

REGULAR CITY COUNCIL MEETING MINUTES
2:00 P.M., Monday, August 22, 2011
City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. *Call to Order (Time: 2:01:58 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: 2:02:05 p.m.)

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

Staff Present: Steve Keefer, Ron Korman, Andy Flock, John Martini, Chris Cobb, Dan Marran, George Graham, Adam Mayberry, Jon Ericson, Chris Syverson, Tracy Domingues, Steve Driscoll, Jim Rundle, Neil Krutz, John Martini, Armando Ornelas, and Joe Grogan.

Invocation Speaker: (Time: 2:02:16 p.m.)

None.

Pledge of Allegiance (Time: 2:02:22 p.m.)

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

***Comments from the Public** (Time: 2:02:48 p.m.)

None.

Approval of the (Time: 2:03:00 p.m.)

Consideration of taking items out of sequence, deleting items and adding items which require action upon a finding that an emergency exists.

Item 5.8 was pulled for discussion and separate vote. Item 6.1 was moved to the last item in general business. Item 4.5 was moved to after 4.2.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve the agenda as amended. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

3. Recommendation to Approve Minutes of:

The Regular Meeting of August 8, 2011 (Time: 2:04:14 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Carrigan, to approve the minutes of the City Council Meeting for August 8, 2011. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

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

4.1 Proclamation – Obesity Prevention Awareness Day (Time: 2:04:49 p.m.)

Council Member Julia Ratti read a proclamation naming September 8, 2011 as Obesity Prevention Awareness Day in recognition of the importance of combating obesity by supporting physical activity and promoting healthy eating. The proclamation was accepted by Kelly Seals with the Washoe County Health District and Melissa Krall, the Coordinator for Safe Kids Washoe County and the Director of Community Outreach for REMSA.

4.2 Presentation of Exemplary Business Award to Family Eyecare Associates by the Sparks Advisory Committee for the Disabled (Time: 2:08:32 p.m.)

Council Member Ed Lawson read a commendation to the doctors and employees of Family Eyecare Associates in recognition of their friendly, polite, and courteous attitude in helping people with disabilities. The commendation was accepted by Dr. Dennis Humphries and Dr. Cooper from Family Eyecare Associates.

4.3 Presentation on Sparks' sound insulation project and new flight arrival and departure paths (Time: 2:20:39 p.m.)

Presented by Dean Schultz, VP of Planning, energy & environmental Management at the Reno Tahoe International Airport discussed the new flight paths and how they would affect the City of Sparks as outlined below:

Reno-Tahoe International Airport - Sound Insulation Program & FAA Air Traffic Modifications

PROGRAM OVERVIEW

The Sound Insulation Program

- Federal Aviation Regulations (FAR) Part 150 Program - Airport voluntarily initiated program in 1994
- Funding Sources – No Local Tax Dollars
 - FAA Airport Improvement Program Grants (93.75 percent)
 - RTAA (6.25 percent)
- Sound Insulation vs. Sound Proofing
 - Diminish sound but not eliminate it completely
- Federal Requirements
 - Achieve an acceptable interior noise level (45 dB DNL or below) and
 - Achieve a noticeable improvement (5 dB reduction average)
- Sound Insulation Process Approximately a Year-Long Endeavor from Application Phase to Completed Construction

TREATMENT OVERVIEW

Doors

- Exterior Doors Into a Livable Space
- Like for Like - Flush Painted Metal, Panel Appliqué or Embossed
- New Lockset, Deadbolt & Peephole
- Minimum STC 38

Windows

- Like for Like where possible – Sliding, Double- or Single-Hung
- Casement & Fixed Configurations
 - Minimum STC 40
- Sliding Glass Doors
 - Minimum STC 35

Home Dependent Items

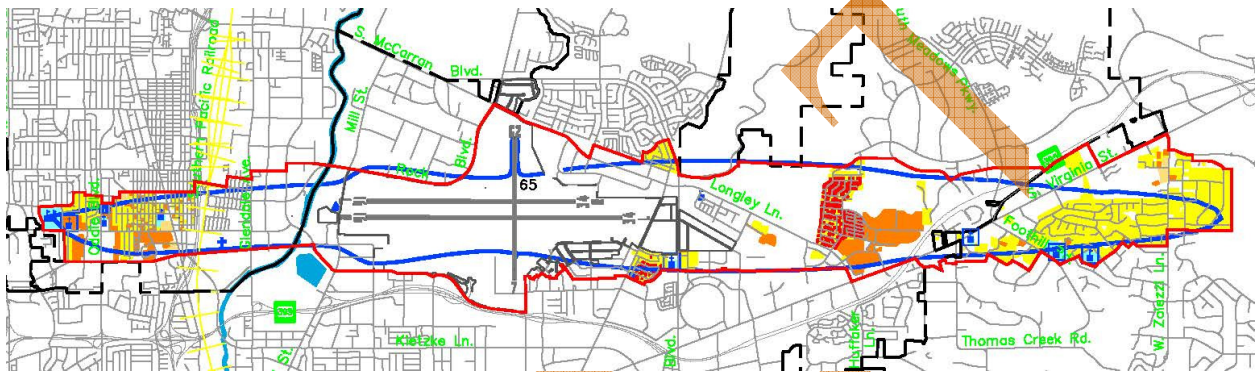
- Smoke Detectors
- Chimney Cap Dampers

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- Gable Vent Baffles
- Blown-In Fiberglass Insulation
- Re-circulating Range Hood
- Ventilation Modifications
- Air Conditioner Covers
- Skylights (secondary glass)
- Asbestos & Lead-Based Paint Abatement
- City or County Code Requirements

PART 150 MAP

- Sound Insulation Program Area (squared off contour)
- FAR Part 150 Update Contour



ELIGIBLE SPARKS NEIGHBORHOODS



SPARKS PROJECTS TO DATE

- Already Completed
 - 1,429 residences at \$19,937,796 total, at a per residence average cost for design and construction of \$14,000
- Currently In Construction
 - Phase 18.5

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- Sierra Woods Apartments with 302 residences
- Contractor - G&G Construction
- Pending Construction Fall 2011
 - September 6 – November 18, 2011
 - Phase 19.4
 - 4 Residential Apartments with 97 residences total
 - Contractor - Alpine Energy
 - Phase 20.2
 - 66 Single, Multi-Family and Condominium Residences
 - Contractor - Advance Installations

FUTURE SPARKS PROJECTS

- Pending Summer 2012 Construction
 - Phase 20.3
 - Parkside Gardens Apartments with 288 residences
 - Phase 21.2
 - 24 Single & Multi-Family Residences
- Estimated Eligible Residences Remaining
 - 336 Residences
 - 1 – Large Apartment Complex w/90 residences
 - 6 – Small Apartment Complexes w/10-27 residences each
 - 156 Single & Multi-Family Residences

FAA Modifications to RTIA Air Traffic Procedures

- FAA NextGen Implementation
 - WHAT IT IS
 - Evolution from ground-based to satellite-based air traffic management system
 - National Initiative
 - Collaborative Effort with FAA, Airlines, Involved Airports
 - Area Navigation (RNAV) a NextGen component
 - Aircraft equipped
 - Aircrews trained
- GOALS
 - Meet Future Demand
 - Maintain or Increase Current Level of Safety
 - Increase Reliability
 - Reduce Environmental Impact

RNAV BENEFITS

- OPERATIONAL BENEFITS
 - Cleaner Aircraft Configuration
 - Optimized Profile Descents
 - Unrestricted Climbs
 - More Efficient Throttle Settings
 - Less Aircraft Crossings
 - More Direct Routings
 - Reduced Flying Miles
 - Reduced Delays
- ENVIRONMENTAL BENEFITS
 - Noise Reduction
 - Reduced Fuel Use
 - Reduced Emissions

RTIA RNAV PROCEDURES

- RTIA AIRPORT OPERATIONS
 - In “South Flow” operation (Runways 16) approximately 75% of time
 - In “North Flow” operation (Runways 34) approximately 25% of time

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- Flow direction determined by winds at the airport
- FAA STATES
 - No areas of threshold noise change
 - Not all Reno aircraft RNAV equipped
 - Approximately 75% of Reno aircraft RNAV equipped
 - Flight tracks will continue to be dispersed
- Thank you.

4.4 Presentation of the 2011 update to the Sparks Flood Response Action Plan (Time: 2:47:44 p.m.)

Capital Projects Manager Chris Cobb discussed the Sparks Flood Response Action Plan as outlined below:

City of Sparks Flood Response Action Plan 2011 Update

Overview

- November 1, 2004 Plan Adopted
 - Updated November 2006 & 2008
- Reviewed Annually by Emergency Management Team
- Lessons Learned from new events
 - Changes in Personnel, Departments, or other Agencies
 - Council & Citizen concerns
 - New techniques or infrastructure
- 2011 Updates
 - Department/Personnel title changes with City's Re-organization.
 - Addition of Annual Inspections checklist for Community Services Engineering & Maintenance
 - Addition of "Reader Board" location maps and permitting requirements
 - Updated Pre-Event Checklist for Engineering & Maintenance
 - Addition of Corrective Action Forms
 - No changes required for Police & Fire Plans
- Department/Personnel changes with City's Re-organization
 - The City blended the former Community Development and Public Works Departments into the Community Services Department
- Addition of Annual Inspections checklist for Community Services Engineering & Maintenance
 - Similar to the Pre-Event Checklist but will be completed prior to November 1, of each year. Allows Engineering & Maintenance to be pro-active prior to flood season in documented knowledge of infrastructure and materials/equipment on hand
- Addition of "Reader Board" location maps and permitting requirements
 - Maps show eight locations to install Reader Boards in the industrial area in the event that possible flooding is predicted
 - Identifies which locations are in City of Sparks or NDOT right-of-way
 - City will apply for blanket permit from NDOT each year in October for allowance of sign placement from Nov 1-Apr 30
- Updated Pre-Event Checklist for Engineering & Maintenance
 - New titles and addition of Reader Board requirements
- Addition of Corrective Action Forms
 - Forms to be used during Annual, Pre-Event, and Post Event Inspections to document infrastructure deficiencies and corrective actions taken

End.

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4.5 Proclamation - Hunger Action Month (Time: 2:13:31* p.m.) (This item was heard out of order, after Item 5.2)

Mayor Pro tem Ron Smith read a proclamation naming September 2011 as Hunger Action Month in recognition of the commitment of the Northern Nevada Food Bank in addressing hunger and raising awareness of the need for more resources and attention devoted to hunger issues. The proclamation was accepted by Sherry Jamison from the Northern Nevada Food Bank.

5. Consent Items: (Time: 2:54:38 p.m.)

Item 5.8 was pulled for discussion and separate vote.

A motion was made by Council Member Schmitt, seconded by Council Member Carrigan, to approve Consent Items 5.1 through 5.7 and 5.9 through 5.11. 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 July 23, 2011, through August 3, 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 acceptance of a donation from the State of Nevada – Enforcing Underage Drinking Laws Grant in the amount of \$10,000

An agenda item from Police Chief Steve Keefer recommending that the City Council accept a grant from the State of Nevada Division of Child and Family Services to reduce underage drinking by conducting alcohol sale compliance checks, controlled juvenile party dispersal and special events control.

5.3 Consideration and possible approval of the cooperative agreement between the Sparks Fire Department and Storey County Fire Department

An agenda item from Fire Chief Andy Flock recommending that the City Council approve an agreement intended to facilitate the rapid mobilization of fire resources to assist each other with emergencies that exceed the capabilities of a single agency. The Storey County agreement provides the Sparks Fire Department with access to staffed emergency response resources, at no cost, for up to 12 hours from the beginning of an incident. It also provides for reimbursement of incurred costs exceeding 12 hours. The reimbursement rates are outlined in the agreement. This is one of several agreements the cumulatively give the Sparks Fire Department a resource surge capacity during times of emergency.

5.4 Consideration and possible approval of the Allowable Funds Used During Construction (AFUDC) Side Agreement with NV Energy for the Prater Way Phase III Streetscape Enhancement Project, Federal Project No. STP-0031(088) and E.A. 73503

An agenda item from Capital Projects Manager Chris Cobb recommending that the City Council approve an agreement NV Energy as a requirement by the Public Utilities Commission. The City pays for the undergrounding of power lines as required in this project. However, NV Energy has to pay for some of the design and construction costs up front prior to being

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reimbursed by the City. The AFUDC is the interest that would be paid if NV Energy did not have the money tied up in design and construction costs. The AFUDC cost is estimated at \$3,634. Funding for this agreement is budgeted as part of the City Capital Improvement Plan.

5.5 Consideration and possible approval of an Interlocal Cooperative Agreement for Reimbursement between the City of Sparks and the Regional Transportation Commission (RTC) for the Prater Way Phase III Streetscape Enhancement Project, Federal Project No. STP-0031(088) and E.A. 73503

An agenda item from Capital Projects Manager Chris Cobb recommending that the City Council approve an agreement with RTC to fund the costs for overseeing the sidewalk construction phase of this enhancement project. RTC will be reimbursed \$275,000 for these costs from the Stewardship funds that the City receives from the Nevada Department of Transportation. The project includes the removal of existing power poles and the undergrounding of electrical, phone, and cable services, removal and replacement of sidewalks, installation of landscaping, and lighting improvements.

5.6 Consideration and possible approval of the AT&T Agreement for the Adjustment of Utility Facilities between the City and AT&T, for the Prater Way Phase III Streetscape Enhancement Project, Federal Project No. STP-0031(088) and E.A. 73503

An agenda item from Capital Projects Manager Chris Cobb recommending that the City Council approve an agreement with AT&T. As part of the streetscape project, the power poles are being relocated underground to allow for improved ADA access, pedestrian flow, and to help beautify the area. According to Sparks Municipal Code the City is required to pay for the relocation of AT&T's utilities. NDOT's reimbursement program requires the City to have a formal agreement with the affected utility company.

5.7 Consideration and possible approval of the NV Energy Agreement for the Adjustment of Utility Facilities between the City and NV Energy, for the Prater Way Phase III Streetscape Enhancement Project, Federal Project No. STP-0031(088) and E.A. 73503

An agenda item from Capital Projects Manager Chris Cobb recommending that the City Council approve an agreement with NV Energy. As part of the streetscape project, the power poles are being relocated underground to allow for improved ADA access, pedestrian flow, and to help beautify the area. According to Sparks Municipal Code the City is required to pay for the relocation of NV Energy's utilities. NDOT's reimbursement program requires the City to have a formal agreement with the affected utility company.

5.8 Consideration and possible award of the Lyyski Street Sewer and Street Rehabilitation Project, Bid No. 11/12-003, PWP-WA-2011-327 to Peavine Construction, in the amount of \$298,077.90 (Time: 2:56:00 p.m.)

An agenda item from Civil Engineer Richard Brookes recommending that the City Council award a construction contract to Peavine Construction. This project will replace the existing sanitary sewer main and laterals, street pavement, curb, gutter and sidewalk on Lyyski Street from East Lincoln north to East Prater Way.

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Contracts Manager Dan Marran noted this was a typical bid, however, with changes in the most recent Legislative session, the way contractors must submit bids has changed. The City has amended our bid form to deal with the changes in state law, but the contracting community has been slower to catch up. There was an issue with respect to how the subcontractors are listed in public works bids. This requires staff to recommend that the Council reject all bids that were received on this project and direct staff to start the bid process over. He stated staff is ready to start the bidding process as soon as Wednesday.

Council Member Carrigan expressed concern that the re-bid would mean that the City would have to pay more for this project. Mr. Marran stated that staff has changed the scope of the project to encourage more competitive bidding, but it is more than likely the new bids will be higher.

A motion was made by Council Member Schmitt, seconded by Council Member Ratti, to reject all bids for this project. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Motion carried.

5.9 Consideration and possible approval to purchase two 2011 half-ton trucks and one four-door sedan from Carson Dodge in the amount of \$67,527.75

An agenda item from Fleet and Facilities Manager Ron Korman recommending that the City Council approve the purchase of three replacement vehicles for the Detective Division of the Sparks Police Department utilizing a State of Nevada bid. These vehicles are part of the approved vehicle and equipment replacement plan and funds are available for the purchase.

5.10 Consideration and possible approval of the purchase of an automated brine making system including brine maker, truck fill station, six storage tanks, and a storage shed from Brine Extreme in the amount of \$144,255

An agenda item from Fleet and Facilities Manager Ron Korman recommending that the City Council approve the purchase of a brine making system to aid in the effort to combat snow and ice on City roads during snow storms. The funding for this system comes from a Federal Highway Administration Congestion Mitigation Air Quality grant. The City will be using the joinder bid process for this purchase.

5.11 Consideration and possible approval of the purchase of TNT hydraulic rescue tools from Municipal Emergency Services, Inc. (MES), in the amount of \$45,010

An agenda item from Fire Captain Ginny Sievert recommending that the City Council approve the purchase of hydraulic rescue tools as a continuation (year three of three) of the replacement of Fire Department hydraulic rescue tools through a federally funded highway safety grant, administered through the State of Nevada Department of Public Safety.

6. General Business:

6.1 Consideration and possible approval of the Mayor's recommendation of appointment to the Washoe County HOME Consortium Technical Review Committee (Time: 3:17:30* p.m.) (This item was heard out of order.)

City Manager Carey noted that Mayor Martini has reviewed the applications for this committee and is recommending that Ms. Angela Fuss be appointed to fill the vacancy. Mr. Carey stated

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that this an important committee that helps decide many of our regions housing issues for the affordable or transitional housing programs.

Ms. Fuss (Foose) thanked that Council for the opportunity to serve the Sparks community.

It was noted that Ms. Fuss was also serving on the Parks and Recreation Commission. After some discussion, it was determined that the Council could make an exception to the rule that a person could only serve on one board or commission at a time.

A motion was made by Council Member Carrigan, seconded by Council Member Ratti, to make an exception to the rules and confirm the Mayor's appointment of Angela Fuss to the Washoe County HOME Consortium Technical Review Committee. Council Members Ratti, Smith, Lawson, Carrigan, Schmitt, YES. Motion carried.

6.2 Consideration and possible adoption of a corrected Resolution No. 3202 to clarify and revise the limits of Resolution No. 3169 for East Nugget Avenue (Time: 3:03:47 p.m.)

Transportation Manager Jon Ericson noted that adoption of the corrected resolution will clarify and revise the limits of Resolution No. 3169 for East Nugget Avenue. He noted that when staff was preparing the right-of-way certification for an upcoming RTC project, three questionable areas were identified. This resolution corrects those areas.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to adopt corrected Resolution No. 3202 to clarify and revise the limits of Resolution No. 3169 for East Nugget Avenue. Council Members Ratti, Smith, Lawson, Carrigan, Schmitt, YES. Motion carried.

6.3 Consideration and possible approval of Amendment #4 to the Cooperative Agreement between the City of Reno, Washoe County and the City of Sparks for services related to the operation of the homeless Community Assistance Center (Time: 3:06:30 p.m.)

City Planner Armando Ornelas noted that this was the fourth amendment to the original agreement for operation of the Community Assistance Center. This amendment would extend the current agreement for an additional five months and would continue the roll of the City of Reno as the lead agency for operations during this period of time. It also calls for Reno, Washoe County, and Sparks to each appoint an elected official to a "transitional governing board" to do the following:

- Set policy for the Community Assistance Center (CAC) and identify performance based goals for the CAC operations
 - Driven, in part, by upcoming changes in federal law which require recipients of federal funding for these types of services to move to a "housing first" model to move people through shelters and into permanent housing more quickly
- Oversee selection of an operator for the CAC through a new selection process
 - The new process is intended to emphasize the performance outcomes required by federal law
- Prepare a new cooperative agreement for the balance of this fiscal year, as well as for

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fiscal year 2012/2013

- Include consideration of a possible change of lead entity
- The City of Sparks would continue to contribute funds from the \$84,976 of CDBG funding it has budgeted for CAC operations for the current fiscal year

Mr. Ornelas noted that staff is recommending that the City Council approve this amendment and authorize the Mayor to sign it. Staff is also recommending that the City Council appoint the Mayor or a member of the City Council to represent Sparks on the Transitional Governing Board. Mayor Pro tem Smith noted that he had spoken to Mayor Martini regarding this appointment and he is willing to represent Sparks on this board.

Council Member Carrigan recommended that there be an alternate for Mayor Martini and recommended Council Member Ratti. Council Member Ratti agreed to serve as an alternate.

A motion was made by Council Member Ratti, seconded by Council Member Carrigan, to approve Amendment #4 to the Cooperative Agreement between the City of Reno, Washoe County and the City of Sparks for services related to the operation of the homeless Community Assistance Center and authorize the Mayor to sign the amendment. Also to appoint Mayor Geno Martini to represent Sparks on the Transitional Governing Board, with Julia Ratti as the alternate. Council Members Ratti, Smith, Lawson, Carrigan, Schmitt, YES. Motion carried.

6.4 Consideration and possible adoption of Resolution No. 3203, authorizing the transfer of the City of Sparks' 2011 State Volume Bond Capacity of \$4,707,310.86 to the Nevada Department of Business and Industry for First Time Homebuyers Programs offered by the Nevada Housing Division (NHD) and Nevada Rural Housing Authority (NRHA) in the City of Sparks (Time: 3:10:37 p.m.)

Housing Specialist George Graham noted that this is the annual allocation of our bond capacity and staff is recommending that we transfer that authority and split it equally between the NHD and the NRHA. It was noted that there were no requests for the City of Sparks' bond capacity.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to adopt Resolution No. 3203, authorizing the transfer of the City of Sparks' 2011 State Volume Bond Capacity to the Nevada Department of Business and Industry to be equally split between the Nevada Housing Division (NHD) and Nevada Rural Housing Authority (NRHA) for the purpose of supplementing our First Time Homebuyers Programs in the Sparks community. Council Members Ratti, Smith, Lawson, Carrigan, Schmitt, YES. Motion carried.

6.5 Performance Review by the City Council of City Manager Shaun Carey to consider the character, conduct, professional competence, or mental health of the City Manager and/or consideration and possible approval of an extension of Employment Agreement through 7/31/2013 (Time: 3:13:03 p.m.)

Employee and Customer Relations Manager Chris Syverson noted that the evaluations were sent out in June. Of the 14 sent out, ten were returned and the results are included in the agenda packet. She stated that the City Manager's contract was not included in the agenda packet and offered paper copies of the contract for anyone who wanted one. She noted that this is the same contract that was approved in 2004 and that has been extended several times.

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In response to questions and concerns from Council, Ms. Syverson clarified the following:

- The contract is actually for two years and will expire in 2012. Staff is recommending the contract be extended through 2013.
- The 7.5% salary reduction that was taken as a concession last year by the unrepresented employee groups is still in effect. The City Manager has also taken that reduction. In addition, half of the PERS increase, the 1.125%, has also been taken out of his salary.
- There have been no salary reductions this year, as of yet

Several Council Members commented that they felt the City Manager was doing a great job in these difficult economic times.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to approve an extension of the City Manager's Employment Agreement through 7/31/2013. Council Members Ratti, Smith, Lawson, Carrigan, Schmitt, YES. Motion carried.

City Manager Carey thanked the Mayor and Council for their support.

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: 3:21:42 p.m.)

Council Member Julia Ratti thanked her Intern Adam Cristos for his work this summer and the community service project that he coordinated to pull the weeds on the median at Victorian Avenue.

9.2 ***Comments from the Public** (Time: 3:21:30 p.m.)

None.

10. ***Adjournment** (Time: 3:23:09 p.m.)

There being no further business, the meeting was adjourned at 3:23 p.m.

Mayor

City Clerk

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