



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, August 26, 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, Paul Anderson, Ed Lawson, Charlene Bybee, Kristopher Dahir, City Manager Neil Krutz, Acting City Attorney Shirle Eiting, and Acting City Clerk Lisa Hunderman, PRESENT. City Attorney Chet Adams, ABSENT.

3. Opening Ceremonies

3.1 Invocation Speaker

The invocation was provided by Barb West of the Sparks Church of the Nazarene.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Abbott.

4. Public Comment

Johnny Eastwick, owner of Victorian Saloon, provided public comment regarding changes to his lease agreement that impact use of patio space at his bar. Mr. Eastwick asked for continued use of the space that is consistent with the way business has been conducted at the site for 22 years. Mayor Smith requested the City Manager's office follow up with Mr. Eastwick.

Sparks resident Karen Swope provided public comment regarding a butterfly garden she requested earlier this year. Mrs. Swope thanked Council and City Staff for their work on the project and expressed her gratitude for the garden's pilot project scheduled to be launched at Village Green Park in March 2020.

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.

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.

6. Minutes

6.1 Consideration and possible approval of the minutes of the Sparks City Council meeting for August 12, 2019.

Motion: Move to approve the minutes of the Sparks City Council meeting for August 12, 2019.
Moved by: Council Member Bybee
Seconded by: Council Member Abbott
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: "Nick Poulakidas Day"

Mayor Smith proclaimed August 13, 2019 as "Nick Poulakidas Day" Mr. Poulakidas lived a life of service first as a United States Army World War II veteran, then as a teacher and administrator with Washoe County for more than 30 years. 24 of those years he served as principal at Lincoln Park Elementary School in Sparks. Mr. Poulakidas was recognized twice by the National Parent Teacher Association as Nevada's outstanding PTA member. Nick Poulakidas Elementary School opened in his honor in August 2019. The proclamation was read by Mayor Smith and presented to Lynn LeGoy, daughter of Nick Poulakidas, and Shirley Bertschinger, who helped facilitate the naming of Nick Poulakidas Elementary School.

7.2 Proclamation: "International Overdose Awareness Day"

Mayor Smith proclaimed August 31, 2019 as "International Overdose Awareness Day", a day recognized around the world to acknowledge individual loss and family grief for people who have suffered an overdose. In 2018 there were 741 deaths in Nevada related to drug overdose with 67,744 deaths nationwide. International Overdose Awareness Day celebrates those who have survived an overdose and will bring attention to the struggle of addiction in our community while making a commitment to preventing loss of life. The proclamation was read by Council Member Bybee and presented to Jennifer DeLett-Snyder with Join Together Northern Nevada and Nicole Alberti with Washoe County Health District. Mrs. DeLett-Snyder announced a walk in remembrance of those who have lost a life to or have been affected by overdose. The walk will take place August 29, 2019 at 5:30 p.m. and will begin at the Believe sign in Reno and end at Wingfield Park in Sparks.

7.3 Proclamation: “UNR Med Day in the City of Sparks”

Mayor Smith proclaimed August 16, 2019 as “UNR Med Day in the City of Sparks” in recognition of the 50th anniversary of the University of Nevada, Reno School of Medicine - Nevada’s first public medical school. UNR Med is commemorating five decades of excellence in medical education that has resulted in training more than 3,500 physicians. UNR Med’s historic achievements as well as innovative approach to transforming medical education and health care in Northern Nevada and the communities it serves are worthy of recognition and celebration. The proclamation was read by Council Member Anderson and presented to University of Nevada, Reno School of Medicine Dean Thomas Schwenk, M.D. A presentation was given by Dr. Schwenk immediately following the reading of the proclamation. Dr. Schwenk’s presentation highlighted the Med School’s accomplishments spanning 50 years, and noted their embarkation on a year-long, community-wide celebration of the school’s *“Unrivaled history. Unlimited Future.”* Dr. Schwenk invited Council to attend the State of the School address September 9, 2019.

7.4 Presentation: University of Nevada, Reno School of Medicine

A presentation from University of Nevada, Reno School of Medicine Dean Thomas Schwenk, M.D., was presented immediately following the proclamation reading for “UNR Med Day in the City of Sparks.”

7.5 Presentation: Emergency Medical Services Annual Strategic Plan and Data Report

An annual update presented by Washoe County Health District EMS Program Oversight Manager Christina Conti regarding the EMS Annual Strategic Plan and Data Report for FY 2017-2018. Presentation highlights included EMS-related call statistics, regional accomplishments, partner accomplishments, current projects, additional regional projects, and recommendations. The EMS Oversight interlocal agreement was adopted in August 2014 and includes the City of Reno, City of Sparks, Truckee Meadows Fire Protection District, Washoe County Board of County Commissioners, and Washoe County Health District. Council asked how they can find out if they are registered for Code Red response notifications, Mrs. Conti noted she will send information to the City Clerk for dissemination. Council encouraged leadership participation in an emergency response disaster preparedness exercise taking place November 12-14, 2019. Mrs. Conti noted this is a FEMA-sponsored, state-wide exercise. Council commended Senator Julia Ratti for her contributions in making these programs reality and commended everyone involved regionally for their cohesion and willingness to work together for such an important community issue.

Mayor Smith asked who sets protocols; Mrs. Conti confirmed there is a task force that proposes protocols that are then signed off by each agency’s medical director. Mrs. Conti clarified the dispatchers do the Emergency Medical Dispatch determinant that determines what the emergency is, then the protocol occurs when responders get on scene and initiate the outlined steps necessary to treat the patient. Mayor Smith asked what is being done to account for those with disabilities; Mrs. Conti explained there is no established list of those with disabilities, however

citizens can sign up through NV Energy and through Medicaid/Medicare to offer CMS data. In a declared emergency, NV Energy and CMS can each provide their data, allowing for GIS Data mapping capabilities to produce addresses for EMS teams of those with disabilities in an affected area. Mrs. Conti encouraged all families to have their own emergency response plan in the event of system or response delays.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.3 as submitted.
Moved by: Council Member Dahir
Seconded by: Council Member Abbott
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 July 25, 2019 through August 07, 2019. (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk requesting approval of the report of claims and bills approved for payment and the appropriation transfers for the period of July 25, 2019 through August 7, 2019 as presented by staff.

8.2 Consideration, discussion, and possible approval of a Final Map for Kiley Ranch North Village 9 Unit B-3 Subdivision. (FOR POSSIBLE ACTION)

An agenda item Assistant City Manager John Martini and presented by City Engineer Jon Ericson requesting Council approval of a Final Map for Kiley Ranch North Village 9 Unit B-3 Subdivision. The Kiley Ranch North Village 9 Unit B-3 final map will create six (6) residential lots within the Kiley Ranch North planned development. The final map and civil improvement drawings have been reviewed by the Community Services Department and substantially conform to the approved tentative map.

8.3 Consideration and possible approval of an application for a Gaming license for Kouretas Ventures 4 LLC, DBA: Lucky's Lounge, #4, located at 1475 E. Prater Way, #103, Sparks, Nevada 89434 submitted by Daniel Kouretas. (FOR POSSIBLE ACTION)

An agenda item from Mr. Daniel Kouretas and presented by Police Chief Pete Krall requesting Council approval of an application for a Gaming license for Kouretas Ventures 4 LLC, DBA: Lucky's Lounge, #4, located at 1475 E. Prater Way, #103, Sparks, Nevada 89434 submitted by Daniel Kouretas. Approval of the license is contingent upon approval from the State of Nevada Gaming Control Board with the location being inspected and approved by every city, county, district, and state agency having jurisdiction over the matter and upon fingerprints being returned from the FBI/CJIS that do not reflect any disqualifying arrests/convictions.

9. General Business

9.1 Consideration and possible approval of the Mayor's recommendation of appointment to the Sparks Planning Commission from the following pool of applicants listed in alphabetical order: Jonathan Crawford, Cynthia Esparza, Donald Kennedy, Kelly Luchetti, James Morman, Reid Petersen, Evan Pritsos and Kaylee Spinhirn. (FOR POSSIBLE ACTION)

An agenda item presented by City Manager Neil Krutz requesting approval of the Mayor's recommendation of appointment of Evan Pritsos to the Sparks Planning Commission for a term ending December 31, 2020. Mr. Pritsos thanked Council for the opportunity, and he looks forward to serving the city.

Motion: Move to confirm the Mayor's appointment of Evan Pritsos to the Sparks Planning Commission for a term ending December 31, 2020.

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.

9.2 Consideration and possible approval of the Interlocal Cooperative Agreement (AC-5599) for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and the City of Sparks for \$302,267 in Fiscal Year 2020. (FOR POSSIBLE ACTION)

An agenda item presented by Assistant Community Services Director Armando Ornelas requesting Council approve Interlocal Cooperative Agreement (AC-5599) for Operation of the Community Assistance Center and Other Homeless Services among the City of Reno, Washoe County and the City of Sparks for \$302,267 in Fiscal Year 2020. The Agreement specifies the funding to be provided by, and roles of, the three jurisdictions for operation of the Community Assistance Center (CAC) and related homeless services, including an overflow shelter and, after it opens, a secondary shelter location for women and children on the Northern Nevada Adult Mental Health Services campus. Total funding to be contributed per the terms of this Agreement for these services is \$3,952,811 as follows: City of Sparks – \$302,267; City of Reno – \$890,960; Washoe County – \$2,759,584. The City of Sparks funding is to be used only to support operations of the CAC. The City of Reno continues to serve as the lead agency. This agreement is for the period from July 1, 2019 to June 30, 2020 and is effective upon approval of all parties. Council commended progress made and the efforts of those involved.

Motion: Move to approve the Interlocal Cooperative Agreement (AC-5599) for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and the City of Sparks for \$302,267 in Fiscal Year 2020.

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.

9.3 Consideration, discussion and possible approval of an expenditure to rebuild an effluent nitrification pump by R.F. MacDonald Co. for the Truckee Meadows Water Reclamation Facility (TMWRF) in an amount not to exceed \$59,939.93. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by TMWRF Treatment Plant Engineer Casey Mentzer requesting Council approve an expenditure of \$59,939.93 for the repair of an effluent nitrification pump at TMWRF. The initial estimate for the necessary work to rebuild the pump was approximately \$25,000. Quotes were solicited from two vendors for the repair of this pump and RF McDonald was the lower of the two with a price of \$21,385.00. However, once the pump was disassembled by the vendor additional work was found to be necessary to return the pump to full service. The final scope of work increased the price of the repair to \$59,939.93. The cost of a new replacement pump is approximately \$125,000, making the repair a cost-effective solution even at the increased price. Council asked if age was the source of the damage found when the pump was disassembled; Mr. Mentzer explained the pumps were in service for and estimated 15 years and environmental factors contributed to this specific pump's deterioration.

Motion: Move to approve the expenditure to rebuild an effluent nitrification pump by R.F. MacDonald Co. for the Truckee Meadows Water Reclamation Facility (TMWRF), in an amount not to exceed \$59,939.93.

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.

9.4 Consideration and possible approval of an expenditure of \$204,622.51 to purchase one Link Belt 145X4 Spin Ace excavator and related accessories from Bane Machinery, Inc/Shafer Equipment Company, as part of the Capital Improvement Projects for FY 2020, utilizing a joinder bid from Houston Galveston Area Council. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Public Works Maintenance Manager Ron Korman and Assistant Public Works Manager Mark Anderson requesting Council approval of an expenditure of \$204,622.51 from the storm drain enterprise fund to purchase a new Link Belt Excavator. Public Works Maintenance will use the excavator for cleaning and repairing open channel ditches that are part of the City's flood control infrastructure. If approved, the City will purchase the excavator by joinder with a national purchasing consortium, contract number #EM06-17. \$250,000 was included in the fiscal year 2020 capital

improvements plan approved by the City Council on May 28, 2019. Council asked if the equipment can be used for additional purposes; Mr. Korman confirmed the equipment may be used for additional purposes however it will primary be dedicated to drainage ditch clearance.

Motion: Move to approve an expenditure of \$204,622.51 to purchase one Linkbelt 145X4 Spin Ace excavator and related accessories from Bane Machinery, Inc/Shافر Equipment Company.

Moved by: Council Member Anderson

Seconded by: Council Member Bybee

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.5 Consideration, discussion, and possible authorization of the purchase and installation of new electrically operated shelving through a joinder contract with Spacesaver Intermountain LLC for the Police Department Evidence Mobile Shelving Project in the amount of \$132,035. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Capital Projects Manager Brian Cason and Police Chief Pete Krall requesting Council approve the purchase and installation of new electrically operated mobile shelving units for the police department evidence room through a joinder contract through Sourcewell for Spacesaver Intermountain LLC to allow for additional evidence storage. The mobile shelving project will cost \$132,035.00 and is an approved FY19 CIP project. Sourcewell is a cooperative contract for state and local agencies to purchase equipment from approved vendors. Chief Krall credited Evidence Supervisor Joanna Bellamy for her idea and research into the most affordable option to help meet space restrictions and departmental needs.

Motion: Move to authorize the purchase and installation of new electrically operated shelving through a joinder contract with Spacesaver Intermountain LLC for the Police Department Evidence Mobile Shelving Project in the amount of \$132,035.

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 Consideration and possible approval of an agreement with CivicPlus, LLC., doing business as CivicPlus, in an amount not to exceed \$64,088.51, to provide implementation, support, licensing, hosting and first year maintenance of the CivicRec Recreation Management System for the Parks and Recreation Department. (FOR POSSIBLE ACTION)

An agenda item from Parks and Recreation Director Tracy Domingues and presented by Parks and Recreation Admin Manager Andre Stigall requesting Council approval of an agreement to provide a new recreation software solution to replace a system in place for more than 20 years. The agreement includes, but is not limited to, data management for program and class activity registrations, point of sale, online registration, memberships/passes, day care, facility and field reservations, league scheduling, marketing and communication functions, payment processing, and ad hoc/customized reporting. The projected go-live date is July 1, 2020. Council expressed excitement at the possibilities this project will promote, to include improved staff efficiencies and public participation with increased ease of access to Parks and Recreation information.

Motion: Move to approve an agreement with CivicPlus in an amount not to exceed \$64,088.51, to provide implementation, support, licensing, hosting and first year maintenance of the CivicRec Recreation Management System for the Parks and Recreation Department.

Moved by: Council Member Bybee

Seconded by: Council Member Abbott

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

9.7 Consideration, discussion, and possible approval of Resolution No.3351 (R-3351) endorsing the Vision Zero Truckee Meadows Action Plan and support of the goal to eliminate pedestrian deaths in Washoe County by the year 2030. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Transportation Manager Amber Sosa requesting Council approval of Resolution No.3351 (R-3351) endorsing the Vision Zero Truckee Meadows Action Plan and support of the goal to eliminate pedestrian deaths in Washoe County by the year 2030. The Vision Zero Truckee Meadows (VZTM) task force is a regional partnership focusing on pedestrian safety in our community. The Vision Zero Network works to advance Vision Zero across the U.S. with the goal of eliminating traffic fatalities and severe injuries among all road users. To be recognized as an official Vision Zero Community, with council's endorsement, an application will be submitted to the Vision Zero Network in September of 2019. Regional Transportation Commission Planner Rebecca Kapuler presented on the VZTM Action Plan. The main three actional plan goals highlighted include reaching zero fatalities by 2030, development of regional lighting standards, and improved community engagement and outreach. Council commended the efforts to address common citizen complaints, to include lack of pedestrian safety and increased speeding. Ms. Kapuler encouraged the public to visit the project website at www.visionzerotruckeemeadows.com.

Motion: Move to approve Resolution No.3351 endorsing the Vision Zero Truckee Meadows Action Plan and support of the goal to eliminate pedestrian deaths in Washoe County by the year 2030 as presented by staff.

Moved by: Council Member Anderson

Seconded by: Council Member Abbott

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

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0.

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

10.1 SECOND READING, Public Hearing, discussion and possible adoption of Bill No. 2763, amending Chapter 12.44 of the Sparks Municipal Code to approve the Regional Road Impact Fee General Administrative Manual, Capital Improvements Plan, and Impact Fees as revised by the Regional Transportation Commission of Washoe County On May 20, 2019; and providing for other matters properly related thereto. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by City Engineer Jon Ericson and Regional Transportation Commission RRIF Program Manager Julie Masterpool requesting a second reading of Bill No. 2763, amending chapter 12.44 of the Sparks Municipal Code to approve the Regional Road Impact Fee General Administrative Manual, Capital Improvements Plan, and Impact Fees as revised by the Regional Transportation Commission of Washoe County on May 20, 2019; and providing for other matters properly related thereto. The impact fee pays for capacity improvements on the regional roadway network that are attributable to new development projects. The first reading was read at the August 12, 2019 City Council Meeting. Council asked if the 2020 census will have any impact, if the split for service areas was always north and south, and who chooses how funding is spent; Mrs. Masterpool noted the census will not affect this sixth edition but may affect the seventh, the region was previously divided into additional service areas, and proposals for funding expenditures go through the RTC Board and staff to make sure all agency and project needs are being met.

Public hearing was opened at 3:44 p.m.; there were no comments.

Motion: Move to adopt Bill No. 2763, amending Chapter 12.44 of the Sparks Municipal Code.

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.

11. Planning and Zoning Public Hearings and Action Items

None

12. Comments

12.1 Comments from the Public

None

12.2 Comments from City Council and City Manager

Council Member Dahir congratulated those who participated in the 2019 Dragon Boat races on behalf of the City of Sparks for earning 2nd place in the Premier Mixed Division Semi Finals and for earning 1st place in the Premier Mixed A Division Consolation category. Council presented Mayor Smith with the team's winning trophy.

Council Member Bybee thanked Council Member Abbott for taking on the role of team captain, and she also thanked those from seven different departments who competed on behalf of the City. Council Member Abbott echoed Council Member Bybee and noted he looks forward to next year's challenge.

Mayor Smith reminded of the Mayor's Cup Golf Tournament at Red Hawk Golf Course October 18, 2019 at 10:00 a.m. The public may sign up at Parks and Recreation at 98 Richards Way. The tournament benefits the Sparks Youth Scholarship Fund.

Mayor Smith also noted some of the Sparks Marina main letters are broken and requested Public Works investigate the issue.

13. Adjournment

Council was adjourned at 3:49 p.m.

Ronald E. Smith, Mayor

ATTEST:

Lisa Hunderman, City Clerk

>>>LK