

AGENDA
CITY OF FALLON – CITY COUNCIL
55 West Williams Avenue
Fallon, Nevada
March 2, 2020 – 9:00 a.m.

The Honorable City Council will meet in a regularly scheduled meeting on March 2, 2020 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 three 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 December 13, 2019, December 16, 2019, and January 6, 2020. **(For possible action)**
5. Approval of Warrants: **(For possible action)**
 - A) Accounts Payable
 - B) Payroll
 - C) Customer Deposit
6. Consideration and possible approval of an application by Taylor deBraga for a drinking establishment liquor license for Stone Cabin Coffee, LLC to be located at 480 East Williams Avenue. **(For possible action)**
7. Consideration and possible approval of an application by Kathy Fouss for a drinking establishment liquor license for Memorie Boutique to be located at 31 South Maine Street. **(For possible action)**
8. Presentation of the Police Department Report for January 2020. **(For discussion only)**
9. Public Comments **(For discussion only)**
10. Council and Staff Reports **(For discussion only)**

11. 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 February 26, 2020 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.

March 2, 2020

Agenda Item 4

Consideration and approval of Council meeting minutes for December 13, 2019, December 16, 2019, and January 6, 2020. **(For possible action)**

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
December 13, 2019**

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

Present:

Mayor Ken Tedford
City Councilman, James D. Richardson
City Councilwoman, Kelly Frost
City Councilwoman, Karla Kent
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
Public Works Director, Brian A. Byrd
Marketing & Communications Coordinator, Kaitlin Ritchie
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.

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.

No public comments were noted.

Approval of City of Fallon June 30, 2019 Audited Financial Statements

Legal and Administrative Director Erquiaga stated that the City is required by Nevada law to complete an annual audit of its financial statements. That process has been completed, on time. The City hired Eide Bailly and we have utilized their services for a number of years. This process that has been as smooth as possible, considering how disruptive an audit can be. We continue to be very impressed with Eide Bailly and their entire staff; their professionalism when they come out to conduct the audit is second to none and it means a lot to City staff. He introduced Ms. Mary Cain of Eide Bailly.

Ms. Cain stated that she was the onsite manager for the audit. She began by thanking the City, especially City Clerk Cordes and the City Clerk's Office staff for all their hard work. This goes as smoothly as it does because of all the effort City Clerk Cordes and staff put in before they even arrive on site. She presented the Audited Financial Statements and a letter from Eide Bailly. She began with the Audited Financial Statements and stated she would go over some highlights, including opinions and findings. Based on last year's statements, the City received a Certificate of Excellence in Financial Reporting from the Government Finance Officers Association. She congratulated the City; City Clerk Cordes spent a lot of time gathering statistical information for that certificate. Now onto the audit report. Eide Bailly presented an unmodified opinion, meaning they believe, in all material respects, that the financial statements are fairly presented. On to Management's Discussion and Analysis, this was put together by City staff; it puts all the numbers in the financial statement into more of a summary to get perspective on why things have gone the way that they have. Then on to the basic financial statements: The Council oversees a total of \$52 million in net possession between business and governmental activities. Through the efforts of staff and the budgeting and overseeing of the Council, this position increased \$771,000 over last year. The most significant estimates on this balance sheet are the Other Post Employment Benefit (OPEB) liabilities and net pension liabilities. OPEB has to do with health insurance; there are two parts of it: The City's plan where retirees can remain on it after they retire, and the other part is a now-closed plan that some former employees are still on. That has increased \$171,000 from last year and most of that amount is due to a rate change. Net pension liabilities have to do with PERS (Public Employees' Retirement System) of Nevada. The Governmental Accounting Standards Board (GASB) requires that net pension liability be listed on your books for that portion. PERS provides the City with audited schedules in order to prepare that. It also increased \$518,000. The post closure care costs of the landfill had a modest change of only \$5,000. Capital asset additions for the year totaled \$4.2 million. She listed a few of the larger ones: center apron construction at the airport, cost additions for the youth center, and an electric substation. The Statement of Activities gives an overview of the different expenses and revenues. Governmental activities are supplemented by general governmental revenues such as property taxes, consolidated taxes, and franchise taxes. Business-type activities should support themselves and overall revenues were more than expenses by \$242,000. A couple funds showed losses: water, water treatment, and sanitation. In Notes to the Financial Statement, they noted no violations to Nevada Revised Statutes (NRS) or Nevada Administrative Code (NAC). That is a credit to City Clerk Cordes and his staff. She noted the enterprise funds administrative support fee brought in \$200,000 to the General Fund. The ending fund balance for the General Fund is \$996,000. The percentage to expenditures is recommended at 8.3% of your expenditures, which is about one month; and the City's ending fund balance is 10.7% so there is a cushion there. The Internal Auditor's

Report included a single audit required due to the amount of federal funding received. That is also an unmodified opinion; the schedule is fairly stated. They tested one major program this year, the airport improvement program; there were no major issues; a federal report was not filed and that has been addressed and submitted. She referred to the letter from Eide Bailly, it is a communication required as part of the auditing standards. The first page lines out their responsibilities and the second page discusses the City's significant accounting policies which are listed in Note 1 of your financial statements. It also discusses the most significant accounting estimate which were OPEB, pension liability, and the landfill closure. She noted that they did not encounter any significant difficulties during the audit and there were no misstatements identified as part of the audit. There was nothing that required adjustment. That was quite an accomplishment, and again speaks to the capability of City Clerk Cordes and his staff. They did require a representation letter from management to be signed and dated the same day as the financial statements and it was provided. There were no other significant matters or any other findings that were not reviewed here today.

Mayor Tedford thanked Ms. Cain and her office for their efforts, as well as City Clerk Cordes and City staff. He also thanked the Audit Committee which consists of Councilwoman Kent, City Attorney Mike Mackedon, and Legal and Administrative Director Erquiaga for their work in this process.

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 public comments were noted.

Councilwoman Kent motioned to approve the City of Fallon June 30, 2019 Audited Financial Statements; seconded by Councilwoman Frost and approved with a 3-0 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.

City Attorney Mike Mackedon congratulated City Clerk Cordes and the City Clerk's Office for their tremendous effort this year. He has been on the Audit Committee for many years and this was a very smooth process, attributed to City Clerk Cordes and the competency of his staff. The fact that no material misrepresentations – basically no mistakes – were found is remarkable. He also appreciated the work of Eide Bailly and how they do their work, it was rigorous but very fair.

Councilwoman Frost thanked all City staff that contributed to the success of the Tree Lighting, it was a great evening for our community. Also, Santa's Wonderland seemed to be enjoyed by many children that attended and participated in all the activities that were offered.

Councilwoman Kent reiterated City Attorney Mike Mackedon's remarks to City Clerk Cordes for such an awesome job and also to the City Clerk's Office staff.

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 9:32 a.m.

Mayor Ken Tedford

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

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
December 16, 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, James D. Richardson
City Councilwoman, Kelly Frost
City Councilwoman, Karla Kent
City Clerk, Gary C. Cordes
City Attorney, Michael F. Mackedon
Emergency Management Coordinator, Steve Endacott
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.

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.

No public comments were noted.

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 Richardson and approved with a 3-0 vote by the Council.

Consideration and possible action to approve a construction contract with Bodec Electric, Inc. of Price, Utah, in order to complete the New River Substation project in the amount of Nine Hundred Ninety-Seven Thousand Two Hundred and Ninety-Two Dollars and Eighty-Nine Cents (\$997,292.89), Public Works #CH-2020-055

Public Works Director Byrd explained that the City of Fallon issued its Electric System Revenue Bonds, Series 2017 in October 2017 in order to complete a number of electric enterprise capital improvement projects including the design and construction of a new fourth electric substation, to be known as the New River Substation. The New River Substation project includes the required components associated with the construction and interconnection of a new 60kV substation, located at the corner of New River Parkway and Wildes Road. Upon completion, the New River Substation will increase the reliability of the City of Fallon's electrical system while decreasing the current demand on the Babb Street Substation and provide capacity for future growth and development at the City's New River Business Park. Construction elements of the project include, but are not limited to, site work, ground grid installation, fencing, foundations, transformer installation, regulators, metering cabinets, and station commissioning. This project was released for public bid on October 30, 2019 and advertised in the Lahontan Valley News in accordance with NRS 338. A pre-bid meeting was held on November 14, 2019. Three bids were received and publicly opened by the City of Fallon on December 3, 2019. With approval, construction would start in January of 2020 with a 134-day construction schedule.

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 public comments were noted.

Councilman Richardson motioned to approve a construction contract with Bodec Electric, Inc. of Price, Utah, in order to complete the New River Substation project in the amount of Nine Hundred Ninety-Seven Thousand Two Hundred and Ninety-Two Dollars and Eighty-Nine Cents (\$997,292.89), Public Works #CH-2020-055; seconded by Councilwoman Kent and approved with a 3-0 vote by the Council.

Consideration and possible approval of the formation and acceptance of a public utility easement granted to the City of Fallon by E&C Schank Properties, LLC and authorization for the Mayor to execute the document creating and accepting the easement on behalf of the City of Fallon

City Attorney Mike Mackedon advised this agenda item is a companion to the following agenda item. The City has a force main line that runs into the interior of the City to serve its utility. That line crosses property that is presently owned by E&C Schank Properties. The property was acquired from the Kent brothers in 1954 for that purpose and the force main line was installed. The City purchased some acreage from E&C Schank and in the course of doing title work as we prepared to acquire that property, we learned that the legal description that was used in the 1954 easement from the Kent brothers was incorrect. This will create a proper easement with a new description that follows the actual alignment of the force main sewer line as it was constructed and as it exists today. The purpose of this is to create a proper easement with a proper legal description. It authorizes the Mayor to proceed to accept the easement and the City Clerk will attest to it. The next agenda item will abandon the easement; it corrects matters for the record, and it is something we should do.

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 public comments were noted.

Councilwoman Frost motioned to approve the formation and acceptance of a public utility easement granted to the City of Fallon by E&C Schank Properties, LLC and authorize the Mayor to execute the document creating and accepting the easement on behalf of the City of Fallon; seconded by Councilman Richardson and approved with a 3-0 vote by the Council.

Consideration and possible approval of the abandonment of a sewer utility easement held by the City of Fallon and authorization for the Mayor to execute a Declaration to Abandon Sewer Utility Easement on behalf of the City of Fallon

City Attorney Mike Mackedon stated that this proposes to abandon an easement that incorrectly describes where our force main utility actually existed. It is a companion to the previous agenda item. This abandonment should occur so the record at the Churchill County Recorder's Office is correct. He recommended the Council approve this and authorize the Mayor to proceed to execute the proper paperwork, so the abandonment occurs. It is a mistake that is being corrected.

Mayor Tedford stated for the record that this utility easement goes back to Ken Kent, Robert Kent, and Thomas Kent when they conveyed this easement back in June 1954 to allow the City to cross the boundaries of this real property owned by them during that time.

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 public comments were noted.

Councilwoman Frost motioned to approve the abandonment of a sewer utility easement held by the City of Fallon and authorize the Mayor to execute a Declaration to Abandon Sewer

Utility Easement on behalf of the City of Fallon; seconded by Councilwoman Kent and approved with a 3-0 vote by the Council.

Presentation of the Police Department Report for September/October 2019

Chief Gehman presented the September/October 2019 report. He added that the September and October incidents and activities were primarily in line with previous months with no exceptional variances.

- Staff participated in multiple hours of training.
- Detective Decker provided the indoctrination lecture to newly stationed Navy personnel.
- The citizen survey results were positive.

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

No comments were noted.

Mayor Tedford thanked Chief Gehman for the report.

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.

No Council or staff reports were noted.

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 9:17 a.m.

Mayor Ken Tedford

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

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
January 6, 2020**

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, James D. Richardson
City Councilwoman, Kelly Frost
City Councilwoman, Karla Kent
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
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.

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.

No public comments were noted.

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 Kent motioned to approve the accounts payable, payroll and customer deposit warrants and authorize the Mayor to sign the same; seconded by Councilwoman Frost and approved with a 3-0 vote by the Council.

Consideration and possible action to reject all bids received to complete the Downtown Streetscape Improvements Phase 4 project (PWP# CH-2020-085), with the lowest bid having been submitted by A&K Earthmovers of Fallon, Nevada, in the amount of Two Million One Hundred Seventy-Five Thousand Dollars (\$2,175,000), in order to serve the public interest pursuant to NRS 338.143

Legal and Administrative Director Erquiaga explained that this agenda item is to reject all bids for the Downtown Streetscape Improvements Phase 4. The project would have made improvements from just south of Front Street to Tolas Place. It was advertised and the lowest bid was from A&K Earth Movers in the amount of \$2,175,000. When the Notice to Proceed was issued in 2018, costs were estimated at \$793,132. Before advertising, an updated engineer's estimate came in at \$1,178,296.25. We spoke with the Nevada Department of Transportation about the bids received and their suggestion was to reject the bids and to redesign the project, perhaps scaling back the design a bit. Federal funds for this project were capped at \$750,000. We are asking the Council to reject these bids. We will go back to the drawing board and incorporate some of the ideas we have to scale back the project.

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.

Ms. Ginny Dugan, representing The Fallon Post, asked if the estimate was what they would design their project around.

Legal and Administrative Director Erquiaga stated that the estimate was based on the previous design. This project will be redesigned and will have an updated engineer's estimate.

Ms. Dugan asked if they would redesign the project toward the \$700,000 range.

Legal and Administrative Director Erquiaga replied that the improvements would be the same, we would just scale them back.

Mayor Tedford clarified that the improvements may be a little different; they may not be the same.

Councilman Richardson motioned to reject all bids received to complete the Downtown Streetscape Improvements Phase 4 project (PWP# CH-2020-085), with the lowest bid having been submitted by A&K Earthmovers of Fallon, Nevada, in the amount of Two Million One Hundred Seventy-Five Thousand Dollars (\$2,175,000), in order to serve the public interest

pursuant to NRS 338.143; seconded by Councilwoman Kent and approved with a 3-0 vote by the Council.

Presentation of the Police Department Report for November 2019

Chief Gehman presented the November monthly report. He added that the November incidents and activities were primarily in line with previous months with no exceptional variances.

- Staff participated in several hours of training.
- Detective Decker provided the indoctrination lecture to newly stationed Navy personnel.
- Police Explorers participated in various community events.
- The citizen survey results were positive.

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

Councilwoman Frost inquired as to the number of current Police Explorers.

Chief Gehman replied five.

Mayor Tedford inquired as to the citizen survey comment about parking near the high school. He asked if it referred to Merton Drive.

Chief Gehman replied affirmatively.

Mayor Tedford noted that it is a problem over there, we have a lot of resident only parking on the other streets, such as Deena Way.

Mayor Tedford thanked Chief Gehman for the report.

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.

No Council or staff reports were noted.

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 9:10 a.m.

Mayor Ken Tedford

Attest:

Gary C. Cordes, City Clerk/Treasurer

March 2, 2020

Agenda Item 6

Consideration and possible approval of an application by Taylor deBraga for a drinking establishment liquor license for Stone Cabin Coffee, LLC to be located at 480 East Williams Avenue. **(For possible action)**

**CITY OF FALLON
REQUEST FOR COUNCIL ACTION**

Agenda Item No. 6

DATE SUBMITTED: February 25, 2020

AGENDA DATE REQUESTED: March 2, 2020

TO: The Honorable City Council

FROM: Elsie Lee, Deputy City Clerk

SUBJECT TITLE: Consideration and possible approval of an application by Taylor deBraga for a drinking establishment liquor license for Stone Cabin Coffee, LLC to be located at 480 East Williams Avenue. **(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 application by Taylor deBraga for a drinking establishment liquor license for Stone Cabin Coffee, LLC to be located at 480 East Williams Avenue.

DISCUSSION: Taylor deBraga, owner of Stone Cabin Coffee, LLC, has made application for a drinking establishment liquor license for Stone Cabin Coffee, LLC, to be located at 480 East Williams Avenue. A drinking establishment liquor license is a privileged license that allows the licensee to sell or provide alcoholic beverages from a fixed and definite place of business for consumption upon the premises only.

The application has been reviewed by Police Chief Kevin Gehman, Deputy City Clerk Elsie Lee, City Engineer Derek Zimney, and Legal and Administrative Director Robert Erquiaga and has been recommended for approval.

FISCAL IMPACT: Annual drinking establishment liquor license fee revenue.

FUNDING SOURCE: N/A.

PREPARED BY: Elsie Lee, Deputy City Clerk

TO BE PRESENTED TO THE COUNCIL BY: Elsie Lee, Deputy City Clerk

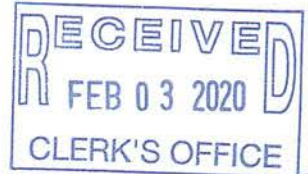


CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406

Phone: (775) 423-5104

Fax: (775) 423-8874



LIQUOR LICENSE APPLICATION



Application Type: ☐ New ☒ Owner Change ☐ Manager Change ☐ Location Change

Applicant's Name: deBraga Taylor S Application Date: 1-23-2020

Title: Owner Phone: 970-986-9159

Date of Birth: 10/16/1993 Social Security Number: [REDACTED]

Driver's License Number: 0205443502 Driver's License State: Nevada

Sex: [REDACTED] Height: [REDACTED] Weight: [REDACTED]

List all addresses in which you have resided at for the past five (5) years.

Begin/End	Physical Address	City	State	Zip
- Present	2750 Swope Lane	Fallon	NV	89406
	1759 Dry Creek Cir.	Delta	CO	81416
	11700 Fitz Lane	Fallon	NV	89406

Business Entity Type: ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ DBA

☐ Corporation ☐ Association ☐ Other: _____

Business Name: Stone Cabin Coffee LLC

Business Owner(s):

Name	Address	Title
Taylor deBraga	480 E. Williams Ave Fallon, NV 89406	Owner
	Personal: 2750 Swope Ln. Fallon, NV 89406	

Business Address: 480 E. Williams Ave Fallon NV 89406

Provide a brief description of the portion to be occupied by the establishment for which the license is sought:

In building on premises.

Is the premises to be licensed leased by the applicant? ☒ Yes ☐ No

Name of the owner of the premises: Butch Hamilton

Name of the owner's authorized agent, if any: _____

What type of license for which the application is made: ☐ Retail (Off Premises) ☒ Drinking Establishment (On Premises)

Have you owned or managed any other business? ☐ Yes ☒ No



CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406

Phone: (775) 423-5104

Fax: (775) 423-8874

If Yes, list the business(es) you have owned or managed.					
Begin/End	Name	Address	City	State	Zip
Have you ever been issued a business or a liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you ever had a business or liquor license revoked? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you ever been denied a business or liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you received any specialized training for serving alcoholic beverages? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, explain: _____					
Have you ever been arrested? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, provide the following information:					
Date	Charge	Arresting Agency	Disposition		
List five (5) references not related to you with daytime phone numbers:					
Name	Phone	Relationship			
Butch Hamilton	775-217-2375	Boss			
Kimi Melendy	775-720-2837	Principal@work			
Debra Clifford	775-427-2047	Secretary@work			
Missy McCormick	775-427-2641	Acquaintance			
Brooke Kyle	970-314-1970	Acquaintance			

I declare under penalty of perjury that the foregoing is true and correct:

1. That I have received and read a copy of Chapter 5.08 of the Fallon Municipal Code – Alcoholic Beverage Sales;
2. That upon approval of a Liquor License, I will conduct the business and business establishment in accordance with the provisions of the laws of the State of Nevada, the United States, and the ordinances of the City of Fallon applicable to the conduct of business; and
3. That the above information is true and correct to the best of my knowledge and belief and that such declaration is made with the full knowledge that any failure to disclose, misstatement, or other attempt to mislead may be considered sufficient cause for denial of a business license.

Taylor deBraga
Applicant's Signature



CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406

Phone: (775) 423-5104

Fax: (775) 423-8874

AUTHORIZATION AND RELEASE

I, Taylor deBraga, authorize the Fallon Police Department to perform a background check and to release the results of said investigation, which may include information of a confidential or privileged nature, to the City Council in public documents and/or discussion at a public meeting.

Taylor deBraga
Applicant's Signature

OFFICIAL USE ONLY	
10 Print Card _____	Spillman Entry _____
Photo _____	Recommended by Chief of Police or Designee <u>[Signature]</u>
Local records _____	
NCJIS _____	Not Recommended by Chief of Police or Designee
Municipal Code _____	
Fee \$ _____	

REVIEWED BY:	
City of Fallon Engineering/Building Department _____	Date: <u>2/25/2020</u>
City of Fallon Chief of Police _____	Date: <u>2/25/20</u>
City of Fallon/Churchill County Fire Dept. _____	Date: <u>2-25-2020</u>
City of Fallon Attorney's Office _____	Date: <u>2/25/20</u>

OFFICIAL USE ONLY:		
Account No. _____	License No. _____	Payment Received By: _____

FALLON POLICE DEPARTMENT

55 West Williams Avenue
Fallon, Nevada 89406-2941
(775) 423-2111
(Fax) 423-6527

Kevin Gehman
Chief of Police

February 25, 2020

This letter certifies that Mrs. Taylor deBraga, Stone Cabin Coffee, 480 E. Williams Ave., Fallon, NV 89406, has completed and passed her background check for a liquor license.

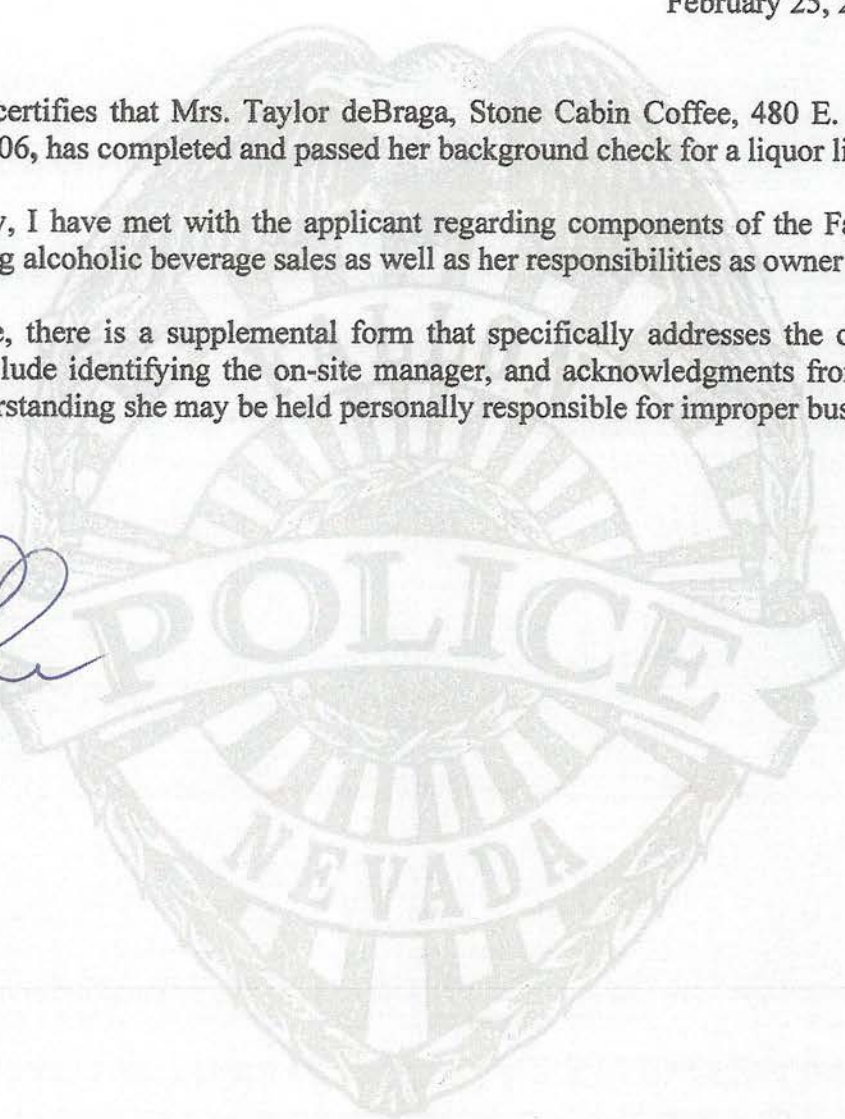
Additionally, I have met with the applicant regarding components of the Fallon Municipal Code concerning alcoholic beverage sales as well as her responsibilities as owner of the business.

Furthermore, there is a supplemental form that specifically addresses the operation of the business, to include identifying the on-site manager, and acknowledgments from the applicant indicating understanding she may be held personally responsible for improper business practices.

Sincerely,



Kevin Gehman
Chief of Police



February 19, 2020

Liquor License Application

Stone Cabin Coffee

480 E. Williams Ave.

Fallon, NV 89406

Chief Kevin Gehman

Fallon Police Department

55 W Williams Ave

Fallon, NV 89406

Personal Reference Check for:

Mrs. Taylor deBraga (Owner)

Dear Chief Gehman,

On February 19, 2020, I completed the reference check for Mrs. Taylor deBraga by contacting the personal references she had listed on her Liquor License Application. Listed below are their responses:

Missy McCormick Friend

Ms. McCormick has known Mrs. deBraga for the last 4 years through her kid's sports. Mrs. deBraga's husband has coached them for 4 years and they are personnel friends. Ms. McCormick does not question Mrs. deBraga's honesty, trustworthiness or good character. She believes that she will adhere to the legal constraints of having a liquor license. Ms. McCormick has been in a business operated by Mrs. deBraga and said that it is ran extremely well every "i" is dotted and every "t" is crossed. Ms. McCormick is not aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol. Ms. McCormick can think of no reasons why Mrs. deBraga should not be issued a liquor license she is a fantastic person and wise beyond her years.

Butch Hamilton Boss

Mr. Hamilton is Mrs. deBraga's employer and has known her 2 years. He said he has no concerns with Mrs. deBraga's ability to uphold the responsibilities that go along with having a Liquor License. Mr. Hamilton feels Mrs. deBraga is very trustworthy, and super responsible. Mrs. deBraga has managed Mr. Hamilton's business for the last two years and stated she has been great no problems at all.

Debra Clifford Friend

Ms. Clifford and Mrs. deBraga have been friends for 2 years. Mrs. deBraga is her daughter's volleyball coach. She said she has no concerns with Mrs. deBraga's honesty, trustworthiness and character. Ms. Clifford is confident that she will adhere to all the laws, regulations and responsibilities that accompany the issuing of a liquor license. Ms. Clifford has never been in a business owned or operated by Mrs. deBraga,

but said Mrs. deBraga is a great gal who will always do the right thing. She also mentioned that Mrs. deBraga is newly married and pregnant with their first child.

Brooke Kyle

Friends

Ms. Kyle has known Mrs. deBraga for 10 years and they are family friends. She is certain Mrs. deBraga will follow all the regulations and laws. Ms. Kyle has never been in a business owned or operated by Mrs. deBraga and she is unaware of any reason why Mrs. deBraga should not be issued a liquor license.

Kimi Melendy

Friends

Ms. Melendy has known Mrs. deBraga since September of this last year. Mrs. deBraga is a substitute teacher and has worked with Ms. Melendy. Ms. Melendy feels that Mrs. deBraga is a very trustworthy person. She is confident Mrs. deBraga will adhere to all the legal constraints of having a liquor license. Ms. Melendy has never been in a business owned or operated by Mrs. deBraga, but stated that Mrs. deBraga is always willing to help and do what is right.

All the above subjects were confident that Mrs. Taylor deBraga would not have any issues if she was approved for a Liquor License in the City of Fallon.

Thank you,

A handwritten signature in cursive script, appearing to read "Melissa Fecht", with a long horizontal flourish extending to the right.

PSA Melissa Fecht, 9024

Liquor License Application Interview Supplement

APPLICANT Taylor deBraga

DATE 02/24/2020

BUSINESS NAME – Stone Cabin Coffee, 480 E. Williams Ave., Fallon, NV

I (will)/will not) be the on-site supervisor. Td

If not, the on-site supervisor will be _____

I understand that if the on-site supervisor changes, I am responsible to notify the City Clerk's Office. Initials Td

I acknowledge that as the license holder, I am personally responsible for what is sold at the store. Initials Td

I further acknowledge that as the license holder, I am responsible for alcohol sales from the business and may be held personally responsible for alcohol sales that violate any law or ordinance. Initials Td

I have received, read and understand the Liquor and Business License requirements within the Fallon Municipal Code and agree to abide by those requirements. Initials Td

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Taylor DeBraga Date 2-4-20

Name of Reference Missy McCormick (acquaintance)
4/4/1985 @ 1337

How do you know the applicant and how long have you known him/her?

Husband coaches football all year long
family friend ~~since~~ 4 years

Do you question the applicant's reputation for honesty, trustworthiness or good character?

No not at all

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Yes

Have you ever frequented a business owned or operated by the applicant?

Yes

If so, how would you describe the manner in which the business was operated?

extremely well
I loved it more

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

No not at all

Do you have anything you would like to add about the applicant?

She is behind
fantastic wise ~~and~~ her years.

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Taylor DeBraga Date 2-4-20

Name of Reference Beith Hamilton (Boss)

How do you know the applicant and how long have to known him/her?

2 years worked for me

Do you question the applicant's reputation for honesty, trustworthiness or good character?

not at all she did a great job
no problem

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

oh yea super responsible

Have you ever frequented a business owned or operated by the applicant?

great no problems

If so, how would you describe the manner in which the business was operated?

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

Not at all

Do you have anything you would like to add about the applicant?

would not have a problem
with her at all.
very trustworthy

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Taylor DeBraga Date 2-4-20

Name of Reference Debra Clifford (Secretary)
4/m 2-5 @ 1335

How do you know the applicant and how long have to known him/her?

2 years She works as a volleyball
Coach w/ her daughter.

Do you question the applicant's reputation for honesty, trustworthiness or good character?

I don't

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

I am confident

Have you ever frequented a business owned or operated by the applicant?

NO

If so, how would you describe the manner in which the business was operated?

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

NO she is great gal

Do you have anything you would like to add about the applicant?

She is pregnant / newly married
always going to do the right thing

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Taylor DeBraga Date 2-4-20

Name of Reference Brooke Kyle (acquaintance)
y/m 2/5 @ 1339 y/m 2/7 @ 1107
y/m 2/6 @ 1017

How do you know the applicant and how long have you known him/her?

Family Friends
10 years

Do you question the applicant's reputation for honesty, trustworthiness or good character?

oh no

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

oh yes

Have you ever frequented a business owned or operated by the applicant?

no

If so, how would you describe the manner in which the business was operated?

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

no

Do you have anything you would like to add about the applicant?

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Taylor DeBraga Date 2-4-20

Name of Reference Kimi Melendy (principal)
L/m 2/5 @ 1335 L/m 2/7 @ 1109
L/m 2/6 @ 1055

How do you know the applicant and how long have to known him/her?

Since September
Substanty

Do you question the applicant's reputation for honesty, trustworthiness or good character?

Not at all

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Yes

Have you ever frequented a business owned or operated by the applicant?

No

If so, how would you describe the manner in which the business was operated?

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

Do not

Do you have anything you would like to add about the applicant?

trustworthy
always willing to help
do what is right

March 2, 2020

Agenda Item 7

Consideration and possible approval of an application by Kathy Fouss for a drinking establishment liquor license for Memorie Boutique to be located at 31 South Maine Street. **(For possible action)**

**CITY OF FALLON
REQUEST FOR COUNCIL ACTION**

Agenda Item No. 7

DATE SUBMITTED: February 25, 2020

AGENDA DATE REQUESTED: March 2, 2020

TO: The Honorable City Council

FROM: Elsie Lee, Deputy City Clerk

SUBJECT TITLE: Consideration and possible approval of an application by Kathy Fouss for a drinking establishment liquor license for Memorie Boutique to be located at 31 South Maine Street. **(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 application by Kathy Fouss for a drinking establishment liquor license for Memorie Boutique to be located at 31 South Maine Street.

DISCUSSION: Kathy Fouss, owner of Memorie Boutique, has made application for a drinking establishment liquor license for Memorie Boutique, to be located at 31 South Maine Street. A drinking establishment liquor license is a privileged license that allows the licensee to sell or provide alcoholic beverages from a fixed and definite place of business for consumption upon the premises only.

The application has been reviewed by Police Chief Kevin Gehman, Deputy City Clerk Elsie Lee, City Engineer Derek Zimney, and Legal and Administrative Director Robert Erquiaga and has been recommended for approval.

FISCAL IMPACT: Annual drinking establishment liquor license fee revenue.

FUNDING SOURCE: N/A.

PREPARED BY: Elsie Lee, Deputy City Clerk

TO BE PRESENTED TO THE COUNCIL BY: Elsie Lee, Deputy City Clerk



RECEIVED
04 FEB 2020
FALLON POLICE
DEPT.

CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406
Phone: (775) 423-5104
Fax: (775) 423-8874

RECEIVED
FEB 04 2020
CLERK'S OFFICE

LIQUOR LICENSE APPLICATION

Application Type: ☒ New ☐ Owner Change ☐ Manager Change ☒ Location Change
Applicant's Name: FOUSS, Kathy, Ann Application Date: 11/20/19
Last First MI
Title: Owner/Mrs. FOUSS Phone: 951-326-0806
Date of Birth: 05/01/65 Social Security Number: [REDACTED]
Driver's License Number: [REDACTED] Driver's License State: Nevada
Sex: [REDACTED] Height: [REDACTED] Weight: [REDACTED]

List all addresses in which you have resided at for the past five (5) years.

Begin/End	Physical Address	City	State	Zip
1 1/2 yrs Present	653 Dani St	Fallon	NV	89406
17 yrs	43468 Paisano Ct.	Fernculla	CA	92592
2 1/2 yrs	44613 Crestwood Circle	Fernculla	CA	92592
	453 Coronado Ave	Coronado	CA	
4 years	453 Orange Ave.	Coronado	CA	92118

Business Entity Type: ☒ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ DBA
☐ Corporation ☐ Association ☐ Other: _____

Business Name: Memone Boutique

Business Owner(s):

Name	Address	Title
Kathy A. FOUSS	315 Main St Fallon New Address NV 89406	owner
Home	653 Dani St. Fallon NV 89406	

Business Address: Same as above.

City State Zip

Provide a brief description of the portion to be occupied by the establishment for which the license is sought:

clothing, Home Accessories, and gift baskets.

Is the premises to be licensed leased by the applicant? ☒ Yes ☐ No

Name of the owner of the premises: FALLON FRATERNAL HALL

Name of the owner's authorized agent, if any: DAVID JONES (775) 427-3907

What type of license for which the application is made: ☒ Retail (Off Premises) ☒ Drinking Establishment (On Premises)

Have you owned or managed any other business? ☒ Yes ☐ No



CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406

Phone: (775) 423-5104

Fax: (775) 423-8874

If Yes, list the business(es) you have owned or managed.					
Begin/End	Name	Address	City	State	Zip
Have you ever been issued a business or a liquor license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you ever had a business or liquor license revoked? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you ever been denied a business or liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, when? _____ What Agency? _____					
Have you received any specialized training for serving alcoholic beverages? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>trained basic 1999</i>					
If Yes, explain: <i>I was a lead server for Claim Jumpers.</i>					
Have you ever been arrested? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
If Yes, provide the following information:					
Date	Charge	Arresting Agency	Disposition		
	<i>NO.</i>				
List five (5) references not related to you with daytime phone numbers:					
Name	Phone	Relationship			
<i>Michael FOUSS</i>	<i>951-326-0807</i>	<i>Husband.</i>			
<i>Mike Matthews / Katie Matthews.</i>	<i>775-303-3429</i>	<i>Friend</i>			
<i>Melissa FOUSS Monroy</i>	<i>619-964-8937</i>	<i>Daughter.</i>			
<i>Laura Herrera</i>	<i>951-553-5433</i>	<i>Friend</i>			
<i>Adam Chertkow</i>	<i>858-602-6766</i>	<i>Nephew</i>			

I declare under penalty of perjury that the foregoing is true and correct:

1. That I have received and read a copy of Chapter 5.08 of the Fallon Municipal Code – Alcoholic Beverage Sales;
2. That upon approval of a Liquor License, I will conduct the business and business establishment in accordance with the provisions of the laws of the State of Nevada, the United States, and the ordinances of the City of Fallon applicable to the conduct of business; and
3. That the above information is true and correct to the best of my knowledge and belief and that such declaration is made with the full knowledge that any failure to disclose, misstatement, or other attempt to mislead may be considered sufficient cause for denial of a business license.

Kathy A. FOUSS
Applicant's Signature



CITY OF FALLON CLERK'S OFFICE

55 West Williams Avenue, Fallon, Nevada 89406

Phone: (775) 423-5104

Fax: (775) 423-8874

AUTHORIZATION AND RELEASE

I, Kathy A. Foviss, authorize the Fallon Police Department to perform a background check and to release the results of said investigation, which may include information of a confidential or privileged nature, to the City Council in public documents and/or discussion at a public meeting.

Kathy A. Foviss

Kathy A. Foviss
Applicant's Signature

OFFICIAL USE ONLY	
10 Print Card _____	Spillman Entry _____
Photo _____	Recommended by Chief of Police or Designee <u>[Signature]</u>
Local records _____	
NCJIS _____	Not Recommended by Chief of Police or Designee
Municipal Code _____	
Fee \$ _____	
REVIEWED BY:	
City of Fallon Engineering/Building Department	Date: <u>2/25/2020</u>
City of Fallon Chief of Police	Date: <u>2/25/20</u>
City of Fallon/Churchill County Fire Dept.	Date: <u>2-25-2020</u>
City of Fallon Attorney's Office	Date: <u>2/25/2020</u>

OFFICIAL USE ONLY:		
Account No. _____	License No. _____	Payment Received By: _____

FALLON POLICE DEPARTMENT

55 West Williams Avenue
Fallon, Nevada 89406-2941
(775) 423-2111
(Fax) 423-6527

Kevin Gehman
Chief of Police

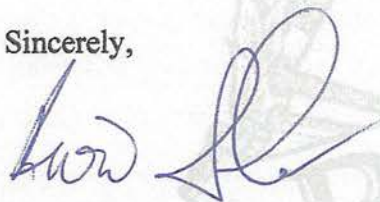
February 25, 2020

This letter certifies that Mrs. Kathy Fouss, Memorie Boutique, 31 S. Maine Street, Fallon, NV 89406, has completed and passed her background check for a liquor license.

Additionally, I have met with the applicant regarding components of the Fallon Municipal Code concerning alcoholic beverage sales as well as her responsibilities as owner of the business.

Furthermore, there is a supplemental form that specifically addresses the operation of the business, to include identifying the on-site manager, and acknowledgments from the applicant indicating understanding she may be held personally responsible for improper business practices.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Gehman', is written over a large, faint, circular police badge watermark. The watermark features the word 'POLICE' in a banner across the middle and 'NEVADA' at the bottom.

Kevin Gehman
Chief of Police

February 20, 2020

Liquor License Application

Memorie Boutique

**31 S. Maine Street
Fallon, NV 89406**

Chief Kevin Gehman

Fallon Police Department
55 W Williams Ave
Fallon, NV 89406

Personal Reference Check for:

Mrs. Kathy Fouss (Owner)

Dear Chief Gehman,

On February 20, 2020, I completed the reference check for Mrs. Kathy Fouss by contacting the personal references she had listed on her Liquor License Application. Listed below are their responses:

Gwynn Flores Friend

Ms. Flores has been friends with Mrs. Fouss for the last 10-15. Ms. Flores absolutely does not question Mrs. Fouss's honesty, trustworthiness or good character. She believes that she will adhere to the legal constraints of having a liquor license. Ms. Flores has not been in a business owned or operated by Mrs. Fouss. Ms. Flores is not aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol. Ms. Flores can think of no reasons why Mrs. Fouss should not be issued a liquor license she is an awesome person.

Theresa Guillen Friend

Ms. Guillen and Mrs. Fouss have been friends for 2 years when Mrs. Fouss bought Ms. Guillen's house. She said Mrs. Fouss is very much a rule follower. Ms. Guillen has no concerns with Mrs. Fouss's ability to uphold the responsibilities that go along with having a Liquor License. Ms. Guillen has been in a business operated by Mrs. Fouss and stated it was very clean, well kept and maintained. Ms. Guillen feels that Mrs. Fouss will be a good addition to the downtown businesses and she is a great person.

Katie Matthews Friend

Ms. Matthews and Mrs. Fouss have been friends for 2 years, they met through mutual friends. She said she absolutely has no concerns with Mrs. Fouss's honesty, trustworthiness and character. Ms. Matthews is confident that she will adhere to all the laws, regulations and responsibilities that accompany the issuing of a liquor license. Ms. Matthews stated that Mrs. Fouss is super professional, up front and her business is very clean. Ms. Matthews also stated that Mrs. Fouss is a great person and that her and her husband are awesome people who are very trustworthy.

Tommas Kutansky Friends

Dr. Kutansky has known Mrs. Fouss for roughly 2 1/2 years from when she and her husband bought their house. He is certain she will follow all the regulations and laws. Dr. Kutansky informed me that she has been running the business very well, it is well organized every "i" is dotted and every "t" is crossed. He is not aware of any reason why Mrs. Fouss should not be issued a liquor license. He stated she is very much a rule follower and we will have no problems with her.

Laura Herrera Friends

Ms. Herrera has known and been friends with Mrs. Fouss for 34 years. Ms. Herrera feels that Mrs. Fouss is very honest and a really good person. She is confident she will adhere to all the legal constraints of having a liquor license. Ms. Herrera has been in a clothing store that Mrs. Fouss operated and stated that it was ran really well. Ms. Herrera added that Mrs. Fouss has always been a rule follower and gone by the book partly due to the fact that her husband is a Navy Seal.

All the above subjects were confident that Mrs. Kathy Fouss would not have any issues if he was approved for a Liquor License in the City of Fallon.

Thank you,

A handwritten signature in blue ink, appearing to read "Melissa Fecht", with a long horizontal flourish extending to the right.

PSA Melissa Fecht, 9024

Liquor License Application Interview Supplement

APPLICANT Kathy Fouss

DATE 02/24/2020

BUSINESS NAME – Memorie Boutique, 31 S. Maine St., Fallon, NV

I (will)/will not) be the on-site supervisor.

If not, the on-site supervisor will be _____

I understand that if the on-site supervisor changes, I am responsible to notify the City Clerk's Office. Initials KF.

I acknowledge that as the license holder, I am personally responsible for what is sold at the store. Initials KF.

I further acknowledge that as the license holder, I am responsible for alcohol sales from the business and may be held personally responsible for alcohol sales that violate any law or ordinance. Initials KF.

I have received, read and understand the Liquor and Business License requirements within the Fallon Municipal Code and agree to abide by those requirements. Initials KF.

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Kathy Fouss Date 2-6-20

Name of Reference Gwynn Flores

How do you know the applicant and how long have you known him/her?

Friend Through her cousins 10-15

Do you question the applicant's reputation for honesty, trustworthiness or good character?

Absolut not

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Yes

Have you ever frequented a business owned or operated by the applicant?

No

If so, how would you describe the manner in which the business was operated?

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

No

Do you have anything you would like to add about the applicant?

Shes
awesome
total good person

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Kathy Fouss Date 2-6-20

Name of Reference Theresa Guillen

How do you know the applicant and how long have you known him/her?

~~How~~ Bought their house 2 years ago military

Do you question the applicant's reputation for honesty, trustworthiness or good character?

No she overkill on rules

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Yes

Have you ever frequented a business owned or operated by the applicant?

Yes

If so, how would you describe the manner in which the business was operated?

very clean well kept maintains

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

No

Do you have anything you would like to add about the applicant?

Great addition to downtown businesses

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Kathy Fouss Date 2-6-20

Name of Reference Katie Matthews
1/m 2/14

How do you know the applicant and how long have to known him/her?

1 year Friends Bowling night

Do you question the applicant's reputation for honesty, trustworthiness or good character?

Absolutely not

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Yes

Have you ever frequented a business owned or operated by the applicant?

Yes

If so, how would you describe the manner in which the business was operated?

Super professional
clean up front

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

No

Do you have anything you would like to add about the applicant?

No great people
awesome
trustworthy

✓

LIQUOR LICENSE - CHARACTER REFERENCE QUESTIONS

Applicant Name Kathy Fouss Date 2-6-20

Name of Reference Tommas Kutansky

L/m 2-14-20
L/m 2-19-20 @ 1300

How do you know the applicant and how long have you known him/her?

2 1/2 years almost 3
purchases home we have

Do you question the applicant's reputation for honesty, trustworthiness or good character?

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

absolutely

Have you ever frequented a business owned or operated by the applicant?

weekly

If so, how would you describe the manner in which the business was operated?

organized
Aunt I's oldest rule follower

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

None

Do you have anything you would like to add about the applicant?

None

✓

LIQUOR LICENSE – CHARACTER REFERENCE QUESTIONS

Applicant Name Kathy Fouss Date 2-6-20

Name of Reference Laura Herrera

1/m 2/20/20 @ 1015

How do you know the applicant and how long have you known him/her?

Since 34 years.
Friends

Do you question the applicant's reputation for honesty, trustworthiness or good character?

No

There are several laws, regulations and responsibilities that accompany the issuance of a liquor license. Are you confident the applicant will adhere to these legal constraints?

Diff

Have you ever frequented a business owned or operated by the applicant?

Yes

If so, how would you describe the manner in which the business was operated?

very good
clothing store

Are you aware of any issues that should preclude the applicant from being allowed to operate a business that serves alcohol?

No

Do you have anything you would like to add about the applicant?

my son husband
have to go by the book

March 2, 2020

Agenda Item 8

Presentation of the Police Department Report for
January 2020. **(For discussion only)**

Incorporated 1908

CITY OF FALLON
REQUEST FOR COUNCIL ACTION
AGENDA ITEM NO. 8

DATE SUBMITTED: 2/20/20

AGENDA DATE REQUESTED: 3/2/20

TO: Mayor and Council

FROM: Kevin Gehman, Chief of Police

SUBJECT: Fallon Police Department Monthly Report for January 2020

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 2/20/20

Reviewed By: Chief Kevin Gehman

Date 2/20/20

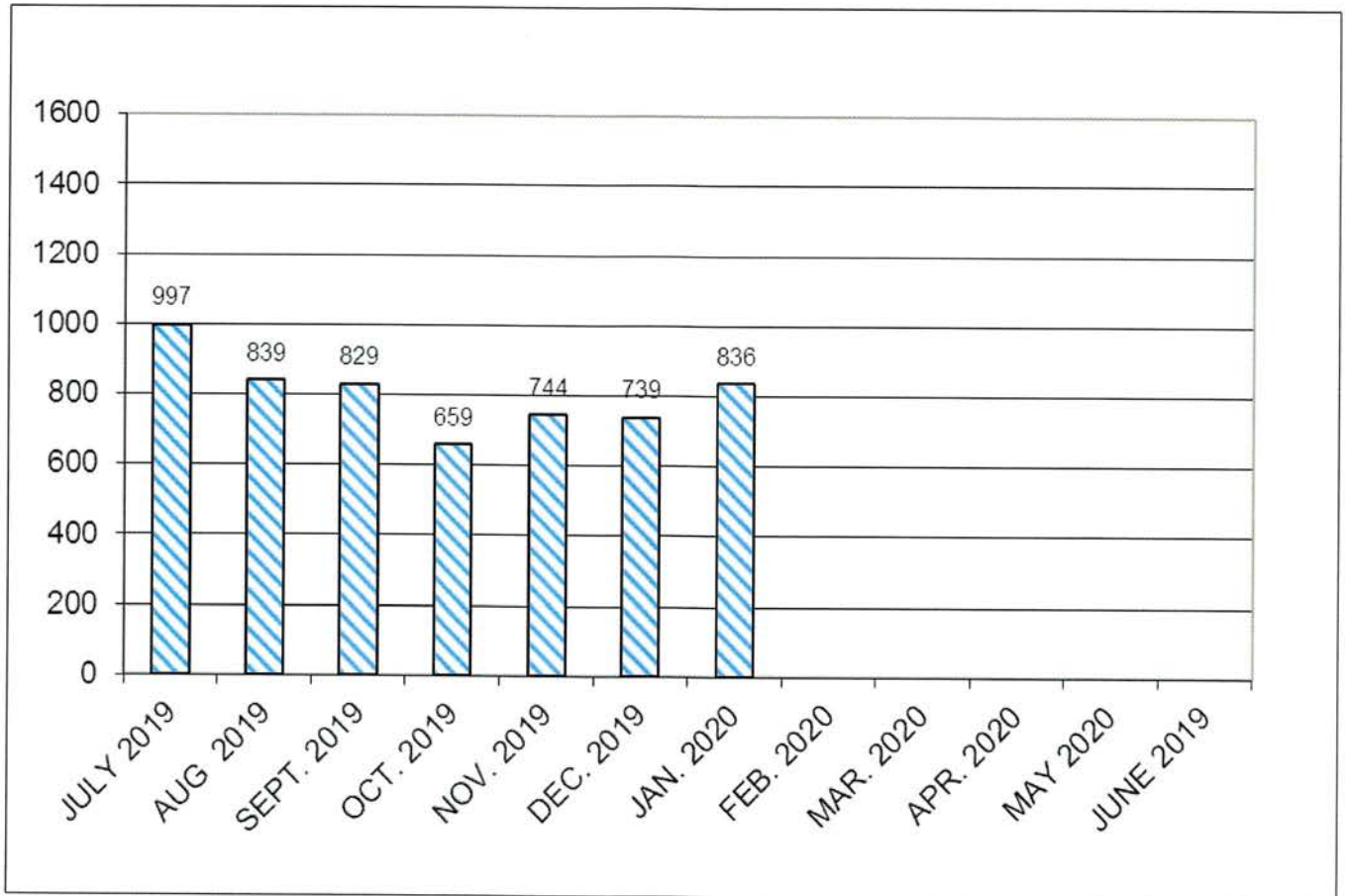
Presented by Kevin Gehman

MONTHLY ACTIVITY REPORT



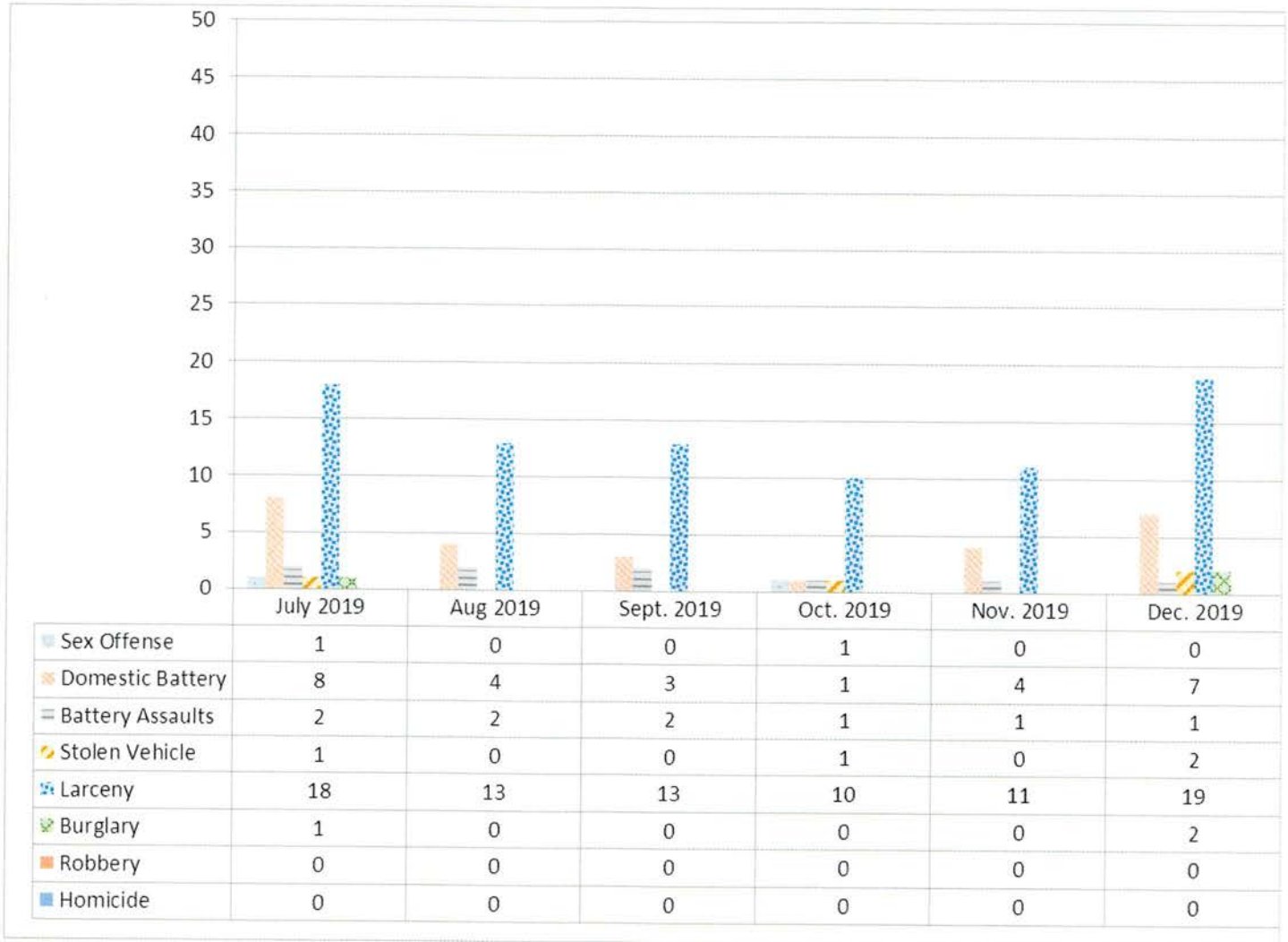
JANUARY 2020

2019/2020
Calls for Service/Total Incidents Reported



2019/2020 CRIME SUMMARY

JULY-DECEMBER 2019

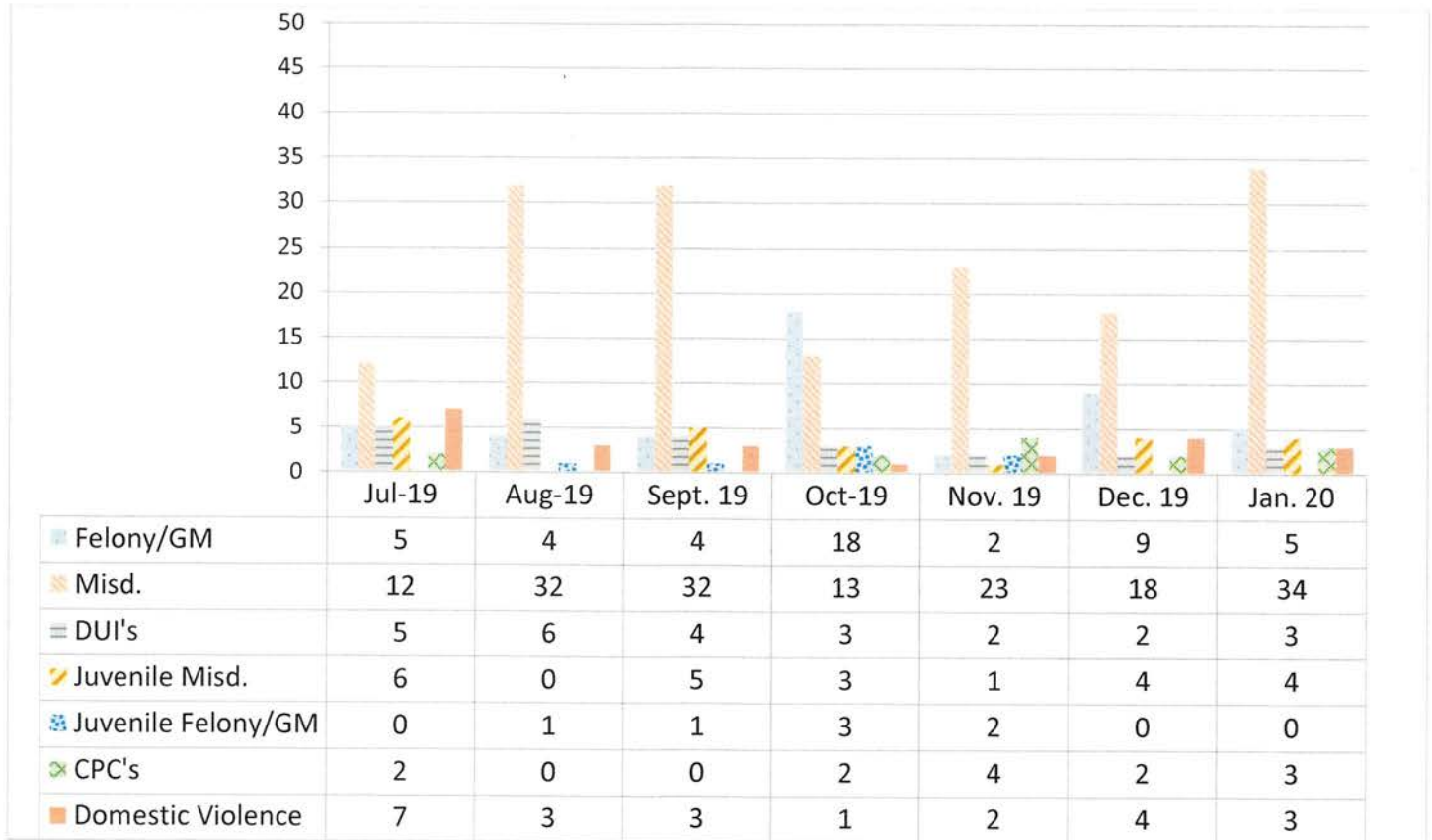


2019/2020 CRIME SUMMARY

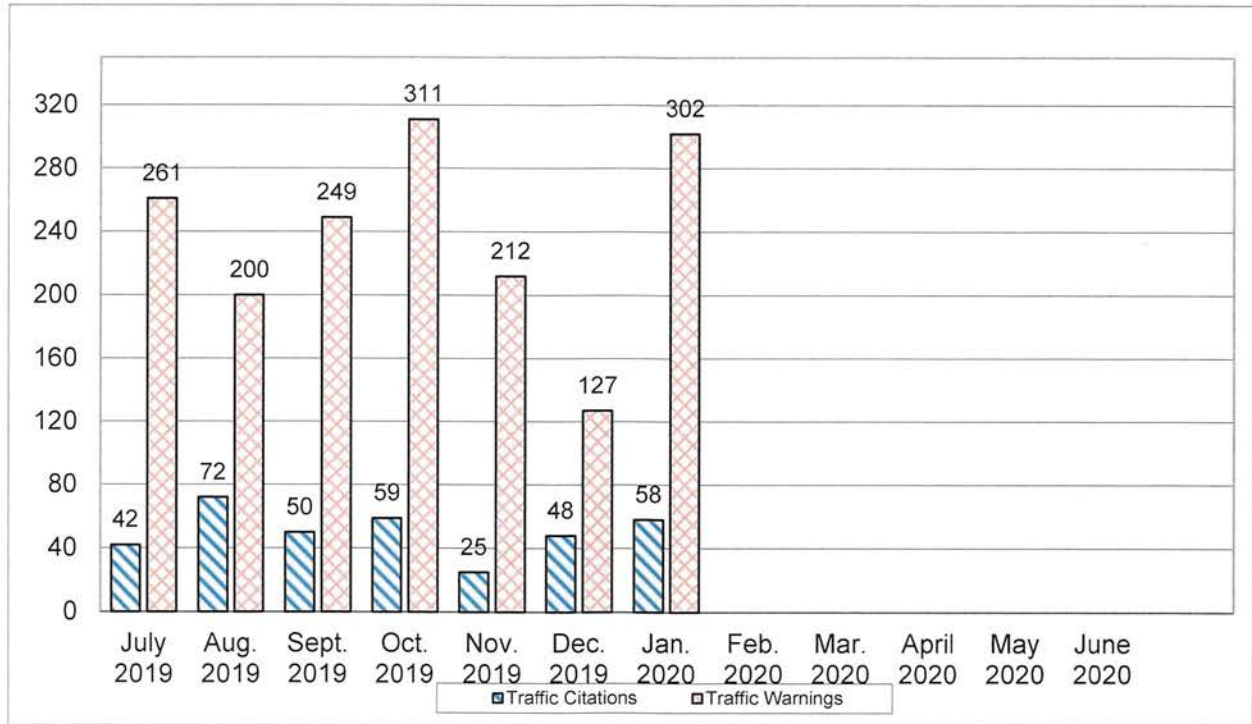
JANUARY-JUNE 2020



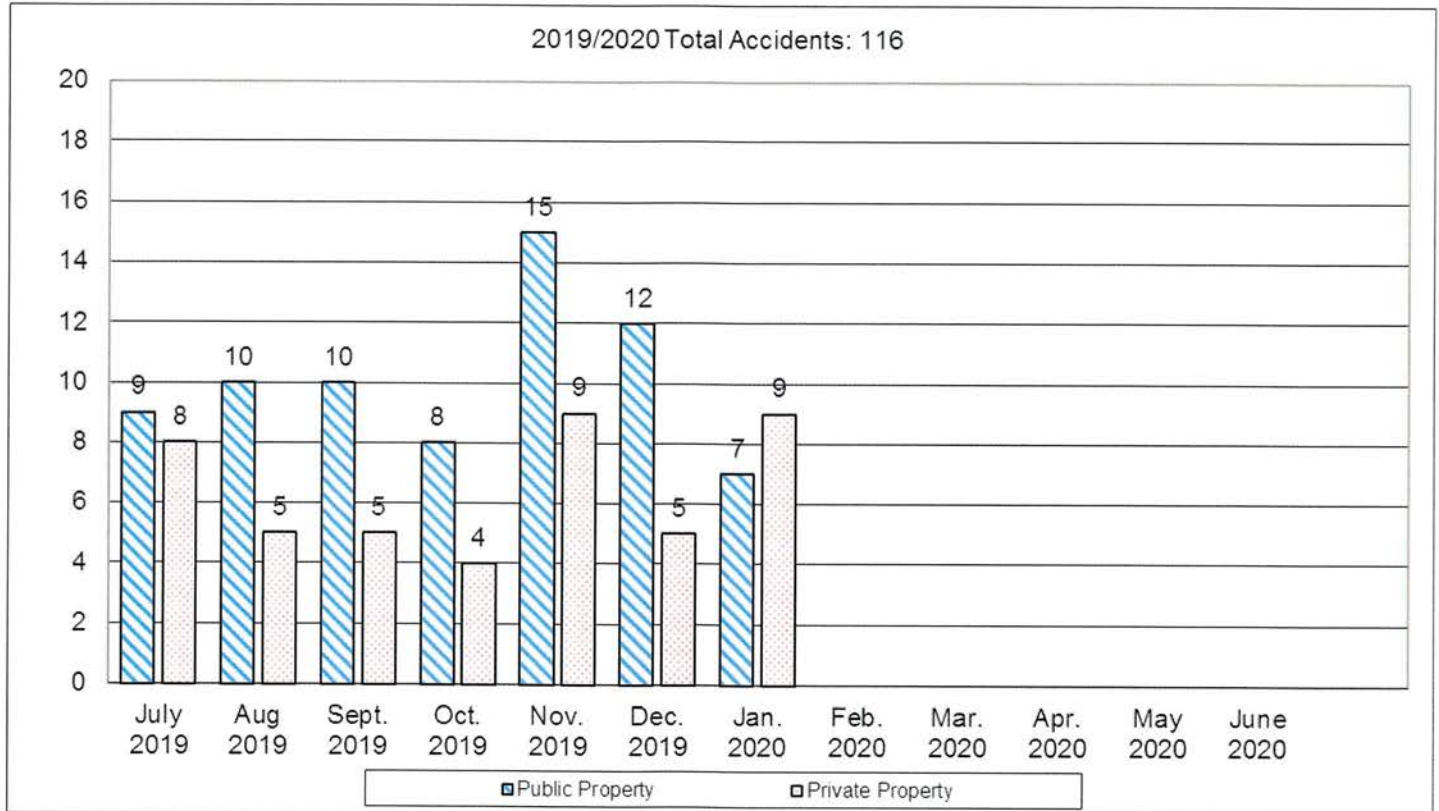
2019/2020 ARREST SUMMARY



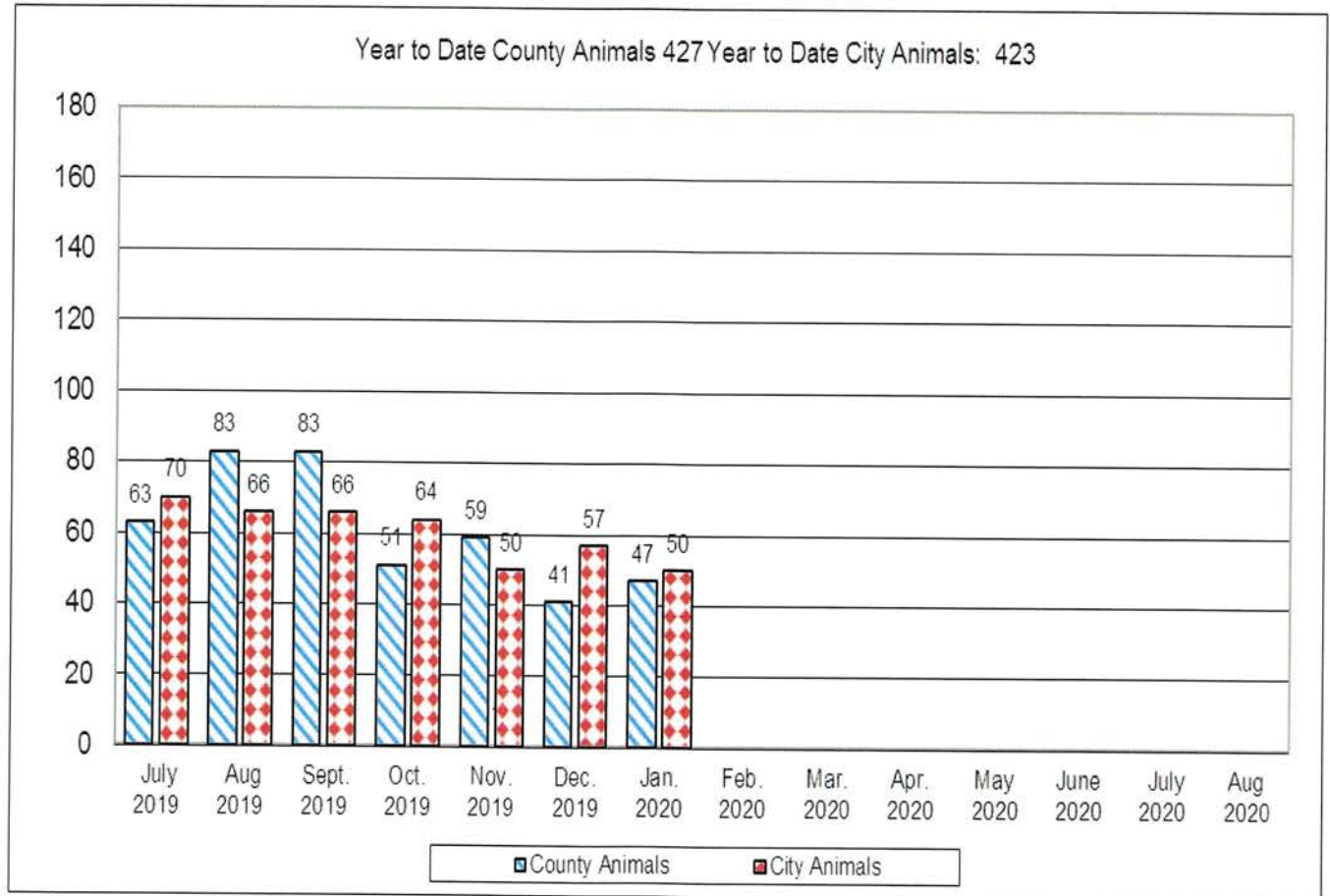
2019/2020 MOVING CITATIONS & TRAFFIC WARNINGS



2019/2020 TRAFFIC ACCIDENTS



2019/2020 ANIMAL SHELTER SERVICE



Fallon Police Department Citizen Survey Results

January 2020

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

<u>VERY SATISFIED</u>	<u>SATISFIED</u>	<u>DISSATISFIED</u>	<u>NO OPINION</u>
8	5		

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

<u>VERY SATISFIED</u>	<u>SATISFIED</u>	<u>DISSATISFIED</u>	<u>NO OPINION</u>
8	5		

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

<u>VERY SATISFIED</u>	<u>SATISFIED</u>	<u>DISSATISFIED</u>	<u>NO OPINION</u>
8	4		1

Regarding your most recent contact, please rate the Officer in the following areas:
Officer name(s) Grimes, Itskin x2, and Schumann x2

	<u>VERY SATISFIED</u>	<u>SATISFIED</u>	<u>DISSATISFIED</u>	<u>NO OPINION</u>
Concern	9	3		
Courtesy	9	3		
Knowledge	8	3		1
Problem Solving Ability	6	3		3
Professional Conduct	9	3		

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

<u>VERY SATISFIED</u>	<u>SATISFIED</u>	<u>DISSATISFIED</u>	<u>NO OPINION</u>
5	5		1

CITIZEN SURVEY COMMENTS

January 2020

Very nice and understanding.

They should hide when watching for people running stop signs or just observe in an unmarked car to see what they are doing.

I called because there has been an unmarked bike next to the fire hydrant on the corner nr of East Park and Richards. The bike is still there. I just try to inform the police of anything odd or suspicious in the neighborhood.

Fallon Police Department
Activities / Special Events
January 2020

COMMUNITY RELATIONS

Indoctrination

Monday, January 13, 2020-Detective Sergeant John Frandsen completed indoctrination training with seventeen (17) newly assigned sailors at NAS Fallon.

Explorers

Friday, January 3, 2020-Officer Bloomfield and the Explorers assisted with serving food to the citizens of the Epworth Methodist Church, located at 280 East Stillwater Avenue.

Wednesday, January 15, 2020-SRO Jacobs, Officer Bloomfield and the Explorer's assisted custodial staff with their duties at the Churchill County Middle School.

MISC.

Wednesday, January 8, 2020-The radar was set on Sherman just north of Beeghly Drive due to complaints of speeders in the area.

VOLUNTEERS IN POLICE SERVICES

During the month of January 2020, our VIPs donated sixty-eight (68) total hours to the agency. They assisted with admin, patrol, school zones, Operation Juice Box and Helping Hands Visits.

OPERATION JUICE BOX

Friday, January 17, 2020. SRO Jacobs, VIP McCusker and Officer Goodrick conducted an Operation Juice Box event at Lahontan Valley Elementary school. Approximately one hundred fifty (150) juice boxes were given to students as they were going home. The response from parents and students was highly positive.

SCHOOL RESOURCE OFFICER JACOBS HAS COMPLETED THE FOLLOWING:

Assisting Churchill County Middle School Instructor Kerri Angel with her forensic science class during their fingerprinting lesson.

District wide door checks for the second time, documenting each door which was found open, unlocked or both with a presentation of his findings to the school district administration on February 6, 2020 during the safety meeting.

Assisting Lahontan kitchen staff by handing out over three hundred thirty (330) ice creams to students at lunch.

In addition, SRO Jacobs has also created trophies for teachers who are observed going above and beyond to keep the middle school safe. The first trophy was presented on the morning of February 6, 2020. His goal is to present the trophy to the teacher in front of their students on a monthly basis

TRAINING

Jan. 21-24, 2020, Sergeant Babiarz attended Advanced EMT Certification at Truckee Meadows Community College in Reno, Nevada.

Jan. 26-31, 2020, Administrative Sergeant Riley attending Every Officer is a Leader training in Carson City, Nevada.

Jan. 28-30, 2020-Detective Sergeant Frandsen attended, CVSA Recertification Training in Sacramento.