



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
2:00 P.M., Monday, March 11, 2013
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 Geno Martini at 2:00 p.m.

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

Mayor Geno Martini, Council Members Julia Ratti, Ron Smith, Mike Carrigan, Ron Schmitt, City Manager Shaun Carey, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: Council Member Ed Lawson

Staff Present: Brian Allen, Chris Cobb, Jeff Cronk, Debi Kinder, Steve Driscoll, Andy Flock, John Martini, George Graham, Armando Ornelas, Andy Hummel, Jim Rundle, Tracy Domingues, and Donna DiCarlo.

Invocation Speaker (Time: 2:01 p.m.)

The invocation was provided by Pastor Dan Sipma, University Family Fellowship at Hope Chapel

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

The Pledge of Allegiance was led by Council Member Smith.

Comments from the Public (Time: 2:02 p.m.) - None

Approval of the Agenda (Time: 2:02p.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 Ratti, seconded by Council Member Smith, to approve the agenda as submitted. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

3. Recommendation to Approve Minutes of February 25, 2013 and February 11, 2013
(Time: 2:02 p.m.)

3.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of February 25, 2013 and the minutes of the Special Sparks City Council concurrent meeting of February 11, 2013. (FOR POSSIBLE ACTION)

A motion was made by Council Member Smith, seconded by Council Member Carrigan, to approve the minutes as submitted. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

4. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:03 p.m.) - None

5. Consent Items (Time: 2:03 p.m.)

Council Member Smith pulled item 5.4 for discussion. A motion was made by Council Member Carrigan, seconded by Council Member Ratti, to approve consent items 5.1 – 5.3 and 5.5 - 5.8 as submitted. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

5.1 Report of Claims and Bills approved for payment and appropriation transfers for the period February 7, 2013 through February 20, 2013. (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 destruction/disposal of original building plans and associated documents that have been microfilmed (City Clerk's Office). (FOR POSSIBLE ACTION)

An agenda item from Employee EIMS Coordinator Donna DiCarlo recommending approval to dispose of documents. NRS 239.051 allows for the destruction/disposal of original building plans and associated documents once they have been scanned and microfilmed in a manner that complies with the standards of quality approved by the American National Standards Institute, and that a copy of the film is stored in a manner that protects it reasonably from loss. Once the standards have been met, a reproduction of the film is considered an original. The City Clerk's Office has followed the above procedures. Each roll of microfilm has been visually inspected for clarity and indexed for reference and retrieval purposes.

5.3 Consideration and Possible Approval of a Professional Services Contract with Resource Direct Consulting for Prevailing Wage Report Review and Violation Investigation Services related to the Legends at Sparks Marina Project for the Legends Movie Theater. (FOR POSSIBLE ACTION)

An agenda item from Deputy City Manager of Community Relations Neil Krutz recommending approve the professional services agreement. Construction of the Legends movie theater is anticipated to begin Spring 2013 and is part of the Legends at Sparks Marina Project. Construction will be paid for by using a variety of funds such as STAR and LID bond proceeds, tax increment financing and private financing. All three types of public financing require that prevailing wages be paid and obligates the City to review the wage reports. Resource Direct Consulting's project manager and document control specialist have performed prevailing wage review services for the City of Sparks on previous Legends projects. These costs will be reimbursable from STAR Bond process.

5.4 Consideration and possible award of a contract for the 5th Street Concrete Improvements Federally Funded Project, Bid No. 12/13-013, PWP-WA-2013-087 to WWW Construction Inc, in the amount of \$310,154.00. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Chris Cobb recommending approval the contract to 5th Street Concrete Improvements. This project will replace the existing curb, gutter, sidewalks and driveways as well as street trees as requested. This work will occur on 5th Street from Wright Way to Victorian Avenue and from 4th Street to 6th Street. This project is fully funded by the City's 2013 Community Development Block Grant. There is no impact to the general fund.

Council Member Smith disclosed that his son-in-law works for WWW Construction. Council Member Smith said he does not benefit in any financial way and will vote on the item.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve consent items 5.4 as submitted. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

5.5 Consideration and possible approval of a professional services contract to Summit Engineering Corp. for civil engineering services to complete the Mary Wahl Drain Piping Project, in the amount of \$26,090.00. (FOR POSSIBLE ACTION)

An agenda item from Utility Engineer Andrew Hummel recommending approval of the contract with Summit Engineering Corp. This portion of the Mary Wahl Drain Ditch is a high maintenance section of the storm drainage system. This project will help minimize local flooding, reduce ditch maintenance costs and return useable land area to the property owners where the ditch is located. Funds are available in the CIP budget.

5.6 Consideration and possible approval of a revised Agreement among WestCare Nevada Inc., Local Governments within Washoe County and Northern Nevada Hospitals relating to the provision of funds for the Community Triage Center (FOR POSSIBLE ACTION)

An agenda item from Housing Specialist George Graham recommending approval of the Agreement for funding for the Community Triage Center (CTC). This is a revised version of an agreement previously approved by the Sparks City Council on October 22, 2012. The sole modification is the removal, requested by Washoe County, of Section 5 on page 5, the effect of which is to eliminate the requirement for a committee to provide oversight of the CTC. The agreement provides funding for WestCare to operate the CTC located on the campus for the homeless in downtown Reno (i.e., the Community Assistance Center). The CTC serves chronically inebriated and/or mentally ill individuals as well as adults who do not have access to health care or emergency medical services based on their homeless and/or indigent status. Per the terms of the agreement the City of Sparks would provide \$86,121 during the current fiscal year. Other entities agreeing to provide funding are Washoe County, the City of Reno and five medical centers (i.e., hospitals). Total cash funding to be provided by the parties to the agreement is \$951,121 which will leverage an additional \$500,000 in State of Nevada funding.

5.7 Consideration and possible approval of Impact Fee Agreement #20 with Lewis Investment Company of Nevada, LLC to allow for participation and

use of credits in the Service Area Number 1 Impact fee program. (FOR POSSIBLE ACTION)

An agenda item from Assistant Community Services Director John Martini recommending approval of the agreement. This agreement is entered into for the Impact Fee Service Area #1(IFSA#1) impact fee credit program. Impact Fee Agreement #20 is a master agreement that will allow Lewis Investment Company of Nevada, LLC to participate in the impact fee program. This agreement has been reviewed by the Impact Fee administrator and the City Attorney's Office and has been found acceptable. There is no impact to the general fund.

5.8 Consideration and possible approval of a professional services contract with HK Architects to develop and design the renovation of the Alf Sorensen Natatorium Renovations in the amount of \$75,000. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Chris Cobb recommending approval of the contract with HK Architects. The proposal will provide for design of renovation improvements to the interior of the Alf Sorensen natatorium to reduce humidity levels. The proposed improvements will extend the useful life of this facility, improve its comfort for people in the natatorium, improve the appearance of this facility and reduce the long-term operating cost of the facility. There is no impact to the general fund.

6. General Business

6.1 Consideration and approval of Resolution No. 3234, a resolution establishing City policy in regards to the application and acceptance of grants and revising City policy in regards to the acceptance of donated property other than real property; and providing other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 2:05 p.m.)

An agenda item from Accounting Manager Debi Kinder recommending approval of Resolution No. 3234. There is no existing formal policy in regards to grant application and acceptance process. Current policy for donations dictates that donations of \$1,000 or more are separately presented to Council while those under \$1,000 may be submitted via claims and bills. The proposed resolution establishes formal policy for grants and changes the presentation threshold for donations and grants to \$5,000 and will improve the accuracy of required reporting. There is no impact to the general fund. Ms. Kinder distributed a copy of the staff report.

Council Member Smith asked if grants and donations less than \$5,000 would come before Council. Ms. Kinder said those less than \$5,000 would be brought to Council quarterly by the Finance Department; those greater than \$5,000 would be brought to Council by the department.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve Resolution No. 3234. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

6.2 FIRST READING, of Bill No. 2655 amending Chapter 1 of the Sparks Municipal Code; to update the Nevada Revised Statute from NRS 266.160 to the current applicable statute, NRS 268.014; and to update the publishing company for the Sparks Municipal Code from Book Publishing Company, Seattle, Washington, to Municipal Code Corporation, Tallahassee, Florida; providing other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 2:08 p.m.)

City Clerk Teresa Gardner read the Bill by title; the 2nd reading was scheduled for the March 25, 2013 Council meeting.

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

8. Planning and Zoning Public Hearings and Action Items

8.1 Public hearing, consideration and possible action on Resolution No. 3235, revising fees for development services provided by the City of Sparks and specifically considering fees for Annexations, Special Use Permits, Site Plan Reviews, Code Amendments, and Expired Tentative Subdivision Maps. (FOR POSSIBLE ACTION) (Time: 2:08 p.m.)

An agenda item from Senior Planner Jim Rundle recommending approval of Resolution No. 3235 (to amend Resolution No. 3206) to continue the reduced fees for Special Use Permits, Site Plan Reviews, Code Amendments, and review of expired Tentative Maps. The current resolution expires this March of 2013. The proposal extends the resolution indefinitely and proposes increasing the Special Use Permit deposit from \$1,250 to \$2,500. Site Plan Reviews and Tentative Maps would remain at the \$1,250 deposit.

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to adopt Resolution 3235 revising fees related to development services. Council Members Ratti, Smith, Carrigan, Schmitt, YES. Council Member Lawson, ABSENT. Passed unanimously with those present.

9. Closed Door Sessions – None

10. Comments

10.1 Comments from City Council and City Manager – None

10.2 Comments from the Public - None

11. Adjournment (Time: 2:12 p.m.)

Council was adjourned at 2:12 p.m.

ATTEST:

GENO R. MARTINI, Mayor
City of Sparks

Teresa Gardner, City Clerk

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