



c) Forensic Services Fund #19

- Public Comment
- Discussion and Possible Action
- [Cover Page](#)

2.3. Consideration of review and discussion of the proposed FY 2021-2020.  
City Departmental Budget for: MAYOR AND COUNCIL: Aaron Baker

a) Mayor and Council 10-41 General Fund:

- Public Comment
- Discussion and Possible Action
- [Cover Page](#)

2.4. Consideration of review and discussion of the FY 2021-2022.  
City Departmental Budget for CITY MANAGER: Aaron Baker, Janice  
Ridondo and Shanna McPheters

- a) City Manager 10-43: General Fund - Aaron Baker
- b) Public Defender 10-52: Fund - Aaron Baker
- c) Redevelopment Fund #25 - Aaron Baker
- d) Econ. Dev. Incentives Fund #44 - Aaron Baker
- e) Econ. Dev. Services Fund #43 - Aaron Baker
- f) Grants Fund #30 - Shanna McPheters
- g) Museum 10-82: General Fund: - Janice Ridondo
- h) Welcome Center 10-83: General Fund - Janice Ridondo
- i) Senior Services Fund #16 - Janice Ridondo

- Public Comment
- Discussion and Possible Action
- [Cover Page](#)

2.5. Consideration of review and discussion of the FY 2021-2022  
City Departmental Budgets for: HUMAN RESOURCES: Gina Mendez

a) Human Resource 10-48 - General Fund

- Public Comment
- Discussion and Possible Action
- [Cover Page](#)

2.6. Consideration of review and discussion of the proposed FY 2021-2022  
City Departmental Budgets for: CITY CLERK: Tracy Beck

a) City Clerk 10-44 General Fund

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.7. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budget for: CITY ATTORNEY:

a) City Attorney                      10-50 General Fund

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.8. Consideration of review and discussion of the proposed FY2021-2022 City Departmental Budgets for: INFORMATION TECHNOLOGY: Dirk Marshall

a) Information Technology                      10-47 General Fund  
 b) Non-Departmental                      10-49 General Fund  
 c) Technology Replacement                      Fund #97

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.9. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budget: FIRE AND RESCUE: Chief Jayson Andrus

a) Fire and Rescue                      10-57 General Fund

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.10. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for: POLICE DEPARTMENT: Chief MaQuade Chesley

a) Mesquite Police Department                      10-76 General Fund  
 b) Corrections                      10-55 General Fund  
 c) Dispatch                      10-56 General Fund  
 d) Animal Control                      10-70 General Fund

- e) Police Forfeiture Fund #14
- f) More Cops Fund #23

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.11. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for DEVELOPMENT SERVICES: Richard Secrist

- a) Development Services 10-61 General Fund
- b) Environmental Planning Fund #21

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.12. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for: ATHLETICS & LEISURE SERVICES: Nick Montoya

- a) Athletics & Parks Department 10-76 General Fund
- b) Leisure Services 10-81 General Fund
- c) Recreation Fund Fund # 17

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.13. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for: PUBLIC WORKS: Travis Anderson

- a) Public Works Department 10-60 General Fund
- b) Facilities Maintenance 10-63 General Fund
- c) Streets 10-65 General Fund
- d) Vehicle Maintenance 10-66 General Fund
- e) Landfill/Solid Waste 10-73 General Fund
- f) Street Maintenance Fund #11
- g) Airport Fund #12
- h) Capital Facilities R&M Fund #13
- i) Sewer Fund Fund #52

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.14. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for FINANCE: Dodie Melendez

- |                                 |                    |
|---------------------------------|--------------------|
| a) Finance                      | 10-46 General Fund |
| b) Transfer from/to other Funds | General Funds      |
| c) DSF - Canyon Crest SID       | Fund #81           |
| d) DSF - Anthem SID             | Fund #82           |
| e) SRF-SID Administration       | Fund #83           |
| f) Stabilization of Operations  | Fund #97           |
| g) Compensated Absences         | Fund #95           |
| h) COVID Expenses               | Fund #31           |

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.15. Consideration of review and discussion of the proposed FY 2021-2022 City Departmental Budgets for: CAPITAL PROJECTS: Travis Anderson

- |                                  |                                  |
|----------------------------------|----------------------------------|
| a) Capital Projects              | Fund #45 (T. Anderson)           |
| b) Residential Park Tax          | Fund #20 (Montoya & Secrist)     |
| c) Transportation Impact Fee     | Fund #22 (T. Anderson & Secrist) |
| d) Vehicle/Equipment Replacement | Fund #99 (T. Anderson)           |

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

2.16. Review the proposed amendments of the FY 2021-2022 City of Mesquite Tentative Budget.

- Public Comment
- Discussion and Possible Action

[Cover Page](#)

### **3. Public Comment**

3.1. Public Comment

[Cover Page](#)

### **4. Adjournment**

#### 4.1. Adjournment [Cover Page](#)

*Note: Please be advised that the Standing Rules of the City Council are available for your information and posted in the bulletin board on the first floor of City Hall. The Standing Rules govern the conduct of City Council Meetings. These Standing Rules may be acted upon and utilized by the Mayor and City Council at any City Council Meeting.*

*To obtain any or all supporting materials for this Agenda, please contact the Clerk's Office at 702-346-5295.*

*Members of the public who are disabled and require special assistance or accommodation at the meeting are requested to notify the City Clerk's Office -City Hall in writing at 10 E. Mesquite Blvd., Mesquite, NV, 89027 or by calling 346-5295 twenty-four hours in advance of the meeting.*

*THIS NOTICE AND AGENDA HAS BEEN POSTED ON OR BEFORE 9:00 AM ON THE THIRD WORKING DAY BEFORE THE MEETING AT THE FOLLOWING LOCATIONS:*

1. Mesquite City Hall, 10 E. Mesquite Blvd., Mesquite, Nevada
2. Mesquite Community & Senior Center, 102 W. Old Mill Road, Mesquite, Nevada
3. Mesquite Post Office, 510 W. Mesquite Blvd., Mesquite, Nevada
4. Mesquite Library, 121 W. First North, Mesquite, Nevada

*The agenda is also available on the Internet at <http://www.mesquitenv.gov> and <http://nv.gov>*

### **RULES OF PROCEDURE**

#### **1. Authority:**

1.1 The Mesquite City Charter Article II, Section 2.060(2), Provides that the **City Council** may adopt rules for the government of its members and its meetings; These Rules of Procedure shall be in effect upon their adoption by the Council and until such time as they are amended or new rules are adopted in the manner provided by these Rules of Procedure.

#### **2. General Rules:**

2.1. **PUBLIC MEETINGS:** All meetings of the Council shall be open to the public, except those provided in NRS 241 and 288. The agenda and backup material shall be open to public inspection in the City Clerk's Office.

2.2. **QUORUM:** A majority of the members of the Council shall constitute a quorum and be necessary for the transaction of business. If a quorum is not present, those in attendance will be named and they shall adjourn to a later time.

2.3. **MINUTES:** A written account of all proceedings of the Council shall be kept by the City Clerk and shall be entered into the official records of the Council.

2.4. **RIGHT TO FLOOR:** Any member desiring to speak shall be recognized by the chair, and shall confine his remarks to the item under consideration.

2.5. **CITY MANAGER:** The City Manager or his/her designee shall attend all meetings of the Council. The City Manager may make recommendations to the Council and shall have the right to take part in all discussions of the Council, but shall have no vote.

- 2.6 **CITY ATTORNEY:** The City Attorney or Deputy City Attorney shall attend all meetings of the Council and shall, upon request, given an opinion, either written or verbal, on questions of the law.
- 2.7 **CITY CLERK:** The City Clerk or Deputy City Clerk shall attend all meetings of the Council and shall keep the official minutes and perform such other duties as required by the Council.
- 2.8 **OFFICERS AND STAFF:** Department heads of the City, when there is pertinent business from their departments on the Council agenda, shall attend such Council meetings upon request of the City Manager.
- 2.9 **RULES OF ORDER:** "Roberts Rules of Order Newly Revised" 11<sup>th</sup> Edition shall govern the proceedings of the Council in all cases, provided they are not in conflict with these rules.

**3. Types of Meetings:**

- 3.1 **REGULAR CITY COUNCIL MEETINGS:** The City Council shall meet in regular session at 5:00 p.m. on the second and fourth Tuesday of each month. The City Council may, as it deems necessary, schedule a regular meeting on a date other than the second and fourth Tuesday of each month, in accordance with Article II, Section 2.040 of the Mesquite City Charter and the provisions of Nevada Revised Statutes ("NRS") chapter 241.
- 3.2 **TECHNICAL REVIEW MEETINGS:** Pursuant to Article II, Section 2.040(2) of the Mesquite City Charter, the City Council shall hold Technical Review Meeting at 1:30 p.m. on the first and third Tuesday of each month. The purpose of Technical Review Meetings shall be to establish the business to be heard for only the next relevant Regular City Council meeting and other matters properly related thereto.
- 3.3 **ROLE OF MAYOR:** The Mayor shall preside over both Technical Review Meetings and Regular City Council Meetings. The Mayor may decide in what order to take business from the Agenda. In the Mayor's absence, the Mayor Pro Tem shall fulfill the role of the Mayor. If both the Mayor Pro Tem and the Mayor are absent, the City Council shall choose by majority vote a temporary chair who shall fulfill the administrative duties of presiding over the City Council Meeting. Nothing in this provision shall either abridge or delegate the duties of the Mayor, Mayor Pro Tem or the City Council as provided in Article III of the Mesquite City Charter, except as to the sole issue of fulfilling administrative duties and conducting and directing business during a meeting.
- 3.4 **PLACE OF MEETINGS:** The City Council herewith designates as its Council Chambers, for the conduct of all regular meetings, the Council Chambers in City Hall located at 10 East Mesquite Boulevard, Mesquite, Nevada, or such other place as the City Council may from time to time determine.
- 3.5 **SPECIAL MEETINGS:** Special meetings of the City Council include any meeting other than its regular meetings of a quorum of the City Council not exempted from the requirements of NRS Chapter 241. Special meetings of the City Council may be called by the Mayor or a majority of the City Council in compliance with Article II, Section 2.050 of the Mesquite City Charter and the provisions of NRS chapter 241.
- 3.6 **ADJOURNED MEETINGS:** Any meeting of the City Council may be continued or adjourned from day to day by a call of the Mayor or Councilmember and ratified by a majority vote, and in accordance with an agenda noticed pursuant to NRS chapter 241, but not beyond the next scheduled regular meeting.
- 3.7 **EXECUTIVE SESSIONS:** Executive sessions, closed meetings or non-public meetings may be held in accordance with the provisions of NRS chapters 241 and 288.220.

**4. Duties of Presiding Officer and Meeting Decorum**

- 4.1 **PRESIDING OFFICER:** The Mayor, when present, shall preside as Chairman at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tern shall preside; in the absence of the Mayor and Mayor Pro Tern, the

quorum of present Councilmembers shall choose a presiding officer. The Presiding Officer of any meeting of the City Council shall have the same right as any other member of the City Council to initiate a motion, question or debate. The Presiding Officer shall preserve order and decorum, and confine Councilmembers in debate to the question under discussion.

4.2 **COUNCIL VOTE:** Unless a roll call vote is requested or necessitated due to a malfunction of the electronic vote system, the vote on any motion, resolution or ordinance shall be cast electronically and displayed for public view.

4.3 **DECORUM OF THE DAIS:** During meetings, all persons present shall assist in preserving order and decorum by limiting conversation and the use of cellular devices that may delay or interrupt the proceedings.

4.4 **POINTS OF ORDER:** Any Councilmember may at any time raise a point of order objection as appropriate by stating the phrase "Point of Order." The Councilmember shall be afforded the opportunity to explain his or her point of order objection to the Mayor. The Mayor shall rule on the point of order. The Mayor may seek advice from the City Clerk in ruling upon any point of order. If the Mayor's ruling is against the Council member's call for the Point of Order, a vote of the Council may be requested.

## 5. **Order of Business and Agenda**

5.1 **AGENDA:** The order of business of each meeting shall be as contained in the agenda in accordance with NRS 241 prepared by the City Clerk and approved by the City Manager. The agenda shall be delivered to members of the Council at least three (3) working days preceding the meeting to which it pertains.

5.2 **SPECIAL INTEREST/PRESENTATION ITEMS:** Unless otherwise approved by the City Manager, and in order to provide for the effective administration of City Council business, a maximum of four (4) items of special interest or presentation shall be scheduled on one agenda. Special Interest/Presentation items must appear on the agenda and it is not appropriate for presentations to be made during the public comment portion of the meeting.

## 6. **Voting**

6.1 All voting procedures shall be in accordance with Parliamentary Authority.

6.2 **POINT OF INFORMATION:** This is a request by a Council member, directed to the Presiding Officer or appropriate individual for information relevant to the pending item. A Point of Information takes precedence over a main motion, is not debatable, is not amendable, is not superseded by other motions, and is ruled on for appropriateness by the Presiding Officer.

6.3 **ABSTENTIONS:** A member may abstain from voting for any reason s/he deems appropriate.

6.4 **FAILURE OF AFFIRMATIVE MOTION:** The failure of a motion calling for affirmative action is not the equivalent of the passage of a motion calling for the opposite negative action. The failure of such affirmative motion constitutes no action.

6.5 **FAILURE OF NEGATIVE MOTION:** The failure of a motion calling for a negative action is not the equivalent of the passage of a motion calling for the opposite affirmative action. The failure of such a negative motion constitutes no action.

6.6 **LACK OF PASSAGE OF A MOTION:** In some instances (maps in particular, per NRS) lack of passage of a motion may result in the item being "deemed approved." In other instances no action may result in confusion and complication for the applicant. In all cases the City Council will strive to achieve a decision or action.

## 7. **Citizens' Rights**

7.1 **ADDRESSING THE CITY COUNCIL:** Any person desiring to address the Council by oral communication can do such during Public Comments (at the beginning and closing of the meeting), or on a particular item on the agenda.



7.2 **TIME LIMIT:** Each person addressing the Council shall step to the microphone, shall give his/her name in an audible tone of voice for the record and, unless further time is granted by the Presiding Officer, shall limit the time of his/her comments to three (3) minutes.

7.3 **PUBLIC COMMENT CONTENT:** The presiding officer or the majority of City Council may prohibit comment if the content of the comments is a topic that is not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers.

7.4 **DISRUPTIVE CONDUCT:** Any person who willfully disrupts a meeting to the extent that its orderly conduct is made impractical may be removed from the meeting by order of the Presiding Officer or majority of the City Council. A person willfully disrupts a meeting when s/he (1) uses physical violence, threatens the use of physical violence or provokes the use of physical violence, or (2) continues to use loud, boisterous, unruly, or provocative behavior after being asked to stop, which behavior is determined by the Presiding Officer or a majority of the City Council present to be disruptive to the orderly conduct of the meeting, or (3) fails to comply with any lawful decision or order of the Presiding Officer or of a majority of the City Council relating to the orderly conduct of the meeting.

7.5 **WRITTEN COMMUNICATIONS:**

a. In General: Interested parties or their authorized representatives may address the Council by written communication in regard to any matter concerning the City's business or over which the Council has control at any time by direct mail to Council members, email, or by addressing it to the City Clerk and copies will be distributed to the Council members.

b. At City Council Meetings: Except as provided in subsection c, written communications will not be read at City Council meetings, but will be attached to the item as part of the record, tallied, and reported by the City Clerk as generally in favor of or against the proposition.

c. Exceptions: A written communication to the City Council may be read by City staff at a City Council meeting when (1) the person making the written communication has asked it be read aloud, (2) the person is unavailable to be at the meeting due to emergency or illness, (3) the written communication can be read in an ordinary cadence within three minutes, and (4) the person's name appears on the written communication and will be read into the record.

**8. Suspension and Amendment of These Rules**

8.1 **SUSPENSION OF THESE RULES:** Any provision of these rules not governed by law may be temporarily suspended by a majority vote of the City Council.

8.2 **AMENDMENT OF THESE RULES:** These rules may be amended, or new rules adopted, by a majority vote of all members of the City Council, provided that the proposed amendments or new rules have been introduced into the records at a prior City Council meeting.