1. CALL TO ORDER AND ROLL CALL

<table>
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<tr>
<th>Attendee Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Jerry Anderson</td>
<td>Councilman</td>
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<tr>
<td>Nick Flores</td>
<td>Councilman</td>
<td>Present</td>
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<tr>
<td>Izzy Gutierrez</td>
<td>Councilman</td>
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<td>John B. Hanson</td>
<td>Councilman</td>
<td>Present</td>
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<tr>
<td>Jasie Holm</td>
<td>Councilwoman</td>
<td>Present</td>
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<tr>
<td>Daniel J. Corona</td>
<td>Mayor</td>
<td>Present</td>
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<tr>
<td>Bryce Kimber</td>
<td>Public Works Director</td>
<td>Present</td>
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<td>Burdel Welsh</td>
<td>Police Chief</td>
<td>Absent</td>
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<tr>
<td>Chris Melville</td>
<td>City Manager</td>
<td>Present</td>
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<tr>
<td>Jeff Knudtson</td>
<td>Fire Chief</td>
<td>Present</td>
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<tr>
<td>Michelle Giovo</td>
<td>Chief Financial Officer</td>
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<tr>
<td>Anna Bartlome</td>
<td>City Clerk/Records Officer</td>
<td>Present</td>
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Others Present: Corinne Copelan, Kathy Durham, Joseph Shayl, Arbie Stone, Cynthia Welsh and Donald Lininger

Mayor Corona called the meeting to order at 7:00 p.m. in the West Wendover City Hall, Council Chambers #137. All those present and excused are noted above.

2. PLEDGE OF ALLEGIANCE

Mayor Corona led those present in the Pledge of Allegiance.

3. COMMENTS FROM THE GENERAL PUBLIC

None offered or received.

4. APPROVAL OF THE MINUTES (For Possible Action)

a. City Council - Regular Meeting - May 1, 2018 7:00 PMAccepted
b. City Council - Special Meeting - May 22, 2018 7:00 PMAccepted

Council Member Holm made the motion to approve the minute of the regular meeting of May 1, 2018 and the minutes of the special meeting of May 22, 2018. The motion was seconded by Council Member Anderson and passed unanimously.

5. CONSENT CALENDAR
a. Discussion and Decision to Adopt Resolution #2018-03, A Resolution Augmenting the General Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)

Report By Chief Financial Officer
Review/Comment/Action: City Council

Michelle Giovo explained that this was augmentations for the current fiscal year 2017-2018 budget. Michelle provided a summary for all the changes and she forecasted an increase to the Governmental Funds by $167,031.00 over what had been budgeted. Michelle stated that changes to the revenues in the General Fund were due to some grants to the Police Department, increases to the business licenses and a reduction to the beginning fund balance from the audit.

Council Member Gutierrez made a motion to adopt Resolution #2018-03, a resolution augmenting the General Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Flores and passed unanimously.

b. Discussion and Decision to Adopt Resolution #2018-04, A Resolution Augmenting the Seizure/Forfeiture Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)

Report By Chief Financial Officer
Review/Comment/Action: City Council

Michelle Giovo stated that the change to the Seizure/Forfeiture Fund was due to the audited financials.

Council Member Anderson made a motion to adopt Resolution #2018-04, a resolution augmenting the Seizure/Forfeiture Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Holm and passed unanimously.

c. Discussion and Decision to Adopt Resolution #2018-05, A Resolution Augmenting the Recreation Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)

Report By Chief Financial Officer
Review/Comment/Action: City Council

Michelle Giovo stated that changes to the Recreation Fund had to do with it coming in less than anticipated.

Council Member Flores made a motion to adopt Resolution #2018-05, a resolution augmenting the Recreation Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Holm and passed unanimously.

d. Discussion and Decision to Adopt Resolution #2018-06, A Resolution Augmenting the Court Administrative Assessments Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)
e. **Discussion and Decision to Adopt Resolution #2018-07, A Resolution Augmenting the Welcome Center Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)**

   Report By Chief Financial Officer
   Review/Comment/Action: City Council

   Michelle Giovo stated that the change to the Welcome Center Fund has to do with additional revenue from tourist funding.

   Council Member Holm made a motion to adopt Resolution #2018-07, a resolution augmenting the Welcome Center Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Gutierrez and passed unanimously.

f. **Discussion and Decision to Adopt Resolution #2018-08, A Resolution Augmenting the Wendover Will Monument Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)**

   Report By Chief Financial Officer
   Review/Comment/Action: City Council

   Michelle Giovo stated that there is no anticipated addition to revenues for the Wendover Will Monument Fund for this year but working on getting additional sales through the website.

   Council Member Anderson made a motion to adopt Resolution #2018-08, a resolution augmenting the Wendover Will Monument Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Holm and passed unanimously.

g. **Discussion and Decision to Adopt Resolution #2018-09, A Resolution Augmenting the Ad Valorem Capital Projects Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)**

   Report By Chief Financial Officer
   Review/Comment/Action: City Council

   Michelle Giovo stated that the revenues for the Ad Valorem Capital Projects Fund have come in higher than anticipated.
Council Member Holm made a motion to adopt Resolution #2018-09, a resolution augmenting the Ad Valorem Capital Projects Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Flores and passed unanimously.

h. Discussion and Decision to Adopt Resolution #2018-10, A Resolution Augmenting the Capital Projects Fund for the 2017-2018 Budget of the City of West Wendover (For Possible Action)

Report By Chief Financial Officer
Review/Comment/Action: City Council

Michelle Giovo stated that the change to Capital Projects Fund is an increase to revenues is due to the land sales that are in the works and should be completed by June 30th.

Council Member Gutierrez made a motion to adopt Resolution #2018-10, a resolution augmenting the Capital Fund for the 2017-2018 Budget of the City of West Wendover. The motion was seconded by Council Member Hanson and passed unanimously.

i. Discussion and Decision to Adopt Resolution #2018-11, a Resolution Finding that it is in the Best Interests of the City to Dispose of Certain Real Property Without Offering the Property to the Public and for the Agreed Upon Sale Price Which is Equal to or Greater than the Fair Market Value for the Purpose of Economic Development Under NRS 268.063, Regarding Marijuana Establishment(s) Businesses as Provided for Under Applicable NRS and City Code (For Possible Action)

Report By City Manager
Review/Comment/Action: City Council

Chris Melville stated that this is the resolution to authorize moving forward with the land sale of property in the Industrial Park. The purchase agreement is the subsequent agenda item and the potential purchaser is BRLS.

Council Member Holm asked how many acres they wanted and if they were talked into getting less. Chris stated that they started out wanting 14 acres but he had them look at their business plan to determine if that is what was needed. Chris stated that they came back with only needing 10 acres. Mayor Corona asked if there would still be available lots for other people to buy. Chris stated that on the eastside of Industrial Way there would be approximately 4 acres remaining and on the west side there is more acreage available. Mayor Corona asked how much would be left in the Industrial Park. Chris stated that there was about 25 acres left in the Industrial Park.

Council Member Hanson made a motion to adopt Resolution #2018-11, a resolution finding that it is in the best interests of the City to dispose of certain real property without offering the property to the public and for the agreed upon sale price which is equal to or greater than the fair market value for the purpose of economic development under NRS 268.063, regarding marijuana establishment(s) businesses as provided under applicable NRS and City Code. The motion was seconded by Council Member Anderson and passed unanimously.
6. NEW BUSINESS

a. Discussion and Decision to Approve the Proposed Contract of Sale of Certain Real Property Between the City of West Wendover and Harvest of Nevada LLC, a Nevada Limited Liability Company for Purposes of Economic Development Under the Provisions of Nevada Revised Statutes 268.063, Regarding Real Property Owned by the City and Located Within the City Industrial Park Generally Located at 450 N. Industrial Way and Authorize the Mayor to Execute Such Contract and Other Matters Appropriately Related Thereto (For Possible Action)

Report By City Manager
Review/Comment/Action: City Council

Chris Melville explained some changes to the agreement that are different than the one in the packet. The changes include the name change from Harvest of Nevada LLC to BRLS, removing paragraph 6.E (sale conditioned upon approval of the State and City) due to the addition of paragraph 22, the addition of paragraph 12.A.5 (extended title policy and related survey being the responsibility of BRLS) and paragraph 12.B.6 (standard title would be paid for by the City), and paragraph 11 changing the closing date from July 1, 2018 to August 15, 2018. Chris stated that BRLS has executed the agreement and if approved he will get the escrow going. Chris stated that they are discussing a temporary facility in the interim to meet State requirements.

Council Member Hanson asked what the time limit was for the temporary facility. Chris stated that they wanted to activate what they would like to do by mid to late July.

Council Member Hanson asked how long they would have a temporary facility. Chris stated that the time limit of the temporary facility would be a part of the Conditional Use Permit (CUP) process but the temporary portion of the facility ends up being a part of the permanent facility. Mayor Corona asked what fund the money goes into from the sale. Chris stated that the money from the land sale would go into the General Fund for next year’s budget which is when the sale will close. Council Member Holm asked if we did a temporary for Harvest of Nevada could we do a temporary for Deep Roots also. Chris stated that he will cover that under his department briefing. Council Member Anderson verified that the temporary facility would be incorporated into the final facility. Chris stated that yes the temporary facility becomes part of the final facility.

Council Member Anderson made a motion to approve the proposed contract of sale of certain real property between the City of West Wendover, Harvest of Nevada LLC and BRLS for purposes of economic development under the provisions of Nevada Revised Statutes 268.063, regarding real property owned by the City and located within the City Industrial Park generally located at 450 N. Industrial Way and authorize the Mayor to execute such contract. The motion was seconded by Council Member Holm and passed unanimously.

b. Discussion and Decision to Fill the Vacancy of the Office of Chief Financial Officer by Majority Vote of the City Council as Provided for in City Code 1-16-3 and NRS 266.390 and Other Matters Appropriately Related Thereto (For Possible Action)

Report By City Manager
Review/Comment/Action: City Council

Chris Melville thanked Mayor Corona, Council Member Anderson, Council Member
Holm and Michelle Giovo for being on the interview panel. Chris stated that Emily Scrowther has accepted the position of Chief Financial Officer at step 9 at $61,172.80. Chris stated that with the appointment of Emily Scrowther they would continue the hiring process over the next several days with a start date of June 11, 2018.

Council Member Hanson stated that the starting wage for Mrs. Sanchez was over $86,000.00. Chris stated that was based on experience. Council Member Hanson wanted to make sure that we were not low balling Emily Scrowther. Chris stated that as with all ordinance positions she will have an annual evaluation in which she could be granted up to a 5% increase. Chris stated that the wage selected was the average from the interview panel. Mayor Corona stated that the previous candidate had great experience with 37 years of municipal experience. Mayor Corona is excited for Emily Scrowther but she does not have any municipal experience.

Council Member Hanson made the motion to fill the vacancy of the Officer of Chief Financial Officer with Emily Scrowther by majority vote of the City Council as provided for in City Coed 1-16-3 and NRS 263.390. The motion was seconded by Council Member Gutierrez and passed unanimously.

c. Discussion and Decision to Adopt Resolution #2018-12; A Resolution Setting Forth the Starting Salary of the Filled Vacancy of the Chief Financial Officer Under City Code 1-16-4 and Other Matters Appropriately Related Thereto (For Possible Action)

Report By City Manager
Review/Comment/Action: City Council

Chris Melville explained that he provided a new resolution with the new wage step due to the previous candidate selection at a higher rate. Chris stated that the new wage step falls within the existing code which is step 9 at $61,172.80.

Council Member Anderson made a motion to adopt Resolution #2018-12; a resolution setting forth starting salary at $61,172.80 for the filled vacancy of the Chief Financial Officer under City Code 1-16-4. The motion was seconded by Council Member Holm and passed unanimously.

Council Member Hanson asked if there would be time for Emily Scrowther to work with Michelle Giovo before she leaves. Chris stated that there would be about three weeks for her to work with Michelle.

7. DEPARTMENT REPORTS

1. Youth City Council

Mayor Corona stated that he will be meeting with Kathy Durham regarding potential candidates for the Youth City Council and hopefully will get some that are more engaged.

2. Fire Chief

Jeff Knudtson stated that Jeremy Loncar, Gary Corona and Danny Kim went to Elko to
attend an ethics class and testing class. This would allow them to test and train the members of the Fire Department.

3. **Police Chief**

Donald Lininger stated that Officer Ramirez and Officer Turner have submitted letters of resignation and they are currently in the process of replacing them. Officer Uribe gave a presentation to the West Wendover Elementary regarding health and physical fitness. Officers Pantelakis and Officer Sanchez were presented the James D. Hoff Police Memorial Survivor Plaque for their involvement in the shooting in November 2016. Kim Morley attended training on the Offender Watch system which allows the public to search for registered sex offenders in their area. The staff helped prepare for the Cinco de Mayo event including the parade and patrolling the event. Jennifer Miera attended the Emergency Medical Dispatch training which covers prioritizing medical calls, providing medical assistance and direction over the phone. Officer Sanchez and K9 Vigo completed narcotics certification on May 14, 2018 and hope to complete patrol and handler certification by mid-June. The upgraded fans have been installed to the animal shelter for the cat room during May. The department completed firearms training on May 26th at the Wendover Historic Airfield. Chris Perez attended Assistant Terminal Agency Contact training in May. The Nevada Highway Patrol conducted a DUI presentation at the West Wendover High School on May 16th with Officers Uribe and Escareno participating. There was a rodeo on May 16th which additional officers were assigned to monitor due to previous complaints about alcohol violations at previous events. Officer Uribe gave a presentation on May 18th to the kindergarten students at the West Wendover Elementary School as part of National Police Week. The City will participate in National Night Out Program this year with the event being held on August 7th from 7 pm to 10 pm with a free to the public BBQ at the park. Sergeant Petro has sent letters to the local businesses for support of the National Night Out with Lee's Liquor donating $1,000.00 for the event. The ballistic shields that had been approved as part of a grant are being ordered with a delivery time of 75 to 120 days. The work on the Nevada Off Highway Vehicle Grant is continuing with quotes being received. The department received a grant to replace the out of date electronic citation writers which will provide new equipment and software. There had been a BBQ for the police department and their families at the golf course sponsored by Chief and Mrs. Welsh, and Lieutenant and Mrs. Lininger. The motorcycle ride for Muscular Dystrophy was held June 2nd and went very well. Burdel Welsh is attending the Axon Accelerate Conference which is the system for body worn video, digital photographs and selected other evidence. The server for the Computer Aided Dispatching and Records Management Service is not functioning properly and needs to be replaced immediately; they are seeking quotes for a replacement.

Council Member Gutierrez stated that he had spoken to people who attended the MDA ride and they felt that the Police Department did a great job. Council Member Gutierrez stated that we should promote the Humvee vehicle so that people know that it belongs to the City.

4. **City Clerk/Records Officer**

Anna Bartlome stated that business license renewals have been sent out. Anna further stated that during the month of May the City issued 11 marriage licenses bringing the total up to 40.

5. **Chief Financial Officer**

Michelle Giovo stated that revenues for the past month are right about where we hoped just
slightly above budget for the year. Michelle stated that the annual audit is scheduled for the week of August 27th. Michelle stated that the RTC funds have been received and will go towards the payment for the Florence Way project.

6. Public Works Director

Bryce Kimber stated that there had been a water leak in Desert View due to a lateral being damaged when conduit was being installed; the leak has been repaired. Bryce stated that there had been two water leaks earlier in the day on along Florence Way which a pressure reducing valve has been installed to see if that will correct the issue. The other leak was to the reuse line break by the Reuse Plant which has been repaired. There had been a sewer plug at the Buena Vista Apartments which has been fixed. Bryce stated that new stop signs and new no parking signs have been installed. Bryce stated that some of the banners have been repaired that the wind had destroyed. Bryce explained that they have been repairing the fan on one of the firetrucks. The annual work for the HVAC has been completed. The electrician has repaired the ballasts for lights throughout City Hall. Bryce stated that there is a new NDEP inspector coming on June 20th to inspect the landfill.

Council Member Gutierrez stated that the electrician left some equipment at the clinic when they had been there fixing the ballasts.

7. City Manager

Chris Melville stated that the official designation by the US Treasury has not been received yet for the Opportunity Zone Designation; hopefully will receive it by end of June. Chris stated that when meeting with the representative of Deep Roots also met with Ascent Construction on what they would like to do with the dispensary. Chris stated that Deep Roots will be building the minimal required dispensary under the code to meet the provisions of their State issued certificate. Chris stated that he is waiting for the signed Tentative Agreement from the Local 4041 to be returned so that he may place it on the agenda for final approval. The final plans have been received for the Wendover Christian Fellowship Church and Pastor Lund is meeting with potential contractors to complete the project. Chris stated that Silver Zone has made the earnest money deposit for the residential housing lots. Chris explained that there will be a teleconference call with the Air Force in which an update will be given regarding the conveyance of property. Chris stated that he presented the Downtown Infrastructure Phase 1 project to the CDBG on May 30th and was notified that the City received full funding per the request of $525,000.00. Chris explained that there is good progress on the BLM City Center/ Downtown Property transaction which hopefully will be completed by the end of the year. Chris stated that interviews for dispatcher and police officers occurred earlier today (June 5th) and a second round of Police Officer recruitment is underway with a closing date of July 8th.

Council Member Hanson asked if any of the police officers have experience. Chris stated that there was one candidate in this round of interviews that had experience and potentially 2 in the next round. Council Member Holm asked what could be done regarding the turnover rate with the Police Department. Chris stated that 2 more positions could be approved which would help them stay staffed during turnover periods like this. Council Member Hanson stated that the expense for all the training of the police officers makes them very valuable. Chris stated that we do expend a lot of funds to train an officer.
8. COMMUNICATIONS

Reports by Elected Officials

Council Member Holm stated that with the lands sales we need to determine if we should hire an IT person or more police officers. Council Member Holm thanked Chris Melville and Michelle Giovo for the process for selection of a new CFO and she hopes there will be a smooth transition. Council Member Holm stated that with the 40 marriage licenses the City of West Wendover has done that money hits the Elko County budget. Council Member Holm stated that the JAS Foundation is having training for home hospice workers.

Council Member Anderson thanked all the Department Heads for the work they do. Council Member Anderson thanked Michelle Giovo and Chris Melville for the interview process as it was a good experience.

Council Member Flores thanked Michelle Giovo for her work on the budget and for the Department Heads for the work they do. Council Member Flores stated that he thinks Emily Scrowther will be a great addition to the City. Council Member Flores stated he is glad that Officers Sanchez and Pantelakis were receiving survivor’s plaques. Council Member Flores thanked the audience for attending.

Council Member Gutierrez stated he was also glad that Officers Sanchez and Pantelakis were receiving a survivor’s plaque. Council Member Gutierrez stated that he had attended a candidate meet and greet at the Senior Center. Council Member Gutierrez attended a Nevada League of Cities meeting in which it was discussed that recreational marijuana has been legal for over a year and there have been nothing bad to report.

Council Member Hanson thanked Michelle Giovo and the Department Heads for everything they do. Council Member Hanson stated that he does go to the Senior Center and he thinks that there does need to be more things for seniors to do here.

Council Member Holm thanked Lieutenant Lininger for his help with the animal rescues.

Mayor Corona stated that there are over 20 people in the City on dialysis and Nevada Health Centers is looking at trying to get something set up here for them to do their treatments in the City. Mayor Corona thanked Council Member Holm and Lieutenant Lininger for their work on the pet rescue group. Mayor Corona stated that there was a lot of good information from the Nevada League of Cities meeting. Mayor Corona congratulated Chris Melville on the CDBG grant approval. Mayor Corona stated that Congressman Amodei is continuing to work on the Air Force Project and the Downtown Property.

9. APPROVAL OF THE CLAIMS

a. Claims for June 5, 2018 (For Possible Action)
Council Member Holm made a motion to approve the claims of June 5, 2018. The motion was seconded by Council Member Anderson and passed unanimously.

10. COMMENTS FROM THE GENERAL PUBLIC
Nothing offered or received.

11. NEXT MEETING DATE AND ADJOURNMENT
   a. Motion to: Adjournment (For Possible Action) Adopted
   The next meeting date is a regular meeting on June 19, 2018 at 7:00 p.m. in the West Wendover City Hall, Council Chambers #137. Council Member Gutierrez made a motion to adjourn at p.m. The motion was seconded by Council Member Anderson and passed unanimously.

   ATTEST:

   Anna E. Bartlome
   City Clerk/Records Officer