



## AGENDA

# CITY COUNCIL SPECIAL MEETING 11/17/2023

55 West Williams Avenue Fallon, NV

November 17, 2023 at 9:00 AM

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The Honorable City Council will meet in a regularly scheduled meeting on November 17, 2023 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 of application by Pamella Yost for a change of location of a retail establishment (off-premise) and a drinking establishment (on-premise) liquor license for Cranberry Cottage to be located at 143 South Maine Street. **(For possible action)**
5. Consideration of application by Pamella Yost for a change of location of a cabaret license for Cranberry Cottage to be located at 143 South Maine Street. **(For possible action)**
6. Public Comments **(For discussion only)**
7. Council and Staff Reports **(For discussion only)**

**8. 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 November 14, 2023 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/>).

/s/ 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 775-423-5104 in advance so that arrangements may be conveniently made.



## CITY OF FALLON REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: November 13, 2023  
 AGENDA DATE: November 17, 2023  
 TO: The Honorable City Council  
 FROM: Elsie Lee, Deputy City Clerk  
 AGENDA ITEM TITLE: Consideration of application by Pamella Yost for a change of location of a retail establishment (off-premise) and a drinking establishment (on-premise) liquor license for Cranberry Cottage to be located at 143 South Maine Street.  
**(For possible action)**

TYPE OF ACTION REQUESTED:

- |  |  |
|--|--|
| <input type="checkbox"/> Resolution                      | <input type="checkbox"/> Ordinance               |
| <input checked="" type="checkbox"/> Formal Action/Motion | <input type="checkbox"/> Other – Discussion Only |

RECOMMENDED COUNCIL ACTION: Motion to approve application and to issue retail establishment (off-premise) and a drinking establishment (on-premise) liquor license to Pamella Yost for Cranberry Cottage located at 143 South Maine Street.

DISCUSSION: Pamella Yost, owner of Cranberry Cottage has made an application for a change of location of the retail establishment (off-premise) and a drinking establishment (on-premise) liquor license for Cranberry Cottage from 25 South Maine Street to 143 South Maine Street. A retail liquor license is a privileged license that allows the licensee to sell alcoholic beverages from a fixed and definite place of business for consumption off of the premises only and a drinking establishment liquor license is a privileged license that allows the licensee to sell alcoholic beverages from a fixed and definite place of business for consumption upon the premises only.

FISCAL IMPACT: Annual retail and drinking establishment liquor license fee revenue.

FUNDING SOURCE: N/A.

PREPARED 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 Name: Yost Pamella Kaye Application Date: 10/30/23  
Last First MI

Title: Owner Phone: 775-427-5079

Date of Birth: [REDACTED] Driver's License Number: \_\_\_\_\_  
State: Nevada

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

Begin/End	Physical Address	City	State	Zip
<u>1995 - Present</u>	<u>255 N. Downs Lane</u>	<u>Fallon</u>	<u>NV</u>	<u>89406</u>

Business Entity Type:  Sole Proprietor  Partnership  Limited Liability Company  DBA  
 Corporation  Association  Other: \_\_\_\_\_

Business Name: Cranberry Cottage

Business Owner(s):

Name	Address	Title
<u>Pamella Kaye Yost</u>	<u>255 N. Downs Lane Fallon, NV 89406</u>	<u>Owner</u>

Business Address: 143 S. Maine Street Fallon NV 89406  
City State Zip

Provide a brief description of the portion to be occupied by the establishment for which the license is sought:  
Retail Store and a Speak Easy drinking Lounge

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

Name of the owner of the premises: Bret O Yost and Pamella K. Yost

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



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If Yes, list the business(es) you have owned or managed.

Begin/End	Name	Address	City	State	Zip
2011-Present	Cranberry Cottage	25 S. Maine St.	Fallon	NV	89406

Have you ever been issued a business or a liquor license?  Yes  No  
 If Yes, when? \_\_\_\_\_ What Agency? City of Fallon

Have you ever had a business or liquor license revoked?  Yes  No  
 If Yes, when? \_\_\_\_\_ What Agency? \_\_\_\_\_

Have you ever been denied a business or liquor license?  Yes  No  
 If Yes, when? \_\_\_\_\_ What Agency? \_\_\_\_\_

Have you received any specialized training for serving alcoholic beverages?  Yes  No  
 If Yes, explain: \_\_\_\_\_

Have you ever been arrested?  Yes  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
Audrey Jacobson	707-803-2197	Friend
Kellie Klodman	775-690-5348	Friend
Misty Weston	775-303-4748	Friend
Marcie Moncrief	702-496-2348	Friend
Kim Beechly	775-427-0792	Friend

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

- That I have received and read a copy of Chapter 5.08 of the Fallon Municipal Code – Alcoholic Beverage Sales;
- 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
- 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.

*Pamella Kaye Yost*  
Applicant's Signature



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#### AUTHORIZATION AND RELEASE

I, Pamella Kay Post, 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.

Pamella Kay Post  
Applicant's Signature

OFFICIAL USE ONLY			
City of Fallon	Approve	Approve with Conditions	Disapprove
Chief of Police	<u>[Signature]</u>	_____	_____
Engineering/Building Department	<u>[Signature]</u>	_____	_____
Attorney's Office	<u>[Signature]</u>	_____	_____
City Clerk's Office	<u>[Signature]</u>	_____	_____
Fallon/Churchill Fire Dept	<u>[Signature]</u>	_____	_____
Conditions required for approval: _____			
_____			
_____			
Recommendation for application:	<u>Approve</u>	<u>Approve with Conditions</u>	<u>Disapprove</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

Ron Wenger  
Chief of Police

November 09, 2023

On October 30, 2023, the Fallon Police Department received an application for a change of address on a City Liquor License from Mrs. Pamela K. Yost, owner of the Cranberry Cottage, 25 South Maine Street, Fallon, NV 89406. Mrs. Yost is moving her business, Cranberry Cottage, from 25 South Maine Street to 143 South Maine Street.

This letter certifies that there have been no changes in Mrs. Yost's status, and she has passed a basic background check which consists of a local records check and reference contacts.

Sincerely,



Daniel Babiarz  
Captain – Operations Division



# CITY OF FALLON

## REQUEST FOR COUNCIL ACTION

DATE SUBMITTED: November 13, 2023  
 AGENDA DATE: November 17, 2023  
 TO: The Honorable City Council  
 FROM: Elsie Lee, Deputy City Clerk  
 AGENDA ITEM TITLE: Consideration of application by Pamella Yost for a change of location of a cabaret license for Cranberry Cottage to be located at 143 South Maine Street. **(For possible action)**

**TYPE OF ACTION REQUESTED:**

- |  |  |
|--|--|
| <input type="checkbox"/> Resolution                      | <input type="checkbox"/> Ordinance               |
| <input checked="" type="checkbox"/> Formal Action/Motion | <input type="checkbox"/> Other – Discussion Only |

**RECOMMENDED COUNCIL ACTION:** Motion to approve application and to issue a cabaret license to Pamella Yost for Cranberry Cottage to be located at 143 South Maine Street.

**DISCUSSION:** Pamella Yost, Owner of Cranberry Cottage has made application for a change of location of a cabaret license for Cranberry Cottage from 25 South Maine Street to 143 South Maine Street. A cabaret license is a privileged license that allows the licensee to provide live entertainment or dancing at the establishment.

**FISCAL IMPACT:** Annual cabaret license fee revenue.

**FUNDING SOURCE:** N/A.

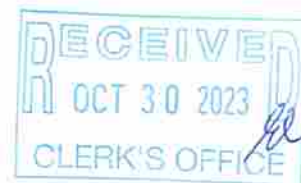
**PREPARED BY:** Elsie Lee, Deputy City Clerk





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#### CABARET LICENSE APPLICATION

Application Type:  New  Owner Change  Manager Change  Location Change

Application Duration:  Annual (Per calendar year - \$400 annual fee)  Temporary (Not to exceed 48 hours - \$200 fee)

Name: Yost Pamella Kaye Application Date: 10/30/23  
Last First MI

Title: Owner Phone: 775-427-5079

Business Entity Type:  Sole Proprietor  Partnership  Limited Liability Company  DBA  
 Corporation  Association  Other: \_\_\_\_\_

Business Name: Cranberry Cottage

Business Owner(s): Name	Title
<u>Pamella Kaye Yost</u>	<u>Owner</u>

Business Location: 143 S. Maine St. Fallon NV 89406  
City State Zip

Room Description (Attach Floorplan): Speak Easy Lounge, 2nd Story  
Balcony (Front of Building) and Deck (Back of  
Building 2nd Story)

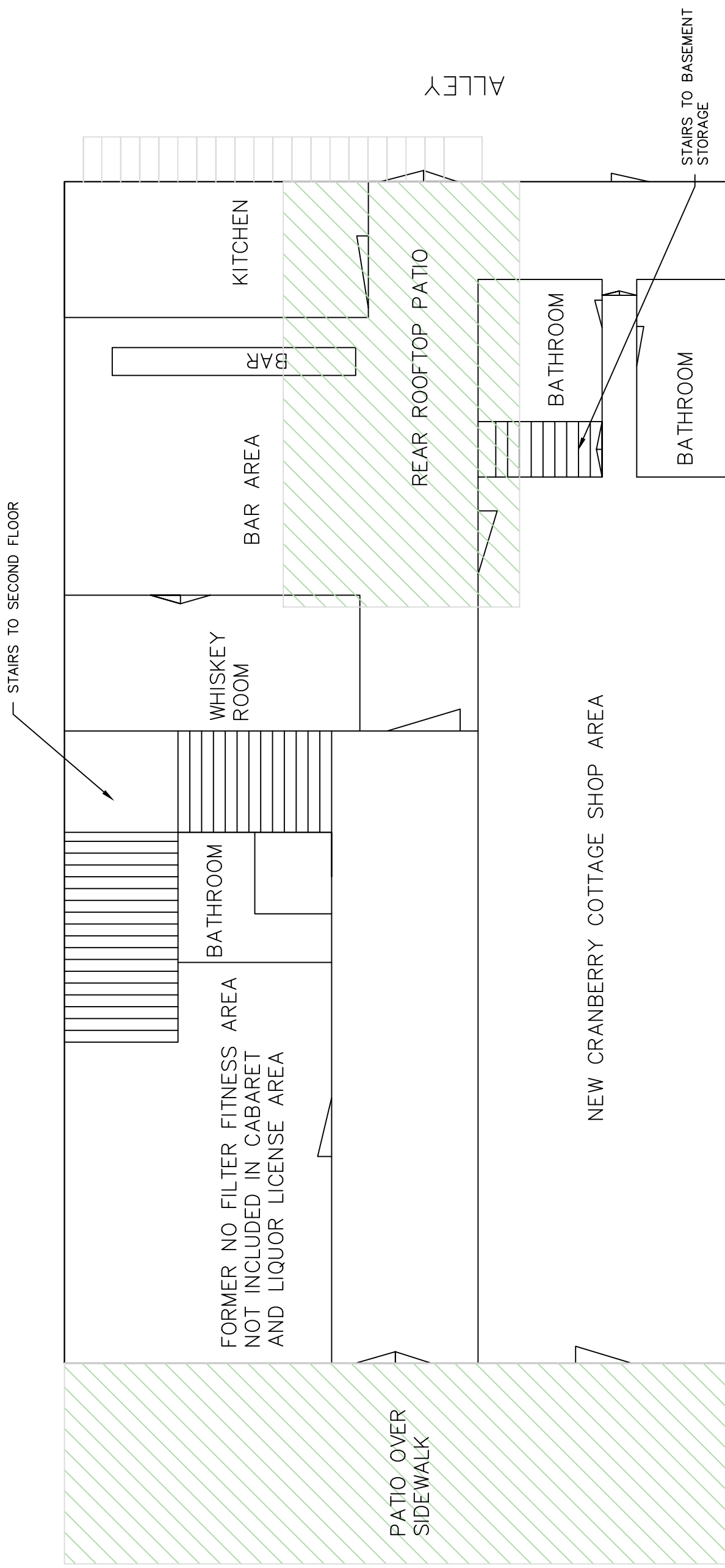
Specific description of live entertainment, attach additional pages if necessary (i.e., DJ, karaoke, live band, etc.):  
Live band, karaoke, DJ, Trivia night,  
craft classes, private parties, costume  
nights/contests/parties,

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

1. That no person not named in the application shall be directly or indirectly interested in the business to be conducted under such license;
2. That each and every person designated in this application is of legal age and a citizen or lawful resident of the United States;
3. That the general public shall have access to the premises during all hours in which business is conducted;
4. That the building specifications of said premises are attached hereto and made a part of this application.
5. That I have received and read a copy of Chapter 5.12 of the Fallon Municipal Code – Cabarets and Drinking Establishments;
6. That upon approval of a Cabaret 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
7. 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.

Pamella Kaye Yost  
Applicant

SOUTH MAINE STREET



UPSTAIRS PATIO AREAS

- CRANBERRY COTTAGE  
 143 SOUTH MAINE STREET  
 CABARET AND LIQUOR LICENSE  
 APPLICATION  
 PER FIRE MARSHAL OCCUPANCY:
- SHOP AREA - 25
  - BAR AREA - 113
  - FRONT UPSTAIRS PATIO - 40
  - REAR UPSTAIRS PATIO - 40
- TOTAL - 218  
 BUILDING TOTAL - 247  
 BUILDING 9,120 SF





# CITY OF FALLON CLERK'S OFFICE

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## Privilege License Supplemental Approval Form

Application Date: 10/30/2023

Applicant: Pam Yost

Business: Cranberry Cottage

License Type: Cabaret

Application Type:  New  Owner Change  Name Change  Manager Change  Location Change

OFFICIAL USE ONLY			
City of Fallon	Approve	Approve with Conditions	Disapprove
Chief of Police	<u>[Signature]</u>	_____	_____
Engineering/Building Department	<u>[Signature]</u>	_____	_____
Attorney's Office	<u>[Signature]</u>	_____	_____
City Clerk's Office	<u>[Signature]</u>	_____	_____
Fallon/Churchill Fire Dept	<u>[Signature]</u>	_____	_____
Conditions required for approval: _____			
_____			
Committee recommendation for application:	<u>Approved</u>	<u>Approved with Conditions</u>	<u>Disapproved</u>

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