



MAYOR
Ron Smith

CITY COUNCIL
Donald Abbott, Ward I
Ed Lawson, Ward II
Vacant, Ward III
Charlene Bybee, Ward IV
Kristopher Dahir, Ward V

CITY ATTORNEY
Chet Adams

CITY MANAGER
Steve Driscoll

REGULAR CITY COUNCIL MEETING MINUTES
2:00 P.M., Monday, November 26, 2018
City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. Call to Order (Time: 2:00 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Ron Smith at 2:00 p.m.

2. Roll Call (Time: 2:00 p.m.)

Mayor Ron Smith, Council Members Donald Abbott, Ed Lawson, Charlene Bybee, Kristopher Dahir, City Manager Steve Driscoll, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

VACANT: Ward 3

3. Opening Ceremonies

3.1 Invocation Speaker (Time: 2:00 p.m.)

The invocation was provided by Pastor Barb West, Sparks Church of the Nazarene.

3.2 Pledge of Allegiance (Time: 2:01 p.m.)

The Pledge of Allegiance was led by Councilmember Bybee

4. Public Comment (Time: 2:02 p.m.)

Minette Wolz and Cheri Bellows from the Church of Jesus Christ of Latter-Day Saints announced the Live Nativity event to be held on December 15th from 5-8 p.m at Andelin Farms. Open to the public and admission is free. An invitation was provided.

5. Agenda (Time: 2:04 p.m.)

5.1 Approval of the Agenda (FOR POSSIBLE ACTION)

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 Abbott, seconded by Council Member Bybee, to approve the agenda as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

6. Minutes (Time: 2:05 p.m.)

6.1 Consideration and possible approval of the minutes of the Sparks City Council special meeting for Reconsideration of November 9, 2018 and the Sparks City Council Special meeting for Election Results of November 13, 2018. (FOR POSSIBLE ACTION).

A motion was made by Council Member Dahir, seconded by Council Member Abbott, to approve the minutes of the Sparks City Council special meeting for Reconsideration of November 9, 2018 and the Sparks City Council Special meeting for Election Results of November 13, 2018. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:05 p.m.)

7.1 City Manager announcement of vacancies on the Washoe County District Board of Health, Airport Noise Advisory Panel, Enterprise Fund Advisory Committee, and Planning Commission. (Time: 2:06 p.m.)

The Washoe County District Board of Health has a vacancy for one (1) member, who must be a Physician licensed to practice medicine. The four-year term is 01/01/2019 to 12/31/2022. Applications will be accepted until November 30, 2018.

There is one (1) vacancy for the Airport Noise Advisory Panel. Must be a resident of the City of Sparks and will fill a partial term ending 12/31/2018 and then for the following two-year term expiring 12/31/2020. Applications for this position will be accepted until close of business on November 30, 2018.

Enterprise Fund Advisory Committee has one (1) vacancy. Applicants must be involved in the commercial development industry. This is a four-year term beginning 01/01/2019 to 12/31/2022. Applications will be accepted until November 30, 2018.

Sparks Planning Commission has two (2) vacancies. These positions are four-year terms expiring 12/31/2022.

Persons interested in applying for any of these vacancies should complete a volunteer application available at the City Clerk's office or online at www.cityofsparks.us

7.2 Presentation: "I-11 Northern Nevada Alternatives Analysis" (Time: 2:08 p.m.)

Nevada Department of Transportation Assistant Chief of Multi-Modal and Program Development Kevin Verre presented an update on the I-11 corridor project including background, development process, study goals, initial corridors and evaluation criteria, community meetings, implementation plan and next steps. The proposed corridor reaches from Mexico to Canada, traveling through Nevada. Several public meetings have been held in across the state that could potentially be affected by the project. Topics at these public meetings included corridor alternative concerns, affects to the towns the highway will intersect in and how will Interstate 80 be affected. The next meeting is scheduled for December 3, 2018.

The state is currently in the study phase of the project. Nevada Department of Transportation is documenting issues and opportunities to inform and streamline future NEPA processes and to formulate a plan over the next 10-20 years. Nevada will need to identify corridors for preservation should a federal lands bill advance.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:32 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to approve consent items 8.1 through 8.5 as submitted. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

8.1 Consideration and possible acceptance of the report of the claims and bills approved for payment and appropriation transfers for the period of October 25, 2018 through November 07, 2018. (FOR POSSIBLE ACTION)

An agenda item from Financial Services Director Jeff Cronk recommending the City Council approve the report of claims and bills approved for payment and appropriation transfers as presented in the staff report.

8.2 Consideration, discussion and possible approval of a change order to an existing contract (AC-5398) with Atkins North America, Inc., for the East Prater Way Storm Drain Project design, in the amount, not to exceed, \$120,100. (FOR POSSIBLE ACTION)

An agenda item from City Engineer Jon Ericson recommending Council approve the change order. The change order is due to a significant change in scope for the engineering design of the East Prater Way Storm Drain project. The initial design of the project revealed that a large diameter storm drain gravity main replacement would not be feasible due to the existing storm drain alignment, proximity to property owners, and utility conflicts. A pump station was determined to be the most beneficial alternative to the large diameter gravity main. This design change order will allow for the complete design of the pump station and discharge line for the East Prater Way Storm Drain project. Funds are available in the CIP storm drains budget; there is no impact to the general fund.

8.3 Consideration, discussion and possible approval of a contract (AC-5536) with Poggemeyer Design Group, for construction administration, testing, and inspection, for the El Rancho Sewer Improvements Project, in the amount of \$117,456.55. (FOR POSSIBLE ACTION)

An agenda item from City Engineer Jon Ericson recommending Council approve the contract. This project was identified in the 2016 Sewer Model Update as a high priority capital improvement project. The scope includes upsizing the existing 8" sewer to 15" sewer. New 15" sewer will be installed through the El Rancho Dr intersection with Oddie Blvd to connect the northern and southern El Rancho Dr sewer systems. The project will provide much needed capacity improvements for the El Rancho Dr area as well as the Oddie Blvd and Greenbrae redevelopment district. Due to limited staff resources, Poggemeyer Design Group was asked to submit a proposal for administering the construction phase of the project to include materials testing and construction inspection. Funds are available in sanitary sewer budget; there is no impact to the general fund.

8.4 Consideration, discussion, and possible authorization to the City Attorney to initiate civil forfeiture cases on behalf of the City relating to Sparks Police Department Case Numbers 18-6343, 18-6774, and 18-7182 (FOR POSSIBLE ACTION).

An agenda item from Assistant City Attorney Alyson McCormick recommending Council authorize the City Attorney to proceed with civil forfeiture cases on behalf of the City relating to Sparks Police Department Case Numbers 18-6343, 18-6774, and 18-7182. NRS Chapter 179 and

NRS Chapter 453 allow for the forfeiture of proceeds of certain drug-related offenses. NRS 453.301(9) states that if currency in excess of \$300.00 is seized from a person arrested for certain drug-related offenses, “then there is a rebuttable presumption that the cash is traceable to an exchange for a controlled substance and is subject to forfeiture.” SPD Case Number 18-6343 involved drug-related offenses and the seizure of \$880.00 U.S. Currency from the arrestee. Similarly, SPD Case Number 18-6774 involved drug-related offenses and the seizure of \$920.00 U.S. Currency from the arrestee. Finally, SPD Case Number 18-7182 involved drug-related offenses and the seizure of \$1,502.00 U.S. Currency from the arrestee. The presumption created by NRS 453.301(9) would apply in all three cases. Proceeds from the civil forfeiture cases would be divided between Sparks Police Department and the City Attorney’s Office. No direct financial impact to the general fund is anticipated, but there may be litigation costs such as costs associated with serving claimants with process.

8.5 Consideration and possible approval of an application for a Gaming license for Sartini Gaming, LLC, a subsidiary of Golden Gaming LLC, DBAT: Cantina Los Tres Hombres Legends located at 1310 Scheels Drive, Sparks, Nevada submitted by Mr. Stephen Anthony Arcana. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Brian Allen recommending approval of the gaming license contingent upon the location being inspected and approved by every city, county, district, and state agency having jurisdiction over the matter and upon fingerprints being returned from the FBI that do not reflect any disqualifying arrests/convictions. There is a potential positive annual impact of \$720 to the general fund.

9. General Business

9.1 Consideration and possible approval of the Mayor’s nomination of a Mayor pro tempore from the following pool of Council members, listed in alphabetical order: Donald Abbott, Charlene Bybee, Kristopher Dahir and Ed Lawson. (FOR POSSIBLE ACTION) (Time: 2:33 p.m.)

An agenda item from Mayor Ron Smith nominating Council member Ed Lawson for the vacant position of Mayor pro tempore per the Sparks City Charter. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the Mayor’s nomination of Council member Ed Lawson to serve as the Mayor pro tempore. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.2 Consideration, discussion, and possible approval of a contract (AC-5537) for the 2019 Audible Pedestrian Pushbutton-Federally Funded Project Bid No. 18/19-011, PWP#WA-2019-009 to Titan Electrical Contracting in the amount of \$262,880.00. (FOR POSSIBLE ACTION) (Time: 2:35 p.m.)

An agenda item from Transportation Manager Amber Sosa recommending Council approve the contract. The project involves upgrading 33 existing signalized intersections with audible pedestrian push buttons to better serve our pedestrian community, concentrating on our visually impaired residents. The City of Sparks will initially fund 100% of the construction costs for this contract. Once the project is completed, NDOT will reimburse the City 95% of the total actual construction cost. Based on the construction bid amount, NDOT will reimburse the City \$249,736. The reimbursement funds are anticipated to go back into Roadway Fund 1401 to help fund the spring 2019 street rehab projects. The project advertised on October 3, 2018. The City of Sparks

received two (2) qualified bids for this project. Titan Electrical Contracting submitted the low bid, on October 24, 2018, in the amount of \$262,880.00. Funds are available in the road fund budget; there is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Abbott, to approve the 2019 Audible Pedestrian Pushbutton-Federally Funded Project contract to Titan Electrical Contracting in the amount of \$262,880. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.3 Consideration, discussion and possible approval to participate in an agreement (AC-5534) negotiated by Nevada Health Partners (NHP) with Northern Nevada Medical Center (NNMC) to provide hospital services to members covered by the City's Group Health Plan for the period of January 1, 2019 through December 31, 2021 and authorization for the City Manager to execute the Agreement for these services. Based on paid prior claims, the anticipated costs for the first-year of the Agreement is \$95,193 (FOR POSSIBLE ACTION) (Time: 2:39 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve participation and authorize the City Manager to execute the three-year agreement, beginning January 1, 2019 and ending December 31, 2021 to provide hospital services, emergency services and related radiology and labs to employees, dependents and retirees covered by the City's Group Health Plan and authorize the City Manager to execute the agreement for these services. Funds will be paid from the health care fund; there is no impact to the general fund.

Estimates for paid claims in 2018 is \$95,193. NHP negotiated a competitive three-year renewal rate. In 2019, rates will remain flat with no increase over rates negotiated in January 2018. In 2020, assuming similar plan usage and 3.5% increase the approximate cost is \$98,524. In 2021 carrying forward the same assumptions and a 4% increase the approximate cost is \$102,464. This results in a three-year total of \$296,181. Estimates are based on prior paid claims at NNMC in 2017 and 2018.

A motion was made by Council Member Dahir, seconded by Council Member Lawson, to approve participation in an agreement negotiated by NHP with NNMC for hospital services for employees, dependents and retirees covered by the City's Group Health Plan for the period of January 1, 2019 through December 31, 2021; and authorize the City Manager to execute the Agreement for these services. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.4 Consideration, discussion and possible approval to participate in an agreement (AC-5535) negotiated by Nevada Health Partners (NHP) with Renown Regional Medical Center, Renown South Meadows Regional Medical Center and Renown Skilled Nursing Facility (collectively Renown) to provide medical services to members covered by the City's Group Health Plan for the period of January 1, 2019 through December 31, 2021 and authorization for the City Manager to execute the Agreement for these service. Based on paid prior claims in 2017 and 2018 and no year one increase, the anticipated cost for 2019 is \$2,169,526. (FOR POSSIBLE ACTION) (Time: 2:42 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve a three-year agreement, beginning January 1, 2019 and ending December 31, 2021, negotiated by

NHP with Renown to provide medical services including but not limited in-patient hospitalization, out-patient hospitalization, emergency room services, urgent care facilities, laboratories, radiology centers, skilled nursing and rehabilitation centers to employees, dependents and retirees on the City's Group Health Plan and authorize the City Manager to execute the agreement for these services. Funds will be paid from the health care fund; there is no impact to the general fund.

The estimate for Renown medical services in 2018, is \$2,169,526. Under the new Agreement, rates, which include the City's utilization of Hometown Health as our third-party administrator, will remain flat in 2019. Commencing on January 1, 2020 and January 1, 2021 and based on the Medical Care Consumer Price Index (CPI) – the amount of each annual increase for Renown medical services shall not be less than 2% nor higher than 5% for each calendar year. It is therefore estimated, assuming similar plan usage and a 5% increase that the approximate cost in 2020 will be \$2,278,002. Carrying forward the same assumptions into the following year provides an approximate cost of \$2,391,910. This results in an approximation of \$6,839,438 for the term of the agreement.

A motion was made by Council Member Abbott, seconded by Council Member Bybee, to approve participation in an agreement negotiated by NHP with Renown for medical services for employees, dependents and retirees covered by the City's Group Health Plan for the period January 1, 2019 through December 31, 2021; and authorize the City Manager to execute the agreement for these services. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.5 Consideration, discussion and possible approval of an agreement (AC-5538) with Hometown Health Providers Insurance Company (Hometown) to provide third party administrative services for the City's self-funded Group Health Plan for the period of January 1, 2019 through December 31, 2021 in the amount \$18.80 per member per month for a first year estimate of \$148,896. (FOR POSSIBLE ACTION) (Time: 2:45 p.m.)

An agenda item from Senior Human Resources Analyst Jen McCall recommending Council approve the agreement which provides third party administrator services to the City's self-funded Group Health Plan. Third party administrator services include but are not limited to the processing and payment of all medical and dental claims, maintenance and utilization of a preferred provider network of physicians and medical facilities, and utilization review and authorization of hospital in-patient and out-patient admissions. Funds will be paid from the health care fund; there is no impact to the general fund.

The City currently pays a per employee per month (PEPM) fee to Hometown. PEPM is defined as an employee, retiree or a surviving dependent of a retiree. The monthly average count for employees, retirees and surviving dependents is 660. The current PEPM fee paid to Hometown is \$17.91. In each year of the term of this Agreement, rates will increase by 5%. On January 1, 2019, the PEPM will increase to \$18.80 PEPM for an estimated total of \$148,896. On January 1, 2020 rates will increase to \$19.75 PEPM for an estimated total of \$156,420 and on January 1, 2021 rates will be \$20.74 PEPM for an estimated total of \$164,260. Since the number of employees, retirees and dependents of retirees can fluctuate, the exact annual amount is unknown.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the agreement with Hometown for administrative services and customer support for employees,

dependents and retirees covered by the City's Group Health Plan for the period of January 1, 2019 through December 31, 2021. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.6 Presentation, discussion and possible approval to amend Appendix A in the Executive Employee Resolution (R-3344) effective October 1, 2018 to update the classification and compensation system following a review. The estimated cost to the General Fund is \$0 in FY19, \$0 in FY20 and \$0 in FY21. (FOR POSSIBLE ACTION) (Time: 2:47 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve the amendment. On September 10, 2019 City Council adopted a new method of classification and compensation using a vendor, Korn Ferry Hay Group (HAY). A component of the implementation plan was to re-evaluate the classification (leveling) for positions where the compensation (new pay range) differs significantly from the existing pay range. Those positions were submitted for re-review. In the re-leveling review process, there were three possible outcomes. The classification level may be adjusted up, it may stay the same or it may go down. In the Executive Resolution, 1 position was reviewed, and one (1) position went up.

The classification and compensation changes for the positions in the Executive Employees Technical Resolution, Appendix A that result from the Hay review process are:

- Parks and Recreation Director; Pay Range \$95,963 to \$143,944; Level 18 to 19.

There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the amendment to the Executive Employee Resolution, Appendix A effective October 1, 2018 to include a change to the level and pay range for the position of Parks and Recreation Director. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.7 Presentation, discussion and possible approval to amend Appendix A in the Assistant, Senior and Chief Assistant City Attorneys Resolution (R-3343) effective October 1, 2018 to update the classification and compensation system following a review. The estimated cost to the General Fund is \$0 in FY19, \$5,343 in FY20 and \$5,742 in FY21. (FOR POSSIBLE ACTION) (Time: 2:50 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve the amendment. On September 10, 2019 City Council adopted a new method of classification and compensation using a vendor, Korn Ferry Hay Group (HAY). A component of the implementation plan was to re-evaluate the classification (leveling) for positions where the compensation (new pay range) differs significantly from the existing pay range. Those positions were submitted for re-review. In the re-leveling review process, there were three possible outcomes. The classification level may be adjusted up, it may stay the same or it may go down. In the Attorneys Resolution, 7 positions were reviewed; 7 positions went up.

The classification and compensation changes for the positions in the Assistant, Senior and Chief Assistant City Attorneys Technical Resolution, Appendix A that result from the Hay review process are:

- Assistant City Attorney I – Criminal; Pay Range: \$68,932 to \$103,398; Level: 14 to 16

- Assistant City Attorney II – Criminal; Pay Range: \$76,491 to \$114,736; Level: 15 to 17
- Assistant City Attorney I – Civil; Pay Range: \$76,491 to \$114,736; Level: 15 to 17
- Assistant City Attorney II – Civil; Pay Range: \$85,693 to \$128,539; Level: 17 to 18
- Assistant City Attorney Senior – Criminal; Pay Range: \$85,693 to \$128,539; Level: 17 to 18
- Assistant City Attorney Senior – Civil; Pay Range: \$95,963 to \$143,944; Level: 18 to 19
- Chief Assistant City Attorney; Pay Range: \$115,106 to \$172,659; Level: 20 to 21

The estimated cost to the General Fund is \$0 in FY19, \$5,343 in FY20 and \$5,742 in FY21.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the amendments to the Assistant, Senior and Chief Assistant City Attorneys Resolution, Appendix A effective October 1, 2018 to include changes to the levels and pay ranges for the positions of Assistant City Attorney I and II – Criminal, Assistant City Attorney I and II – Civil, Assistant City Attorney Senior – both Criminal and Civil, and Chief Assistant City Attorney. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.8 Presentation, discussion and possible approval to amend Appendix A in the Confidential Employee Resolution (R-3340) effective October 1, 2018 to update the classification and compensation system following a review. The estimated cost to the General Fund is \$0 in FY19, \$0 in FY20 and \$0 in FY21. (FOR POSSIBLE ACTION) (Time: 2:52 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve the amendment. On September 10, 2019 City Council adopted a new method of classification and compensation using a vendor, Korn Ferry Hay Group (HAY). A component of the implementation plan was to re-evaluate the classification (leveling) for positions where the compensation (new pay range) differs significantly from the existing pay range. Those positions were submitted for re-review. In the re-leveling review process, there were three possible outcomes. The classification level may be adjusted up, it may stay the same or it may go down. In the Confidential Resolution, 1 position was reviewed; 1 position went up.

The classification and compensation changes for the positions in the Confidential Employee Technical Resolution, Appendix A that result from the Hay review process are:

- Executive Administrative Assistant; Pay Range: \$57,570 to \$73,270; Level: 12 to 13

There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Abbott, to approve the amendment to the Confidential Employee Resolution, Appendix A effective October 1, 2018 to include a change to the level and pay range associated with the position of Executive Assistant. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.9 Presentation, discussion and possible approval to amend Appendix A in the Mid Management, Professional and Technical Resolution (R-3341) effective October 1, 2018 to update the classification and compensation system following a review. The estimated cost to the General Fund is \$5,984 in FY19, \$11,563 in FY20 and \$16,411 in FY21. The estimated

cost to other funds is \$319 in FY21. (FOR POSSIBLE ACTION) (Time: 2:53 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve the amendment. On September 10, 2019 City Council adopted a new method of classification and compensation using a vendor, Korn Ferry Hay Group (HAY). A component of the implementation plan was to re-evaluate the classification (leveling) for positions where the compensation (new pay range) differs significantly from the existing pay range. Those positions were submitted for re-review. In the re-leveling review process, there were three possible outcomes. The classification level may be adjusted up, it may stay the same or it may go down. In the MPT Resolution, 11 positions were reviewed; 4 positions went up, 4 positions did not change, 1 position went down; and 2 positions were leveled for the first time.

The classification and compensation changes for the positions in the Mid Management, Professional and Technical Resolution, Appendix A that result from the Hay review process are:

- Assistant City Clerk; Pay Range: \$52,336 to \$78,504; Level: 12 to 13
- Capital Projects Coordinator; Pay Range: \$57,019 to \$85,529; Level: 15 to 14
- Civil Engineer Senior; Pay Range: \$68,932 to \$103,398; Level: 15 to 16
- Recreation Manager; Pay Range: \$62,688 to \$94,032; Level: 13 to 15
- Police Services Manager; Pay Range: \$68,932 to \$103,398; Level: Never leveled to 16

The additional positions that result from the Hay review process are:

- Information Technology Administrator; Pay Range: \$68,932 to \$103,398; Level: 16
 - In the complement, the number of System Analyst Seniors is reduced by one to account for one moving to this new title.
- Parks and Recreation Administrative Manager; Pay Range: \$62,688 to \$94,032; Level: 15
 - In the complement, the number of Recreation Supervisors is reduced by one to account for one moving to this new title.

The estimated cost to the General Fund is \$5,984 in FY19, \$11,563 in FY20 and \$16,411 in FY21. The estimated cost to other funds is \$319 in FY21.

A motion was made by Council Member Abbott, seconded by Council Member Bybee, to approve the amendments to the Mid Management, Professional and Technical Resolution, Appendix A effective October 1, 2018 to include changes to the level and salary ranges associated with the positions of Assistant City Clerk, Capital Projects Coordinator, Civil Engineer Senior, Recreation Manager, and Police Services Manager and to add the job titles and associated salary ranges of Parks and Recreation Administrative Manager and Information Technology Administrator. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

9.10 FIRST READING, of Bill No.2752, an ordinance amending Sparks Municipal Code Title 13 relating to the revision of limitations on wastewater strength applied to Significant Industrial Users (Local Limits) together with other matters properly relating thereto. (FOR POSSIBLE ACTION) (Time: 2:56 p.m.)

City Clerk Teresa Gardner read the bill by title; the public hearing was set for December 10, 2018.

- 9.11 FIRST READING of Bill No.2753, an ordinance amending Chapter 13 of the Sparks Municipal Code to increase sewer and storm drain user rates 5% annually from July 1, 2019 through July 1, 2022, to set multi family residential and mobile home user rates equal to single family user rates on July 1, 2019, to increase the sewer connection fee by 30% on January 1, 2019 and to increase the storm drain connection fee by 2.96% on January 1, 2019, to annually adjust sewer and storm drain connection fees per the Engineering News Record Construction Cost Index beginning on January 1, 2020 ; and providing for other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 2:57 p.m.)**

City Clerk Teresa Gardner read the bill by title; the public hearing was set for December 10, 2018

10. Public Hearing and Action Items Unrelated to Planning and Zoning

- 10.1 Presentation, discussion and possible approval of a Memorandum of Understanding between the City of Sparks and the Operating Engineers Local No. 3 to amend the Appendix A in the contract (AC-5510) for Non-Supervisory employees effective October 1, 2018 following a classification and compensation system review. The estimated cost to the General Fund is - \$2,597 in FY19, \$2,120 in FY20 and \$1,907 in FY21. (FOR POSSIBLE ACTION) (Time: 2:59 p.m.)**

An agenda item from Human Resources Manager Mindy Falk recommending Council approve the Memorandum of Understanding. On September 10, 2019 City Council adopted a new method of classification and compensation using a vendor, Korn Ferry Hay Group (HAY). A component of the implementation plan was to re-evaluate the classification (leveling) for positions where the compensation (new pay range) differs significantly from the existing pay range. Those positions were submitted for re-review. In the re-leveling review process, there were three possible outcomes. The classification level may be adjusted up, it may stay the same or it may go down. In the Operating Engineers Non-Supervisory contract, 4 positions were reviewed; 2 positions went up, 1 position did not change, 1 position went down, and 1 title was changed.

- Administrative Assistant; Pay Range: \$49,345 to \$62,803; Level: 10 to 11
- Office Assistant; Pay Range: \$43,109 to \$54,866; Level: 10 to 9

The additional title that result from the Hay review process are:

- Police Operations Specialist; Pay Range: \$49,345 to \$62,803; Level: 11
 - In the complement, the number of Administrative Secretaries is reduced by two to account for two moving to this new title.

The estimated cost to the General Fund is -\$2,597 in FY19, \$2,120 in FY20 and \$1,907 in FY21.

The Public Hearing was opened at 3:00 p.m.; no comments were received.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the Memorandum of Understanding (MOU) with the Operating Engineers, Local No. 3. Council Members Abbott, Lawson, Bybee, Dahir, YES. Passed unanimously.

11. Planning and Zoning Public Hearings and Action Items

- 11.1 None**

12. Comments

12.1 Comments from the Public (Time: 3:01 p.m.)

12.2 Comments from City Council and City Manager (Time: 3:02 p.m.)

Council member Bybee reminded the audience to vote for Sparks Hometown Christmas Parade online. Council member Dahir stated there was a need for volunteers through 39 North for the holiday events. City Manager Steve Driscoll announced a public meeting on Thursday, November 29, 2018 at 5:30 p.m. at the Sparks Library regarding the Oddie Blvd to Wells Ave corridor project. Mr. Driscoll has prepared a letter for Mr. Gibson regarding the City of Sparks' desire for RTC to start this project at the section of Oddie Blvd between Silverada Blvd to Sullivan Lane first. He will deliver the letter at the public meeting.

13. Adjournment

Council was adjourned at 3:04 p.m.

RONALD E. SMITH, Mayor

ATTEST:

Teresa Gardner, City Clerk

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