

Yerington City Council Meeting
April 12, 2021 at 10:00am – City Hall

The regular meeting of the Yerington City Council was held in the Council Chambers with social distancing guidelines in place with the following present:

Mayor John J. Garry
Council Members Jerry Bryant, Selena Catalano, Terceira Schunke and Shane Martin
City Manager Robert Switzer
City Attorney Chuck Zumpft
Public Works Director Jay Flakus
Chief of Police Darren Wagner
City Clerk Sheema D. Shaw
Grants Administrator Angela Moore

Absent: None

Guests: Mr. David Ray, Mr. Steve Rye with the Lyon County District Attorney's Office, Ms. Jenna Dykes, Mrs. Amy Miller with Northern Nevada Development Authority (NNDA), and Ms. Shayla Holmes.

The meeting was called to order and roll call was reported by Mayor Garry. The Pledge of Allegiance was led by Mr. Steven Rye.

Public Participation

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

Agenda Approval

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

Minutes

Mayor Garry stated the minutes of March 22, 2021 regular meeting would be approved as presented unless there are any objections or corrections. No corrections were made and the minutes of March 22, 2021 were approved as presented.

Approve Proclamation Recognizing April 2021 as Child Abuse and Neglect Prevention Month in the City of Yerington.

Mr. Steven Rye presented Ms. Shayla Holmes with Lyon County Human Services. Ms. Holmes presented a PowerPoint presentation to City Council on Child Abuse and Neglect Prevention Month.

Ms. Holmes stated Lyon County Human Services offered programs for the community which includes:

1. Differential Response
2. Family Support Program
3. Nevada Home Visiting
4. Cribs for Kids
5. Car Seat Installation and Education
6. Women, Infants, and Children (WIC)
7. Parenting Classes
8. Opioid Education and Naloxone Distribution
9. Lyon County CASA, Inc.

Division of Child and Family Services (DCFS) is an agency that conducts activities within rural counties in preventing, investigating, and treating child abuse and neglect. Last year, there was a total of one hundred and thirty-six investigative reports, with twenty-two of those within Yerington. Lyon County CASA, Inc. served eighty-seven abused and neglected children in 2020 who were removed from their homes in Lyon County.

Mr. Steve Rye stated the District Attorney's Office works with Lyon County Sheriff's Office and other law enforcement agencies to successfully prosecute child abuse and neglect, child sexual abuse, child exploitation cases, and to protect children from these offenders. Mr. Rye stated the District Attorney's Office opened sixteen new child abuse cases in 2020.

Councilwoman Catalano made a motion to approve the Proclamation recognizing April 2021 as Child Abuse and Neglect Prevention Month for the City of Yerington, seconded by Councilwoman Schunke. Mayor Garry asked for comments, no comments were made at this time and the motion carried unanimously.

Approve a Request from Lyon County School District for the City of Yerington to Pay Half the Cost from Western Title for any Recording Fees, and any Other Unforeseen Fees Associates with Any Necessary Record of Survey, Boundary Line Agreements and Associated Conveyances and other Documents Needed to Establish Title for Booth Parr Field for a Total Estimated Cost of \$5,000.00.

City Manager Switzer stated the Lyon County School District asked if the City could help with the costs of the property transfer for the Booth Parr Field. The property lines and parcel need to be professional surveyed. The City gave the Lyon County School District the property and told the school they would need to come up with the funds. A request was received from the school district to share the costs fifty-fifty. City Manager Switzer received an email from the school stating they want to put everything on hold. The school district is having a change in leadership and would like to reconsider accepting the Booth Parr Field. City Manager Switzer stated no action needs to be taken currently and presented a Memorandum of Understanding (MOU), which is a governmental form between governments.

Mayor Garry stated the parcel of land has value and the City already gifted the property to the school. Mayor Garry stated he is open to further discussion, but the City has been supplying the water for the field. Councilman Bryant stated the City is paying for the water, but who is paying for the power? Public Works Director Flakus stated the City has been paying for everything. Two and a half acres of grass to water and maintain and it is possible the school is realizing how much maintenance is necessary.

Councilman Bryant stated the City has been more than generous by providing water and electrical. The City should consider applying a rental fee to use the City's facility for the future. City Manager Switzer stated activities pay for themselves, but adding a rental fee plus power would be a step in the right direction. Mayor Garry stated all costs should be outlined and should not cost the City anything.

Councilwoman Catalano requested for the motion to be tabled, Councilwoman Schunke agrees. City Manager Switzer stated a status quo and the agenda item was tabled.

Discussion and Approval of the Tentative Budget for Fiscal Year Ending June 30, 2022.

City Manager Switzer stated the tentative budget needs to be submitted to the State of Nevada by April 15th with final action on April 26th.

Page one is the tentative budget message with a General Fund tax rate of 0.44 until legislation passes for an increase. An increase of \$126,406.75 with a total amount of \$44,428,594.00 due to the Nevada Copper Mine and bringing processing online. An increase of \$188,793.00 from the current fiscal year with a total amount of \$501,372.00. The City was hit with COVID and proposed a lower budget with a five to six percent decrease in revenue, which also reduced the expenditures.

Consolidated tax revenue is a tax payment the City receives each month for cigarette and liquor tax in the amount of \$539,667.00, which is an increase of \$29,475.00 over this fiscal year. The ending fund balance for the General Fund is in the amount of \$1,380,965.00. The Financial Statement (FS-10) or balance sheet has reflected a positive ending fund balance.

The American Rescue Act was passed last month and the City should receive around \$1,450,000.00 before the end of this fiscal year. The City is waiting for funds to be deposited and how the funds can be used. A Strategic Workshop was held on March 8th. The City should keep public safety as a high priority. The American Rescue Act will also help the City purchase capital asset purchases and add to the public safety department. The City budgeted \$500,000.00 towards parks, but City Council could direct the money to go elsewhere or to use the funds for grants.

The Enterprise Fund is the water and sewer funds and this fund will be impacted going into the next fiscal year. The City needs to start making payments on the loan for the projects in the amount of around \$2,000,000.00 a year. Interim financing has about

\$24,000,000.00 in reserves and City Manager Switzer requested to move most of the funds to the LGIP funds. Transferring over the \$24,000,000.00 will gain interests and go right back to the City.

The Special Revenue Fund for grants is shown on page two. The Federal Aviation Administration (FAA) providing funds for the Master Plan shows expenditures in the amount of \$180,000.00 out of the \$300,000.00 grant. The City budgeted about \$120,000.00 remaining for expenditures.

Fixed Asset Acquisition Fund shows total revenues and costs in the amount of \$12,500,000.00 for each fund for next year. Expenditures include a Public Works truck, parks, a loader, and to upgrade a hangar owned by the City at the Airport.

Page three and four provides a summary of taxation for the tentative budget, which is a summary of the City's activities with revenues and expenditures.

Page five is a statistic page showing a population rise. The Nevada State Demographic stated the population will rise from 3,162 up to 3,488 people for the next fiscal year. The total exceeded value rose from seventy-nine million to eighty-one million and by the next fiscal year with a jump of one hundred and twenty-nine million.

Page six provides totals that the City will receive with property tax in the amount of \$511,188.00 and tax abatement in the amount of \$9,816.00.

Page seven is a summary of the City's General Fund with beginning fund balances and revenues. The tax rate is in the amount of \$501,372.00 with a total amount of \$5,818,663.00. Page eight is a summary of the expenditures.

Page nine is a summary of the Enterprise Funds for water and sewer. The net income for water is in the amount of \$21,505.00 with sewer in the amount of \$373,506.00. The net income should be zero or above for unforeseen problems that may arise.

Page ten is the anticipated revenue for the General Fund and includes the Airport, streets, City Hall, Mayor and City Council, and building and planning. Ad valorem or property tax is in the amount of \$501,372.00. Permits, licenses, and motor vehicle taxes is in the amount of \$66,510.00. Consolidated tax revenue is in the amount of \$539,667.00. The total revenue is estimated at \$2,749,649.00 with other local government shares and RTC commission funds from Lyon County in the amount of \$1,130,000.00. The City is budgeting about \$500,000.00 for the Water and Sewer Project to include paving two-blocks on Mountain View Street. Some blocks will need an open trench, but the contractor will only pave where the trenching goes, instead of full pave work. Page eleven is a summary of page ten. Page twelve is Mayor and City Council detailing management and City Hall with expenditures in the amount of \$245,722.00.

Councilwoman Catalano stated on page ten shows police and the Night in the Country, what is the reasoning? City Manager Switzer stated the amount goes from

\$23,000.00 up to \$29,000.00, which is under budget in revenues and over budget in expenditures. The Boys and Girls Club is trying to figure out their options in regards to the new location of the Night in the Country. Councilwoman Catalano suggested a good location would be by the cemetery. City Manager Switzer stated the City owns nine hundred plus acres for events.

Page thirteen is the Muni Court and the expenditures will be changing because the City is losing the current public defender. The public defender process needs to be updated and requires a contract, which will be brought to City Council and a suggestion for the best proposal to be added to the expenditures on page thirteen. City Manager Switzer is estimating an expense of around \$25,000.00.

Page fourteen is Public Safety and the Mason Valley Fire Protection District, which is a percentage of the City's property tax evaluation. City Manager Switzer stated the amount might change and the American Rescue Act grant funds will give direction to the Public Safety Department.

Public Works is shown on page fifteen with \$500,000.00 to be received from Lyon County upon request and added to the street department. The amount of inflated by \$765,075.00 because of the \$500,000.00 expenditure amount.

Page sixteen shows Animal Control and the difference shows about \$4,000.00 more in expenditures.

Page seventeen is Parks and Recreation, which will be affected by the American Rescue Act.

Page eighteen is a summary of expenditures in the General Fund with an estimated amount of \$2,694,164.00. The ending fund balance is in the amount of \$1,380,965.00 with cash not dedicated to any activity at the moment and for day to day operations.

Page nineteen is the Fixed Asset Acquisition Fund showing no revenues and the City will follow suit with Lyon County by keeping the blanks blank.

Page twenty is the expenditures for Capital Asset projects. City Council will have the discretion to decide, subject to the Department of Treasury guidelines.

Page twenty-one is the Muni Court assessment and facility fees or what the court receives for fines. The trend shows about \$2,000.00 and will increase to \$2,200.00 a year.

Page twenty-three is used to pay employees who leave the City and has a servance package which is paid to the individual also known as compensated absences in the amount of \$23,306.00.

Page twenty-six is the expenditures for room tax and the remittance to the State and the county. The fund also shows expenditures for Public Works and the Animal Shelter.

Page twenty-seven is the Water Fund Proprietary Funds or Enterprise Funds, which are water user fees and sewer user fees. The Rate Study will be completed soon and City Council will not need to raise rates for water fees at this time. This fiscal year will propose to raise rates based on the Consumer Price Index (CPI) for the previous year. The net income for the Water Fund is in the amount of \$21,505.00. Councilman Bryant asked if Farr West Engineering will provide a larger presentation for the water and sewer rate survey? City Manager Switzer stated yes by the May 24th City Council meeting. The City cannot initiate a rate increase until a business survey is sent out and received back. A public hearing and a public notice need to be held. The public notice gives people enough time to complete the business survey.

Page twenty-eight is the cash flow statement for the Water Fund for the next fiscal, which is a healthy balance and the City can pay our bills.

Page twenty-nine is the Sewer Fund. City Council will receive the Rate Study in advance to ensure time is given for questions. The expenditures increased for salaries and a net income is in the amount of \$373,506.00. Page thirty is the cash flow statement for the Sewer Fund. Page thirty-four lists the City's current contracts.

Salaries and wages for the City will increase by 2.5% for non-police officers and the PERS increase. Nevada Revised Statutes (NRS) states that the City has to pay half the increase and half the PERS. The Police Department's increase is a 2.75% total increase with 0.75% going to PERS. CPI is close with 2 to 2.5% per year for salary increases. City Manager Switzer stated on the salary front, a Deputy Clerk left for other employment and the City will not replace the position. An amount of increase will be provided for developer activity and an alternative will be presented to City Council.

City Manager Switzer stated three different funds will change within the tentative budget and the Muni Court will change based on an approved contract at the next meeting.

Councilman Bryant made a motion to approve the Tentative Budget for fiscal year ending June 30, 2022, seconded by Councilwoman Catalano. Mayor Garry asked for comments, no comments were made and the motion carried unanimously.

Review Bills Previously Submitted for Payment

Bills, Salaries and Vouchers:

Accounts Payable Checks	03/16/2021	33493 through 33518
	03/23/2021	33523 through 33543

	03/30/2021	33544 through 33562
Payroll Checks	03/22/2021	33519 through 33520
	04/05/2021	33563
Payroll Vouchers	03/22/2021	3252101 through 3252125
	04/05/2021	4082101 through 4082121
Transmittal Checks	03/22/2021	33521 through 33522
	04/05/2021	33564
Transmittal Vouchers	03/22/2021	3222101
	04/05/2021	4052101

Mayor Garry stated the bills previously submitted for payment would be approved unless there are any objections or corrections. No comments were made at this time and the bills previously submitted for payment were approved unanimously.

Department Reports

City Attorney Zumpft stated the Franchise Agreement with D & S Waste has been revised. Regarding the Muni Court matter, the Nevada Supreme Court has defense obligations and created guidelines and regulations for defense councils, with an increase to the cost for those services. The Booth Parr Field issue was in an agreement a few years ago with more than just the transfer.

Chief Wagner stated the Yerington Police Department has been busy. Insurance and the body shop are not on the same page about the vehicle from the Police Department. The vehicle is still in the body shop.

Public Works Director Flakus stated the signage for the parks have arrived and a location is being determined. Grants Administrator Moor is working on the Cross Connection Control Program, which is a federal requirement and packets have been sent out. New meter installations will be reviewed and will serve letter requests will be sent out. The City is looking for seasonal workers this summer paying \$13.00 an hour. If the applicant is between sixteen and eighteen years old, the employee would need to be driven or go on foot because a license is required to drive a City vehicle. At Veteran's Park, the water is on but the restrooms are not open. Concrete needs to be poured then it will be open. City Manager Switzer and Public Works Director Flakus are working on the culvert leak, a plan is in place and the City will find a resolution for the residents. Walker River Irrigation District fixed the culvert break on Cremetti Lane. For the drought situation, Public Works will be monitoring the position over the summer and water

restrictions could be in the future. The crosswalks were repainted by Public Works employee, Monte. The new Mountain View Street is nice and worth about \$125,000.00 of pavement. Full repavement of streets will not be provided for the whole City.

Mayor Garry asked about the concrete area that was ripped out in front of China Chef. Public Works Director Flakus stated the City is going to have the contractor pouring the concrete at the Veteran's Park restroom do the work at China Chef also.

City Manager Switzer stated the Cross Connection Control Program will bring a lot of questions. The dentist asked how much the program will cost. Public Works Director Flakus stated the program has been a requirement since 1998. Public Works Director Flakus and Grants Administrator Moore have worked very hard on the program, which is a federal and state law requirement. By the next meeting or the first meeting in May, a Cross Connection Ordinance will be presented. The ordinance could make the requirement a penalty if owners do not comply. The penalty would be to turn the owner's water off. To help mitigate the program, a discussion will be brought to City Council.

City Clerk Shaw stated a small committee is needed for scholarships for the school and will be funded by the City. Last year, Councilwoman Catalano and Councilman Bryant were members of the committee and applications will be coming in shortly. A two-person committee is needed to help accept the applications for scholarships. Councilwoman Schunke and Councilman Martin offered to be a part of the committee.

Councilman Bryant stated a Public Safety Committee meeting needs to take place sooner than later. Chief Wagner stated the legislative might show up this week or next and require a two-year minimum requirement for officers and he is busy with that. Councilman Bryant asked about the school zone for the Water and Sewer Project. Public Works Director Flakus stated that item is a weekly topic at the project meeting and the contractor does not have an answer at this time as to when the construction will take place at the school. The City is engaging Q & D Construction with curb and gutter work on the far west side of California Street. Additional stop signs need to be added, which are cheap but legally need to change the traffic flow. Councilman Bryant stated he received compliments from the public about the work being quickly attentive to the needs of the community.

Councilwoman Catalano showed thanks towards the Grand Opening and it was very nice. City Manager Switzer stated the City was in the newspaper for the event.

Mayor Garry stated the Grand Opening was a beautiful dedication ceremony and the event was great to honor Major General Robert T. Herbert. Mayor Garry is hoping the mask requirement will be disappearing soon and wished he could welcome all participants.

Public Participation

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

There being no further business the meeting was adjourned.

Mayor of the City of Yerington

ATTEST:

City Clerk of the City of Yerington