



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, April 11, 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 Geno Martini at 2:00 p.m.

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

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

ABSENT: Council Member Ron Schmitt

**3. Opening Ceremonies**

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

The invocation was provided by Pastor Barb West, Sparks Nazarene Church

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

The Pledge of Allegiance was led by Council Member Smith.

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

Jay Kolbet-Clausell gave public comment regarding the homeless issue along the river, the need to clean up the river and the need for more compassion when enforcing the camping ordinance.

Cecil McNatt gave public comment on the homeless issue along the river, on the river being a mess and that it is scary along the river now.

George Gerald gave public comment on the homeless issue along the river, on how bad the conditions are at the river and that it is no longer a safe place. He described being attacked during a walk along the river.

Cindy McNatt gave public comment on the homeless issue regarding church groups, when helping with food and other items, should be performing this service somewhere else. Using Rock Park as a location to give aid will draw the homeless to the park.

Gates Poore gave public comment on how it used to be nice along the river, but wasn't anymore. He talked about the path being blocked by tents and is unpassable now.

Samantha Brockelsby gave public comment on the increase in crime for businesses along the river and the environmental hazard along the river walk now. She owns a business close to the

river and can no longer arrive to work early, late or by herself because it is dangerous now. She described having a break in one night while she was still at work.

Council encouraged citizens who want to help to contact One Truckee River.

**5. Agenda** (Time: 2:26 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 Bybee, seconded by Council Member Smith, to approve the agenda as submitted. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**6. Minutes** (Time: 2:26 p.m.)

**6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of March 28, 2016. (FOR POSSIBLE ACTION)**

A motion was made by Council Member Ratti, seconded by Council Member Bybee, to approve the minutes of the regular Sparks City Council meeting on March 28, 2016. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**7. Announcements, Presentations, Recognition Items and Items of Special Interest** (Time: 2:27 p.m.)

**7.1 Spring Forward for Autism Fun Run and presentation by Reno Firefighter Art Reitz and Sparks Fire Captain Tom Krompetz** (Time: 2:27 p.m.)

A presentation by Reno Firefighter Art Reitz and Sparks Fire Captain Tom Krompetz on the Justin Hope Foundation. The foundation provides assistance and information to individuals and families in Northern Nevada affected by Autism Spectrum Disorder and other Neurodevelopmental disabilities by providing support and/or opportunities that will have a meaningful impact on the family as a whole.

**7.2 Proclamation: "Autism Awareness"** (Time: 2:32 p.m.)

Mayor Martini proclaimed April 2016 as Autism Awareness Month and urged all employees and residents to honor advocates, professionals, family members and all who work to build brighter tomorrows alongside those with autism to create a world free of barriers to inclusion and full of understanding and acceptance of the differences that make us strong. The proclamation was presented to Sparks Fire Captain Tom Krompetz.

**7.3 Presentation by the Dilworth STEM Academy 3rd quarter winners. 7th grade projects include how to build and design parks. 8th grade projects involve musical instruments and sound waves.** (Time: 2:34 p.m.)

Senior Planner Ian Crittenden introduced 7<sup>th</sup> and 8<sup>th</sup> grade Science, Technology, Engineering and Mathematics (STEM) Academy students. A presentation was given by 8<sup>th</sup> grade students Jesse Manning, Brian Lopez, Samantha Johnson, Alysha Brandon, and Isaac Navarro on the benefits of music education for all students. A presentation was given by 7<sup>th</sup> grade students Brian Vellone, Daniela Diaz, Oscar Recinos, and Jose Lopez on how to build and design a park that would meet the needs of the community and support a healthy ecosystem.

**7.4 Proclamation: "National Architecture Month"** (Time: 2:49 p.m.)

Mayor Martini proclaimed April 2016 as National Architecture Month to recognize the many valuable contributions made by the professional community and professional architects of Sparks, Nevada and extended sincere appreciation for the continued commitment to public services by these professionals.

**7.5 Proclamation: "National Public Safety Telecommunications Week"** (Time: 2:50 p. m.)

Mayor Martini proclaimed April 10 – 16, 2016 as Public Safety Telecommunications Week. Mayor Martini acknowledged and thanked the City of Sparks Public Safety Dispatchers: David Brown, Stephanie Buck, Lisa Buckles, Shelley Burkhart, Maureen Dyette, Mary Hail, Mary Holbrook, Christopher Luciano, Lydia McCoy, Mieka McGhin, Lori Montelatici, Melissa Nabong, Rebecca Ormsby, Nancy Owens, Lisa Rose-Brown, Cherie Terry, and Denise Wagner. The proclamation was presented to Administration Division Manager Teresa Wiley who thanked Council for their recognition. Emergency Communication Dispatcher David Brown also thanked Council and staff for their recognition.

**8. Consent Items (FOR POSSIBLE ACTION)** (Time: 2:54 p.m.)

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

**8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period March 10, 2016 through March 23, 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 Consideration and possible approval of a Final Map for Vincenza @ D'Andrea Subdivision (FOR POSSIBLE ACTION)**

An agenda item from City Engineer John Martini recommending Council approve the final map. The Vincenza @ D'Andrea Subdivision is a continuation of the D'Andrea New Urban District and generally located east of South D'Andrea Parkway. This subdivision will create 41 residential lots on 6.78 acres. The Developer will be Lennar Reno, LLC. The final map and civil improvement drawings have been reviewed by the Community Services Department and have been found to be acceptable. There is no impact to the general fund.

Council Member Lawson commented that Council had given direction to staff for final maps to be approved at staff level and asked where we were currently at in that process. Mr. Martini replied that they were working on it, but there were unforeseen issues and he is hopeful to have it done in the next couple of months.

**8.3 Consideration and possible approval of a Final Map for Wingfield Cove Village 30 Subdivision (FOR POSSIBLE ACTION)**

An agenda item from City Engineer John Martini recommending Council approve the final map. The Wingfield Cove Village 30 Subdivision is a continuation of the Wingfield Springs New Urban District and will be generally located east of Wingfield Springs Road. Access to the subdivision will be from Wingfield Springs Road and Poco Rey Drive. This subdivision will

create 123 residential lots on 36.60 acres. The Developer will be Red Hawk Land Company, LLC. There is no impact to the general fund.

## **9. General Business**

### **9.1 Consideration and possible award of a contract to provide Engineering Services for the North Truckee Drain Pipe Extension Improvements with Stantec Consulting Services, Inc. in the amount of \$251,045 (FOR POSSIBLE ACTION) (Time: 2:55 p.m.)**

An agenda item from Utility Manager Andrew Hummel recommending award of the contract. This project will enclose the localized drainage remaining from the North Truckee Drain realignment project within a buried pipeline. The contract for Engineering Services presented herein will provide surveying, geotechnical engineering, hydraulic modeling, engineering design, bid document preparation, and construction observation services. Permitting was identified as a long-lead item and is currently underway under separate contract. Funds were budgeted in the Storm Drain Capital Fund; there is no impact to the general fund.

A motion was made by Council Member Smith, seconded by Council Member Lawson, to award the contract to provide Engineering Services for the North Truckee Drain Pipe Extension Improvements with Stantec Consulting Services, Inc. in the amount of \$251,045. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

### **9.2 Presentation, consideration, discussion, and possible action to adopt Resolution No. 3291 acknowledging the health benefits of voluntary emission reductions and committing to support the Air Quality Management Division's Ozone Advance Program through the implementation of the Action Plan. (FOR POSSIBLE ACTION) (Time: 2:58 p.m.)**

An agenda item from Deputy City Manager of Community Services Neil Krutz recommending Council adopt the Resolution. Mr. Krutz introduced the Director with the Washoe County Health District's Air Quality Management Division (AQMD) Charlene Albee.

Ms. Albee gave a presentation on the Ozone Advance Program which is a collaborative effort between the EPA and local air agencies to promote voluntary emission reductions of ozone precursors. In order to meet the challenges involved with implementing voluntary control measures, the program encourages the adoption of resolutions by elected and appointed governing bodies. The EPA has confirmed AQMD's eligibility to participate in the Ozone Advance Program and the District Board of Health approved a Resolution in support of the program. There is no impact to the general fund.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to adopt Resolution No. 3291 acknowledging the health benefits of voluntary emission reductions and committing to support the Air Quality Management Division's Ozone Advance Program through the implementation of the Action Plan. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

### **9.3 Presentation, discussion and possible approval of a city reorganization plan requiring complement changes in the Management Services Department,**

**Community Services Department and City Attorney's Office. (FOR POSSIBLE ACTION)** (Time: 3:30 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the complement. The retirement of the Administrative Services Director has prompted a review of the city's organizational structure and an opportunity to succession plan in the City Manager's office, as well as in Community Services. The recommendation is not to fill the position of Administrative Services Director, but rather reinstate the position of Assistant City Manager. Separately, the City Attorney asked for a review of the classification of civil and criminal attorneys in the office, which has resulted in the recommendation for two separate and distinct job families and a change in resource allocations to include one additional civil attorney. There is an \$89,576 overall impact to the general fund in fiscal year 2017.

The proposed complement changes are:

<b>Current Complement</b>		<b>Proposed Complement</b>
	<b>Management Services Department</b>	
Administrative Services Director		Assistant City Manager
	<b>Community Services Department</b>	
Deputy City Manager for Community Services		Community Services Director
Assist Community Services Manager and City Engineer		City Engineer
City Planner	Assistant Community Services Director-Development	Development Services Director
		Planning Manager
	<b>City Attorney's Office</b>	
Assistant City Attorney Sr.		Assistant City Attorney Sr (Civil) Assistant City Attorney Sr. (Criminal)

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve the personnel complement changes in the Management Services Department, Community Services Department and the City Attorney's Office. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.4 Presentation, discussion and possible approval to amend the Appendix A in the Executive Resolution to implement the proposed complement change. (FOR POSSIBLE ACTION)** (Time: 3:50 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the amendments to Appendix A in the Executive Resolution to implement the reorganization approved by Council in agenda item 9.3. The financial impact is noted in agenda item 9.3.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve Amendment No. 1 to Appendix A of the Executive Resolution (R-3278) including a title and salary range addition, and a title change. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.5 Presentation, discussion and possible approval to amend the Appendix A in the Assistant, Senior and Chief Assistant City Attorney Resolution to**

**implement the proposed complement change. (FOR POSSIBLE ACTION)**  
(Time: 3:53 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the amendments to Appendix A in the Assistant, Senior and Chief Assistant City Attorney Resolution to implement the reorganization approved by Council in agenda item 9.3. The financial impact is noted in agenda item 9.3.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve Amendment No. 1 to Appendix A of the Assistant, Senior and Chief Assistant City Attorney Resolution (R-3282) including the title and salary range additions, and the salary range adjustment. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.6 Presentation, discussion and possible approval to amend the Appendix A in the Mid Management, Professional and Technical Resolution to implement the proposed complement change. (FOR POSSIBLE ACTION)** (Time: 3:54 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the recommending Council approve the amendments to the Appendix A in the Mid Management, Professional and Technical Resolution to implement the reorganization approved by Council in agenda item 9.3. The financial impact is noted in agenda item 9.3.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve Amendment No. 1 to Appendix A of the Mid Management, Professional and Technical Resolution (R-3279) including title and salary range additions and deletions. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.7 Presentation, discussion and possible approval of an Employment Agreement for Neil Krutz, Assistant City Manager. (FOR POSSIBLE ACTION)** (Time: 3:54 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the employment agreement for Neil Krutz as Assistant City Manager. The financial impact is noted in agenda item 9.3.

A motion was made by Council Member Smith, seconded by Council Member Ratti, to approve the employment agreement for Neil Krutz as Assistant City Manager. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.8 Presentation, discussion and possible approval of an Employment Agreement for John Martini as Community Services Director. (FOR POSSIBLE ACTION)** (Time: 3:57 p.m.)

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending Council approve the employment agreement for John Martini as Community Services Director. The financial impact is noted in agenda item 9.3.

A motion was made by Council Member Smith, seconded by Council Member Ratti to approve the employment agreement for John Martini as Community Services Director. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**9.9 FIRST READING of Bill No. 2705, an Ordinance amending the Sparks Municipal Code relating to hotels, motels and other rented short-term lodging; revising provisions pertaining to police inspection of hotel, motel and other lodging registers and registration systems; broadening the definition of registration systems to include modern electronic systems; allowing the owner or operator of hotels, motels and other rented properties to seek pre-compliance judicial review of police demands for inspection of registers and registration systems; and providing other matters properly related thereto. (Time: 4:00 p.m.)**

City Clerk Teresa Gardner read Bill No. 2705 by title. The public hearing and second reading of this bill will be conducted at the regular City Council meeting on Monday, April 25, 2016.

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

**10.1 Consideration and possible approval of the five (5) year extension of the Sierra Pacific Power Company dba NV Energy Natural Gas Franchise Agreement. (FOR POSSIBLE ACTION). (Time: 4:01 p.m.)**

An agenda item from Chief Assistant City Attorney Shirle Eiting recommending Council approve the five (5) year extension of the Sierra Pacific Power Company dba NV Energy Natural Gas Franchise Agreement. The City and Sierra Pacific Power Company negotiated a natural gas franchise agreement which was approved by City Council on April 24, 2006. The franchise agreement is set to expire on April 26, 2016. NV Energy has indicated that they wish to extend the franchise agreement under the same terms and conditions as provided in the April 24, 2006 agreement. The agreement allows for two (2) additional five (5) year extensions at the discretion of the Franchisee. The City of Sparks currently collects a five percent franchise fee which is the maximum allowed by Nevada Revised Statutes. There is no impact to the general fund.

NV Energy's Government Relations Executive Linda Bissett introduced the support staff from NV Energy and thanked the City of Sparks staff for their help and support.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the five (5) year extension of the Natural Gas Franchise Agreement. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

**10.2 Consideration and possible approval of the five (5) year extension of the Sierra Pacific Power Company dba NV Energy Electrical System Franchise Agreement. (FOR POSSIBLE ACTION) (Time: 4:05 p.m.)**

An agenda item from Chief Assistant City Attorney Shirle Eiting recommending Council approve the five (5) year extension of the Sierra Pacific Power Company dba NV Energy Electrical System Franchise Agreement. The City and Sierra Pacific Power Company negotiated an electrical system franchise agreement which was approved on April 24, 2006. The franchise agreement is set to expire on April 26, 2016. NV Energy has indicated that they wish to extend the franchise agreement under the same terms and conditions as provided in the April 24, 2006 agreement. The agreement allows for two (2) additional five (5) year extensions of the franchise agreement at the discretion of the Franchisee. The City of Sparks currently collects a five percent

franchise fee which is the maximum allowed by Nevada Revised Statutes. There is no impact to the general fund.

NV Energy's Government Relations Executive Linda Bissett re-introduced the support staff from NV Energy and thanked the City of Sparks staff for their help and support again.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the five (5) year extension of the Electrical System Franchise Agreement. Council Members Ratti, Lawson, Smith, Bybee, YES. Schmitt, ABSENT. Passed unanimously with those present.

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

**11.1 None**

**12. Closed Door Sessions**

**12.1 None**

**13. Comments**

**13.1 Comments from the Public – None.**

**13.2 Comments from City Council and City Manager (Time: 4:07 p.m.)**

City Manager Driscoll announced Committee vacancies and application periods as follows:

- Sparks Parks & Recreation, 2 members, 3-year term, open until close of business Friday, May 13, 2016
- Sparks Civil Service Commission, 1 member, 3-year term, open until close of business Friday, May 13, 2016
- Enterprise Fund Advisory Committee, 1 member from the construction industry, 4-year term, open until close of business April 29, 2016

Council Member Ratti asked, given the challenges at the river, if the City Manager would reach out to the County Manager and Washoe County Human Services to see what support is available to help with this issue. City Manager Driscoll replied that he has opened a conversation with the County Manager. The city is also working on a partnership with the Mobile Outreach Safety Team (MOST) to see what help is available. The city will need to determine what steps are necessary for clean-up of vacated areas after the issue is resolved.

Mayor Martini requested a presentation or report on progress for this issue at the first June meeting.

**14. Adjournment**

Council was adjourned at 4:11 p.m.

---

GENO R. MARTINI, Mayor

ATTEST:

---

Teresa Gardner, City Clerk>>>