



MAYOR  
*Geno Martini*

CITY COUNCIL  
*Julia Ratti, Ward I*  
*Ed Lawson, Ward II*  
*Ron Smith, Ward III*  
*Charlene Bybee, Ward IV*  
*Ron Schmitt, Ward V*

CITY ATTORNEY  
*Chet Adams*

CITY MANAGER  
*Stephen Driscoll*

**SPARKS CITY COUNCIL WORKSHOP**  
**8:30 A.M., Monday, September 19, 2016**  
**Sparks City Hall, Lower Level, 431 Prater Way, Sparks, Nevada**

**1. Call to Order** (Time: 8:30 a.m.)

The workshop of the Sparks City Council was called to order by Mayor Geno Martini at 8:30 a.m.

**2. Roll Call** (Time: 8:30 a.m.)

Mayor Geno Martini (left at 10:50 a.m.), Council Members Julia Ratti, Ed Lawson, Ron Smith, Charlene Bybee, Ron Schmitt, City Manager Steve Driscoll, Chief Assistant City Attorney Shirle Eiting and City Clerk Teresa Gardner, PRESENT.

ABSENT: None

**3. Pledge of Allegiance** (Time: 8:30 a.m.)

The Pledge of Allegiance was led by Police Chief Brian Allen.

**4. Public Comment** (Time: 8:31 a.m.) - None

**5. Agenda** (Time: 8:31 a.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 Smith, seconded by Council Member Bybee, to approve the agenda as submitted. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**6. Presentation and discussion on the Comprehensive Plan proposed by the Planning Commission.** (Time: 8:31 a.m.)

An agenda item from Development Services Manager Karen Melby reviewing the Comprehensive Plan approved by the Planning Commission on August 18, 2016. The plan will be before the Regional Planning Commission on September 28, 2016 and before the Sparks City Council mid-October.

The five challenges identified by the plan include growing while staying a small town; getting around; vibrant downtown; sustaining the city's fiscal health while maintaining city services and facilities/amenities; and meeting needs of the community. Ms. Melby said the survey implied citizens want the city to save money and have a better bottom line and also improve current city services and provide additional services. Ms. Melby presented information on managing growth, connectivity, community facilities and services, community character, housing, resiliency and sustainability and economic vitality. Ms. Melby said the West Pyramid Area plan has been incorporated into the Comprehensive Plan, the Transit Oriented Development (TOD) designation is changing to Multi Use Designation (MUD) and is now incorporated on the land use map, and the Northern Sparks Sphere of Influence (NSSOI) is no longer necessary.

An implementation plan is included in the comprehensive plan addressing 121 goals and policies and identifying the responsible department or agency and the resources required to implement.

Council Member Smith asked about the future of the Sparks theatre and Assistant Community Services Director Armando Ornelas said current operations will cease on September 30 and potential options are being discussed.

Discussion was held regarding a potential north/south 4<sup>th</sup> Street bike path connection, a policy guiding sewer capacity, potential of police satellite offices, special events, affordable housing, availability of services for seniors, and community parks.

Council Member Schmitt requested detailed discussions be held prior to establishing any policy on requirements associated with sewer capacity. Council Member Bybee asked about the possibility of future police satellite offices and Police Chief Allen said they would be beneficial and hopes to have resources available in the future. Affordable housing options, including senior housing, was discussed. Council Member Ratti commented on the importance of having senior services available.

Council Member Schmitt requested details for additional special events be shared with TourMark to determine if there is any funding available. Assistant Community Services Director Armando Ornelas said he would work with the City Manager's office to do so. Utilization of the Sparks Marina, Golden Eagle Regional Park and the Oddie corridor for future special events was discussed. City Manager Steve Driscoll said additional funds, including any federal funding, would be considered in the next fiscal year's Capital Improvements Plan for additional sports fields and facilities for special events. Council Member Lawson said the Reno Sparks Convention Visitors Authority has doubled their budget to \$600,000 for special events and Sparks should work with them for possible funding. Council Member Smith suggested Wild Creek Golf Course be considered as an option for additional sports fields. The move towards larger community parks such as Pah Rah park rather than smaller neighborhood parks was discussed.

**7. Presentation and discussion regarding the homeless camp outreach and river cleanup.** (Time: 9:42 a.m.)

Patrol Division Lieutenant Greta Woyciehowsky and Public Works Manager Ron Korman presented an update on the three outreach events and the status of the river clean-up. The outreach is a partnership between regional law enforcement agencies and community partners such as Hopes, Veterans Assistance, Project Restart, Catholic Charities and MOST. Individuals either accepted assistance immediately, declined assistance or agreed to meet with an agency at a later

date. Some refuse to go to a shelter because they cannot take their possessions, their pets or they are couples and cannot go together. Most contacts were with people with mental disorders, addictions, or homeless with pets. Needles, makeshift latrines, illegal fire pits, abandoned property and trash were found. Public works cleaned up a significant amount of debris from abandoned sites and are working with the health district on proper handling of waste. Public works also cleared overgrown vegetation to provide a safer environment and better view of the river.

Current outreach practice of offering services will continue. Additional officer and property owner training will be provided, and additional regional partnerships will be formed. City Manager Driscoll will invite Nevada Department of Transportation to participate. Nevada Department of Wildlife has provided input but are not participating in the clean-up. Citations will be issued as required. If property is removed, it is required to be stored for 90 days and can be returned by identification by name or GPS. Council Member Bybee asked about services available for homeless people who have pets and Council Member Ratti said a recently opened shelter for those victim of domestic violence has a provision for pets. Mr. Driscoll said the city will need to use on-going resources on this issue. Police Chief Allen said after this initial effort he would expect the future situation to be more manageable. Council Member Ratti said the region needs to stay engaged to remedy the need for transitional housing.

Break from 10:28 a.m. - 10:33 a.m.

**8. Presentation, discussion and possible acceptance of the Strategic Plan, Environmental Scan and the Annual Report. (FOR POSSIBLE ACTION) (Time: 10:33 a.m.)**

City Manager Driscoll discussed the status of the Acella project and associated challenges. Council Member Schmitt asked if there was anything the Council could do to assist with progress of the program. Mr. Driscoll said the other entities experienced a lack of resource dedication and the City of Sparks is prepared to move forward with the program whether the other entities are ready or not and plans to do so by the end of the year. Council Member Ratti said there are many stakeholders anxious for implementation of this project. Council Member Lawson mentioned an award to Washoe County for an Acella project and City Manager Driscoll said it was for a different program.

City Manager Driscoll invited department head staff to discuss accomplishments as follows:

Assistant City Manager Neil Krutz discussed local and state purchasing, single stream recycling, passports, potential sewer lien technology, electronic time keeping, recruitments and the wellness program on behalf of Administrative Services.

Chief Assistant City Attorney Shirle Eiting discussed the victim advocate, settlements and dismissals in the civil division, driving under the influence cases (dui's), domestic battery cases, the domestic assault response team (DART) and court communication in the criminal division.

Public Works Manager Ron Korman discussed additional personnel for inspecting and maintaining park structures, and the rebuild and improvements made to PahRah park after the 2015 flood. Assistant Community Services Director Armando Ornelas discussed the updated zoning code, the master plan, the comprehensive plan and Victorian Square development. Community Services Director John Martini discussed building permits, new construction, capital improvement projects and the North Truckee drain. Treatment Plant Manager Michael Drinkwater discussed nitrogen

management, UNR partnerships, sewer plant capacity, capital improvement projects and effluent water usage.

Finance Services Director Jeff Cronk discussed the bond rating associated with the North Truckee drain project, electronic pay stubs and the GFOA award presented to accounting for the 35<sup>th</sup> consecutive year. Mr. Cronk also discussed information technology accomplishments with wifi in city hall, increased storage and cyber security.

Fire Chief Chris Maples discussed the increase in calls, recent arson fires, out of area assignments and the new paramedic program.

Parks and Recreation Director Tracy Domingues discussed the success of the front line temporary recreation employees. Recreation Supervisor Andre' Stigall discussed recreation's on-line systems and before/after school and summer programs. Parks Development Coordinator Chris Cobb discussed the completion of the new restroom facilities at Rock Park and plans for Pah Rah park restrooms.

Police Chief Brian Allen discussed community involvement, the Sparks' citizen academy, crime free housing areas, recruitment, media contact, succession planning, and the explorer and volunteer programs.

City Manager Driscoll said the environmental scan is an update of statistical information. Information is related to finance, population, personnel, public safety, new construction, roads, sewer, and parks and recreation.

Mr. Driscoll also reviewed the Strategic Plan noting the plan has been reduced to four (4) goals as follows: public safety, infrastructure and technology, economic development and citizen engagement. The previous goals related to employees and finance are considered as operational and were removed from the plan. Public safety includes community safety, prevention, resources and flood management. Infrastructure and Technology includes long-term planning, water quality, technology, asset management and parks protection. Economic development includes regional collaboration, special events, public venues and commercial and industrial development. Citizen engagement includes citizen participation, customer service and citizen engagement.

Discussion was held regarding communication with the public of the city's financial stability if it is not in the strategic plan and the concern with safety of smaller events held in the city.

## **9. Comments**

**9.1 Comments from the Public** (Time: 12:04 p.m.) - None

**9.2 Comments from City Council and City Manager** (Time: 12:04 p.m.)

Mayor Pro Tem Ron Smith said the Mayor's Cup golf tournament will be held October 21 and the Veterans Memorial dinner will be held September 22.

**10. Adjournment** (Time: 12:04 p.m.)  
Council was adjourned at 12:04 p.m.

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GENO R. MARTINI, Mayor

ATTEST:

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Teresa Gardner, City Clerk

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