

City of Elko )  
County of Elko )  
State of Nevada )

SS September 14, 2021

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, September 14, 2021. The meeting was held at Elko City Hall, 1751 College Ave., Elko and via GoTo Meeting.

This meeting was called to order by Mayor Reece Keener. The public can participate in person, by phone, tablet, laptop, or computer by registering with the GoTo Meeting link provided in the agenda. Questions can be sent to [cityclerk@elkocitynv.gov](mailto:cityclerk@elkocitynv.gov).

## CALL TO ORDER

## ROLL CALL

**Council Present:** Mayor Reece Keener  
Councilwoman Mandy Simons  
Councilman Chip Stone  
Councilman Clair Morris  
Councilman Giovanni Puccinelli *via GoToMeeting*

**City Staff Present:** Curtis Calder, City Manager  
Scott Wilkinson, Assistant City Manager  
Kelly Wooldridge, City Clerk  
Candi Quilici, Accounting Manager  
Jan Baum, Financial Services Director  
Susie Shurtz, Human Resources Manager  
Dennis Strickland, Public Works Director  
Cathy Laughlin, City Planner  
Jim Foster, Airport Manager  
Matt Griego, Fire Chief  
Ty Trouten, Police Chief  
Dave Stanton, City Attorney  
Bob Thibault, Civil Engineer  
Michele Rambo, Development Manager  
James Wiley, Parks and Recreation Director  
Dale Johnson, Utilities Director  
DJ Smith, Computer Information Systems Coordinator  
Diann Byington, Recording Secretary

## PLEDGE OF ALLEGIANCE

## COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item

on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

Steve Simpson, CEO NNRH, reported on the state of the hospital right now. Things aren't great. As of that morning, they had 26 in-patients and 17 were COVID positive. Their dedicated COVID ward holds 11 patients and that has been exceeded at 17. There is also an influx of COVID positive patients in the ER. All of this has taken its toll on the staff. They are actively recruiting for staff across the country and cross-training staff but they are still facing the reality that healthcare staffing is finite. We need the help and support of the community to help stop the spread of COVID. We need folks to get vaccinated. They still encourage folks to wear masks indoors in accordance to the CDC guidelines and still promote physical distancing and proper hand hygiene. These are effective ways to limit the spread of the disease. NNRH will continue to care for every sick person that comes through their doors.

Kristopher Dahir, President Nevada League of Cities, said the League is trying to be an information hub from Federal to State to Cities, and the other way around. He thanked the City for sponsoring the League this summer. The League gets together as often as they can to share information on situations we all have. There is a Nevada Veterans Memorial being built in Sparks. This memorial will honor the veterans from the State of Nevada since we became a state. Many of the veterans came from this county. If you are in the Sparks area or you are just interested in the memorial, go to NVNP.US to learn more. He is actively running for Secretary of State for Nevada.

**APPROVAL OF MINUTES: August 24, 2021 Regular Session**

*The minutes were approved by general consent.*

## **I. PRESENTATIONS**

- A. Presentation and discussion regarding the updates being made by FEMA to our local floodplain maps, and discussion of the map update process, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

FEMA has been in the process of performing detailed studies of our local floodplains. New preliminary mapping has been received by City Staff. This presentation will outline the work being done, and the next steps for the City. BT

Bob Thibault, Civil Engineer, gave a presentation.

Mayor Keener asked if parcels on the south side will be impacted more heavily.

Mr. Thibault answered yes. He indicated on the overhead what areas would be impacted.

Mayor Keener asked about reaching out to the property owners that were affected.

Scott Wilkinson, Assistant City Manager, said his experience with FEMA re-mapping areas is, mortgages are impacted and the lender will reach out to the borrower.

## II. CONSENT AGENDA

- A. Review, consideration, and possible approval of a request from Conrad & Bischoff, Inc., an Idaho Corporation to assign its rights and duties under a lease agreement for airport land generally known as the “Airport Shell” to Conrad & Bischoff, LLC, a Delaware limited-liability company, and matters related thereto. **FOR POSSIBLE ACTION**

Conrad & Bischoff, Inc. was recently acquired by Conrad & Bischoff, LLC, a Delaware limited-liability company through a stock purchase. Although the names of the two companies are nearly identical, these are actually two separate companies. If the assignment and assumption is approved, Conrad & Bischoff, LLC, will assume all rights and duties under the current land lease for the property generally known as “Airport Shell” through the end of the lease term on July 31, 2027, unless sooner terminated under the terms of the lease agreement. JF

- B. Review and possible approval of an agreement between the City of Elko and William Wright, D.V.M., for the provision of independent contractor services on behalf of the City of Elko Animal Shelter, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Dr. William Wright desire to renew the Veterinarian Contract through December 31, 2022. Under this contract, LASSO reimburses the City of Elko for all fees paid. CC

- C. Review and possible approval of an agreement between the City of Elko and Hannah Rodriguez, D.V.M., for the provision of independent contractor services on behalf of the City of Elko Animal Shelter, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko and Dr. Hannah Rodriguez desire to renew the Veterinarian Contract through December 31, 2022. Under this contract, LASSO reimburses the City of Elko for all fees paid. CC

- D. Review, consideration, and possible approval of a request from City Staff to apply for a grant, and matters related thereto. **FOR POSSIBLE ACTION**

The Elko Police Department request permission to apply for an Edward Byrne Memorial Justice Grant for the Elko Combined Narcotics Unit (ECNU) in the amount of \$95,712.00

This grant will allow the purchase of a forensic computer and software. Current computer, which is several years old, takes up to a week to download a single hard drive and is not capable of using all current software. TT

- E. Review, consideration, and possible approval of a request from City Staff to apply for a grant, and matters related thereto. **FOR POSSIBLE ACTION**

The Elko Police Department requests permission to apply for an Edward Byrne Memorial Justice Assistance Grant for the Elko Combined Narcotics Unit (ECNU) in the amount of \$36,001.00

The City of Elko Police Department applies for this grant each year to provide training, travel, equipment, and confidential funds for the ECNU. TT

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Morris, to approve the consent agenda.**

*The motion passed unanimously. (5-0)*

### **III. PERSONNEL**

#### **A. Employee Introductions:**

1.) Valerie Zatarain, Laboratory Manager, WRF

*Present and introduced.*

#### **B. Review, consideration and possible appointment of a Council member to the vacant position on the Elko County Recreation Board, and matters related thereto. **FOR POSSIBLE ACTION****

Pursuant to NRS 244A the City of Elko must be represented by four members on the Elko County Recreation Board. With the passing of Councilman Hance a vacancy exists. KW

Kelly Wooldridge, City Clerk, explained another Councilmember needs to be appointed.

Mayor Keener asked Councilman Puccinelli if he was up to filling the position.

Councilman Puccinelli answered absolutely.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Morris, to appoint Councilman Puccinelli to the Elko County Recreation Board to fill the vacancy.**

*The motion passed unanimously. (5-0)*

#### **C. Mayoral designation of Councilman Giovanni Puccinelli's "Liaison" positions within the City of Elko, and matters related thereto. **NO ACTION BY COUNCIL REQUIRED****

Councilman Puccinelli was appointed in to the vacant City Council position on August 10, 2021.

The vacant Liaison positions include:

- Airport & Public Property (2<sup>nd</sup>)
- Streets & Public Works (2<sup>nd</sup>)

- Building Department (2<sup>nd</sup>)
- Water & Sewer
- RAC
- Landfill
- IT Department

Mayor Keener explained he met with Councilman Puccinelli and he was good with all of them with the exception of the IT Department. The Mayor will take that one back over.

Ms. Woolridge will update the chart and send it out.

- D. Review, consideration, and possible approval of revisions to the position descriptions for WRF Operator I, II, III and IV, and matters related thereto. **FOR POSSIBLE ACTION**

The WRF Operator I, Operator II, Operator III and Operator IV position descriptions have been revised and updated to include the requirement of a Commercial Driver License (CDL) and accurately reflect the duties, and requirements of the position. SS

Susie Shurtz, Human Resources Manager, explained the changes to the job descriptions (Exhibits “A”, “B”, “C” and “D”).

Mayor Keener asked if this will affect any current employees that do not have their CDL license.

Ms. Shurtz answered they will have 6 months to get their CDL. If not, they will just not be allowed to move up to the next step.

**\*\* A motion was made by Councilman Stone, seconded by Councilwoman Simons, to approve the revised WRF Operator I, II, III and IV position as described and presented.**

*The motion passed unanimously. (5-0)*

- E. Review, consideration, and possible approval of revisions to the position descriptions for WRF Operator I, II, III and IV, and matters related thereto. **FOR POSSIBLE ACTION**

The WRF Operator I, Operator II, Operator III and Operator IV position descriptions have been revised and updated to include the requirement of a Commercial Driver License (CDL) and accurately reflect the duties and requirements of the position. SS

**NO ACTION**

- F. Review, consideration, and possible approval of the Part Time Seasonal SnoBowl Maintenance Technician Job Description, and matters related thereto. **FOR POSSIBLE ACTION**

The position of Part Time Seasonal SnoBowl Maintenance Technician will support the SnoBowl operations. This position will provide technical support with the operation/maintenance of mechanical equipment at the SnoBowl, and will provide general support to the Parks Department at the SnoBowl. This is a seasonal, part time position, to be staffed in preparation for the SnoBowl opening, and during the ski season. SS

Ms. Shurtz said they anticipate this position (Exhibit “E”) would support the SnoBowl throughout the year but mainly during the winter months.

Councilwoman Simons asked how this position is funded.

Curtis Calder, City Manager, answered this position will be funded through the Parks Department budget.

**\*\* A motion was made by Councilman Morris, seconded by Councilwoman Simons, to the position description as presented for the SnoBowl.**

*The motion passed unanimously. (5-0)*

#### **IV. APPROPRIATIONS**

A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**\*\* A motion was made by Councilwoman Simon, seconded by Councilman Stone, to approve the regular warrants in the adjusted amount of \$1,400,081.33.**

*The motion passed unanimously. (5-0)*

B. Review and possible approval of Print n’ Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the Print ‘N Copy warrants in the amount of \$434.74.**

*The motion passed. (4-0 Mayor Keener abstained.)*

C. Review and possible ratification of General Hand-Cut Checks, and matters related thereto. **FOR POSSIBLE ACTION**

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Morris, to approve the general hand-cut checks in the amount of \$434,876.53.**

*The motion passed unanimously. (5-0)*

- D. Review, consideration, and possible final acceptance of the Public Works Department Preventive Maintenance Project 2021 to apply Micro Slurry Seal to select City streets, and matters related thereto. **FOR POSSIBLE ACTION**

At their June 8, 2021 meeting, the Council awarded the bid for the Preventive Maintenance Project 2021 to Sierra Nevada Construction in the amount of \$560,782.00. Sierra Nevada Construction has satisfactorily completed the work.  
DS

Dennis Strickland, Public Works Department, explained we had a successful project. A representative from the engineer was present to answer questions. They did a great job and he expressed a desire to stick with them for future projects. He recommended final acceptance of the project.

Edgar Garcia, AM Engineering, said he has been doing this for five years and has walked many miles behind the contractors as they lay the materials. He felt confident that this year's project went well.

Mayor Keener called for public comments without a response. He noted on the agenda, the additional information showed 2020 instead of 2021.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Morris, to approve final acceptance of the Public Works Department Preventative Maintenance Project 2021.**

*The motion passed unanimously. (5-0)*

- E. Review, consideration, and possible direction to Staff to solicit bids for the Generator Relocation Project, and matters related thereto. **FOR POSSIBLE ACTION**

This is a project budgeted in the current Fiscal Year's Budget. This project consists of relocating the old WRF Generator to City Well I-96. The generator will be placed on a reinforced concrete pad with a fuel containment area due to the proximity of the well. The Generator will have a partial cover built over the top of it to protect it from the elements. The well house and generator will then be outfitted with the necessary electrical components for normal automated operation during power failures. DJ

Dale Johnson, Utilities Director, explained this is one of those projects that has spent years in the making as none of our wells have backup power generation. In the event of a power failure, this well would be able to keep the City in water for a great deal of time. This well runs year-round. He recommended soliciting for bids.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to direct staff to solicit bids for the Generator Relocation Project.**

*The motion passed unanimously. (5-0)*

- F. Review, consideration, and possible direction to Staff to solicit bids for the WRF Digester Improvements and Boiler Upgrade Project, and matters related thereto.  
**FOR POSSIBLE ACTION**

This is a project budgeted in the current fiscal year's budget. This project consists of construction and installation of digester draft tube assemblies, including in line heat exchangers, and the rebuild of mixer assemblies for each draft tube. Then an application of a new coat of UV resistant bituminous protective coating over insulation material on exterior of digester, and the removal of two existing boilers with the replacement of a new single boiler, including replacement of existing steam pipelines from boiler building to digester No. 1. The goal of the project is to upgrade the boiler system for the digesters and replace worn and deteriorated digester components. DJ

Mr. Johnson explained this is a large project at the WRF on the digester and the boiler. He explained what will be included in the project.

**\*\* A motion was made by Councilman Morris, seconded by Councilman Stone, to direct staff to solicit bids for the WRF Digester Improvements and Boiler Upgrade Project.**

*The motion passed unanimously. (5-0)*

- G. Review, consideration, and possible direction to Staff to solicit bids for the WRF West Primary Clarifier Recoating & Repairs Project, and matters related thereto.  
**FOR POSSIBLE ACTION**

This is a maintenance project budgeted for the current fiscal year's budget. The work consists of sandblasting and repainting all metal surfaces above and below the waterline of the clarifier with 3 or 4 coats of paint, respectively. Additionally, any damaged components noticed will be repaired during this time while the clarifier is drained of water. DJ

Mr. Johnson explained we have had the other two clarifier's worked on the last couple of years. This should be the last one for about 5-10 years.

Mayor Keener asked about the 3 or 4 coats of paint. Who decides how many coats are applied?

Mr. Johnson answered the engineer says that. There are different layers of coating.

Mike Haddenham answered the coating requirements are based on our primer and top coat total thickness, to be able to handle the hazardous material in the water.

**\*\* A motion was made by Councilman Stone, seconded by Councilwoman Simons, to direct staff to solicit bids for the West Primary Clarifier Recoating and Repairs Project.**

*The motion passed unanimously. (5-0)*

- H. Review, consideration, and possible direction to Staff to solicit bids for the WRF BIOTOWER Removal Project, and matters related thereto. **FOR POSSIBLE ACTION**

This is a project budgeted in the current fiscal year's operating budget. The work shall consist of the demolition and removal of the BIOTOWER and pump station and all appurtenances. Additionally, the installation of compacted structural fill will be placed in the void left by the removal of the BIOTOWER and pump station with the completion of final grading of the area. DJ

Mr. Johnson explained the bio tower was used when the RBC's were in use and has not been used for at least 8 years. The RBC's were removed last year and they would like to continue to remove the rest of the components that are no longer necessary at the WRF.

**\*\* A motion was made by Councilman Morris, seconded by Councilwoman Simons, to direct staff to solicit bids for the WRF BIOTOWER Removal Project.**

*The motion passed unanimously. (5-0)*

## V. SUBDIVISIONS

- A. Review, consideration, and possible action to conditionally approve Division of Large Parcels No. 2-21, filed by Section Five Associates, LLC, a Final Map for the division of approximately 590.258 acres of property into eight lots for future development, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located at the northern terminus of North 5<sup>th</sup> Street and consists of two existing parcels. APN 001-01D-001 consists of 314.652 acres in an A (General Agriculture) Zoning District within the City of Elko. APN 006-09L-002 consists of 275.60 acres within Elko County. A Tentative Map was conditionally approved by the City Council on August 10, 2021

The Planning Commission considered this Final Map on September 7, 2021, and took action to forward a recommendation to conditionally approve the Final Map associated with Division of Large Parcels No. 2-21. MR

Michele Rambo, Development Manager, explained the tentative map was approved a couple of meetings ago. Now we are looking at the final map. She went over some key points of the final map. There are 4 conditions for approval. She recommended approval.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to conditionally approve the Division of Large Parcels No. 2-21, subject to the findings and conditions as recommended by the Planning Commission.**

*The motion passed unanimously. (5-0)*

## VI. NEW BUSINESS

- A. Review, consideration, and possible approval of Revocable Permit No. 1-21, filed by Big Foot Holdings, LLC., to occupy .537 acres of 12<sup>th</sup> Street Right-of-Way adjacent to their parcel located at 1130 River Street to accommodate landscaping and a freestanding sign, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant is requesting the revocable permit to add additional landscaping to the intersection of River Street and 12<sup>th</sup> Street as well as a freestanding sign for Express Car Wash. CL

Cathy Laughlin, City Planner, explained the request and felt it would beautify the corner. She recommended approval.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve the Revocable Permit No. 1-21, subject to execution of the standard license agreement between the applicant and the City of Elko.**

*The motion passed unanimously. (5-0)*

- B. Review, consideration, and approval of the 2021 City of Elko Land Inventory update, and matters related thereto. **FOR POSSIBLE ACTION**

City of Elko Land Inventory spreadsheet is to be updated when necessary. Planning Commission reviewed the modifications at their September 7, 2021 meeting and recommended to City Council to approve the updated land inventory. CL

Ms. Laughlin explained the changes in the land inventory.

Mayor Keener thought everything looked good to him.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve the updated 2021 City of Elko Land Inventory.**

*The motion passed unanimously. (5-0)*

- C. Review, consideration, and possible action to fill a vacancy on the Elko City Planning Commission, and matters related thereto. **FOR POSSIBLE ACTION**

Giovanni Puccinelli was appointed to the City Council on August 10, 2021 leaving his position on the Planning Commission vacant. Staff conducted the standard recruitment process and has received 1 letter of interest to serve on the Planning Commission, copy of which is included in the Council packet. The new member will be appointed to fill the remainder of the four-year term, which will expire at the end of July 2024. CL

Ms. Laughlin explained there was one letter of interest in the packet. Mr. Lemich sent her a text earlier that said he had an issue with some employees and would not be able to attend.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to appoint John Lemich to fill the vacancy on the Elko City Planning Commission with the term expiring July 2024.**

*The motion passed unanimously. (5-0)*

- D. Review, consideration and possible approval of a Revocable License Agreement between the City of Elko and Elevation Transport, for the use of Airport land as a parking area, and matters related thereto. **FOR POSSIBLE ACTION**

Elevation Transport contacted Staff regarding two (2) parcels leased to Joe's Hauling, known as APN 006-09G-030 and 006-09G-008. In the event Joe's Hauling and the City enter into lease termination agreements for these two parcels, subject to Council approval, Elevation Transport desires to enter into a revocable license agreement with the City to use these parcels as a parking area. JF

Jim Foster, Airport Manager, requested this item be tabled Item D.

**\*\* A motion was made by Councilwoman Simons, seconded by Councilman Stone, to table.**

*The motion passed unanimously. (5-0)*

- E. Review, consideration and possible approval of a termination agreement between the City of Elko and Joe's Hauling LLC for APN 006-09G-030, and matters related thereto. **FOR POSSIBLE ACTION**

Elevation Transport contacted Staff regarding entering into a lease with the City of Elko for a parcel referred to as APN 006,09G-030, which is currently leased to Joe's Hauling. Joe's Hauling informed City Staff that it was interested in terminating its lease for this parcel. Joe's Hauling is no longer in business. JF

Mr. Foster explained included in the packet was the termination agreement. All parties are in agreement with the termination of the agreement.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve Termination Agreement for APN 006-09G-030.**

*The motion passed unanimously. (5-0)*

## **VIII. 5:30 P.M. PUBLIC HEARINGS**

- A. Review, consideration, and possible action on an appeal filed pursuant to Elko City Code 3-2-22(H), appealing the Elko City Planning Commission's decision to deny Variance No. 3-21, filed by DAG, LLC on behalf of Sonora LLC, for an increase in the number of allowed freestanding signs per street frontage and increase maximum area of a freestanding sign, located generally on the south corner of the intersection of Idaho Street and 5<sup>th</sup> Street (397 5<sup>th</sup> Street), and matters related thereto. **FOR POSSIBLE ACTION**

Pursuant to Elko City Code 3-2-25, the Council may affirm, modify or reverse the decision of the Planning Commission.

The Planning Commission considered the subject variance on July 6, 2021, and took action to deny the variance. Subsequently, the applicant appealed the Planning Commission's decision. The applicant requested the item be tabled July 27, 2021, August 10<sup>th</sup> as well as the August 24<sup>th</sup>, 2021 meeting. CL

Cathy Laughlin, City Planner, explained she handed out the section in our code for appeals (Exhibit "F"). The procedures are listed in there and we need to go step by step with those procedures. The first step is to call upon the applicant.

George Robles, Elko, stated when they met with the Planning Commission, they had comments about how innovative and interesting the idea was but they didn't understand their application. When they submitted the application, they were gushing over the property but they stated in their presentation how unfeasible it would be to put a building on that property. Their advertising plaza would be for the community. The businesses would be able to advertise on their billboards and on their walk-up signs. You see this idea everywhere else but here. Our current sign code was adopted in the mid 2000's and is antiquated. Our goal is to cater to the downtown businesses and give them an advertising avenue. They want to be priced at a lower market than the billboard industry. They also envision shows on their signs at times. They do not want risqué or vulgar advertising. They are committed to the safety of the community.

Adrian Gonzales, Elko, said they are doing this for the community. The business is the advertising. They also want to have a walk-up food truck. With COVID they don't want to open up a sit-down dining experience. We want something there to gather the foot traffic. They are both from Elko and drive by that lot every day. It would be tough to put anything else there.

Lena Blohm, downtown property owner, said she would love to see some friendly fun activity on that corner instead of a chain link fence. She was in favor of this.

Dr. Matthew Lipparelli 1263 Fairway Drive, said he would need an easement in order to access his roof. He was neither for or against what they are trying to do with the property, he just wants that access.

Catherine Wines, 421 Railroad Street, said she has looked at that property with 2 different clients. One was considering apartments. Because of the size of the lot, you would probably only be able to get 2 apartments per floor. This person thought they would need 16 apartments to make it pencil. The other one was a restaurant and bar. There is no alley access there and no good place to put a grease trap and trash that restaurants produce. She didn't see a building that could be built there. She was in favor of what is being proposed for that space.

Councilwoman Simons said Ms. Wines pointed out that this is a small lot, but hypothetically, there was retail there and if someone wanted to build retail there, and possibly office space, those would be the only two that would be feasible there.

Ms. Wines answered yes and the cost of construction right now, you would never get your money out of it. You would have to go multi story to get more square footage out of that lot and then you still don't have any place to take your trash out.

Cathy Algerio, Realtor, said these are her clients. As a realtor, she wondered what can you do with that lot. It is a big priority for downtown not to die. That lot is an eyesore. It needs to produce some income. The idea these two have is innovative and she was excited when they brought it to her. Advertising in the right way is excellent. She has a stake in the downtown, just as we all do. Advertising is the key to any business to make them thrive. This would be a complex that will be inviting and showcase the downtown businesses. She felt this should be strongly considered by the Council.

Dean Brown, 531 Sage Street, said he has been in Elko since 1975. He keeps seeing businesses die in the downtown area. The businesses aren't even maintaining their signs. When he saw this proposal, he was blown away and thought we need that. We don't want downtown Elko to be called old town Elko. It is just falling apart. He thinks this will help the city. A shining star at the corner of Idaho and 5<sup>th</sup>, with updated signs will get other businesses to step up their game.

Mayor Keener continued with the next step in the procedure.

Ms. Laughlin said the City Staff loves the idea of the downtown plaza. Unfortunately, this variance application was for the signage. We hear from people that our sign code is outdated but it is what it is. It is her job to enforce it and with that she had to recommend denial. She went over some items that need to be addressed. It is not in conformance with the redevelopment plan. The applicant had not demonstrated any special circumstances or features regarding the parcel. The applicant had not demonstrated there is a practical difficulty or exceptional undue hardship, which constitutes an infringement of property right and deprives the property owner of reasonable use of the property and granting the variance will substantially impair the intent or purpose of the zoning ordinance and the proposed signs were not in conformance with the Elko City Code. That is where the Planning Commission landed with their denial. She handed out a memo (Exhibit "G") that discussion about another outstanding issue they have with the property. At the appeal hearing they have the right to present additional evidence. One of the issues is that there was a demolition permit issued May 22, 2018 for that building. That permit is still not closed out. They have been trying to get that closed out since 2018. They have sent multiple letters to the contractor on that. We received a letter from the adjacent property owner asking to be on City Council and that item had no action because Mr. Knight stated at that time they were working on an agreement with the Pescio's on a boundary Line Adjustment for him to take ownership of the wall that was remaining. The City's issue with that demolition permit was that we stated that wall was part of that building and needed to come down or they need to provide us a structural analysis showing the stability of that wall is adequate. We haven't seen either one happen. The permit is still open. It is hard for us to take a land use issue and make a decision on it knowing this demolition permit is outstanding. The boundary line adjustment was submitted to the City of Elko in July and administratively approved within a few days by our staff, knowing these guys would need to have that boundary line adjustment recorded prior to them being able to purchase the property. We also felt confident in having a public hearing with Planning Commission because we had that application submitted to her office. We felt confident we had the application, they are moving forward with the boundary line adjustment, and Mr. Knight is taking on the responsibility of the wall, we can make a decision on this property. A variance has a time limit on it. Unfortunately, today, the boundary line

adjustment is still in Arizona with Mr. Knight. He is online so we can ask him questions. It has not been recorded and Mr. Knight has not paid his property taxes in full, which needs to be done prior to the map being signed by the County Treasurer. That is an outstanding issue we need to address. The application that was submitted was shown with the boundary line adjustment already being completed. The dimensions are showing the new size of the property. What we are considering is not even an accurate display of the application because the boundary line adjustment has not been recorded as of today.

Mayor Keener asked if the Pescios have performed and done everything they need to, we are just waiting for Mr. Knight's signature?

Ms. Laughlin answered they have. If this is approved tonight, we will not issue a building permit until the demolition permit has been completed.

Scott Wilkinson, Assistant City Manager, said we should all understand that the applicant and the appellant are not the property owners. The Pescios own the property. At the same time, the Pescios have an open demolition permit and they have dragged their feet on this issue. They are marketing the property and allowing individuals to apply for a variance for a land use on the property and bringing more parties into the fold. That is a real issue. One of the reasons that building was torn down or demolished was it probably would not have withstood a seismic event. To take the building out and leave part of a wall behind did not improve the situation at all. You wonder how this is going to get resolved. When we rely on other people to execute so we can have an outcome never works out. They just don't take care of business because it is not their problem. It becomes the City's problem. It would not be wise for the City to move forward and encourage a land use with this issue remaining. He thought there were alternatives for the applicant so that they are closer to conforming to the code and they don't desire to do that. Our Police Chief has some concerns with the distraction of the lighting. That is our busiest intersection in the City. The applicant has made application for this variance on behalf of the owners of the property who have not demonstrated an intent to deal with this wall issue.

David Knight, 109 Fir Street, said when they said they would buy the building, there was an agreement between the Pescios, Dusty Shipp and himself. The Pescio's insisted he needed to buy the wall so he could affix his roof to it. They wouldn't give permission to affix the roof unless they bought the wall. Dusty Shipp was going to demolish the wall and build a new one for about \$49,000. He gave Dusty a check and he started the work. Dusty said they could not do it for \$49,000 and needed an engineer to look at it. That engineer said it would cost over \$100,000 to replace the wall. There is no way he could afford to do that wall. He shouldn't have to demolish his building because of this. If the wall is removed, it will comprise the integrity of his building.

Mr. Wilkinson said the City does not have the report that states that. Mr. Knight has attached his roof to that wall. This is quite the issue. If the variance is denied, there is nothing in the code that prohibits an application in the future.

Ms. Laughlin said Mr. Knight signed that boundary line adjustment and she was provided a copy of the agreement. She took that as he was in agreement in taking responsibility of that wall. He did attach his roof to it. If that boundary line adjustment got recorded, they could close the demolition permit and they could get a building permit. It is taking one final signature.

Councilwoman Simons stated he doesn't want that anymore so we are back to square one.

Ms. Laughlin said this is the first she has heard that and she has been in touch with his attorney many times in the last 6 weeks. She kept reassuring her that he was going to sign the map and send it back. This is only one of the issues. The variance itself is for the signs. The findings the Planning Commission had were based on the sign code. They did not consider the boundary line adjustment because the boundary line adjustment had been submitted to the Planning Department. What has stopped their compliance in the sign code is that the intent of our sign code is to promote and protect the health, safety and welfare of the citizens of Elko. It has some criteria we have to do. By reducing visual clutter and reduce the sign and advertising distractions, to protect and enhance the physical beauty and appearance of the community, and on and on. Our sign code considers all billboards off premise signs. They are advertising businesses that are off that premise. We have a restriction of 600 feet between off premise signs. There is a reason for that and we don't want to change that in our code or we would end up with billboards everywhere. The problem is that they are proposing multiple off premise signs on one parcel with no distance separation of 600 feet between them. We don't regulate the size of wall signs so they're building two walls and putting three of their signs on the walls. It is the off premise signs and the distance between them. The free standing signs that are the kiosk walkable signs, we do have things in our code that restrict that. We allow one free standing sign per street frontage. They would be allowed one on 5<sup>th</sup> Street and one on Idaho Street but not for off premise signs. There are two concerns here: the concern of the property and the land use, on a property that we have unresolved issues on; and, we have the sign code. As a developer herself, she has a hard time coming to the finding that the property is unbuildable. It had a building on it up until three years ago.

Dennis Strickland, Public Works Director, said he had not seen what it will look like. He wanted them to envision people in the intersection, on their phones and trying to read a bunch of billboards at the same time. He understands the safety concerns and asked Council to consider that when they deliberate.

Mr. Robles noted that every city has signs (Exhibit "H"). He handed out pictures of different signs in different cities. All of these signs are along major pedestrian and vehicle corridors. There is no national outcry to abandon these signs because they cause accidents. They do not cause accidents.

Mr. Gonzales stated signs and billboards have been studied for over 30 years. One of the studies was a U.S. government sponsored study and their findings were that the longest glance time recorded by a driver was 1.35 seconds. Which is well below their accepted standard of 2 seconds. They are City residents and are concerned about the safety there.

Mr. Robles added they are going to install bollards around the perimeter so people can feel safe in there. The reason they are requesting the amount of signs they are because they have done an analysis and research. If they have just a few signs, they would have to charge the same as the big billboard companies in town. They charge upwards to \$1,000. He would have to charge that to compete with them. If they have the amount they are requesting, then they can lower their pricing. The lower the prices, the better opportunity people have to advertise on those billboards. They are trying to make this marketable.

Mayor Keener asked whose problem is the wall.

Mr. Wilkinson answered it is the property owner's issue. If Council was considering approving this appeal, there are several conditions they would need to consider. One would be to give the property owner no more than 90 days to resolve and close out the demolition permit. If they fail to do that, that is their issue. This issue should not be ignored.

Ms. Laughlin gave Council a list of recommended conditions:

- NDOT approval;
- BLA and demolition permit be closed within 90 days of approval;
- Conformance of plans approved, including but not limited to the outdoor restaurant and plaza area being completed;
- Our standard variance application requires commencement within one year and completion within 18 months; and,
- Subject to review in two years if determined necessary by the Planning Commission.

Dave Stanton, City Attorney, added, that if the Council is planning on reversing the Planning Commission's decision, he recommended there be findings in support of the reversal that are consistent with Section 3-2-22-C, the application requirements. There are six things listed there.

Mayor Keener read more of the steps for the appeal procedure. This is a very complex issue and we had some input from the public that brought out some very valid points. We have a situation in which blight exists and he agreed it was not economically feasible to develop this lot. This parcel has high visibility in our downtown area. He favors the proposal and doesn't see anything else happening with this property. He supported taking a risk on this application. There is still the elephant in the room with the situation of the wall. He thought they could make it contingent upon that issue being resolved within 90 days.

Mr. Wilkinson believed Council would have the opportunity to address Mr. Lipparelli's concerns about the roof access and consider a condition that the development of the site. Either the property owner would provide an easement guaranteeing roof access (which is the best way to do it) or a condition that when they develop the site they provide that.

Councilman Stone stated before the meeting he was contacted by Patty Maynard that has property on 5<sup>th</sup> Street. They are not happy about it. Back when neon signs came out and were the new thing, people wondered about the impact. This will help the downtown area come to the new age and we will see more of this. There will be other places where we see this. The wall is something they will have to work out and figure out how to deal with it. He would like to be assured that Mr. Lipparelli's access is guaranteed. Give the property owners 90 days to figure out the wall situation. He could support the variance and would find a way to support that with some findings.

Councilman Morris talked to the gentlemen on the phone when it was first submitted. He commended them for their ingenuity and wanting to do something different down there. He had a problem with driver distraction. There is no doubt in his mind this will distract drivers but he didn't know to what extent. It is a good idea and may improve downtown but his concerns are for safety.

Councilwoman Simons was frustrated because she didn't think it would matter what they decide today. Nothing can go forward with that wall. She thought the idea was great and with time they

could work out something. She would probably vote to move forward just to make them take care of that wall situation. Maybe a variance would force their hand.

Councilman Puccinelli stated because of the way they do things in Las Vegas and LA, that is why he doesn't live there. He liked the overall idea of what they are doing but maybe not so many signs.

Councilwoman Simons suggested denying it for now until some things get resolved but then that will put no pressure on the property owners.

Councilman Stone liked the idea of 90 days. As for findings, no alley access, reduce blight.

Mr. Wilkinson said if Council doesn't consider the wall issue, he expects to see applications for permits in the Building Department. We will still have the open demolition permit while the applicant is trying to do their project. His thoughts are to deny the application. The wall is an issue that needs to be addressed and resolved.

Ms. Algerio didn't agree with Mr. Wilkinson and said the wall was an encroachment on the property she is trying to help the applicant buy. The sale cannot take place until the BLA is recorded. No building permits will be applied for until after the sale of the property.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Puccinelli, based on the findings that there are special circumstances or features, i.e. unusual shape, configuration, exceptional topographic conditions or other extraordinary situations applying to the property under consideration, the consideration of no alley access, the special circumstances or extraordinary situation or condition results in exceptional practical difficulties or exceptional undue hardships, and where the strict application of the provision or requirement constitutes and abridgment of property right and deprives the property owner of reasonable use of the property, such special circumstances or conditions do not apply generally to other properties in the same zoning district, the granting of the variance will not result in material damage or prejudice to other properties in the vicinity, nor be detrimental to the public interest, health, safety and general welfare, the granting of the variance will not substantially impair the intent or purpose of the zoning ordinance or effect a change of land use or zoning classification, and the granting of the variance will not substantially impair affected natural resources, to reverse the decision of the Planning Commission of July 6, 2021, and conditionally approve the variance with conditions of roof access and drainage capabilities taken into consideration, building permits cannot be approved until the demolition permit is closed within 90 days, the map recorded with encroachment cleaned up and processed, NDOT approval, conformance of plans approved, including but not limited to the outdoor restaurant and plaza area being completed, our standard variance application requires commencement within one year and completion within 18 months, and subject to review in two years if determined necessary by the Planning Commission.**

*The motion passed unanimously. (5-0)*

**BREAK**

## VI. NEW BUSINESS (Cont.)

- F. Review, consideration, and possible approval to advertise a request for proposals to operate the Food/Beverage Concession area at the Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION**

The airport would like to advertise to the public for proposals to operate the Food & Beverage Concession in the airport terminal. Any successful bids for a new contract will be negotiated and brought before the City Council for final approval.  
JF

Jim Foster, Airport Manager, explained there is another related item on the agenda. He was asking for authorization to proceed with the advertisement. He did have an interested party.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to authorize staff to solicit bids for the Food/Beverage Concession at the Elko Regional Airport.**

*The motion passed unanimously. (5-0)*

- G. Review, consideration, and possible approval of the revised Humanitarian Campground Rules, and matters related thereto. **FOR POSSIBLE ACTION**

The Humanitarian Campground Rules require revision to reflect to address expansive campsites due to garbage collection and the difficulty in mandating Fire Department inspection and approval of woodstoves or similar device. SAW

Scott Wilkinson, Assistant City Manager, explained the proposed changes are shown on the document included in the packet. He explained the changes and the reason for the changes.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve the revised Humanitarian Campground Rules as stated.**

*The motion passed unanimously. (5-0)*

- H. Review, consideration and possible approval of a termination agreement between the City of Elko and Rodrigo Mata-Gonzales, dba Grandpa's Tacos, and matters related thereto. **FOR POSSIBLE ACTION**

In March 2020, the City of Elko entered into a concession agreement with Rodrigo Mata-Gonzales, dba Grandpa's Tacos to open a restaurant in the airport terminal building. Due to the Covid pandemic, start dates to open the restaurant were continually pushed back and it eventually became apparent that opening the restaurant in the terminal would not happen. Staff believes it would be in the best interest of the City to terminate the concession agreement with Grandpa's Tacos to make the space available for another business. JF

Jim Foster, Airport Manager, explained we've tried over and over to get a concessionaire in the restaurant and then COVID hit and restricted a lot of things. He met with Mr. Mata-Gonzales after

the emergency declaration was lifted and it became apparent he was no longer interested in opening up that business in the terminal. He was asking to terminate that agreement.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve the Termination Agreement with Rodrigo Mata-Gonzales, dba Grandpa's Tacos.**

*The motion passed unanimously. (5-0)*

## **VII. RESOLUTIONS AND ORDINANCES**

- A. Review, consideration, and possible action to adopt Resolution 26-21, a resolution establishing administrative fines associated with the enforcement of Title 9, Chapter 6 (Illegal Discharge and Connection to Stormwater), Chapter 7 (Construction Site Runoff Control), and Chapter 8 (Postconstruction Runoff Control and Water Quality Management), and matters related thereto. **FOR POSSIBLE ACTION**

Title 9, Chapters 6, 7, and 8 were recently updated with new enforcement regulations and procedures. Several sections of these chapters reference an administrative fine possibly being imposed upon issuance of a Notice of Violation or a Stop Work Order. This fine is indicated as being set by Resolution of the City Council. The cost of Staff time for the average Notice of Violation and Stop Work Order was calculated and Staff has determined that a fine of \$500 would be appropriate and justifiable. MR

Michele Rambo, Development Manager, explained they did some updates to the Stormwater Ordinances. There are several options we are allowed to do with the Notice of Violation and Stop Work Order. One is to require the payment of a fine. This Resolution would help cover the cost of staff time.

**\*\* A motion was made by Councilman Morris, seconded by Councilman Stone, to adopt Resolution No. 26-21.**

*The motion passed unanimously. (5-0)*

- B. Review, consideration, and possible approval of Resolution No. 28-21, donating approximately 200 pairs of inline and quad roller skates to the Igloo, and matters related thereto. **FOR POSSIBLE ACTION**

On January 15, 2021 the Recreation Department received a letter from the Nevada East Roller Derby Girls stating that they would like to donate or transfer approximately 200 pairs of roller skates to the City of Elko to continue the Family Skate Night Event. Due to impacts from the Covid-19 pandemic, the Recreation Department has not been able to continue to hold the event. The Igloo Recreation Center has requested that the City donate the skates to them for public use at their facility. JW

James Wiley, Parks and Recreation Director, explained Family Skate Night was a great event when they were able to partner with the Roller Derby Girls. They controlled the skate rentals because

they owned them. We managed the event and handled the fee at the door. Since COVID hit we have not been able to hold the event. The Igloo wants to restart a skate event at their facility under their management but they need the skates. Since the Roller Derby Girls no longer have a vested interest in that, and for the time being the Recreation Department does not have the staff to pull the event off, he felt it was a good sensible idea to let the Igloo continue the event with the donation of these skates.

**\*\* A motion was made by Councilman Stone, seconded by Councilman Morris, to approve Resolution No. 28-21, donating approximately 200 pairs of inline and quad roller skates to the Igloo Recreation Center.**

*The motion passed unanimously. (5-0)*

## **IX. REPORTS**

### **A. Mayor and City Council**

*Mayor Keener said Councilwoman Simons will be in charge for the next meeting. The Rides and Rods event was successful this last weekend with over 300 entries. There are also a bunch of new murals in town.*

### **B. City Manager**

*Curtis Calder said we had our ARPA Public Hearing last week and it went well. We need to schedule the second hearing. He would have Kim send out an email. He was happy to see Steve Simpson show and explain how they are struggling. He hopes we are slowing down with our COVID cases.*

*Mayor Keener asked about a warrant for FISH for \$2,500 for Salt Lake City Express Transportation.*

*Mr. Calder answered that was an agreement they had come up with FISH to assist them in providing some transportation for folks that do not want to be in Elko that are homeless.*

### **C. Assistant City Manager**

### **D. Utilities Director**

*Dale Johnson reported the Fire Marshal and Development signed off on the new shop. Tomorrow they have final building inspections. ZGA's team will be out next week to do their final walk-throughs.*

*Mayor Keener asked that Valerie gives her presentation on the Bio Bot Reports in October since he will be gone for the next meeting.*

### **E. Public Works**

*Dennis Strickland reported they found good pipe in the collapsed culvert and Great Basin did another great job for us again.*

### **F. Airport Manager**

### **G. City Attorney**

### **H. Fire Chief**

*Chief Griego reported they had to cancel their picnic. They will take all of the supplies and incorporate that into their school programs. He gave an update on the crews out fighting the fire in Northern California. They will be headed back tomorrow and will need a good rest.*

I. Police Chief

*Chief Trouten reported October 1 there are some new laws. Misdemeanors will have more restrictions on when you can arrest for them. He expects some push back from the public. They will try to do a PR Campaign explaining what is going on.*

J. City Clerk

K. City Planner

L. Development Manager

*Michele Rambo reported on the activities of the new Code Enforcement Officer. She also included a report from the software they use so Council could see the complaints they receive (Exhibit "I").*

M. Financial Services Director

*Jan Baum reported the auditors will be here next week and she thought we had a productive ARPA meeting last week.*

N. Parks and Recreation Director

*James Wiley updated Council on the status of the indoor swimming pool. The circulation pump went down and the pool is drained. The problem seems to be finding an available pump and motor to put in. They will leave the outdoor pool open as long as they can stand to swim out there. The heat exchanger for the outdoor pool has gone down too. A new heat exchanger has been built but the problem now is shipping to get it here.*

*Mayor Keener stated he had some kudos for his department from some parents of members of the soccer teams. They said the fields are looking a lot better and they were pleased.*

*Mr. Wiley reported the new sports complex has made significant progress with the grass but they will not be able to open in October as planned. They will have to reschedule the grand opening until next spring.*

O. Civil Engineer

P. Building Official

*Mayor Keener asked Jeff Ford if he had gotten anything for the Temple. Jeff Ford answered nothing yet.*

*Mayor Keener asked about the apartment complex on Manzanita, if he had gotten anything for that one.*

*Mr. Ford answered no. They have a lot of residential plans in right now but that was it.*

## COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

*There were no public comments.*

There being no further business, Mayor Reece Keener adjourned the meeting.

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Mayor Reece Keener

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Kelly Wooldridge, City Clerk

## City of Elko, Nevada – Employment Position Description

**Department:** Water Reclamation Facility  
**Title:** Operator I  
**FLSA Status:** Non-Exempt

**Last Revised: September 14, 2021**

### **DEFINITION**

Under direct supervision, incumbent performs semi-skilled work in the operation, maintenance, and repair of the City's wastewater treatment facility, known as the City of Elko Water Reclamation Plant (WRF). Reports to the Plant Superintendent/Assistant Superintendent and/or any other treatment plant operators that have been assigned the responsibility to mentor, coach, or train the employee in this classification.

### **DISTINGUISHING CHARACTERISTICS OF CLASS**

This is the entry-level position at the Water Reclamation Facility. Incumbent receives supervision and is able to work unsupervised in the operation and care of machinery and mechanical devices, electrical equipment, buildings and grounds within the WRF.

### **SUPERVISION EXERCISED**

Minimal supervision exercised. Incumbent may supervise other class I operators, or contractors, as assigned by the Superintendent.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Incumbent is exposed to and responsible for operation and maintenance of the facility;
- Monitors, inspects, adjusts, records and reports on all process equipment or processes within the WRF system;
- Checks, lubricates, maintains, and makes repairs and adjustment to pumps, motors, sludge heaters, mechanical equipment, blowers, and other related equipment within the facility;
- Takes both routine and non-routine samples as necessary throughout the plant for laboratory analysis;
- Performs a variety of tasks including plumbing, electrical and carpentry, general custodial, maintenance work, and other related work as may be required for proper plant operation;
- Draws off and transfers digester sludge, maintain bar screens, removes grit and screenings to disposal areas;
- Maintains electrical generators, waste gas burner, pumps and motors;

**Exhibit "A"**

- Operates a five (5) yard dump truck;
- Performs daily, weekly, monthly, and semiannual maintenance as scheduled or required.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

Knowledge, Skills, and Abilities: *(KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)*

- Working knowledge of the operation and maintenance requirements of pumps, motors, electrical machinery, mechanical equipment and control equipment commonly related to wastewater treatment;
- Possess the ability to work effectively with mechanical and electrical equipment, ability to recognize equipment failure and to act in an emergency;
- Skilled in the use of hand tools, shop tools, and equipment, including trucks, trailers, dump truck, backhoes, snow plows, vacuum trucks, boom trucks, water trucks, ATV's, personnel lifts, cranes and rigging, skid loader, and fork lifts;
- Ability to work at heights of greater than 20 feet, wearing harnesses and lanyards;
- Ability to maintain good written records and follow operating instructions, both verbal and written.

### **Minimum Qualifications**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- High School diploma or equivalent educational experience.
- Experience at wastewater plants or related work experience preferred, including experience with maintenance, equipment repair, trouble shooting, performing simple laboratory tests, and operation of wastewater treatment processes.
- Must possess willingness and ability to follow instructions.
- Must be able to work any shift required, overtime, call outs, holidays, etc. to ensure proper operation of the facility.
- Ability to carry the "On Call" emergency cellular, and respond and correct situations in a timely manner.
- Ability to wear all Personal Protective Equipment (PPE) as required by the job (e.g.- respirators, fall protection systems, hearing and eye protection, etc.).
- Ability and commitment to follow the City's safety policy.

## **Required Certifications and Licenses**

- Must hold current State of Nevada Wastewater Treatment Operator permit-Class I.
- Must possess valid State of Nevada CDL class B driver license with tanker endorsement, or ability to obtain within six (6) months of hire date.

## **Physical and Mental Requirements**

*The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼-1+ mile per shift, depending on area assigned. Strength and stamina to bend, stoop, sit, kneel and stand for long periods of time. Occasional sitting while performing administrative duties. Some reaching for items above and below waist level. Frequent reaching, bending, squatting, and stooping to perform maintenance tasks. Infrequently crawling or kneeling to check gauges and valves. Frequently lifting of items over 50 pounds is required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

## **Working Conditions**

*Work is performed under the following conditions.*

Position functions at a wastewater treatment facility, at various locations throughout the City, and may occasionally take place at construction sites. Exposure to raw and bio solids waste/sludge, hazardous and infectious waste, electrical hazards, mechanical hazards, moving objects, vehicles, sharp objects, pinch points, noise, vibrations, toxic chemicals, odors, fumes, gases, dust, extreme heat or inclement weather, and slippery surfaces. Work in confined spaces occurs regularly. Safety equipment utilized may include hearing and eye protection, harnesses and lanyards, safety shoes, gloves, masks, respirators, and a safety vest. Frequent interruptions to planned work activities occur.

## City of Elko, Nevada – Employment Position Description

**Department:** Water Reclamation Facility  
**Title:** Operator II  
**FLSA Status:** Non-Exempt

**Last Revised: September 14, 2021**

### **DEFINITION**

Performs skilled work in the operation, maintenance, and repair of the City wastewater treatment facility, known as the City of Elko Water Reclamation Plant (WRF). Reports to the Plant Superintendent/Assistant Superintendent and/or any other treatment plant operators that have been assigned the responsibility to mentor, coach, or train the employee in this classification.

### **DISTINGUISHING CHARACTERISTICS OF CLASS**

Incumbent receives supervision and is able to work unsupervised in the operation and care of machinery and mechanical devices, electrical equipment, buildings and grounds within the WRF.

### **SUPERVISION EXERCISED**

Incumbent may supervise the class I, and class II operators, or contractors, as assigned by the department Superintendent.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Incumbent is exposed to and responsible for operation and maintenance of the facility;
- Monitors, inspects, adjusts, records and reports on all process equipment or processes within the WRF system;
- Checks, lubricates, maintains, and makes repairs and adjustment to pumps, motors, sludge heaters, mechanical equipment, blowers, and other related equipment within the facility;
- Takes both routine and non-routine samples as necessary throughout the plant for laboratory analysis;
- Performs a variety of tasks including plumbing, electrical and carpentry, general custodial, maintenance work, and other related work as may be required for proper plant operation;
- Draws off and transfers digester sludge, maintain bar screens, removes grit and screenings to disposal areas;
- Maintains electrical generators, waste gas burner, pumps, and motors;

# Exhibit B

- Operates a five (5) yard dump truck;
- Performs daily, weekly, monthly, and semiannual maintenance as scheduled or required.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

Knowledge, Skills, and Abilities: *(KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)*

- Possess substantial knowledge of the operation, maintenance and servicing requirements of pumps, motors, electrical machinery, mechanical equipment and control equipment commonly related to wastewater treatment;
- Possess the ability to work effectively with mechanical and electrical equipment, ability to recognize equipment failure and to act in an emergency;
- Skilled in the use of hand tools, shop tools, and equipment, including trucks, trailers, dump truck, backhoes, snow plows, vacuum trucks, boom trucks, water trucks, ATV's, personnel lifts, cranes and rigging, skid loader, and fork lifts;
- Ability to work at heights of greater than 20 feet, wearing harnesses and lanyards;
- Ability to maintain good written records and follow operating instructions, both verbal and written.

### **Minimum Qualifications**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- High School diploma or equivalent educational experience.
- Experience at wastewater plants or related work experience preferred, including experience with maintenance, equipment repair, trouble shooting, performing simple laboratory tests, and operation of wastewater treatment processes.
- Must possess willingness and ability to follow instructions.
- Must be able to work any shift required, overtime, call outs, holidays, etc. to ensure proper operation of the facility.
- Ability to carry the "On Call" emergency cellular, and respond and correct situations in a timely manner.
- Ability to wear all Personal Protective Equipment (PPE) as required by the job (e.g.- respirators, fall protection systems, hearing and eye protection, etc.).
- Ability and commitment to follow the City's safety policy.

## **Required Certifications and Licenses**

- Must hold current State of Nevada Wastewater Treatment Operator permit-Class II.
- Must possess valid State of Nevada CDL class B driver license with tanker endorsement, or ability to obtain within six (6) months of hire date.

## **Physical and Mental Requirements**

*The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼-1+ mile per shift, depending on area assigned. Strength and stamina to bend, stoop, sit, kneel and stand for long periods of time. Occasional sitting while performing administrative duties. Some reaching for items above and below waist level. Frequent reaching, bending, squatting, and stooping to perform maintenance tasks. Infrequently crawling or kneeling to check gauges and valves. Frequently lifting of items over 50 pounds is required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

## **Working Conditions**

*Work is performed under the following conditions.*

Position functions at a wastewater treatment facility, at various locations throughout the City, and may occasionally take place at construction sites. Exposure to raw and bio solids waste/sludge, hazardous and infectious waste, electrical hazards, mechanical hazards, moving objects, vehicles, sharp objects, pinch points, noise, vibrations, toxic chemicals, odors, fumes, gases, dust, extreme heat or inclement weather, and slippery surfaces. Work in confined spaces occurs regularly. Safety equipment utilized may include hearing and eye protection, harnesses and lanyards, safety shoes, gloves, masks, respirators, and a safety vest. Frequent interruptions to planned work activities occur.

## City of Elko, Nevada – Employment Position Description

**Department:** Water Reclamation Facility  
**Title:** Operator III  
**FLSA Status:** Non-Exempt

**Last Revised: September 14, 2021**

### **DEFINITION**

Performs skilled work in the operation, maintenance, and repair of the City wastewater treatment facility, known as the City of Elko Water Reclamation Plant (WRF). Reports to the Plant Superintendent/Assistant Superintendent and/or any other treatment plant operators that have been assigned the responsibility to mentor, coach, or train the employee in this classification.

### **DISTINGUISHING CHARACTERISTICS OF CLASS**

Incumbent receives supervision and is able to work unsupervised in the operation and care of machinery and mechanical devices, electrical equipment, buildings and grounds within the WRF.

### **SUPERVISION EXERCISED**

Incumbent may supervise the class I, class II and class III operators, or contractors, as assigned by the department Superintendent.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Incumbent is exposed to and responsible for operation and maintenance of the facility;
- Monitors, inspects, adjusts, records and reports on all process equipment or processes within the WRF system;
- Checks, lubricates, maintains, and makes repairs and adjustment to pumps, motors, sludge heaters, mechanical equipment, blowers, and other related equipment within the facility;
- Takes both routine and non-routine samples as necessary throughout the plant for laboratory analysis;
- Performs a variety of tasks including plumbing, electrical and carpentry, general custodial, maintenance work, and other related work as may be required for proper plant operation;
- Draws off and transfers digester sludge, maintain bar screens, removes grit and screenings to disposal areas;
- Maintains electrical generators, waste gas burner, pumps, and motors;

# Exhibit "C"

- Operates a five (5) yard dump truck;
- Performs daily, weekly, monthly, and semiannual maintenance as scheduled or required.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

Knowledge, Skills, and Abilities: *(KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)*

- Possess substantial knowledge of the operation, maintenance and servicing requirements of pumps, motors, electrical machinery, mechanical equipment and control equipment commonly related to wastewater treatment;
- Possess the ability to work effectively with mechanical and electrical equipment, ability to recognize equipment failure and to act in an emergency;
- Skilled in the use of hand tools, shop tools, and equipment, including trucks, trailers, dump truck, backhoes, snow plows, vacuum trucks, boom trucks, water trucks, ATV's, personnel lifts, cranes and rigging, skid loader, and fork lifts;
- Ability to work at heights of greater than 20 feet, wearing harnesses and lanyards;
- Ability to maintain good written records and follow operating instructions, both verbal and written.

### **Minimum Qualifications**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- High School diploma or equivalent educational experience.
- Experience at wastewater plants or related work experience preferred, including experience with maintenance, equipment repair, trouble shooting, performing simple laboratory tests, and operation of wastewater treatment processes.
- Must possess willingness and ability to follow instructions.
- Must be able to work any shift required, overtime, call outs, holidays, etc. to ensure proper operation of the facility.
- Ability to carry the "On Call" emergency cellular, and respond and correct situations in a timely manner.
- Ability to wear all Personal Protective Equipment (PPE) as required by the job (e.g.- respirators, fall protection systems, hearing and eye protection, etc.).
- Ability and commitment to follow the City's safety policy.
- Ability to maintain good written records and follows operating instructions, both verbal and written

### **Required Certifications and Licenses**

- Must hold current State of Nevada Wastewater Treatment Operator permit-Class III.
- Must possess valid State of Nevada CDL class B driver license with tanker endorsement, or ability to obtain within six (6) months of hire date.

### **Physical and Mental Requirements**

*The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼-1+ mile per shift, depending on area assigned. Strength and stamina to bend, stoop, sit, kneel and stand for long periods of time. Occasional sitting while performing administrative duties. Some reaching for items above and below waist level. Frequent reaching, bending, squatting, and stooping to perform maintenance tasks. Infrequently crawling or kneeling to check gauges and valves. Frequently lifting of items over 50 pounds is required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

### **Working Conditions**

*Work is performed under the following conditions.*

Position functions at a wastewater treatment facility, at various locations throughout the City, and may occasionally take place at construction sites. Exposure to raw and bio solids waste/sludge, hazardous and infectious waste, electrical hazards, mechanical hazards, moving objects, vehicles, sharp objects, pinch points, noise, vibrations, toxic chemicals, odors, fumes, gases, dust, extreme heat or inclement weather, and slippery surfaces. Work in confined spaces occurs regularly. Safety equipment utilized may include hearing and eye protection, harnesses and lanyards, safety shoes, gloves, masks, respirators, and a safety vest. Frequent interruptions to planned work activities occur.

## City of Elko, Nevada – Employment Position Description

**Department:** Water Reclamation Facility  
**Title:** Operator IV  
**FLSA Status:** Non-Exempt

**Last Revised: September 14, 2021**

### **DEFINITION**

Performs skilled work in the operation, maintenance, and repair of the City wastewater treatment facility, known as the City of Elko Water Reclamation Plant. Reports to the Plant Superintendent/Assistant Superintendent.

### **DISTINGUISHING CHARACTERISTICS OF CLASS**

This is the journey level position within the WRF Operator series. Incumbent receives minimal supervision and is able to work unsupervised in the operation and care of machinery and mechanical devices, electrical equipment, buildings and grounds within the WRF. Employees in this class are fully competent to independently perform the full range of duties. Incumbent may, in the absence of the Water Reclamation Superintendent, perform the duties and maintain the responsibilities of the Water Reclamation Superintendent or Assistant Superintendent.

### **SUPERVISION EXERCISED**

Incumbent may supervise the class I, and class II, class III and class IV operators, or contractors, as assigned by the department Superintendent.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Incumbent is exposed to and responsible for operation and maintenance of the facility;
- Monitors, inspects, adjusts, records and reports on all process equipment or processes within the WRF system;
- Checks, lubricates, maintains, and makes repairs and adjustment to pumps, motors, sludge heaters, mechanical equipment, blowers, and other related equipment within the facility;
- Takes both routine and non-routine samples as necessary throughout the plant for laboratory analysis;
- Performs a variety of tasks including plumbing, electrical and carpentry, general custodial, maintenance work, and other related work as may be required for proper plant operation;

- Draws off and transfers digester sludge, maintain bar screens, removes grit and screenings to disposal areas;
- Maintains electrical generators, waste gas burner, pumps, and motors;
- Operates a five (5) yard dump truck;
- Performs daily, weekly, monthly and semiannual maintenance as scheduled or required.
- May assist the Water Reclamation Superintendent in preparing all required reports, and assist the Superintendent with various administrative duties as required.

### **OTHER JOB RELATED DUTIES**

Perform related duties and responsibilities as assigned.

### **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

Knowledge, Skills, and Abilities: *(KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)*

- Possess substantial knowledge of the operation, maintenance and servicing requirements of pumps, motors, electrical machinery, mechanical equipment and control equipment commonly related to wastewater treatment;
- Possess the ability to work effectively with mechanical and electrical equipment, ability to recognize equipment failure and to act in an emergency;
- Skilled in the use of hand tools, shop tools, and equipment, including trucks, trailers, dump truck, backhoes, snow plows, vacuum trucks, boom trucks, water trucks, ATV's, personnel lifts, cranes and rigging, skid loader, and fork lifts;
- Ability to work at heights of greater than 20 feet, wearing harnesses and lanyards;
- Ability to maintain good written records and follow operating instructions, both verbal and written.

### **Minimum Qualifications**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

- High School diploma or equivalent educational experience.
- Experience at wastewater plants or related work experience preferred, including experience with maintenance, equipment repair, trouble shooting, performing laboratory tests, and operation of wastewater treatment processes.
- Must possess willingness and ability to follow instructions.
- Must be able to work any shift required, overtime, call outs, holidays, etc. to ensure proper operation of the facility.
- Ability to carry the "On Call" emergency cellular, and respond and correct situations in a timely manner.

- Ability to wear all Personal Protective Equipment (PPE) as required by the job (respirators, fall protection systems, hearing and eye protection, etc.)
- Ability and commitment to follow the City's safety policy.
- Ability to maintain good written records and follow operating instructions, both verbal and written
- Experience in supervising employees and must possess strong communication skills.

### **Required Certifications and Licenses**

- Must hold current State of Nevada Wastewater Treatment Operator permit-Class IV.
- Must possess valid State of Nevada CDL class B driver license with tanker endorsement, or ability to obtain within six (6) months of hire date.

### **Physical and Mental Requirements**

*The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

Frequent standing in combination with walking throughout work shift on all types of terrain up to ¼-1+ mile per shift, depending on area assigned. Strength and stamina to bend, stoop, sit, kneel and stand for long periods of time. Occasional sitting while performing administrative duties. Some reaching for items above and below waist level. Frequent reaching, bending, squatting, and stooping to perform maintenance tasks. Infrequently crawling or kneeling to check gauges and valves. Frequently lifting of items over 50 pounds is required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

### **Working Conditions**

*Work is performed under the following conditions.*

Position functions at a wastewater treatment facility, at various locations throughout the City, and may occasionally take place at construction sites. Exposure to raw and bio solids waste/sludge, hazardous and infectious waste, electrical hazards, mechanical hazards, moving objects, vehicles, sharp objects, pinch points, noise, vibrations, toxic chemicals, odors, fumes, gases, dust, extreme heat or inclement weather, and slippery surfaces. Work in confined spaces occurs regularly. Safety equipment utilized may include hearing and eye protection, harnesses and lanyards, safety shoes, gloves, masks, respirators, and a safety vest. Frequent interruptions to planned work activities occur.

## City of Elko, Nevada – Employment Position Description

**Department:** Elko SnoBowl  
**Title:** Part-Time Seasonal SnoBowl Maintenance Technician  
**FLSA Status:** Non-Exempt

**Last Revised: September 14, 2021**

### **DEFINITION**

Under general direction, assists with operations and maintenance of equipment at the SnoBowl, to ensure safe operation and minimize down time. Responsible for repairing and maintaining ski lift machinery, rope tow and mechanical equipment such as engines, motors and equipment. Reports to the Parks & Recreation Director, and works closely with the SnoBowl Maintenance Manager.

### **DISTINGUISHING CHARACTERISTICS OF CLASS**

Incumbent receives minimal supervision and is also able to work unsupervised in the operation and care of machinery and mechanical devices, equipment, buildings and grounds at the Elko SnoBowl.

### **SUPERVISION EXERCISED**

Incumbent may supervise other seasonal, part-time staff occasionally, as directed by SnoBowl Maintenance Manager or Parks & Recreation Director.

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

*(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

- Incumbent is responsible for operation and maintenance of equipment at the SnoBowl, throughout the year;
- Observe mechanical devices in operation to troubleshoot and correct issues;
- Repair or replace defective parts, electrical equipment and machinery;
- Lubricate and clean parts;
- Start devices to test their performance;
- Coordinate with SnoBowl Maintenance Manager for daily operations;
- Performs a variety of tasks including plumbing, electrical and carpentry, general custodial, maintenance work, and other related work as may be required for SnoBowl operation.

## **OTHER JOB RELATED DUTIES**

Perform other related duties and responsibilities as assigned.

## **JOB RELATED AND ESSENTIAL QUALIFICATIONS**

Knowledge, Skills, and Abilities: *(KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)*

- Working knowledge of the operation and maintenance requirements of motors, electrical machinery, mechanical equipment and control equipment commonly related to ski lift systems;
- Possess the ability to recognize equipment failure and to act in an emergency;
- Skilled in the use of basic hand and power tools;
- Must be able to perform strenuous physical labor;
- Must be able to climb equipment, and work at heights in excess of 30 ft;
- Must be able to work under adverse weather conditions;
- Must be willing to stay on shift until work is completed;
- Ability to work well with others while maintaining a positive attitude, sometimes during high stress situations;
- Ability to deal with frequent change, delays or unexpected events;
- Ability to maintain complete records and follow operating instructions, both verbal and written;
- Follow all safety and risk management policies and procedures including proper use of PPE, Hazard Communications, fall protection, lock out/tag out procedures, etc.

## **Minimum Qualifications**

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

## **Experience and Training**

Experience with operational and/or maintenance activities with a willingness and ability to follow instructions; work experience in a variety of situations including equipment repair and trouble-shooting preferred.

## **Required Certifications and Licenses**

- Must be 18 years or older.
- Must hold valid State of Nevada driver license, or ability to obtain by hire date.

## **Physical and Mental Requirements**

*The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

Strength and stamina to walk, bend, stoop, reach, sit, climb, crawl, kneel and stand for long periods of time. Constantly listening to machinery sounds and smelling for gases and odors, using near and far acuity, depth perception, color and field of vision. Employee is required to regularly be moving around at a fast pace, working outside for extended periods of time in adverse weather conditions. Ability to work at heights in all weather conditions required. Frequently lifting, pushing, pulling and carrying objects of 50+ pounds is required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

## **Working Conditions**

*Work is performed under the following conditions.*

Exposure to adverse weather conditions, noise, electrical hazards, moving objects, vehicles, sharp objects, pinch points, odors, fumes, gases, dust, and slippery surfaces. Safety equipment utilized may include hearing and eye protection, safety shoes, gloves, masks, and a safety vest. Frequent interruptions to planned work activities occur.

**B. Hearing:**

1. On appeals of planning commission decisions granting or denying conditional use permits or variances, the city council shall hold a public hearing prior to rendering any decision. After the time and place for the public hearing has been established by the city clerk, notice of the hearing shall be sent by mail at least ten (10) calendar days before the hearing to the appellant, applicant, property owner, property owners located within three hundred feet (300') of the exterior boundaries of the property involved, and any person who presented oral or written testimony, if any, before the planning commission. Said hearing notice shall also be published one time in a newspaper of general circulation at least ten (10) calendar days before the hearing.

2. On appeals of all other decisions regarding the use of land, the city clerk shall give notice of the time and place of the hearing by mailing a notice of hearing at least ten (10) calendar days prior to the hearing to the appellant, applicant, property owner, and any other person who presented oral or written testimony.

3. The procedures pursuant to which the city council will hear an appeal are as follows:

a. The appellant shall be first to provide comment and present the grounds for appeal.

b. Other persons shall be given an opportunity to speak and provide comment.

c. The city may respond to appellant's appeal, after which appellant may present any rebuttal argument or evidence.

d. Appellant and the city are entitled to be represented by counsel, present testimony, evidence and argument on all issues raised on appeal.

e. The city council may, if it appears helpful to a clear understanding of the issues, consider evidence or other matters not raised at the planning commission level or with the administrative officer.

**C. Conduct Of Hearing; Decision:** The city council shall consider all evidence presented to the planning commission or administrative officer at the original hearing, including oral and written testimony, and any recommendations and findings of the planning commission or administrative officer as shown by the official record, and may affirm, modify or reverse the decision of the planning commission or administrative officer. In reviewing a decision on an appeal, the governing body will be guided by the statement of purpose underlying the regulation of the improvement of land expressed in Nevada Revised Statutes section 278.020. Decisions of the city council shall be considered the final decision for the purpose of judicial review.



# CITY OF ELKO

## Planning Department

Website: [www.elkocity.com](http://www.elkocity.com)  
Email: [planning@ci.elko.nv.us](mailto:planning@ci.elko.nv.us)

1751 College Avenue · Elko, Nevada 89801 · (775) 777-7160 · Fax (775) 777-7119

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### *Memorandum*

To: City Council  
From: Cathy Laughlin –City Planner  
Date: September 14, 2021  
Meeting Date: Tuesday, September 14, 2021

#### **AGENDA ITEM:**

1. Review, consideration, and possible action on an appeal filed pursuant to Elko City Code 3-2-22(H), appealing the Elko City Planning Commission's decision to deny Variance No. 3-21, filed by DAG, LLC on behalf of Sonora LLC, for an increase in the number of allowed freestanding signs per street frontage and increase maximum area of a freestanding sign, located generally on the south corner of the intersection of Idaho Street and 5<sup>th</sup> Street (397 5<sup>th</sup> Street), and matters related thereto. **FOR POSSIBLE ACTION**

In reviewing this agenda item, there are additional concerns in addition to the findings presented by the Planning Commission.

A demolition permit was issued on May 21, 2018 for the building located on the subject property 397 5<sup>th</sup> Street. The building was demolished but a wall adjacent to Carlin Trend was left standing. That permit has never been closed because the City of Elko was requiring that the wall needed to either be removed or a structural analysis demonstrating the structural integrity of the wall needed to be provided. Included in your packet is a letter which was sent to the contractor on October 9, 2020 and a second letter on February 9, 2021. We received a letter from the adjacent property owner, Mr. David Knight, requesting to be on the City Council agenda for October 13, 2020. Mr. Knight, then requested the item be removed from the agenda as he was working with the Pescios' on a boundary line adjustment and deed for the remaining wall. Nine months later, the BLA map was submitted to the City of Elko and administratively approved in July 2021. As of today, the map has not been recorded and it is still with Mr. Knight in Arizona for his signature. The Planning Commission went ahead with the variance hearing on July 6<sup>th</sup> because the City of Elko had the BLA application submitted and were confident that the approval and recordation of the map could be a condition of the variance application if approved.

The application that was submitted shows detail and dimensions as if the BLA was recorded. The application would be considered inaccurate today as it is presented.

With these mentioned concerns, the City of Elko should not be taking any action on a land use on this property until these issues are resolved.

Staff is recommending that the variance be denied based on the findings presented by the Planning Commission. In addition, as per Elko City Code 3-2-25(B)(3)(e), the City Council may consider evidence or other matters not raised at the planning commission level such as the above mentioned matters.

**Exhibit "G"**



# City of Elko Building Department PERMIT

1753 College Avenue • Elko, Nevada 89801 • 775-777-7220 • Fax 775-777-7229

**IMPORTANT: Always use the permit number when requesting inspections or information concerning this permit.**

Application Number:	2018-00000202	Date:	May 21 2018
Property Address:	397 5TH ST	Assessor's Parcel Number:	001265006
Lot Number:		Location:	
Application Type Description:	Miscellaneous Applications		
Subdivision Name:		Property Zoning:	C
Application Valuation:	\$150000.00		
<b>Owner Information</b>		<b>Issued To:</b>	
SONORA LLC		BRAEMAR CONSTRUCTION LLC	
PO BOX 1597		930 IDAHO ST	
ELKO, NV 89803-1597		Elko, NV 89801	
Structure Information:	Demo Commercial Building		
Construction Type:	NA		
Occupancy Type:	NA		
Number of Occupants			

Permit Description	Permit Number	Charge Description	Charge	Paid	Balance
Building Permit	2018-00000452	Miscellaneous Permit Fee	\$43.50	\$0.00	\$43.50
		TOTALS:	\$43.50	\$0.00	\$43.50

Required Inspections  
 ✗ Pre-Demo  
 ✗ Post-Demo  
 ✗ Building Final

**CONDITIONS OF PERMIT**

1. I agree to build according to declared description, approved plans, specifications and all ordinances and laws regulating building construction in the City of Elko.
2. I also agree to call 775-777-7220 for inspections as required (See back for conditions).
3. I understand that THIS PERMIT BECOMES NULL AND VOID if work or construction is not commenced within 180 days from date of issuance, or work is suspended or abandoned for a period of 180 days any time after work is commenced.

I hereby acknowledge that I have read this application and information submitted herewith and state that it is correct. I agree to comply with all ordinances and laws regulating building construction in the City of Elko.

THE BUILDING OFFICIAL OR DESIGNEE ISSUES THIS PERMIT TO THE APPLICANT ON DATE SHOWN BELOW:

 Building Official or Designee Signature <b>Jeff Ford</b> Print Name	5-21-18 Date
 Contractor or Applicant Signature <b>Designer</b> Print Name	5/21/18 Date

**LICENSED CONTRACTORS DECLARATION**  
 I hereby affirm that I am licensed under the provisions of NRS 624.1319



City of Elko – Assistant City Manager  
1755 College Avenue  
Elko, NV 89801  
Telephone: 775.777.7211  
Facsimile: 775.777.7219

October 9, 2020

Dusty Shipp  
Braemar Construction  
717 W Idaho St, Suite A  
Elko, NV 89801

**RE: Permit 18-202; 397 5<sup>th</sup> St; Demo permit**

Dear Mr. Shipp,

This letter is to notify you that there are outstanding inspections on the above-referenced permit. A post-demo inspection and building final inspection are required.

It has come to the Building Department's attention that a wall remains on the property at 397 5th Street. This issue must be addressed prior to scheduling the required inspections to close out the permit.

A structural analysis demonstrating the structural integrity of the wall, completed by a properly licensed professional is required, if the wall is to remain standing.

If a structural analysis is not provided to the Building Department, the wall will need to be demolished prior to the building final inspection.

Section 2-1-14 of the Administrative Code requires that unsafe buildings or building service equipment shall be abated by repair, rehabilitation, demolition or removal.

Please contact the Building Official, Jeff Ford at 777.7220 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott A. Wilkinson".

Scott A. Wilkinson, Assistant City Manager

Cc: Jeff Ford, City Building Official  
Building Department  
Carl Pescio, Property Owner



City of Elko  
Building Department  
1753 College Ave  
Elko, NV 89801  
(775) 777-7220

February 9, 2021

ATTN: Dusty Shipp

RE: Status request in regards to certified letter sent October 9, 2020; Permit 18-202; 397 5<sup>th</sup> St;  
Demo permit

Mr. Shipp,

I am writing this letter to request an update to the letter that was sent on October 9, 2020. Please provide our office with an updated status on how this permit is going to be completed. Please be advised that if the wall is going to stay that you will need to provide our office with a structural analysis demonstrating the structural integrity of the wall. this will need to be completed by a properly licensed professional.

If you have any further questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Ford". The signature is written in a cursive, flowing style.

Jeff Ford, CBO.CBCO.  
Building Official  
Building Department  
1753 College Ave  
Elko, NV 89801  
775-777-7220

- C. Review, consideration, and possible approval of a request by Jeff and Jenny Peterson of 2727 Morning Breeze Drive to pay the costs on a water leak at his residence, and matters related thereto. **FOR POSSIBLE ACTION**

On July 17, 2020 and again on July 22, 2020 the City of Elko was contacted regarding a water leak at 2727 Morning Breeze Drive. It was discovered there were two leaks on the City line. The Petersons are requesting payment of a \$1000 invoice from Fielder Sewer and Drain. The claim was denied by Alternative service Concepts, the City's third-part administrator for insurance claims. The agenda packet contains specific information regarding the leak. KW

Kelly Wooldridge, City Clerk stated this is really a housekeeping item. Normally the City would have paid this directly, however the Petersons paid the invoice so the City will need to reimburse the Petersons.

**\*\* A motion was made by Councilman Robert Schmidlein and seconded by Councilwoman Mandy Simons to authorize city staff to reimburse the Peterson's for the \$1000 they paid to Fielder Sewer and Drain.**

*The motion passed unanimously. (4-0)*

- D. Review, consideration, and possible action concerning a request for the City Council to direct the Building Department to issue an order of non-compliance to the owner of the property and partially demolished building located at 397 5<sup>th</sup> Street, and matters related thereto. **FOR POSSIBLE ACTION**

The City received a petition from the owner of the property and structure located at 369 5<sup>th</sup> Street and abutting the partially demolished structure located 397 5<sup>th</sup> Street. The request is based on the petitioner intending to complete roof repairs on the structure located at 369 5<sup>th</sup> Street. The petitioner states that they have attempted to utilize the wall located on 397 5<sup>th</sup> Street for completion a roof repair on the structure located at 369 5<sup>th</sup> Street. The petitioner did not provide documentation that the owner of 397 5<sup>th</sup> Street has granted permission for the use of the wall. The petitioner states that a bricklayer was consulted, and a determination was made the wall is structurally unsound and demolition of the wall is required. A structural analysis completed by a properly licensed professional would be required for a final determination.

The Building Department issued a demolition permit 2018-00000452 on May 21, 2018. That permit is still open pending a final inspection. A final inspection cannot be performed until the owner of the property provides the City a structural analysis showing the portion of the structure left standing is structurally sound. SAW

Scott Wilkinson, Assistant City Manager stated that as a result of receiving this petition he sent a letter to the contractor that worked on the building reminding him there is an open permit and they need to provide a structural analysis or remove the wall. He has also spoken to both property owners. He does not believe the Council needs to take any action on this. There is a copy of an email from the property owner David Knight and he is working with the other property owners to

resolve the issues. He is looking for the property owners to resolve the issue. He recommended no action at this time.

Mayor Keener asked about the tarps on the building. Mr. Wilkinson stated those are not tarps. They appear to be a membrane roof and we would not permit this.

The Council took no action on this item.

### **VIII. 5:30 P.M. PUBLIC HEARINGS**

- A. Review, consideration, and possible action to conditionally approve Tentative Map No. 6-20, filed by Legion Construction and Development, LLC, for the development of a subdivision entitled Jarbidge Estates, involving the proposed division of approximately 2.16 acres of property into 18 lots for residential development and 1 common lot within the R (Single-Family and Multiple-Family Residential) Zoning District, and matters related thereto. **FOR POSSIBLE ACTION**

The subject property is located on the west side of N 5<sup>th</sup> Street at the intersection of Rolling Hills Drive (APN 001-610-093). The Planning Commission considered this item on September 1, 2020, and took action to forward a recommendation to conditionally approve Tentative Map 6-20. MR

Michelle Rambo, Community Development Director stated this is 2.16 acres that will have 18 townhouse lots, one common lot and a HOA. The zoning change was completed. There were some concerns at the Planning Commission about traffic on 5<sup>th</sup> Street. The road was designed for 12-15000 trips per day. In 2019 it had about 5000 trips per day and this project will add only 100 trips per day. There is access of the driveways to 5<sup>th</sup> Street. There is a vacation request for the sewer line they are proposing to use pending. There is a proposed condition that final sewer easement location will be determined prior to final map submission. They comply with the Master Plan, City Code, and regulations. Staff recommends conditional approval.

Mayor Keener called for public comment. There were no comments.

**\*\* A motion was made by Councilman Schmidlein and seconded by Councilman Stone to conditionally approve Tentative Map No. 6-20 for the Jarbidge Estates subdivision, subject to the findings and conditions as recommended by the Planning Commission and the proposed additional condition of approval as presented by Staff. The final sewer easement to be determined and recorded prior to submittal of the final map on all of the construction drawings.**

*The motion passed unanimously. (4-0)*

**Kim Wilkinson**

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**From:** davidcknight@frontiernet.net  
**Sent:** Monday, October 05, 2020 11:01 AM  
**To:** Kim Wilkinson  
**Subject:** Request for the City Council to address an issue with the wall at 397 Fifth Street.  
**Attachments:** Scan\_2020\_10\_05\_10\_42\_55\_705.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Kim:

Hope you have been well.

Attached is a request for the Mayor and City Council to issue non-compliance order of building permit 2018-00000452 to have the owners of the wall at 397 5th Street complete demolition of the building. Which will enable us to finish our new roof.

Best Regards,

David C. Knight  
109 Fir Street  
Elko, NV 89801-3023  
775-738-6064 Home  
775-934-5453 Mobile

This email may contain information that is confidential and/or subject of legal privilege intended only for the use by the intended recipient. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient, be advised that you have received this message in error and that any dissemination, copying or use of this message is strictly forbidden, as is the disclosure of information therein. If you received this email in error please notify the sender immediately and destroy the documents.

David C. and Debra J. Knight Living Trust  
109 Fir Street  
Elko, Nevada 89801 3023  
(775) 738-6064  
(775) 753-3834 fax  
david@dkjtrust.com

October 5, 2020

Honorable, Reece Keener, Mayor of Elko  
and Members of Elko City Council  
Elko City Hall  
1751 College Ave  
Elko, NV 89801

Dear Mayor Keener and Members of City Council:

We respectfully ask you to instruct the building department to issue a finding on non compliance of building permit 2018 00000452, issued May 21, 2018 for demolition of a building that occupied Parcel Number 001265006, address 397 5<sup>th</sup> Street, Elko, issued to Sonora LLC, P.O. Box 1597, Elko, NV, 89803 1597 and Braemar Construction LLC, 130 Idaho St., Elko, NV 89081 (see attached Permit)

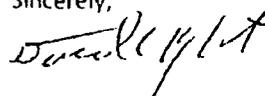
The purpose for issuing the non compliance is that the demolition was not completed.

Prior to demolition the buildings at 369 and 397 5<sup>th</sup> Street shared a common roof which had a common drain on the roof of our building at 369 5<sup>th</sup> Street. This summer we had to replace the roof at 369 5<sup>th</sup> Street. To complete the roof installation the roof membrane needs to be secured to a stable surface. The wall left standing on 397 5<sup>th</sup> Street is not stable enough to secure the roof. Several attempts have been made to affix the new roof to the wall, but none succeeded. A brick layer was consulted to see if he could remove bricks until a solid surface was found and then build up from there. The brick layer could not find a solid portion of the wall and suggested demolition.

We ask the Council to direct the Building Department to issue an order of non-compliance to the owner of 397 5<sup>th</sup> Street and have the owner complete the demolition of the building so we can build a wall to secure our roof.

Thank you for your consideration.

Sincerely,



David C. Knight  
Trustee

## Diann Byington

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**From:** Kelly C. Wooldridge  
**Sent:** Tuesday, September 21, 2021 10:36 AM  
**To:** Diann Byington  
**Subject:** Fw: Proposal for corner of 5th and Idaho

We should probably add this to the file for this variance

*Kelly Wooldridge*  
Elko City Clerk  
1751 College Avenue  
Elko, NV 89801  
775-777-7126 (office)  
775-777-7129 (fax)

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**From:** Kim Wilkinson <[kwilkinson@elkocitynv.gov](mailto:kwilkinson@elkocitynv.gov)>  
**Sent:** Friday, September 17, 2021 11:02 AM  
**To:** Kelly C. Wooldridge <[kwooldridge@elkocitynv.gov](mailto:kwooldridge@elkocitynv.gov)>  
**Subject:** FW: Proposal for corner of 5th and Idaho

Hi Kelly,

Just an fyi

**From:** A. May [<mailto:alavmay@gmail.com>]  
**Sent:** Friday, September 17, 2021 9:50 AM  
**To:** Mandy Simons <[msimons@elkocitynv.gov](mailto:msimons@elkocitynv.gov)>; Clair Morris <[cmorris@elkocitynv.gov](mailto:cmorris@elkocitynv.gov)>; Chip Stone <[cstone@elkocitynv.gov](mailto:cstone@elkocitynv.gov)>; Giovannie Puccinelli <[gpuccinelli@elkocitynv.gov](mailto:gpuccinelli@elkocitynv.gov)>; Curtis Calder <[ccalder@elkocitynv.gov](mailto:ccalder@elkocitynv.gov)>; Scott A. Wilkinson <[sawilkinson@elkocitynv.gov](mailto:sawilkinson@elkocitynv.gov)>  
**Cc:** Reece Keener <[rkeener@elkocitynv.gov](mailto:rkeener@elkocitynv.gov)>; Kim Wilkinson <[kwilkinson@elkocitynv.gov](mailto:kwilkinson@elkocitynv.gov)>  
**Subject:** Proposal for corner of 5th and Idaho

Good morning everyone,

In regards to the recently published proposal for the corner of 5th and Idaho, I would like to suggest other options that I think would be a better fit for that space.

- I think it should be a patio type layout, with concrete pads as the base but detailed with leave imprints or stained like wood planks with concrete stamping methods.
- I think that there should be a pergola or a series of pergolas built with sturdy materials with vine plants on a drip system. As time passes they will eventually extend over the top - I suggest Clematis vines as they are hearty to the area, have a good leaf coverage, and a beautiful flower.
- I think there should be planter gardens off to the side with bee friendly, local to the area perennials so that they add cosmetic value to the space, make it welcoming, but also are far enough from the seating areas that people with bee allergies do not feel like they can't enjoy the space.
- I think that there should be several table/benching areas under the pergolas with materials that will hold up throughout the hot summers and the cold winters, properly spaced apart.

- I think that the mural should remain untouched as it would be insulting to the artist to cover it
- I think that the city should stay away from any and all types of digital signage in that area considering the high rate of vehicular accidents for that intersection - one as recently as the other day if I remember correctly.
- There could be a raised 'stage' area that local musicians could utilize during events.
- I know that there was a food service suggestion there, but with so many local restaurants in the area, why add one more? There is also a coffee shop right across the street that people could get beverages from and simply walk to the other side to enjoy. Plus - if you don't have a good seating area, what is the point of having a food service in that area?

I know that this is not a formal proposal, but it is the voice of a local of 30 years who would love to see an expansion of functional space in our downtown corridor. I don't feel the need for advertising as it would be expensive, open up for the possibility of vandalism to the screens, we would be losing a really cool mural and honestly - I just don't think it would be the best use of space. I think that if the community had been reached out to (maybe they were, but I don't remember seeing anything about it?) prior to the article, more people would feel like they were involved in the decisions being made in the community.

I welcome any feedback, and these are just some of the ideas I had. I would love to stay in touch about this, and am not trying to tear apart the proposal that has been submitted; I just feel like that space has more long-term potential than being an advertising hub....

Many thanks!

Asia May

Los Angeles CA and Dallas TX

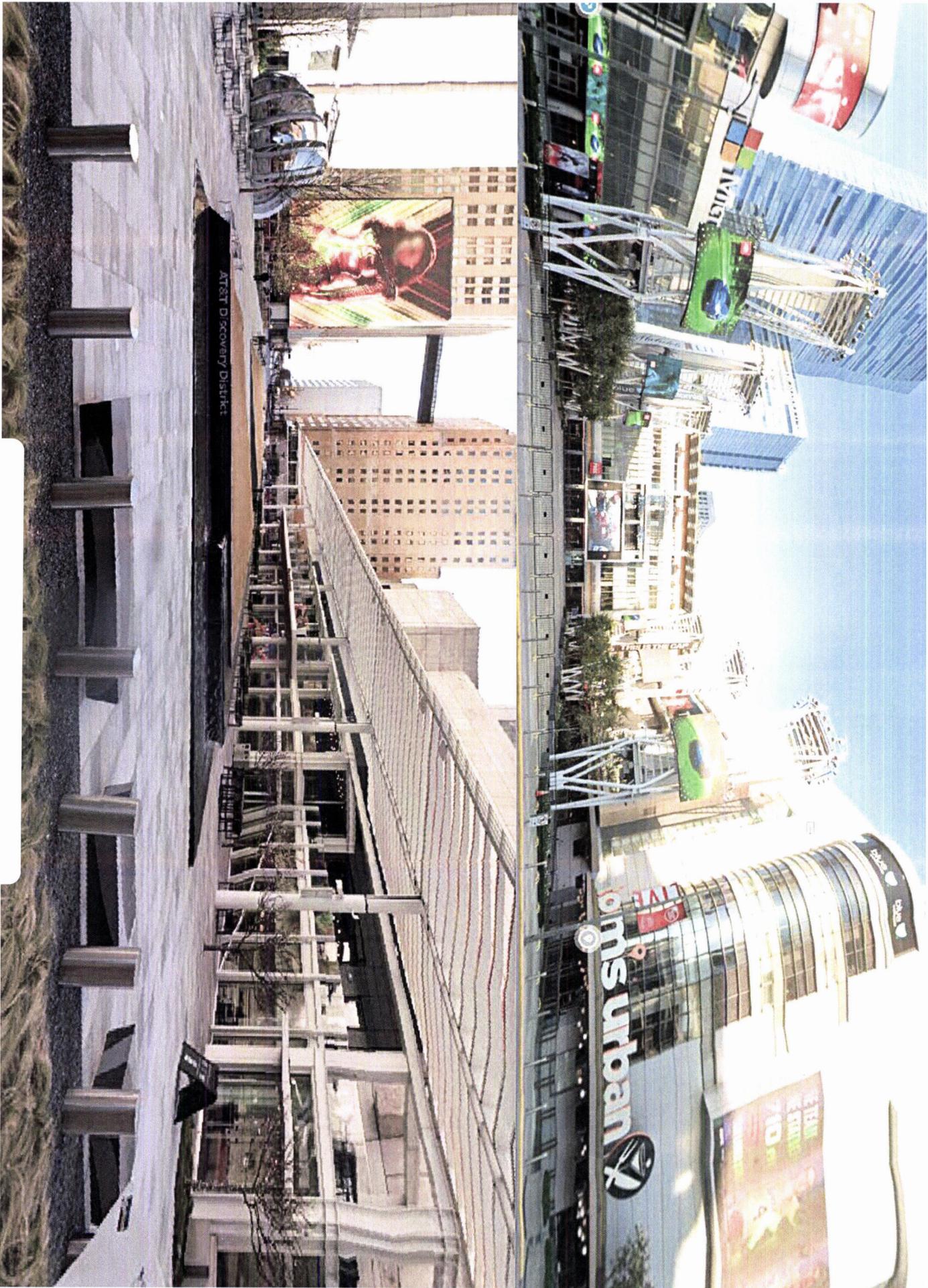
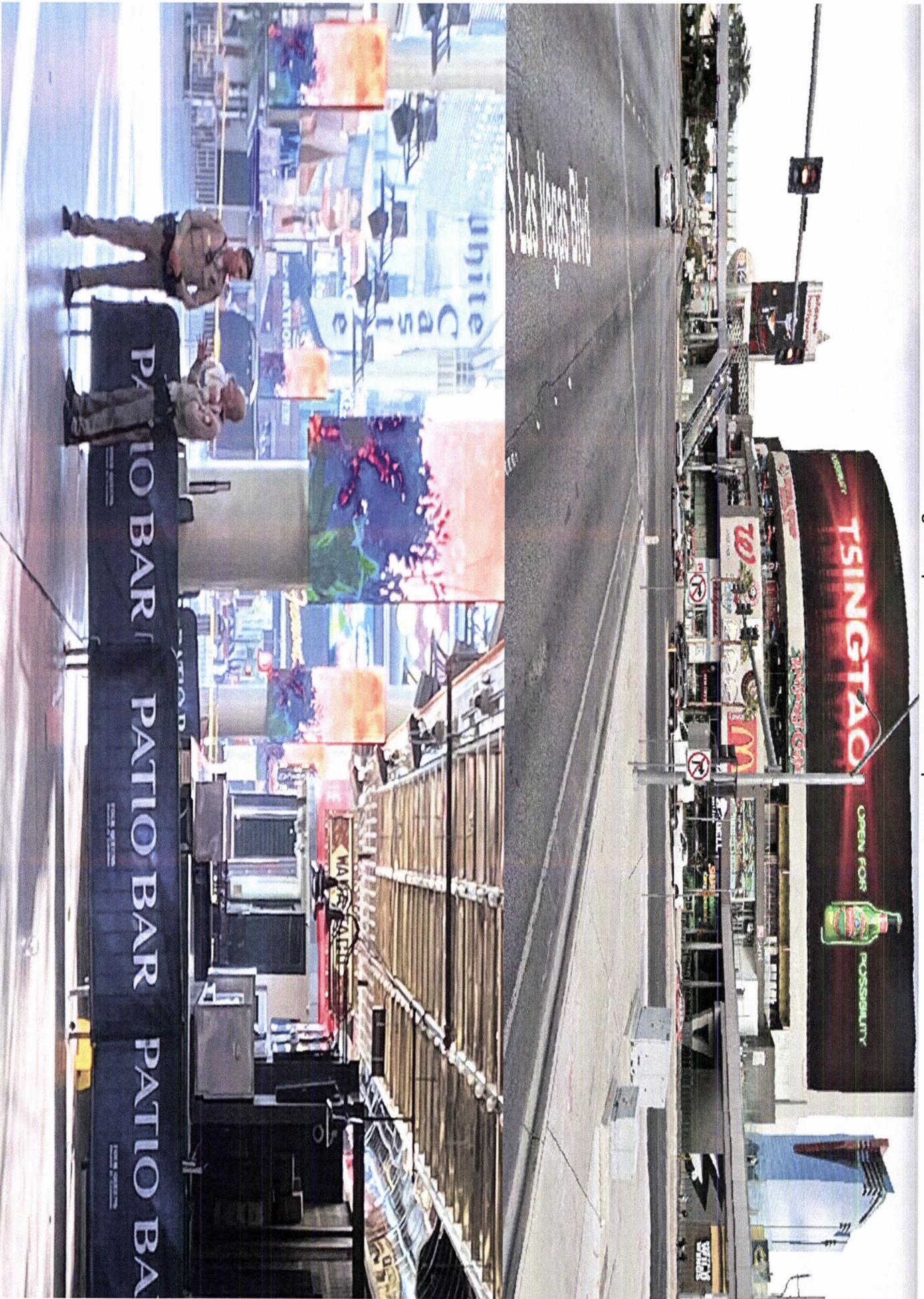
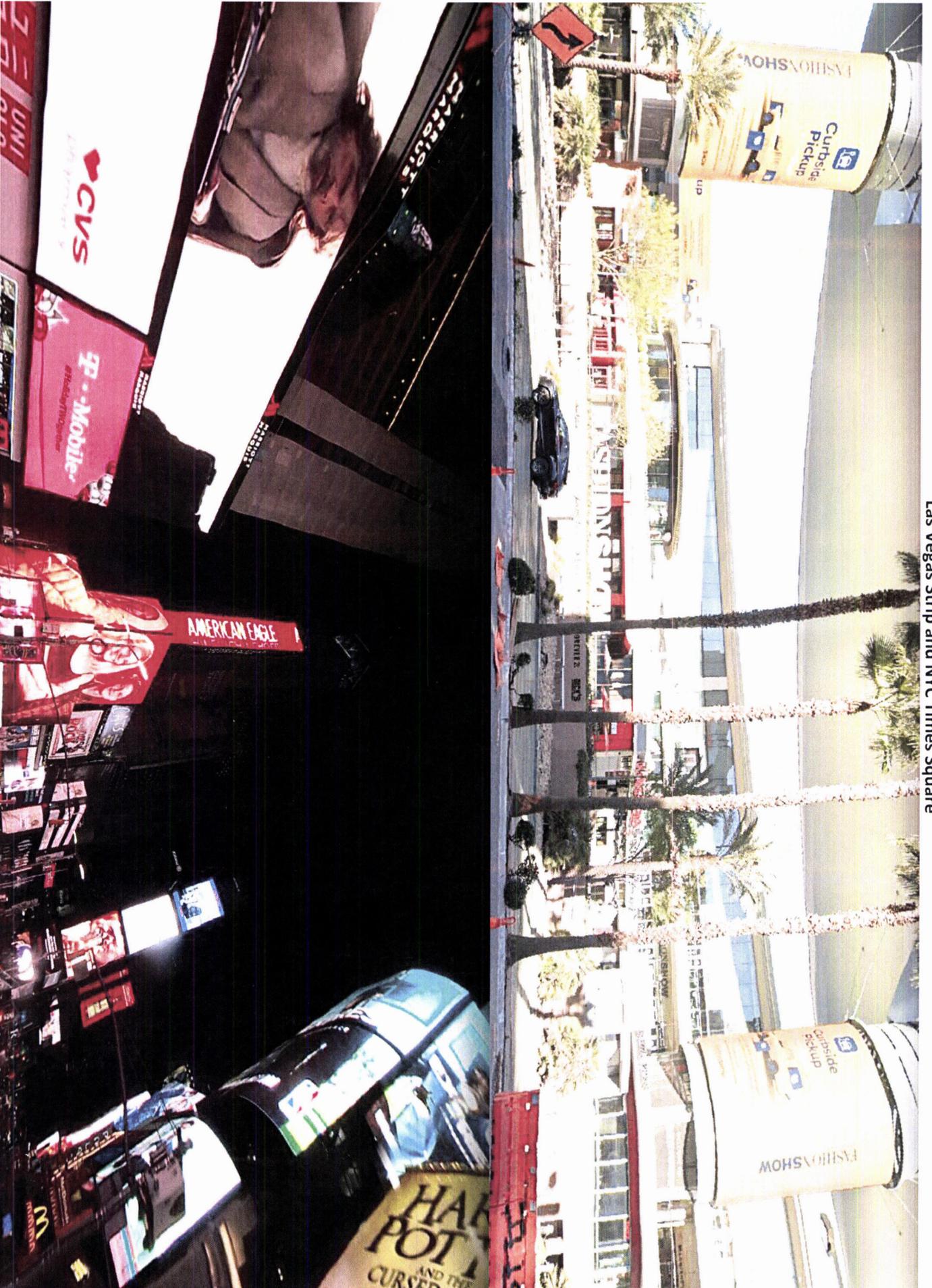


Exhibit "H"

Las Vegas Strip and Fremont Street Experience



Las Vegas Strip and NYC Times Square





Broadway NYC and Washington DC

Chicago and Salt Lake City



## Quarterly Code Enforcement Report

June 2021-September 2021

Complaints Received June 2021 through September 2021 = 45

Active = 14

Monitoring = 15

Closed = 16

Complaints Received Prior to June 2021 = 26

Active = 0

Monitoring = 8

Closed = 18

**Total Complaints Received = 71**

**Total Active Cases = 14**

**Total Cases Being Monitored = 23**

**Total Closed Cases = 34**

Exhibit "1"



## Case Report

1/1/2021 - 9/1/2021

Parcel Address	Type of Code Enforcement	Description	Main Status
1924 IDAHO ST	Commercial	overgrown weeds	Active
1130 RIVER ST	Commercial	NOISE FROM CARWASH	In-Active
1130 RIVER ST	Commercial	NOISE FROM CARWASH	In-Active
1130 RIVER ST	Commercial	NOISE FROM CARWASH	In-Active
2625 E JENNINGS WAY	Commercial	DRIVING OVER SIDEWALK	Closed
1085 CONNOLLY DR	Commercial	Using property without improvements or not permitted use	Monitoring
BULLION RD	Commercial	Using property without improvements	Monitoring
	Commercial	LARGE TRUCKS ON STREET	Closed
W MAIN ST	Commercial	SEMI ON STREET	Closed
5370 IDAHO ST	Commercial	SEMI ON STREET	Closed
131 MAIN ST	Commercial	trucks on street	Closed
1302 MOUNTAIN CITY HWY	Commercial	overflow of garbage	Closed
476 12TH ST	Commercial	improper disp of water	Closed
685 IDAHO ST	Commercial	outdoor storage	Closed
524 COMMERCIAL ST	Commercial	ILLEGAL RAMP IN FRONT OF BUSINESS	Closed
2542 RUBY VISTA DR	Commercial	OVERGROWN VEGETATION	Closed
2625 E JENNINGS WAY	Commercial	ILLEGAL ACCESS POINT	Closed
2021 MEADOW RIDGE DR	Commercial	Unimproved Site	Active
815 S 5TH ST	Commercial	Unpermitted Use	Active
1090 13TH ST	Commercial	Living in RV	Closed
2616 COPPER TRL	Residential	Business w/out License	Active
630 9TH ST	Residential	RV Blocking traffic views	Active
1033 MITTRY AVE	Residential	RV blocking street	Closed
1951 MANZANITA LN	Residential	Trash, Rodents	Monitoring
703 MITTRY AVE	Residential	Trash, 3 unregistered vehicles, clutter	Active
2105 LIBERTY DR	Residential	RV/Trailer Blocking Street	Closed
759 CARLIN CT	Residential	Trash, Prop Maint	Monitoring
2034 EAGLE RIDGE LOOP	Residential	Shed in Setback	Active

2310 N 5TH ST	Residential	public nuisance	Active
440 GRANT AVE	Residential	Trash, Prop Maint	Active
240 CEDAR ST	Residential	parked vehicles	Active
150 10TH ST	Residential	ABANDONED VEHICLE	Active
403 HOT SPRINGS RD	Residential	Debri, unreg cars/weeds	Active
1102 HIGHLAND DR	Residential	weeds and trash	Monitoring
SEC 21 TWP 34N RGE 55E MDB&M	Residential	trailers/squatters	Active
440 GRANT AVE	Residential	ABANDONED VEHICLE	Active
2061 EAGLE RIDGE LOOP	Residential	fence built in right of way	Active
658 CORTNEY DR	Residential	fence built in right of way	Active
657 CORTNEY DR	Residential	fence built in right of way	Active
2239 CLEARWATER CT	Residential	TRAILER IN FRONT OF RESIDENCE	Closed
550 9TH ST	Residential	blocking sidewalks	Closed
585 JUNEAU ST	Residential	HOME BUS W/O PERMIT	Closed
1245 5TH ST	Residential	overgrown weeds	Closed
112 COLONIAL CIR	Residential	HOME BUS W/O PERMIT	Closed
640 12TH ST	Residential	abandoned van	Closed
594 11TH ST	Residential	Residence parking on sidewalk	Monitoring
1497 CHERRYWOOD WAY	Residential	lattice section/fence	Monitoring
114 RIVER ST	Residential	trash in roadway/vehides	Active
758 CEDAR ST	Residential	fence being removed	Monitoring
458 BULLION RD	Residential	Auto repair from residence	Closed
802 FRONT ST	Residential	Auto repair from residence	Closed
625 W BIRCH ST	Residential	trailer on street	Closed
1173 HIGHLAND DR	Residential	Rec vehicle being lived in	Closed
1440 STITZEL RD	Residential	weeds	Closed
444 OAK ST	Residential	trash, lrg tree, homeless staying there	Monitoring
436 OAK ST	Residential	abandoned vehicles, trash	Monitoring
SEC 24 TWP 34N RGE 55E MDB&M	Residential	garbage on property	Active
1951 MANZANITA LN	Residential	trash in trailer w/ rats	Monitoring
2732 SUNNYSIDE AVE	Residential	vehicles parked in right of way	Closed
1009 SILVER ST	Residential	vehicles parked in right of way	Closed
SEC 5 TWP 34N RGE 55E MDB&M	Residential	illegal camping on street	Closed
100 PINE ST	Residential	trailer on street	Closed
1460 JENNINGS CT	Residential	junk vehicles on property	Closed
1546 STITZEL RD	Residential	travel trailer on street	Closed
203 BROOKWOOD DR	Residential	overgrown tree and vehicles that obstruct the view	Closed
490 BULLION RD	Residential	trash on property	Closed
566 WALNUT ST	Residential	Dumping Oil	Closed
537 14TH ST	Residential	Trash bags on side of house/Dumping oil in alley	Closed
567 14TH ST	Residential	Trash blocking alley	Closed
1376 COLLEGE AVE	Residential	RV in Driveway/Dumping oil in alley	Closed
649 JUNIPER ST	Residential	Trash Attracting Critters	Closed

August 25, 2021

Mayor and City Council  
Elko City Office\  
Elko, Nevada 89801

On Tuesday I presented a request for a waiver of the sidewalks for 1mairmail04 W. Oak St. and I thank you for hearing it even though I was less than pleased that it was rejected. My petition was not a frivolous request, but one of necessity. At my age, it would behoove me to have a member of family nearby and someone to call if I need them or to check on me. At the present time, I live alone; my daughter and family lives in Barrington, Illinois.

The property on W. Oak St. and down along A St. has for over 90 years been bereft of a sidewalk. Evidently a walkway has never been considered indispensable by either the property owners or the city and I doubt that any complaint has ever been made by anyone of its absence.

As each property is unique and, likewise, people and circumstances, the request for the waiver was made not only because of the costs and the damage to the aesthetics of my neighborhood and home but because of the benefit to have the care of a family member close by. My granddaughter, a young woman of 35 would have welcomed a place of her own and would have entertained classes at the College here. She will not now be moving here from Illinois. The news was devastating.

I felt Council members were inflexible, had no intention to deviate from the "code" and could have cared less about how their decision would affect the lives of the people involved. They expressed more concern over "setting a precedent" than the peace and contentment of one of their life long residents, which should have been their primary concern as long as safety or encroachments were not an issue.

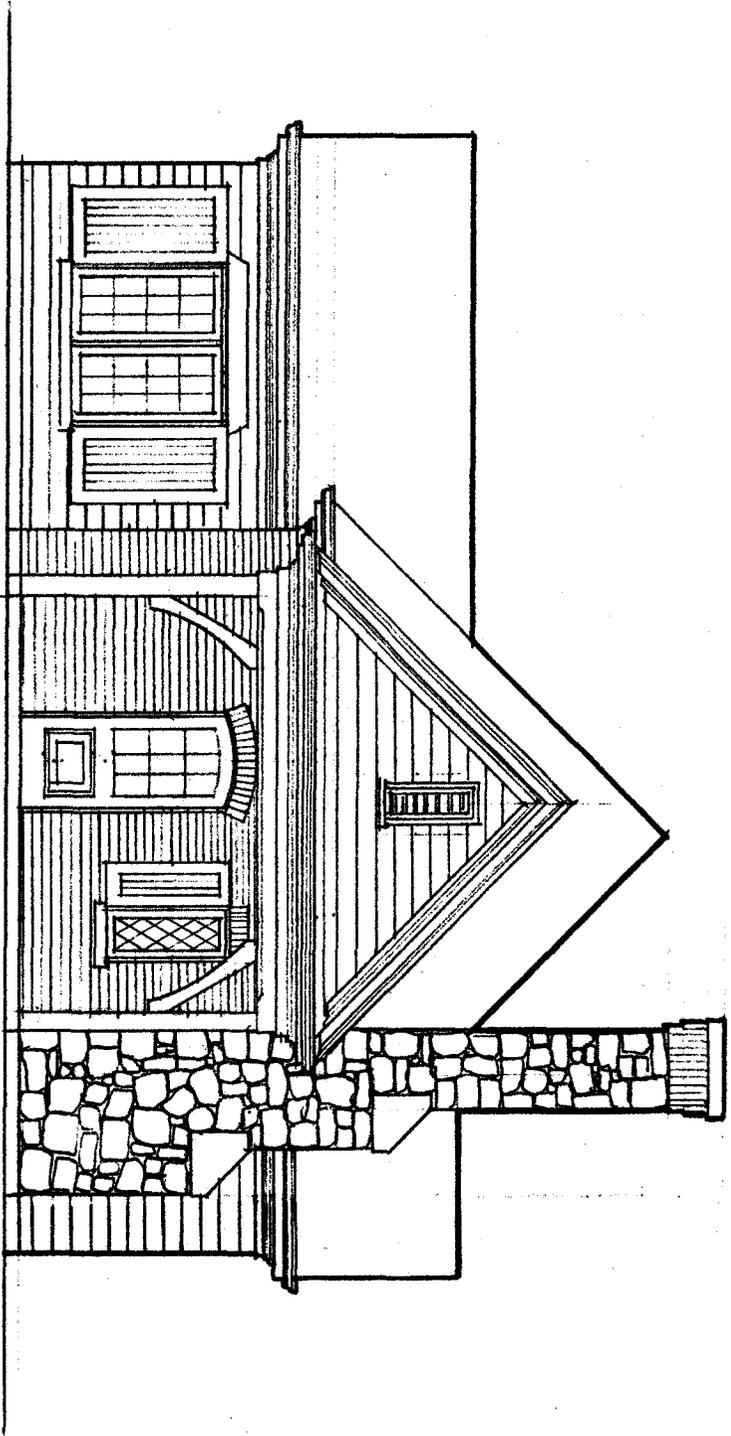
A sidewalk on West Oak would have been a detraction from this property's natural charm, a sidewalk on First St. on a hill, a disaster. I have lived here 45 years; I know! And show me another hill that has a sidewalk in town.

A microcosm of my own cottage would have been an asset to the property...and that was not even considered. And it would have brought in additional tax revenue to the City. A copy of that design is herewith attached.

Kathy also had told me she would recommend the waiver, but she did not even bother to speak up at the meeting. I would appreciate it if you would share this letter with all the Council members, *at your next meeting.*

Thelma Homer  
104 W. Oak  
Elko, Nevada 89801





FRONT ELEVATION

1/4" = 1'-0"

Cottage for Taylor Swanson

MARILYN  
SWANSON  
1/19/22

WALK SWANSON

FLOOR PLAN (957 SF)

ORR ST. Cottage for Taylor Swanson

