



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, March 23, 2020

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

### 3. Opening Ceremonies

#### 3.1 Invocation Speaker

No invocation speaker.

#### 3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Donald Abbott.

### 4. Public Comment

Due to social distancing requirements associated with Covid-19, public comments were accepted via email. City Clerk Lisa Hunderman read four (4) emails into record.

Carol Miller, Anonymous, Patrick Tarpey, Misty Boston provided comment about non-essential businesses, public safety, and the Covid-19 virus.

### 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 with removal of item 9.2.

**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

**6. Minutes**

**6.1 Consideration and possible approval of the minutes of the Sparks City Council meeting for March 9, 2020. (FOR POSSIBLE ACTION)**

**Motion:** Move to approve the minutes of the Sparks City Council meeting for March 9, 2020.

**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.

**7. Announcements, Presentations, Recognition Items and Items of Special Interest**

**7.1 Presentation: City of Sparks's participation in the 2020 United States Census**

Presentation by Planning Manager Jim Rundle regarding the 2020 public census. Mr. Rundle ensured Council the City of Sparks is working on their part of the 2020 census by providing the Census Bureau with up to date mapping for the City. Sparks has been reaching out to the public about the 2020 Census through social media and public meetings.

**7.2 Boards and Commissions Vacancy Announcement: Civil Service Commission**

There are two (2) vacancies on the Civil Service Commission, each for three-year terms ending June 30, 2023. Applications will be taken through 5:00 p.m. on May 1, 2020.

**7.3 Boards and Commissions Vacancy Announcement: Enterprise Fund Advisory Committee**

There is one (1) vacancy on this committee for a candidate with experience in the commercial construction industry. This is for a partial term, running from March 23, 2020 to December 31, 2020. Applications will be accepted through 5:00 p.m. on March 27, 2020.

**7.4 Boards and Commissions Vacancy Announcement: Parks and Recreation Commission.**

There are three (3) vacancies on the Parks and Recreation Commission, each for three-year terms ending June 30, 2023. Applicants must be a Sparks resident or have a valid Sparks business license at the time of appointment. Applications will be accepted through 5:00 p.m. on May 1, 2020.

**7.5 Boards and Commissions Vacancy Announcement: Sparks Senior Citizens' Advisory Committee.**

There is one (1) vacancy on the Sparks Senior Citizens' Advisory Committee for Ward 4, co-terminus with the term of the appointing elected official (November

2022). Members must be Sparks residents, preferably over the age 55. Applications will be accepted through 5:00 p.m. on March 27, 2020.

**8. Consent Items (FOR POSSIBLE ACTION)**

**Motion:** Move to approve consent items 8.1 through 8.3 as submitted  
**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.

**8.1 Consideration and possible acceptance of the report of the claims and bills approved for payment and appropriation transfers for the period of February 26, 2020 through March 10, 2020. (FOR POSSIBLE ACTION)**

An agenda item from Chief Financial Officer Jeff Cronk requesting Council approval of the report of claims and bills approved for payment and the appropriation transfers for the period of February 26, 2020 through March 10, 2020.

**8.2 Consideration and possible approval to purchase 22 vests/armor with rifle rated plates for the Police Department SWAT Team from Armor Express/Reno Uniforms in the amount of \$70,179.78. (FOR POSSIBLE ACTION)**

An agenda item from Chief of Police Pete Krall and presented by Deputy Chief of Police Scott Tracy requesting Council approval of to purchase 22 vests/armor with rifle rated plates for the Police Department SWAT Team from Armor Express/Reno Uniforms in the amount of \$70,179.78. The Police Department SWAT Team's previous heavy vests/armor and rifle rated plates were NIJ (National Institute of Justice) certified to an industry standard 5-year lifecycle. Those vests have now expired and need to be replaced. The new vests and rifle plates from Armor Express will also have a 5-year lifecycle and are certified to the NIJ standard.

**8.3 Consideration and possible approval of an application for a gaming license for Aasra Tera Inc., dba AM PM, located at 205 N. McCarran Blvd., Sparks, NV. (FOR POSSIBLE ACTION)**

An agenda item from applicant Baljinder Kaur and Police Chief Pete Krall requesting Council approval of Ms. Kaur's application for a Gaming license Aasra Tera Inc., dba AM PM, located at 205 N. McCarran Blvd., contingent upon the approval from the State of Nevada Gaming Control Board, 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/CJIS that do not reflect any disqualifying arrests/convictions.

**9. General Business**

**9.1 Consideration and possible approval of an appointment to the Sparks Building Code Board of Appeals for a two-year term, from the following pool of applicants in alphabetical order: Mike Pecorino. (FOR POSSIBLE ACTION)**

An agenda item from Assistant Community Services Director Armando Ornelas requesting Council approval of an appointment to the Sparks Building Code Board of Appeals for a two-year term commencing on March 31, 2020 through March 31, 2022. The vacancy is for either a registered professional with electrical engineering experience or an electrical contractor with at least 10 years experience, five (5) of which shall be in responsible charge of work.

**Motion:** Move to approve the appointment of Mike Pecorino to the Building Code Board of Appeals for a two-year term, expiring March 31, 2022.

**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.

**9.2 Presentation: Desert Research Institute Quantification of Greenhouse Gas Emissions from Increased Travel to the Tahoe Reno Industrial Center from Sparks. (FOR POSSIBLE ACTION)**

Removed from the agenda.

**9.3 Consideration, discussion and possible adoption of Resolution No. 3359 to augment the FY20 budget by \$12,048,498 in various funds to provide appropriations for capital projects approved, but not completed in prior years. (FOR POSSIBLE ACTION)**

An agenda item from Budget Administrator Stacie Hemmerling requesting Council adoption of Resolution No. 3359 to augment the FY20 budget by \$12,048,498 in various funds to provide appropriations for capital projects approved, but not completed in prior years. Adoption of the resolution will allow for the re-appropriation of prior year budget authority for capital improvement projects that were approved in the FY19 and prior Capital Improvement Plans, but not completed. The procedures and requirements for budget augmentations are outlined in NRS 354.598005 and NAC 354.410. The augmentation request meets those requirements.

**Motion:** Move to adopt Resolution No. 3359 to augment the FY20 Capital Projects Funds, Enterprise Funds and Internal Service Fund by \$12,048,498 to provide appropriations for capital projects approved, but not completed in prior years.

**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 with those present, 5-0.

**9.4 Consideration, discussion and possible adoption of Resolution No. 3358 to augment the FY20 budget of the Impact Fee Service Area 1 Fund by \$35,000 to provide appropriations for un-budgeted expenditures related to design of a regional trail between Kiley Parkway and Sparks Boulevard (FOR POSSIBLE ACTION)**

An agenda item from Budget Administrator Stacie Hemmerling requesting Council adoption of Resolution No. 3358 to augment the FY20 budget of the Impact Fee Service Area 1 Fund by \$35,000. The augmentation is necessary to provide appropriation for an un-budgeted project to design a regional trail between Kiley Parkway and Sparks Boulevard. While resources are available to satisfy this expense in the Impact Fee Service Area 1 Fund, budget appropriations are not. Adopting the resolution will provide those appropriations. The procedures and requirements for budget augmentations are outlined in NRS 354.598005 and NAC 354.410. The augmentation request meets those requirements.

**Motion:** Move to adopt Resolution No. 3358 to augment the FY20 budget of the Impact Fee Service Area 1 Fund by \$35,000 to provide appropriations for un-budgeted expenditures related to design of a regional trail between Kiley Parkway and Sparks Boulevard.

**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.

**9.5 Consideration, discussion, and possible approval of a recommendation from the Regional Street Naming Committee to rename a portion of 'C' Street, between Pyramid Way and Victorian Plaza Circle, to 'Avenue of the Oaks'. (FOR POSSIBLE ACTION)**

An agenda item from City Manager Neil Krutz and presented by City Engineer Jon Ericson requesting Council approval of a recommendation from the Regional Street Naming Committee to rename a portion of 'C' Street. Currently, one of the primary accesses to Victorian Square is C Street off Pyramid Way. As Victorian Plaza continues to grow with additional businesses, access to the Plaza is becoming a concern of business owners and visitors. Having a small section of the primary access named differently than a themed street name, such as Avenue of the Oaks, is confusing for residents and visitors trying to find Victorian Plaza. To reduce confusion and maintain consistency through the street, staff is recommending changing a small portion of C Street to Avenue of the Oaks.

Mr. Ericson assured Council that those affected by the street name change were notified via certified mail. Mr. Ericson stated only the street name will change, not the number.

**Motion:** Move to approve the recommendation from the Regional Street Naming Committee to rename a portion of 'C' Street, between Pyramid Way and Victorian Plaza Circle, to 'Avenue of the Oaks'.

**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.

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

None.

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

None.

**12. Comments**

**12.1 Comments from the Public**

None.

**12.2 Comments from City Council and City Manager**

Mayor Ron Smith and Council thanked City residents and staff for giving extra help during recent events.

**13. Adjournment**

Council was adjourned at 2:33 p.m.

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Ronald E. Smith, Mayor

ATTEST:

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Lisa Hunderman, City Clerk

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