



MAYOR
Geno Martini

CITY COUNCIL
Julia Ratti, Ward I
Ed Lawson, Ward II
Ron Smith, Ward III
Mike Carrigan, Ward IV
Ron Schmitt, Ward V

CITY ATTORNEY
Chet Adams

REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, August 27, 2012

City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. Call to Order (Time: 2:01 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Geno Martini at 2:01 p.m.

2. Roll Call (Time 2:01 p.m.)

Mayor Geno Martini, Council Members Julia Ratti, Ed Lawson, Ron Smith, Ron Schmitt, City Manager Shaun Carey, City Attorney Chet Adams and City Clerk Linda Patterson, PRESENT.

ABSENT: Council Member Mike Carrigan

Staff Present: Adam Mayberry, Rick Darby, Tanya Ramociotti, Tracy Domingues, Jill Valdez, Mindy Falk, Shauna Nelson, Andy Flock, Steve Keefer, Kim Laber, Ron Korman, Jeff Cronk, Mark Bowman, Chris Cobb, Neil Krutz, John Martini, Armando Ornelas, Donna DiCarlo, Rich Brown

Invocation Speaker (Time: 2:02 p.m.)

The Invocation was given by Rajan Zed, President of the Universal Society of Hinduism

Pledge of Allegiance (Time: 2:04 p.m.)

The Pledge of Allegiance was led by Council Member Ed Lawson

Comments from the Public (Time: 2:05 p.m.) - None

Approval of the Agenda (Time: 2:05 p.m.)

Consideration of taking items out of sequence, deleting items and adding items which require action upon a finding that an emergency exists.

A motion was made by Council Member Lawson, seconded by Council Member Schmitt, to approve the agenda as amended, deferring item 6.3 to the September 10, 2012 meeting. Council Members, Smith, Schmitt, YES. Council Members Ratti, Carrigan, ABSENT. Passed unanimously.

3. Recommendation to Approve Minutes of - (Time: 2:06 p.m.) - None

4. Announcements, Presentations, Recognition Items and Items of Special Interest
(Time: 2:07 p.m.)

4.1 Presentation by Reno-Tahoe Airport Authority COO on an update on airport affairs including the recent change in aircraft departure patterns.

Airport Authority's Chief Operating Officer Dean Schultz presented the following:

FAA Modifications to RTIA Air Traffic Procedures:

SPLTM Departure Procedure (SPLTM is a 5-letter identifier related to air space)

- FAA developed reorganized arrival and departure routes to enhance safety and efficiency of airspace.
- FAA presented proposed changes at various public meetings.
- FAA implemented changes starting in October 2011.

Efforts to Increase SPLTM Success Rate

Airport Authority

- Provided poster with correct procedure to local air carriers
- Sent letters to air carrier chief pilots documenting compliance and requesting significant improvement
- Continuously monitoring SPLTM performance
- Providing weekly performance information to air carriers

FAA

- Verifying departure clearance as part of SPLTM departure
- Using "Reach Out to the Cockpit Program"
- Conducting outreach to carriers stressing importance of compliance
- Air Traffic Control not assigning SPLTM unless specifically requested by pilot

Air Carriers

- Reevaluating SPLTM procedures on an individual basis and in collaboration with other air carriers

When Successful, Benefits Include:

Operational Benefits

- Streamlined Aircraft Configuration
- Optimized Profile Descents
- Unrestricted Climbs
- More Efficient Throttle Settings
- Less Aircraft Crossings
- More Direct Routings
- Reduced Flying Miles
- Reduced Delays

Environmental Benefits

- Noise Reduction
- Reduced Fuel Use
- Reduced Emissions

The Gateway Project: An Overview

- Phase 1 – Baggage Claim Refurbishment
- Phase 2 - IT Reconfiguration
- Phase 3 - Consolidated Security Checkpoint of the Future
 - \$29 million
 - 17-month construction duration
 - 275 construction workers
- April 2013 - Project Completion

Baggage Claim Refurbishment

Mountain House Restaurant

Consolidated Security Checkpoint of the Future

New Second Floor Concessions/Retail

New Alaska Airlines Service to San Jose

New Southwest Airlines Service to Ontario

Canada Air Service Strategy

International Air Cargo Service

- Global freight forwarder and logistics provider
- Headquartered in Chicago, IL (USA); expanding to Reno
- Four offices in China
 - Beijing
 - Tianjin
 - Dongguan
 - Qingdao
- Target is to begin Charter Program in late Fall 2012; targeting Shanghai

Council Member Smith asked if the SPLTM departure procedure will increase the traffic over Sparks. Council Member Schmitt asked what the pilots' responses are to the delay in implementation of the new program and Mr. Schultz said some are internal airlines procedures, some are not following the turn rate, and sometimes the density altitude prevents initiating the turn. Future compliance will benefit Sparks. The program is not being given up on and they are looking to resolve issues and improve the program.

Council Member Schmitt is concerned with the elimination of the Minneapolis/St. Paul flight and also concerned with the 18% drop in passenger counts and hopes the construction projects are reviewed based on increasing passenger counts and promoting business travel. Mr. Schultz stated the funding for capital improvement is limited to construction projects. There is an incentive program to encourage new flights. The current construction project is the last on the horizon because each component of the building has been updated and the life of the building has been extended.

5. Consent Items (Time: 2:40 p.m.)

Consent Item 5.12 was pulled by Council Member Schmitt. A motion was made by Council Member Schmitt, seconded by Council Member Lawson, to approve Consent Items 5.1 through 5.11 and 5.13 as submitted. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

5.1 Report of Claims and Bills approved for payment and appropriation transfers for the period July 26, 2012 through August 8, 2012. (FOR POSSIBLE ACTION)

An agenda item from Finance Manager Jeff Cronk recommending the City Council approve the report of claims and bills as presented in the staff report.

5.2 Consideration and possible approval of the Senior Center Exterior Renovation Project, Bid No. 11/12-038, PWP-WA-2012-292 to Frank Lepori Construction, Inc., in the amount of \$99,041. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Chris Cobb recommending Council approve the Senior Center Exterior Renovation Project. This project will entail modifications and repairs to the roof parapet walls, roofing, flashings, gutters, exterior stucco system and repainting to improve roof drainage patterns and to repair areas of exterior water damage. There is no impact to the general fund.

5.3 Consideration and possible approval of a contract with Carollo Engineers to perform process engineering assistance for the Truckee Meadows Water

Reclamation Facility for an amount not to exceed \$68,000.00. (FOR POSSIBLE ACTION)

An agenda item from TMWRF Operations Manager Todd Saxberg recommending Council approve the contract with Carollo Engineers to perform process engineering services. Consideration to provide minimal oversight to process data is a responsible and necessary reaction to the 28 years of experience we have lost at the TMWRF utility. There is no impact to the general fund.

5.4 Consideration and possible approval of reimbursement to the City of Reno in the amount of \$47,003.23 for Sparks' share of an agreement with Ameresco, Inc. to perform a financial grade energy usage operational audit at the Truckee Meadows Water Reclamation Facility. (FOR POSSIBLE ACTION)

An agenda item from TMWRF Operations Manager Todd Saxberg recommending City Council approve an agreement with Ameresco Inc. to perform a financial grade operational audit at TMWRF and reimbursement of \$47,003.24 to the City of Reno. There is no impact to the general fund.

5.5 Consideration and possible approval of the purchase of a Foxboro Distribution Control Support Agreement for the Truckee Meadows Water Reclamation Facility from Invensys Operations Management, in the amount of \$48,259 in Fiscal Year 2012-13. (FOR POSSIBLE ACTION)

An agenda item from TMWRF System Analyst Mark Bowman recommending City Council approve the purchase of a three-year support agreement for the Distributed Control System from the Foxboro Company for the amount of \$148,982, with a FY2012-13 cost of \$48,259. There is no impact to the general fund.

5.6 Consideration and possible approval of a contract with Quality Control Systems (QCS) to perform preventative maintenance duties and repairs at the Truckee Meadows Water Reclamation Facility (TMWRF) in the amount not to exceed \$48,000.00. (FOR POSSIBLE ACTION)

An agenda item from TMWRF Acting Plant Manager Kim Laber recommending City Council approve a contract with QCS to perform preventative maintenance duties and repairs at TMWRF based on an agreed upon hourly rate. Contracted services are needed in order to ensure the continued sustainability of the treatment plant. There is no impact to the general fund.

5.7 Consideration and possible approval to purchase a counter- clockwise impeller for a 20 inch Fairbanks Morse Raw Sewage Pump from Nevada Seal and Pump in the amount of \$37,459.00. (FOR POSSIBLE ACTION)

An agenda item from TMWRF Acting Plant Manager Kim Laber recommending City Council approve a contract with Nevada Seal and Pump to supply a counter-clockwise impeller for one of TMWRF's raw sewage pumps. TMWRF is currently performing preventative maintenance on all four raw sewage pumps and electric motors and replacement parts are needed to complete this project. There is no impact to the general fund.

5.8 Consideration and possible approval of Amendment #2 to Agreement A-3676 with the City of Reno and Limno Tech, Inc, for additional technical services to support the review and possible revision of the Truckee River Water

Quality Standards and Total Maximum Daily Loads for nutrients in an amount not to exceed \$250,000. (FOR POSSIBLE ACTION)

An agenda item from Assistant Community Services Director John Martini recommending approval of the second amendment to an existing agreement with the City of Reno and Limno Tech, Inc. for continued technical services in an amount not to exceed \$250,000. Limno Tech, Inc is providing technical services in support of the Truckee River water quality standards and third party review of Total Maximum Daily Loads (TMDL) for nutrients. The Western Regional Planning Commission (WRWC) will fully fund this amended agreement. As such there will be no direct cost to the City of Sparks and no impact to the general fund.

5.9 Consideration and possible action on a request for a two year time extension for presenting a successive Final Map (D'Andrea Phase 3). (FOR POSSIBLE ACTION)

An agenda item from Lennar Reno, LLC and Assistant Community Services Director John Martini recommending approval of a two-year time extension for presenting a successive Final Map associated with the D'Andrea Planned Development, specifically for D'Andrea Phase 3.

5.10 Consideration and possible approval to purchase a slide in vacuum/flusher unit for sewer, storm drain, and effluent maintenance from Pipe Hunter in the amount of \$44,528.00. (FOR POSSIBLE ACTION)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to spend \$44,528.00 to purchase a small vacuum/hydro unit that can be loaded onto existing trucks in the fleet and hauled to the job site. \$50,000 was budgeted for this project in the CIP. The on-going expense of \$195/month for M&R and \$371/month for depreciation will be in the Sewer OM annual maintenance budget.

5.11 Consideration and possible approval to purchase two vehicle lift systems for the garage from Steril Koni in the amount of \$148,106.00. (FOR POSSIBLE ACTION)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to spend \$148,106.00 to purchase two heavy lift systems to improve productivity and safety while working on the large equipment owned by the City. \$210,000 was budgeted for this project in the Capital Projects Fund; there will not be any on-going expenses except for routine maintenance.

5.12 Consideration and possible approval for Complement and title changes, in conjunction with the associated agenda item proposing changes to the Management, Professional and Technical Resolution, Appendix A. (FOR POSSIBLE ACTION) – (Time 2:42 pm)

An agenda item from Employee and Customer Relations Manager Chris Syverson recommending approval of complement and title changes: a. Reclassification of the salary range for TMWRF Treatment Plant Manager b. Addition of two (2) Maintenance Worker II positions c. Title change for the System Developer I/II and Systems Developer Senior to the positions of System Analyst I/II and Systems Analyst Senior d. Addition of one (1) Property Evidence Technician I/II position for the Sparks Police Department e. Addition of one (1) System Analyst Senior for the Sparks Police Department. The financial impact will be \$167,287 to the General Fund, \$116,151 to the Drains Fund, and \$24,811 to the Joint Treatment Fund.

Council Member Schmitt inquired about the variety of issues addressed in this item. Senior Analyst Mindy Falk discussed the salary for the TMWRF Treatment Plant Manager position and the market assessment that showed we were underpaying compared to other tertiary plants. The increase will allow us to fill the position with a qualified Manager. Council Member Schmitt asked if sewer rates are going to be increased in the near future. City Manager Carey responded we are coming to the end of the approved rate structure and will be coming forward in September to request approval to do a study. The information will be presented to Council.

Two maintenance positions are necessary to provide street sweeping. There was an attempt to outsource the service but no bids were received and now the service is being brought back in-house. Council Member Schmitt asked if we have any correspondence explaining why contractors have not bid this project. Deputy City Manager for Community Services Neil Krutz said there is nothing in writing, however, during the previous attempt to outsource, there were questions regarding the alternative fuels requirement.

A recent vacancy in the Police Department allowed an opportunity to review the Information Technology (IT) structure. It was decided the department needed two IT positions, one to do day-to-day maintenance of computer and radio systems, and a second to provide analytical/systems work. In addition, a weakness in the complement was identified and it was decided it was not appropriate to have only one person familiar with the technology used to serve the Police Department.

In addition, it was determined that the IT System Developer positions would more accurately describe the job functions if they were changed to System Analyst. This is a title change only.

The Police Department has requested an additional Property Evidence Technician.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to approve the Reclassification of Salary for the Treatment Plant Manager position, the Job Title change from System Developer (I, II and Senior) to System Analyst (I, II, and Senior) and authorize the positions of one (1) Systems Analyst Senior, one (1) Property/Evidence Technician I/II and two (2) Maintenance Worker II positions as recommended. Council Members Ratti, Lawson, Smith, YES. Council Member Schmitt, NAY. Council Member Carrigan, ABSENT. Passed by majority 3-1.

5.13 Consideration and possible approval to change the title of the System Developer series to System Analyst and the salary range of the Treatment Plant Manager in the Management, Professional, and Technical Resolution. (FOR POSSIBLE ACTION)

An agenda item from Employee and Customer Relations Manager Chris Syverson recommending approval of the title change of System Developer I, II and Senior to System Analyst I, II and Senior and the Reclassification of Salary Range for the Treatment Plant Manager in the Management, Professional, and Technical Resolution, Appendix A, as related to the previous complement and title change item.

6. General Business

6.1 Review and possible approval of the Children's Cabinet, Inc. Memorandum of Agreement in the amount of \$29,700.00 effective July 1, 2012 to June 30, 2013. (FOR POSSIBLE ACTION)

An agenda item from Parks & Recreation Supervisor Shauna Nelson recommending the City Council approve the 2012/2013 Memorandum of Agreement with the Children's Cabinet, Inc. who awards funding based on applications from various agencies. To streamline the process, child care providers have consolidated their requests under combined applications. These applications are coordinated by the Children's Cabinet, Inc., who also processes the funding throughout the year.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the 2012/2013 Memorandum of Agreement with the Children's Cabinet, Inc., as recommended by staff. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

6.2 Consideration and possible acceptance of the Recreational Trails Program Project Agreement #2012-14 between the City of Sparks and the State of Nevada, Division of State Parks. (FOR POSSIBLE ACTION)

An agenda item from Parks Development & Operations Manager Rick Darby recommending the City Council accept this Recreational Trails Program Project Agreement between the City of Sparks and the State of Nevada, Division of State Parks. Acceptance of this project agreement will enable the Sparks Parks and Recreation Department to provide new trail construction, maintenance of current trails & trailhead, provide prefabricated vault toilets, parking lot improvements and signage within the Wedekind Regional Park.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to accept this Recreational Trails Program Project Agreement between the City of Sparks and the State of Nevada, Division of State Parks. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

6.3 Consideration and possible action on an Appeal of a Denial of Commercial Improvement Permit Application (Permit No. A1200494) from Scolari's Warehouse Markets, Inc. 950 Holman Way, Sparks, NV. (FOR POSSIBLE ACTION)

An agenda item from Scolari's Warehouse, presented by City Planner Armando Ornelas, addressing an Appeal of a Denial of Commercial Improvement Permit Application (Permit No. A1200494) from Scolari's Warehouse Markets, Inc. 950 Holman Way, Sparks, NV. On April 12, 2012, the City Legal Department denied this application due to nonconforming uses per the Sparks Municipal Code (SMC) 20.07.030, citing non-conformance to current C2 (General Commercial) zoning. The applicant is appealing this decision.

Item deferred to the September 10, 2012 meeting.

6.4 Discussion and possible approval of a selection or no selection of a Bill Draft Request for the 77th Session of the Nevada Legislature. (FOR POSSIBLE ACTION)

An agenda item from Community Relations Manager Adam Mayberry recommending the City Council not submit a BDR for the 77th Session of the Nevada Legislature. The City has the

opportunity to sponsor one BDR for each legislative session. This item will enable the City Council to select and approve a BDR for the 77th Session of the Nevada Legislature, or not select at BDR. As things move forward at the Legislature, there could be an opportunity to partner with a Legislator to present a BDR.

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to not submit a BDR for the 77th Session of the Nevada Legislature. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

6.5 Consideration and possible adoption of Resolution #3219 authorizing the transfer of the City of Sparks' 2012 State Volume Bond Capacity of \$4,825,026.64 to the Nevada Department of Business and Industry for their First Time Homebuyers Program offered by the Nevada Housing Division (NHD) in the City of Sparks. (FOR POSSIBLE ACTION)

An agenda item from City Planner Armando Ornelas recommending the City Council authorize the transfer of the City of Sparks' 2012 State Volume Bond Cap share of \$4,825,026.64 to the Nevada Department of Business and Industry for their First Time Homebuyer Program provided by the Nevada Housing Division (NHD).

Council Member Smith asked if this process is done every year; Mr. Ornelas stated the City receives an allocation each year from the State and Sparks distributes it to be used for residents.

Public Comment was heard from Cathy Brandhorst.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to adopt of Resolution 3219 to authorize the transfer of the City's 2012 tax exempt bond volume capacity to the Nevada Department of Business and Industry to be allocated to the Nevada Housing Division (NHD) for the purpose of supplementing their first time homebuyer program in the Sparks community. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

7. Public Hearing and Action Items Unrelated to Planning and Zoning - None

8. Planning and Zoning Public Hearings and Action Items

8.1 First Reading, Bill No. 2646, PCN12009, DDC – II, LLC, to change the zoning from PO (Professional Office) to C2 (General Commercial) on a site 3.37 acres in size generally located east of Vista Boulevard, south of Basco Way, and north of Iratcabal Drive, Sparks, NV. (FOR POSSIBLE ACTION)

An agenda item from DDC-II, LLC, presented by City Planner Armando Ornelas. The proposed zone change is intended to provide greater flexibility with regard to the number of allowable uses. Currently, the zoning is PO (Professional Office). The PO zoning is primarily for office type uses. The project site includes several undeveloped building pads and a new building which was completed several years ago, but has never been occupied. The property owner has had a difficult time finding a user that can operate within the parameters of the PO zoning. The applicant is seeking to expand the number of permissible uses by requesting a zone change to C2 (General Commercial). The C2 zoning district provides a wider range of uses than the PO zoning.

The bill was read by title and the 2nd reading and public hearing has been scheduled for the regularly scheduled meeting on September 10, 2012.

8.2 Consideration and possible direction to initiate a code amendment to review the period of time a recreational vehicle is permitted to occupy any recreational vehicle park within the City of Sparks and providing other matters properly relating thereto. (FOR POSSIBLE ACTION)

An agenda item presented by City Planner Armando Ornelas recommending the Sparks City Council instruct staff to initiate a code amendment to Title 20 to review the period of time a recreational vehicle is permitted to occupy any recreational vehicle park within the City of Sparks and providing other matters properly relating thereto. The City has received a request to consider revising the recreational vehicle code to be consistent with the definition of a recreational vehicle found in NRS by increasing the period of time a recreational vehicle can occupy any recreational vehicle park. This item provides the City Council the opportunity to direct staff to research and prepare a code amendment for future consideration.

Public Comment was received by Cathy Brandhorst.

A motion was made by Council Member Lawson, seconded by Council Member Smith, for the Council to direct staff to initiate a code amendment to Title 20 (Zoning Code) of the Sparks Municipal Code to review the period of time a recreational vehicle is permitted to occupy any recreational vehicle park within the City of Sparks and providing other matters properly relating thereto. Council Members Ratti, Lawson, Smith, Schmitt, YES. Council Member Carrigan, ABSENT. Passed unanimously.

9. Comments

9.1 Comments from City Council and City Manager (Time 3:06 pm)

Council Member Schmitt would like to open conversation regarding joint services with the City of Reno and Washoe County to get on the consolidated meeting agenda to discuss the possibility of a joint street sweeping contract.

Council Member Lawson thanked Norm Dianda of Q&D Construction and Lucas Oil for the event held at the Wild West Motor Sports Complex. It was a great project that promoted tourism and visitation to our area. Approximately 15,000 attended and participants were very complimentary. Mayor Martini extended his appreciation as well.

9.2 Comments from the Public (Time 3:08 pm)

Cathy Brandhorst commented.

10. Adjournment

Council was adjourned at 3:12 p.m.