



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, March 22, 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 2:03 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 Pete Vossler, Crosswinds Assembly of God.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Abbott.

4. Public Comment

None.

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 Dahir

Seconded by: Council Member Abbott

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 March 8, 2021. (FOR POSSIBLE ACTION)

Motion: I move to approve the minutes of the Sparks City Council meeting for March 8, 2021.
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.

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

7.1 Presentation: Final report from the University of Nevada, Reno, regarding the presence of the COVID-19 virus in wastewater and community prevalence monitoring (AC-5686).

Dr. Krishna Pagilla with the Nevada Water Innovation Institute, University of Nevada, Reno, and team members Lin Li, Niloufar Gharoon, and Laura Haak, presented a final report of work completed under research agreement AC-5686 for the investigation of the presence of the COVID-19 virus in wastewater and community prevalence monitoring. The presentation included updates about how the funding received benefited the team's lab and testing capabilities, the overall testing and analysis process, and what they learned. Council asked if data findings might help devise a warning system. Mr. Pagilla confirmed that kind of system might require systems with real-time processing capabilities they do not currently have, however sampling can easily be performed and tested within days.

7.2 Proclamation: "National Donate Life Month"

Council proclaimed April 2021 as "National Donate Life Month" to bring attention to organ donation in northern Nevada and nationwide. There are nearly 600 individuals in Nevada currently on the national organ transplant waiting list. Donor Network West has served as the federally designated Organ Procurement Organization in northern Nevada since 1987, working to raise awareness of how to register as an organ donor and the potentially life-saving results. The proclamation was read by Mayor Lawson and presented to Donor Network West Regional Director Nicole Bishop. Ms. Bishop thanked Council and the Mayor for their recognition of such an important issue.

7.3 Boards and Commissions vacancy announcement: Civil Service Commission

City Manager Neil Krutz announced one (1) vacancy on the Civil Service Commission for a partial term ending June 30, 2023. Applicants cannot be city employees or related to one within the third degree of consanguinity. Applications will be accepted until 5:00 p.m. on Friday, March 26, 2021.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 as submitted.
Moved by: Council Member Anderson
Seconded by: Council Member Dahir

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 February 19, 2021 through March 3, 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 February 19, 2021 through March 3, 2021.

9. General Business

9.1 Consideration, discussion, and possible approval of the Building Official's recommendation to appoint two members to the Building Code Board of Appeals, representing the registered architect or builder/superintendent positions, for two-year terms ending March 31, 2023, from the following pool of applicants, listed in alphabetical order: Frank Bidart, Mark DeWeese, Waylon Lowery, Don Mackey. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting Council approval of the Building Official's recommendation to appoint two members to the Building Code Board of Appeals from the following pool of applications: Frank Bidart, Mark DeWeese, Waylon Lowery, and Don Mackey. One member will represent the registered architect on the board and the other will represent the building/superintendent member. Both appointments are for two-years terms ending March 31, 2023.

Motion: I move to approve the Building Official's recommendation to appoint Mark DeWeese and Don Mackey as the registered architect and the building/superintendent representatives on the Building Code Board of Appeals, with terms ending March 31, 2023.

Moved by: Council Member Bybee

Seconded by: Council Member Abbott

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

No: None

Abstain: None

9.2 Consideration, discussion, and possible approval of the Mayor's appointment to the Sparks Planning Commission, for a partial term ending December 31, 2021, from the following pool of applicants, listed in alphabetical order: Clara Andriola, Richard Arredondo-Ortiz, Candace Beck, Terry Frugoli, Damon Harrell, Kelli Luchetti, Jim Morman, John Novak, Reid Petersen, Ricci Rodriguez-Elkins, David Sousa, William Steward, Alan Stirling, Joanne Tiernan, T Tran. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting Council approval of the Mayor's recommendation to appoint one member to the Sparks Planning

Commission from the following pool of applicants: Clara Andriola, Richard Arredondo-Ortiz, Candace Beck, Terry Frugoli, Damon Harrell, Kelli Luchetti, Jim Morman, John Novak, Reid Petersen, Ricci Rodriguez-Elkins, David Sousa, William Steward, Alan Stirling, Joanne Tiernan, and T Tran. This is for a partial term ending December 31, 2021.

Motion: I move to appoint Clara Andriola to the Sparks Planning Commission for a partial term ending December 31, 2021.

Moved by: Council Member Dahir

Seconded by: Council Member VanderWell

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

No: None

Abstain: None

9.3 Consideration, discussion, and possible acceptance of a \$10,000.00 grant from the Ozmen Foundation to assist with the design and construction costs associated with the Sparks Marina All-Abilities Playground. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by City Engineer Jon Ericson requesting Council approval to accept a \$10,000.00 grant from the Ozmen Foundation to assist with the design and construction costs associated with the Sparks Marina All-Abilities Playground. The Ozmen Foundation is a charitable nonprofit organization who offered the grant through the Community Foundation of Western Nevada.

Motion: I move to accept the \$10,000.00 grant from the Ozmen Foundation to assist with the design and construction costs associated with the Sparks Marina All-Abilities Playground.

Moved by: Council Member Anderson

Seconded by: Council Member Abbott

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

No: None

Abstain: None

9.4 Consideration, discussion, and possible adoption of Resolution No. 3377 to augment the FY21 budget by \$12,887,175.00 in various funds to provide appropriations for capital projects approved but not completed in prior years. (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk and presented by Budget Manager Wayne Webber requesting Council adoption of Resolution No. 3377 to augment the FY21 budget by \$12,887,175.00 in various funds to provide appropriations for capital projects that were approved but not completed in prior years. The procedures and requirements for budget augmentations are outlined in NRS 354.598005 and NAC 354.410. During the presentation Mr. Webber confirmed the correct total amount for this item is \$12,934,175.00.

Motion: I move to adopt Resolution No. 3377 to augment the FY21 Capital Projects Funds, Enterprise Funds, and Internal Service Fund by

\$12,934,175.00 to provide appropriations for capital projects approved but not completed in prior years.

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.

9.5 Consideration, discussion, and possible approval of an expenditure of \$59,844.46 to purchase play equipment for Jack Reviglio Memorial Park Playground from BCI Burke Company, LLC. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Capital Projects Manager Brian Cason requesting Council approval of an expenditure of \$59,844.46 to purchase play equipment for Jack Reviglio Memorial Park Playground from BCI Burke Company, LLC. Purchased equipment will furnish two main play areas. If approved, the City would be using the joinder provision allowed under NRS 332.195, and purchasing the equipment utilizing the National Intergovernmental Purchasing Alliance contract number R170301. The construction contract is anticipated to be presented to Council in April 2021. Council asked what type of ground material is being considered. Mr. Cason confirmed due to costs, the current material is wood chips.

Motion: I move to approve the purchase of play equipment for Jack Reviglio Memorial Park from BCI Burke Company, LLC, in the amount of \$59,844.46.

Moved by: Council Member Bybee

Seconded by: Council Member Abbott

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 a construction contract (AC-5739) for the City Hall Remodel Project Bid No. 20/21-008, PWP #WA-2021-135 with Group West Construction, Inc., in the amount of \$335,892.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Capital Projects Manager Brian Cason requesting Council approval of a construction contract (AC-5739) for the City Hall Remodel Project Bid No. 20/21-008, PWP #WA-2021-135 with Group West Construction, Inc., in the amount of \$335,892.00.

This project includes multiple remodels throughout City Hall that will benefit staff with improved efficiency and additional space along with providing another ADA-accessible restroom. The project includes a new customer service counter and

working areas for staff, a new mailroom, a remodeled office for payroll staff, a remodeled restroom in the finance area, and a remodeled IT office area.

Motion: I move to approve construction contract (AC-5739) for the City Hall Remodel Project with Group West Construction, Inc., in the amount of \$335,892.00.

Moved by: Council Member Dahir

Seconded by: Council Member Anderson

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-5740) for the Police Department Dispatch Remodel Project Bid No. 20/21-009, PWP #WA-2021-153 with Group West Construction, Inc., in the amount of \$166,649.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Capital Projects Manager Brian Cason requesting Council approval of a construction contract (AC-5740) for the Police Department Dispatch Remodel Project Bid No. 20/21-009, PWP #WA-2021-153 with Group West Construction, Inc., in the amount of \$166,649.00.

This project includes a remodel and expansion of the existing Sparks Police Department Emergency Communications Center. Improvements include additional workstations, a new storage area, office, and breakroom, installation of sound-dampening materials, and network and electrical infrastructure upgrades.

Motion: I move to approve construction contract (AC-5740) for the Police Department Dispatch Remodel Project with Group West Construction, Inc. in the amount of \$166,649.00.

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, discussion, and possible approval of a professional services contract (AC-5742) with JUB Engineers, Inc., for engineering design for the McCarran Boulevard and Prater Way Sanitary Sewer Improvements Project in the amount of \$120,045.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Utility Manager Kevin Porter requesting Council approval of a professional services contract (AC-5742) with JUB Engineers, Inc., for engineering design for the McCarran Boulevard and Prater Way Sanitary Sewer Improvements Project in the amount of \$120,045.00. The contract includes utility research, a topographic

survey, geotechnical investigation, NDOT permitting, engineered drawings, bid item list, and specifications.

Motion: I move to approve the professional services contract (AC-5742) with JUB Engineers, Inc., for engineering design of the McCarran Boulevard and Prater Way Sanitary Sewer Improvements Project in the amount of \$120,045.00.

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.

9.9

Consideration, discussion, and possible approval of Change Order No. 1 to (AC-5666) the FY20 Sanitary Sewer Manhole Rehabilitation Project with National Coating and Lining Co., which provided for rehabilitation of seventy sanitary sewer manholes in the amount of \$638,849.00, to rehabilitate thirty additional sanitary sewer manholes in an additional amount of \$231,517.00, for a total contract amount of \$870,366.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Utility Manager Kevin Porter requesting Council approval of Change Order No. 1 to (AC-5666) the FY20 Sanitary Sewer Manhole Rehabilitation Project with National Coating and Lining Co. This contract originally provided for rehabilitation of 70 sanitary sewer manholes in the amount of \$638,849.00, and the change order will account for rehabilitation of 30 additional sanitary sewer manholes costing \$231,517.00, for a total contract amount of \$870,366.00.

Successful contractor performance on the original contract justified adding additional manholes to the project through the change order process. Additionally, the change order is intended to further decrease the amount of groundwater infiltration currently impacting the sewer collection system and Truckee Meadows Water Reclamation Facility (TMWRF) capacity and treatment costs.

Motion: I move to approve Change Order No. 1 to (AC-5666) the FY20 Sanitary Sewer Manhole Rehabilitation Project with National Coating and Lining Co., which provided for rehabilitation of seventy sanitary sewer manholes in the amount of \$638,849.00, to rehabilitate thirty additional sanitary sewer manholes in an additional amount of \$231,517.00, for a total contract amount of \$870,366.00.

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.

9.10 Consideration, discussion, and possible approval of a professional services contract (AC-5741) with Farr West Engineers for engineering design of the FY21 Cured-In-Place Pipe (CIPP) Sewer Rehabilitation Project in the amount of \$93,000.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Utility Manager Kevin Porter requesting Council approval of a professional services contract (AC-5741) with Farr West Engineers for engineering design of the FY21 Cured-In-Place Pipe (CIPP) Sewer Rehabilitation Project in the amount of \$93,000.00. The engineering design services will include final pipe segment identification, utility research, engineered drawings, bid item clarifications, and specifications. Cured-In-Place Pipe is used to rehabilitate a sanitary sewer line that needs structural repair but does not require full pipe replacement.

Council asked for clarification on the benefits of Cured-In-Place Piping. Mr. Porter explained this rehabilitative method is beneficial because staff does not have to uproot the street to line the sewer pipe, making it a more cost-effective and less destructive alternative to a full sewer line replacement. He also confirmed the structural integrity and strength of the liner can extend the life of the existing pipe between 20 and 50 years while costing about five times less.

Motion: I move to approve the professional services contract (AC-5741) with Farr West Engineers for engineering design of the FY21 Cured-In-Place Pipe Sewer Rehabilitation Project in the amount of \$93,000.00.

Moved by: Council Member Bybee

Seconded by: Council Member Abbott

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.11 Consideration, discussion, and possible approval of an agreement (AC-5743) with Truckee Meadows Water Authority, in the estimated amount of \$51,110.00, for the lease of water rights to satisfy reclaimed water return flow requirements for the Truckee River. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Utility Manager Kevin Porter requesting Council approval of an agreement (AC-5743) with Truckee Meadows Water Authority, in the estimated amount of \$51,110.00, for the lease of water rights to satisfy reclaimed water return flow requirements for the Truckee River.

The 5 Ridges Development is seeking approximately 780 acre-feet of reclaimed water from the City of Sparks for mass grading and dust control operations during project construction. To manage the return flow requirements associated with the temporary reclaimed water use, the City of Sparks will utilize Truckee Meadows Water Authority's Interruptible Large Volume Non-Potable Service to temporarily lease water rights dedicated for Truckee River in-stream flow.

Motion: I move to approve agreement (AC-5743) with Truckee Meadows Water Authority, in the estimated amount of \$51,110.00, for the lease of water rights to satisfy reclaimed water return flow requirements for the Truckee River.

Moved by: Council Member Dahir

Seconded by: Council Member Anderson

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.12 Consideration of and possible action on a request for a Tentative Map for a 356-lot townhome and detached single-family house subdivision on a site approximately 52.07 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, APN 528-030-58. (FOR POSSIBLE ACTION)

An agenda item from Sparks Stonebrook, LLC, and presented by Senior Planner Sienna Reid requesting Council approval of a Tentative Map for a 356-lot townhome and detached single-family house subdivision on a site approximately 52.07 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, APN 528-030-58. The tentative map includes 356 townhome and detached single-family lots on approximately 52.07 acres. The Planning Commission recommends approval of the Tentative Map, subject to sixteen Conditions of Approval.

Council sought clarification on fire sprinkler requirements. Ms. Reid explained the handbook specifies provisions as to why fire sprinklers are not required because there is currently an automatic aid agreement in place with Truckee Meadows Fire Protection District.

Motion: I move to approve the Tentative Map for a 356-lot townhome and detached single-family subdivision on a site approximately 52.07 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 16.

Moved by: Council Member Bybee

Seconded by: Council Member VanderWell

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

- 9.13** **FIRST READING of Bill No. 2782, to amend the final approved plan for Legends at Sparks Marina, located on a site approximately 148 acres in size generally situated north of I-80, south of Prater Way, and west of Sparks Boulevard, Sparks, Nevada in the NUD (New Urban District – Legends at Sparks Marina) zoning district, to modify the application of certain standards related to signs and revise the development standards and landscaping requirements associated with the buffer wall along the western boundary of the site. (PCN20-0047/PD20-0006)**

A first reading from City Clerk Lisa Hunderman of Bill 2782. Public Hearing for this item will be held at the regular City Council Meeting scheduled for Monday, April 12, 2021 at 2:00 p.m. held virtually via ZOOM.

- 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**

Council Member Abbott requested the City Manager investigate options for allowing marijuana dispensaries to use drive-through facilities for sales, and research how regulations established by the Nevada Cannabis Compliance Board might impact such sales within city limits.

Council Member Dahir presented a plaque to Council Member Abbott on behalf of the of the Northern Nevada Sons and Daughters of Erin naming him Irish Person of the Year.

- 13. Adjournment**

Council was adjourned at 3:53 p.m.

Ed Lawson, Mayor

ATTEST:

Lisa Hunderman, City Clerk

>>>LK