City of Fernley

NEVADA

AGENDA
Strategic Planning Work Session
City Council
Friday, January 17, 2025 • 11:00 AM

Mayor
Neal E. McIntyre

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

City Manager
Benjamin Marchant

Mark IV Capital, Inc., 1740 N. Nevada Pacific Parkway, Suite 100, Fernley, NV 89408

Zoom information:

Zoom will not be available for this Strategic Planning Work Session.

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, 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. **Pledge of Allegiance**
    1.2. **Roll Call**
    1.3. **Public Forum**
    1.4. **(For Possible Action) Approval of Agenda**
2. **INTRODUCTIONS AND EXPECTATIONS**
    2.1. **Experiential Leadership Engagement**
3. **STRATEGIC PLANNING WORK SESSION**
    3.1. **City Manager**
    3.2. **2021-2026 Strategic Plan - progress review**
    3.3. **Utilities Department – Restructuring Plan**
    Wastewater
    Water
    3.4. **City Council**
    3.5. **Priorities assessment and additional considerations**
    3.6. **Budget priorities for FY 2025-2026**
4. **ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS**
5. **PUBLIC FORUM**
6. **ADJOURNMENT**

Next Meeting: February 5th @5pm

City of Fernley
CITY MANAGER'S OFFICE

Strategic Initiative Proposals – 2025

Team Fernley has prepared summaries of several strategic initiative proposals for the City Council's to provide direction as to which initiatives will best serve the City to pursue in accordance with the 2021-2026 Strategic Plan. Please consider the merits of each initiative and indicate which proposals are a priority that you support with a numerical ranking of 0-5.

0 – do not support, 1 – not a priority, 2 – somewhat support, 3 – support, 4 – strongly support, 5 – high priority.

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City of Fernley
Public Works

Memorandum

To: Mayor and City Council
From: Barry Williams, Public Works Director
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Asset Management Software

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Description:
The purpose of this software is to help the city of Fernley effectively track, monitor and manage its physical assets throughout their lifecycle. This software will help with cost optimization, calculating lifecycle costs and help identify cost reduction strategies, inventory management, maintenance and depreciation scheduling and capital replacement planning.

This software will be utilized to track:
- Maintenance workorders across all departments
- Fleet maintenance and replacement and cost tracking
- Small and large tool inventory across all departments
- Street sign and pavement marking maintenance
- In-house asphalt maintenance and repair
- Park and open space maintenance and repair
- Cost reductions by preventing unnecessary purchases, optimizing maintenance schedules and identifying potential cost savings

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure

Needs:
- Present the concept to the City Council to determine support.
- City Council approval of budget and project.
- Procurement

Estimated completion:
6-12 months

Planning Department

Permits
Planning
Development Review
Sustainability

MEMORANDUM

Date: December 17, 2024
To: City Council
From: Michele Rambo, AICP, Planning Director
Re: 2025-2026 Strategic Initiative – Associate Planner

Description:
As development continues, the City of Fernley needs to provide staffing to keep up with demand. The Associate Planner job description includes a heavy emphasis on long-range planning, including Development Code Amendments/Updates and Master Plan Amendments/Updates. This position will be critical in order to complete the other proposed Planning initiatives in the estimated time frames.

Strategic Priorities:
This project would help fulfill the goals outlined below.

- Goal 6 – Ensure municipal services meet the needs and expectations of the community

Needs:

- Estimated starting budget of $110,000 (includes benefits)

Next Steps:
Once budgeted, the next step would be to advertise and recruit a qualified individual.

Estimated Completion:
N/A (Permanent Position)

MEMORANDUM

Date: December 17, 2024
To: City Council
From: Michele Rambo, AICP, Planning Director
Re: 2025-2026 Strategic Initiative – Capital Improvement Plan Update

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Description:
Upon completion of the Infrastructure Plan(s) for the North Fernley Area Plan and the Southwest Fernley Area Plan, both will require updates to the City's Capital Improvement Plan (CIP). Additionally, in order to implement development impact fees, the Nevada Revised Statutes requires that a CIP include certain things that the city's current CIP is missing. Therefore, a more robust and updated CIP is required to continue the process towards implementing impact fees on developments.

Strategic Priorities:
This project would help fulfill the goals outlined below.

- Goal 1 – Manage sustainable growth and maintain public infrastructure
- Goal 6 – Ensure municipal services meet the needs and expectations of the community

Needs:

- Estimated budget of $300,000

Next Steps:
Once budgeted, the next step would be to put out an RFP and select a consultant.

Estimated Completion:
One year

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Benjamin Marchant, City Manager
Date: December 18, 2024
Re: 2025-2026 Strategic Initiative – City of Fernley 25^{th} Anniversary 7/1/26

Description:
Marking the 25th Anniversary of the incorporation of Fernley as a City presents many opportunities for making fresh investments in placemaking through a branding and marketing campaign, investing in public spaces with one or more landmark features or a community celebration.

The 25th anniversary could be planned as a multi-day event leading into the Independence Day celebrations and traditions from Wednesday, July 1 through Saturday, July 4, 2026.

Strategic priorities:
Goal 4: Increase opportunities for civic engagement and community building
Goal 5: Maintain strong partnerships with public agencies and community organizations

Needs:
- TBD

Next steps:
- Identify the goals and budget to carry out the appropriate level of investment in celebrating the City's 25th anniversary.

Estimated completion:
By July 1, 2026

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Lydia Altick, Deputy City Manager
Date: December 20, 2024
Re: 2025-2026 Strategic Initiative – Fernley Animal Services Facility

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Description:
A facility to provide animal shelter services for dogs and cats with a boarding facility for dogs.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 6: Ensure municipal services meet the needs and expectations of the community.
Goal 7: Develop and maintain revenue sources to support community improvements and services. Strategy 7.4 – Identify additional revenue streams.

Needs:
Preliminary scoping: It has been determined statistically and because of Fernley's growth that the City should move forward with steps to plan for its own Animal Services Center which will provide animal shelter services for dogs and cats, and boarding services for dogs. Several locations are being analyzed to best suit the needs of this facility.

Preliminary information: An estimate of habitat that is necessary for support space is between 5 -10,000 sf depending on the services provided - most likely closer to the higher number. Average price per square foot around the country for a new shelter in 2024, including site work is $500 - $600/sf. It will be more in 2025. The construction cost range is between $3 - $6M including equipment - you get what you pay for. The animal shelter industry does not lend itself ever to providing too much space - planner's remorse is often that it should have been bigger.

Next steps:
- A needs assessment/building program should be prepared
- Complete initial design, scoping and cost estimate
- Identify funding sources
- City Council approval of budget and project
- Construct project

Estimated completion:

1-2 years

City of Fernley
Building Department

Memorandum

To: Mayor and City Council
From: Charity Birkel, Building Official
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Fernley Code Enforcement Services Program

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Description:
There is a growing demand for code enforcement services as indicated by the rise of complaints and requests for complex abatements made by residents. Code Enforcement typically falls to the Building Department to handle although there are overlapping areas involving the Public Works Department and the Lyon County Sheriff's Office. The increase in code enforcement complaints creates increasing conflicts with the duties of the Building Department staff to complete plan reviews and building inspections. The competing work loads and demands for priority attention is impeding the efficient completion of time-sensitive tasks. Additional time and focus is needed to improve city codes with greater clarity (elimination of contradictory language in different codes) and aligning the codes with the vision of the City Council. Most code enforcement complaints are resolved quickly upon notice to the resident to bring their violation into compliance. Unfortunately, too many remaining cases are very difficult to resolve and end up consuming many hours of staff time over many months.

The most effective way to handle complaints about code complaints is to have a dedicated Code Enforcement Services program with the creation of two or three new positions, one that is post-certified and two that are not post-certified. The post-certified officer would lead one or two code enforcement officers providing the training, support and direction needed to efficiently address all cases with greater attention and consistency. Such a program could expand the use of legal instruments such as warrants and case management to bring these cases effectively through the municipal court process. The Code Enforcement Program could either be a stand-alone operation or "housed" within the Building Department for continuity and could eventually grow to include Animal Services complaints and a broader component of law enforcement in general.

Code Enforcement Services program goals:
- Manage code enforcement cases in a timelier manner.
- Develop and define more code sections to the City of Fernley Municipal Code to help provide direction for all case types.

- Provide more effective community support and services for issues pertaining to code enforcement.
- Provide a better level of service to the community.

<u>Strategic priorities:</u>
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 4: Increase opportunities for civic engagement and community building
Goal 5: Maintain strong partnerships with public agencies and community organizations
Goal 6: Ensure municipal services meet the needs and expectations of the community
Goal 7: Develop and maintain revenue sources to support community improvements and services

<u>Needs:</u>
- Code Enforcement Manager – (1) Post Certified (preferred), $120,000 (including benefits)
- Code Enforcement Officer – (2) experienced preferred, entry-level acceptable ($90,000 including benefits for each)
- Office space, computer, tablet, phone, vehicle, etcetera.

<u>Next steps:</u>
- Council direction to authorize job descriptions and budget the positions
- Coordination with Municipal Court, Building Department, City Attorney Office to determine administrative procedures, fines and penalties.

<u>Estimated completion:</u>
6-12 months

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Lydia Altick, Deputy City Manager
Date: December 23, 2024
Re: 2025-2026 Strategic Initiative – Main Street Arts Park

Description:
The City is currently awaiting approval of a grant initiative for a planning grant to finish design and complete studies for the Main Street Arts Park. The Fernley Main Street non-profit has secured funding for crosswalks on Main Street to access the CRRC, the Depot, Millennial Park, and City Hall. The City has also purchased benches, trash receptacles, and bike racks with CDBG funds. Funding is needed to construct the park, including a trail, landscaping, irrigation, art pads, signage, lighting, shade structures, and a parking lot. An opinion of the probable construction cost was updated in January 2024 by L.A. Studio Nevada Landscape Architecture Studio. Total probable construction cost = $1,087,409.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 2: Develop a defined city center with a mix of businesses, restaurants, and entertainment
Goal 4: Increase opportunities for civic engagement and community building
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Goal of the Downtown Fernley Revitalization Planning Study – 2014: Coordinate wider sidewalks with appropriate landscape and lighting treatments to create an attractive environment. And provide safe and attractive pedestrian connectivity.

Needs:
Preliminary scoping: The project is needed to stimulate interest in the Main Street district and enhance private investment in the development of the downtown. Art, shade, and benches will entice people to linger and enhance the pedestrian experience.

Next steps:
- Identify funding sources
- City Council approval of budget and project
- Construct project

Estimated completion:
1-2 years

L.A. StudioNevada
the landscape architecture studio

OPINION OF PROBABLE COST					
Project Name:	**MAIN STREET PARK**				*
L.A. Studio Project Number :	**969-503-01-24**				
Date:	**11-Jan-24**				
L.A. Studio Nevada has no control over the cost of labor, materials, equipment, services or resources provided by others on the project. L.A. Studio Nevada's cost estimate and forecasted schedules are made as a professional landscape architect, and not as the contractor performing the work. As a result, L.A. Studio Nevada cannot and does not guarantee that proposals, bids, actual project costs and/or actual time schedules will not vary from L.A. Studio Nevada's cost estimates or forecast schedules. Client expressly assumes the risk for any reliance on such					
Category	**Item Description**	**Quantity**	**Unit**	**Unit Price**	**Total Cost**
MOBILIZATION	Mobilization of equipment, workers, fuel,etc.	1	EA	$ 25,000.00	$ 25,000.00
	Demolition/Removal of Existing	1	EA	$ 25,000.00	$ 25,000.00
					$ 50,000.00
LANDSCAPING	2" Caliper Deciduous Trees	43	EA	$ 650.00	$ 27,950.00
	6' Tall Evergreen Trees	9	EA	$ 550.00	$ 4,950.00
	5 Gallon Shrubs	156	EA	$ 50.00	$ 7,800.00
	2 Gallon Shrubs	78	EA	$ 50.00	$ 3,900.00
	1 Gallon Shrubs	39	EA	$ 25.00	$ 975.00
	Accents/Perrennials (1 Gallon)	39	EA	$ 25.00	$ 975.00
	Grading/Earthwork	1	L.S.	$ 60,000.00	$ 60,000.00
	Artificial Turf for Sports Field *REMOVE	11280	S.F.	$ 20.00	$ 225,600.00
					$ 332,150.00
MULCH	Rock/Mulch	411	C.Y.	$ 156.40	$ 64,280.40
	Boulders - Min. 24" per details	117	EA	$ 143.00	$ 16,731.00
	Weed Barrier Fabric	20000	S.F.	$ 0.40	$ 8,000.00
					$ 89,011.40
IRRIGATION	Backflow w/ Shelter	1	L.S.	$ 5,500.00	$ 5,500.00
	Control Clock	1	L.S.	$ 5,000.00	$ 5,000.00
	Drip Irrigation	1	L.S.	$ 35,000.00	$ 35,000.00
					$ 45,500.00
HARDSCAPE/AMENITIES	Sidewalk	13219	S.F.	$ 20.00	$ 264,380.00
	Art Pads				
	Shade Structure	1	L.S.	$ 40,000.00	$ 40,000.00
	Tables	3	EA	$ 4,080.00	$ 12,240.00
	Benches	14	EA	$ 2,840.00	$ 39,760.00
	Trash Receptacles	4	EA	$ 1,560.00	$ 6,240.00
	Asphalt parking lot *ADDED	16,384	SF	4.50	$ 73,728 -
					$ 362,620.00
OTHER	Civil Improvements (Meter)	1	L.S.	$ 350,000.00	$ 350,000.00
	Electrical/Lighting	1	L.S.	$ 100,000.00	$ 100,000.00
					$ 450,000.00

Total Estimated Cost	**$ 1,329,281.40**

REVISED ESTIMATE:
$1,329,281.40 - 225,600 = 1,013,681.40 + 73,728 = $1,087,409.40

INFORMATION ONLY

City of Fernley
Public Works

Memorandum

To: Mayor and City Council
From: Barry Williams, Public Works Director
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Fernley Municipal Facilities Plan

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Description:
The Fernley City Hall will reach full occupancy in 2025 due to the growth of city positions that have been needed to keep pace with the growth and services demanded by residents and businesses over the past 18 years since it was completed in 2007. Continued growth pressures will necessitate additional positions and office space beyond the current capacity.

The purpose of the master plan initiative is to establish a framework for growth and develop a capital improvement plan for city owned facilities to meet the needs of our growing and changing community as well as growing municipal services in our water, water treatment, water distribution and wastewater departments. The growth of these municipal operations creates the need for more office workspace and increased maintenance facility space to house staff and equipment.

The components of this plan would include future vision from city council and staff, account for existing conditions such as facility condition, needed repairs and upgrades as well as projected operational changes which could lead to facility expansion or redesign. This plan would also prioritize proposed improvements through a project timeline.

This project would include planning for:
- City Hall
- Cottonwood Maintenance Facility
- Fernley-Lassen Train Depot
- Possible needed property expansions or acquisitions

A Municipal Facilities Plan will help plan and design the scope of office space that will be needed to serve the residents and businesses of Fernley over the next 30-50 years. In the interim, it is prudent to secure temporary work space to continue to meet the needs of the growing population. A modular trailer can serve the need for 4-6 work stations.

Strategic priorities:

Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 4: Increase opportunities for civic engagement and community building
Goal 6: Ensure municipal services meet the needs and expectations of the community

Needs:

- Present the concept to the City Council to determine support.
- Advertise an RFP
- City Council approval of budget and project.
- Conduct study.

Next steps:

- RFP for a comprehensive facilities evaluation and growth projection to meet current and future needs over 30+ years

Estimated completion:
6-12 months

City of Fernley
Public Works

Memorandum

To: Mayor and City Council
From: Barry Williams, Public Works Director
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Modular Building Purchase

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Description:
The Facilities Department is requesting the purchase of 4 modular office buildings for FY 25/26. With the continued growth of city staff and departments, City Hall no longer has the available office space to support staff.

Additionally, with the creation of the Utilities Department, and growth of Utilities Department responsibilities, additional support staff will be required to operate efficiently, creating the need for modular office spaces. If approved, these office spaces will be utilized while the Facilities Master Plan is being created, and the appropriate capital improvement projects are reviewed and chosen to build more permanent office and grounds solutions.

These buildings, if approved, will be placed at the following locations and house the following staff members.

- (1) City Hall (for Engineering and Utilities support staff)
- (1) Wastewater Treatment Facility (Wastewater Treatment Staff/Utility Director)
- (1) Cottonwood Maintenance Facility (Water Distribution Staff/Utility Director)
- (1) Water Treatment Facility (Water Treatment Staff/Utility Director)

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:

- Present the concept to the City Council to determine support.
- Complete initial design, scoping and cost estimate.
- Identify funding sources, and bid the project.
- City Council approval of budget and project.
- Construct project.

Estimated completion:
6-12 months

Planning Department

Permits
Planning
Development Review
Sustainability

MEMORANDUM

Date: December 17, 2024
To: City Council
From: Michele Rambo, AICP, Planning Director
Re: 2025-2026 Strategic Initiative – Comprehensive Master Plan Update

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Description:
A full update of the Comprehensive Master Plan is needed to consolidate and reconcile the city's various planning documents, that in places are contradictory, to provide consistency and clarity for guiding future development. This will also add elements that are missing and required by NRS, and incorporate other master plan documents into one comprehensive master plan.

Strategic Priorities:
This project would help fulfill the goals outlined below.

- Goal 1 – Manage sustainable growth and maintain public infrastructure.
- Goal 3 – Encourage a variety of housing types, density, and costs that accommodate the needs, desires, and financial abilities of the current and future households.
- Goal 6 – Ensure municipal services meet the needs and expectations of the community

Needs:

- Estimated budget of $300,000 - $350,000
- Consultant

Next Steps:
Once budgeted, the next step would be to put out an RFP and select a consultant

Estimated Completion:
One to two years

MEMORANDUM

Date: December 17, 2024
To: City Council
From: Michele Rambo, AICP, Planning Director
Re: 2025-2026 Strategic Initiative – South Area Plan

Description:
Development of the third and final Area Plan required in both the Development Code and Comprehensive Master Plan. As with the North and Southwest area plans, this addition to the Master Plan will define how the City envisions development to occur in the area south of the canal and east of Highway 95A.

Strategic Priorities:
This project would help fulfill the goals outlined below.

- Goal 1 – Manage sustainable growth and maintain public infrastructure.
- Goal 3 – Encourage a variety of housing types, density, and costs that accommodate the needs, desires, and financial abilities of the current and future households.
- Goal 6 – Ensure municipal services meet the needs and expectations of the community.
- Goal 7 – Develop and maintain revenue sources to support community improvements and services. (Increased property tax revenue)

Needs:

- Estimated budget of $250,000 - $300,000
- Consultant

Next Steps:
Once budgeted, the next step would be to put out an RFP and select a consultant

Estimated Completion:
One year

Planning Department

Permits
Planning
Development Review
Sustainability

MEMORANDUM

Date: December 17, 2024
To: City Council
From: Michele Rambo, AICP, Planning Director
Re: 2025-2026 Strategic Initiative – Infrastructure Plan(s)

Description:
The next step for implementing the North Fernley Area Plan is to create an Infrastructure Plan. An Infrastructure Plan will also be needed for the Southwest Fernley Area Plan which is anticipated to be adopted in Spring of 2025. This plan or set of plans will identify all infrastructure needs and designs for the build-out of the North and Southwest Fernley Area Plans and identify potential gaps and solutions. The Infrastructure Plan will support the City's efforts to implement development impact fees for these new areas of development.

Strategic Priorities:
This project would help fulfill the goals outlined below.

- Goal 1 – Manage sustainable growth and maintain public infrastructure
- Goal 6 – Ensure municipal services meet the needs and expectations of the community

Needs:

- Estimated budget of $300,000 (Potential to partner with developers to share this cost)

Next Steps:
Once budgeted, the next step would be to put out an RFP and select a consultant.

Estimated Completion:
One year

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Lydia Altick, Deputy City Manager
Date: December 27, 2024
Re: 2025-2026 Strategic Initiative – Regional Storm Drain Master Plan - Update

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Description:
Update the 2022 Storm Drain Master Plan for inclusion of U.S. Bureau of Reclamation facilities and aquifer recharge technology.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:
Preliminary scoping: Development will continue as both infill and out. A comprehensive storm drain system would address dormant/blighted BOR drains and decrease the requirement for new drainage basin construction for every project, allowing the development of better and more efficient use of land and providing flood protection, thereby improving aesthetics and potentially increasing aquifer recharge.

Preliminary information: The 2022 plan is inadequate. The BOR has knowledge of its facilities and which of its facilities are still in operation. Recent discussions between the City and BOR reveal a desire to work collaboratively on a plan.

Next steps:
- Prepare a scope of work and Request for Proposal for a Regional Storm Drain Master Plan
- Identify funding sources in collaboration with BOR
- City Council approval of budget and project
- Complete plan
- Update policies and code requirements
- Implement project

Estimated completion:
5 years

City of Fernley
Public Works

Memorandum

To: Mayor and City Council
From: Barry Williams, Public Works Director
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Public Works Staffing

Description:
The population and infrastructure growth of the city places greater demands on staff every year to maintain a certain level of service to meet public expectations. Additional staffing in the following divisions of Public Works is necessary to keep pace with these growth pressures.

- Streets and Storm Drains (one additional FTE)
- Parks (one additional FTE)
- Facilities (make the current part time position one FTE)

One Parks employee is being requested due to the increase in population which increases the use of city parks and open space. Growth also impacts the number of sports leagues and after-hours field reservations that city staff supports.

One Streets and Storm Drains employee is being requested due to the increase of population through development. The increased number of subdivisions being developed increases the lane miles of roads, traffic signs and signals, retention ponds and drain inlets and road striping that the city must maintain.

The Facilities Department is requesting the current part-time position for a full-time employee. With increasing services, increased staffing and more city facilities being developed, the facilities department will need more full-time employees to meet the increasing demand for facility sanitation, trash removal and grounds and facilities maintenance and repairs.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure.
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Next steps:
- Present the concept to the City Council to determine support.

- Identify funding sources.
- City Council approval of budget and project.

<u>Estimated completion:</u>
6-12 months

City of Fernley
Public Works

Memorandum

To: Mayor and City Council
From: Barry Williams, Public Works Director
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Cemetery Master Plan

Description:
The Purpose of this master plan is to outline the future development, maintenance and preservation for the city's cemetery, which would include land use and development, aesthetic maintenance and improvements and future expansion through capital improvement planning. A master plan will define the cemetery's vision, preserve documents and improve procurement and long-term maintenance processes, and will engage the community throughout future planning and care. This plan should also provide cost estimations and phased capital improvement implementation.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 4: Increase opportunities for civic engagement and community building
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:
- Present the concept to the City Council to determine support.
- Advertise RFP
- City Council approval of budget and project.
- Complete a Cemetery Master Plan

Estimated completion:
6-12 months

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Benjamin Marchant, City Manager
Date: December 18, 2024
Re: 2025-2026 Strategic Initiative – Fishing Pond Park

Description:
Mayor McIntyre envisions a fishing pond park in Fernley to provide fishing and leisure activities to residents. A quality design with several amenities could make it a regional attraction for this park.

The location for this park contemplates a 23.19-acre site located at 2305 Farm District Road contiguous with the Truckee Canal. Within the park, amenities might include a small parking area <20 spaces, a covered picnic area with a pavilion, restrooms, a ten-acre pond with two fishing piers, a land bridge, a walking path, benches, landscaping, horseshoe pits and an archery range along the canal.

The pond would be designed to receive water from the Truckee irrigation canal and admit an infiltration basin for aquifer recharge. The pond would be designed with contours to allow for varying depths and aquatic vegetation to afford habitat for fish. A circulation and pump system would be designed to allow for a fountain for mosquito mitigation and irrigation for landscaped areas.

Partners include the Bureau of Reclamation and Nevada Fish and Wildlife for assistance in pond design, management, fish stocking and water management. Local partners include residents, businesses and contractors interested in providing financial and in-kind support for developing this project. These resources present an opportunity for a matching grant.

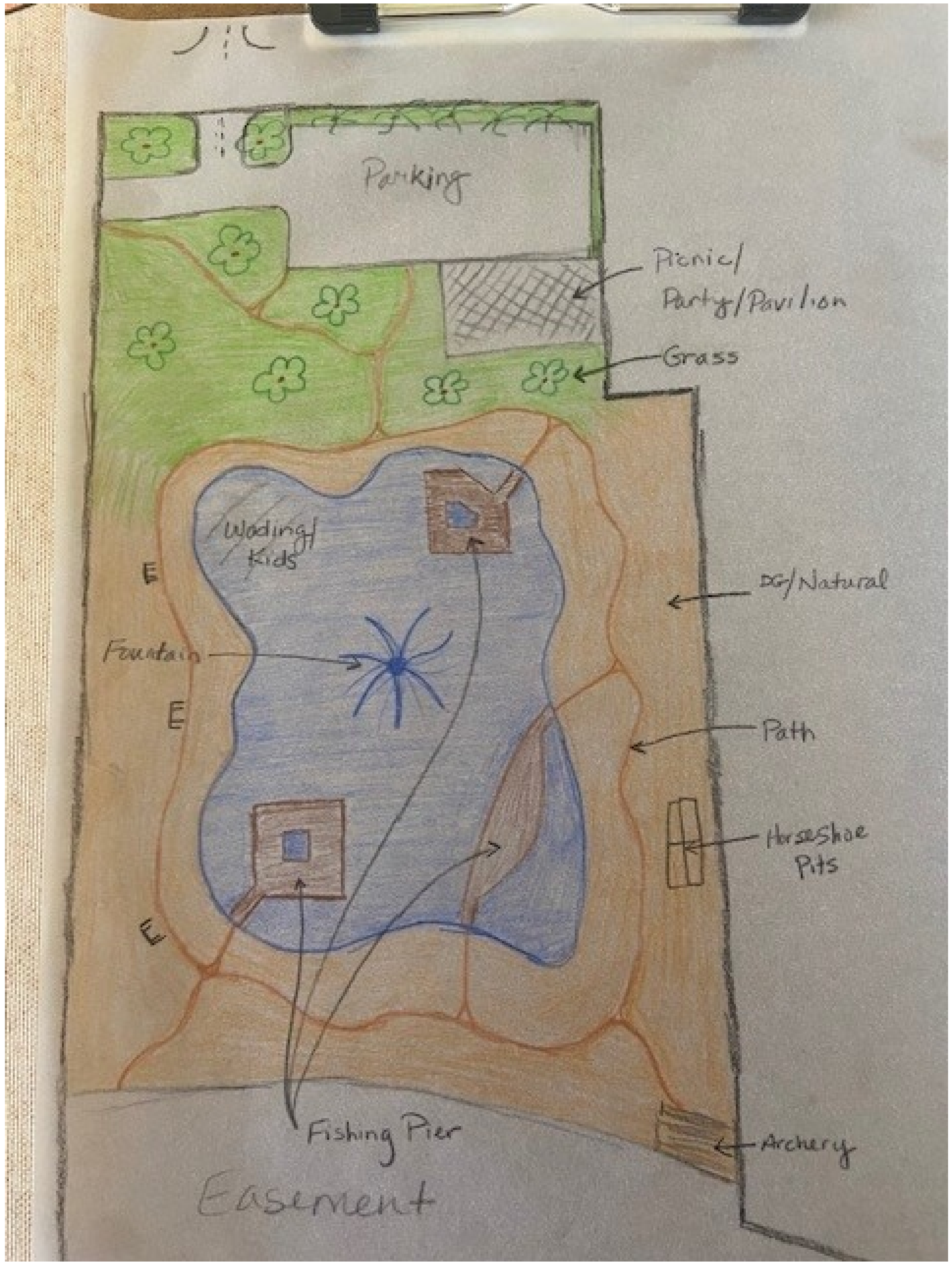
Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 4: Increase opportunities for civic engagement and community building
Goal 5: Maintain strong partnerships with public agencies and community organizations
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:
- Estimated cost TBD

Next steps:

- Conduct a feasibility study to design and estimate the cost
- Identify in-kind community resources that may be donated in support of this project

Estimated completion:
1-2 years


Parking
Picnic/
Party/Pavilion
Grass
Wading/
Kids
DG/Natural
Fountain
Path
Horseshoe
Pits
Fishing Pier
Archery
Easement

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Benjamin Marchant, City Manager
Date: December 18, 2024
Re: 2025-2026 Strategic Initiative – RV Park – new revenue source

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Description:
The City of Fernley designs, constructs and operates a high quality (Good Sam) RV park catering exclusively to overnight and short-term visitors (less than 30 days, no year-round residents). A well designed and well-run RV park could produce a new revenue stream to fund parks and recreation facilities, programs or other City operations. RV Park recreational amenities could also serve the residents of Fernley. An RV Park could also spur additional economic development for attracting new commercial retail establishments.

The right facility, in the right location, managed in the right way could produce many benefits more than additional revenues. There are not sufficient accommodations or vacancies among the existing RV Parks in Fernley to meet the needs of peak demand accommodations for the visitors that attend the Fernley Junior Rodeo, Fernley Softball and other events.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 4: Increase opportunities for civic engagement and community building
Goal 5: Maintain strong partnerships with public agencies and community organizations
Goal 6: Ensure municipal services meet the needs and expectations of the community.
Goal 7: Develop and maintain revenue sources to support community improvements and services

Needs:
- Feasibility study $75,000.
- Estimated cost $6 million

Next steps:
- Conduct a feasibility study to design and estimate the true cost

Estimated completion:
1-2 years

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Benjamin Marchant, City Manager
Date: December 18, 2024
Re: 2025-2026 Strategic Initiative – Public Transit Service On-demand model

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Description:
A public transit service provider proposes to deliver transportation services on an individual basis throughout the City of Fernley through an app-based door-to-door service model.

The Downtowner™ provides a public transit service model especially well suited for small and rural communities. They offer door-to-door service in town. Of the 40 communities they serve (including Incline Village, NV) 70% provide it as a free service to riders and 30% provide it as a subsidized service or free for minors under 12 and seniors over 65. Their target response time is to pick up riders within 5 minutes of receiving the App-based request for service. The number of vehicles used is based on population, area coverage and usage statistics. Special services could be extended to provide peak shuttle service to centers of employment like USA Parkway.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:
- Estimated budget $250,000 - $400,000 (rural transportation grants may be available)

Next steps:
- Presentation by the service provider to the City Council
- Approve budget and contract for services

Estimated completion:
6 months

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Lydia Altick, Deputy City Manager
Date: December 27, 2024
Re: 2025-2026 Strategic Initiative – Transition to municipal water

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Description:
Initiative to assist with hookup to municipal water.

Strategic priorities:
Goal 1: Manage sustainable growth and maintain public infrastructure
Goal 6: Ensure municipal services meet the needs and expectations of the community.
Goal 7: Develop and maintain revenue sources to support community improvements and services

Needs:
Preliminary scoping:
Funding, Grants, and Loans: Municipalities may receive government funding, subsidies, grants, or low-interest Drinking Water State Revolving Fund (loan) for infrastructure projects like water line extensions, which can make it more cost-effective for both the city and the residents to transition from wells to city water.

Preliminary information: Well water levels can fluctuate seasonally, or in response to droughts, leaving residents with unreliable access to water. Municipal water systems, in contrast, are often more resilient to such variations and can provide a consistent and reliable supply year-round.

Municipal systems are often designed with redundancy and designed to provide sufficient water pressure and volume for firefighting, ensuring that there is always a backup water supply in case of equipment failure, contamination, or fire. Private wells may not have this reliability and can leave homeowners without water during emergencies. Connecting to the city's water system can improve public safety in case of fire emergencies.

In conclusion, municipalities encourage residents to abandon domestic wells and connect to city water systems for reasons related to public health, environmental sustainability, infrastructure management, and long-term growth planning. Connecting to municipal water ensures higher-quality, more reliable water service, protects natural resources, and supports safer, more resilient communities.

Next steps:

- Present the concept to the City Council to determine support
- Conduct outreach campaign to establish community support
- Identify/prioritize project areas according to feasibility
- Identify funding sources
- City Council approval of phased plan and budget
- Implement project

Estimated completion:

5 years

City of Fernley
CITY MANAGER'S OFFICE

Memorandum

To: Mayor and City Council
From: Benjamin Marchant, City Manager
Date: December 30, 2024
Re: 2025-2026 Strategic Initiative – Public Safety Program

Description:
Does the City of Fernley want to administer its own police department?
Pros – Eligibility for potential future C-Tax allocations, control over the level of service, enforcement policies and operations of community policing and enforcement of laws, responsiveness to calls, consistency and sustainability of services (not subject to County Sheriff elections)

Cons – Cost of administering a police department is significantly high and may require a city-wide assessment to fund the operation, not able to meet C-Tax eligibility requirements.

Sheriff Pope and Chief Deputy Brantingham are supportive of the City of Fernley standing up its own police department and will cooperate and assist with any planning and statistical data that may be needed.

Emergency Medical Services – The City of Fernley holds the franchise for emergency medical response and contracts with the North Lyon County Fire Protection District to deliver these services. The City does not receive reports from the NLCFPD about the number of calls, response times, mutual aid requests or budgetary concerns. An independent analysis of this service would provide the City information about the level of service that is being provided and a comparison to national standards.

Emergency Response for Fire, Hazardous Materials and other – The North Lyon County Fire Protection District is responsible for providing this service. Comments posted on social media sites have raised concerns about the District's commitment and or ability to provide services throughout the District's and the City's service area. The City does not receive reports from the NLCFPD about the number of calls, response times, mutual aid requests or budgetary concerns. An independent analysis of this service would provide the City information about the level of service that is being provided and a comparison to national standards.

Fire and Emergency Services may be treated separately to gauge levels of service and determine any service or funding gaps for achieving the level of service that the public desires.

Strategic priorities:
Goal 4: Increase opportunities for civic engagement and community building
Goal 5: Maintain strong partnerships with public agencies and community organizations
Goal 6: Ensure municipal services meet the needs and expectations of the community.

Needs:
- Conduct a feasibility study to determine the scope, needs and cost of establishing a comprehensive public safety program

Next steps:
- Advertise a response for proposals for a feasibility study
- Present proposals to City Council for consideration

Estimated completion:
6 – 12 months