



MAYOR
Geno Martini

CITY COUNCIL
Donald Abbott, Ward I
Ed Lawson, Ward II
Ron Smith, Ward III
Charlene Bybee, Ward IV
Kristopher Dahir, Ward V

CITY ATTORNEY
Chet Adams

CITY MANAGER
Steve Driscoll

REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, July 9, 2018

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

1. Call to Order (Time: 2:05 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Geno Martini at 2:05 p.m.

2. Roll Call (Time: 2:05 p.m.)

Mayor Geno Martini, Council Members Donald Abbott, Ed Lawson, Ron Smith, Charlene Bybee, Kristopher Dahir, City Manager Steve Driscoll, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: None

3. Opening Ceremonies

3.1 Invocation Speaker (Time: 2:05 p.m.)

The invocation was provided by Universal Society of Hinduism President Rajan Zed.

3.2 Pledge of Allegiance (Time: 2:08 p.m.)

The Pledge of Allegiance was led by Council Member Charlene Bybee.

4. Public Comment (Time: 2:09 p.m.)

- Marsy Kupersmith, Donna Clontz in support of a Sparks Senior Citizen Advisory Committee
- Bill Wagner and Bruce Foster in opposition to multi-family homes development plans for Los Altos Parkway
- Laura Wilhelm on UNR's Upward Bound Program and the public speaking program.

5. Agenda (Time: 2:24 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 Abbott, to approve the agenda as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

6. Minutes (Time: 2:24 p.m.)

6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of June 25, 2018. (FOR POSSIBLE ACTION)

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the minutes of the regular Sparks City Council meeting of June 25, 2018. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:24 p.m.)

7.1 Proclamation: "Parks & Recreation Month" (Time: 2:25 p.m.)

Mayor Geno Martini proclaimed the month of July 2018 as Parks and Recreation Month, and recognized the contributions of employees and volunteers who keep public parks clean, safe and accessible for visitors of all ages and abilities. The proclamation was received by Parks and Recreation Director Tracy Domingues, who thanked each volunteer and premiered a video about Sparks Parks and Recreation.

7.2 Presentation: Purple Heart Truck Run (Time: 2:30 p.m.)

Combat veterans Ken Santer and Andy LePeilbet spoke on the 2018 Purple Heart Truck Run, an annual program where a mobility-equipped truck is awarded to a Purple Heart recipient. The truck will be on display on July 17 at Truckee Meadows Community College Vet's Center at 9:00 a.m.; it will be awarded to the double amputee Sgt. Justin Burdette at the end of July. The program is sponsored by The Military Order of the Purple Heart and Wounded Warriors Family Support. The Purple Heart has been awarded to 1.8 million vets who have been wounded or killed in action.

7.3 Presentation: Annual EMS Oversight Program (Time: 2:51 p.m.)

Fire Chief Chris Maples introduced Washoe County Health District EMS Oversight Program Manager Christina Conti, who presented the regional accomplishments, challenges and function of the oversight program and the 5-year strategic plan.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:51 p.m.)

A motion was made by Council Member Smith, seconded by Council Member Dahir, to approve consent items 8.1 through 8.3 as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period June 07, 2018 through June 20, 2018. (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 Consideration and possible approval to purchase plant mix not to exceed \$120,000 during FY19 from multiple vendors, based on market conditions. (FOR POSSIBLE ACTION)

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase of plant mix (asphalt) in support of the FY19 corrective maintenance program. Plant mix is purchased on an as needed basis by the City in order to pave and repair areas as required. Locally the supply of material is constrained as there are a limited number of facilities that produce the mix in use by the City. The plant mix will be purchased on an as needed basis, utilizing a "spot

check” of market prices and availability at the time of need. Funds are budgeted in the road fund; there is no impact to the general fund.

8.3 Consideration and possible approval of a renewal of the Memorandum of Understanding (AC-5414) between the Washoe County Sheriff's Office and the City of Sparks to provide full-time inmate labor to augment Public Works Maintenance in an amount not to exceed \$66,863.33 for fiscal year 2019. (FOR POSSIBLE ACTION)

An agenda item from Public Works Manager Ron Korman recommending Council approve the renewal of the Memorandum of Understanding as documented in the May 8, 2018 email from Community Services Director John Martini. The City of Sparks Public Works Maintenance Division has utilized inmate labor provided by the Washoe County Sheriff's Office on a part-time, seasonal basis to augment maintenance activities for weed control in the city's medians, roadside areas, and city parks. Over the last year, Public Works utilized Inmate labor on a full-time basis to provide a variety of maintenance tasks throughout the City. There is a \$66,863.33 impact to the general fund.

9. General Business

9.1 Discussion and possible approval of Amendment #1 to the Interlocal Agreement (AC-5066) For Emergency Medical Services Oversight between the Washoe County Health District, Washoe County, the Truckee Meadows Fire Protection District, the City of Reno and the City of Sparks to allow representatives of the Advisory Board authority to designate an alternate to replace the representative in the representative's absence from meetings of the Advisory Board with alternates being a City or County Assistant Manager or Health District Division Director. (FOR POSSIBLE ACTION) (Time: 2:52 p.m.)

An agenda item from City Manager Steve Driscoll and Washoe County Health District EMS Oversight Program Manager Christina Conti recommending Council approve amendment #1 to the Interlocal Agreement for Emergency Medical Services Oversight to specify an alternate be assigned, either a city or county assistant manager or Health District Division Director, to replace the advisory board representative in the representative's absence from meetings of the Emergency Medical Services Advisory Board. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Smith, to approve Amendment #1 to the Interlocal Agreement for Emergency Medical Services Oversight to allow representatives of the advisory board authority to designate an alternate to replace the representative in the representative's absence from meetings of the advisory board, with alternates being a city or county assistant manager or health district division director. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.2 Consideration, discussion and possible approval of Resolution No. 3335 formalizing the Sparks Senior Citizen Advisory Committee. (FOR POSSIBLE ACTION) (Time: 2:55 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council approve Resolution No. 3335 to create a new citizen committee for understanding and providing input to the Council on the need for services and/or programming for the ageing population within the city of Sparks

as requested by Council Member Abbott. Draft bylaws were included for information only. There is no impact to the general fund.

City Clerk Teresa Gardner requested a correction to the resolution, indicating an approval date of 2019, which should read 2018.

Council discussed the responsibility of committee members to understand Open Meeting Law and Mr. Driscoll said the liaison will ensure training is provided and the City Attorney will provide guidance for committee member training.

Public Comment:

- Senior Advisory Board Member for the City of Reno, Mac Rossi thanked Council Members Abbott and Larson for their participation in meetings of the Reno committee and stressed the importance for a Sparks group, as the more than 30% of Washoe County's population is 50 or older and the population continues to grow.
- Reno Senior Citizen Advisory Committee Chair Donna Clontz spoke in favor of the committee and suggested lowering membership eligibility to age to 50. She encouraged joint meeting participation with the City of Reno and Washoe County senior citizen committees.

Council Member Abbott encouraged interested community members to apply for committee participation. He hopes each of the city's 5 wards will be represented on the committee.

A motion was made by Council Member Abbott, seconded by Council Member Bybee, to approve Resolution No. 3335 formalizing the Sparks Senior Citizen Advisory Committee. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.3 Consideration, discussion and possible approval of the purchase of cardlock fueling services and fuel from Flyers Energy at the rate of the "Sparks Daily OPIS" index plus \$.11/gallon not to exceed \$565,798.14. (FOR POSSIBLE ACTION) (Time: 3:17 p.m.)

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase. The city of Sparks has been using Flyers Energy to provide cardlock fueling services for several years. Flyers provides fueling locations that are convenient to the City's facilities, and Flyers has integrated their data into our Fleet Management System. Funds are available in the motor vehicle maintenance fund; there is no impact to the general fund.

A motion was made by Council Member Smith, seconded by Council Member Abbott, to approve the purchase of cardlock fueling services and fuel from Flyers Energy at the rate of the "Sparks Daily OPIS" index plus \$0.11/gallon, not to exceed \$565,798.14. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.4 Consideration, discussion and possible approval of the payment of the 2018-2019 dues for the Nevada League of Cities & Municipalities (NLCM) in the amount of \$21,135.61. (FOR POSSIBLE ACTION) (Time: 3:20 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council approve the 2018-2019 membership dues for the Nevada League of Cities and Municipalities. Membership in the NLCM supports the city in fulfilling its adopted state legislative platform. The advocacy on behalf of the

league, along with sharing of information, is a benefit and important component in monitoring and advocating for or against applicable legislation. By speaking in a unified voice, Nevada cities are more effective in achieving a positive legislative outcome. Additionally, The NLCM offers many learning opportunities to interact with other elected officials throughout the state. Wes Henderson and the NLCM organization has been a strong partner with the City of Sparks on legislative affairs. There is a \$21,135.61 impact to the general fund.

Executive Director of the Nevada League of Cities and Municipalities Wes Henderson spoke about legislative actions likely to be addressed this year, including issues surrounding keeping the federal government out of the state legal marijuana business and providing the legal marijuana industry access to the federal banking system. Senator Cortez-Masto has signed on to the States Act, supporting these issues. Also under League consideration is to address the collection of sales tax on online purchases, and the public sector no longer compelling non-union members to pay union dues. Mr. Henderson announced the 2019 conference will be held in Winnemucca September 13 to September 15.

Congress Member Lawson mentioned the issue of the property tax cap. Mr. Henderson said a resolution has been developed to realign property tax rates and if adopted by the League will be presented at the 2020 Nevada Legislature.

Mayor Martini was thanked for his service to the Nevada League of Cities and Municipalities for his work as League President.

A motion was made by Council Member Lawson, seconded by Council Member Smith, to approve payment of the 2018 / 2019 dues for the Nevada League of Cities and Municipalities in the amount of \$21,135.61. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.5 Consideration, discussion and possible approval of a construction contract (AC-5489) for the Alf Sorensen Dehumidifier Project, Bid# 17/18-020, PWP# WA-2018-172, to Mt. Rose Heating and Air, in the amount of \$610,000. (FOR POSSIBLE ACTION) (Time: 3:35p.m.)

An agenda item from Capital Projects Manager Brian Cason recommending Council approve the contract. This project includes the installation of a dehumidifier, ductwork, and all required electrical to reduce humidity and improve comfort levels within the pool area. This will protect the structural integrity of the pool area and work in conjunction with previous renovations to ensure moisture conditions are minimized. Staff recommends approval of the construction contract. Funds are budgeted in the Capital Projects and Parks & Recreations funds; there is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Dahir, to approve the construction contract for the Alf Sorensen Dehumidifier Project in the amount of \$610,000 to Mt. Rose Heating and Air. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.6 First Reading of Bill No. 2742, and ordinance to approve a Development Agreement by and between the City of Sparks and Landstar Companies, LLC

concerning the development of a parcel 7.72 acres in size located at 2255 Los Altos Parkway, Sparks, NV (PCN18-0019) (Time: 3:38 p.m.)

City Clerk Teresa Gardner ready the bill by title. The second reading and public hearing will be held at the meeting Monday, July 23, 2018 at 6:00 p.m.

- Spencer Ericksen and Jody Ericksen spoke in opposition to the plan.

9.7 First Reading of Bill No. 2743, an ordinance to rezone real property approximately 7.72 acre in size located at 2255 Los Altos Parkway, Sparks, NV from PD (Planned Development – The Vistas) to (Multi-Family Residential – 10-14 Units Per Acre / Planned Unit Development). (PCN18-0019) (Time: 3:44 p.m.)

City Clerk Teresa Gardner ready the bill by title. The second reading and public hearing will be held at the meeting Monday, July 23, 2018 at 6:00 p.m.

- Spencer Erickson and Julie Wardleigh spoke in opposition to the plan.
- Jody Ericksen and Kenneth Williams did not speak but indicated opposition to the plan.

9.8 First Reading of Bill No. 2744 to annex real property approximately 1.9 acres in size and located at 2101 Sullivan Lane, Sparks, NV. Upon annexation the parcel will convert from a Washoe County zoning designation of E-1 (Estate Residential, 15,000 sq. ft. lot size) to a City of Sparks zoning designation of SF15 (Residential Single Family, 15,000 sq. ft. lot size). (PCN18-0020) (Time: 3:50 p.m.)

City Clerk Teresa Gardner ready the bill by title. The second reading and public hearing will be held at the regular meeting Monday, July 23, 2018.

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

10.1 Public Hearing, consideration and possible approval of Resolution No. 3336, a Resolution authorizing the Financial Services Department to establish an interfund loan to the General Fund from the Motor Vehicle Maintenance Fund of the City of Sparks as necessary for General Fund cash flow purposes. (FOR POSSIBLE ACTION) (Time: 3:52 p.m.)

An agenda item from Accounting Manager Debi Kinder recommending Council approve the resolution. The Financial Services Department manages cash flow more efficiently and effectively in accordance with Nevada law when afforded the ability to issue short term interfund loans on an 'as needed' basis. NRS 354.6118 requires a city wishing to make an interfund loan hold a public hearing to determine use and availability of funds and to establish a loan agreement. As payment outflows cannot always be accurately predicted, cash needs may not allow sufficient time to hold the required public hearing.

This resolution will allow the Financial Services Director to manage the cash flow in a more efficient manner without violating NRS 354.6118. Approval of this resolution will allow for interfund loan(s) to be made from the motor vehicle maintenance fund to the general fund, to the extent the general fund will suffer a 'negative' cash situation. There is no impact to the general fund; this will impact cash flow only.

The Public Hearing was opened at 3:54; no comments were received.

A motion was made by Council Member Smith, seconded by Council Member Abbott, to approve Resolution No. 3336, authorizing an interfund loan to the general fund of the city of Sparks as necessary for general fund cash flow purposes. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

10.2 Public Hearing, consideration and possible approval of Resolution No. 3337, a Resolution authorizing the Financial Services Department to establish an interfund loan to the Community Development Block Grant Entitlement Fund, and/or the Community Development Block Grant Fund, and/or the Sparks Grants & Donations Fund, from the General Fund as needed. (FOR POSSIBLE ACTION) (Time: 3:54 p.m.)

An agenda item from Accounting Manager Debi Kinder recommending Council approve the resolution. The city's three grant funds are operated mainly on a reimbursement basis and as such, may experience cash flow problems. NRS 354.6118 and NAC 354.290 establish a public hearing requirement for any interfund loans. Cash needs may not allow sufficient time to hold the required public hearing. This resolution allows the Financial Services Director to manage the cash flow of reimbursement grant funds in an efficient manner and without the potential violation of NRS public hearing requirements. This resolution will provide interfund loan(s) to be made from the general fund to any of the city's three grant funds to the extent the grant funds would suffer a 'negative' cash situation. There is no impact to the general fund; this will impact cash flow only.

The Public Hearing was opened at 3:56 p.m.; no comments were received.

A motion was made by Council Member Bybee, seconded by Council Member Smith, to approve Resolution No. 3337 authorizing an interfund loan to the grant funds of the city of Sparks as needed. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

11. Planning and Zoning Public Hearings and Action Items

11.1 Second Reading, Public Hearing, discussion and possible adoption of Bill 2741 to amend Title 20 of the Sparks Municipal Code to permit Urban Wineries in the MUD-DT/VS, MUD/MUC, MUD/MR, (Mixed Use Zoning District), C2 (General Commercial), TC (Tourist Commercial) and I/L (Industrial/Locationally Restricted) zoning districts and providing other matters related thereto. (CA-1-18) (FOR POSSIBLE ACTION) (Time: 3:56 p.m.)

An agenda item from Planning Manager Jim Rundle recommending Council adopt the bill. Nevada law restricted wineries from operating in Nevada's two largest counties (by population) until 2015. During the 2015 legislative session, Assembly Bill 4 granted Washoe and Clark Counties the ability to allow commercial wineries and tasting rooms. There is now a request to establish an "urban winery" (i.e., an establishment making wine using fruit or juice produced off-site) in Victorian Square. This proposed amendment to Title 20 would permit urban wineries in, and provides standards for, various non-agricultural zoning districts within the city of Sparks. There is no direct impact to the general fund.

The Public Hearing was opened at 3:56 p.m.; no comments were received. A motion was made by Council Member Abbott, seconded by Council Member Smith, to adopt Bill 2741, an ordinance amending Title 20 of the Sparks Municipal Code to permit urban wineries in the MUD-DT/VS, MUD/MUC, and MUD/MR (mixed use district) and the C2 (general commercial), TC (tourist

commercial) and I/L (industrial/locationally restricted) zoning districts, and providing other matters related thereto. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

12. Comments

12.1 Comments from the Public (Time: 4:04 p.m.) – None

12.2 Comments from City Council and City Manager (Time: 4:04 p.m.)

- City Manager Steve Driscoll announced available committee positions: Arts and Culture Advisory Committee, 1 member, humanities background required, to fill a partial term ending November 6, 2018; and Sierra Arts Foundation, 1 member for a 3-year term. Persons interested in serving on one of these committees can apply with the City Clerk's office or online at www.cityofsparks.us to submit a volunteer application. Applications will be accepted until the close of business on Thursday, July 30, 2018. City Manager Steve Driscoll said the July 23 regular meeting of the Sparks City Council will begin at 2:00 p.m.; the public hearings for agenda items 9.6 and 9.7 will be heard at 6:00 in the Sparks Council Chambers in the legislative building at 6:00 p.m.
- Mayor Martini spoke about the new SouthEast Connector, encouraged people to drive the route and thanked Council Member Smith for his work with the RTC for many years to help bring attention and completion to the project.
- Council Member Abbott requested the City Manager provide recommendations for a drive-through marijuana dispensary.
- Council Member Dahir mentioned all the Sparks family activities in Sparks, including 39 North Downtown and Artown activities.
- Council Member Lawson requested considering industrial zoning with industrial overlay and cited the river being a valuable asset to be protected.
- Council Member Bybee thanked the volunteers, staff and police for the river clean-up efforts, and thanked all responsible for the 2018 Star Spangled Sparks event, which was huge success.
- Council Member Smith thanked the City Manager, Police Chief and Fire Chief for the decision and efforts to take the river back and said people are already back to enjoying the river like they haven't been able to experience for several years.

13. Adjournment

Council was adjourned at 4:13 p.m.

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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