

**MINUTES  
CITY OF FALLON  
55 West Williams Ave  
Fallon, Nevada  
December 19, 2023**

The Honorable City Council met in a regular meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

**Present:**

Mayor Ken Tedford  
Councilwoman Kelly Frost  
Councilwoman Karla Kent  
Councilman Paul Harmon  
Chief of Staff Bob Erickson  
City Attorney Mike Mackedon  
Deputy City Attorney Trent deBraga  
Deputy City Attorney Sean Rowe  
Public Works Director Brian Byrd  
Deputy Public Works Glen Radtke  
Deputy Public Works Marco Guerrero  
Chief Ron Wenger  
Captain John Riley  
City Clerk Treasurer Sean Richardson  
Engineer Derek Zimney  
Director of Tourism Jane Moon

The meeting was called to order by Mayor Tedford at 9:00 a.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

City Clerk Treasurer Sean Richardson advised that the agenda was posted in compliance with the NRS requirements.

**Public Comments**

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

## **Approval of Warrants**

- A) Accounts Payable
- B) Payroll
- C) Customer Deposit

Councilwoman Kent motioned to approve the accounts payable, payroll and customer deposit warrants; seconded by Councilman Harmon and approved with a 3-0 vote by the Council.

**Consideration and possible approval of a professional services contract with J-U-B Engineers, Inc. for bidding and construction services for the Reconstruct Taxilanes & Entrance Road, Relocate Taxiway G, Runway 3 Safety Area Erosion Control Improvement Project in an amount not-to-exceed Two Hundred Eighty-Four Thousand Three Hundred Fifty Dollars (\$284,350), of which the FAA share would be 93.75% or Two Hundred Sixty-Six Thousand Five Hundred Seventy-Eight Dollars and Twelve Cents (\$266,578.12) and the City's share would be 6.25% or Seventeen Thousand Seven Hundred and Seventy-One Dollars and Eighty-Eight Cents (\$17,771.88).**

Public Works Director Brian Byrd stated that in response to receiving no bids June 13, 2023, construction of the Reconstruct Taxilanes & Entrance Road project was forced to be delayed until the fall of 2024. The project remains the highest priority at the Fallon Municipal Airport and has been identified as such in the City's annually submitted Airports Capital Improvement Plan. If approved, J-U-B would complete the bidding and construction for the project would then be submitted to the FAA for approval. If approved, the FAA portion would be reimbursable when a grant is received for construction costs in the spring of 2024. This project was put out to bid, as it states, last year, and late spring/early summer. We thought it was a great project that would attract a lot of interest, but the market was as such last year, that we had zero bids on June 13<sup>th</sup>. The project was becoming significantly over budget off the Engineer's estimate. We are hopeful that putting this project out, right away, in 2024, that we will get it on the books with some contractors before their schedules fill up. The other piece to this, and I was uncertain whether to put it on the agenda, is the Nevada State Aviation Fund is now flush with cash, allegedly, and they will match the City's portion. In 2004, the State created the Nevada Aviation Fund, and its purpose is to help fund local matches for cities, municipalities, and general aviation airports. This will be the first time, in my time with the City of Fallon, where they have had enough money to fund the FAA approved projects. When it discusses funding sources, I still have the City of Fallon on the hook for our 6.25%, but it does sound like in conversations with the Aviation Fund and J-U-B, that they will be able to fund that portion. That is also the same for the construction that comes in, which will be a much bigger bill. So, if everything works out the City of Fallon should not be out any money on this project.

Mayor Tedford stated that would be good if it came to fruition. I agree not to count on it until it happens. Does the Council have any questions for Brian?

Councilman Harmon inquired for clarification if J-U-B is doing the bidding process and the engineering portion.

Public Works Brian Byrd stated that typically with FAA airport projects, the Public Works Department brings a design-only contract to the Council. If approved, we design a project, and get it approved through the FAA. After we bid on the project, we will bring it back to the Council for an award for the contractor and a construction services agreement with J-U-

B, or whoever our airport engineer is. This one is confusing because we were already on a contract with J-U-B to bid on the project, but they did not have construction management services previously. If that makes sense?

Councilman Harmon stated that it makes sense. We know that with other projects we have seen in the last year an increase in dollar amounts. This price is a set price and not going to increase because it is just for engineering and the bidding, it is not for anything they are actually building.

Public Works Director Brian Byrd confirmed. It is a time and materials contract and so, when we bid on the project and if it does come in over, we are going to bid the construction side of it with additive alternates. So, there is a good chance that this number will be reduced from J-U-B because if construction costs escalate, then we will not be able to do every piece of this project that we want to do everything that is engineered. We will have a base bid on this project and then we will have additive alternates that will maximize the FAA dollars, especially at the 100% reimbursement. It will not increase, it will decrease, if anything.

Councilwoman Kent inquired on the construction cost. We would be looking for the FAA to cover that with a percentage.

Public Works Director Brian Byrd confirmed. The FAA reimburses a percentage, that Aviation Fund is what would help with the local match side. To clarify, the City Council will have an opportunity to award, or not award, after we receive bids to whoever bids on the contract.

Councilman Harmon inquired on how long it takes the FAA to reimburse the City.

City Clerk Treasurer Sean Richardson stated that it is pretty quick. As soon as we pay our invoices, we can turn around and ask for a direct draw. They have an online system, called Delfi, and it is probably within a day of submitting it. It is a pretty quick turnaround, a few days probably. Once we send our check off and have actual copies of the invoices and our checks.

Mayor Tedford inquired if there were any further comments or questions from the Council or public.

No further comments were noted.

Councilwoman Frost motioned to approve a professional services contract with J-U-B Engineers, Inc. for bidding and construction services for the Reconstruct Taxi Lanes & Entrance Road, Relocate Taxiway G, Runway 3 Safety Area Erosion Control Improvement Project in an amount not-to-exceed Two Hundred Eighty-Four Thousand Three Hundred Fifty Dollars (\$284,350), of which the FAA share would be 93.75% or Two Hundred Sixty-Six Thousand Five Hundred Seventy-Eight Dollars and Twelve Cents (\$266,578.12) and the City's share would be 6.25% or Seventeen Thousand Seven Hundred and Seventy-One Dollars and Eighty-Eight Cents (\$17,771.88); seconded by Councilwoman Kent and approved with a 3-0 vote by the Council.

**Possible adoption of Resolution No. 24-02 a resolution to appoint Deputy City Attorney Sean Rowe, as the City of Fallon's representative to the Utah Associated Municipal Power Systems and to appoint Deputy City Attorney Trent deBraga as the alternative representative.**

Mayor Tedford stated that he has before the Council a resolution. This is how UAMPS likes to do it. Normally, when I make an appointment, I just do an appointment, but they like it in a resolution form. Trent is already the alternative representative, but this resolution likes to reaffirm it. In this resolution, my intention is to appoint Deputy City Attorney Sean Rowe as Fallon's Representative, to replace City Clerk Treasurer Sean Richardson, to leave him home to work on City business here. Sean Rowe has been going over there with Sean Richardson and

with Trent, so I think this is a seamless transaction and ask for your approval. I entertain any questions from you and/or the public.

No comments were noted.

Councilman Harmon motioned to adopt Resolution No. 24-02 a resolution to appoint Deputy City Attorney Sean Rowe, as the City of Fallon’s representative to the Utah Associated Municipal Power Systems and to appoint Deputy City Attorney Trent deBraga as the alternative representative; seconded by Councilwoman Frost and approved with a 3-0 vote by the Council.

**Public Comments**

Mayor Tedford inquired if there were any public comments.  
No comments were noted.

**Council and Staff Reports**

Mayor Tedford inquired if there were any Council or staff reports.  
Councilwoman Frost stated that she would like to thank the Fire Department for escorting Santa all over town on Saturday night. I think that brought a lot of joy to our community. I would like to thank them for that and wish everyone a Merry Christmas.

Councilman Harmon wished everyone a Merry Christmas.

Mayor Tedford stated that this is probably the last meeting but that there may be one more. Merry Christmas and thank you for all the good work that you have done for the City throughout the year and enjoy your families.


No further reports were noted.


**Executive Session**

Mayor Tedford tabled the executive session, as it was not needed at this time.

**Adjournment**

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 9:09 a.m.

Attest:   
Sean C. Richardson, City Clerk-Treasurer

  
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Mayor Tedford