



MAYOR
Ed Lawson

CITY COUNCIL
Donald Abbott, Ward I
Dian VanderWell, Ward II
Paul Anderson, Ward III
Charlene Bybee, Ward IV
Kristopher Dahir, Ward V

CITY ATTORNEY
Chet Adams

CITY MANAGER
Neil Krutz

REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, February 8, 2021

This meeting was held virtually due to the COVID-19 pandemic

1. Call to Order

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

2. Roll Call

Mayor Ed Lawson, Council Members Donald Abbott, Dian VanderWell, Paul Anderson, Charlene Bybee, Kristopher Dahir, City Manager Neil Krutz, City Attorney Chet Adams, City Clerk Lisa Hunderman, PRESENT via ZOOM.

3. Opening Ceremonies

3.1 Invocation Speaker

The invocation was given by Pastor Carlos Camacho of Sparks Seventh Day Adventist Church.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Anderson.

4. Public Comment

City Clerk Lisa Hunderman read into record an email from James Wilson regarding Reno-Sparks Convention Center & Visitors Authority (RSCVA) board member Charles Harris. Mayor Lawson invited Mr. Wilson to reach out to him to discuss Charles Harris.

5. Agenda

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.

Motion: I move to approve the agenda as submitted.

Moved by: Council Member VanderWell

Seconded by: Council Member Bybee

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

6. Minutes

6.1 Consideration and possible approval of the minutes of the Sparks City Council meeting for January 25, 2021. (FOR POSSIBLE ACTION)

Motion: I move to approve the minutes of the Sparks City Council meeting for January 25, 2021.

Moved by: Council Member Dahir

Seconded by: Council Member Abbott

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

7. Announcements, Presentations, Recognition Items, and Items of Special Interest

7.1 Boards and Commissions vacancy announcement: Parks and Recreation Commission

There is one (1) vacancy on the Sparks Parks and Recreation Commission, for a partial term ending June 30, 2022. Applicants must be a Sparks resident or hold a valid Sparks business license. Applications will be accepted until 5:00 pm on Thursday, February 11, 2021.

7.2 Commendation: The "Faith Forum" Celebrates Ten Years in Print

This Commendation is to recognize the weekly "Faith Forum" column in the Reno Gazette Journal, which completes 10 years in print on February 11, 2021.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.3 as submitted.

Moved by: Council Member Bybee

Seconded by: Council Member Anderson

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

8.1 Consideration and possible acceptance of the report of the claims and bills approved for payment and appropriation transfers for the period of January 7, 2021 through January 20, 2021 (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk requesting Council approval of the report of claims and bills approved for payment and the appropriation transfers for the period of January 7, 2020 through January 20, 2021.

8.2 Consideration and possible approval of an application for a gaming license for Winners Gaming, Inc., DBA Jacksons Food Stores, located at 1600 Victorian Ave., Sparks, NV, 89431, submitted by Robert G. King. (FOR POSSIBLE ACTION)

An agenda item from Robert G. King and presented by Police Chief Chris Crawford requesting Council approval of an application for a gaming license for

Winners Gaming, Inc., DBA Jacksons Food Stores, located at 1600 Victorian Ave., Sparks, NV, 89431

8.3 Consideration, discussion, and possible ratification of Amendment No. 1 to agreement AC-5686 between City of Sparks and Board of Regents of the Nevada System of Higher Education on behalf of University of Nevada, Reno, to fund research related to the investigation of the presence of the COVID-19 virus in wastewater and community prevalence monitoring in an amount not to exceed \$1,790,385.00. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz and presented by Assistant City Manager John Martini requesting Council approval of ratification of Amendment No. 1 to agreement AC-5686 between City of Sparks and Board of Regents of the Nevada System of Higher Education on behalf of University of Nevada, Reno, to fund research related to the investigation of the presence of the COVID-19 virus in wastewater and community prevalence monitoring in an amount not to exceed \$1,790,385.0

9. General Business

9.1 Presentation, discussion, and possible approval of the Mayor's two private citizen appointments to the Western Nevada Development District from the following pool of applicants, listed in alphabetical order: Candice Elder, Tracy Holland, Art Sperber. (FOR POSSIBLE ACTION)

An agenda item from and presented by City Manager Neil Krutz requesting Council approval of the Mayor's appointments to the Western Nevada Development District from the following pool of applicants, listed in alphabetical order: Candice Elder, Tracy Holland, Art Sperber. The Western Nevada Development District (WNDD) consists of seven counties, five cities, and numerous other agencies in western Nevada, including the City of Sparks. WNDD exists to promote an environment in which business, industry, and members of the workforce will locate within the region, promoting a vibrant and stable economy. The appointments are for two-year terms expiring in December 2022.

Motion: I move to approve Art Sperber and Tracy Holland to the Western Nevada Development District citizen appointment positions, with terms ending December 31, 2022.

Moved by: Council Member VanderWell

Seconded by: Council Member Anderson

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

9.2 Consideration of and possible action on a request for a Tentative Map for an 86-lot townhome subdivision on a site approximately 6.14 acres in size within a larger parcel approximately 386.9 acres in size located at 555 Highland Ranch Parkway, Sparks, Nevada, in the MF-2 (Multi-Family Residential) zoning district. (FOR POSSIBLE ACTION)

An agenda item from 5 Ridges Development Company, Inc. and presented by Senior Planner Sienna Reid requesting Council approval on a request for a Tentative Map for an 86-lot townhome subdivision on a site approximately 6.14 acres in size within a larger parcel approximately 386.9 acres in size. The proposed Tentative Map is for an 86-lot townhome subdivision (Village 1A) located within the 5 Ridges development, located on the north side of Highland Ranch Parkway and in the southeast corner of the greater 5 Ridges project site. The Planning Commission recommends approval of the Tentative Map, subject to 21 Conditions of Approval.

Council asked for clarification on condition 6 of the map regarding park and ride facilities. Mrs. Reid stated the zoning for 5 Ridges does not allow for a park and ride facility, however other developments in close proximity such as Kiley Ranch do allow for it. The RTC is looking for other areas for park and ride facilities that the City can include in future project planning.

Motion: I move to approve the Tentative Map for an 86-lot townhome subdivision on a site approximately 6.14 acres in size within a larger parcel approximately 386.9 acres in size located at 555 Highland Ranch Parkway, Sparks, Nevada, in the MF-2 (Multi-Family Residential) zoning district, adopting Findings T1 through T12 and the facts supporting these findings as set forth in the staff report, and subject to Conditions of Approval 1 through 21.

Moved by: Council Member Dahir

Seconded by: Council Member Abbott

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

9.3 Consideration of and possible action on a request for a Tentative Map for a 73-lot single-family subdivision on a site approximately 19.52 acres in size within the NUD (New Urban District – Stonebrook) zoning district generally located southeast of Pyramid Way and south of La Posada Drive, Sparks, NV. (FOR POSSIBLE ACTION)

An agenda item from RRW Stonebrook, LLC and presented by Senior Planner Sienna Reid requesting Council approval for a Tentative Map for a 73-lot single-family subdivision on a site approximately 19.52 acres in size in the Stonebrook planned development, subject to 15 Conditions of Approval. The proposed Tentative Map is for a site located in Phase 3, Village CC of the Stonebrook planned development. The applicant is proposing 73 single-family lots on approximately 19.52 acres. The gross density of the project is 3.7 dwelling units per acre. This density is consistent with both the Low Density Residential (LDR) Comprehensive land use category and the Single Family LDR (Low Density Residential) density standards in the Stonebrook Final Design Standards and Regulations

Motion: I move to approve the Tentative Map for a 73-lot single-family subdivision on a site approximately 19.52 acres in size within the

NUD (New Urban District – Stonebrook) zoning district generally located southeast of Pyramid Way and south of La Posada Drive, Sparks, Nevada, adopting Findings T1 through T12 and the facts supporting these findings as set forth in the staff report, and subject to Conditions of Approval 1 through 15.

Moved by: Council Member Bybee

Seconded by: Council Member VanderWell

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

9.4 Review and possible acceptance of the advice and recommendations provided in Resolution No. 5 from the Sparks Tourism Facility and Revitalization Steering Committee regarding the expenditure of \$800,000 in Lodging Tax proceeds for the Victorian Square Infrastructure Improvement Project, Section 4. (FOR POSSIBLE ACTION)

An agenda item from Sparks Tourism Facility and Revitalization Steering Committee and presented by Assistant Community Services Director Armando Ornelas requesting Council approval of the advice and recommendations provided in Resolution No. 5 from the Sparks Tourism Facility and Revitalization Steering Committee regarding the expenditure of \$800,000 in Lodging Tax proceeds for the Victorian Square Infrastructure Improvement Project, Section 4. In 2003, the Nevada Legislature imposed an additional tax at the rate of two and half percent (2.5%) on the gross receipts from the rental of transient lodging in the City of Sparks. The City Council may expend these proceeds after obtaining the “advice and recommendations” of the Sparks Tourism Facility and Revitalization Steering Committee. The project would involve repairs or replacements on an as needed basis for: concrete surfaces, pavers, curbs, kiosks and street furniture such as benches, planters, bollards, fencing, and trees.

Council asked how long the construction period will be and when will it start. Mr. Ornelas stated it would take about 70- 90 days and would finish before the early part of the summer.

Council asked if there could be more public communication on the projects and changes going on in downtown Sparks. City Manager Krutz stated there will be an effort to increase public outreach on downtown projects.

Motion: I move to accept the advice and recommendations provided in Resolution No. 5 from the Sparks Tourism Facility and Revitalization Steering Committee regarding the expenditure of \$800,000 in Lodging Tax proceeds for the Victorian Square Infrastructure Improvement Project, Section 4.

Moved by: Council Member Abbott

Seconded by: Council Member Anderson

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None
Vote: Motion passed unanimously, 5-0.

9.5 Consideration, discussion, and possible approval of providing paramedic-level emergency medical service (EMS) on Engine 12 at Station 1 in accordance with the Paramedic Program implementation schedule adopted by the City Council on August 22, 2016. (FOR POSSIBLE ACTION)

An agenda item from and presented by Fire Chief Jim Reid requesting Council approval of providing paramedic-level emergency medical service (EMS) on Engine 12 at Station 1. The cost associated with licensing Engine 12 at Station 1 is estimated at about \$35,000.00 for a cardiac monitor, consumable supplies, and medications. Paramedic interventions include advanced airway management, cardiac monitoring, and administration of medications. The utilization of paramedic skills at Fire Station 1 should improve patient outcomes by supplying the highest level of pre-hospital care. The current budget has sufficient funds available to acquire these items. The continued implementation of paramedic-level EMS at Sparks Fire Department ensures that residents and visitors are receiving care consistent with that available in neighboring jurisdictions. If Council approves providing paramedic-level EMS on E-12, it would likely be staffed with paramedics beginning February 9, 2021.

Council asked how many fire engines remain that will add paramedics to their staff. Chief Reid stated if this agenda item is approved, one more engine will remain on the implementation schedule.

Motion: I move to approve providing paramedic-level emergency medical service on Engine 12 at Fire Station 1 in accordance with the Paramedic Program implementation schedule adopted by the City Council on August 22, 2016.

Moved by: Council Member Anderson

Seconded by: Council Member VanderWell

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.6 Consideration, discussion, and possible approval of amendment #2 to site lease agreement A-2272 between the City of Sparks and NCWPCS MPL 26-Year Sites Tower Holdings LLC. (FOR POSSIBLE ACTION)

An agenda item from and presented by Assistant City Manager John Martini requesting Council approval of amendment #2 to site lease agreement A-2272 between the City of Sparks and NCWPCS MPL 26-Year Sites Tower Holdings LLC. The City of Sparks entered into a site lease agreement (A-2272) with McCaw Communications of Nevada, Inc. on January 26, 1996 for the lease of real property at Fire Station Number One for the purposes of constructing, operating, and maintaining a communications tower. The existing lease expired on January 31, 2021 and NCWPCS MPL 26-Year Sites Tower Holdings, LLC, the successor in

interest to McCaw Communications, has requested that the term of the lease be extended for an additional 5 years. Amendment #2 to A-2272 extends the term of the lease through January of 2026, increases the monthly rent from \$1,356.15 to \$3,350.00, and provides for additional terms to protect the operations and security at Fire Station #1.

Motion: I move to approve amendment #2 to site lease agreement A-2272 between the City of Sparks and NCWPCS MPL 26-Year Sites Tower Holdings LLC.

Moved by: Council Member Abbott

Seconded by: Council Member Dahir

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.7 Consideration, discussion, and possible approval of a construction contract (AC-5732) for the Air Compressor #3 Replacement Project, Bid No. 20/21-005, PWP #WA-2021-069, to Ranger Construction to provide and install a 100-horsepower air compressor at the Truckee Meadows Water Reclamation Facility (TMWRF) in an amount not to exceed \$223,195.00, with the City of Sparks's share being \$73,153.27. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Electrical Crew Supervisor Jerry Kingery requesting Council approval of a construction contract (AC-5732) for the Air Compressor #3 Replacement Project to Ranger Construction to provide and install a 100-horsepower air compressor at the Truckee Meadows Water Reclamation Facility. The Facility utilizes three 100-HP air compressors to operate process control valves as well as process flow meters throughout the facility. The plant has three 100-HP air compressors so that if a compressor is taken out of service, the plant still has the required redundancy. These air compressors were installed in 1997 and have performed beyond their anticipated useful life. Air compressor "A" was replaced in 2018, compressor "B" was replaced in 2019, and air compressor "C" will be replaced with this project.

Motion: I move to approve the construction contract (AC-5732) for the Air Compressor #3 Replacement Project, Bid No. 20/21-005, PWP #WA-2021-069, to Ranger Construction to provide and install a 100-horsepower air compressor at the Truckee Meadows Water Reclamation Facility in an amount not to exceed \$223,195.00, with the City of Sparks's share being \$73,153.27.

Moved by: Council Member Anderson

Seconded by: Council Member Bybee

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.8 Consideration and possible approval of an expenditure of \$62,447.22 to purchase one John Deere 5100E tractor from Deere & Company/Renner Equipment Company as part of the CIP for FY2021 utilizing a joinder bid from Sourcewell, a purchasing consortium contract #110719-JDC. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Public Works Manager Ron Korman requesting Council approval of an expenditure of \$62,447.22 to purchase one John Deere 5100E tractor from Deere & Company/Renner Equipment Company as part of the CIP for FY2021. This piece of equipment was approved as a new need in the Storm Drain Enterprise fund and will be used for the maintenance of the City's flood control channels and open space areas.

Council asked if this purchase is to replace existing equipment or if it is a new addition to the fleet. Mr. Korman stated the tractor would be a new addition to the fleet.

Motion: I move to approve the purchase of one John Deere 5100E tractor from Deere & Company/Renner Equipment Company in the amount of \$62,447.22.

Moved by: Council Member Dahir

Seconded by: Council Member Abbott

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.9 Consideration, discussion, and possible approval of an expenditure of \$72,000.00 to purchase a software upgrade, annual support, data conversion, and onsite setup and training from MaintStar for the City of Sparks Public Works asset and work tracking system. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Public Works Manager Ron Korman requesting Council approval of an expenditure of \$72,000.00 to purchase a software upgrade, annual support, data conversion, and onsite setup and training from MaintStar for the City of Sparks Public Works asset and work tracking system. Public Works Maintenance has utilized the MaintStar asset and work tracking software for over 25 years and the current platform is outdated and needs an upgrade. The proposed software upgrade will allow the Public Works Maintenance staff to receive work assignments and log work activities while in the field via mobile computers and tablets, eliminating the need for paperwork and data entry.

Council asked when the new platform would be put in use. Mr. Korman stated they hope to have some staff using it by July, then as they configure and test the platform, it will be rolled out to the rest of staff over time.

Motion: I move to approve the purchase of a software upgrade, annual support, data conversion, and onsite setup and training from MaintStar in the amount of \$72,000.00 for the City of Sparks Public Works asset and work tracking system.

Moved by: Council Member Bybee

Seconded by: Council Member Dahir

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.10 Consideration, discussion, and possible ratification of the City Manager's approval of a professional services contract (AC-5731) with Tiffany Young Consulting, LLC, for cultural competency professional learning services in an estimated amount of \$15,990.00. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz and presented by Assistant City Manager Alyson McCormick requesting Council ratification of the City Manager's approval of a professional services contract (AC-5731) with Tiffany Young Consulting, LLC for cultural competency professional learning services. In June 2020, City Council directed the City Manager to take steps to establish a diversity commission for the City. Shortly after receiving that direction, City Manager Neil Krutz contacted Tiffany Young, the Equity and Diversity Director for Washoe County School District (WCSD). In addition to her work with WCSD, Ms. Young also offers professional consulting services in diversity, cultural awareness, and similar matters. Ms. Young provided Mr. Krutz a proposal to provide cultural competency training to City employees and officials. Since the estimated value of the contract is less than \$50,000.00, the City Manager approved the professional services contract pursuant to Sparks Municipal Code 2.25.150(A). However, given the importance of Ms. Young's services to the City's efforts to improve outreach to and interactions with the diverse community, staff wanted to provide City Council the opportunity to review and ratify this contract.

Motion: I move to ratify the City Manager's approval of the professional services contract (AC-5731) with Tiffany Young Consulting, LLC, for cultural competency professional learning services in an estimated amount of \$15,990.00.

Moved by: Council Member VanderWell

Seconded by: Council Member Bybee

Yes: Council Members Abbott, VanderWell, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

10. Public Hearing and Action Items Unrelated to Planning and Zoning
None.

11. Planning and Zoning Public Hearings and Action Items

None.

12. Comments

12.1 Comments from the Public

None.

12.2 Comments from City Council and City Manager

None.

13. Adjournment

Council was adjourned at 3:48 p.m.

Ed Lawson, Mayor

ATTEST:

Lisa Hunderman, City Clerk

>>>NJ