WEST WENDOVER CITY COUNCIL, MINUTES OF THE
REGULAR MEETING OF MARCH 05, 2019

1. CALL TO ORDER AND ROLL CALL

<table>
<thead>
<tr>
<th>Attendee Name</th>
<th>Title</th>
<th>Status</th>
<th>Arrived</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jerry Anderson</td>
<td>Councilman</td>
<td>Remote</td>
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<tr>
<td>Kathy Durham</td>
<td>Councilwoman</td>
<td>Present</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>
<td>Absent</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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<tr>
<td>Cal Kunz</td>
<td>Chief of Police</td>
<td>Present</td>
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<tr>
<td>Chris Melville</td>
<td>City Manager</td>
<td>Present</td>
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<tr>
<td>Debbie Sanchez</td>
<td>Chief Financial Officer</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>Anna Bartlome</td>
<td>City Clerk/Records Officer</td>
<td>Present</td>
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Others Present: Corinne Copelan, Griselda Chavez and John Hanson

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

Griselda Chavez explained that there are around 80 children who play in her neighborhood around N. Butte Street and there are lots of cars that do not go slow in the area. Griselda stated that she is asking for help to slow the vehicles down as she does not want to see anyone hurt.

Chris Melville explained that Chief Kunz is already working on this issue with extra monitoring and potentially setting up the speed trailer.

4. APPROVAL OF THE MINUTES (For Possible Action)

a. City Council - Regular Meeting - Feb 19, 2019 7:00 PM Accepted

Council Member Holm made a motion to approve the minutes of the regular meeting of February 19, 2019. The motion was seconded by Council Member Flores and passed unanimously.

“The City of West Wendover is an equal opportunity provider.”
5. NEW BUSINESS

a. Discussion and Possible Decision Regarding Granting a Waiver to the Wendover Dog Park Committee as it Relates to the Building Permit Fee Required for Issuance of the Building Permit for Construction of the Proposed Wendover Dog Park and Other Matters Appropriately Related Thereto (For Possible Action)

Report By City Manager

Review/Comment/Action: City Council

Chris Melville stated that he had nothing to add to his memo but would turn the time over to John Hanson and the Wendover Dog Park Committee. John Hanson stated that he is a member of the Wendover Dog Park Committee and they have been working the project through the system which included site plan approvals. John stated that initially the estimate for the project was $268,000.00 for a turnkey operation but they have done more research and are able to get the cost down to $134,000.00 which would be a building permit fee of around $1,200.00. John stated that as they are a non-profit group and they feel that this will be an enhancement to the City they are asking for the building permit fee to be waived.

Mayor Corona asked how the building permit fee is determined. Chris stated that it is a formula in the 1993 Uniformed Building Code in which you put in the valuation of the project and it determines what the fee is. Council Member Durham stated that with the waiving of the fee it does not cost the City anything. Chris stated that we would not collect a fee and would be absorbing the cost of inspections and other costs associated with building permit processes. Council Member Anderson asked if the City has waived other building permit fees for other projects. Chris stated that the City did waive the building permit fee for the skate park when it was built so it has been done in the past. Council Member Durham stated that the estimate for the project is $134,000.00 could it cost more. John Hanson stated that the project should be less than the $134,000.00. Chris stated that the engineers estimate for the project is what the cost would be to have a contractor build it but the way that the Wendover Dog Park Committee is doing it is by having donations of time and materials.

Council Member Durham made a motion to approve granting a waiver to the Wendover Dog Park Committee as it relates to the building permit fee required for the issuance of the building permit for construction of the proposed Wendover Dog Park. The motion was seconded by Council Member Holm and passed unanimously.

b. Discussion and Decision to Approve the Proposed Application with Nevada Drinking Water State Revolving Fund to Refinance the 1998 Water Revenue Bonds Previously Issued for Phase 2 of the Johnson Springs Transmission System and Authorize the City Manager to Prepare and the Mayor to Execute Any and All Documents Related Thereto and Other Matters Appropriately Related Thereto (For Possible Action)

Report By City Manager

Review/Comment/Action: City Council

Chris Melville stated that an opportunity arisen for some funding with Nevada Drinking Water State Revolving Fund (SRF) to refinance the 1998 Water Revenue Bonds. Chris stated that we submitted a request to SRF get on the list of potential projects due to a leak in the transmission line that was installed as part of the Phase 2 of Johnson Springs
Transmission System. The pipe used during that project is a concrete encased pipe that is no longer used and is close to the lifespan for its use. Chris explained that SRF looked at the proposed potential project and looked at what was outstanding in loans we have with USDA; they came back and contacted him with this opportunity. It was explained that due to the project being a USDA funded project and we met all the environmental requirements for USDA we would have met the same requirements for SRF there is some funds available to refinance the debt at a much lower interest rate. Chris explained that if we pursue the application with SRF we have the potential to lower the interest rate from 4.75% on the note which has 20 years left on it. The new interest rate would be anywhere from 2.65% to 2.94% at current rates. If the City does refinance the term would still be 20 years so that would not change but we would save somewhere between $23,000.00 to $27,000.00 per year. SRF’s view is that not only would the debt be lowered they want us to come back and look at loans and grant programs to help take care of the pipe replacement project. Chris stated that he has reviewed this with Glenn Wadsworth from Wendover Utah as they are half owner of the system and he did not foresee any objections. Chris stated that he would be presenting it to Wendover Utah on March 21st. Chris explained that he has filed the pre-application. Chris stated that he and Debbie Sanchez had a conversation with Kendra Follett (Bond Counsel), who recommended two options. One is using a revenue bond which is what the existing loan is which will have a higher interest rate. The other option is to use the GO (general obligation) Revenue Backed Bond structure which would have a lower interest rate and is quicker to process.

Council Member Holm stated that it makes sense to refinance. Bryce Kimber explained that one of the sections of pipe for this phase went under the railroad tracks so we will want to get that portion taken care of as soon as possible. Chris stated that we could phase in the replacement of the pipe. Council Member Durham asked how long the refinancing process would take. Chris stated that it would take approximately 4 to 6 months. Council Member Durham asked if that is when the repairs on the pipeline would take place. Chris stated that we are already looking at repairs for the pipeline.

Council Member Flores made the motion to approve the proposed application with Nevada Drinking Water State Revolving Fund to refinance the 1998 Water Revenue Bonds previously issued for Phase 2 if the Johnson Springs Transmission System and authorize the City Manager to prepare and the Mayor to execute any and all documents related thereto. The motion was seconded by Council Member Holm and passed unanimously.

6. DEPARTMENT REPORTS

1. Fire Chief

Jeff Knudtson stated that he had nothing to add to his memo which stated that the department did respond to a dryer fire in Clearview but the fire was quickly extinguished and the dryer removed from the residence.

Council Member Durham asked if the Fire Department tracks how many people had to be transported for medical care on rescue and emergency calls. Jeff stated that the ambulance company is the one who tracks that information.
2. **Police Chief**

Cal Kunz stated that they are currently in hiring and training mode with the department. Cal stated that there are currently two applicants for Dispatcher in the process of background investigation. Cal stated that several officers have completed additional training which included field training officer course, and an interview and interrogation course. Cal stated that Officer Hartsell began work on February 25th and is currently in field training process.

3. **City Clerk/Records Officer**

Anna Bartlome stated that 2 marriage licenses were issued over the last month bringing the total up to 90.

4. **Chief Financial Officer**

Debbie Sanchez stated that Consolidated Tax is now on the rise and is currently $73,494.00 above what had been budgeted. Debbie stated that the County quarterly tax amount is up $7,777.00 more than last year which is a very Nevada number. Debbie stated that the County gaming license revenue is down $21,679.00, she will be checking with the County on why but Wendover Nugget and Red Garter Casino did remove about 200 machines during the last quarter. Debbie stated that the motor fuel tax is also down $115.00 from prior year.

5. **Public Works Director**

Bryce Kimber explained that the Tech 2 position did close on March 4th and 2 more applications had been turned in. Bryce stated that they will review those 2 applicants along with the 2 from prior and then set up interviews.

6. **City Manager**

Chris Melville stated that there has been some progress on the Downtown Property with the BLM and he is hoping to hear by the end of the month the approval to move forward with the appraisal. Chris stated that the BLM has completed a number of items which include the NEPA determination, the Environmental Assessment and the Cadastral survey. Chris stated that regarding the loan/bond process for the Fire Station and Downtown property once the appraisal is completed he will be able to move forward with that process. Chris stated that Nevada BLM did receive most of the funding they requested to complete the work for the Air Force property conveyance which included an environmental work. Chris explained that he did receive the final plans for the Deep Roots Dispensary but there were still 2 deficiencies from the last review but he has asked the architect to clarify them. Chris stated that with those corrections they should be able to get the building plans completed and sent for the issuance of a permit by the end of the month. Chris stated that the boundary line adjustment map for the Rusty Palm project is nearly complete and their building plans have been submitted and are under review. Chris stated that the permit for Rusty Palm should be issued by the end of the month. Chris explained that several months ago Council Member Gutierrez asked that we do some additional recognition for the employees overall. Chris stated that he has been working on that process and the employees based on their years of service will receive a plaque, pin and possible other items. Chris explained that we will catch the employees up to their current year.

Mayor Corona asked if the BLM will continue with the Air Force property conveyance even without receiving all they asked for. Chris stated that he was still trying to confirm what they received and depending on the amount the City may be able to help out.
7. **COMMUNICATIONS**

Reports by Elected Officials

Council Member Anderson stated that it had been a bombshell of a day at the Nevada Legislature with Senator Atkinson resigning due to campaign finance contribution mishandling. Council Member Anderson stated that it was a good day for Nevada Rural Electric. Council Member Anderson thanked everyone for their good work.

Council Member Holm stated that she is looking forward to the dog park as it will be a great asset to the community. Council Member Holm stated that they had received a very nice letter a while back regarding a horse that had passed and how various members of the City handled the situation. Council Member Holm wanted to thank those involved in handling of the dead horse. Council Member Holm stated that we should know some things with the DMV issue very soon.

Council Member Flores thanked all the Department Heads and departments for a job well done. Council Member Flores thanked the Wendover Dog Park Committee for the potential dog park and he is looking forward to it. Council Member Flores stated that he is beginning work on the Cinco de Mayo event which will be held on Sunday May 5th.

Council Member Durham congratulated Jeff Knudtson and Chris Melville on your successful evaluations; to get a vote of confidence from the people who work under you is a good thing and shows that you are appreciated and valued. Council Member Durham congratulated the Wendover Dog Park Committee on their project and she is very excited for the park. Council Member Durham stated that she will be attending her first National League of Cities Conference in Washington, D.C. and will do a presentation on what she learned when she returns.

Mayor Corona stated that the DMV issue is moving along as it was introduced on March 4th to committee by the DMV as well as Senator Goicoechea. Mayor Corona stated that the DMV did fill in the committee on the work that has been done together to come to an agreement which included submitting an amendment to add wording similar to what is used for assessor’s offices to process vehicle registrations and collect a fee. Mayor Corona stated that the amendment should be ready by Friday March 8th and hopefully will be something we can get behind and support. Mayor Corona stated that he will be attending the National League of Cities Congressional Conference is the week of March 11th and he will be meeting with our members of Congress. Mayor Corona stated that his airfare for the conference will be reimbursed by the National League of Cities.

8. **APPROVAL OF THE CLAIMS**

a. Claims for March 5, 2019 (For Possible Action)

Council Member Holm made a motion to approve the claims of March 5, 2019. The motion was seconded by Council Member Durham and passed unanimously.

9. **COMMENTS FROM THE GENERAL PUBLIC**
John Hanson thanked the Council again for waiving the building permit fee for the dog park and he appreciates their support. John stated that they are very excited to get started on this project so they have something to show the City and potential donors. John wanted to thank Craig Neeley and Aqua Engineering for the work they did on the engineered drawings.

10. **NEXT MEETING DATE AND ADJOURNMENT**

   a. Motion to: **Adjournment (For Possible Action)** Adopted

   The next meeting date is a regular meeting on March 19, 2019 at 7:00 p.m. in the West Wendover City Hall, Council Chambers #137. Council Member Durham made the motion to adjourn at 7:37 p.m. The motion was seconded by Council Member Flores and passed unanimously.

   **ATTEST:**

   Anna E. Bartlome  
   City Clerk/Records Officer