

REGULAR CITY COUNCIL MEETING AGENDA
2:00 P.M., Monday, September 12, 2011
City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. *Call to Order (Time: 2:02:32 p.m.)

The regular meeting of the Sparks City Council was called to order by Mayor Geno Martini at 2:02 p.m.

2. *Roll Call (Time: 2:02:38 p.m.)

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

Staff Present: Steve Keefer, Andy Flock, Jeff Cronk, Adam Mayberry, Jon Ericson, Adam Johnson, Chris Syverson, Kevin Cavanaugh, Teresa Gardner, Tracy Domingues, Steve Driscoll, Jim Rundle, Neil Krutz, John Martini, Armando Ornelas, Shirle Eiting, Rick Darby, Shauna Nelson and Joe Grogan.

Invocation Speaker: (Time: 2:02:59 p.m.)

The invocation was given by Pastor Brad Dyrness from Sparks Church of the Nazarene.

Pledge of Allegiance (Time: 2:04:30 p.m.)

The Pledge of Allegiance was led by Council Member Lawson.

***Comments from the Public** (Time: 2:04:58 p.m.)

None.

Approval of the Agenda (Time: 2:05:10 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 Smith, seconded by Council Member Lawson, to approve the agenda as posted. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

3. Recommendation to Approve Minutes of:

The Regular Meeting of August 22, 2011, and the Special City Council Meeting of August 29, 2011 (Time: 2:05:47 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Schmitt, to approve the minutes of the Regular Meeting of August 22, 2011, and the Special Meeting for August 29, 2011. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

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

4.1 Presentation on the implementation of the Sparks Police Department's Reserve Officer Program (Time: 2:06:34 p.m.)

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Police Chief Steve Keefer reviewed the history of the reserve office program and reviewed the proposed new pilot program as outlined below:

Sparks Police Department Reserve Police Officer Program

- Purpose and scope
 - Supplement and assist full-time police officers in their duties
 - Supplement and assist full-time police officers in time of emergency or disaster
 - Will provide professional, certified, sworn volunteers
 - Reserve officers will be under the control of a full-time police officer at all times
- Selection Process
 - Will recruit and appoint only those applicants who meet the high ethical, moral and professional standards set forth by the Sparks Police Department
- What's needed to apply?
 - High school diploma or GED equivalent
 - At least 21 years of age
 - Proficient in the reading and writing of the English language
 - U.S. citizen
 - No police record except minor misdemeanor traffic violations
 - Valid Nevada Driver License
 - Willing to work long or unusual hours during emergencies
- Testing Process
 - Oral interview
 - Writing skills exercise
 - Physical agility test
 - Psychological evaluation
 - Medical examination
 - Controlled substance screening
 - Polygraph
 - Background examination
- Training
 - POST Category I basic certificate is desirable
 - POST approved Reserve Officer basic certificate required if not in possession of a Category I certificate
 - Three phases of field training (216 hours) will take place before appointment to the program
- Compensation
 - This is a volunteer position, no salary is provided
 - No uniform allowance at this time. Will re-visit this topic at a later time
- Costs – getting started
 - Costs include full uniform, equipment, radio and pre-placement psychological testing for 10 officers
 - \$5,892.00 per officer X 10 officers: \$58,920
 - Paid for by department forfeiture account
- Costs - Yearly
 - Fixed (10 officers)
 - Law Enforcement Liability Insurance \$10,000
 - Annual TB Testing \$146
 - Annual Physical Exams \$3,502
 - Workers Comp Reinsurance \$725
 - Total Annual Costs \$14,373
- Future goal
 - 20 Reserve Police Officers in the next 2 years.

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Chief Keeper then responded to questions and concerns from the Council as follows:

- What types of duties the reserve officers will be expected to perform?
 - Most often they will be with a Police Officer and after a period of training the pair will be considered to be a “double” unit. Many calls for service require a two unit response and this will lessen the response time by having a double unit respond. They will perform the same duties as other officers, with some discretion.
- Will reserve officers be hired first, in the event there is a vacancy?
 - In the past there were two hiring lists and with the assistance of Human Resources, it is the intent to establish two lists, without the reserves having category 1. It is a mutual benefit—the reserve officer gets to see if this is what they want to do and gets hands-on experience and training and we get the benefit of their volunteer hours.
- Is there a minimum amount of hours they must dedicate to the program.
 - Either 10 or 20 hours a month that they must put in and attend meetings.

5. Consent Items: (Time: 2:15:08 p.m.)

Item 5.7 was pulled for discussion and separate vote.

A motion was made by Council Member Schmitt, seconded by Council Member Ratti, to approve Consent Items 5.1 through 5.6 and 5.8. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

5.1 Report of Claims and Bills approved for payment and appropriation transfers for the period August 4, 2011, through August 24, 2011

An agenda item from Finance Director Jeff Cronk recommending approval of the Report of Claims and Bills as outlined.

5.2 Consideration and possible approval of the purchase of IT Server equipment from Summit Partners in the amount of 73,334.79 as recommended by the Information Technology Steering Committee

An agenda item from IT Operations Manager Steve Davidek recommending the City Council approve the purchase of new server equipment, including servers and storage that will allow redundancy in the Police Department Server Room. This purchase is part of a statewide program the City is participating in to provide continuity of operations for the City of Sparks. The purchase of this equipment will allow IT to run city programs from either server room. Funding for this purchase was budgeted in the IT Technology Infrastructure Refresh program.

5.3 Consideration and possible approval of the purchase of IT Server Backup Software from CDWG in the amount of 33,362.45, as recommended by the Information Technology Steering Committee

An agenda item from IT Operations Manager Steve Davidek recommending the City Council approve the purchase of new server backup software, that will backup IT physical and virtual servers and storage located in IT and PD server rooms. This software is compatible with our tape library and storage. Funding for this purchase was budgeted in the IT Technology Infrastructure Refresh program.

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5.4 Consideration and possible approval of the purchase of Crafcro Poly Flex II in the amount of \$70,000 during FY 11/12

An agenda item from Maintenance and Operations Manager Dan Hamlin recommending the City Council authorize the purchase of crack sealing material on an as-needed basis using a joinder bid with the State of Nevada for the 2011/2012 corrective maintenance program for City of Sparks streets. Appropriations were budgeted in the CIP for this expenditure.

5.5 Consideration and possible approval of the purchase of plant mix in the amount of \$100,000 during FY11/12 from multiple vendors, based upon market conditions

An agenda item from Maintenance and Operations Manager Dan Hamlin recommending the City Council authorize the purchase of asphalt material on an as-needed basis using a quick quote process for the 2011/2012 corrective maintenance program for City of Sparks streets. Appropriations were budgeted in the CIP for this expenditure.

5.6 Consideration and possible acceptance of Local Emergency Planning Committee Grant Program Contract for disposition of the grant award in the amount of \$4,344.00

An agenda item from Police Chief Steve Keefer recommending the City Council accept a grant to be used to purchase a ballistic shield for use of the SWAT team.

5.7 Consideration and possible approval of the purchase of a Rocky Grove Outdoor Classroom #CB-1100 for Wedekind Regional Park Trailhead and Trail System, CIP 112500, to Big T Recreation, in the amount of \$34,719.00 (Time: 2:16:11 p.m.)

An agenda item from Capital Projects Manager Chris Cobb recommending the City Council award the sole source quote for the purchase of outdoor classroom seating to further develop Wedekind Regional Park. Appropriations have been budgeted in the CIP for this purchase.

Rick Darby stated that this purchase is part of the Wedekind Regional Park Trail. He said there will a shade structure in addition to the outdoor classroom. He stated the classroom is being funded from a grant from the State of Nevada, Division of State Parks. The seating will be simulated logs made of concrete and the speaker pedestal will have the appearance of a large rock. It will be located on the 4th Street side of the bridge.

A motion was made by Council Member Schmitt, seconded by Council Member Ratti, to approve Consent Item 5.7. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

5.8 Consideration and possible approval of Truckee Meadows Water Authority Water Service Agreement, Water Rights, and Meter Fund Contribution for Pelican Park, to Truckee Meadows Water Authority (TMWA), in the amount of \$32,317.20

An agenda item from Capital Projects Manager Chris Cobb recommending the City Council a water service agreement for Pelican Park for installation of items required to provide water service to the park. This property was originally intended to become a park; however, the developer has not followed through with development and it is now in receiver ship by Washoe

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County. The City has first priority for purchase and intends to purchase and develop the property into a park. In order to maintain the mature landscape existing on this property, the City wishes to provide irrigation to the landscaping through this agreement. Funds are being appropriated for this unexpected expense.

6. General Business:

6.1 **Consideration and possible approval of the Mayor's recommendation of appointment to the Sparks Advisory Committee for the Disabled** (Time: 2:19:33 p.m.)

City Manager Shaun Carey noted that there are two vacancies on the Sparks Advisory Committee for the Disabled (SACD). Both applicants were interviewed by a subcommittee of the SACD and recommendations for appointment were provided to Mayor Martini. The Mayor is recommending that Mr. V.K. Raman and Mr. Hentjie Apag be appointed to fill the vacancies. The appointments are for a two-year period, expiring September 30, 2013.

A motion was made by Council Member Lawson, seconded by Council Member Schmitt, confirm the Mayor's appointment of Mr. V.K. Raman and Mr. Hentjie Apag to the Sparks Advisory Committee for the Disabled. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.2 **Consideration and possible adoption of Resolution # 3204 declaring a deed quitclaiming previously dedicated land or right-of-way to the Nevada Department of Transportation** (Time: 2:23:16 p.m.)

Transportation Manager Jon Ericson stated this resolution will fulfill the City's obligation to the Nevada Department of Transportation for the recently completed improvement project on Nugget Avenue.

Mayor Martini asked how the new round-a-bout was working. Mr. Ericson stated he drove it during the rib cook-off event and seemed to work quite well.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to adopt Resolution No. 3204, authorizing previously dedicated right-of-way to be quitclaimed to the Nevada Department of Transportation. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.3 **Presentation, discussion, and possible action on the "Scope of Work for Business Licenses" approved by the Shared Services Elected Officials Subcommittee and requesting the City Manager to continue participating in the work plan as outlined** (Time: 2:25:18 p.m.)

Assistant City Manager Steve Driscoll introduced the subcommittee members and gave an overview of the work plan and objectives for business licenses. He then responded to questions and concerns from Council Members.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to direct the City Manager to continue participating in the work plan outlined within the Scope of Work for Business Licenses approved by the Shared Services Elected Officials Subcommittee on Building Permits and Business Licenses. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt,

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YES. Motion carried.

6.4 Consideration and possible approval of a professional data gathering services contract to Stantec Consulting, Inc, for professional data gathering services as related to Urban Forestry Revitalization, City of Sparks ARRA/UFWA/09/02 grant in the amount of \$37,210.00 (Time: 2:48:55 p.m.)

Parks Development and Operations Manager Rick Darby noted this is phase two of the tree inventory for the City of Sparks and will be paid for with a grant we obtained in 2009 from the Nevada Division of Forestry.

Council asked if Stantec did the first phase of the inventory. Mr. Darby responded that no, they did not. He noted that six organizations responded to our request for proposals and Stantec was chosen as best meeting our criteria.

A motion was made by Council Member Smith, seconded by Council Member Ratti, a professional data gathering services contract to Stantec Consulting, Inc, for professional data gathering services as related to Urban Forestry Revitalization, City of Sparks ARRA/UFWA/09/02 grant in the amount of \$37,210.00. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.5 Consideration and possible approval of the 21st Century Community Learning Centers Grant as entered into and secured through collaborative efforts with Lincoln Park, Alice Maxwell, Robert Mitchell, Agnes Risley and Kate Smith Elementary Schools (Time: 2:52:19 p.m.)

Recreation Supervisor Shauna Nelson asked the council to accept funds for the after school programs located at these schools.

A motion was made by Council Member Ratti, seconded by Council Member Carrigan, to accept a 21st Century Community Learning Centers Grant as entered into and secured through collaborative efforts with Lincoln Park, Alice Maxwell, Robert Mitchell, Agnes Risley and Kate Smith Elementary Schools, August 29, 2011 through March 2, 2012. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.6 Consideration and possible approval of a grant from the Robert Z. Hawkins Foundation in the amount of \$7,000.00 for the Sparks Parks and Recreation Department to complete the 2011 Teen Discovery program (Time: 2:55:10 p.m.)

Recreation Supervisor Shauna Nelson recommended that the Council accept this grant, which is used to provide services to teens with disabilities.

A motion was made by Council Member Ratti, seconded by Council Member Carrigan, to accept a grant from the Robert Z. Hawkins Foundation in the amount of \$7,000.00 for the Sparks Parks and Recreation Department to complete the 2011 Teen Discovery program. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

6.7 First reading and possible discussion of Bill# 2636 an ordinance redistricting the City Council ward boundaries based on the 2010 United States Census

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(Time: 2:57:45 p.m.)

City Clerk Linda Patterson read Bill No. 2636 by title. Mayor Martini announced that the public hearing and second reading of this bill will be held at the September 26, 2011, City Council Meeting.

Council Member Schmitt asked for information on the census blocks along Sparks Boulevard.

6.8 Possible Motion to Conduct Labor Relations Proceeding (Closed Per NRS 288.220) (Time: 3:02:42 p.m.)

A motion was made by Council Member Carrigan, seconded by Council Member Smith, to adjourn to a closed labor relations proceeding. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

7. Public Hearings and Action Items Unrelated to Planning and Zoning: None

8. Planning and Zoning Public Hearings and Action Items: None

9. Comments:

9.1 *From the Council and City Manager (Time: 3:00:44 p.m.)

Council Member Mike Carrigan asked that the Development Services Staff review the Fee Resolution to adhere to the handbooks and make it more flexible.

Council Member Julia Ratti brought greetings from Longford, Ireland and suggested that we find more ways to create opportunities to interact.

9.2 *Comments from the Public (Time: 3:02:37 p.m.)

None.

10. *Adjournment (Time: 3:03:31 p.m.)

There being no further business, the meeting was adjourned at 3:03 p.m.

Mayor

City Clerk

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