

**MINUTES OF THE
FERNLEY CITY COUNCIL MEETING**

APRIL 7, 2022

Mayor Edgington called the meeting to order at 5:00 pm at Fernley City Hall, 595 Silver Lace Blvd, Fernley, NV.

1. INTRODUCTORY ITEMS

1.1. Roll Call

Present: Mayor Roy Edgington, Councilman Albert Torres, Councilman Stan Lau, Councilwoman Fran McKay, Councilwoman Felicity Zoberski, Councilman Ray Lacy (via zoom) City Manager Daphne Hooper, Deputy City Manager Patrick Marsh, Deputy City Attorney Arron Mouritsen, City Engineer Derek Starkey, City Treasurer Denise Lewis, Deputy City Treasurer Thomas Lukas, Planning Director Tim Thompson, Building Official Billy Staten, Public Works Director Dave Whalen, Kim Swanson, Deputy City Clerk Brenda Gosser,

1.2. Public Forum

There were none.

1.3. (For Possible Action) Approval of the Agenda

Motion: MOVE TO APPROVE THE AGENDA. **Action:** Approve, **Moved by** Councilman Lau, **Seconded by** Councilwoman Zoberski. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Councilman Albert Torres, Councilman Ray Lacy, Councilwoman Fran McKay, Councilwoman Felicity Zoberski, Councilman Stan Lau.

2. BUDGET HEARING

2.1. (For possible action) Discussion regarding the Fiscal Year 2021/2022 proposed tentative budget including but not limited to: All funds within the Water Enterprise Fund; Wastewater Enterprise Fund; General Fund; Capital Improvement Program; all city departments; the budget process; timelines, goals, and existing budget; debt, staffing, including but not limited to reorganization, reclassification, employee positions and contracts, new position, and other matters related thereto.

City Manager Daphne Hooper gave a brief explanation of the city budget process. She explained the different funds for budget. She directed everyone to page 42 which lists the Annual Budget Appropriation. She stated the Total Budget is \$46,953,828.

City Manager Hooper presented the General Fund revenue and expenditures. City Manager Hooper explained page 50 of the Budget book outlines all revenue the city receives. A preview of new positions was provided to include a Plans Examiner in the Building Department, and an unfunded Accounting Manager. The Development Services Coordinator and Legal Secretary from part time to full were approved mid-year so full salaries are included in this budget. This will be a total of 81.5 FTE for the City of Fernley. Reclassifications requests included filing unfunded senior maintenance positions general services, and reclassifying the GIS I to a GIS II, and a base wage increase for the deputy city attorney. She explained for all staff, she would like to apply the cost-of-living increase (2%) to everybody on July 1st, then continue with the 3% increase on their anniversary date. She also explained for long time employees she would like to give them a 5% increase on their anniversary date. Marshal, City Clerk Administrative Specialist I, and Utilities Administrative Specialist I. She explained that due to the CPI the Council members are due a 6.8% increase as required in code. There will also be a 3.5% increase to medical insurance, a 7% increase for dental and no increase for vision this year.

Councilman Torres stated he understands but had a problem with council getting a larger increase than employees.

City Manager Hooper explained the City Organizational Chart had minimal changes but would need to be approved with the budget. Salaries and Benefit funds were reviewed.

Mayor and City Council Budget

City Manager Hooper reviewed the expenses from the budget. She explained the increase in the Nevada League of Cities line item. Councilman Torres inquired about the EDawn dues payment. He stated he would like to see what the city is getting for the dues. City Manager Hooper stated she would ask them to make a presentation to City Council. Councilwoman McKay inquired about RSVP. City Manager Hooper stated she would ask them to make a presentation to Council.

Motion: MOVE TO APPROVE THE MAYOR AND CITY COUNCIL BUDGET FOR FY22/23. **Action:** Approve, **Moved by** Councilwoman McKay, **Seconded by** Councilman Lau. **Motion passed unanimously.**

City Manager Budget

City Manager Hooper explained the budget line-item increases.

Motion: MOVE TO APPROVE THE CITY MANAGER BUDGET FOR FY22//23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Information Technology Budget

City Manager Hooper presented this budget.

Motion: MOVE TO APPROVE THE INFORMATION TECHNOLOGY BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Torres. **Motion passed unanimously.**

Animal Control Budget

City Manager Hooper presented. Mayor Edgington requested additional funds added for mobile cages.

Motion: MOVE TO APPROVE THE ANIMAL CONTROL BUDGET WITH ADDITIONAL FUNDING FOR CAGES NOT TO EXCEED \$3500.00, **Action:** Approve, **Moved by**

Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Attorney Budget

City Manager Hooper presented. She explained the increases are due to staffing and training.

Motion: MOVE TO APPROVE THE CITY ATTORNEY BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Felicity Zoberski, **Seconded by** Councilman Fran McKay. **Motion passed unanimously.**

City Finance Budget

City Manager Hooper presented this budget. She stated the Efficiency Study and Contingency Funds are included in this budget.

Motion: MOVE TO APPROVE THE CITY FINANCE BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Clerk Budget

City Manager Hooper presented this budget. There was an issue with the transmission of the City Clerk's Budget into OpenGov.

Motion: MOVE TO APPROVE THE CITY CLERK BUDGET WITH \$13,500 FOR PRINTING AND POSTAGE AND \$5,000 TRAINING, DUES AND MEMBERSHIP \$1,000 AND TRAVEL \$1,000 FOR FY22/23. **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

City Municipal Court Budget

City Manager Hooper presented this budget. She stated the increases are to the judge's contract, the interpreter and witness fees line items.

Judge Matheus stated there is overtime in the budget for her court staff due to changes in legislation regarding bail hearings. She also requested an increase for the court administrator in the amount of \$2400.00

Motion: MOVE TO APPROVE THE CITY MUNICIPAL COURT BUDGET AS SUBMITTED WITH THE INCLUSION OF \$2500,00. PER YEAR FOR THE COURT ADMINISTRATOR, FOR FY22/23, **Action:** Approve, **Moved by** Councilman Albert Torres, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

City Department of Building and Safety Budget

City Manager Hooper presented this budget. Increase in salary due to the new position.

Motion: MOVE TO APPROVE THE CITY DEPARTMENT OF BUILDING AND SAFETY BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Planning Budget

City Manager Hooper presented the budget there is an increase to Professional Services.

Motion: MOVE TO APPROVE THE CITY PLANNING BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Engineer Budget

City Manager Hooper presented this budget.

Motion: MOVE TO APPROVE THE CITY ENGINEER BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Albert Torres. **Motion passed unanimously.**

PUBLIC WORKS DEPARTMENT

City General Services Facilities Budget

City Manager Hooper presented this budget.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES FACILITIES BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City General Services Vector Control Budget

City Manager Hooper presented this budget stated the increase is due reallocation of funds.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES VECTOR CONTROL BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City General Services Cemetery Budget

City Manager Hooper presented this budget \$100,000.00 has been included for improvements.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES CEMETERY BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City General Services Parks Budget

City Manager Hooper present this budget. She stated there is an increase due to the water and sewer utility adjustments and gas. Capital Funds are included for a mini excavator, hydraulic dump trailer and vehicle.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES PARKS BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Ray Lacy, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

Parks Facilities Fund

City Manager Hooper presented this budget explain these are the fees people pay to use the parks. She stated there are no expenditures.

Looking into ADA Playground Equipment was discussed.

Motion: MOVE TO APPROVE THE PARKS FACILITIES FUND FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Residential Construction Tax Fund

City Manager Hooper presented this budget stated these are fees that are collected from developers for improvements to parks. Included in this budget is one million dollars for Green Valley Park.

Motion: MOVE TO APPROVE THE RESIDENTIAL CONSTRUCTION TAX FUND FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Albert Torres. **Motion passed unanimously.**

City General Services Streets and Storm Drains Budget

City Manager Hooper presented this budget. She explained the expenditures in this budget. City Manager Hooper and City Engineer Starkey answered questions from the City Council.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES STREETS AND STORM DRAINS BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau **Seconded by** Councilwoman Fran McKay. **Motion passed unanimously.**

City General Services Fleet Budget

City Manager Hooper presented this budget.

Motion: MOVE TO APPROVE THE CITY GENERAL SERVICES FLEET BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Break 7:09 – 7:34

City Manager Hooper explained during General Fund portion of the meeting the City Council spend an additional \$24,500. She asked where they wanted these additional funds to come from. She stated the Contingency Fund is at \$475,000 if the funds were to come from there that would leave \$450,500.

Motion: MOVE TO APPROVE THE ADDITIONAL 24,500.00 COME FROM THE CONTINGENCY FUND FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Felicity Zoberski, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

ENTERPRISE FUNDS

City Manager Hooper provided a brief description on the Enterprise Funds and how they operate.

City Water Distribution Budget

City Manager Hooper presented this operating budget. She stated there is an increase in chemicals for the upcoming year. She pointed out anything that has to do with Water Rights for the City is in this budget, including legal fees. City Manager Hooper and Public Works Director Whalen answered questions from City Council. Increasing Credit Card fees was discussed.

Motion: MOVE TO APPROVE THE CITY WATER DISTRIBUTION BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Water Treatment Budget

City Manager Hooper presented this budget. She stated there is an increase in Professional Services for the Surface Water Consultant as the city is moving in this direction.

Motion: MOVE TO APPROVE THE CITY WATER TREATMENT BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

City Manager Hooper stated City Treasurer Lewis did a quick calculation of credit card fees. She explained the current rate is \$2.08 per transaction. For the city to break even we would need to collect \$4.39 per transaction.

Motion: MOVE TO APPROVE INCREASING THE CREDIT CARD FEES TO \$3.00 PER TRANSACTION TO CUSTOMERS THAT USE CREDIT CARDS FOR UTILITY PAYMENTS. **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

City Wastewater (Sewer) Enterprise Fund

City Manager Hooper presented this budget. She explained there is money included for a Sewer Master Plan update.

Motion: MOVE TO APPROVE THE WASTEWATER (SEWER) FUND BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

City Wastewater (Sewer) Treatment Budget

City Manager Hooper presented this budget.

Motion: MOVE TO APPROVE THE CITY WASTEWATER (SEWER) TREATMENT BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Storm Water Utilities

City Manager Hooper explained a consultant has been hired and they are working on the utility rate. More information will be forthcoming over the next year.

SECIAL REVENUE FUNDS

Grants Fund

City Manager Hooper explained before the final budget the APRA Funds will be incorporated.

Transient Lodging Tax

City Manager Hooper presented this budget. She stated there is funding for the 4th of July Fireworks and funding for two round of grant cycles.

Motion: MOVE TO APPROVE THE TRANSIENT LODGING TAX BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Capital Funds

City Manager Hooper presented this the Capital Funds Budget. Included are funds for the Depot Roof Replacement.

Motion: MOVE TO APPROVE THE CAPITAL FUNDS BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau **Seconded by** Councilman Albert Torres. **Motion passed unanimously.**

Capital Improvement Fund

City Manager Hooper stated this was established many years ago. She stated there is \$44,000 that could potentially be used. She stated this year there are no expenditures in the budget.

Mayor Edgington inquired if these funds could be used for parks. City Manager Hooper stated she would review the time frame in which this money needs to be spent.

Motion: MOVE TO APPROVE THE CAPITAL IMPROVEMENT FUND BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Stan Lau **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Administrative Assessment Budget

City Manager Hooper explained this is money that is collected through the Municipal Court.

Motion: MOVE TO APPROVE THE ADMINISTRATIVE ASSESSMENT BUDGET FOR FY22/23, **Action:** Approve, **Moved by** Councilman Albert Torres **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

Court Facilities Fee Fund

City Manager Hooper explained this fund exists for improvement for the court and court facilities.

Motion: MOVE TO APPROVE COURT FACILITIES FEE FUND FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Felicity Zoberiski, **Seconded by** Councilman Stan Lau. **Motion passed unanimously.**

CAPITAL IMPROVEMENT FUND

City Manager Hooper explained the city does a 5-year Improvement Plan.

Water Enterprise Fund

City Manager Hooper reviewed the items included in this budget. She stated there will be some adjustment to start the treatment of surface water and the funds are included in this budget.

City Manager Hooper and Director Whalen answered questions from the council.

Capital Improvement Plan for the Wastewater Enterprise Fund

City manager Hooper explained the expenses in this budget.

Motion: MOVE TO APPROVE THE CAPITAL IMPROVEMENT PLAN FOR FY22/23,

Action: Approve, **Moved by** Councilman Stan Lau, **Seconded by** Councilman Ray Lacy.

Motion passed unanimously.

City Manager Hooper explained this year in the General Fund there is not debt. She stated last year city hall was paid off. The Water and Sewer Enterprise Funds we are still working through the debt, and it will expire in 2038.

City Manager Hooper explained the Water Ancillary Fee and the calculation used to determine that rate. This year the rate will be approximately \$35.56. This amount will change by the final budget.

Motion: MOVE TO APPROVE THE WATER ANCILLARY FEE FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Fran McKay, **Seconded by** Councilman Albert Torres. **Motion passed unanimously.**

City Manager Hooper stated finally the Organizational Chart needed to be approved.

Motion: MOVE TO APPROVE ORGANIZATIONAL CHART FOR FY22/23, **Action:** Approve, **Moved by** Councilwoman Felicity Zoberski, **Seconded by** Councilman Ray Lacy. **Motion passed unanimously.**

9. PUBLIC FORUM

There were none.

Mayor Edgington announced the Budget meeting for April 8th was cancelled.

ADJOURNMENT

There being no further business to come before it, the Fernley City Council meeting adjourned at 8:46 p.m.

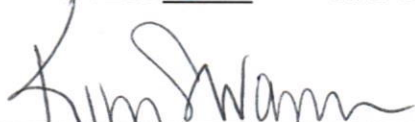
Approved by the Fernley City Council on May 4, 2022, by a vote of:

AYES: 5

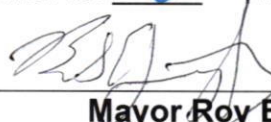
NAYS: 0

ABSTENTIONS: 0

ABSENT: 0



ATTEST: City Clerk Kim Swanson



Mayor Roy Edgington