

**CITY OF NORTH LAS VEGAS
SPECIAL CITY COUNCIL
STUDY SESSION MINUTES**

February 16, 2005

CALL TO ORDER: 4:34 P.M.

ROLL CALL: **COUNCIL PRESENT:**

Mayor Michael L. Montandon
Mayor Pro Tempore William E. Robinson
Councilwoman Stephanie S. Smith
Councilman Shari Buck
Councilman Robert L. Eliason

STAFF PRESENT:

City Manager Gregory Rose
Assistant City Manager Dan Tarwater
City Attorney Sean McGowan
City Clerk Karen L. Storms
Finance Director Phil Stoeckinger
Parks & Recreation Director Michael Henley
Planning and Development Director Jory Stewart
Public Works Director Jim Bell
Strategic Planning Director Eric Dabney
Utilities Director David Bereskin

VERIFICATION: Karen L. Storms, CMC
City Clerk

BUSINESS:

1. DISCUSSION AND/OR ACTION REGARDING THE ESTABLISHMENT OF THE ECONOMIC DEVELOPMENT DEPARTMENT.

Economic Development Manager Mike Majewski presented Council with an organization chart and a proposed budget. He said the Economic Development Department would include a Redevelopment Division and a Business Development Division. The four functions of the Economic Development Department would be *Business Attraction, Retention and Development; Redevelopment; Special Projects; and International*

Investment. Manager Majewski requested that a Department Director and an Economic Development Coordinator be added to the proposed Economic Development budget.

Mayor Montandon said he felt the formation of an Economic Development Department would benefit the City. He asked Manager Majewski if this Department would manage the Redevelopment Agency and Manager Majewski responded it would. In response to an inquiry by Mayor Montandon, Manager Majewski explained his position as Economic Development Manager would be eliminated from the Planning and Development Department. City Manager Rose stated he would like Planning and Development to return to Planning and Zoning and the creation of the Economic Development Department would be the first step toward that end.

Mayor Pro Tempore Robinson asked Manager Majewski how he planned to entice businesses to move to North Las Vegas. City Manager Rose responded greater code enforcement, cleaning the downtown area and more police visibility would make the business owners feel their investment was secure. City Manager Rose stated he felt "land banking" was not the proper method for luring businesses to the City. He said he would meet with Staff to determine what their recommendations would be and present them to Council for direction.

Mayor Pro Tempore was concerned about six vacant positions on the organization chart. Manager Majewski explained the Department Director and the Research Coordinator were the only two new positions created for the Economic Development Department. His position as Economic Development Manager would be eliminated and all the other positions were filled and funded.

Councilman Eliason wanted assurance that money would not be taken from Redevelopment and put into the Economic Development Department. He asked if both departments would be kept separate. City Manager Rose assured Councilman Eliason no funds would be taken from Redevelopment and put into Economic Development.

Councilman Buck suggested Staff visit other municipalities to gather information on how they presented themselves to attract businesses to their cities. City Manager Rose stated he felt it was important to expand the roles of not only Economic Development but all City departments to be a progressive City.

Councilwoman Smith agreed with Councilman Eliason that Economic Development and Redevelopment be kept separate. She also voiced her concern that City funds must be judiciously utilized.

City Manager Rose added if this department were to be created, the purchase of a van would be required.

ACTION: ESTABLISHMENT OF ECONOMIC DEVELOPMENT DEPARTMENT APPROVED

MOTION: Mayor Montandon

SECOND: Mayor Pro Tempore Robinson

AYES: Mayor Montandon, Mayor Pro Tempore Robinson, Council Members Smith, Buck and Eliason

NAYS: None

ABSTAIN: None

2. DISCUSSION AND/OR ACTION REGARDING THE GOALS AND OBJECTIVES FOR BUREAU OF LAND MANAGEMENT SALES.

City Manager Rose stated the City had negotiations with the Bureau of Land Management (BLM) in preparation for the August sale of the Phase II 2300 acres. In response to an inquiry by Mayor Montandon, Economic Development Manager Mike Majewski said the auction date would be August 17th. City Manager Rose stated the City withdrew the Phase II property that was planned for sale due to sensitive plants that were identified on the property. He said he and Manager Majewski met with the BLM, Fish & Wildlife, State Department of Forestry and the County to develop a conservation plan that would deal with the sensitive plants. He asked for Council direction on how to proceed.

Economic Development Manager Majewski stated two days before the expiration of the 90-day public comment period for the Environmental Impact Statement, Staff was informed there were significant botanical environmental issues in Phase II. He and City Manager Rose met with the Directors of the BLM and U.S. Fish & Wildlife and discussed options on how to proceed with the auction. A committee was established which consisted of representatives of the City of North Las Vegas, BLM, U.S. Fish & Wildlife and the State Department of Forestry. The Clark County Administrator of Multiple Species Habitat Plan also attended the meetings. On February 2, 2005, Council approved an agreement with Entrix, an environmental consulting company, to assist the City in resolving the environmental concerns raised by the BLM. City Manager Rose said it was Staff's preference to transplant the plants that were on the property in an effort to minimize the amount of land taken for conservation purposes. City Manager Rose stated he sent a letter to the BLM to determine if the plants were actually endangered species and requested further study be conducted. Manager Majewski said the company felt the deadline for the conservation strategy should be met by May 2005. Mayor Montandon asked if the project was far enough along to provide an estimate of potential loss of land and Manager Majewski responded it was not.

City Manager Rose asked Council to consider the consolidation of both Phase II and Phase III into one parcel. He said Council had authorized the BLM to auction off the 600 acres of Phase III at a later date. However, since Phase II was moved back, both parcels could be auctioned at the same time.

Mayor Montandon said he was in favor of consolidating Phase II and Phase III into one larger parcel which he felt was consistent with the City's past strategies.

ACTION: DISCUSSION HELD

3. DISCUSSION AND/OR ACTION REGARDING THE PRESENTATION OF POLICY 8.02 - BUSINESS EXPENSE REPORTING AND REIMBURSEMENTS AND POLICY 8.03 - BUSINESS TRAVEL; RESOLUTION NO. 2298.

Finance Director Phil Stoeckinger explained the purpose behind the proposed policy was to update the City's business travel and expense reporting procedures. He said the proposed policy was reflective of similar policies utilized by other government entities and was in compliance with Internal Revenue Service regulations. Director Stoeckinger stated the Finance Department developed two comprehensive policies and procedures on Business Expense Reporting and Reimbursements, and Business Travel. The policies were reviewed and approved by the City Manager and, upon adoption of Resolution No. 2298, would be incorporated into the City's Policy/Procedure Manual as 8.02 and 8.03 under Section 8: Financial and Accounting. Resolution No. 2298 would also authorize the Finance Director to make periodic updates to the Business Expense and Travel policies, address future changes in tax regulations and other reasons as warranted by the City Manager.

Director Stoeckinger asked to bring this item back to the March 2nd meeting for Council consideration.

ACTION: DISCUSSION HELD

PUBLIC FORUM

No public participation

ADJOURNMENT

ACTION: THE MEETING ADJOURNED AT 5:31 P.M.

MOTION: Mayor Pro Tempore Robinson
SECOND: Councilman Eliason
AYES: Mayor Montandon, Mayor Pro Tempore Robinson, Council Members Smith,
Buck and Eliason
NAYS: None
ABSTAIN: None

APPROVED: May 18, 2005

Mayor Michael L. Montandon

ATTEST:

Karen L. Storms, CMC
City Clerk