, conduct pre-bid walk through, observe construction, prepare field reports, prepare any Change Orders and coordinate with City of Fallon during construction.

Phase III Architectural Fee **\$ 5,385**

Total Fixed Architectural Fee **\$37,880**

This proposal excludes the following work:

Soils engineering
Civil engineering
Reproduction of construction documents
State Fire Marshal review
Fire Alarm and Fire Sprinkler Systems

It is anticipated that Phase I will be completed in 60 days after the proposal is accepted. Phase II will be completed in approximately 90 days after Phase I has been approved by the City of Fallon.

The design fees will be billed as work progresses.

Any additional work will be billed on a time-and-materials basis. My billing rate is \$80.00 per hour.

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank Woodliff III', written over a horizontal line.

Frank Woodliff III, AIA

Architect

October 7, 2019

Agenda Item 8

Consideration and possible approval of a Consulting Agreement for professional services with Erickson Consulting, LLC for financial and other consulting services in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) per month. **(For possible action)**

**CITY OF FALLON
REQUEST FOR COUNCIL ACTION**

Agenda Item No. 8

DATE SUBMITTED: September 30, 2019

AGENDA DATE REQUESTED: October 7, 2019

TO: The Honorable City Council

FROM: Michael F. Mackedon, City Attorney

SUBJECT TITLE: Consideration and possible approval of a Consulting Agreement for professional services with Erickson Consulting, LLC for financial and other consulting services in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) per month. **(For possible action)**

TYPE OF ACTION REQUESTED: (Check One)

<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance
<input checked="" type="checkbox"/> Formal Action/Motion	<input type="checkbox"/> Other

RECOMMENDED COUNCIL ACTION: Motion to approve consulting agreement for professional services with Erickson Consulting, LLC for financial and other consulting services in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) per month.

DISCUSSION: City staff has been in discussion with Bob Erickson of Erickson Consulting, LLC regarding potential consulting on matters concerning the financial affairs of the City of Fallon and the proprietary enterprises owned and operated by the City of Fallon. Mr. Erickson has been either directly or indirectly involved in the government and financial operations of the City of Fallon and its proprietary enterprises for the past 30+ years, having served as Mayor, City Councilman, a lobbyist, and a member of the City's Audit Committee, among other roles. Mr. Erickson has a strong banking/financial background and, through his decades of experience at the City, has developed a knowledge and understanding of the City's financial affairs that is second to none. If approved, Mr. Erickson would provide consulting services at the direction of the Mayor and City Council on important matters relating to budgets, audits, budget augmentations, operations and management of the City's proprietary enterprise funds, Nevada tax law, and any other matter deemed appropriate.

FISCAL IMPACT: Two Thousand Five Hundred Dollars (\$2,500.00) per month

FUNDING SOURCE: Various Funds

PREPARED BY: Robert Erquiaga, Legal and Administrative Director

CONSULTING AGREEMENT

This is a Consulting Agreement effective as _____ (effective date) between the City of Fallon, a political subdivision of the State of Nevada (Fallon), and Erickson Consulting, LLC, a limited liability company authorized to conduct business in the State of Nevada (Erickson), whereby Fallon has engaged Erickson to provide consulting services as generally identified as follows:

1. Erickson agrees to consult with the Mayor of Fallon, the Fallon City Council, and the staff of Fallon on matters concerning the financial affairs of Fallon and the proprietary enterprises owned by Fallon and all matters related thereto as the Mayor and City Council may direct.
2. Fallon shall pay Erickson the sum of \$2,500.00 per month for the consulting services contemplated by this Consulting Agreement as a retainer for basic monthly consulting services rendered by Erickson during the term of this Consulting Agreement.
3. Fallon shall pay to or reimburse Erickson for all costs incurred by Erickson for travel, meals, lodging or equivalent expenses provided the same are necessary to the consulting services provided by Erickson and are approved by the Mayor of Fallon.
4. Fallon shall pay Erickson the monthly consulting retainer on the ____ day of each month during the term of this agreement and shall pay for costs and reimbursable expenses within 30 days from the date Erickson submits an invoice to Fallon for approved expenses authorized by paragraph 3 above.
5. Erickson agrees to provide the basic consulting services contemplated by this Consulting Agreement on a continuing day to day basis as Fallon may require and on such schedule that Erickson and Fallon may from time to time establish, it being agreed that the nature of the consulting services needed by Fallon cannot be rendered according to a fixed schedule.
6. Erickson and Fallon agree that basic consulting services shall include, but may not be limited to:
 - a. Consultation on Fallon budgets.
 - b. Consultation on Fallon financial audits and audit augmentations.
 - c. Consultation on operation and management of Fallon's proprietary enterprises, including by way of example, but not by way of limitation's, interfund lending and interfund borrowing,

and all fiscal and financial matters affecting Fallon's proprietary enterprises.

- d. Consultation on Nevada tax law for municipal corporations and municipally owned enterprises, debt management for municipal corporations and similar fiscal matters.
 - e. Consultation on general government matters about which Erickson may have special knowledge, experience or expertise.
 - f. Representing Fallon at the direction of the Mayor before State agencies or commissions or such other governmental entities, whether ad hoc or continuing, concerning official matters important to Fallon and where Erickson may have special knowledge or expertise.
7. The term of this Consulting Agreement shall be for 2 years from its effective date unless sooner terminated as hereinafter set forth.
8. Erickson acknowledges that the consulting services contemplated by this Consulting Agreement require the personal attention of Robert Erickson owing to the particular background, knowledge and expertise of Robert Erickson and, in the event Robert Erickson is not able or willing to act on behalf of Erickson, this Consulting Agreement shall be deemed terminated without notice or formal action by Fallon, other than the duty on the part of Fallon to reconcile and pay any monies earned by and owed to Erickson as of the date of termination.
9. Fallon and Erickson acknowledge that additional work in excess of the basic consulting services herein agreed upon may be required and Fallon agrees to compensate Erickson for such work at a rate of \$150.00 per hour. Additional work, as herein identified, must be approved by the Mayor and payable to Erickson through invoices detailing the nature of the work performed and accounting for the hours worked. Erickson shall be paid for approved additional work within 30 days of receipt of invoices by Fallon as provided by Erickson.
10. Fallon or Erickson may terminate this Consulting Agreement at any time upon 5 calendar days' notice. Upon termination as herein set forth, Erickson shall be entitled to prorated payment of the monthly retainer earned and reimbursement for all approved expenses incurred as of the date of termination.
11. Fallon and Erickson acknowledge that this agreement for consulting services is not an employment contract but a Consulting Agreement to engage and retain Erickson for professional services to be performed by Erickson for Fallon and all monies paid to Erickson pursuant to this

Consulting Agreement are to be accounted for by Erickson as business revenue and expenses received or incurred by Erickson as an independent contractor.

12. Erickson acknowledges that the work performed by Erickson is proprietary to Fallon and Erickson may not disclose the contents of any supporting material received or produced by Erickson to third parties without the express approval of Fallon unless a federal, state, or local law or regulation or other lawful mandate requires otherwise.
13. Fallon shall not be liable for any action taken by Erickson that is not within the scope of work contemplated by this Consulting Agreement or not authorized by the proper representatives of Fallon, nor shall Erickson be liable to Fallon or third parties for any service performed by Erickson within the course and scope of Erickson's authorized consulting duties.
14. If any covenant of this Consulting Agreement is determined to be invalid for any reason, then the remaining provisions shall continue in force and effect unless the determination of invalidity renders the entire Consulting Agreement ineffectual for the purposes intended.
15. Notices required by the terms of this Consulting Agreement shall be sent either by regular mail or by email at the following addresses and shall be deemed effective as of 5pm of the third working day following the date that the regular mail is postmarked or the email is transmitted.
16. The date the Mayor of Fallon signs this Consulting Agreement shall be deemed the effective date.

IN WITNESS WHEREOF, the parties hereto have hereupon set their hands on the following date(s).

City of Fallon
55 W. Williams Ave.
Fallon, NV 89406

Email: _____

Ken Tedford – Mayor

Date: _____

Attest: _____

Gary Cordes – Fallon City
Clerk Treasurer

Date: _____

R. Erickson, LLC by
961 W. 5th St.
Fallon, NV 89406

Email: robertherickson@yahoo.com

Robert H. Erickson

Date: _____

October 7, 2019

Agenda Item 9

Presentation of the Police Department Report for July 2019.
(For discussion only)

Incorporated 1908

CITY OF FALLON
REQUEST FOR COUNCIL ACTION

AGENDA ITEM NO. 9

DATE SUBMITTED: 09/23/2019 **AGENDA DATE REQUESTED:** 10/07/19

TO: Mayor and Council

FROM: Kevin Gehman, Chief of Police

SUBJECT: Monthly Report for July 2019

TYPE OF ACTION REQUESTED: (Check One)

☐ Resolution

☐ Ordinance

☐ Formal Action/Motion ☒ Other (Specify) **Review Only**

RECOMMENDED COUNCIL ACTION: For review only

DISCUSSION/ANALYSIS: (Attachment, if necessary)

FISCAL IMPACT: None

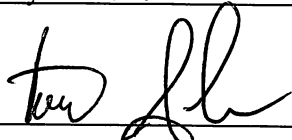
FUNDING SOURCE:

EXPLANATION OF IMPACT:

ALTERNATIVES:

Prepared By: Wendy J. Mello

Date / /

Reviewed By: 

Date 9 / 24 / 19

Presented by: Kevin Gehman

MONTHLY ACTIVITY REPORT



JULY

2019

Fallon Police Department
Citizen Survey Results

July 2019

When you contacted the Police Department, how satisfied were you with the ability of the dispatcher or employee that assisted you?

Very Satisfied	Satisfied	Dissatisfied	No Opinion
<input type="text" value="12"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Were you satisfied with the courtesy and concern shown by the dispatcher or employee?

Very Satisfied	Satisfied	Dissatisfied	No Opinion
<input type="text" value="11"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>

Are you satisfied with the Police Department's response time?

Very Satisfied	Satisfied	Dissatisfied	No Opinion
<input type="text" value="11"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>

Regarding your most recent contact, please rate the Officer in the following areas:

Officer name(s) _____

	Very Satisfied	Satisfied	Dissatisfied	No Opinion
<u>Concern:</u>	<input type="text" value="11"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u>Courtesy:</u>	<input type="text" value="12"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u>Knowledge:</u>	<input type="text" value="11"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>
<u>Problem Solving Ability:</u>	<input type="text" value="9"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text" value="1"/>
<u>Professional Conduct:</u>	<input type="text" value="12"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Overall, how satisfied are you with the Fallon Police Department?

Very Satisfied	Satisfied	Dissatisfied	No Opinion
<input type="text" value="11"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>

CITIZEN SURVEY COMMENTS

July 2019

- We are very grateful and thankful for the FPD. The dispatcher and officers are always polite and courteous and quick to solve the problem. Thank you!
- Both officer and dispatcher were polite and listened to me and did their jobs accordingly with no problem.
- First of all, thank all of you who have ever been to our house. This last call was my fault, I should have known what to do. But the officer was so very nice, and it was good because the children in the house saw how helpful he was.
- Thank you, Officer Trevin Goodrick, your concern was appreciated.
- We are new business owners in Fallon, NV. We've had to call authorities due to disturbances on the property. All officers called have been exceptional and professional. Thank you all for your support.
- Muy buen (Very good)
- Thank you for all your efforts to try to recover my stolen goods, but more importantly staying safe while performing your daily and many time dangerous duties as officers of the law.
- Officer Jacobs was attending to the concerns I had regarding someone attempting to access my daughter's bedroom by disturbing and rattling the A/C unit in her window. He answered questions in regard to obtaining a restraining order on a particular young man. Bottom line, I was very satisfied with Officer Jacobs concern, knowledge and timeliness. Thank you.
- Thank you to all your officers and dispatch staff for supporting our community 24/7. Thank you to each of you who give of yourselves and your family support to keep everyone looking out for our community and giving above always.
- My concern was important to me when I went in. The officer did listen, but his concern was non-existent.

Employees mentioned in the survey forms include Josh Schumann, Zachary Jacobs, Trevin Goodrick, Sam Ugalde, Daniel Aboytes-Ramirez, Joe Shyne, Chad Bernard and Kathy Schwarz.

Fallon Police Department
Activities / Special Events
July 2019

TRAINING

During the month of July, officers and staff attended the following training:

Officers Atchison and Babiarz attended taser training in Battle Mountain, Nevada.

COMMUNITY RELATIONS

The following community relations actions were conducted by the Fallon Police Department.

July 8, 2019: Detective Decker presented the monthly NAS Fallon indoctrination lecture of newly stationed navy personnel.

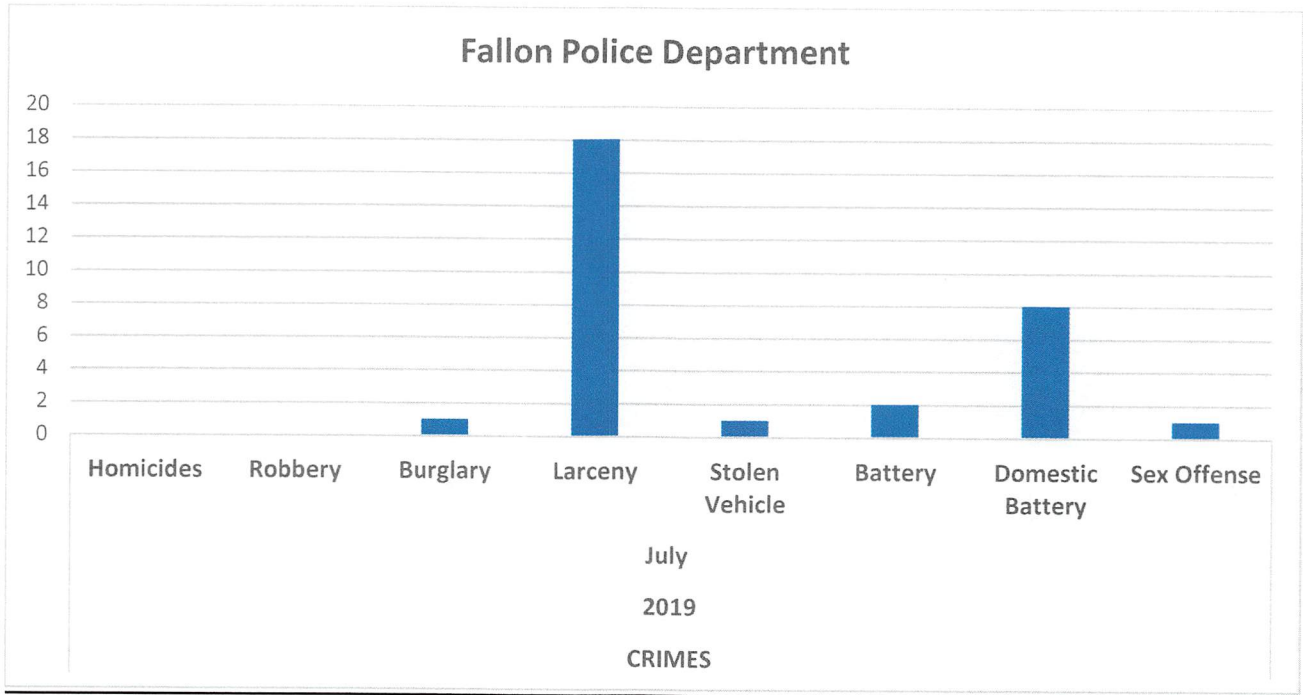
July 21, 2019: Officer Zamora plus other units escorted Ali Norcutt from Tarzyn Road to the Big 5 parking lot to celebrate her winning state champion in a rodeo event.

July 23, 2019: Tony Burgess from Animal Control (at the request of Captain Wenger), set the radar trailer in the area of 400 Sapphire to monitor southbound traffic

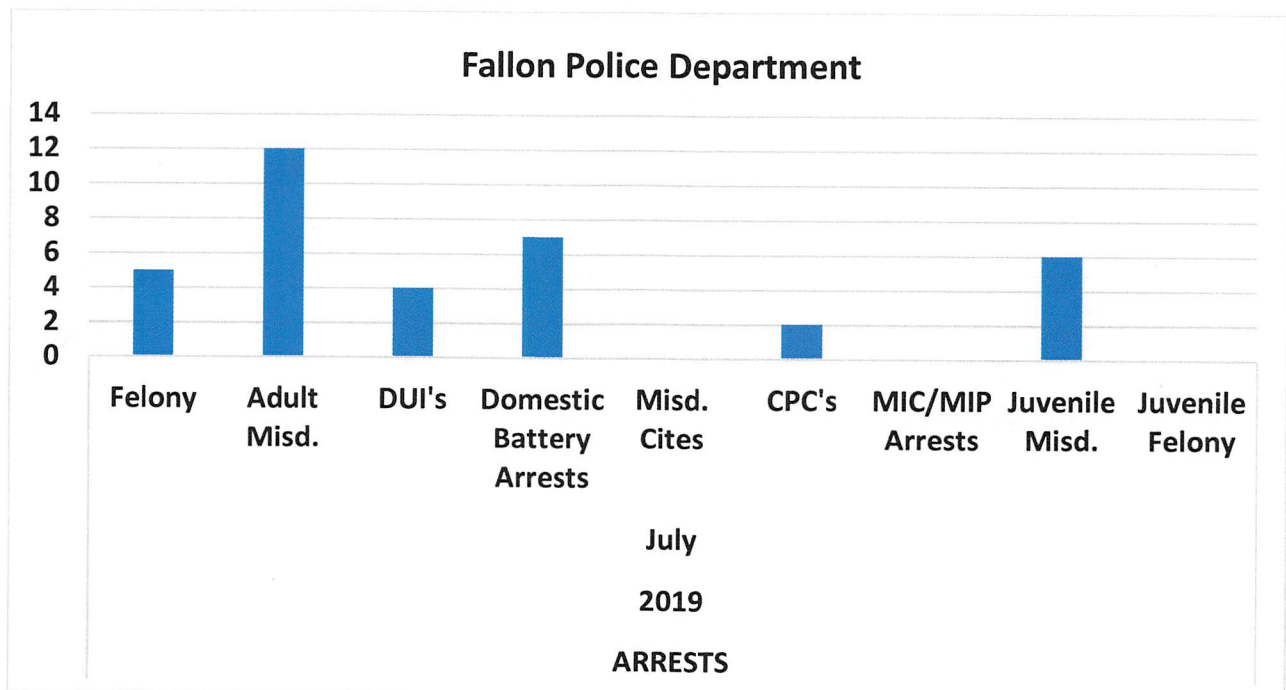
VOLUNTEERS IN POLICE SERVICES

Volunteers in Police Services completed a total number of 38.5 hours. These hours included the 4th of July parade, Helping Hands visits and assisting with admin and patrol.

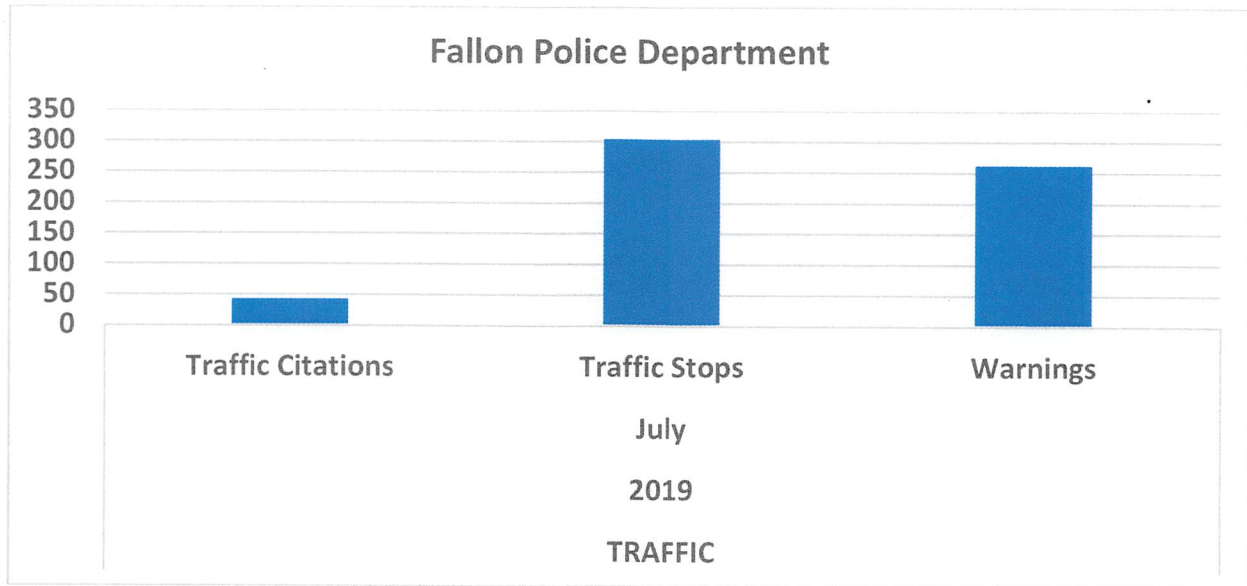
CRIME SUMMARY



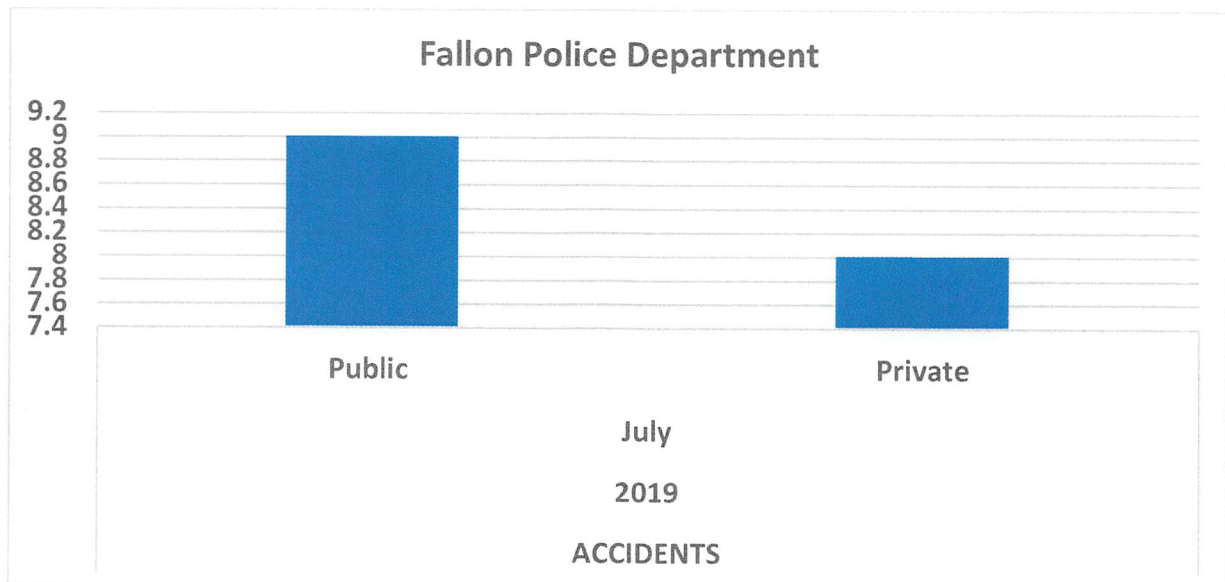
ARREST SUMMARY



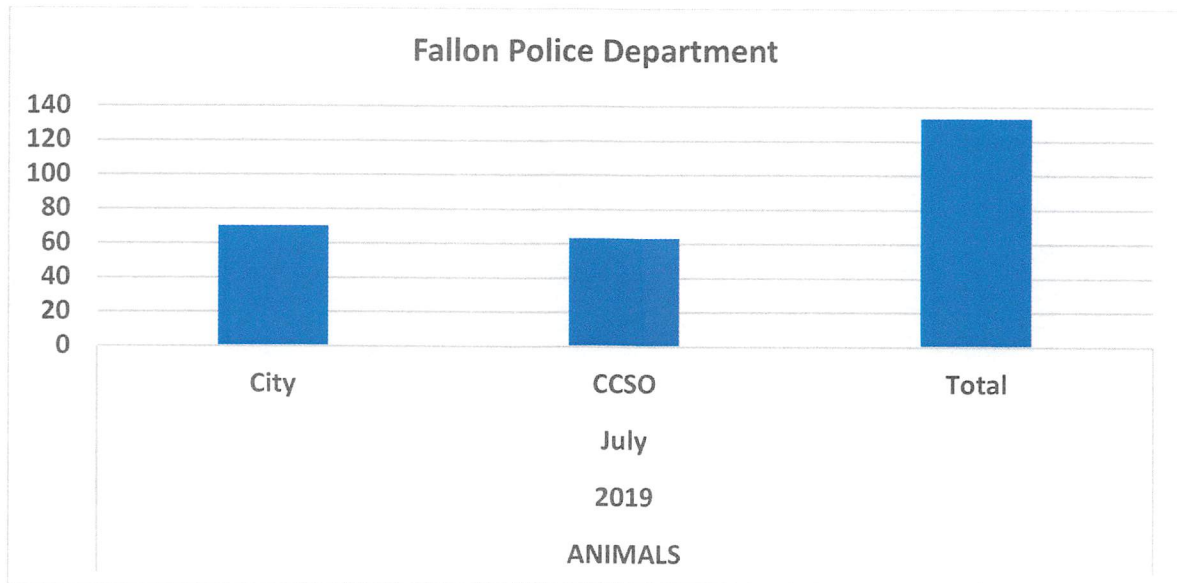
TRAFFIC SUMMARY



ACCIDENT SUMMARY



ANIMAL SUMMARY



INCIDENT SUMMARY

