



N E V A D A

AGENDA
Regular Meeting
City Council

Wednesday, July 5, 2023 • 5:00 PM

Mayor
Neal E. McIntyre

City Council
Ward 1 - Ryan Hanan
Ward 2 - Felicity Zoberski
Ward 3 - Stan Lau
Ward 4 - Albert Torres
Ward 5 - Fran McKay

City Manager

Fernley City Council Chambers, 595 Silver Lace Boulevard, Fernley, NV 89408

Zoom information:

Please click the following link to join the webinar: <https://us02web.zoom.us/j/82966343247>, or one tap/mobile: 12532158782, Dial: 669 900 9128, Webinar ID: 829 6634 3247

Public Notice: This agenda has been physically posted in compliance with 241.020 at Fernley City Hall, 595 Silver Lace Blvd. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) at www.cityoffernley.org and NRS 232.2175 at <https://notice.nv.gov/>. To obtain further documentation regarding posting, please contact the City Clerk's Office at (775) 784-9830 or cityclerk@cityoffernley.org

Public Comment: Those wishing to address the City Council may submit public comment through the [online public comment form found](#), or by sending an email to cityclerk@cityoffernley.org. Comments received prior to 4:00 pm the day of the meeting will be provided to City Council and added to the record but will not be read during the live meeting. Public comments received after 4 pm the day of the meeting will be included in the record but may not reach council members before action is taken. Public comment, whether on action items or public comment, is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. 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 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).

Accommodations: City Council and staff will make reasonable efforts to assist and accommodate individuals with disabilities desiring to attend the meeting. Please contact the City Clerk's Office at (775) 784-9830 in advance so that arrangements can be made.

Supporting Material: Staff reports and supporting material for the meeting are available at the City Clerk's Office, and on the City's website at www.cityoffernley.org. Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the City Council.

Order of Business: The presiding officer shall determine the order of the agenda. The Fernley City Council may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

1. INTRODUCTORY ITEMS

1.1. Roll Call

1.2. Public Forum

1.3. (For Possible Action) Approval of Agenda

2. CONSENT AGENDA

(PLEASE NOTE: ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE, AND MAY BE ACTED UPON BY THE COUNCIL MEMBERS IN ONE MOTION, AND WITHOUT AN EXTENSIVE HEARING. ANY MEMBER OF THE COUNCIL MAY REQUEST THAT AN ITEM BE TAKEN FROM THE CONSENT AGENDA, DISCUSSED, AND ACTED UPON SEPARATELY DURING THIS MEETING.)

2.1. (Possible Action) Approval of Voucher Report

2.2. (Possible Action) Approval of Minutes

2.3. (Possible Approval) Approval of Business Licenses

2.4. Possible action to approve the Will-Serve Request from PW Fund B Development for 1.85 ERC's for Water and 0 ERC's for Sewer for Irrigation at Nevada Commerce Center Building B, Lyon County Parcel 021-061-30 located at 850 Commerce Center Dr., Fernley, NV 89408

2.5. Possible Action to Approve the Will-Serve Request from M4 New Fernley QOZB, LLC (VL Building B Tenant Improvements) for .65 ERC's for Water and 2.36 ERC's for Sewer, Lyon County Parcel 021-242-21 located at 1740 N. Nevada Pacific Parkway, Fernley, NV 89408

2.6. Possible Action to Approve the Will-Serve Request from Marc Williams for 8.54 ERC's for Water and 9.34 ERC's for Sewer for Lickety Split Car Express Car Wash, Lyon County Parcel 021-271-11 located at 1245 Fremont St., Fernley, NV 89408.

2.7. Possible action to approve the job description and salary range for the animal control assistant (part-time) approved by the City Council during the FY24 budget discussions.

2.8. Possible action to approve the salary rate for the appointed City Attorney, Aaron Mouritsen. The appointment was approved by the City Council during the June 21, 2023 Council meeting.

3. REPORTS - THIS ITEM IS FOR VARIOUS PUBLIC ENTITY REPRESENTATIVES TO PROVIDE GENERAL INFORMATION TO THE COUNCIL AND PUBLIC. NO ACTION WILL BE TAKEN.

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

4. PROCLAMATIONS BY THE MAYOR

5. PRESENTATIONS

5.1. Possible action. Presentation by Mr. Phil Ricci regarding ideas for the Green Valley Dog Park

6. STAFF REPORTS

6.1. Possible action to direct staff to proceed with a Business Impact Statement relating to an increase in Franchise Fees for Public Utilities providing services within the City of Fernley.

6.2. Discussion and Possible Action to consider and appoint two members to the City of Fernley Senior Citizen Advisory Committee among the submitted applicants.

7. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

8. PUBLIC FORUM

9. ADJOURNMENT

Next Meeting: July 19th @ 5pm

Report Criteria:

Detail report.

Invoice detail records above \$0 included.

Paid and unpaid invoices included.

Vendor Vendor Number = {<>} 2201

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
ALLDATA LLC								
8930	ALLDATA LLC	INVC02988026	ALL DATA AUTOMOTIVE SERVICES	06/13/2023	90.40	06/22/2023	100-475-610 Automotive Supplies	623
8930	ALLDATA LLC	INVC02988026	ALL DATA AUTOMOTIVE SERVICES	06/13/2023	90.40	06/22/2023	510-810-610 Automotive Supplies	623
8930	ALLDATA LLC	INVC02988026	ALL DATA AUTOMOTIVE SERVICES	06/13/2023	90.40	06/22/2023	520-810-610 Supplies-Automotive	623
8930	ALLDATA LLC	INVC02988026	ALL DATA AUTOMOTIVE SERVICES	06/13/2023	90.40	06/22/2023	100-480-610 AUTOMOTIVE SUPPLIES	623
Total 8930:					361.60			
ARAMARK								
1895	ARAMARK	5980106791	mats	06/15/2023	210.95		100-475-614 Supplies-Plant/Shop/Maint	623
1895	ARAMARK	5980106794	shop mat service	06/15/2023	83.79	06/22/2023	510-810-614 Supplies-Plant/Shop/Maint	623
1895	ARAMARK	5980106796	PS rags rugs	06/15/2023	117.32		510-840-420 Contract Services	623
1895	ARAMARK	5980107587	pants service	06/19/2023	56.02		510-810-614 Supplies-Plant/Shop/Maint	623
1895	ARAMARK	5980107593	shirt contract	06/19/2023	56.43	06/22/2023	100-480-600 GENERAL SUPPLIES/TOOLS	623
1895	ARAMARK	5980107594	uniforms	06/19/2023	43.17		100-475-616 Supplies-Safety	623
Total 1895:					567.68			
AT&T LONG DISTANCE								
448	AT&T LONG DISTANCE	Jun 2023	815519343 Long Dist thru Jun 23	06/04/2023	951.02	06/22/2023	100-417-530 Communications (Internet,Cell)	623
Total 448:					951.02			
BATTERIES PLUS								
16	BATTERIES PLUS	P63235989	Replacement SCADA Batteries	06/14/2023	187.05	06/22/2023	520-810-429 Contract Services-SCADA	623
Total 16:					187.05			
BIG R OF FERNLEY								
20	BIG R OF FERNLEY	17108/5	chains and bar oil	06/21/2023	160.95		100-575-600 General Supplies	623
20	BIG R OF FERNLEY	17124/5	scraper set aerator	06/22/2023	15.97		100-417-612 Building Maintenance Supplies	623
20	BIG R OF FERNLEY	17125/5	propane strap and fasteners	06/22/2023	177.44		100-575-623 Propane	623
20	BIG R OF FERNLEY	17129/5	emblem decal	06/23/2023	37.98		100-475-600 General Supplies	623
20	BIG R OF FERNLEY	17132/5	spray paint	06/23/2023	48.90		100-575-600 General Supplies	623
Total 20:					441.24			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title		GL Period
BOB'S PRINTING AND SIGNAGE									
6970	BOB'S PRINTING AND SIGNAGE	31423-2	Nameplate and cards for project manager	06/13/2023	43.70	06/22/2023	100-529-601	OFFICE SUPPLIES	623
6970	BOB'S PRINTING AND SIGNAGE	31423-2	Nameplate and cards for project manager	06/13/2023	17.48	06/22/2023	510-810-601	Office Supplies	623
6970	BOB'S PRINTING AND SIGNAGE	31423-2	Nameplate and cards for project manager	06/13/2023	8.74	06/22/2023	510-840-601	Office Supplies	623
6970	BOB'S PRINTING AND SIGNAGE	31423-2	Nameplate and cards for project manager	06/13/2023	17.48	06/22/2023	100-475-601	Supplies-Office	623
6970	BOB'S PRINTING AND SIGNAGE	60723-1	name plate Reba Skinner	06/15/2023	28.44	06/22/2023	100-416-600	General Supplies	623
6970	BOB'S PRINTING AND SIGNAGE	60723-1	name plates Michele Rambo	06/15/2023	47.40	06/22/2023	100-610-601	Office Supplies	623
Total 6970:					163.24				
BRIGHTLY SOFTWARE, INC.									
8905	BRIGHTLY SOFTWARE, INC.	INV-214175	Custom Svc & Proj Mgmt	06/19/2023	1,230.50	06/22/2023	100-605-399	Prof & Tech Fees-Misc	623
Total 8905:					1,230.50				
CDW GOVERNMENT INC.									
27	CDW GOVERNMENT INC.	JX74031	Computer Equipment Front Counter	06/02/2023	299.68	06/22/2023	100-610-605	Minor Equipment	623
27	CDW GOVERNMENT INC.	KG36721	Upgrade Sonic Wall Firewall	06/16/2023	142.38		510-810-530	Communications	623
27	CDW GOVERNMENT INC.	KG36721	Upgrade Sonic Wall Firewall	06/16/2023	142.38		520-810-530	Communications	623
27	CDW GOVERNMENT INC.	KG36721	Upgrade Sonic Wall Firewall	06/16/2023	142.38		100-475-600	General Supplies	623
27	CDW GOVERNMENT INC.	KG36721	Upgrade Sonic Wall Firewall	06/16/2023	427.14		510-840-530	Communications	623
27	CDW GOVERNMENT INC.	KG42706	monitors	06/16/2023	188.64		100-475-600	General Supplies	623
27	CDW GOVERNMENT INC.	KG62915	Sonic Switches	06/16/2023	4,940.48		100-418-605	Minor Equipment	623
Total 27:					6,283.08				
CFA INC									
499	CFA INC	26255	2023.005.1 In Town Park design services	05/31/2023	4,617.00	06/22/2023	230-575-730	Improve other than Buildings	523
Total 499:					4,617.00				
CHARTER COMMUNICATIONS									
4479	CHARTER COMMUNICATIONS	179901060623	1799901 JUN 23 355 Cottonwood	06/06/2023	379.20	06/22/2023	100-417-530	Communications (Internet,Cell)	623
4479	CHARTER COMMUNICATIONS	179919060623	179919 Jun 23 595 Silverlace Blvd.	06/06/2023	1,329.20	06/22/2023	100-417-530	Communications (Internet,Cell)	623
Total 4479:					1,708.40				
DOWL, LLC									
8931	DOWL, LLC	Inv #6	Survey Services	06/02/2023	2,242.00	06/22/2023	100-228311	Engineering Reimb. (Maps)	623
Total 8931:					2,242.00				
EMPLOYEES, CITY OF FERNLEY									
8639	EMPLOYEES, CITY OF FERNLEY	JUN 2023	REIMB MILEAGE TO ELY, NV FOR NV LEAGUE OF CITIES	06/10/2023	404.93	06/22/2023	100-412-582	Travel	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
Total 8639:					404.93			
FERNLEY DOWNTOWN CORRIDOR ASSOC.								
8949	FERNLEY DOWNTOWN CORRIDOR ASSOC.	101	FY 2022/2023 Main St Fernley Contribution	06/15/2023	25,000.00		100-413-322 Prof Serv-Other	623
Total 8949:					25,000.00			
FLYERS ENERGY, LLC								
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - PARKS	05/31/2023	484.13		100-575-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - VECTOR	05/31/2023	31.62		100-528-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - WATER DIST	05/31/2023	1,833.61		510-810-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - SEWER	05/31/2023	1,413.63		520-810-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - STREETS	05/31/2023	1,207.65		100-475-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - ANIMAL CONTROL	05/31/2023	419.67		100-525-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - CDD BUILDING	05/31/2023	245.18		100-605-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - FACILITIES	05/31/2023	265.41		100-417-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - FLEET	05/31/2023	578.19		100-480-626 GASOLINE	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - COURT	05/31/2023	62.02		100-425-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3441667	GASOLINE - ENG	05/31/2023	21.42		100-529-626 Gasoline	523
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - PARKS	06/15/2023	499.56		100-575-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - VECTOR	06/15/2023	36.38		100-528-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - WATER DIST	06/15/2023	1,773.31		510-810-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - SEWER	06/15/2023	1,913.71		520-810-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - STREETS	06/15/2023	1,310.33		100-475-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - ANIMAL CONTROL	06/15/2023	257.04		100-525-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - CDD BUILDING	06/15/2023	186.30		100-605-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - FACILITIES	06/15/2023	273.87		100-417-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - FLEET	06/15/2023	283.47		100-480-626 GASOLINE	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - COURT	06/15/2023	58.71		100-425-626 Gasoline	623
18	FLYERS ENERGY, LLC	CFS-3464337	GASOLINE - CITY MGR	06/15/2023	44.45		100-413-626 Gasoline	623
Total 18:					13,199.66			
HANNEMAN SERVICE								
70	HANNEMAN SERVICE	111511	Misc service labor	06/09/2023	145.00		100-605-322 Prof Serv-Other	623
70	HANNEMAN SERVICE	13138	'02 Chevy tracker NV 646K5L, 1824 Hickory Ln	06/09/2023	55.00		100-605-322 Prof Serv-Other	623
Total 70:					200.00			
HARRIS INDUSTRIAL GASES								
8630	HARRIS INDUSTRIAL GASES	8838-1914130	welding rod for fleet	06/19/2023	24.35	06/22/2023	100-480-610 AUTOMOTIVE SUPPLIES	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
Total 8630:					24.35			
INTERSTATE OIL COMPANY								
4329	INTERSTATE OIL COMPANY	818725-IN	filters for fleet	06/14/2023	62.36	06/22/2023	100-480-610 AUTOMOTIVE SUPPLIES	623
Total 4329:					62.36			
KOLVET, BRENT								
8611	KOLVET, BRENT	JUN 2023	PRE TEM 6/22/2023	06/22/2023	396.00		100-425-335 PROF SERV-SENIOR JUDGE	623
Total 8611:					396.00			
LOWES CREDIT SERVICES								
7650	LOWES CREDIT SERVICES	1853	batteries fuel brush	06/20/2023	71.14		100-575-600 General Supplies	623
7650	LOWES CREDIT SERVICES	2445	back pack sprayer	06/14/2023	170.05	06/22/2023	100-475-600 General Supplies	623
7650	LOWES CREDIT SERVICES	35539	PS Salt for chemical processes.	06/14/2023	882.30	06/22/2023	510-840-617 Chemicals	623
7650	LOWES CREDIT SERVICES	CM 35539	PS Credit memo for tax on invoice 35539	06/14/2023	57.16	06/22/2023	510-840-617 Chemicals	623
Total 7650:					1,066.33			
LUMOS & ASSOCIATES INC								
370	LUMOS & ASSOCIATES INC	116994	Cottonwood Lane inspection and testing services for roadway	03/22/2023	23,361.00	06/22/2023	100-475-745 RTC REIMBURSABLE EXPENDI	323
370	LUMOS & ASSOCIATES INC	116994	Cottonwood lane inspection services for water improvements	03/22/2023	5,270.00	06/22/2023	510-166100 Construction In Progress	323
370	LUMOS & ASSOCIATES INC	116994	Cottonwood lane inspection services for sewer improvements	03/22/2023	18,722.50	06/22/2023	520-166100 Construction In Progress	323
Total 370:					47,353.50			
MARSHALL'S SEPTIC CARE								
8509	MARSHALL'S SEPTIC CARE	112097	rental bmx	06/12/2023	905.00		100-575-441 Rental	623
Total 8509:					905.00			
MATHEUS, SENIOR JUDGE LORI								
8042	MATHEUS, SENIOR JUDGE LORI	JUN 2023	JUN 2023 JUDGE SVC	06/30/2023	3,750.00		100-425-322 Prof Serv-Other	623
Total 8042:					3,750.00			
MCDONALD CARANO								
322	MCDONALD CARANO	12464805	CRRC outside legal construction contract	06/14/2023	3,025.00		100-417-730 Improve other than Buildings	623
Total 322:					3,025.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
MISCELLANEOUS ONE TIME VENDOR								
1111	MISCELLANEOUS ONE TIME VENDOR	140858004	REIMB PARK RENTAL FEES FOR OTP GAZEBO 6/24/23	06/14/2023	65.00	06/22/2023	245-360-700 Park Rental Fees	623
1111	MISCELLANEOUS ONE TIME VENDOR	866	VETERINARY SERVICES FOR RABIES CLINIC AT CITY HA	05/22/2023	609.28	06/22/2023	100-525-322 Prof Serv-Other	523
1111	MISCELLANEOUS ONE TIME VENDOR	JUN 2023	REFUND OVERPAYMENT OF BUSINESS LICENSE	06/16/2023	150.00	06/22/2023	100-320-100 Business License Fees	623
Total 1111:					824.28			
MOFFITT ANIMAL CLINIC								
6660	MOFFITT ANIMAL CLINIC	154045	Euthanasia; white cat 5/31/23	05/31/2023	50.00	06/22/2023	100-525-322 Prof Serv-Other	523
Total 6660:					50.00			
MOSS & SONS LANDSCAPING & CONCRETE LLC								
8948	MOSS & SONS LANDSCAPING & CONCRETE LLC	1614	Concrete Slab for Green Valley park	06/13/2023	15,652.00	06/22/2023	100-575-600 General Supplies	623
Total 8948:					15,652.00			
MSC INDUSTRIAL SUPPLY CO								
115	MSC INDUSTRIAL SUPPLY CO	49359897	cut off wheels for fleet	06/14/2023	151.25	06/22/2023	100-480-610 AUTOMOTIVE SUPPLIES	623
Total 115:					151.25			
NEVADA DEPT PUBLIC SAFETY - DPS								
7405	NEVADA DEPT PUBLIC SAFETY - DPS	63492	Ref:3167266; Murdock, J background check	06/01/2023	40.25		100-605-322 Prof Serv-Other	623
7405	NEVADA DEPT PUBLIC SAFETY - DPS	63492	Ref:3168351; Hammill, J; background check	06/01/2023	40.25		100-425-322 Prof Serv-Other	623
7405	NEVADA DEPT PUBLIC SAFETY - DPS	63492	Ref:3170121; Vierra, D; background check	06/01/2023	40.25		510-810-322 Prof Serv-Other	623
7405	NEVADA DEPT PUBLIC SAFETY - DPS	63492	Ref:3170135; Skinner, R; background check	06/01/2023	40.25		100-416-322 Prof Serv-Other	623
Total 7405:					161.00			
NORTHWEST AUTOMOTIVE PRODUCT SALES								
8701	NORTHWEST AUTOMOTIVE PRODUCT SALES	16360	FUEL CLEANER FOR FLEET	06/21/2023	272.46		100-480-610 AUTOMOTIVE SUPPLIES	623
Total 8701:					272.46			
NUTRIEN AG SOLUTIONS								
3033	NUTRIEN AG SOLUTIONS	51683636	weed abatement	06/16/2023	875.00		100-475-617 Supplies-Chemical	623
Total 3033:					875.00			
NV ENERGY								
167	NV ENERGY	13050 JUN 23	48768103613050 ACH	06/08/2023	2,739.82	06/26/2023	100-417-622 Electricity	623
167	NV ENERGY	14319 MAY 23	34596405214319 ACH	06/08/2023	38.18	06/26/2023	100-575-622 Electricity	623
167	NV ENERGY	30037 JUN 23	34596403630037 ACH	06/16/2023	35.83	07/05/2023	100-576-622 Electricity	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
167	NV ENERGY	34991 MAY 23	34596407734991 ACH	06/09/2023	33.59	06/27/2023	510-810-622 Electricity	623
167	NV ENERGY	37594 JUN 23	80865904937594 ACH	06/09/2023	33.92	06/27/2023	100-475-622 Electricity	623
167	NV ENERGY	65197 JUN 23	34596407565197 ACH	06/08/2023	33.59	06/26/2023	510-810-622 Electricity	623
167	NV ENERGY	67463 JUN 23	34596404867463 ACH	06/09/2023	99.29	06/27/2023	100-575-622 Electricity	623
167	NV ENERGY	68387 MAY 23	345964082-68387	06/09/2023	33.59	06/27/2023	100-475-622 Electricity	623
167	NV ENERGY	84389 JUN 23	34596503684389 ACH	06/06/2023	214.02	06/26/2023	100-417-622 Electricity	623
Total 167:					3,261.83			

OFFICE DEPOT

133	OFFICE DEPOT	314584243001	Markers, Mouse, Binder Clips	05/26/2023	179.46	06/22/2023	100-610-601 Office Supplies	523
133	OFFICE DEPOT	314726404001	Laptop Case	05/26/2023	45.28	06/22/2023	100-610-601 Office Supplies	523
133	OFFICE DEPOT	314726406001	Correction Tape	05/26/2023	33.99	06/22/2023	100-610-601 Office Supplies	523
133	OFFICE DEPOT	314726408001	Pens	05/26/2023	14.97	06/22/2023	100-610-601 Office Supplies	523
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	5.13	06/22/2023	510-840-601 Office Supplies	623
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	10.27	06/22/2023	520-810-601 Office Supplies	623
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	10.27	06/22/2023	510-810-601 Office Supplies	623
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	12.84	06/22/2023	100-475-601 Supplies-Office	623
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	7.70	06/22/2023	100-575-601 Office Supplies	623
133	OFFICE DEPOT	315234013001	post it notes dispenser, bubble wrap, white out	06/02/2023	5.13	06/22/2023	100-417-601 OFFICE SUPPLIES	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	9.99-	06/22/2023	510-840-601 Office Supplies	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	18.28-	06/22/2023	520-810-601 Office Supplies	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	18.28-	06/22/2023	510-810-601 Office Supplies	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	17.42-	06/22/2023	100-475-601 Supplies-Office	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	17.42-	06/22/2023	100-575-601 Office Supplies	623
133	OFFICE DEPOT	315282618001	Return calculator	06/06/2023	10.00-	06/22/2023	100-417-601 OFFICE SUPPLIES	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	9.19	06/22/2023	510-840-601 Office Supplies	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	18.40	06/22/2023	520-810-601 Office Supplies	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	18.40	06/22/2023	510-810-601 Office Supplies	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	23.00	06/22/2023	100-475-601 Supplies-Office	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	13.80	06/22/2023	100-575-601 Office Supplies	623
133	OFFICE DEPOT	315297777001	calculator	06/02/2023	9.20	06/22/2023	100-417-601 OFFICE SUPPLIES	623
133	OFFICE DEPOT	316644741001	Toner	06/13/2023	779.64		100-605-601 Office Supplies	623
133	OFFICE DEPOT	316685057001	Michele Rambo Business Cards	06/09/2023	24.50	06/22/2023	100-610-601 Office Supplies	623
133	OFFICE DEPOT	316707846001	Banker Boxes	06/01/2023	154.10		100-425-600 General Supplies	623
133	OFFICE DEPOT	316778957001	Tape and Dispenser	06/09/2023	6.30	06/22/2023	100-610-601 Office Supplies	623
133	OFFICE DEPOT	316918149001	Name Plates	06/12/2023	35.98	06/22/2023	100-610-601 Office Supplies	623
133	OFFICE DEPOT	316918153001	Pencil Holder and Eraser	06/09/2023	15.69	06/22/2023	100-610-601 Office Supplies	623
133	OFFICE DEPOT	317421072001	Chair mats	06/16/2023	88.10		100-413-600 General Supplies	623
133	OFFICE DEPOT	317421072001	Chair mats	06/16/2023	88.10		100-610-601 Office Supplies	623
133	OFFICE DEPOT	317617185001	Notes; copy holder; mech pencils for HR	06/20/2023	30.15		100-413-600 General Supplies	623
133	OFFICE DEPOT	317637256001	Foot rest for HR	06/20/2023	48.49		100-413-600 General Supplies	623
133	OFFICE DEPOT	317637261001	Folders for HR	06/17/2023	48.99		100-413-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.59		100-575-600 General Supplies	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.57		100-413-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.57		100-415-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.57		100-418-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-605-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-610-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-525-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-414-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-416-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-475-600 General Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		520-810-601 Office Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		510-840-601 Office Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		510-810-601 Office Supplies	623
133	OFFICE DEPOT	319027738001	CITY WIDE PAPER	06/20/2023	33.56		100-529-600 General Supplies	623
Total 133:					2,115.58			
O'REILLY AUTO PARTS								
6230	O'REILLY AUTO PARTS	3599-249341	trans seal for 5003	06/13/2023	47.31		100-605-610 Automotive Supplies	623
6230	O'REILLY AUTO PARTS	3599-249370	paint for 5003	06/13/2023	11.49		100-605-610 Automotive Supplies	623
6230	O'REILLY AUTO PARTS	3599-249529	TPMS sensor for parks 4007	06/14/2023	194.80		100-575-610 Automotive Supplies	623
6230	O'REILLY AUTO PARTS	3599-249751	rear main seal for 5003	06/16/2023	31.07		100-605-610 Automotive Supplies	623
Total 6230:					284.67			
PACIFIC OFFICE AUTOMATION								
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	Clerk	06/07/2023	544.91	06/22/2023	100-416-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	Utilities	06/07/2023	272.45	06/22/2023	510-810-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	Utilities	06/07/2023	272.46	06/22/2023	520-810-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	HR	06/07/2023	544.91	06/22/2023	100-413-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	CAO	06/07/2023	544.91	06/22/2023	100-414-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	FMC	06/07/2023	544.91	06/22/2023	100-425-550 Printing and Postage	623
8929	PACIFIC OFFICE AUTOMATION	COF-MY8	Main	06/07/2023	544.91	06/22/2023	100-417-550 Printing and Postage	623
Total 8929:					3,269.46			
PACIFIC STATES COMMUNICATIONS								
1325	PACIFIC STATES COMMUNICATIONS	502569	COF- PER JOHN - DOMAIN CONTROLLER	06/14/2023	82.50	06/22/2023	100-418-342 Tech Services-Other	623
Total 1325:					82.50			
PAPE KENWORTH								
3097	PAPE KENWORTH	1602066	Diagnosis for street dump truck	06/15/2023	106.40		100-475-430 Service-Repair and Maintenance	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
Total 3097:					106.40			
PURCELL TIRE CO								
38	PURCELL TIRE CO	26154578	TIRES FOR W/W #2009	05/30/2023	846.12	06/22/2023	520-810-610 Supplies-Automotive	523
Total 38:					846.12			
QUALITY MOBILE DETAILING								
8740	QUALITY MOBILE DETAILING	1748	Detail vehicles - COF	06/14/2023	183.75		100-605-610 Automotive Supplies	623
8740	QUALITY MOBILE DETAILING	1748	Detail vehicles - COF	06/14/2023	183.75		100-610-600 General Supplies	623
8740	QUALITY MOBILE DETAILING	1748	Detail vehicles - COF	06/14/2023	183.75		510-810-610 Automotive Supplies	623
8740	QUALITY MOBILE DETAILING	1748	Detail vehicles - COF	06/14/2023	183.75		520-810-610 Supplies-Automotive	623
Total 8740:					735.00			
RENOWN HEALTH								
190	RENOWN HEALTH	1918001	MRN 5027625 Urine Collect 5/8/23	06/12/2023	25.00		510-810-322 Prof Serv-Other	623
Total 190:					25.00			
SHAW ENGINEERING								
1897	SHAW ENGINEERING	184562	On call water and sewer modeling services for the Golf Club a	03/31/2023	4,540.00	06/22/2023	100-529-320 Prof Serv-Engineering	323
1897	SHAW ENGINEERING	184657	Sewer master plan update engineering services	05/31/2023	3,400.00	06/22/2023	520-810-320 Prof Serv-Engineering	523
1897	SHAW ENGINEERING	184667	West lift station engineering services during construction	05/31/2023	4,070.55	06/22/2023	520-166100 Construction In Progress	523
1897	SHAW ENGINEERING	184684	South Arm Interceptor engineering design services	05/31/2023	2,135.00	06/22/2023	520-166100 Construction In Progress	523
1897	SHAW ENGINEERING	184713	New water tank at water treatment facility engineering design	05/31/2023	2,640.00	06/22/2023	510-166100 Construction In Progress	523
1897	SHAW ENGINEERING	184733	On call engineering development services for Izzy Estates FS	05/31/2023	900.00	06/22/2023	100-529-320 Prof Serv-Engineering	523
1897	SHAW ENGINEERING	184734	On call engineering development review services Izzy Estates	05/31/2023	4,500.00	06/22/2023	100-529-320 Prof Serv-Engineering	523
1897	SHAW ENGINEERING	184735	Fernley HS Gym water and sewer modeling	05/31/2023	4,540.00	06/22/2023	100-529-320 Prof Serv-Engineering	523
Total 1897:					26,725.55			
SIGNA MECHANICAL								
6530	SIGNA MECHANICAL	230578	New E-Ones	06/14/2023	7,351.31	06/22/2023	520-810-615 E-One R & M	623
Total 6530:					7,351.31			
SILVER STATE BARRICADE								
170	SILVER STATE BARRICADE	133534	signs	06/15/2023	1,019.74		100-475-615 Supplies-Signs and Striping	623
170	SILVER STATE BARRICADE	133661	candle sticks	06/22/2023	2,250.00		100-475-615 Supplies-Signs and Striping	623
170	SILVER STATE BARRICADE	133674	signs	06/22/2023	1,451.10		100-475-615 Supplies-Signs and Striping	623

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
Total 170:					4,720.84			
SIMONS HALL JOHNSTON, PC								
8944	SIMONS HALL JOHNSTON, PC	2	Harassment investigation	06/14/2023	693.00		100-414-322 Prof Serv-Other	623
Total 8944:					693.00			
SNAP-ON INDUSTRIAL								
8735	SNAP-ON INDUSTRIAL	ARV/57800773	TPMS TOOL	06/21/2023	169.15		100-575-600 General Supplies	623
8735	SNAP-ON INDUSTRIAL	ARV/57800773	TPMS TOOL	06/21/2023	169.15		100-475-600 General Supplies	623
8735	SNAP-ON INDUSTRIAL	ARV/57800773	TPMS TOOL	06/21/2023	169.15		510-810-600 General Supplies	623
8735	SNAP-ON INDUSTRIAL	ARV/57800773	TPMS TOOL	06/21/2023	169.15		520-810-600 General Supplies	623
Total 8735:					676.60			
TAGGART & TAGGART LTD								
3275	TAGGART & TAGGART LTD	16975	Water Right Contract FY22/23 May 23	05/31/2023	25,997.55	06/22/2023	510-810-698 Water Rights Protection	523
Total 3275:					25,997.55			
ULTIMATE AIR, INC.								
8575	ULTIMATE AIR, INC.	6719	Ac at trailer cottonwood yard	06/16/2023	189.00		100-475-614 Supplies-Plant/Shop/Maint	623
Total 8575:					189.00			
UNITED CENTRAL INDUSTRIAL SUPPLY								
8676	UNITED CENTRAL INDUSTRIAL SUPPLY	2698274	HOSE FOR W/D VAC-CON	06/13/2023	462.64	06/22/2023	510-810-610 Automotive Supplies	623
Total 8676:					462.64			
USA BLUEBOOK								
464	USA BLUEBOOK	INV00041427	PS MF fittings	06/13/2023	123.90	06/22/2023	510-840-430 Service-Repair and Maintenance	623
464	USA BLUEBOOK	INV00044153	PS MF Rack Turb iso valves	06/14/2023	130.12	06/22/2023	510-840-430 Service-Repair and Maintenance	623
464	USA BLUEBOOK	INV00046398	Chart pins for wells 13 & 14 and new sample station	06/16/2023	622.02		510-810-614 Supplies-Plant/Shop/Maint	623
464	USA BLUEBOOK	INV00050273	PS MF Turbidimeter tubing	06/20/2023	22.98		510-840-430 Service-Repair and Maintenance	623
Total 464:					899.02			
VERIZON WIRELESS								
8495	VERIZON WIRELESS	9936232933	742052267-00001 JUN 23 Fernley Router	06/23/2023	40.05	06/22/2023	520-810-530 Communications	623
Total 8495:					40.05			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Invoice Amount	Date Paid	GL Account and Title	GL Period
VERUS ASSOCIATES NEVADA, LLC								
8606	VERUS ASSOCIATES NEVADA, LLC	2243	WTP alarming upgrade	06/07/2023	5,820.00	510-840-429	Contract Services-SCADA	623
Total 8606:					5,820.00			
VOYA FINANCIAL								
8591	VOYA FINANCIAL	JUN 2023-2	DEFERRED COMPENSATION, 457	06/16/2023	3,469.00	06/16/2023	100-215000 457 PAYABLE	623
8591	VOYA FINANCIAL	JUN 2023-2	ROTH IRA	06/16/2023	210.00	06/16/2023	100-215000 457 PAYABLE	623
Total 8591:					3,679.00			
WESTERN NEVADA SUPPLY CO.								
195	WESTERN NEVADA SUPPLY CO.	19790013	PS Cathodic protection system test electrodes.	06/15/2023	252.99	510-840-430	Service-Repair and Maintenance	623
Total 195:					252.99			
WOOD RODGERS, INC.								
2454	WOOD RODGERS, INC.	170718	Lands Bill Prof Services _May2023	05/31/2023	3,985.75	100-413-322	Prof Serv-Other	523
Total 2454:					3,985.75			
Grand Totals:					224,345.79			

Dated: _____

Mayor: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoice detail records above \$0 included.

Paid and unpaid invoices included.

Vendor.Vendor Number = {<->} 2201

**MINUTES OF THE
FERNLEY CITY COUNCIL MEETING
JUNE 21, 2023**

1. INTRODUCTORY ITEMS

1.1. Roll Call

Present: Mayor Neal E. McIntyre, Councilman Ryan Hanan, Councilwoman Felicity Zoberski, Councilman Albert Torres, Councilwoman Fran McKay, City Clerk Kim Swanson, Administrative Specialist 1 Sandy Harris, Acting City Manager Lydia Altick, City Planner Michele Rambo, Deputy City Attorney Aaron Mouritsen, City Attorney Brandi Jensen, City Treasurer Denise Lewis, City Engineer Derek Starkey, Acting Public Works Director Barry Williams, Human Resource Manager Mitzi Carter
Councilman Stan Lau arrived at 5:48pm.

1.2. Public Forum

None at this time

1.3. (For Possible Action) Approval of Agenda

Motion: MOTION TO APPROVE AGENDA. **Action:** Approved. **Moved by:** Councilman Ryan Hanan, **Seconded by:** Councilwoman Fran McKay. **Vote:** Passed, **Summary:** Yes 4. **Yes:** Councilwoman Zoberski, Councilman Torres, Councilwoman McKay, Councilman Hanan. **Absent:** Councilman Lau.

2. CONSENT AGENDA

2.1. (For Possible Action) Approval of Minutes

2.2. (Possible Action) Approval of the Voucher Report

2.3. (Possible Action) Approval of Business Licenses

2.4. Possible action to approve the purchase of five (5) pieces of all-abilities playground equipment for an amount of \$30,391.35 and Rubberized Surface Tile for an amount of \$32,592 for the Green Valley All-Abilities Park.

2.5. Possible action to approve the purchase of one (1) 22'x44' gazebo for the amount of \$48,186.80 for the In Town Park and one (1) 24'x34' gazebo for the cemetery for an amount of \$55,871.40

2.6. Possible action to approve the job description and salary range for the senior accountant position approved by City Council during FY 2024 budget discussions.

2.7. Possible action to approve the job description and salary range for the accounting manager position approved by City Council during FY 2023 budget discussions.

Motion: MOTION TO APPROVE CONSENT AGENDA. **Action:** Approved. **Moved by:** Councilman Ryan Hanan, **Seconded by:** Councilwoman Felicity Zoberski. **Vote:** Passed, **Summary:** Yes. **Yes:** Councilwoman Zoberski, Councilman Torres, Councilwoman McKay, Councilman Hanan. **Absent:** Councilman Lau.

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

Chief Deputy Mitch Branningham, Lyon County Sherriff's Department gave an update on the joint operation with the State Police on June 16, 2023. The Sherriff's department had 21 traffic stops, resulting in 2 arrests, 2 vehicles towed, and 15 citations. They will be running more frequent activities around the city in different areas. The department is finalizing an app for cell phones. The app will give citizens who are not on social media or may not have newspaper access. It will contain current information such as road closures, traffic accidents, also press releases as well as contact information for all officers. Chief Deputy Branningham also explained the department has launched a new program internally called Comstat. It works with the current reporting system and gives usable data. It allows the department to analyze the statistical data and break it down. There are 3 new deputies in Fernley with 3 more coming before the end of July.

Mayor McIntyre commented that he saw a post about the new deputies and it is much appreciated.

Councilwoman Fran McKay stated that the traffic on Farm District needs more patrol.

Councilwoman Felicity Zoberski stated that she is excited to see the reports from the new Comstat program.

Councilman Ryan Hanan thanked the department for the success of the June 16 operation. He also expressed concerned about ATV's driven by juveniles.

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

Acting City Manager Lydia Altick introduced the two new additions to the City of Fernley, Planning Director Michele Rambo and HR Manager Mitzi Carter.

HR Manager Mitzi Carter stated that was pleased to be part of the team and appreciates all the support that she has been provided.

Planning Directory Michele Rambo stated that she is excited to get going.

Councilman Hanan and Councilwoman Zoberski welcomed new employees.

Councilman Torres thanked everybody involved in regards to playground equipment for the Green Valley All-Abilities Park. The Senior Citizens Advisory Committee will be have a booth at the Out of Town Park on the 4th of July.

Councilwoman McKay reminded everyone that there are going to be many events coming up in Lyon County.

Mayor McIntyre reported on the City Manager recruitment process stating BakerTilley, has 39 applications. They sent candidate packets to 15. BakerTilley intends to have semi-finalist by June 30. There will be a meeting on July 5th, to discuss the candidates and the next steps moving forward. The 3 top candidates will be brought forward to the Council meeting on August 2. Interviews for Management Analyst position

will take place next week,

4. PROCLAMATIONS BY THE MAYOR

There are none.

5. PRESENTATIONS

5.1. Presentation and discussion regarding the City's quarterly financials.

City Treasurer Lewis presented the quarterly financials.

6. STAFF REPORTS

6.1. Presentation and discussion regarding the City's status with regard to an Efficiency Study completed by Management Partners in September 2021 entitled Development Review Operations Assessment.

Acting City Manager Altick gave an update on the Efficiency Study that was done in 2021. There were 14 recommendations that made it to the implementation action plan. She went over each recommendation and were the city is at in implementing them.

Councilman Torres thanked Ms. Altick for the presentation and asked for an update in 6 months.

Councilman Lau arrived at 5:48 PM.

6.2. Possible action and discussion to appoint Aaron Mouritsen as City Attorney, pursuant to FMC Title 2, Chapter 3, Section 2.03.02 (a) Appointment ,(b) Qualifications, (c) Salary and benefits, and (d) At-will employee or appoint Aaron Mouritsen as Acting City Attorney pursuant to FMC Title 2, Chapter 3, Section 2.03.05 (3) Vacancy of the City Attorney.

Mayor McIntyre stated he would like to appoint Deputy City Attorney Aaron Mouritsen as City Attorney effective July 9, 2023. The Mayor gave a biography of Aaron Mouritsen's education, qualifications and experience.

Council Albert Torres wanted clarification on whether the City Attorney would be an at-will-employee or a contractual employee, and salary and benefits.

Mayor McIntyre state that the position is at-will-employee and asked the council for consent to have a meeting with HR and himself to sit down with Mr. Mouritsen and discuss salary. It will be brought back to council for approval.

Motion: MOVE TO APPROVE THE APPOINTMENT OF AARON MOURITSEN AS THE CITY ATTORNEY EFFECTIVE JULY 9, 20203. **Action:** Approved. **Moved by:** Councilwoman McKay, **Seconded by:** Councilman Lau. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilwoman McKay, Councilman Hanan.

7. ITEMS REQUESTED BY MAYOR OR CITY COUNCIL MEMBERS

7.1. Possible action to request a future agenda item to update the Fernley Municipal Code regarding the city selling water rights. (Councilman Torres)

Councilman Albert Torres would like to have the code modified to have council approval to sell water rights. Would like to have on agenda as soon as possible

Motion: MOVE TO UPDATE FERNLEY MUNICIPAL CODE REGARDING THE CITY SELLING WATER RIGHTS AND CODIFY IT. **Action:** Approved. **Moved by:** Councilman Torres, **Seconded by:** Councilman Hanan. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Councilwoman Zoberski, Councilman Lau, Councilman Torres, Councilwoman McKay, Councilman Hanan.

8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

Councilwoman Fran McKay would like to possibly extend the footage to notify residents of new development.

Council Ryan Hanan would like an update on stop signs. Acting Public Works Director Barry Williams stated he is waiting on construction to be completed and will get the additional signage. Council will be updated at end of July, first part of August.

9. PUBLIC FORUM

Rich Fenske would like to add to the agenda on July 19, 2023, a request for a resolution to support pre-planning grant from the Federal government to bring services to Northeast Fernley.

10. ADJOURNMENT

There being no further business to come before it, the Fernley City Council meeting adjourned at 6:13 PM.

Approved by the Fernley City Council on July 5, 2023 by a vote of:

AYES _____ NAYS: _____ ABSTENTIONS: _____ ABSENT: _____

Mayor Neal E. McIntyre

City Clerk Kim Swanson

Report Criteria:

License.Status = "Active"

Business.Orignation date = 6/15/2023-06/28/2023

Business Name	Name	Location	Location City	Location State	Location Zip	Business Tel	Description	Occupation
Premium Lawn & Landscapes	Frank Torres	950 Glendale Ave	Sparks	NV	89431	775-830-9864	Contractor	Landscape Contractor #75225,
GTI 1	Brightview Companie	3705 Barron Way	Reno	NV	89511	484-567-7204	Contractor	Landscape Contractor #26545
All In Arbor LLC	Cheryl Dunkle & Dev	528 S. Main St. Spc 42	Yerington	NV	89447	775-463-1925	Lawn Care & Tree Servic	Tree Service
Jordan Knighton Architects, Inc.	Derek Labrecque/Chr	1311 N McCarran Blvd. Suite	Sparks	NV	89431	530-888.0998	Architect Design/Services	Architectural, civil and structur
Royal Companies of Indiana, Inc.	Darren A Royalty	2099 E Tipton St	Seymour	IN	47274	812-523-8392	Contractor	Roofing Contractor #80263
Construct Sun LLC	Managing Member, T	3181 Platte River Dr.	Reno	NV	89503	775-745-7953	Wholesale and/or Retail	Solar energy sales
J&M Cleaning Services	Justin Raby	4438 Highplains Drive	Reno	NV	89523	775-471-9198	Cleaning Services	Commercial & residential clean
All Hours Air	None	395 Freeport Blvd Ste 12	Sparks	NV	89431	775-331-8635	Contractor	HVAC & Plumbing Contractor
First Choice Staffing Solutions LLC	Julia Flores	460 W. Main St. 104	Fernley	NV	89408	775-349-2519	Employment Agency/Te	Employment Agency
Spanish Springs Construction, Inc.	Pyramid Holdings, LL	1475 E. Greg St.	Sparks	NV	89431	775-786-4773	Warehouse, Industrial, Di	Manufacture and sale of ready
Grand Totals:								10

Report Criteria:

License.Status = "Active"

Business.Orignation date = 6/15/2023-06/28/2023



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Kari Weitzel

FINANCIAL IMPACT:

Yes:X

No:

CURRENTLY BUDGETED:

Yes:X

No:

FUND/ACCOUNT:

510-395-910, 520-395-910

ACTION REQUESTED: Consent

AGENDA ITEM: (For Possible Action):

Possible action to approve the Will-Serve Request from PW Fund B Development for 1.85 ERC's for Water and 0 ERC's for Sewer for Irrigation at Nevada Commerce Center Building B, Lyon County Parcel 021-061-30 located at 850 Commerce Center Dr., Fernley, NV 89408

AGENDA ITEM BRIEF:

1. PW Fund B Development (Nevada Commerce Center Building B Irrigation) is seeking a Will-Serve at 850 Commerce Center Dr., Fernley, NV 89408.
2. This project requires 1.85 ERC's, which is equal to 2.0 acre-ft, for water and 0 ERCs for sewer for the building B irrigation.
3. This project has 16.13 acre feet of beneficial water rights banked with the city under PW Fund B Development, LLC.

RECOMMENDED MOTION:

"I move to approve the Will-Serve Request from PW Fund B Development (Nevada Commerce Center Building B Irrigation) for 1.85 ERCs for Water and 0 ERCs for Sewer for irrigation on Lyon County Parcel 021-061-30 located at 850 Commerce Center Dr., Fernley, NV 89408."

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

N/A

BACKGROUND:

PW Fund B Development (Nevada Commerce Center Building B Irrigation) is seeking a will-serve for 1.85 ERCs for Water and 0 ERCs for Sewer for irrigation on Lyon County Parcel 021-061-30 located at 850 Commerce Center Dr., Fernley, NV 89408.

Water and sewer connection fees will be paid at the time of building permit issuance.

PW Fund B Development, LLC banked 17.5 acre-feet of water in May 2022 with the City of Fernley.

November 2022, PW Fund B Development, LLC (Nevada Commerce Center Building A Irrigation) is seeking a will-serve for 1.22 ERCs (1.37AF) for water and 0 ERCs for Sewer for landscape.

June 2023, PW Fund B Development, LLC (Nevada Commerce Center Building B Irrigation) is seeking a will-serve for 1.85 ERCs (2.0 AF) for water and 0 ERCs for sewer for landscape.

After the issuance of this will serve the PW Fund B Development LLC will have 14.13 AF of water left for future development.

RELEVANT LAWS, STATUTES, AND REGULATIONS:

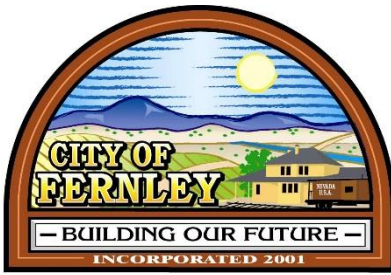
N/A

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

1. 2023.07.05 850 Commerce Center Building B- Irrigation (1.85 erc)



THE CITY OF FERNLEY
Public Works Department
595 Silver Lace Blvd
Fernley, NV 89408

The City of Fernley hereby certifies that it has adequate water distribution capability and wastewater treatment plant capacity to serve and will serve: PW Fund B Development (850 Commerce Building B Irrigation) Development/ project or property located at APN 021-061-30 Fernley, Nevada with 1.85 water connections and/or 0 sewer connections for Service to 1 unit, upon the following terms and conditions:

1. All applicable fees and costs must be paid, including the utility connection fees in effect at the time of this will-serve certification, currently \$7,210.00 per unit for water and \$5,000.00 per Equivalent Residential Capacity (ERC) unit for sewer.
2. Applicant must comply with all applicable laws, statutes, ordinances and regulations.
3. Said fees and costs must be paid in full before connections to water/sewer services. **Connections to utility service shall be completed within a reasonable time from the date of original approval of this Will-Serve by the Fernley City Council. Failure to diligently pursue connection to utility service may render this Will-Serve null and void.** Public Works, at its sole discretion, shall have authority to determine whether connection to utility service is being diligently pursued and, with sixty (60) days written notice to the party who requested this Will-Serve, may cancel this Will-Serve for failure to connect to utility service within a reasonable time.
4. Service shall be provided only to the project or site identified above. **This Will-Serve is limited to the project or property described above and is not transferable to any other project or property.**
5. Service shall be provided pursuant to the plans and specifications submitted to and approved by Public Works. Service shall not be provided pursuant to any alterations to or deviation from the same without the express written approval of Public Works Department. **This will-serve is to be considered conditional unless public improvement plans have been approved by Public Works.**
6. This Will-Serve applies to: APN# 021-061-30

Fernley City Council Approved Will-Serve on July 5, 2023

Public Works Director

Mayor – City of Fernley

Applicant

Date



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Kari Weitzel

FINANCIAL IMPACT:

Yes:X

No:

CURRENTLY BUDGETED:

Yes:X

No:

FUND/ACCOUNT:

513-395-910, 520-395-910

ACTION REQUESTED: Consent

AGENDA ITEM: (For Possible Action):

Possible Action to Approve the Will-Serve Request from M4 New Fernley QOZB, LLC (VL Building B Tenant Improvements) for .65 ERC's for Water and 2.36 ERC's for Sewer, Lyon County Parcel 021-242-21 located at 1740 N. Nevada Pacific Parkway, Fernley, NV 89408

AGENDA ITEM BRIEF:

1. M4 New Fernley QOZB, LLC (VL Building B) is seeking a Will-Serve for tenant improvements at 1740 N. Nevada Pacific Parkway, Fernley, NV 89408
2. This project requires .65 ERCs, which is equal to .73 acre-ft, for water and 2.36 ERCs for sewer for the Building B tenant improvements.
3. Second amendment of agreement Wade/ Fernley L.P holds a beneficial interest in 2390.12-acre feet of water rights.

RECOMMENDED MOTION:

"I move to approve the Will-Serve Request from M4 New Fernley QOZB, LLC (Building B Tenant Improvements) for .65 ERC's for Water and 2.36 ERC's for Sewer, Lyon County Parcel 021-242-21 located at 1704 N. Nevada Pacific Parkway, Fernley, NV 89408

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

N/A

BACKGROUND:

Mark IV Capital (Victory Logistics Building B) is seeking a will-serve of .65 ERC's for Water and 2.36 ERC's for Sewer for Building B tenant improvements on Lyon County Parcel 021-242-21 located at 1704 N. Nevada Pacific Parkway, Fernley, NV 89408.

Water and sewer connection fees will be paid at the time of building permit issuance.

Per second amendment of agreement, Wade/ Fernley L.P holds a beneficial interest in 2390.12 -acre feet of water rights.

February 2022, Mark IV Capital (Victory Logistics Building A Irrigation) used 1.4 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

September 2022, Mark IV Capital (Redwood Materials) used 2.10 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

October 2022, Mark IV Capital (Victory Logistics Building B Irrigation) used .64 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

October 2022, Mark IV Capital (Victory Logistics Building C Irrigation) used 1.09 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

November 2022, Mark IV Capital (Victory Logistics Building D-2 Irrigation) used .95 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

April 2023, Mark IV Capital (victory Logistics Building B Tenant Improvements) is seeking to use .73 acre-feet of beneficial interest per the second amendment of agreement Wade/Fernley LP water rights.

After the issuance of this will service the second amendment of agreement Wade/ Fernley L.P will have 2389.39 AF of water left for future development.

RELEVANT LAWS, STATUTES, AND REGULATIONS:

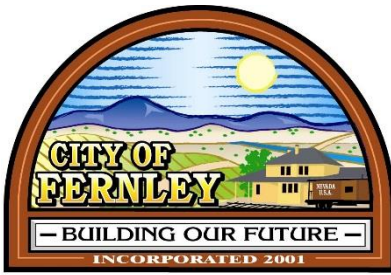
The water needed for this project has been previously dedicated under a prior banking agreement. City staff has determined that the City has adequate water and sewer resources to support the requested will-serve commitment.

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

1. 2023.07.05 Will Serve - Mark IV Capital (Victory Logistics Building B TI)



THE CITY OF FERNLEY
Public Works Department
595 Silver Lace Blvd
Fernley, NV 89408

The City of Fernley hereby certifies that it has adequate water distribution capability and wastewater treatment plant capacity to serve and will serve: Mark IV Capital Victory Logistics Building B TI Development/ project or property located at APN 021-242-21 Fernley, Nevada with .65 water connections and/or 2.36 sewer connections for Service to 1 unit, upon the following terms and conditions:

1. All applicable fees and costs must be paid, including the utility connection fees in effect at the time of this will-serve certification, currently \$7,210.00 per unit for water and \$5,150.00 per Equivalent Residential Capacity (ERC) unit for sewer.
2. Applicant must comply with all applicable laws, statutes, ordinances and regulations.
3. Said fees and costs must be paid in full before connections to water/sewer services. **Connections to utility service shall be completed within a reasonable time from the date of original approval of this Will-Serve by the Fernley City Council. Failure to diligently pursue connection to utility service may render this Will-Serve null and void.** Public Works, at its sole discretion, shall have authority to determine whether connection to utility service is being diligently pursued and, with sixty (60) days written notice to the party who requested this Will-Serve, may cancel this Will-Serve for failure to connect to utility service within a reasonable time.
4. Service shall be provided only to the project or site identified above. **This Will-Serve is limited to the project or property described above and is not transferable to any other project or property.**
5. Service shall be provided pursuant to the plans and specifications submitted to and approved by Public Works. Service shall not be provided pursuant to any alterations to or deviation from the same without the express written approval of Public Works Department. **This will-serve is to be considered conditional unless public improvement plans have been approved by Public Works.**
6. This Will-Serve applies to: APN# 021-242-21

Fernley City Council Approved Will-Serve on July 5, 2023

Public Works Director

Mayor – City of Fernley

Applicant

Date



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Kari Weitzel

FINANCIAL IMPACT:

Yes:X

No:

CURRENTLY BUDGETED:

Yes:X

No:

FUND/ACCOUNT:

510-395-910, 520-395-910

ACTION REQUESTED: Consent

AGENDA ITEM: (For Possible Action):

Possible Action to Approve the Will-Serve Request from Marc Williams for 8.54 ERC's for Water and 9.34 ERC's for Sewer for Lickety Split Car Express Car Wash, Lyon County Parcel 021-271-11 located at 1245 Fremont St., Fernley, NV 89408.

AGENDA ITEM BRIEF:

1. Marc Williams for Lickety Split Car Express Car Wash, LLC is seeking a Will-Serve at 1245 Fremont St., Fernley, NV 89408.
2. This project requires 8.54 ERCs, which is equal to 9.6 acre-ft, for water and 9.34 ERCs for Sewer.
3. This applicant has 13.00 acre-feet of beneficial water rights banked with the city under Marc Williams.

RECOMMENDED MOTION:

" I move to approve the Will-Serve Request from Marc Williams for 8.54 ERC's for Water and 9.34 ERC's for Sewer for Lickety Split Car Express Car Wash, Lyon County Parcel 021-271-11 located at 1245 Fremont St., Fernley, NV 89408."

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

N/A

BACKGROUND:

Marc Williams for Lickety Split Car Express Car Wash, LLC is seeking a will-serve for 8.54 ERCs for Water and 9.34 ERCs for Sewer on Lyon County Parcel 021-271-11 located at 1245 Fremont St., Fernley, NV 89408.

Water and sewer connection fees will be paid at the time of building permit issuance.

Marc Williams banked 13.0 acre-feet of water in February 2021 with the City of Fernley.

April 2023, Marc Williams is seeking a will-serve for 8.54 ERCs (9.6 AF) for Water and 9.34 ERCs for Sewer for Lickety Split Car Wash Express.

After the issuance of this will serve Marc Williams will have 3.4 AF of water left for future development.

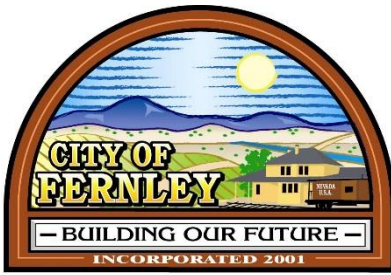
RELEVANT LAWS, STATUTES, AND REGULATIONS:

FINANCIAL IMPLICATIONS:

The water needed for this project has been previously dedicated under a prior banking agreement. City staff has determined that the City has adequate water and sewer resources to support the requested will-serve commitment.

ATTACHMENTS:

1. 2023.07.05 Will Serve Lickety Split Carwash (Marc Williams)



THE CITY OF FERNLEY
Public Works Department
595 Silver Lace Blvd
Fernley, NV 89408

The City of Fernley hereby certifies that it has adequate water distribution capability and wastewater treatment plant capacity to serve and will serve: Lickety Split Express Wash, LLC (Development/ project or property located at 1245 Fremont Street Fernley, Nevada with 8.54 water connections and/or 9.34 sewer connections for Service to 1 unit, upon the following terms and conditions:

1. All applicable fees and costs must be paid, including the utility connection fees in effect at the time of this will-serve certification, currently \$7,210.00 per unit for water and \$5,150.00 per Equivalent Residential Capacity (ERC) unit for sewer.
2. Applicant must comply with all applicable laws, statutes, ordinances and regulations.
3. Said fees and costs must be paid in full before connections to water/sewer services. **Connections to utility service shall be completed within a reasonable time from the date of original approval of this Will-Serve by the Fernley City Council. Failure to diligently pursue connection to utility service may render this Will-Serve null and void.** Public Works, at its sole discretion, shall have authority to determine whether connection to utility service is being diligently pursued and, with sixty (60) days written notice to the party who requested this Will-Serve, may cancel this Will-Serve for failure to connect to utility service within a reasonable time.
4. Service shall be provided only to the project or site identified above. **This Will-Serve is limited to the project or property described above and is not transferable to any other project or property.**
5. Service shall be provided pursuant to the plans and specifications submitted to and approved by Public Works. Service shall not be provided pursuant to any alterations to or deviation from the same without the express written approval of Public Works Department. **This will-serve is to be considered conditional unless public improvement plans have been approved by Public Works.**
6. This Will-Serve applies to: APN# 021-271-11

Fernley City Council Approved Will-Serve on July 5, 2023

Public Works Director

Mayor – City of Fernley

Applicant

Date



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Lydia Altick, Deputy City Manager

FINANCIAL IMPACT:

Yes: X

No:

CURRENTLY BUDGETED:

Yes: X

No:

FUND/ACCOUNT:

General Fund, Animal Control
Department, Salaries and Benefits
100-525-100

ACTION REQUESTED: Consent

AGENDA ITEM: (For Possible Action):

Possible action to approve the job description and salary range for the animal control assistant (part-time) approved by the City Council during the FY24 budget discussions.

AGENDA ITEM BRIEF:

To add a part time Animal Control I with a limit of 1039 hours with no benefits for Fridays and weekends to assist with the contractual duties at the Lyon County Animal Shelter, for a salary not to exceed \$19,679 for the Fiscal Year 2023-2024.

RECOMMENDED MOTION:

N/A

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

Do not hire a part time Animal Control position.

BACKGROUND:

On April 6, 2023, the City Council moved to approve funding in the FY 2023-2024 budget for a part time Animal Control I position. As a seasonal type position, the individual will work 1,039 hours during the fiscal year. This position would assist in honoring the Lyon County Animal Shelter contract by cleaning the shelter on Fridays and providing assistance to the staff, which our current Animal Control Officer has been doing for the past 3.5 years. This will allow the current Animal Control Officer to be in Fernley on Fridays and to take cases that arise. The part time position would also cover the weekends to alleviate the current Animal Control Officer's time spent on "call outs". The position is to be introductory, and doing very minor animal control related tasks such as picking up stray dogs for impoundment at the shelter, capturing dogs at large, assisting the sheriff's office/North Lyon EMS with protective custody impounds (owner in custody, hospitalized, or deceased), answering phones, inputting licenses, and assistance with low cost vaccination clinics as the arise. The individual in this position would respond to calls for dog bites, but only to impound the offender. The Animal Control Officer would do all the follow-up and investigation while on regular duty. The part time position is 16 hours a week, and not to exceed the 1039 hours. The tentative schedule is: Friday 7-4; Saturday 8-12; and Sunday 8-12.

RELEVANT LAWS, STATUTES, AND REGULATIONS:

City of Fernley Personnel Policies and Procedures Sections 5.5.2.2, 5.5.2.7, and 6.2.3

FINANCIAL IMPLICATIONS:

Currently budgeted for FY2023-2024.

ATTACHMENTS:

1. Animal Control Assistant (Part Time)

CITY OF FERNLEY: Animal Control Assistant (Part Time)

Starting Wage: \$18.94 per hour

DEFINITION: Under general supervision, enforces animal control ordinances and regulations in accordance with state and local laws; works in cooperation with the City Attorney's office, Police/Sheriff's Office, and other city departments to enforce and prosecute said ordinances and regulations.

DISTINGUISHING CHARACTERISTICS: The Animal Control Officer is distinguished from other classes by its responsibility for enforcing City ordinances and regulations relating to animal control within the City of Fernley. Work is accomplished by detecting, preventing, and investigating violations or ordinances related to animal control.

ESSENTIAL FUNCTIONS: Performance of these functions is the reason this job exists. Employee may not be assigned all duties and assigned job tasks/duties are not limited to the essential functions.

1. Enforces and applies state and local ordinances and regulations pertaining to animal control, responds to incidents including stray animals, dogs at large, and deceased animals near roadways and public property.
2. Apprehends, impounds, and transports domestic, farm, exotic, and wild animals that are stray, injured, diseased, mistreated, or dangerous animals; uses catch poles and traps to capture and impound animals; places animals in animal service vehicle; transports captured animals to the City's designated animal shelter or an animal hospital. Assists patrol officers and investigators by handling animals that are present at crime scenes, arrest locations, and animals owned by people transported to hospitals.
3. Prepares incident reports; completes all forms pertaining to animal control activities to be sent to the Animal Control Officer for investigation/follow up. Creates a case file for each action conducted by Animal Control including animal impoundment and any owner information that is discovered.
4. Establishes quarantines in designated locations based on information collected on reported incidents involving animals biting humans or those that are presumed to be affected by Rabies, the condition of animals, and whether infected and exposed animals have received previous vaccinations for rabies.
5. Performs minor first aid on injured animals by applying splints, tourniquets, blankets, muzzles, and other related medical supplies and equipment.
6. Performs sanitation on cages, leashes, catchpoles, and truck to prevent the spread of communicable disease.
7. Picks up dead animals found in public streets and rights of way; disposes of animal carcasses by means of transport to approved disposal process and disposal facility.

8. Performs weekly kennel duties as required by the Lyon County shelter agreement; cleaning and providing care to animals.

QUALIFICATIONS FOR EMPLOYMENT: Knowledge, Skills and Abilities, thorough knowledge of:

- Ordinances and regulations of the Fernley Municipal Code pertaining to animal control; Lyon County Sheriff Department rules, regulations, policies and procedures related to the City's animal services and the City and County Animal Shelter contract provisions;
- Nevada Revised Statutes pertaining to animal control and animal cruelty; criminal and civil matters pertaining to animal control;
- Geography of the City of Fernley and locations of various sites within the City;
- Health and hygiene of animals; characteristics, habits, and behaviors of various breeds of domestic animals;
- Practices and procedures pertaining to the safe handling and proper care of animals; methods and techniques used to capture and impound animals in a safe and humane manner; basic methods of subduing animals and protecting onlookers;
- Safety precautions and hazards arising out of the handling of sick and/or aggressive animals;
- Methods and techniques used to administer first aid to animals;

Ability to:

- Communicate and interact courteously and effectively with the general public, other law enforcement personnel, and animal control providers;
- Capture, impound, move, feed, and handle animals without causing harm or injury to the animal;
- Identify breeds and characteristics of animals;
- Perform first aid on injured animals;
- Clean and maintain kennels using the appropriate cleaning supplies, equipment, and chemicals;
- Detect symptoms of animal diseases; follow safety procedures in controlling and handling animals;

- Maintain accurate records and logs; communicate effectively verbally and in writing;
- Work independently and use proper judgment in carrying out the duties of an Animal Control Officer;
- Remain calm during stressful and highly charged emotional situations involving animals, animal owners, victims, and witnesses;
- Deal effectively with persons who are hostile or angry.
- Ability to operate a two-way portable radio, animal control service vehicle, catch poles, traps, computers, and modern office equipment.

MINIMUM QUALIFICATIONS: Experience and Training: Any combination of training, education and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Education, Training, and Work Experience

Graduation from high school, or the equivalent, and one (1) year of experience providing care for animals within an animal shelter, veterinary office, animal hospital, or other closely related agency or organization. Previous work experience must have included contact with the public.

Experience as an Animal Control Officer for a public or law enforcement agency is desirable.

Special Requirements, Licenses, and Certificates: Must possess appropriate Nevada Driver's License at time of hire and maintain a satisfactory driving record.

- Animal Control Assistant (Part Time) Incumbents must possess a valid Nevada Driver's License at time of hire and maintain a satisfactory driving record.
- Animal Control Officer I: Incumbents must possess a Level I Academy of the National Animal Care and Control Association certification at time of hire or obtain within one (1) year of hire date.
- Animal Control Officer II: To be promoted to Animal Control Officer II, incumbents must possess a Level II Academy of the National Animal Care and Control Association certification and have completed two (2) years of service as an Animal Control Officer I.
- Lead Animal Control Officer: To be promoted to Lead Animal Control Officer, incumbents must possess a Level II Academy of the National Animal Care and Control Association certification and have completed three (3) years of service as an Animal Control Officer II.

WORKING ENVIRONMENT: The primary work setting involves operating an animal service vehicle and working on the scene of animal control situations. Frequently exposed to disagreeable weather conditions such as extremes of cold, heat, dampness, wind, dust, and fumes. Exposure to dead, injured, and diseased animals and animal waste products. Incumbents are exposed to loud noises and unpleasant sights, sounds, and odors when handling animals that are stray, injured, diseased, and dangerous. Incumbents are also exposed to animal carcasses. Euthanasia or the destruction of animals may be considered extremely disagreeable. Periodic contact with upset individuals; frequent interruptions of planned work activities by telephone calls, office visitors and response to unplanned events.

PHYSICAL DEMANDS (The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. In compliance with applicable disabilities laws, reasonable accommodation may be provided for qualified individuals with a disability who require and request such accommodation. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodation with the employer.)

Strength and stamina to drive and walk for long distances; stamina and flexibility to bend, squat, twist, reach, walk, and run on irregular surfaces; strength and stamina to regularly chase, control, lift, and carry live and dead animals; strength, stamina, and dexterity to climb to heights; ability to carry or move cages, food, and equipment; ability to work in confined spaces; hearing to perceive spoken communications in noisy environments; coordination and dexterity to perform several tasks simultaneously when handling animals; manual dexterity, motor skills, and cognitive ability to write reports and complete forms either by hand or via computer; periodic moving or lifting of objects weighing up to 50 pounds and occasional moving of objects weighing up to 100 pounds.

The job description does not constitute an employment agreement between the City and employee. It is subject to change at any time by the City at its sole discretion.

Employee's Acknowledgment: I acknowledge that I have read and understand the above job description and have received a copy for my records.

Hours:

Friday- 7-4

Saturday- 8-12

Sunday- 8-12

*Potential for on call for dispatch emergencies from Friday at 12:00am until Sunday at 11:59 pm.



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Mayor Neal E. McIntyre

FINANCIAL IMPACT:

Yes: X

No:

CURRENTLY BUDGETED:

Yes: X

No:

FUND/ACCOUNT:

100-414-100

ACTION REQUESTED: Consent

AGENDA ITEM: (For Possible Action):

Possible action to approve the salary rate for the appointed City Attorney, Aaron Mouritsen. The appointment was approved by the City Council during the June 21, 2023 Council meeting.

AGENDA ITEM BRIEF:

Possible action to approve the salary rate for the appointed City Attorney, Aaron Mouritsen, pursuant to FMC Title 2, Chapter 3, Section 2.03.02 (c) Salary and benefits.

On June 21, 2023, City Council approved the appointment of Aaron Mouritsen as the City Attorney effective July 09, 2023. The current salary scale for the City Attorney as of June 30, 2023 is \$98,377.72 - \$140,539.60 per year. Effective July 01, 2023, there will be a 2% COLA increase. However, Mr. Mouritsen will not be eligible for the COLA increase. Upon discussion, the Mayor and Mr. Mouritsen agreed on a starting salary of \$126,150.30 per year, effective July 09, 2023, contingent on Council approval.

The initial appointment will be for an introductory period of 30 days. At its sole discretion, the City of Fernley may extend this introductory period to 90 days if such extension is determined appropriate. During the introductory period, the employment relationship is "at-will" and can be terminated by the employee or by the City of Fernley at any time during the introductory period or during the extension of the introductory period, with or without cause or advance notice.

Mr. Mouritsen will be eligible for all the benefits that he currently maintains, including PERS, (13) paid holidays and various leaves as outlined in the Personnel Policy which are still applicable to the position. The types and levels of benefits provided may change from time to time by action of the governing board.

Per mutual agreement, Mr. Mouritsen will be allowed to have a flex schedule as long as an 80-hour biweekly work schedule is maintained.

Additionally, Mr. Mouritsen will be afforded a 30-day pay-out if termination of employment occurs.

The City Attorney's specific job assignment may be changed from time to time at the discretion of the City of Fernley. All changes in status and/or rights and benefits as a City of Fernley employee will be made in writing.

RECOMMENDED MOTION:

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

The City Council may choose not to approve the salary for the appointed City Attorney and/or request more information for negotiation.

BACKGROUND:

City Attorney Brandi Jensen submitted her resignation effective July 05,2023.

On June 21, 2023, City Council approved the appointment of Aaron Mouritsen as the City Attorney effective July 09,2023.

The City Attorney adheres to FMC Title 2, Chapter 3,Section 2.03.02 (a) Appointment ,(b) Qualifications, (c) Salary and benefits, and (d) At-will employee.

FMC Title 2, Chapter 3,Section 2.03.02 (a) Appointment ,(b) Qualifications, (c) Salary and benefits, and (d) At-will employee

RELEVANT LAWS, STATUTES, AND REGULATIONS:

NRS Ch. 266. NRS 266.200. NRS 266.395 and 266.405

FINANCIAL IMPLICATIONS:

Included in FY23/24 Budget

ATTACHMENTS:

None



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Kim Swanson, City Clerk

FINANCIAL IMPACT:

Yes: X No:

CURRENTLY BUDGETED:

Yes: No: X

FUND/ACCOUNT:

100-320-110

ACTION REQUESTED: Motion

AGENDA ITEM: (For Possible Action):

Possible action to direct staff to proceed with a Business Impact Statement relating to an increase in Franchise Fees for Public Utilities providing services within the City of Fernley.

AGENDA ITEM BRIEF:

Funds generated from the increase in Franchise Fees will increase revenue for the General Fund, which will potentially assist with City services such as infrastructure, streets, parks and operations.

RECOMMENDED MOTION:

"I move to direct staff to proceed with a Business Impact Statement relating to an increase in Franchise Fees for Public Utilities providing services within the City of Fernley".

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

Council could decide not to move forward with increasing the Franchise Fees at this time.

BACKGROUND:

Pursuant to NRS 237.080, the City is required to prepare a Business Impact Statement prior to adopting a rule that will impose a direct and significant economic burden upon a business. The City Clerk's office is seeking permission to move forward with a BIS to increase Franchise Fees. Franchises were last increased in 2011 by Resolution 2011-003. Franchise fees are collected by the utility company and submitted to the City and included in General Fund Revenue.

There are 3 Public Utility categories that will be impacted; telecommunication companies, electric energy providers, and commercial mobile radio services. At this time, only the gas provider category is capped at 5%. If the City Council agrees to a Business Impact Study to increase these fees, telecommunication companies and electric energy providers will be capped at 5%. This will leave one category; commercial radio services, at 4%. Staff plans to include in the BIS plan an automatic 1% increase to the commercial mobile radio services, that will take effect in 24 months.

NRS 354.59889 states that a city or county shall not change any of its fees except through the adoption of an ordinance which provides that the change does not become effective until at least 90 days after the city or county complies with the provisions of subsection 3. NRS 354.59889 states the city must not exceed a 1% increase of the gross revenue in any 24 month period.

The expected revenue from this increase will be about \$7,500 - \$10,000 per year.

RELEVANT LAWS, STATUTES, AND REGULATIONS:

NRS 354.59889 & NRS 354.59885

FINANCIAL IMPLICATIONS:

Approximately 7,500 - \$10,000 added to General Fund revenue per year

ATTACHMENTS:

None



CITY OF FERNLEY

City Council AGENDA REPORT

Meeting Date: July 5, 2023

REPORT TO: Mayor and City Council

REPORT FROM: Kim Swanson, City Clerk

FINANCIAL IMPACT:

Yes: No: X

CURRENTLY BUDGETED:

Yes: No: X

FUND/ACCOUNT:

ACTION REQUESTED: Motion

AGENDA ITEM: (For Possible Action):

Discussion and Possible Action to consider and appoint two members to the City of Fernley Senior Citizen Advisory Committee among the submitted applicants.

AGENDA ITEM BRIEF:

Discussion and Possible Action to consider and appoint two members to the City of Fernley Senior Citizen Advisory Committee among the submitted applicants.

RECOMMENDED MOTION:

"I move to appoint _____ to the City of Fernley Senior Citizen Advisory Committee. Their term will expire on September 30, 2024."

"I move to appoint _____ to the City of Fernley Senior Citizen Advisory Committee. Their term will expire on September 30, 2025."

BUSINESS IMPACT (per NRS Chapter 237):

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

ALTERNATIVES:

City Council may request additional information or extend the application period

BACKGROUND:

The five members of the Senior Citizen Advisory Committee (SCAC) are appointed by the City Council as per the Committee bylaws. Committee members serve staggered terms without compensation.

In May 2023, two committee members stepped down from the SCAC. The seat openings were posted on the City's website, the Reader Board, and the City's Facebook page. Three applications were received: Debbie Skinner, Christopher Ward and Lisa Callahan. Staff is asking City Council to consider the submitted applications and appoint two applicants to the committee.

One previous committee member was reappointed in October 2022. At that time, the term was extended to September 30, 2024. The other previous committee member's term expires on September 30, 2023. I would like City Council to appoint this member with their term expiring September 30, 2025. The beginning of their appointment will begin July 5, 2023.

RELEVANT LAWS, STATUTES, AND REGULATIONS:

Senior Citizen Advisory Committee Bylaws

FINANCIAL IMPLICATIONS:

There are no financial implications in appointing a member to the committee.

ATTACHMENTS:

1. Debbie Skinner_FSCAC
2. Christopher Ward_FSCAC
3. Lisa Callahan_FSCAC

Brenda Gosser

From: noreply@civicplus.com
Sent: Tuesday, May 23, 2023 2:23 PM
To: City Clerk
Subject: Online Form Submittal: City of Fernley Board and Commission Application Form

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

City of Fernley Board and Commission Application Form

Notice of Public Record

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Name:* Debbie Skinner
Email Address:* [REDACTED]
Home Address:* [REDACTED]
What ward do you live in?* Ward 1
Primary Phone:* 775-530-6893
How long have you been a resident of the City of Fernley?* 20
Are you over 18 years of age?* ☒ Yes ☐ No
Are you currently registered to vote in the City of Fernley?* yes
Employer:* Desert Rose RV Park
Job Title:* Manager
Which board would you like to apply for?* Fernley Senior Citizens Advisory Committee
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?* ☐ Yes ☒ No
If yes, please list conviction dates and nature:*

I have not been convicted of a felony or misdemeanor.
The application will not print with this box left empty. :)
I love to meet and interact with people. I pride myself on integrity and helping others.

Interests & Experiences

Education or training relevant to the board or commission to which you are applying:*

Explain briefly why you would like to be appointed to this board or commission:*

Demographics

I am interested in giving back to the community and love people of all ages.

This section is optional and your responses will not be utilized for appointment. The following information helps track our recruitment and diversity efforts.

Ethnicity

White

Gender

Female

Date of birth

WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1) TO ALLOW CITY COUNCIL TO CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER PUBLIC BODY FOR THE CITY OF FERNLEY

The City Council for the City of Fernley will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Fernley. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions. By agreeing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Fernley City Council in a

☒ I Agree ☐ I Disagree

public meeting. Further, I acknowledge that I may at any time withdraw both this waiver and related application for appointment.*

Acknowledgement

(X) I Agree

() I Disagree

Please Agree with the Following Statement

I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the board or commission.

* 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=7999>

The following form was submitted via your website: City of Fernley Board and Commission Application Form

Name:: Debbie Skinner

Email Address::

Home Address::

What ward do you live in?: Ward 1

Primary Phone::

How long have you been a resident of the City of Fernley?: 20

Are you over 18 years of age?: Yes

Are you currently registered to vote in the City of Fernley?: yes

Employer:: Desert Rose RV Park

Job Title:: Manager

Which board would you like to apply for?: Fernley Senior Citizens Advisory Committee

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?: No

If yes, please list conviction dates and nature:: I have not been convicted of a felony or misdemeanor. The application will not print with this box left empty. :)

Interests & Experiences

Education or training relevant to the board or commission to which you are applying:: I love to meet and interact with people. I pride myself on integrity and helping others.

Explain briefly why you would like to be appointed to this board or commission.: I am interested in giving back to the community and love people of all ages.

Ethnicity: White

Gender: Female

Date of birth: [REDACTED]

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Acknowledgement

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Additional Information:

Form submitted on: 5/23/2023 2:23:23 PM

Submitted from IP Address: 97.92.106.20

Referrer Page: <https://www.cityoffernley.org/CivicAlerts.aspx?AID=1220>

Form Address: <http://www.cityoffernley.org/Forms.aspx?FID=176>

Brenda Gosser

From: noreply@civicplus.com
Sent: Wednesday, May 17, 2023 3:08 PM
To: City Clerk
Subject: Online Form Submittal: City of Fernley Board and Commission Application Form

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

City of Fernley Board and Commission Application Form

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Name:* Christopher Ward
Email Address:* [REDACTED]
Home Address:* [REDACTED]
What ward do you live in?* 5
Primary Phone:* [REDACTED]
How long have you been a resident of the City of Fernley?* 8
Are you over 18 years of age?* ☒ Yes ☐ No
Are you currently registered to vote in the City of Fernley?* yes
Employer:* Retired
Job Title:* Everything
Which board would you like to apply for?* Senior Advisory Committee
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?* ☐ Yes ☒ No
If yes, please list conviction dates and nature:* this is NO
Interests & Experiences I worked for the US Government

Education or training relevant to the board or commission to which you are applying:*

Explain briefly why you would like to be appointed to this board or commission.*

I want to help our Fernley citizens to the best of my ability.

Demographics

This section is optional and your responses will not be utilized for appointment. The following information helps track our recruitment and diversity efforts.

Ethnicity

Gender

M

Date of birth

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☒ I Agree ☐ I Disagree

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Acknowledgement

(X) I Agree

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Please Agree with the Following Statement

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* 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=7987>

The following form was submitted via your website: City of Fernley Board and Commission Application Form

Name:: Christopher Ward

Email Address:: [REDACTED]

Home Address:: [REDACTED]

What ward do you live in?: 5

Primary Phone: [REDACTED]

How long have you been a resident of the City of Fernley?: 8

Are you over 18 years of age?: Yes

Are you currently registered to vote in the City of Fernley?: yes

Employer:: Retired

Job Title:: Everything

Which board would you like to apply for?: Senior Advisory Committee

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?: No

If yes, please list conviction dates and nature:: this is NO

Interests & Experiences

Education or training relevant to the board or commission to which you are applying:: I worked for the US Government

Explain briefly why you would like to be appointed to this board or commission.: I want to help our Fernley citizens to the best of my ability.

Ethnicity:

Gender: M

Date of birth: [REDACTED]

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Acknowledgement

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Additional Information:

Form submitted on: 5/17/2023 3:08:11 PM

Submitted from IP Address: 71.89.230.239

Referrer Page: <https://www.cityoffernley.org/civicalerts.aspx?AID=1220>

Form Address: <http://www.cityoffernley.org/Forms.aspx?FID=176>

From: noreply@civicplus.com
Sent: Wednesday, June 21, 2023 11:49 AM
To: City Clerk
Subject: Online Form Submittal: City of Fernley Board and Commission Application Form

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

City of Fernley Board and Commission Application Form

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Name:* Lisa Callahan
Email Address:* [REDACTED]
Home Address:* [REDACTED]
What ward do you live in?*: 2
Primary Phone:* [REDACTED]
How long have you been a resident of the City of Fernley?*: 11 years
Are you over 18 years of age?*: ☒ Yes ☐ No
Are you currently registered to vote in the City of Fernley?*: Yes
Employer:* Retired
Job Title:* Retired
Which board would you like to apply for?*: Senior Citizens Advisory
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?*: ☐ Yes ☒ No
If yes, please list conviction dates and nature.*: None
Interests & Experiences

Education or training relevant to the board or commission to which you are applying:*

Explain briefly why you would like to be appointed to this board or commission.*

BS Degree in Dietetics & Food Service Management. I managed food service & catered events for employees and executives for 10 years. I accepted an opportunity to set up and manage the office for a small business. I was responsible for the accounting, business insurances, employee benefits & working with customers. After 2 years, the office was running smoothly, and I took my services to another small company. I retired in 2003 to spend more time at home with my then teenage son. I started caring for my granddaughter in 2005. Volunteer advocate for children (2014-2019) CASA Churchill County. Enjoy exploring NV & the west, reading, cooking, & spending time with our family. The senior population is growing and as we age, there will be more services needed. Accessing these services can be challenging for many seniors. As costs are rising, seniors need assistance navigating resources for rents, food, and medicine. They also maybe caregivers for a spouse or other family member, and need to know where to get help. Seniors are a great asset to the community. Many are lonely, and encouraging volunteering would be a great opportunity to help make connections. We enjoy living in Fernley, and being a part of this community. I would like to help give seniors a voice in our city.

Demographics

This section is optional and your responses will not be utilized for appointment. The following information helps track our recruitment and diversity efforts.

Ethnicity White
Gender Female
Date of birth [REDACTED]

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Acknowledgement (X) I Agree () I Disagree

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* 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=8092>

The following form was submitted via your website: City of Fernley Board and Commission Application Form

Name:: Lisa Callahan

Email Address:: [REDACTED]

Home Address:: [REDACTED]

What ward do you live in?: 2

Primary Phone:: [REDACTED]

How long have you been a resident of the City of Fernley?: 11 years

Are you over 18 years of age?: Yes

Are you currently registered to vote in the City of Fernley?: Yes

Employer:: Retired

Job Title:: Retired

Which board would you like to apply for?: Senior Citizens Advisory

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?: No

If yes, please list conviction dates and nature:: None

Interests & Experiences

Education or training relevant to the board or commission to which you are applying:: BS Degree in Dietetics & Food Service Management. I managed food service & catered events for employees and executives for 10 years. I accepted an opportunity to set up and manage the office for a small business. I was responsible for the accounting, business insurances, employee benefits & working with customers. After 2 years, the office was running smoothly, and I took my services to another small company. I retired in 2003 to spend more time at home with my then teenage son. I started caring for my granddaughter in 2005.

Volunteer advocate for children (2014-2019) CASA Churchill County.

Enjoy exploring NV & the west, reading, cooking, & spending time with our family.

Explain briefly why you would like to be appointed to this board or commission.: The senior population is growing and as we age, there will be more services needed. Accessing these services can be challenging for many seniors. As costs are rising, seniors need assistance navigating resources for rents, food, and medicine. They also maybe caregivers for a spouse or other family member, and need to know where to get help. Seniors are a great asset to the community. Many are lonely, and encouraging volunteering would be a great opportunity to help make connections. We enjoy living in Fernley, and being a part of this community. I would like to help give seniors a voice in our city.

Ethnicity: White

Gender: Female

Date of birth: [REDACTED]

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Acknowledgement

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Additional Information:

Form submitted on: 6/21/2023 11:49:02 AM

Submitted from IP Address: 47.224.205.196

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.cityoffernley.org/Forms.aspx?FID=176>