

REGULAR CITY COUNCIL MEETING AGENDA
2:00 P.M., Monday, January 23, 2012
City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. *Call to Order (Time: 2:00:19 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Pro tempore Ron Smith at 2:01 p.m.

2. *Roll Call (Time: 2:01:34 p.m.)

Mayor Pro tempore Ron Smith, City Clerk Linda Patterson, Council Members Julia Ratti, Ed Lawson, Mike Carrigan, Ron Schmitt, City Manager Shaun Carey, City Attorney Chet Adams, PRESENT. Mayor Geno Martini, ABSENT.

Staff Present: Brian Allen, Ron Korman, Dan Hamlin, Andy Flock, David Bruketta, Steve Driscoll, Neil Krutz, John Martini, Andy Flock, Karen Friesmidl, Danno Seaton, Kim Laber, Chris Cobb, Dan Marran, John Martini, Armando Ornelas, Tracy Domingues, Adam Mayberry, and Donna DiCarlo.

Invocation Speaker: (Time: 2:00:29 p.m.)

The invocation was given by Pastor Steve Bond from Summit Christian Church

Pledge of Allegiance (Time: 2:01:13 p.m.)

The Pledge of Allegiance was led by Council Member Mike Carrigan.

Comments from the Public (Time: 2:01:43 p.m.)

None

Approval of the Agenda (Time: 2:02:16 p.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 Schmitt, seconded by Council Member Ratti, to approve the agenda as posted. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

3. Recommendation to Approve Minutes of (Time: 2:01:52 p.m.)

None

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

4.1 Presentation on the newly merged Northern Nevada Chamber of Commerce

(Time: 2:02:45 p.m.)

Mr. Randy Brown, Chairman of “The Chamber” introduced Len Stevens, CEO, Trey Abney, Director of Government Relations, and Grant Sims, Chairman of Business Advocacy Council of The Chamber. Mr. Stevens gave an overview of the newly merged Northern Nevada Chamber of Commerce and the Reno/Sparks Chamber of Commerce and outlined the chambers most

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recent activities as listed below:

Values, Vision and Mission:

- We value the idea of maintaining a strong image and reputation to help us establish trust in our community & business arenas
 - Integrity · Leadership · Accountability · Responsibility · Representation · Community
- Our vision is to provide a strong chamber, help serve business and community through an ample array of benefits, programs and support and to establish a unified voice with a focus on growth which will result in a thriving business environment & an enriched quality of life.
- Our mission is to create an environment that will encourage sustainable economic growth through a cohesive unity between community and business which will encourage business success, job creation and superior quality of life standards.

Merger Timeline:

- Summer 2008 - Hispanic Chamber of Commerce of Northern Nevada merges with the Sparks Chamber of Commerce in first multi-cultural Chamber consolidation known.
- August 2010 - The Sparks Chamber is re-branded as the Northern Nevada Chamber.
- November 2010 - Merger meetings begin discussing the possibility of a combined, region wide Chamber of Commerce.
- March 2011 - The Reno Sparks Chamber and Northern Nevada Chamber of Commerce announce the intent to merge and create a new partnership with EDawn, (Economic Development Authority of Western Nevada)
- June 2011 - A new dues structure is formulated, Chamber programs are reviewed.
- August 2011 - "The Chamber" is introduced as the combined organization's new name.
- October 2011 - Staff and resources are reallocated to streamline operations and improve efficiency across the organization.
- Today: A combined Chamber with two easily accessible offices containing business & tourist information are available to the public in both Reno & Sparks. With revised business programs, streamlined business operations and improved efficiency, the Chamber is poised to be a world class organization.

Benefits of a merger:

- A Larger Membership - Combined membership increases business opportunities and provides more readily available collective resources and business diversity.
- Larger Business Support - More staff to accommodate new events and modern business programs making Chamber services more effective and farther reaching.
- Consolidated Operations - Improving efficiency and eliminating waste, a consolidated regional effort improves the ability to promote the region and better maintain cohesive efforts to improve the quality of life of Northern Nevada.
- The Chamber proudly represents almost 2200 businesses which encompasses thousands of individuals!!!
- We also employ 13 staff members which support the needs of these members through a variety of services.
- A Community Model - Effectively showing the improved operations of a merged organization, promoting collaboration and unity in our community from a regional and national standpoint.
- A Unified Front - A more complete and unified business voice for the region, better representing the businesses and non-profit organizations in our community to local, State and Federal government.
- Representation through active partnerships - Representation through vital partnerships with organizations such as: EDawn, SCORE, UNR, RSCVA, City of Reno, City of Sparks, DRI, Washoe County, the Washoe County School District, TMCC, NCET and other community organizations.

BAC (Business Advocacy Council):

- Public policy arm of the Chamber
- 21 member committee
- Tasked with staying up to speed on various federal, state, and local issues
- Keeps Chamber members informed and engaged on public policy issues

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- Meets with elected and other public officials to gather information and work toward solutions to regional issues
- Responsible for updating and revising the *Agenda for Economic Vitality in Nevada*

PAC (Political Action Committee):

- Political arm of the Chamber
- 15 member committee
- Interviews and endorses candidates for public office
- Takes positions on ballot questions
- Authorizes contributions to candidates, fundraisers, and issue and ballot advocacy campaigns

Chamber Training & Development:

- BizFlash - Monthly Business Class/Presentation provided by the Nevada Small Business Development Center from UNR. FREE to Chamber Members, focused on 90 minutes of business insights from experienced trainers & industry experts.
- Desayuno Entre Amigos - "Breakfast with friends" is the Chamber's monthly business class/presentation provided in Espanol for Hispanic/Latino business members.
- Toastmasters International - Providing weekly meetings to further develop communication skills, Toastmasters provides a sounding board for Chamber Members who are building presentation, communication or sales skills. The Sparks Chapter is known as the Legendary Speakers.
- SCORE Counseling - SCORE is a nonprofit association dedicated to educating entrepreneurs and helping small businesses start, grow, and succeed nationwide. SCORE is a resource partner with the U.S. Small Business Administration (SBA). The Chamber provides FREE SCORE Counseling to Members & Non-Members.
- Chamber Leadership Programs - Developing talent and ability within the local business community is a focus of the Chamber, allowing our members access to powerful training programs that help streamline business operations and develop competent and professional graduates that will serve northern Nevada in business and civic responsibilities.

Chamber Leadership Programs:

- Youth Leadership - Provides significant leadership & development training to young adults in our community.
- Reno Sparks Leadership - Started in 1985 with over 1,000 Alumni graduates spanning across the region, RSL provides highly capable and refined professionals for northern Nevada. RSL has provided a pool of talented leadership for our business community for over 26 years.
- OnP.A.C.E. Leadership - Professional Achievement Communication Excellence is a high intensity on-hands development & training program to build civic focused professionals that not only serve business needs, but fulfill community & civic duties and responsibilities for the region.

Major Events

- DIRECTIONS 2012
- Annual Business Forum
- Annual Recognition Banquet
- Annual Golf Tournament
- Healthcare Forum

Minor Events

- Weekly Mixers
- Business Happy Hour Mixers
- Monthly Business Classes
- Ribbon Cuttings
- Pizza + Planning = Progress Meetings

Community Event:

- Star Spangled Sparks - Annual All Day Family celebration at the Sparks Marina, held on July 4th
- Sparks' Got Talent - Regional Talent Show on July 4th

Advertising & Promotion

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- Get listed in our online directory (FREE)
- Buy advertising on the Chamber website
- Buy advertising on the Chamber's full color
- Video electronic sign at the Legends
- Advertise in a publication:
 - Business Matters Newsletter
 - Relocation Guide
 - Specialty Maps
 - Special publications & program books

The Chamber is on Facebook & Twitter

- Follow us on Twitter to get the latest "up to the minute" news on Chamber events & programs.
- See the latest event & member news on Facebook

Support from the bottom up

- Referrals and references
- Recruitment assistance
- Job Postings
- Promotional Literature in both Chamber offices

THANK YOU

4.2 Update from the Brand Leadership Team (Time: 2:07:03 p.m.)

Mr. Kraig Rowe of Tamarack Construction and Chairman of the Brand Leadership Team outlined the activities of the team for the last year as listed below:

Sparks Advertising Campaign

- Digital Outdoor Boards - Ran 3 ads promoting city events
- Backlit Sign - Reno-Tahoe International Airport
- Kiosk Panels – Victorian Square
- RGJ Five Full Page Ads - June – September
- City of Sparks Way-Finding Signs
- Sparks Familiarization Tour for Special Event Planners
- Sparks Mobile App

THANK YOU FROM THE BLT!



It was noted that this branding team was made up of volunteers and Mayor Pro tem Smith thanked them all for their service to the Sparks community.

4.3 Presentation and introduction of the City of Sparks mobile application (Time: 2:13:31 p.m.)

Community Relations Manager Adam Mayberry provided an overview of the new City of Sparks mobile app, stating this is the first local government app of its kind in the State of Nevada and we are very pleased to be the leader with this technology. He thanked the Tourism and Marketing Committee, who provided the funding for this effort and the Brand Leadership Team, who spearheaded the effort. He also thanked the consultant (RKPR and Infotec) who created the app for us. Mr. Mayberry then demonstrated the app and its features on his iphone, using the overhead projector/camera.

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4.4 Presentation by the Sparks Heritage Museum (Time: 2:21:28 p.m.)

Ms. Althea Humphries, Executive Director of the Sparks Heritage Museum, reviewed the history of the upstairs renovations, noting that after funding was withdrawn from the State, the community really stepped up and with donations of supplies and volunteer labor, the upstairs is now completely renovated and stands as a shining example of a community pulling together to accomplish something great! She also reviewed other accomplishments of the museum as outlined in the museum's annual report.

5. Consent Items (Time: 2:32:36 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Carrigan, to approve Consent Items 5.1 through 5.4. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

5.1 Consideration and possible approval to purchase a replacement nitrogen analyzer for the Truckee Meadows Water Reclamation Facility laboratory, from Hach Company, in the amount of \$56,070

An agenda item from Acting Plant Manager David Bruketta recommending the City Council approve the purchase of a replacement analyzer for the water treatment facility. The nitrogen analyzer is an analytical tool used to measure nitrogen throughout the plant. It is used daily to measure TMWRF's permit requirements and for providing process control data to the operational staff. The Lachat Automated Nitrogen Analyzer was installed in 1998 and has surpassed its expected service lifetime. Parts of the system have been upgraded over the years and the vendor intends to suspend service support and parts for this model.

The Lachat Automated Analyzer provided by Hach Company will allow staff to reuse some non-ware parts from the existing system to save cost and the upgrading is proprietary and only available from this vendor. Appropriations are available for this purchase.

5.2 Consideration and possible ratification of a purchase from Invensys Operations Management in the amount of \$49,596.17 to supply additional process control modules for the Distributed Control System

An agenda item from Acting Operations Manager Todd Saxberg, recommending the City Council approve a purchase from Invensys Operations Management to replace water damaged control modules in a process control unit. This unit delivers control and acquisition of signals to one aeration tank, one secondary sedimentation tank, two Return Activated Sludge pumps, one phosphorous precipitation tank and feed unit, three aeration control valves, and three aeration flow meters. This process is part of maintaining compliance with TMWRF's discharge permit. The control modules were damaged in a flooding incident on December 9, 2011 and emergency repairs were made in order to get the system operational. However, staff feels it is prudent to replace all the control modules to ensure the reliability of they control system. Due to the mission-critical nature of this equipment, staff has already initiated the emergency purchase of the required equipment with the authorization of the City Manager and is requesting that the Council ratify that action as the total cost is in excess of \$25,000.00. Appropriations are available from the facility's operating budget for this purchase.

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5.3 Consideration and possible approval of the Marina Building Siding Replacement Project, Informal Quote, to J&S Custom Homes, Inc., in the amount of \$41,639

An agenda item from Capital Projects Manager Chris Cobb recommending the City Council award a contract for siding replacement on buildings at Sparks Marina Park. This project will replace the existing vinyl plastic siding with cement board siding on the three buildings around the Marina Lake. As an alternate item, an anti-graffiti coating was included in the project scope with the goal of reducing the future maintenance needs of removing graffiti from the buildings. Appropriations were budgeted in the 2011/2012 Capital Improvement Plan for this project.

5.4 Consideration and possible approval of Reversion to Acreage Map for Langford Trust dated June 16, 2005

An agenda item from Assistant Community Services Director John A. Martini recommending the City Council approve a reversion to acreage map. The subject parcel being reverted is located at 438 Pyramid Way. The reversion is to allow for new construction. With the reversion, the parcel will be in compliance with the Building Code which requires a building not to cross a property line. The total area reverted will be 5,985 square feet. The reversion process is allowed per NRS 278.490. The final reversion to acreage map been checked and found to be technically correct and the appropriate plan checking fees have been paid. A performance bond is not required to be filed with the City Clerk as no public improvements are associated with this map.

6. General Business

6.1 Consideration and possible approval of the Mayor's recommendation of reappointment to the Sparks Planning Commission (Time: 2:33:15 p.m.)

City Manager Shaun Carey noted that Mitchell Nowicki has served two terms on the Sparks Planning Commission and is willing to serve for another four years. Mayor Martini is recommending that Mr. Nowicki be reappointed to the Sparks Planning Commission for another four-year term. Council must confirm the appointment.

A motion was made by Council Member Carrigan, seconded by Council Member Schmitt, to confirm the reappointment of Mitchell Nowicki to the Sparks Planning Commission. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.2 Consideration and possible adoption of Resolution No. 3213, a Resolution in support of maintaining operations at the Reno Processing and Distribution Center (Time: 2:34:11 p.m.)

Community Relations Manager Adam Mayberry stated this resolution is in support of the United States Postal Service's processing and distribution center in Reno. There has been some discussion of closing this facility and that would impact not only jobs, but businesses in the area. This is being brought forward at the request of Council Member Ratti for consideration by the Council.

Council Member Ratti stated she brought a resolution to the Council because this processing center is critical to the quality of mail service to the citizens of our region and it would have a big impact on the number of jobs in our community at a time when they are particularly scarce. She

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stated that upon approval it will be forwarded to the federal level to let them know that this is an important asset to our community that we do not want to lose.

A motion was made by Council Member Ratti, seconded by Council Member Carrigan, to adopt of Resolution No. 3213, a Resolution in support of maintaining operations at the Reno Processing and Distribution Center. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.3 Consideration and possible approval of reimbursement to the City of Reno in the amount of \$1,140,393.61 for Sparks' share of a bid award to Auburn Constructors, Inc. by the City of Reno for upgrades to the electrical system at Truckee Meadows Water Reclamation Facility (TMWRF) (Time: 2:36:14 p.m.)

Acting Plant Manager Dave Bruketta stated this item will make the City of Sparks a signatory to the contract between the City of Reno and Auburn Constructors for electrical upgrades at TMWRF. It will also authorize the reimbursement to the City of Reno for Sparks' share of the total bid award of \$3,363,300. The electrical upgrades are for enhancements to two transformers, the switch gear, and low voltage distribution centers associated with those transformers. This project was budgeted in the capital improvement plan for the water treatment facility.

Council Member Schmitt expressed disappointment that the company was out of state. It was noted that a local company (Nelson Electric) did put in a bid, however, their bid was considered "unresponsive" because they did not complete the bid documents properly. Mr. Schmitt asked what the problem was with the local bid. Staff noted that the City of Reno solicited bids for this project and they did not know the exact problem with Nelson Electric's bid. Mr. Robert Lee, Senior Civil Engineer for the City of Reno stated he was present when the bids were opened and he said it is clearly noted in the bid documents that each bid submitted must include the name of the prime contractor in each first tier subcontractor's list and Nelson Electric did not do this. On the advice of Reno's legal representative, the bid was deemed unresponsive.

Risk and Contracts Manager Dan Marran noted that there is still a large pool of contractors out there that aren't bidding public projects on a regular basis and they are still running afoul of the new law.

Council Member Carrigan requested that staff hold some type of education session for local contractors to show them how to fill out bid documents for public contracts in accordance with the new laws. He stated he is tired of watching local contractors lose bids because they don't know where to put their name.

Council Member Ratti suggested that we use our legislative platform to express our interest regarding preferences for local contractors and simplifying the bidding process, so locals aren't missing out on local jobs.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to approve a reimbursement to the City of Reno in the amount of \$1,140,393.61 for Sparks' share

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of electrical upgrades at the Truckee Meadows Water Reclamation Facility. Council Members Ratti, Lawson, Smith, Carrigan, YES. Council Member Schmitt, NO. Motion carried.

6.4 Consideration and Possible Approval of Providing \$32,275.00 to the Economic Development Authority of Western Nevada to Assist the Growth and Recovery of Sparks' and the Greater Reno-Tahoe Economy (Time: 2:48:43 p.m.)

Community Services Director Neil Krutz noted that this is an annual request from EDAWN (Economic Development Authority of Western Nevada) requesting a contribution from the City to support their efforts to assist in the growth and recovery of Sparks' and the greater Reno-Tahoe economy. The request is for the same amount that Sparks contributed last year. Mr. Krutz then introduced the new CEO of EDAWN, Mr. Mike Kazmierski. Mr. Kazmierski gave a summary of the mission, goals, and accomplishments of EDAWN over the last year.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to approve a contribution in the amount of \$32,275 to the Economic Development Authority of Western Nevada. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.5 Consideration and possible approval to terminate the contract, with Contract Sweeping Services, for routine street sweeping services (Time: 3:05:34 p.m.)

Mr. Joe Vella, Vice President of Contract Sweeping Services, defended his company's job performance over the past six months that they have had the contract for street sweeping in the City of Sparks. He stated this is a very new service and there has been a large learning curve in making a successful transition from public to private street sweeping services. He stated they felt they have addressed every issue as it has come up and because this is a new service, there will be some "bumps in the road."

Ms. Gina Vella emphasized that this is not the first city where services have been taken from "in house" to being contracted out. She said change is difficult and people often don't like the change. She said it takes time to build routes and coordinate efforts and she felt that they have addressed all the issues to the best of their ability.

Mr. Bart Williams stated that yes, there have had issues, but they have tried to take care of them immediately. He said they are working hard to have a positive attitude and get the job done correctly.

Community Services Director Neil Krutz stated staff is asking the Council to terminate this contract because there has been a series of on-going performance issues with the vendor. We have met with the vendor on a monthly basis, but, in staff's opinion, the issues have not been resolved.

Maintenance & Operations Manager Dan Hamlin and Fleet & Facilities Manager Ron Korman displayed photos depicting the quality of work done by the vendor. Mr. Hamlin stated that they have helped Mr. Vella with the route maps for street sweeping and provided GPS units for their sweepers. As of December, one sweeper still does not have a GPS unit installed.

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Mr. Korman highlighted the dates on which the photos were taken and explained the deficiencies in the work performed.

Staff responded to questions and concerns from Council as follows:

- If the contract were terminated today, what would be the next step?
 - We would have to re-bid the services.
- How would we prevent another low bidder from having the same type of performance problems. I
 - If the services were re-bid, we could require the bidders to prove that they have the specified equipment on-hand and are ready to start.
 - Six months into this contract, the vendor is still working with equipment that doesn't meet the terms of the contract.
- Explain the \$34,000 that staff has invested in administering this contract
 - Time/vehicle for one crew supervisor check up on the quality/quantity of the street sweeping being done
- What is the out clause for this contract
 - This is a one-year contract with an option for two one year extensions (maximum 3-year contract)
 - 30-day written notice of cancellation of the contract for any reason
- Does the air sweeper use water?
 - It says in the bid documents that they can use an air sweeper
- The billing from the vendor does not match the GPS
 - GPS shows the sweeper was in other locations and it is difficult to tell where the sweeper was during the times the City is being billed for
 - The vendor has been asked to show only Sparks locations and only when the sweeper was actually working on his billing
- Residential sweeping in to be one every other month
 - The only reason a sweeper should be in the same location two weeks in a row is for a "re-sweep" due to poor quality of sweeping the first time
 - Council Member Schmitt had two City of Sparks sweepers and two contract sweepers sweeping his street four times in two weeks
 - Contract is for routine street sweeping, not for leaf sweeping
 - The City sweepers were for leafs
 - Not for sand sweeping after storms
 - City sweepers will go out as many times as needed to get the leaves/sand picked up
- Seems to be an underlying issue
 - First monthly meeting was in September
 - There were phone calls in June, July, and August and when issues weren't being resolved, the monthly meetings started
 - Vendor has made some progress on the issues
 - The billing issue still has not been resolved – still having problems with matching the GPS to what they say was swept
 - Does the vendor have the ability to provide the billing they way we need it to be – yes

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- Still have not been paid for November and December because the GPS does not match up and staff has not been able to reconcile the bills
- Council should not micromanage
 - Allow staff to defend their recommendation
 - Allow the vendor to respond
 - Don't "problem solve" from the podium
- Letter from vendor has too many excuses
 - Lawson – will vote to continue the contract, but if they are professional, then solve the problems and get on with it – this is no way to run a business
- Does the vendor feel the streets of Sparks have been cleaned to the quality they should have been for the last six months
 - Yes, the streets are swept and by the time the driver is done for the day, the streets are in great shape
- Volume of complaints regarding the appearance of the City have increased
 - Ratti – the quality of the sweeping needs improvement and she is going to vote to terminate the contract
- Vendor can't improve their performance if they don't know what the citizen complaints are
 - They are a professional company that has been in business 54 years
 - They respond to complaints on an on-call basis, but they can't fix a problem if they don't know about it
- How much was budgeted for supervision of this contract
 - Nothing – it was anticipated that it would only take a supervisor about an hour a week to check on the work
 - Because of poor work quality/performance by the vendor and citizen complaints, the supervisor has had to spend a lot of time working with the vendor to try and resolve issues, so staff started keeping track of the costs - \$34,000+/- to date
- Written notice of termination of the contract was provided to the vendor on December 7th
 - Correction – the December 7th letter gave notice that the termination of the contract would go to the City Council meeting of January 23rd
- Are we being fair in trying to work out the issues
 - Vendor has 16 cities they do street sweeping for, so obviously they have experience
- This is the first time we have outsourced services for street sweeping
 - Staff is not satisfied with the quality of work
 - The vendor has a good resume, but they need to stop making excuses and do the job
 - Carrigan – if the vendor doesn't improve and they come before the Council again, he will vote to terminate the contract
- We have too much invested at this point
 - Lawson – give the vendor the benefit of the doubt
 - Bring this issue back in a month for a status report and see if they are taking care of the problems
- City Attorney Adams - In order to address the issue of the 30 day notice, this item should be continued for 30 days, rather than just a status report
 - Council can then vote on the termination issue at the 2nd meeting in February

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A motion was made by Council Member Lawson, seconded by Council Member Ratti, to continue the possible termination of the contract with Contract Sweeping Services for routine street sweeping services to the February 27, 2012 City Council Meeting. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

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

None

8. Planning and Zoning Public Hearings and Action Items

None

9. Comments

9.1 Comments from City Council and City Manager (Time: 3:51:02 p.m.)

Council Member Smith noted that Mayor Martini was absent today because he is awaiting the birth of his grandchild at the hospital.

City Manager Carey announced vacancies on the Civil Service Commission and the Sparks Planning Commission. Applications will be accepted through close of business, February 3, 2012.

9.2 Comments from the Public (Time: 3:52:22 p.m.)

None.

10. Adjournment (Time: 3:52:29 p.m.)

Mayor

City Clerk

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