



MAYOR
Ron Smith

CITY COUNCIL
Donald Abbott, Ward I
Ed Lawson, 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, June 10, 2019**

City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. Call to Order

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

2. Roll Call

Mayor Ron Smith, Council Members Donald Abbott, Ed Lawson, Paul Anderson, Charlene Bybee, Kristopher Dahir, City Manager Neil Krutz, City Attorney Chet Adams, and Acting City Clerk Lisa Hunderman, PRESENT.

A moment of silence was observed for Mr. George Dahir, father of Council Member Dahir, who passed away Sunday, June 09, 2019.

3. Opening Ceremonies

3.1 Invocation Speaker

The invocation was provided by Pastor Barb West from the Sparks Church of the Nazarene.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Anderson.

4. Public Comment

Sparks resident Laurie Rodriguez provided comment that she would like to see a monorail added as a public transportation option to help facilitate traffic flow from Fernley and Sparks to the Tahoe-Reno Industrial Center, and also between Fernley and Fallon.

Sparks resident Karen Swope provided comment that she would like to see a butterfly garden installed near Pyramid Blvd and McCarran Blvd on Nelson Way.

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: Move to approve the agenda as submitted with item 9.6 being read before 9.5.

Moved by: Council Member Abbott

Seconded by: Council Member Lawson
Yes: Council Members Abbott, Lawson, 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 May 28, 2019.

Motion: Move to approve the minutes of the Sparks City Council meeting for May 28, 2019.
Moved by: Council Member Dahir
Seconded by: Council Member Bybee
Yes: Council Members Abbott, Lawson, 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 Commendation: "Retirement of Police Chief Brian Allen"

Mayor Smith commended Police Chief Brian Allen on his retirement June 10, 2019 after 27½ years of dedicated service to the City of Sparks. Throughout his career Police Chief Allen also served as a police officer, police sergeant, police lieutenant, and deputy police chief. The commendation was read by Mayor Smith and presented to Police Chief Allen. Chief Allen thanked God, his family, Council, and City staff for their support and encouragement over the years.

7.2 Boards & Commissions Vacancy Announcement: Sparks Planning Commission

City Manager Neil Krutz announced a vacancy for the following board and commission: Sparks Planning Commission to fill one (1) partial term ending December 31, 2020. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business July 5, 2019.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.3 as submitted.
Moved by: Council Member Abbott
Seconded by: Council Member Bybee
Yes: Council Members Abbott, Lawson, 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 May 09, 2019 through May 22, 2019. (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk requesting approval of the report of claims and bills approved for payment and the appropriation transfers for the period of May 09, 2019 through May 22, 2019 as presented by staff.

8.2 Consideration and possible approval of a contract (AC-5576) with West Coast Code Consultants, Inc. for an amount not to exceed \$150,000, for building/fire permit plan review services in FY20. (FOR POSSIBLE ACTION)

An agenda item from Fire Chief Chris Maples and presented by Fire Marshal Robert King requesting Council approve contract (AC-5576) with West Coast Code Consultants, Inc. (WC3) for an amount not to exceed \$150,000 for building and fire permit plan review services in FY20. WC3 currently supplements City staff building and fire plan review; contract approval would continue review services on an as-needed basis.

8.3 Consideration, discussion and possible approval of a Final Map for Liam 7 Subdivision. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by City Engineer Jon Ericson requesting approval of a Final Map for Liam 7 Subdivision, generally located east of Spanish Springs Road, west of Sparks Boulevard and south of Bria Circle. This new subdivision will create seven (7) residential lots on 1.97 acres. The developer will be Liam 7, LLC.

9. General Business

9.1 Administer Oath of Office to newly appointed Chief of the Fire Department, James Reid. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting administration of the Oath of Office to James Reid, appointing him as Chief of the Fire Department for the City of Sparks. Council voted unanimously to appoint Mr. Reid as Fire Chief May 03, 2019. Mayor Smith recognized five (5) former Fire Chiefs that were present for the Oath reading: Don Young, Lee Leighton, Tom Clewell, Tom Garrison, and Chris Maples. The oath was administered by Mayor Smith. Fire Chief Reid expressed his excitement for the future and his new endeavors.

9.2 Administer Oath of Office to newly appointed Assistant City Manager, Douglas R. Thornley. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting administration of the Oath of Office to Douglas R. Thornley, appointing him as Assistant City Manager for the City of Sparks. Council voted unanimously to appoint Mr. Thornley as Assistant City Manager May 13, 2019. The oath was administered by Mayor Smith. Assistant City Manager Thornley commented he looks forward to helping the City move forward, and he looks forward to working with all departments to tackle opportunities the City may be presented with.

9.3 Consideration, discussion and possible approval of the Agreement (AC-5558) among the Well Care Foundation, Inc. and local governments within Washoe County relating to the provision of funds for the Community Triage Center, in the amount of \$87,000 for fiscal year 2020. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz and presented by Assistant Community Services Director Armando Ornelas requesting approval of agreement (AC-5558) among the Well Care Foundation, Inc. and the City of Sparks, City of Reno, and Washoe County relating to the provision of funds for the Community Triage Center in the amount of \$87,000 for fiscal year 2020. The CTC serves homeless and indigent adults who do not have access to health care or emergency medical services.

Council expressed the importance of the Community Triage Center to the community, and they would like to see local hospital involvement and increased partnership on the project in the future.

Motion: Move to approve the Agreement (AC-5558) among the Well Care Foundation, Inc. and local governments within Washoe County relating to the provision of funds for the Community Triage Center, in the amount of \$87,000 for fiscal year 2020.

Moved by: Council Member Lawson

Seconded by: Council Member Dahir

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.4 Consideration, discussion and possible approval of an updated Regional Public Safety Training Center interlocal agreement (AC-5580). (FOR POSSIBLE ACTION)

An agenda item presented by City Manager Neil Krutz requesting approval of an updated Regional Public Safety Training Center (RPSTC) interlocal agreement with Washoe County and the City of Reno. Approval of an updated interlocal agreement serves as formal commitment by the City of Sparks for funding and to establish operational, executive and management boards comprised of members from the partnering agencies to govern the RPSTC operations.

Motion: Move to approve the Regional Public Safety Training Center Interlocal Agreement (AC-5580).

Moved by: Council Member Abbott

Seconded by: Council Member Anderson

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.5 Consideration, discussion and possible approval of reimbursement to the City of Reno for Sparks' share of a construction contract with Farr Construction Corporation dba Resource Development Company for the Digester 2 Cover Rehabilitation Project at the Truckee Meadows Water Reclamation Facility in the amount of \$1,155,300 with City of Sparks' share being \$362,417.61. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Plant Manager Michael Drinkwater requesting approval of reimbursement to the City of Reno for the City of Sparks' share of a construction contract for the rehabilitation of the Digester 2 cover, gas seal and related parts at TMWRF. The total cost of the project will be shared between the two cities based on current treatment plant ownership percentages.

Mayor Smith asked why this particular digester was chosen; Mr. Drinkwater clarified it is currently in the worst condition of the five digesters. Three of five digesters have been rehabilitated, and one other digester remains in need of rehabilitation.

Motion: Move to approve reimbursement to the City of Reno for Sparks' share of a construction contract with Farr Construction Corporation dba Resource Development Company for the Digester 2 Cover Rehabilitation Project at the Truckee Meadows Water Reclamation Facility in an amount of \$1,155,300 with City of Sparks' share being \$362,417.61.

Moved by: Council Member Anderson

Seconded by: Council Member Abbott

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.6 Consideration, discussion and possible approval to purchase stop loss insurance from Voya Financial for the City's self-funded Group Health Plan for Fiscal Year 2020 in the amount of \$447,484 and to give authorization to the City Manager to execute policy documents effective July 1, 2019. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz and presented by Human Resources Analyst Senior Jen McCall requesting approval to purchase stop loss insurance with Voya Financial to protect the City's self-funded Group Health Plan from catastrophic losses and adverse claims experiences.

Motion: Move to approve the purchase of stop loss insurance with Voya Financial for the City's self-funded group health plan program for Fiscal Year 20 in the amount of \$447,484 and authorize the City Manager to execute policy documents.

Moved by: Council Member Dahir

Seconded by: Council Member Anderson

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

No: None
Abstain: None
Vote: Motion passed unanimously, 5-0.

9.7 Consideration, discussion and possible approval of Agreement (AC-5577) with Brown and Caldwell for construction management services for the Truckee Meadows Water Reclamation Facility Nitrification Tower 2 Rehabilitation Project in an amount not to exceed \$751,746 with City of Sparks' share being \$235,822.72. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Plant Manager Michael Drinkwater requesting approval of agreement (AC-5577) with Brown and Caldwell for construction management services for the TMWRF Nitrification Tower 2 Rehabilitation Project in an amount not to exceed \$751,746, with City of Sparks' share being \$235,822.72. The City of Reno and the City of Sparks share the cost of this project based on the pro-rata ownership of TMWRF. The ownership split is currently 68.63 percent for Reno and 31.37 percent for Sparks.

Council requested clarification on the budget process for the project. Mr. Drinkwater explained these types of projects are funded through the Sewer Enterprise Fund, and a portion of sewer payment fees are dedicated to this fund for repairs. Mr. Drinkwater reiterated each City's financial contributions are based on ownership percentages.

Council asked about the project timeline and repercussions if the deadline is not met; Mr. Drinkwater stated there is a 6-month construction window. Upon approval of the contract, the procurement phase will begin and when all materials are procured and assembled at the treatment plant a 6-month deadline would begin for construction completion. Failure to meet the construction deadline would extend tower recovery into winter, leading to potential biological recovery issues and possible permit violations.

Motion: Move to approve agreement (AC-5577) with Brown and Caldwell for construction management services for the Truckee Meadows Water Reclamation Facility Nitrification Tower 2 Rehabilitation Project in an amount not to exceed \$751,746 with City of Sparks' share being \$235,822.72.

Moved by: Council Member Abbott

Seconded by: Council Member Dahir

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.8 Consideration, discussion and possible approval of a contract (AC-5579) with ADS, LLC for the purchase and installation of an Accusonic Flowmeter System in an amount not to exceed \$70,485.00, with Sparks' share of the cost being \$22,111.14. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Plant Manager Michael Drinkwater requesting approval of agreement (AC-5579) with ADS, LLC for the purchase and installation of an Accusonic Flowmeter System in an amount not to exceed \$70,485.00, with Sparks' cost share being \$22,111.14. The Accusonic flow monitoring system will measure the outfall from TMWRF. Engineering analysis has shown the current outfall measurement system, a Cipoletti Weir, may be over-reporting the flow.

Mayor Smith requested clarification on the effects of over-reporting. Mr. Drinkwater explained a permit violation would occur for under-reporting, not over-reporting, and the reporting needs to be accurate.

Motion: Move to approve the contract (AC-5579) with ADS, LLC for the purchase and installation of an Accusonic Flowmeter System in an amount not to exceed \$70,485.00 with Sparks' share of the cost being \$22,111.14.

Moved by: Council Member Anderson

Seconded by: Council Member Bybee

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.9 Consideration, discussion and possible approval of a contract (AC-5578) with Ranger Construction to remove and replace a 100-horse power air compressor at the Truckee Meadows Water Reclamation Facility in an amount not to exceed \$215,500.00, with the City of Sparks share to be \$67,445.50. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Maintenance Manager Kim Laber requesting Council approve contract (AC-5578) with Ranger Construction to remove and replace a 100-horse power air compressor at the Truckee Meadows Water Reclamation Facility in an amount not to exceed \$215,500.00, with the City of Sparks' share to be \$67,445.50. The current compressor is at the end of its expected service life and is failing.

Motion: Move to approve the contract (AC-5578) with Ranger Construction to remove and replace a 100 HP air compressor at the Truckee Meadows Water Reclamation Facility in an amount not to exceed \$215,500.00, with the City of Sparks' share to be \$67,445.50.

Moved by: Council Member Bybee

Seconded by: Council Member Abbott

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

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

10.1 Public Hearing, consideration, discussion and possible approval of a public right-of-way abandonment request (E-879), located east of 737 Stanford Way, APN 033-201-35. (FOR POSSIBLE ACTION)

An agenda item from John Z. Szajner and Alison J. Szajner and presented by City Engineer Jon Ericson requesting Council open public hearing regarding the abandonment of a portion of public right-of-way, located east of 737 Stanford Way (APN 033-201-35) and possibly approve abandonment request. Staff researched the request and believes the public will not be materially injured by the proposed abandonments and recommends approval.

Public hearing was opened at 3:02 p.m.; there were no comments.

Motion: Move to approve the request to abandon a portion of a public right-of-way (E-879), located directly east of 737 Stanford Way, APN 033-201-35.

Moved by: Council Member Abbott

Seconded by: Council Member Lawson

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

10.2 FIRST READING of Bill No. 2760, an ordinance amending Sparks Municipal Code 2.04.020, Salary of Municipal Judge and Sparks Municipal Code 2.040.030 Salary of the City Attorney, by revising the wage calculation with an annual fiscal impact of \$10,000 for FY 20, FY 21, & FY 22; and providing for other matters properly related thereto. (FOR POSSIBLE ACTION)

The agenda item proposes amending Sparks Municipal Code 2.04.020, Salary of Municipal Judge and Sparks Municipal Code 2.040.030 Salary of the City Attorney, by revising the wage calculation and providing for other matters properly related thereto.

The proposed ordinance for Bill No. 2760 will be acted upon at the regular meeting of the Sparks City Council on Monday, June 24, 2019 in the Council Chambers of the Legislative Building at the Sparks City Hall Complex, 745 4th Street, Sparks, Nevada.

11. Planning and Zoning Public Hearings and Action Items

11.1 Consideration of and possible action on a request to amend the Stonebrook Final Design Standards and Regulations to modify the multi-family, commercial and business park development standards for an approximately 610-acre site generally located south of La Posada Drive and east of Pyramid Way in Sparks, NV in the NUD (New Urban District – Stonebrook) zoning district (PCN19-0013/PD-0001). (FOR POSSIBLE ACTION)

An agenda item from Denver Street Apartments, LLC and presented by Assistant Community Services Director Armando Ornelas requesting Council approve amendments to the Stonebrook planned development Final Design Standards and Regulations handbook. The proposed changes include updating the Access and Circulation Plan / street cross sections, amending Multi-family Residential (MDR) development standards, amending General Commercial development standards, amending Business Park development standards and making administrative changes throughout the document.

Public comment was opened at 3:13 p.m.; there was none.

Council thanked Mr. Ornelas and his team for inclusion of a townhome-for-purchase option in the development.

- Motion:** Move to approve the amendment to the Stonebrook Final Design Standards and Regulations to modify the multi-family, commercial and business park development standards for an approximately 610-acre site generally located south of La Posada Drive and east of Pyramid Way in Sparks, NV in the NUD (New Urban District – Stonebrook) zoning district.
- Moved by:** Council Member Bybee
- Seconded by:** Council Member Dahir
- Yes:** Council Members Abbott, Anderson, Bybee, Dahir, Lawson
- No:** None
- Abstain:** None
- Vote:** Motion passed unanimously, 5-0.

11.2 SECOND READING, public hearing, discussion and possible action on Bill 2759, an ordinance providing for the City of Sparks to allow Vehicle Sales Show as a Temporary Use as outlined in Title 20 of the Sparks Municipal Code (20.03.040). (FOR POSSIBLE ACTION)

An agenda item from Planning Manager Jim Rundle requesting Council open public hearing. This item proposes the City of Sparks to allow vehicle sales show as a Temporary Use as outlined in Title 20 of the Sparks Municipal Code (SMC). The proposed changes would redefine “Vehicle Sales Show” in the SMC and would permit vehicle sales events to last up to fourteen (14) calendar days.

Public hearing was opened at 3:18 p.m.; there were no comments.

- Motion:** Move to adopt Bill 2759 amending Section 20.03.040, “Temporary Uses,” of the Sparks Municipal Code, adding a new definition for “Vehicle Sales Show,” and providing other matters properly relating thereto.
- Moved by:** Council Member Anderson
- Seconded by:** Council Member Lawson
- Yes:** Council Members Abbott, Anderson, Bybee, Dahir, Lawson
- No:** None
- Abstain:** None

Vote: Motion passed unanimously, 5-0.

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 3:20 p.m.

Ronald E. Smith, Mayor

ATTEST:

Lisa Hunderman, Acting City Clerk

>>>LK