

**MINUTES OF THE
FERNLEY CITY COUNCIL MEETING
APRIL 16, 2025**

Mayor Neal E. McIntyre called the meeting to order at 5:00 pm.

1. INTRODUCTORY ITEMS

1.1. Pledge of Allegiance

1.2. Roll Call

Present: Mayor Neal E. McIntyre, Councilman Ryan Hanan, Councilwoman Felicity Zoberski, Councilman Stan Lau, Councilman Albert Torres, Councilman Joe Mendoza, City Manager Benjamin Marchant, Deputy City Manager Lydia Altick, Management Analyst Casey Kasten, City Attorney Aaron Mouritsen, City Clerk Kim Swanson, Administrative Specialist I Sandy Harris, City Treasurer Robert Carson, Planning Director Michele Rambo, Public Works Director Barry Williams, City Engineer Maria Paz Fernandez.

1.3. Public Forum

Cody Wagner, Chair of The Fernley Community Foundation, expressed concern about the future of the CRRC. He stated most of the city leadership and council agree with the vision discussed over the years. He asked the City Council to consider an innovative approach that utilizes TLT funding to create an operations plan for the building that combines the Boys and Girls Club with building usages that have the potential to positively impact residents in Fernley.

Michelle Trousdale expressed concern over the community center and that negotiations for a lease have apparently broken down, and that the city is considering other uses for the building, effectively shutting out the very organization this building was intended to support. The building now standing was created with the intention of becoming a hub for community life and specifically a home for the Boys and Girls Club. She added any attempt to turn it into a revenue stream at the expense of youth services was a betrayal of public trust.

Rob Jacobson, Lyon County Commissioner and Fernley Boys and Girls Club Chairman, stated that he is an advocate for the Fernley Boys and Girls Club. He expressed concern over the future home of the Fernley Boys and Girls Club. He encouraged the city to sit down with the Council, the Mayor, and Truckee Meadows Boys and Girls Club and work this out in an open forum, where you can hear from the community as well.

Jamie and Roman Sisneros, representing Fernley Youth Football League, stated they were here to talk about parks. They express concern over the lack of parks in our city.

John Reichlein, Fernley resident, congratulated Jackson Hohnholz, he was the first student in Lyon County School District to be named a Distinguished Student. He also stated considering the present abrupt disruption of food deliveries to the schools, food pantries, and senior centers of Nevada and our country, he requested that letters of concern are written to representatives.

Councilman Torres stated that he spoke with our representatives and brought up the funding and what it's going to look like, for our nonprofits, our school foods, and our food banks. We are making a very concerted effort to make sure they know how we stand as a community about those items.

Bill Willsie, Fernley resident, asked about the community center that had a fire and has not been completely repaired.

Ben Marchant, City Manager, stated that this is privately owned by Fernley ACES. They are going through a process of rebuilding.

1.4. (For Possible Action) Approval of Agenda

Motion: I MOVE TO APPROVE THE AGENDA AS PRESENTED. **Action:** Approved. **Moved by:** Councilman Ryan Hanan, **Seconded by:** Councilman Stan Lau. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

2. CONSENT AGENDA

2.1(Possible Action) Approval of Voucher Report

2.2. (Possible Action) Approval of Minutes

2.3. (Possible Approval) Approval of Business Licenses

Kim Swanson, City Clerk, read the new business licenses.

2.4. Discussion and possible action to approve a change order with Stantec to expand the design for Highway 50 Water Main Loop to Wedge Lane. The change order is not to exceed the amount of \$58,365.00.

2.5. Discussion and Possible action to approve a contract with JUB Engineering at the Water Treatment Plant to determine the source and mitigation of the water hammer in the amount of \$43,387.00

2.6. (Possible Action) to approve the liquor license for All Points Grill.

Motion: I MOVE TO APPROVE THE CONSENT AGENDA. **Action:** Approved. **Moved by:** Councilman Stan Lau, **Seconded by:** Councilman Ryan Hanan. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

3. REPORTS - this item is for various public entity representatives to provide general information to the Council and public. No action will be taken.

Jeffrey Miller, Central Area Commander, Lyon County Sheriff's Office, spoke of the Sex Offender Task Force consists of 4 deputies, one in each of the operational patrol areas. The mission of the task force is to ensure 100% compliance among each of the 251 registered sexual offenders in Lyon County.

3.1. Reports by City Staff, City Council, and the Mayor, including but not limited to monthly statistical reports by city departments.

Councilman Mendoza reported that he met with the Senior Advisor Committee and was able to learn a little bit about them while giving a presentation. He invited them to do a ride-along with the fire department.

Councilwoman Zoberski commented that she was able to sit in on the Senior Advisory Committee meeting on April 11th. She explained the Senior Fan drive they are doing. She really liked Councilman Mendoza's presentation regarding the information the fire department gave out in a "Vile of Life".

Councilman Hanan announced that Microsoft has purchased 300 acres in the Victory Logistics District.

Councilman Lau reported that the Sports Committee is starting to move along with getting our adult and youth sports organized. The next meeting is May 20th at 6:00 pm at City Hall and everybody that are involved with sports is invited.

Mayor Neal E. McIntyre commented that Councilman Mendoza asked him to do a ride-along, and he's going to do so when he gets back from vacation next week. He also gave a shout-out and thanked the sponsors for the Mayor's Clean Sweep adding there were quite a few. He stated it is important to acknowledge the invaluable contributions that our residents and our sponsors make in making an impact on our community and trying to beautify the city.

3.2. State of Nevada Legislative update

Mindy Elliott gave an update. There are 86 bills that she is still tracking. 37 died last Friday. AB540 is the Governor's Housing Bill, which is ruled exempt, and SB457, which is public safety. AB540, has had a hearing and Senate Bill 457 has not. There are three more bills that we are waiting for the Governor to introduce. One is economic development. The second one is education, and the third one is health and human services. The bills of importance specifically for Fernley are AB462, The Inland Port Bill, which is Go-Ed's bill, is moving right along. The Rail Bill, which is SB364, has been amended and has been moved out of the committee. Senate Bill 69, which is the Storey County's Economic Development Bill. They are still working through some amendments. There still is not a compromise that has been reached. Two rental assistance bills, AB475 and SB285, basically mirror each other. One of them will certainly get out, which will help Fernley citizens. The next date that's important is April 22nd. That is the date that bills need to be out of the House of origin, unless they are exempt. Fernley's bill is exempt, and we are expecting that bill to probably have a hearing after May 1st. May 1st is the next important date. That is the Economic Forum. We are seeing requests for funding being zeroed out in committees. The Knowledge Fund, which is a Go-Ed project, was requesting \$27 million and they received zero. The Lieutenant Governor's office of Small Business Advocacy is basically going to be closed. She thanked the Mayor, City Manager Marchant, and Councilman Torres and his capacity as the Nevada League of Cities representative. They have all been very responsive when she has called and asked as amendments are dropped and the impact on the city.

Mayor Neal E. McIntyre stated that in our Bill SB70 we are asking for \$15 million dollars. That \$15 million is to finish Phases 2 and 3 of the CRRC project. We're hoping that they come through

with some funding to where we can at least get the Early Learning Center built, and that will help supplement the Boys and Girls Club in Phase 1 of the project.

4. PROCLAMATIONS BY THE MAYOR

Mayor Neal E. McIntyre presented two proclamations. National Law Day 2025 and Awareness Month.

5. PRESENTATIONS

5.1. Presentation by the Fernley City Attorney regarding Public Records and Personnel Records

Aaron Mouritsen, City Attorney, stated Councilman Mendoza requested this agenda item regarding public records requirements of the Nevada law as well as personnel files.

Councilman Joe Mendoza thanked Mr. Mouritsen and asked why only three of them are responsible to the Council and not the City Manager.

Aaron Mouritsen, City Attorney, explained the two forms of government in the State of Nevada.

Mayor Neal E. McIntyre suggested bringing back a presentation on the different branches of government and how they operate.

Mayor McIntyre called for a break 6:08 pm - 6:18 pm.

6. STAFF REPORTS

6.1. (For Possible Action) Consideration and possible action on an Appeal (APP25001), submitted by Jim Cutler on behalf of King Construction, appealing the Planning Commission's approval of Tentative Parcel Map (TPM24002), the division of one existing ± 5-acre parcel into two (2) smaller parcels located at 2040 Farm District Road (APN 021-331-05) within an SF20 (Single-Family: 20,000 square feet lot minimum) zoning district. The appeal request is to remove Conditions of Approval 8 through 11 dealing with street improvements.

Lisa Warner, Assistant Planner, reviewed the history of the parcel. On February 12, 2025, the Planning Commission approved TPM 24002, subject to conditions 1 through 14 and based on finding TPM1 through TPM6 based on the property remaining SF20. Additionally, removing findings or conditions 8 through 11 based on the property being rezoned from SF20 to RR1/2. The applicant chose to move forward with the existing zoning of SF20 which requires the street improvements outlined in the conditions of approval. The subdivision of the parcel is for estate planning purposes only and there is no development planned at this time.

Jim Cutler, representing the King Family Trust, stated if it were changed to RR1/2, it would cost an extra \$4,000 to go through the process but in addition to that, the requirements are pavement and underground utilities. In addition to the \$4,000, to pay the surveyor it would come up to about \$175,000, just for one half of the road. That's why we rejected the zoning change. There is no additional development, there is no additional traffic, there is no additional services being required from the city. This is a trust planning opportunity for the family to have one parcel for their one daughter and the rest of it remains in the Family Trust.

Michele Rambo, Planning Director, stated that according to our code, development is defined as construction or division of land. So, the division of a parcel is considered development of that parcel.

Motion: I MOVE TO APPROVE THE APPEAL APP25001 AND UPHOLD THE PLANNING COMMISSION'S APPROVAL OF TPM 24002 SUBJECT TO CONDITIONS OF APPROVAL 1 THROUGH 14. **Action:** Approved. **Moved by:** Councilman Albert Torres, **Seconded by:** Councilman Stan Lau. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

6.2. Discussion and possible action to approve a Memorandum of Understanding (MOU) between the Bureau of Land Management (BLM) Sierra Front Field Office and the City of Fernley for the purposes of land conveyance for Fernley Land Conveyance Phase 2 under the National Defense Authorization Act.

Lydia Altick, Deputy City Manager, reported this is an update to the MOU that we already have with the BLM. It's for Phase 2. The only change to this MOU is it just removed a paragraph on grazing because there are no grazing permittees in Phase 2. It also clarifies who has responsibility for doing the mineral potential report. So, it specifies that the city can now hire a third-party contractor, which is already included in our contract with Wood Rogers. There is an environmental assessment section, and it removes the references to the Council of Environmental Quality based on the recent presidential election. Right now, we are in the environmental assessment phase. So that's moving quickly, and we hope to be through that by August.

Motion: I MOVE TO APPROVE THE MOU BETWEEN THE BLM SIERRA FRONT FIELD OFFICE AND THE CITY OF FERNLEY FOR THE PURPOSES OF LAND CONVEYANCE UNDER THE NATIONAL DEFENSE AUTHORIZATION ACT. **Action:** Approved. **Moved by:** Councilman Albert Torres, **Seconded by:** Councilman Ryan Hanan. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

6.3. (For Possible Action) Discussion and Possible Action to approve the agreement for the installation of public art at City locations during the Murals, Music & Margaritas Festival.

Casey Kaston, with the City Manager's office, introduced The Fernley ACES. City Staff is requesting the Council's approval of the 2025 Public Art Agreement, the installation of the proposed public art during the Music, Murals and Margaritas festival in May, and the allocation of \$10,000 from the current arts and culture budget.

Jamie Daniels, Skye Long and Dana Uhlhorn from the Fernley ACES presented the murals they propose for the city property at the Out-Of-Town park plus additional locations, during the Music, Murals & Margaritas Festival.

Councilman Torres inquired about the number of attendees last year and the FCTA grant money in January.

Skye Long stated there were over 3,500 attendees last year, and they did surveys to find out where they were from and 24% of the ones that we surveyed were from out of town. The FCTA grant money is going directly toward advertising. Besides social media they are streaming ads, radio and digital billboards in Reno.

Councilman Joe Mendoza inquired about the murals on private property.

Skye Long stated that they have written permission from the owners of those properties to proceed with those murals.

Motion: I MOVE TO APPROVE THE INSTALLATION OF THE PROPOSED PUBLIC ARTWORK AT THE OUT-OF-TOWN PARK AND THE AGREEMENT WITH FERNLEY ACES (ARTS & CULTURE EVENT SQUAD) FOR MURALS, MUSIC & MARGARITAS FESTIVAL AND I MOVE TO APPROVE THE ALLOCATION OF \$10,000 FROM THE ARTS AND CULTURE BUDGET FOR THE EVENT. **Action:** Approved. **Moved by:** Councilman Stan Lau, **Seconded by:** Councilman Ryan Hanan. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

7. RESOLUTIONS

7.1. Discussion and possible action to approve an Animal Services Department microchip program and fee implementation, and creation of a pet food pantry program for animal owners experiencing financial hardship or homelessness.

RanDee Gahr, Animal Services Program Manager, explained the microchip program. She stated she would like to increase pet identification in the city by installing microchips into cats, dogs, horses, that people would like to identify. If approved, microchips would be offered for a fee of \$15, or a donation of a 10-pound bag of pet food to a food pantry that we would like to establish. She explained the reason for the pet pantry is to give those who are experiencing financial instability a source of finding food for their pets.

Motion: I MOVE TO ADOPT 25-006 TO ALLOW THE ANIMAL SERVICES DEPARTMENT TO IMPLANT MICROCHIPS FOR A \$15.00 FEE OR DONATION OF AN UNOPENED BAG OF PET FOOD TO THE PET PANTRY PROGRAM. **Action:** Approved. **Moved by:** Councilman Stan Lau, **Seconded by:** Councilman Albert Torres. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

7.2. Discussion and Possible Action to Approve Resolution 25-003 updating the City of Fernley Internal Agenda Process.

Kim Swanson, City Clerk, presented Resolution 25-003, explaining the few changes that were made.

Motion: I MOVE TO APPROVE RESOLUTION 25-003 UPDATING THE CITY OF FERNLEY INTERNAL AGENDA PROCESS WITH THE REMOVAL OF THE CO-SPONSOR LINE. **Action:** Approved. **Moved by:** Councilman Albert Torres, **Seconded by:** Councilman Stan Lau. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

8. PUBLIC HEARINGS

8.1. (For possible action) Discussion and possible action regarding Resolution #25-004 associated with a Master Plan Amendment application (MPA25002) submitted by the City of Fernley to adopt the Southwest Fernley Area Plan document for approximately 11,800 acres generally located south of the Truckee Canal and west of Highway 50/95 Alternate.

Michele Rambo, Planning Director, presented. This is the culmination of a year and a half worth of work. We've had lots of meetings and lots of stakeholder meetings and open houses.

Blake Young, Kimley-Horn, presented the Southwest Area Plan. He explained the process used to determine the plan. Mr. Young stated at the Planning Commission meeting the vote was 4 to 2 in favor. However, a super majority needed to pass, and so we are asking today for a vote on plan adoption.

City Attorney Mouritsen stated that it is the recommendation of the City attorney's office that this matter be remanded back to the planning commission for further review and another vote.

Tammy Dittman, Fernley resident, stated that she would like to see the difference between BLM, landowners and homeowners, and the BLM land that's being obtained. She also asked for clarification between open space and recreation.

Aaron Mouritsen, City Attorney, commented that open space does not automatically preclude any development. It still allows development. It generally has additional buffering requirements.

Fernley resident stated he was at one of the meetings, and they said that the open recreation was also possible for fields for youth sports, and didn't see anything listed about possible fields for recreation sports. He wanted to make sure that it was in there.

Derek Kirkland, Wood Rogers, representing TRI II, stated that the pause in communication was due to an ownership transition that was taking place. The draft map from March 2025 shows that most of their properties shown are open space which they do not support. He stated TRI II group feels like there are some good things going forward.

Anthony Arger, attorney for Norman TRI II, LLC stated that Norman TRI II wants to work with the city and shares a vision of balancing economic and community growth. The issue here is two different parcels that are almost 2,000 acres that is privately owned property is suddenly going to be designated open space.

Motion: I MOVE TO REMAND ITEM 8.1 BACK TO THE PLANNING COMMISSION. **Action:** Approved. **Moved by:** Councilman Ryan Hanan, **Seconded by:** Councilman Stan Lau. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilman Hanan, Councilman Mendoza.

Mayor Neal E. McIntyre called for a break 8:03 pm - 8:09 pm

9. ITEMS REQUESTED BY MAYOR OR CITY COUNCIL MEMBERS

9.1. Discussion and Possible Action requesting a future agenda item to conduct a City-wide Efficiency Study. Councilman Mendoza.

Aaron Mouritsen, City Attorney, stated the resolution modifying the process was passed today. His recommendation today was to discuss each of these items, but don't take a vote because at

this point you don't need a vote. You can discuss it in the meeting. Then, after the meeting, fill out the form, and it's going to go through and be agendaized appropriately.

Councilman Mendoza requested this agenda item, because he believes that we need to do a citywide efficiency study for each of our departments.

9.2. Discussion and possible action requesting a future agenda item to have City Staff work with Waste Management on a survey to find out what our citizens would like to see, and bring forward one of the 4 options presented by Waste Management with any additional information requested by Council. Councilman Torres.

Councilman Torres stated the discussion two weeks ago with Waste Management was very positive. They're going to do the survey and would like them to work with staff on putting this together and then come back with a proposal. They have to do a business impact state study for businesses. That time is a perfect time for any business to say whether they like it or not.

Mayor Neal E. McIntyre opened the meeting to public comments:

Becki Howlett, Fernley resident, stated the contract that we have right now with Waste Management states they can only raise the rates once a year, but they seem to be raising them more often than that.

Tillio Olcese, owner of Olcese Waste Services, stated his company has 49 full-time employees right now. We pick up the garbage in Fernley, Nevada, under the Fernandez brand. He would like to see this residential garbage contract come up for bid. His company is ready to tackle it.

Ken Barlow of ERG Incorporated stated that they have the Fremont apartments behind Walgreens, and they're building the River Ranch Apartments. We are mandated to use Waste Management in Reno, and they were never good players. We use Olcese right now, and they take very good care of us.

10. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

Councilman Mendoza stated that he would fill out an agenda form, but we had a lot of community comments this evening about the Boys and Girls Club, and he's concerned because he had no idea there were negotiations taking place with the Boys and Girls Club until he was approached in public. What he would like to see council members being a part of those negotiations with any entity, and having something in place so that they are notified of said negotiation so that they can make decisions as a council about the direction of the city.

Ben Marchant, City Manager, stated he would like to just provide some context that the conversations with the Boys and Girls Club of Truckee Meadows have been ongoing for over 6 months. We have open lines of communication. He's not sure where the concerns that have gotten out into the public, and the rumors that people are saying things like they haven't been respectful, or they're broken down. He had a conversation with Mr. Wurm this morning, and we've been talking regularly. All the conversations were very cordial and positive. This morning, we agreed to have a stakeholder's meeting. That will be in two weeks when Mayor McIntyre and Councilman Torres will participate with city staff, along with the Fernley Community Foundation and Commissioner Jacobson. They're going to be available for this conversation so that we can set expectations and come to an agreement quickly.

Councilwoman Felicity Zoberski stated she would like to create a committee between the Council and the Community Foundation and the Boys and Girls Club about the future of the lease.

Councilwoman Felicity Zoberski left at 8:28 pm.

11. PUBLIC FORUM

Cody Wagner stated during communications everything from the Boys and Girls Club side has been positive. We just need to try to come to some agreement, especially financially, on how things are going to go. The word he's used is just frustrated with not being part of that, and not being knowledgeable about being able to share kind of the historical context about that. So, we made a lot of progress tonight. He thinks collaborative process is absolutely the way to go.

Tammy Dittman, Fernley resident, would like an update on what's going on with the hydrants.

Oscar Aguilar, Director of the Boys and Girls Club, thanked everyone for the FCTA funds that are helping with their Passport to Party, which is going on next Saturday. He also thanked them for supporting the ACES. The mural that was painted last year was dedicated to one of our members that tragically passed away on the highway.

The next meeting will be May 7, 2025, at 5:00 pm.

12. ADJOURNMENT

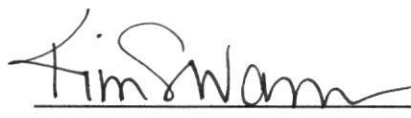
There being no further business to come before it, the Fernley City Council meeting adjourned at 8:32 pm.

Approved by the Fernley City Council on June 4, 2025 by a vote of:

AYES 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0



Mayor Neal E. McIntyre



ATTEST: City Clerk Kim Swanson

CITY OF FERNLEY
RESOLUTION #25-003

A RESOLUTION ADOPTING THE INTERNAL CITY OF FERNLEY AGENDA
PROCESS.

WHEREAS, the City of Fernley, a political subdivision of the State of Nevada, organized pursuant to the provisions of NRS Chapter 266; and

WHEREAS, the Fernley City Council desires a Policy and Procedure for Agenda Item Requests; and

WHEREAS, this policy is intended to establish a clear and transparent procedure for Councilmembers, staff and members of the public to understand how city agendas are prepared; and

WHEREAS, the City of Fernley has determined that the following procedures should guide the City of Fernley in processing agenda items in a timely and efficient manner; and

WHEREAS, the following process and timelines for the agenda process shall be utilized by all City of Fernley departments, and staff members.

- 1) All agenda items must be added to the agenda 12 working days prior to the scheduled meeting. This will allow sufficient time for the approval process. The City Manager must approve of any exceptions.
- 2) Pursuant to NRS 241.020 all action items must begin with "For Possible Action."
- 3) The City Clerk is the facilitator of the agenda process and responsible for publishing the agenda. The Department initiating the item is responsible for making sure the item reaches full approval before the agenda is scheduled to be published.
- 4) Legal Review: All projects, reports and actions that ultimately are to be decided upon by the City Council shall be analyzed, reviewed and signed off by the City Attorney for compliance with laws and regulations and to avoid any potential negative legal impacts on the City Council. Legal review of staff reports also provides staff with an opportunity to take steps to mitigate any legal impacts.
 - a. Legal Review Timelines:
 - i. Staff reports with a proposed agenda date must be submitted for legal review three Mondays prior to the scheduled meeting by 1:00pm. Any staff reports submitted after the date will be pulled from the agenda and re-agendized for the next meeting.
 - ii. Items requiring lengthy legal review will not be agendized on a specific date until approved by the City Attorney's Office.
 1. The City Attorney has the authority to request additional information, to recommend staff reports including steps to mitigate potential impacts, and to recommend to the City Manager and City Council that the report or contract is not in the best interest of the City.
 2. Once the City Attorney has reviewed for legal conformance, the staff report will be submitted to the City Treasurer for financial review.

- 5) Fiscal Impact Review: Staff will provide information in the staff report about the impact to the budget regarding the agenda item. Agenda items with fiscal impact and/or fiscal conformance must be reviewed by the City Treasurer.
 - a. The fiscal impact portion of the report shall include the following:
 - i. If funds are currently budgeted
 - ii. The exact account numbers to be charged (and project number if applicable)
 - iii. The available appropriation
 - iv. If not budgeted, the source of funds and subject to future budget augmentation.
 - b. The City Treasurer has the authority to request additional information/financial justification and/or to recommend against the expenditure/appropriation.
 - c. Once the City Treasurer has reviewed for fiscal conformance and the staff report meets the above criteria, the staff report is submitted to the City Manager for review.
- 6) City Manager Review: Staff reports and/or legal documents approved by both the City Attorney and the City Treasurer are submitted to the City Manager for final approval. The City Manager will review for compliance with established plans, policies and procedures.
- 7) City Clerk: It is the responsibility of the City Clerk to oversee, monitor and coordinate the preparation for the publishing of the agenda. To abide by the Open Meeting Law, all agenda reports must be finalized and ready for publication no later than 1:00pm the Wednesday prior to the scheduled meeting.
- 8) Monitoring Procedures: It is the responsibility of the Department Head to ensure the above procedures are followed, and the agenda items reach final approval. If an item does not reach final approval the Wednesday prior to the meeting, the item will automatically be moved to the next regular meeting.
- 9) Presentations: Non-Staff presentations at City Council are to be limited to 10 minutes unless longer time is approved by the City Manager. The staff member scheduling the presentation must advise the presenter of time limits.
- 10) City Council Agenda Item Comments/Questions: Should City Council have any clerical, grammatical errors, or general language changes that are not focused on the overall philosophical policy issue, said councilmember shall make reasonable efforts to meet with or contact staff prior to the council meeting to address said recommended changes. Staff is not required to make changes but may consider the changes suggested.
- 11) Requests For Agenda Items: The following process outlines how items are placed on the City Council Agenda:
 - a. Public:
 - i. A member of the public does not have the authority to place an item on the agenda. A citizen may request a councilmember to sponsor their item. In such cases, the sponsoring councilmember shall follow the procedures for "City Council Request For Agenda items."
 - ii. The public does not have the authority to pull an item from the agenda. However, the public may request an item be pulled from the consent agenda (prior to the meeting or during public input). It is within the discretion of the consent approval motion maker whether to accept the request and make it part of the motion.
 - b. Councilmembers:

- i. Councilmembers wishing to have a matter discussed by the Council will be required to submit an "City Council Agenda Item Request Form" to the City Manager who will assign the request to a department.
- ii. The City Manager will be responsible for letting the sponsor know which department received the request.
- c. Mayor: The Mayor can add items to the agenda without prior approval.
- d. City Manager. The City Manager has the authority to place an item on the agenda. The item will follow the agenda process above.
- e. Department Heads and Appointed Officials: All agenda items will follow the agenda process above, which includes the final review and approval of the City Manager for placement on the City Council agenda.

12) Emergency Items: Should an emergency exist, the above policy does not apply.
An emergency shall be determined by the Mayor and/or the City Manager.

13) Public Input:

- a. Public input shall be held at the beginning (prior to any action), and the end of the meeting (prior to adjournment), pursuant to Open Meeting Law.
- b. Any councilmember may request the Mayor to open an item for public input. The Mayor shall open the item for public input.
- c. The public may request a councilmember to open a matter for public input. The may in turn (but is not required to) ask the Mayor to open an item for public input on any item. The Mayor shall open the item for public input.
- d. Public Input shall be limited to 3 minutes.

14) Time Certain: A matter may be made time certain with the approval of the Mayor.

NOW, THEREFORE, BE IT RESOLVED that the City of Fernley Internal Agenda Process is hereby approved and adopted on this date and shall enter into effect immediately.

PASSED, APPROVED, AND ADOPTED this 16th day of April 2025, by the following vote of the Council.

AYES: 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

By: Neal E. McIntyre
Neal E. McIntyre, Mayor

Date: 4/16/2025

Attest: By: Kim Swanson
Kim Swanson, City Clerk

Date: 4/16/2025

CITY OF FERNLEY
RESOLUTION # 25-006

A RESOLUTION OF THE CITY OF FERNLEY TO ESTABLISH A FEE FOR MICROCHIPPING DOGS AND CATS

WHEREAS, the City of Fernley is a political subdivision of the State of Nevada, organized pursuant to the provisions of NRS 266; and

WHEREAS, the City of Fernley City Council recognizes the importance of promoting animal welfare and public safety within the community; and

WHEREAS, the City of Fernley City Council acknowledges the effectiveness of microchipping as a permanent and reliable method for identifying lost or stray animals, enhancing the chances of reuniting lost pets with their owners, and reducing the number of stray animals within the region; and

WHEREAS, the Animal Services Department has observed an increasing number of animals without permanent identification, resulting in difficulties in returning pets to their rightful owners and contributing to overcrowded shelters; and

WHEREAS, the City of Fernley City Council has determined that a nominal fee for microchipping services will help offset the costs associated with providing the service, including the purchase of microchips, maintenance of records, and staffing costs; and

WHEREAS, the City of Fernley intends to provide microchipping services to residents of Fernley while encouraging pet owners to take proactive steps to ensure the safety and identification of their animals; and

NOW THEREFORE, BE IT RESOLVED, by the City of Fernley, Nevada, City Council as follows:

Section 1. Establishment of Microchipping Fee

The City of Fernley City Council hereby establishes a fee for the microchipping of dogs and cats in the amount of \$15.00 per animal. This fee will be applied to cover the costs associated with the purchase, implantation, and registration of the microchip, as well as administrative expenses related to the microchipping program.

Section 2. Exemptions

The following individuals and animals will be exempt from the microchipping fee:

- Owners may donate a new, unopened bag of pet food (10-pound minimum) in lieu of the \$15.00 fee.

- Fees/donations can be waived by the Animal Services Program Manager for those who are indigent or experiencing financial hardship.

Section 3. Implementation of the Program

The Fernley Animal Services Department is hereby authorized to implement the microchipping program, including the collection of fees, scheduling of microchipping events, conducting microchipping, and maintaining records pertaining to the identification of animals microchipped under this program.

Section 4. Fee Collection and Use of Funds

The fees collected under this program shall be deposited into the Fernley Animal Services Fund, and the funds will be used exclusively to support Fernley Animal Services.

Section 5. Public Notification

The Fernley Animal Services Department shall provide appropriate public notification of the new fee structure and microchipping program, including informational materials at animal shelters, vaccine clinics, events, and on Fernley's website.

Section 6. Review of Fees

The City of Fernley City Council shall review the fee structure on an annual basis to ensure that the fee remains reasonable and covers the costs of the program, adjusting as necessary.

Section 7. Severability

If any part or provision of this resolution is held to be invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the remainder of the resolution, which shall remain in full force and effect.

Section 8. Effective Date

This resolution shall take effect on April 17, 2025, and the microchipping fee will be applied to all microchipping services performed on or after that date.

ADOPTED this 16th day of , April, 2025 by the City of Fernley, Nevada City Council.

Aye: 5 Nay: Ø Abstention: Ø Absent: Ø

FERNLEY CITY COUNCIL

By: Neal E. McIntyre
Neal E. McIntyre, Mayor

Date: 4-30-2025

Attest: By: Kim Swanson
Kim Swanson, City Clerk

Date: 4/30/2025

Please sign in

FCC - 4/16/2025

Name	Contact Information
Cody Wagner	775-544-2854
Michelle Trousdale	775 772 9582
Rob Jacobson	775 240 7267
Roman & Famiesisneros	775 287-4047 775 835-9148
John Reichlein	
Bill Willisie	775-575-5239
JEFFREY MILLER	775 781 0312
Tom Cutler	775-745-9575
Shye Loney	520 966 7349
Jamoe Dancels	775-336-7214
Dane Uhlhorn	775 200-8618
X Jammy Dittman	335-9962
Derek Kirkland	775-771-0066
Anthony Arger	(775) 329-5600
Becki Howett	775 434-5231
Fillio Cresc	775-882-1647
Oscar Aguir	775-232-9330

Sandy Harris

From: noreply@civicplus.com
Sent: Wednesday, April 16, 2025 2:54 PM
To: City Clerk
Subject: Online Form Submittal: Public Input Form

If you are having problems viewing this HTML email, click to view a [Text version](#).

Public Input Form

The Public may comment on any matter that is not specifically included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda for which you are submitting a comment, cannot be acted upon other than to place them on a future agenda. Additionally, if you wish you can comment in person at the meeting or use the Raise your Hand feature in Zoom (*9 if you are participating via phone). Public comments are limited to three (3) minutes. Public Comments submitted prior to 4:00 pm the day of the meeting will be provided to board members and added to the record but WILL NOT BE READ during the live meeting. Any public input received after 4 pm the day of the meeting will be included in the record but may not reach board members before action is taken.

Submitted by:*	Fernley Youth Football and Cheer League
Email Address:	secretaryfyfl38@gmail.com
Phone Number:	7758359148
Address:	P.O Box 461
Meeting(s) where your concern should be expressed:*	City Council
Meeting Date(s):*	4/16/25
Comments: *	Representative would like to speak

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.cityoffernley.org/Admin/FormHistory.aspx?SID=9529>

The following form was submitted via your website: Public Input Form

Submitted by:: Fernley Youth Football and Cheer League

Email Address: : secretaryfyfl38@gmail.com

Phone Number:: 7758359148

Address: : P.O Box 461

Meeting(s) where your concern should be expressed:: City Council

Meeting Date(s):: 4/16/25

Comments: : Representative would like to speak

Additional Information:

Form submitted on: 4/16/2025 2:54:10 PM

Submitted from IP Address: 47.44.254.251

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.cityoffernley.org/Forms.aspx?FID=175>

Sandy Harris

From: noreply@civicplus.com
Sent: Wednesday, April 16, 2025 7:31 PM
To: City Clerk
Subject: Online Form Submittal: Public Input Form

If you are having problems viewing this HTML email, click to view a [Text version](#).

Public Input Form

The Public may comment on any matter that is not specifically included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda for which you are submitting a comment, cannot be acted upon other than to place them on a future agenda. Additionally, if you wish you can comment in person at the meeting or use the Raise your Hand feature in Zoom (*9 if you are participating via phone). Public comments are limited to three (3) minutes. Public Comments submitted prior to 4:00 pm the day of the meeting will be provided to board members and added to the record but WILL NOT BE READ during the live meeting. Any public input received after 4 pm the day of the meeting will be included in the record but may not reach board members before action is taken.

Submitted by:*	Gregory Peek
Email Address:	gregory@ergsinc.com
Phone Number:	775-745-0809
Address:	501 River Ranch Road
Meeting(s) where your concern should be expressed:	City Council Agenda item 9.2
Meeting Date(s):*	April 16
Comments: *	I am opposed to expanding the Waste Management franchise agreement to include businesses.

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.cityoffernley.org/Admin/FormHistory.aspx?SID=9530>

The following form was submitted via your website: Public Input Form

Submitted by:: Gregory Peek

Email Address: : gregory@ergsinc.com

Phone Number:: 775-745-0809

Address: : 501 River Ranch Road

Meeting(s) where your concern should be expressed:: City Council Agenda item 9.2

Meeting Date(s):: April 16

Comments: : I am opposed to expanding the Waste Management franchise agreement to include businesses.

Additional Information:

Form submitted on: 4/16/2025 7:31:28 PM

Submitted from IP Address: 76.235.221.100

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.cityoffernley.org/Forms.aspx?FID=175>

Dangerous road condition in Fernley encountered today

From: Bill Willsie (billwillsie@sbcglobal.net)

To: nemcintyre@cityoffernley.org

Cc: bmarchant@cityoffernley.org; rhanan@cityoffernley.org; fzoberski@cityoffernley.org; slau@cityoffernley.org; atorres@cityoffernley.org; jmendoza@cityoffernley.org

Date: Friday, April 4, 2025 at 03:14 PM PDT

Dear Mayor McIntyre:

Today, April 4, 2025, I encountered an **extremely dangerous situation** when driving on Rosewood, crossing Shadow. Evidently, employees of the contractor rebuilding Shadow had created 4 large round holes in the center of that intersection sometime before 11:00 a.m. this morning (each from 3 to 4 feet in diameter and 4-6 inches deep).

Unfortunately, they **FAILED TO PUT UP ANY ORANGE WARNING DEVICES** in the intersection warning motorists of this major hazard in the center of the intersection. (No, I'm not kidding.)

I believe someone named Ryan may be the foreman in charge of the Shadow rebuilding project. Perhaps he was not aware that his employees failed to put warning stanchions up in the intersection warning motorists of the holes. If he was, then he screwed up, BIG TIME by not making sure that proper warning devices were put in place! If he was not, should he have been?

Around 2:00 p.m. a crew did show up and filled in the 4 holes with black top and "steam-rolled" the temporary repairs flat.

I say temporary because I am aware that that intersection will be completely dug up in the coming weeks as part of the major rebuilding of Shadow.

However, nothing should have precluded the crew of the company rebuilding Shadow from failing to post appropriate warning devices when they created the holes this morning, even if they were only going to exist for a few hours! **COMMON SENSE!!!**

FYI: I am a subject-matter expert in traffic-related issues and City Management. I have a Master's Degree in Public Administration and worked on the City Manager's staff in the City of Pasadena and Salinas for a total of 8.5 years.

I was also licensed by the California DMV and taught a comprehensive 8-hour Traffic Violator's School class one or two Saturdays a month for 14 years. A class that at that time was normally taught by a sworn police officer.

I've been a licensed driver for 65 years and have driven in all 50 US States and 18

countries, including driving on the left in Australia.

I welcome any questions or feedback. Please feel free to contact me at the email/ phone number listed below.

Sincerely,

Bill Willsie (21 yr. resident of Fernley)

Home: 775-575-5239

Email: billwillsie@sbcglobal.net