



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  
Steve Driscoll

**REGULAR CITY COUNCIL MEETING MINUTES**  
**2:00 P.M., Monday, January 25, 2016**  
**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 Pro Tem Ron Smith at 2:00 p.m.

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

Mayor Pro Tem Ron Smith, Council Members Julia Ratti (by phone 2:10 p.m.), Ed Lawson, Ron Smith, Charlene Bybee, City Manager Steve Driscoll, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: Mayor Geno Martini, Council Member Ron Schmitt

**3. Opening Ceremonies**

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

The invocation was provided by Pastor Omar Palmer, Sparks Seventh Day Adventist Church.

**3.2 Pledge of Allegiance** (Time: 2:02 p.m.)

The Pledge of Allegiance was led by City Attorney Chet Adams.

**4. Public Comment** (Time: 2:03 p.m.)

William Steward requested information on the status of regionalization and service levels of REMSA. City Manager Steve Driscoll provided his contact information to Mr. Steward.

Matt Peterson spoke regarding redevelopment districts and cost prohibitive building practices in the older part of Sparks.

**5. Agenda** (Time: 2:06 p.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 Lawson, seconded by Council Member Bybee, to approve the agenda minus agenda item 9.1 which was pulled by Mayor Pro Tem Smith. Council Members Lawson, Smith, Bybee, YES. Council Members Ratti, Schmitt, ABSENT. Passed unanimously with those present.

**6. Minutes (Time: 2:06 p.m.)**

**6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of December 14, 2015. (FOR POSSIBLE ACTION)**

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the minutes of the regular Sparks City Council meeting of December 14, 2015. Council Members Lawson, Smith, Bybee, YES. Council Members Ratti, Schmitt, ABSENT. Passed unanimously with those present.

**7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:07 p.m.)**

**7.1 Presentation of Hometowne Christmas Parade 2015 Winners: Vehicles: Summit Christian Church Community: Amplified Entertainment Marching Band: eNvision Performing Arts Business: D&S Towing Animal: Spanish Springs Washoe Rodeo Club Float: Sparks Heritage Museum Costume group: Girl Scouts of the Sierra Nevada Best Overall: Thompson Garage Doors Thompson Garage Doors won overall with the most points. They will have the opportunity to lead the parade in 2016. Our Judges are the leaders of each of our partner groups: Joseph Wyatt, Board Chair, Hot August Nights; Mike Wurm, CEO, Boys and Girls Club of the Truckee Meadows; Kyle Bateson, Sparks Church Lead Pastor, Living Stones Church (Time: 2:15 p.m.)**

Special events Supervisor Francine Burge presented the winners of the 2015 Hometowne Christmas Parade.

**7.2 Presentation: KTMB's Annual Report (Time: 2:07 p.m.)**

Keep Truckee Meadows Beautiful representative Christi Cakiroglu gave an update of the KTMB's impact in Sparks during 2014-15, using a non-profit agency to coordinate efforts for multiple clean-up, recycling, etc. projects in the region.

**8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:21 p.m.)**

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

**8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period November 26, 2015 through January 6, 2016. (FOR POSSIBLE ACTION)**

An agenda item from Financial Services Director Jeff Cronk recommending the City Council approve the report of claims and bills as presented in the staff report.

**8.2 Municipal Court Judge Pro Tempore list for calendar year 2016. (FOR POSSIBLE ACTION)**

An agenda item from Municipal Court Administrator Heidi Shaw recommending approval of Dean Heidrich, Esq.; Cheryl Field-Lang, Esq.; Michael Specchio, Esq.; Lewis Taitel, Esq; Richard A. Molezzo, Esq. for the list of Pro Tempore Judges for the calendar year 2016. There is no impact to the general fund.

**8.3 Consideration, discussion and possible approval to change the current job title of Parks Development & Operations Manager to Parks Development Coordinator on Appendix A in the MP Resolution. (FOR POSSIBLE ACTION)**

An agenda item from Senior Human Resources Analyst Jen McCall recommending a title change from Parks Development & Operations Manager to Parks Development Coordinator to best reflect the duties of the position. There is no impact to the general fund.

**8.4 Consideration, discussion and possible approval to change the Employee Complement to reflect a title change from Parks Development & Operations Manager to Parks Development Coordinator; and, move the position from the Parks & Recreation Department to the Community Services Department. (FOR POSSIBLE ACTION)**

An agenda item from Senior Human Resources Analyst Jen McCall recommending Council approve a change to the Employee Complement to reflect a title change from Parks Development & Operations Manager in the Parks & Recreation Department to Parks Development Coordinator in the Community Services Department. There is no impact to the general fund.

**8.5 Consideration and possible approval to purchase two vehicles from Carson Dodge in the amount of \$53,424.50 during the 2016 fiscal year. (FOR POSSIBLE ACTION)**

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase of two Dodge Ram pickup trucks from Carson Dodge in the amount of \$53,424.50. Funds are budgeted in the motor vehicle fund; there is no impact to the general fund.

**8.6 Consideration and possible approval to purchase one 3.7 yard Doosan loader from Bobcat of Reno in the amount of \$161,924.22. (FOR POSSIBLE ACTION)**

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase of a loader from Bobcat of Reno in the amount of \$161,924.22 to replace loader #736D that has reached the end of its life cycle, and now the maintenance costs have exceeded its value. Funds are budgeted in the motor vehicle fund; there is no impact to the general fund.

**8.7 Consideration and possible approval of a contract to Reno Concrete, Inc. for the Vista Drainage Improvement Project in the amount of \$56,596. (FOR POSSIBLE ACTION)**

An agenda item from Utility Manager Andrew Hummel recommending Council approve the contract. The project is the improvement to existing drainage facilities to mitigate storm runoff flows that bypass public storm drain facilities and enter private property during major storm events. Funds are budgeted in the storm drains CIP; there is no impact to the general fund.

**8.8 Consideration and possible approval of an application for a Gaming license for Nevada Gaming Partners, LLC, dbat K-Mart Corporation Store #41511 located at 2125 Oddie Blvd., Sparks, NV submitted by Mr. Bruce Familian. (FOR POSSIBLE ACTION)**

An agenda item from Police Chief Brian Allen recommending Council approve the gaming license contingent upon the location being inspected and approved by every city, county, district, and state

agency having jurisdiction over the matter and upon fingerprints being returned from the FBI that do not reflect any disqualifying arrests/convictions. There is an estimated increase of \$450 per quarter to the general fund.

**8.9 Consideration and possible approval of a Reversion to Acreage Map for Anthony L. & Mellissa R. Edwards. (FOR POSSIBLE ACTION)**

An agenda item from City Engineer John Martini recommending Council approve the reversion to acreage map as submitted. Anthony L. & Mellissa R. Edwards are the owners of parcels 2, 3 and 4 of Parcel Map 765 and have requested a reversion to acreage of parcels 2, 3 and 4 into a single parcel. The parcels are located on Spanish Springs Road north of the intersection of Spanish Springs Road and Goldy Way. There is no impact to the general fund.

**9. General Business**

**9.1 Presentation, discussion, and possible direction regarding the Washoe County Animal Services changes to Washoe County Code Chapter 55 which came before the Sparks City Council on May 26, 2015, and has since been further amended per direction from the Board of County Commissioners. (FOR POSSIBLE ACTION)**

This item was removed during 5.1, Approval of the Agenda.

**9.2 Consideration and possible acceptance of a grant from The Nell J. Redfield Foundation in the amount of \$45,000 for the Sparks Parks & Recreation Department to continue various programming in 2016. (FOR POSSIBLE ACTION) (Time: 2:22 p.m.)**

An agenda item from Recreation Supervisor Shauna Nelson recommending Council accept the grant from the Nell J. Redfield Foundation. Acceptance of this grant will enable the Sparks Parks and Recreation Department to continue The Nell J. Redfield Free Neighborhood Playground Program UNR Behavioral Services contract and a portion of the Leisure Without Limits Programs. Ms. Nelson said the Nell J. Redfield Foundation has provided support since 2010 and it is greatly appreciated. City Manager Driscoll said the long term support is a great tribute to city staff and the quality of the programs. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to accept this grant of \$45,000 from The Nell J. Redfield Foundation. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**9.3 Consideration and possible approval to negotiate an agreement with Truckee Meadows Water Authority and to accept a grant in the amount of \$99,835.40 for the purchase of material used for turf reduction at several park locations around the City. (FOR POSSIBLE ACTION) (Time: 2:24 p.m.)**

An agenda item from Public Works Manager Ron Korman recommending Council accept the grant and direct staff to negotiate an agreement. The city has been approved to receive \$99,835.40 in grant funds from Truckee Meadows Water Authority for the purchase of material used to reduce turf in several areas around the city. This is a program that will take place over two years, and requires an in-kind match from the city in the form of labor and equipment. The material includes decomposed granite, irrigation supplies, bushes, shrubs or trees. The Parks and Recreation Commission considered this item at its meeting on November 18, 2015 and recommended acceptance of the grant and implementation of the turf reduction program. The in kind match, of

supplying labor and equipment, in the amount of \$99,835.40 will consist of approximately 75% labor costs (\$74,876.55) and approximately 25% (\$24,958.85) to equipment which the city already has. Council Member Ratti asked staff to be aware of trash and weeds in public spaces maintained by the city.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to accept the Truckee Meadows Water Authority grant in the amount of \$99,835.40. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**9.4 Consideration, discussion and possible approval of appointment as an alternate to the Regional Planning Governing Board for a three-year term, from the following pool of applicants listed in alphabetical order: Julia Ratti, Ron Schmitt, Ron Smith. (FOR POSSIBLE ACTION) (Time: 2:38 p.m.)**

An agenda item from City Manager Steve Driscoll recommending Council confirm the appointment of Council Member Ron Smith as an alternate to the Regional Planning Governing Board for a three year term of January 30, 2016 - January 30, 2019. There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to confirm the appointment of Council Member Ron Smith as an alternate to the Regional Planning Governing Board for a three year term of January 30, 2016 - January 30, 2019. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**9.5 Discussion and possible action changing the city's alternate member to the Western Nevada Development District Committee from Ron Smith to Ron Schmitt. (FOR POSSIBLE ACTION) (Time: 2:39 p.m.)**

An agenda item from City Manager Steve Driscoll recommending Council approve a change to the Western Nevada Development District Committee's alternative member from Ron Smith to Ron Schmitt. In November, 2014 the Council approved Ron Smith's membership to the Western Nevada Development District as the city's alternate member. It has recently come to light that Ron Schmitt has been attending all of the committee meetings, and acting as the city's alternate member. There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to appoint Council Member Schmitt to serve as the city's alternate member of Western Nevada Development District Committee. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**9.6 Consideration of and possible approval of the Mayor's recommendation of reappointment of James Fewins and the appointment of Dian VanderWell to the Sparks Planning Commission from the following pool of applicants, listed in alphabetical order: Jeff Bowling, Scott Carey, James Fewins, Johanna Lee, Jennifer Martinez, David Shocket, and Dian VanderWell. (FOR POSSIBLE ACTION) (Time: 2:41 p.m.)**



An agenda item from City Manager Steve Driscoll recommending Council confirm the reappointment of Mr. James Fewins and the appointment of Ms. Dian VanderWell to the Sparks Planning Commission through December 31, 2019. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to confirm the Mayors recommendation of reappointment of Mr. James Fewins and the appointment of Ms. Dian VanderWell to the Sparks Planning Commission through December 31, 2019. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**9.7 Consideration and possible approval of reapportionment of assessments levied under Ordinance No. 2397 Local Improvement District No. 3 (Legends at Sparks Marina) Reapportionment No. 2. (FOR POSSIBLE ACTION) (Time: 2:43 p.m.)**

An agenda item from Deputy City Manager of Community Development Neil Krutz recommending Council approve the reapportionment of assessments as submitted by staff. The owners of 3 parcels within the improvement district would like to delete 3 parcels and create 13 new parcels. This change requires a reapportionment of the LID assessments. Local Improvement District No. 3 was created by the City Council in 2008 to support development of the Legends at Sparks Marina Park. At the time the LID assessments were distributed based on benefit to each parcel. An initial reapportionment was approved by the City Council on November 8, 2010. Since that time, the number of parcels and their configurations has changed, requiring reapportionment of the LID assessments. Staff retained Stantec Incorporated, preparer of the original Engineer's Report for the district, to conduct the reapportionment analysis. The reapportionment report, submitted in draft form until approval by the City Council, is attached to the staff report. Once approved, the parcel maps will be recorded and Washoe County will assign parcel numbers to the new and reconfigured parcels. Once those parcel numbers are created, the reapportionment report will be finalized, signed by Engineer and recorded with Washoe County. There is no impact to the general fund.

Council Member Lawson disclosed per NRS Chapter 281 that although his employer Sierra Builders has worked with Red Development in the past, the issue before Council today is not specifically related to any project they are associated with nor do they anticipate being involved with. Council Member Lawson will be voting on this item.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve Reapportionment No. 2 to assessments levied under Ordinance 2397 Local Improvement District No. 3 (Legends at Sparks Marina). Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

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

**10.1 None**

**11. Planning and Zoning Public Hearings and Action Items**

**11.1 SECOND READING, Public Hearing, consideration of and possible action on Bill No. 2700 to rezone a site approximately 4.25 acres in size from C1 (Neighborhood Commercial) to C2 (General Commercial) located at 2050**

**Pyramid Way, Sparks, NV. (PCN15043) (FOR POSSIBLE ACTION) (Time: 2:48 p.m.)**

An agenda item from Senior Planner Ian Crittenden on behalf of Michael Mardian recommending Council approve the request by Michael Mardian to rezone a site approximately 4.25 acres in size located at 2050 Pyramid Way from C1 (Neighborhood Commercial) to C2 (General Commercial). This rezoning request is in conformance with the Master Plan and is appropriate for the location. The site is adjacent to the Greenbrae shopping center and across the street from the Scolari's shopping center, both of which are currently zoned C2. This site has been vacant for the last 5 years. Rezoning from C1 to C2 will increase the range of uses permissible on the site, allowing for a more flexible and efficient development of this property. Staff made all of the findings and recommended approval to the Sparks Planning Commission. At their November 5, 2015 meeting, the Sparks Planning Commission voted to forward a recommendation of approval to the Sparks City Council. There is no impact to the general fund.

The Public Hearing was opened at 2:53, no comments were received, the Public Hearing was closed.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to adopt Bill No. 2700 and approve the Rezoning request associated with PCN15043 to rezone a site approximately 4.25 acres in size from C1 (Neighborhood Commercial) to C2 (General Commercial), based on the findings Z1 through Z3, and the facts supporting these findings as set forth in the staff report. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**11.2 Public hearing, consideration of and possible approval for Greenleaf Enterprises, Inc. to move a medical marijuana cultivation and production facility from an approved location at 380 S. Rock Boulevard to a location at 1675 Crane Way. (PCN15065) (FOR POSSIBLE ACTION) (Time: 2:53 p.m.)**

An agenda item from Senior Planner Karen Melby recommending Council approve the relocation request from Greenleaf Enterprises, Inc. Pursuant to NRS 453A.350, a medical marijuana establishment may apply to change location within the same local jurisdiction as its original approval. A local government may only approve such an application following a public hearing. Greenleaf Enterprises, Inc. has requested in writing that the Sparks City Council conduct a public hearing and approve a change of location for Greenleaf Enterprises, Inc. to operate a medical marijuana cultivation and production facility.

Greenleaf is requesting to move the cultivation and production facility from a proposed location at 380 S. Rock Boulevard to 1675 Crane Way. This request is pursuant to this provision of NRS and represents the second proposed re-location of this MME. In October 2015, the City granted Greenleaf approval to re-locate this proposed medical marijuana cultivation and production facility to locate at 380 S. Rock Boulevard. Greenleaf was originally approved by the City to establish a medical marijuana cultivation and production facility, along with a medical marijuana dispensary at 1825 Freeport Boulevard in September 2014. Greenleaf Enterprises was unable to come to terms for purchase of the property at 380 S. Rock Boulevard and the MME cannot be established at this location. There is no impact to the general fund.

Council Member Lawson disclosed per NRS Chapter 281 his employer Sierra Builders has done work for Greenleaf Enterprises in the past, however, they do not anticipate doing work in the

future. Mr. Lawson also said neither he nor his company will benefit from this project, so he will be voting on this item.

The Public Hearing was opened at 2:56.

Representative of the applicant Ken Krater said he is available to answer any questions and the applicant has submitted the tenant approval permit and will be meeting with staff shortly to have a preliminary plan review meeting.

The Public Hearing was closed at 2:57

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the request from Greenleaf Enterprises, Inc. to relocate a medical marijuana cultivation and production facility from 380 S. Rock Boulevard to 1675 Crane Way. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSENT. Passed unanimously with those present.

**12. Closed Door Sessions**

**12.1** None

**13. Comments**

**13.1 Comments from the Public** (Time: 2:58 p.m.) - None

**13.2 Comments from City Council and City Manager** (Time: 2:58 p.m.)

Council Member Lawson requested staff to investigate annexing to the east for Sparks for industrial applications.

City Manager Driscoll said there will be a concurrent meeting of the Sparks City Council, along with the Reno City Council and Washoe County Board of Commissioners, at 8:30 a.m. on Monday, February 1, 2016 at the Reno Council Chambers on First Street and the only topic will be an update and discussion on the Flood Control Project.

Council Member Ratti asked Council Member Bybee to Chair the Redevelopment Agency meeting that is following this meeting.

**14. Adjournment**

Council was adjourned at 3:00 p.m.

ATTEST:

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GENO R. MARTINI, Mayor

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Teresa Gardner, City Clerk

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