



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, April 22, 2019

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

3. Opening Ceremonies

3.1 Invocation Speaker

The invocation was provided by Council Member Kristopher Dahir.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Acting City Clerk Lisa Hunderman.

4. Public Comment

Harvey Whittemore with Phoenix D'Andrea Acquisition LLC commented cleanup and restoration attempts continue for the clubhouse and property in efforts to comply with and meet code enforcement requirements. Mr. Whittemore also noted continued damage to the property by vandals makes this increasingly difficult. Mr. Whittemore commented an option will be given to D'Andrea homeowners to acquire the land necessary to build the golf course to 18 holes, however Phoenix will continue to restore and maintain a 9-course track and will pursue other commercial projects for the area. Mr. Whittemore stated he looks forward to continuing to work with City staff on the D'Andrea project to discuss how to bring effluent water, power, etc., to the property.

Sparks residents Kim Tracy, Gayle Miller, Wesley Griffin and George Lee each commented on a desire for Council to engage in a memorandum of understanding (MOU) with Washoe County and Washoe County School District. The residents would like the MOU to state any property at Wildcreek Golf Course not dedicated for use for the new school be allocated for continued use as a golf course or green space. Ms. Tracy additionally commented she would like Traffic Works, the company that provided a traffic study of the area, be vetted more closely to ensure a proper and complete study.

Mr. Lee, resident at 3506 Brassie Dr., provided comment he feels certain areas of planning for roadway construction on Sullivan Lane need to be looked at more closely, especially widening of the street between planned roundabouts, roadway lighting, and roadway water protection measures.

Council Member Lawson asked if a memorandum can be looked into, Mr. Krutz stated they would research.

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 as submitted with item 7.5 being heard before item 7.1.

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.

6. Minutes

6.1 Consideration and possible approval of the minutes of the Sparks City Council meeting for April 8, 2019.

Motion: Move to approve the minutes of the Sparks City Council meeting for April 8, 2019.

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.

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

7.1 Proclamation: "50th Anniversary of Municipal Clerk's Week"

Council proclaimed the week of May 5-11, 2019 as 50th Anniversary of Municipal Clerks Week. The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels. The proclamation was read by Council Member Dahir and presented to Acting City Clerk Lisa Hunderman and Assistant City Clerk Julie Torres.

7.2 Proclamation: "ALS Awareness Month"

Council proclaimed May 2019 as ALS Awareness Month. Amyotrophic Lateral Sclerosis (ALS), sometimes called Lou Gehrig's Disease, is a rapidly progressive, invariably fatal neurological disease that attacks the nerve cells (neurons) responsible for controlling muscles. The proclamation was read by Council

Member Dahir and presented to Jeana Curtis with the ALS Association. Ms. Curtis provided a flyer and reminded the community the Annual Reno/Sparks Walk for a Cure will take place at Mira Loma Park May 4, 2019.

7.3 Proclamation: "Arbor Day"

Council proclaimed April 26, 2019 as Arbor Day. Arbor Day is now observed throughout the nation and the world. Sparks is recognized as a Tree City USA by the National Arbor Day Foundation. The proclamation was read by Council Member Lawson and presented to Parks and Recreation Director Tracy Domingues. Ms. Domingues thanked the Rotary Club of Sparks for planting 47 trees at Shadow Mountain recently and she reminded the community a tree will be planted at Sepulveda Elementary School at 9:15 a.m. April 26, 2019 in recognition of the annual Arbor Day celebration.

7.4 Proclamation: "National Bike Month and Bicycle Safety Month" and "Washoe County Bike Month"

Council proclaimed May 2019 as National Bike Month and Bicycle Safety Month and Washoe County Bike Month. Bicycle-friendly communities improve quality of life by fostering community spirit, improving traffic safety, and stimulating economic growth. The proclamation was read by Council Member Anderson and presented to Andrew Samuelson with the Truckee Meadows Bicycle Alliance. Mr. Samuelson commented on the benefits of bike riding in the local community and thanked the City and the Regional Transportation Commission (RTC) for their continued efforts to make bike riding a more accessible and safer transportation alternative.

7.5 Proclamation: "National Day of Prayer"

Council proclaimed May 2, 2019 as The National Day of Prayer. Established in 1952, each President signs a proclamation encouraging all Americans to pray on this day. The proclamation was read by Council Member Dahir and presented to Pastor Barb West. Ms. West invited the public to attend a prayer meeting at 12:00 p.m. May 2, 2019 at 1001 W. 9th St.

7.6 Proclamation: "Older American's Month"

Council proclaimed May 2019 as Older Americans Month. The City of Sparks is committed to strengthening our community by connecting with and supporting older adults, their families and caregivers and acknowledging their many valuable contributions to society. The proclamation was read by Council Member Abbott and presented to Marsy Kupfersmith and members of the Sparks Senior Citizens Advisory Committee. A flyer of upcoming events promoting Older Americans Month in Sparks was presented. Events include: Opening Ceremonies May 1 at the an Ice Cream Social May 3, 2019 at 11:15 a.m. at the Sparks Senior Center; the Fire and Fall Prevention Fair May 7, 2019 at Baldini's Casino at 9:00 a.m.; a Walking Tour May 11, 2019 at 10:00 a.m. starting at the Sparks Heritage Museum; Sparks City Council Meeting May 13, 2019 at the Sparks City Council Chambers; District Attorney Chris Hicks and Chief Investigator Michelle Bays will speak at the Sparks Library May 16, 2019 at 2:00 p.m.; Police Chief Brian Allen will speak at the Larry D. Johnson Community Center May 22, 2019 at 2:30 p.m.; Sparks Fire

Department Inspector James Recob will speak May 23, 2019 at the Sparks Library; and Washoe County Sheriff Darin Balaam will speak May 30, 2019 at the Spanish Springs Library.

7.7 Proclamation: "One Truckee River Month"

Council proclaimed May 2019 as One Truckee River Month. One Truckee River (OTR) works to sustain the river's natural ecology, cultural resources, and wildlife; and to connect citizens and visitors with unparalleled opportunities for recreation and regeneration. Read by Council Member Bybee and presented to Americorps Carrie Jensen and Sophie Butler with OTR. Ms. Jensen highlighted upcoming OTR events, to include Sparks Kiwanis' Riding on the River Family Festival May 18, 2019 at 10:00 a.m. at Cottonwood Park, and Historic River Talk May 25, 2019 at the Sparks Heritage Museum. Additional events are highlighted at <http://onetruckeeriver.org/>.

7.8 Presentation: Mayor's Challenge

Presented by Suicide and Homeless Prevention Program Manager Kim Donohue, the Mayor's Challenge is meant to strengthen the capacity our interagency military and civilian team leaders to prevent and reduce suicide among Service Members, Veterans, and Families. With the Nevada Department of Veteran Services, the Truckee Meadows Team consists of members from the City of Sparks, City of Reno, Washoe County, and the Reno-Sparks Indian Colony. Ms. Donahue thanked Mayor Smith for being the first to accept this challenge and for the contributions of Council Members Dahir and Anderson as well as Mr. Walt Rosenberg who are among the team's representatives. Ms. Donahue reminded the fight to prevent and reduce suicide must be an on-going interagency and community effort. She also encouraged continued education on warning signs and how to support a person in need.

7.9 Presentation: NDOT Proposed Safety Projects

Presented by Nevada Department of Transportation Traffic Safety Engineer Lori Campbell, the NDOT McCarran Blvd. Safety Projects include a roundabout at Baring, new right turn slip lanes @ Greg St. & Glendale Ave. intersections, and pedestrian fencing in the existing raised median. As well as, a 10-foot shared use path, mid-block pedestrian crossing, ADA ramps, and buffered bike lanes. Council asked if sound walls will fall into the scope of this project to promote residential safety, how much speed would be reduced by the roundabout at Baring Blvd and McCarran Blvd., and if there are future public meetings regarding this project. Ms. Campbell confirmed at this time sound walls are not part of the project due to jurisdiction and maintenance concerns, and the roundabout should reduce speed to about 25 mph. She also confirmed public meetings are held when the study is conducted, and again before final plans are approved and construction begins later in the summer.

7.10 Presentation: Reno-Tahoe Airport Authority Annual Update

Presented by Reno-Tahoe Airport Authority President/CEO Marilyn Mora, the annual report for the Reno-Tahoe International Airport. The Reno-Tahoe International Airport is an economic engine for the region. It's the 63rd busiest

commercial airport in the U.S. and it served 4.2 million passengers in 2018. Future plans include adding more restaurants, apparel stores, and a new hotel slated to open 2020. Ms. Mora and Council thanked Sparks RTAA Board Trustees Art Sperber and Shaun Carey for their continued contributions to making the areas airports some of the best in the country.

7.11 Boards & Commissions Vacancy Announcement: Arts & Culture Advisory Commission

City Manager Neil Krutz announced a vacancy for the following board and commission: Arts & Culture Advisory Commission to fill one (1) partial term ending 11/6/2020. A humanities background is required. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business May 31, 2019.

7.12 Boards & Commissions Vacancy Announcement: Technical Review Committee / Washoe County Home Consortium

City Manager Neil Krutz announced a vacancy for the following board and commission: Technical Review Committee / Washoe County Home Consortium to fill one (1) three-year term. The vacancy seeks a non-staff person who is not required to be technically proficient in home consortium. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business May 31, 2019.

7.13 Boards & Commissions Vacancy Announcement: Civil Service Commission

City Manager Neil Krutz announced a vacancy for the following board and commission: Civil Service Commission to fill one (1) three-year term. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business May 31, 2019.

7.14 Boards & Commissions Vacancy Announcement: Parks and Recreation Commission

City Manager Neil Krutz announced a vacancy for the following board and commission: Parks and Recreation Commission to fill one (1) partial term ending June 30, 2020. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business May 31, 2019.

7.15 Boards & Commissions Vacancy Announcement: Reno Tahoe Airport Authority

City Manager Neil Krutz announced a vacancy for the following board and commission: Reno-Tahoe Airport Authority Board of Trustees to fill one (1) four-year term. Applications can be submitted on the city website at www.cityofsparks.us or with the City Clerk's Office. Applications will be accepted until close of business May 31, 2019.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.2 as submitted.

Moved by: Council Member Dahir
Seconded by: Council Member Lawson
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 March 21, 2019 through April 03, 2019.

An agenda item from Financial Services Director Jeff Cronk recommending the City Council approve the report of claims and bills approved for payment and appropriation transfers as presented in the staff report.

8.2 Consideration and possible acceptance of the receipt of grant and/or donation money which is individually under \$5,000.

An agenda item from Financial Services Director Jeff Cronk requesting Council approve the acceptance of grants and/or donations received that are individually under \$5,000.

9. General Business

9.1 Consideration, discussion and possible approval of the Mayor's recommendation of appointment for a partial term to the Civil Service Commission from the following pool of applicants: Andrew Ngo.

An agenda item from City Manager Neil Krutz requesting Council appoint Andrew Ngo to the Civil Service Commission, as recommended by Mayor Smith.

Motion: Move to confirm the Mayor's appointment of Andrew Ngo to the Sparks Civil Service Commission for a partial term expiring June 30, 2021.

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.

9.2 Consideration, discussion, and possible approval of fiscal year 2019-2020 budget recommendations and fiscal items including 1) the City Manager's recommendations for the City of Sparks final budget; and 2) the proposed five-year Capital Improvement Plan.

An agenda item from Financial Services Director Jeff Cronk requesting Council approve the fiscal year 2019-2020 budget recommendations from City Manager Neil Krutz. Mr. Cronk noted a tentative budget was filed with the Nevada Department of Taxation prior to April 15, 2019 as required by law. A public hearing and possible approval of the final budget will take place at the May 28th, 2019 City Council meeting. A final budget must be submitted by June 1, 2019. Council commented they had not been provided a copy of the tentative budget from the

Regional Planning Commission (RPC). Mr. Krutz stated the RPC tentative budget had been received and reviewed. Council requested to receive RPC's tentative reports in advance for future budget approvals and considerations. Mayor Smith and Council thanked Mr. Cronk and his financial team, in addition to all department heads, for their hard work and their dedication to the project and maintaining fiscal responsibility to taxpayers.

Motion 1: Move to approve the City Manager's final budget recommendations for fiscal year 2019-2020.

Moved by: Council Member Lawson

Seconded by: Council Member Bybee

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

Motion 2: Move to approve the proposed five-year Capital Improvements Plan for fiscal year 2019-2020 through fiscal year 2023-2024.

Moved by: Council Member Lawson

Seconded by: Council Member Abbott

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.3 Consideration, discussion and possible adoption of Resolution No. 3346 to augment the FY19 budget by \$7,777,458 in various funds to provide appropriations for capital projects approved, but not completed in prior years.

An agenda item from Budget Administrator Stacie Hemmerling requesting Council adopt Resolution No. 3346 allowing the re-appropriation of prior year budget authority for a capital improvement project that was approved in the FY18, but not completed and the budget authority has lapsed.

In order to complete these previously approved CIP projects and remain compliant with the Nevada Revised Statute budgeting requirements, it is necessary to augment the FY19 budget. Resources are available in the appropriate fund.

Motion: Move to adopt Resolution No. 3346 to augment the FY19 Capital Projects Funds and Enterprise Fund in the amount of \$7,777,458.

Moved by: Council Member Anderson

Seconded by: Council Member Dahir

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.4 Presentation, discussion and possible approval to amend the Appendix A in the Management, Professional and Technical Resolution (R-3341) to coincide

with the City Manager's FY20 budget recommendations effective April 22, 2019.

An agenda item from Human Resources Analyst Jill Valdez requesting Council approve an amendment to the Management, Professional and Technical Resolution, Appendix A, changing the title of Human Resources Manager to Human Resources Director. This position remains leveled at a nineteen. There is no financial impact.

Motion: Move to approve the amendment to the attached Management, Professional and Technical Resolution (R-3341), Appendix A effective April 22, 2019 as presented by staff.

Moved by: Council Member Abbott

Seconded by: Council Member Lawson

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.5 Presentation, discussion and possible approval to amend the Appendix A in the Executive Employee Resolution (R-3344) to coincide with the City Manager's FY20 budget recommendations effective April 22, 2019.

An agenda item from Human Resources Analyst Jill Valdez requesting Council approve the amendment to the Executive Employee Resolution, Appendix A. The recommended changes include one classification level change, elimination of a title, and a title change. If approved, the title of Financial Services Director becomes Chief Financial Officer, and the title Community Services Director would be removed from Appendix A. Under the new organizational structure, the position of Community Services Director would be absorbed into one of two Assistant City Manager roles. Because of role changes, the classification level and salary range of Assistant City Manager was reviewed again by Korn Ferry (also known as Hay) with the recommendation the new position be leveled at 23 instead of 24 with associated salary reductions. Any financial impact is included in the approved budget proposal.

Motion: Move to approve the amendments to the attached Executive Employee Resolution (R-3344), Appendix A effective April 22, 2019 as presented by staff.

Moved by: Council Member Dahir

Seconded by: Council Member Abbott

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.6 Presentation, discussion and possible approval of an Employment Agreement (AC-5559) for Peter J. Krall for the position of Police Chief, effective June 11, 2019 with a yearly salary of \$185,224.

An agenda item from Human Resources Analyst Jill Valdez requesting Council approve the employment agreement between the City of Sparks and Peter J. Krall

for the position of Police Chief. In anticipation of the upcoming retirement of Police Chief Brian Allen, Neil Krutz, City Manager, has selected Deputy Police Chief Peter J. Krall for the position of Police Chief. Council commented Mr. Krall is an excellent choice for this role. Mr. Krall expressed gratitude to his family and commented he looks forward to continued service within the community.

Motion: Move to approve the employment agreement between the City of Sparks and Peter J. Krall and authorize the City Manager to execute the contract.

Moved by: Council Member Lawson

Seconded by: Council Member Anderson

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.7 FIRST READING of Bill No. 2755, an ordinance amending Section 20.03.046, Wireless communication tower or antenna, of the Sparks Municipal Code, revising one definition and adding a new definition within Section 20.08.002, making administrative changes, adding a new section establishing regulations for small wireless communication facilities located on private property, and providing other matters properly relating thereto.

The proposed changes to Section 20.03.046 are to clarify its provisions, respond to updated Federal Communications Commission requirements regarding macro towers, and add regulations for small wireless facilities installed on private property. The requested changes to Section 20.08.002 (Definitions) revise the existing definition for “Wireless communication tower or antenna” and add a new definition for “small wireless facilities.”

9.8 FIRST READING of Bill No. 2756, an Ordinance amending Title 12 of the Sparks Municipal Code by adding Chapter 12.42.020 to address the construction, installation, and operation of small wireless facilities within the City right-of-way, and providing other matters properly related thereto.

The recommended addition of Chapter 12.42.020 to the Sparks Municipal Code will allow the City of Sparks to address the construction, installation, and operation of small wireless facilities located within City right-of-way. Adopting these rules by Ordinance will help the City address recent federal requirements ordered by the Federal Communications Commission.

9.9 FIRST READING of Bill No. 2757, an ordinance amending Chapter 5.77 of the Sparks Municipal Code to amend sidewalk cafes, revise one definition, add a new definition, add a section to establish regulations for pour stations during special events, and other matters properly relating thereto.

This agenda item proposes amendments to Chapter 5.77 - Sidewalk Cafes of the Sparks Municipal Code to revise and clarify regulations regarding permits for sidewalk cafes in the public right-of-way, including standards for the placement and demarcation of sidewalk cafes and the service of alcoholic beverages within sidewalk café areas.

The proposed ordinances for Bill Nos. 2755, 2756, and 2757 will be acted upon at the regular meeting of the Sparks City Council on Monday, May 13, 2019 in the Council Chambers of the Legislative Building at the Sparks City Hall Complex, 745 4th Street, Sparks, Nevada.

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

10.1 Public Hearing, consideration and possible approval of a memorandum of understanding (AC-5560) between the City of Sparks and the Sparks Police Protective Association-Lieutenants effective April 29, 2019.

An agenda item from Human Resources Analyst Jill Valdez requesting Council approve a memorandum of understanding between City of Sparks and the Sparks Police Protective Association-Lieutenants.

During implementation of the electronic timekeeping system Novatime, the City became aware of outdated language in the Lieutenant's contract. The City approached SPPA to discuss the language and the parties have come to an agreement to amend the contract and eliminate outdated contract language.

Public comment was opened at 4:04 p.m.; there was none.

Motion: Move to approve the memorandum of understanding (AC-5560) between the City of Sparks and the City of Sparks Police Protective Association - Lieutenants.

Moved by: Council Member Lawson

Seconded by: Council Member Abbott

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

10.2 Public Hearing, consideration and possible approval of a memorandum of understanding (AC-5561) between the City of Sparks and the Sparks Police Protective Association-Sergeants effective April 29, 2019.

An agenda item from Human Analyst Jill Valdez requesting Council approve the memorandum of understanding between City of Sparks and the Sparks Police Protective Association-Sergeants.

Public comment was opened at 4:05 p.m.; there was none.

Motion: Move to approve the Memorandum of Understanding (AC-5561) between the City of Sparks and the City of Sparks Police Protective Association - Sergeants.

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.

11. Planning and Zoning Public Hearings and Action Items

None

12. Comments

12.1 Comments from the Public

Sparks resident Bill Wagner commented Agenda item 9.5 didn't specify if contract would increase salary rate, or decrease. Council Member Lawson confirmed it is a slight increase.

12.2 Comments from City Council and City Manager

Council Member Dahir reminded the community the Carnival Big Hole Golf Tournament to support Nevada Veterans Memorial Fund will take place June 21, 2019.

13. Adjournment

Council was adjourned at 4:08 p.m.

Ronald E. Smith, Mayor

ATTEST:

Lisa Hunderman, Acting City Clerk

>>>LK