



MAYOR
Geno Martini

CITY COUNCIL
Donald Abbott, Ward I
Ed Lawson, Ward II
Ron Smith, Ward III
Charlene Bybee, Ward IV
Kristopher Dahir, Ward V

CITY ATTORNEY
Chet Adams

CITY MANAGER
Steve Driscoll

REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, January 8, 2018

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 Pro Tempore Ron Smith at 2:00 p.m.

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

Council Members Donald Abbott, Ed Lawson, Ron Smith, Charlene Bybee, Kristopher Dahir, Acting City Manager Neil Krutz, Acting City Attorney Alyson McCormick and City Clerk Teresa Gardner, PRESENT.

ABSENT: Mayor Geno Martini.

3. Opening Ceremonies

3.1 Invocation Speaker (Time: 2:00 p.m.)

The invocation was provided by Pastor Steve Bond, Summit Christian Church.

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

The Pledge of Allegiance was led by Council Member Charlene Bybee.

4. Public Comment (Time: 2:02 p.m.)

Lisa Jansen of 39 North Downtown gave an update on the 39 North Pole Village held in December 2017, and thanked the city for its support. An anonymous speaker spoke concerning a lawsuit filed by survivors of domestic violence and concerns regarding the destruction of court case files. Marsy Kupfersmith thanked the City Council for being pro-senior and asked the senior citizen advisory board be re-activated. Wayne Alexander spoke in support of re-activating the board. Mary Cooper of the Martin Luther King Jr. Holiday Committee spoke about the committee's upcoming events and invited Council and everyone else to attend the events. Bill Wagner spoke his concerns about the possible approval of the Los Altos project and asked the Council to consider the matter carefully.

5. Agenda (Time: 2:16 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 Lawson, seconded by Council Member Bybee, to approve the agenda as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

6. Minutes (Time: 2:16 p.m.)

6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of December 11, 2017. (FOR POSSIBLE ACTION)

A motion was made by Council Member Abbott, seconded by Council Member Lawson, to approve the minutes of the regular Sparks City Council meeting of December 11, 2017. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:16 p.m.)

7.1 Proclamation: National Radon Action Month (Time: 2:16 p.m.)

Mayor Martini proclaimed January 2018 as National Radon Action Month and joined the University of Nevada Cooperative Extension, the Nevada Division of Public and Behavioral Health, and the U.S. Environmental Protection Agency in encouraging all Sparks residents to test their homes for radon, mitigate elevated levels of radon and have new homes built with radon-reducing materials and features. The Proclamation was read by Mayor Pro Tempore Smith and presented to Radon Education Coordinator Susan Howe.

7.2 Presentation: Golden Sparky Award (Time: 2:25 p.m.)

Fire Prevention Association of Nevada (FPAN) local chapter Vice President Silvia Lee, accompanied by Nevada State Fire Marshall Bart Chambers; Belfor Property Restorations representative Michelle Turner; and National Fire Prevention Association (NFPA) Regional Education Specialist Jeff Donahue, presented Fire Marshall Bob King with the Golden Sparky award in recognition of his programs SAFER (fire alarms) and Remembering When (senior outreach). Fire Marshall King is also being nominated for a national award. Through the Project Safe program, free smoke detectors, carbon monoxide and hearing impaired detectors and sensors are installed in City of Sparks homes built prior to 1994. People wanting a detector installed in their home built prior to 1994 can call Sparks Fire Department at 353-2266.

7.3 Presentation: Winners of the 2017 Sparks Hometowne Christmas Parade (Time: 2:37 p.m.)

Special Events Supervisor Francine Burge announced the winners of the 2017 Sparks Hometowne Christmas Parade and presented the following awards:

Best Overall: Washoe County Library System, Best Float: Girl Scouts of the Sierra Nevada, Best Marching Band: Mayor's Own Marching Band, Best Animal Entry: Washoe County 4-H Horse Program, Best Vehicle Entry: Vintage Fords of Northern Nevada, Best Community Group: Sparks Kiwanis, Best Business Entry: Chase International Real Estate, and Best Costume Group: Jenny's Studio of Dance.

7.4 Presentation: Washoe County District Attorney's Office (Time: 2:41 p.m.)

Washoe County District Attorney Chris Hicks gave a presentation on the District Attorney (DA) office's 2017/2018 budget, highlighting some of the primary functions of the DA's office. Those functions include criminal prosecutions, grand jury indictments, being the legal department for the entire county, forfeiture, child welfare, family support and providing assistance to victims and

witnesses of crimes. Mr. Hick spoke on some of the highlights of the DA's office such as the creation of a specialty court team, increased prosecutions of violent and repeat offenders, and the child advocacy center.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:52 p.m.)

A motion was made by Council Member Bybee, seconded by Council Member Dahir, to approve consent items 8.1 through 8.7 as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period November 23, 2017 through December 20, 2017. (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, discussion and possible acceptance of a private donation in the amount of \$7,000 from the Reno-Sparks SCHEELS Sporting Goods Store. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Brian Allen recommending Council accept the private donation. SCHEELS is active in national and local community partnerships and donates more than 10% of its profits to local charities and local non-profit organizations. In addition to community outreach and volunteerism, SCHEELS supports quality education and athletic programs, conservation and social services and health programs. SCHEELS has established and maintained an active and positive working relationship with the Sparks Police Department since its opening. SCHEELS has offered a one-time private donation to the Sparks Police Department in the amount of \$7,000. There is no impact to the general fund.

8.3 Consideration, discussion and possible acceptance of a Bureau of Justice Assistance (BJA) Fiscal Year 2017-18 Bulletproof Vest Partnership (BVP) matching grant award (AC-5433) in the amount of \$5,750.18. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Brian Allen recommending Council approve and accept the \$5,750.18 matching grant from the Bureau of Justice Assistance Bulletproof Vest Partnership for the 2017-2018 fiscal year. The Bulletproof Vest Partnership (BVP) Program is an initiative designed to provide critical resources to state, local and tribal jurisdictions for the purpose of purchasing body armor for sworn law enforcement officers. The purpose of the BVP Program is to reimburse states, counties, federally recognized tribes, cities, and local jurisdictions that employ law enforcement officers for up to 50% of the total cost of body armor purchased for the officers. In order to be reimbursed under the BVP program, all purchased body armor must comply with the most current National Institute of Justice (NIJ) ballistic or stab body armor standards. There is a \$5,750.18 impact to the general fund.

8.4 Consideration, discussion and possible acceptance of a Justice Assistance Grant (AC-5434) in the amount of \$6,033 from the State of Nevada Department of Public Safety, Office of Criminal Justice Assistance. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Brian Allen recommending Council accept the Justice Assistance Grant. The purpose of the grant funds is to provide continuing education for the three

detectives currently assigned to the Regional Sex Offender Notification Unit (RSONU). The funds will cover travel and training expenses for RSONU detectives to attend the internationally recognized 2018 Crimes Against Children Conference in Dallas, Texas. There is no impact to the general fund.

8.5 Consideration, discussion and possible approval of the sub-grant agreement (AC-5435) between Washoe County and the City of Sparks in the amount of \$700. (FOR POSSIBLE ACTION)

An agenda item from Division Chief Jim Reid recommending Council approve and accept the sub-grant agreement. The Sparks Fire Department, through Washoe County Local Emergency Planning Committee (LEPC), applied for and was granted \$700 to purchase petroleum foam firefighting nozzles. These nozzles will augment the current supply of firefighting equipment for the Sparks Tank Farm and any other emergency response incidents needing such equipment. The Sparks Fire Department will purchase the equipment and be reimbursed by the Nevada State Emergency Response Committee (SERC) 2018 United We Stand Grant. There is no impact to the general fund.

8.6 Consideration, discussion and possible approval of the Municipal Court Judge Pro Tempore list for calendar year 2018. (FOR POSSIBLE ACTION)

An agenda item from Municipal Court Administrator Heidi Shaw recommending Council approve the Judge Pro Tempore list. Pro Tempore Judges are utilized by the Municipal Court in the event that a Judge is unavailable to hear matters due to illness, vacation, mandatory judicial training, and attendance at judicial conferences and/or recusal for a case. Pro Tempore Judges are necessary to fulfill the legal requirement of case processing and timely disposition. This recommendation establishes a list of Pro Tempore Judges for the calendar year 2018. The following names are the attorneys for the list of Pro Tempore Judges: Dean Heidrich, Esq.; Cheryl Field-Lang Esq.; Richard A. Molezzo, Esq.; William Gardner, Esq.; Kenneth Howard, Esq.; Matthew Addison, Esq.; and Cotter Conway, Esq. There is no impact to the general fund.

8.7 Consideration, discussion and possible approval of the purchase of 326,894 pounds of CrafcO Polyflex II in an amount not to exceed \$110,000 from CrafcO Inc. for FY 17/18. (FOR POSSIBLE ACTION)

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase. CrafcO Polyflex II is the product used in the crack sealing process when performing maintenance on city streets. This product has proven to give the city the best performance compared with similar products on the market. The Maintenance Division of the Community Services Department estimates the amount of the product needed to complete the work for the season and purchases crack seal material accordingly. There is a not to exceed \$110,000 impact to the general fund.

9. General Business

9.1 Consideration, discussion and possible appointment to the Regional Planning Governing Board for a three-year term from the following pool of applicants listed in alphabetical order: Donald Abbott; Charlene Bybee; Kristopher Dahir; Ed Lawson; Geno Martini and Ron Smith. (FOR POSSIBLE ACTION) (Time: 2:53 p.m.)

An agenda item from Assistant City Manager Neil Krutz on behalf of City Manager Steve Driscoll recommending Council select the appointment. The Regional Planning Governing Board is

responsible for regional planning policy issues and adopts the Regional Plan based on recommendations put forward by the Regional Planning Commission. The Board has ten members; three from Washoe County; four from the City of Reno; and three from the City of Sparks. The City of Sparks' three appointments to the Regional Planning Governing Board are staggered three-year terms. Each appointee is an elected official; the current members are Council Member Ed Lawson, Council Member Charlene Bybee, Council Member Donald Abbott, and Council Member Kristopher Dahir as an alternate. Ed Lawson's appointment expired on December 31, 2017. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to re-appoint Council Member Ed Lawson to the Regional Planning Governing Board for a three-year term which will expire on December 31, 2020. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.2 Consideration, discussion and possible approval of re-activating the city's membership in the National League of Cities for calendar year 2018 with a dues payment not to exceed \$7,816 and direction to the City Manager to identify funding for this unbudgeted expense. (FOR POSSIBLE ACTION)
(Time: 2:55 p.m.)

An agenda item from Acting City Manager Neil Krutz on behalf of City Manager Steve Driscoll recommending Council approve the request. The City of Sparks had an annual membership with the National League of Cities (NLC) from 1988-1990, and 2002-2011. Due to the economic downturn, the number of memberships with local, state and national organizations had to be limited. The NLC is a resource and advocate for the nation's cities and their leaders. The NLC is dedicated to helping city leaders build better communities. Working in partnership with the 49 state municipal leagues, NLC serves as a resource to, and an advocate for, the more than 19,000 cities, villages, and towns it represents. There is a \$7,816 impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Abbott, to approve re-activating the city's membership in the National League of Cities for calendar year 2018 with a dues payment not to exceed \$7,816 and direct the City Manager to identify funding for this unbudgeted expense. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.3 Consideration, discussion and possible acceptance of the report on the regional bike share program from the Regional Transportation Commission (RTC) of Washoe County and consideration of supporting a dockless bike share pilot program and the RTC's Transportation Alternative grant application for a regional smart bike/station based bike share program. (FOR POSSIBLE ACTION) (Time: 2:58 p.m.)

An agenda item from Transportation Manager Amber Sosa and RTC Director of Planning Amy Cummings recommending Council accept the report and support the pilot program. Ms. Cummings introduced Rebecca Kapuler as the Director of Planning of the bike share program. City of Sparks staff has been participating in a regional approach to learning about bike share and the potential feasibility within the region. This presentation updated the City Council on the status of the project. The bike share committee recommended a pilot project for a dockless bike share to run for a limited time (approximately March 2018 – October 2018), and support for the RTC in

preparing a transportation alternatives grant application for bike share capital costs for a regional smart bike/station based bike share program. There is no impact to the general fund.

Council expressed concerns about the cost. Ms. Cummings stated the dockless program would not have a cost to the city. A station based bike program would have an approximate \$800,000 annual cost to the region; the region would look for grants and sponsorships to help mitigate those costs.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to accept the report on the regional bike share program from the Regional Transportation Commission (RTC) of Washoe County and to support a dockless bike share pilot program. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.4 Consideration, discussion and possible approval to purchase four (4) Zoll X-Series defibrillators and related equipment from the Zoll Corporation in the amount of \$117,114.10 of which Sparks' share is \$10,646.74. (FOR POSSIBLE ACTION) (Time: 3:19 p.m.)

An agenda item from Fire Chief Chris Maples recommending Council approve the purchase. The Sparks Fire Department (department) applied and was approved for a Department of Homeland Security (DHS) Assistance to Firefighters Grant (AFG) to purchase four 12-lead defibrillators to support the department's Paramedic program. These units will replace four aging defibrillators that do not have the capabilities needed to provide the advanced cardiac monitoring necessary under the department's paramedic protocols. The cost of the monitors is \$117,114.10. The AFG will reimburse the department \$106,467.36 toward the cost of the monitors. There is an estimated \$10,646.74 impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Lawson, to approve the purchase of 4 Zoll monitors and related equipment from the Zoll Corporation for \$117,114.10 of which Sparks' share is \$10,646.74. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.5 Consideration and possible approval to reject the one responsive bid for the Synthetic Turf Replacement-Fields 7 & 8, Bid No. 17/18-011, PWP #WA-2018-048, due to insufficient funding. (FOR POSSIBLE ACTION) (Time: 3:22 p.m.)

An agenda item from Capital Projects Manager Brian Cason recommending Council reject the one responsive bid. Golden Eagle Regional Park was originally completed in April 2008. Since completion, the park has seen extensive programming and use of all the athletic fields. The City of Sparks worked with Lloyd Civil & Sports Engineering to develop a long-term asset management/replacement plan of the synthetic fields in 2016. Based upon this study which included an onsite review of the synthetic turf fields and impact attenuation testing of the fields, it was determined the Multi-Use Fields 7 & 8 have reached the end of their useful life and require replacement. The budget allocated for the project is \$1,488,047. Staff advertised a formal bid for the Synthetic Turf Replacement-Fields 7 & 8 and received three bids on Wednesday, December 20, 2017, at 2:00 p.m. Two bids were deemed "Non-Responsive" and the low bid for the project was \$1,614,800 submitted by Hellas Construction, which is 11.5% over available budget. There is no impact to the general fund.

Council expressed concerns with the delay of getting the fields replaced and if the delay will cause the fields to be shut down. Mr. Cason stated the replacement timeline would be extended a few

months, but maintenance is being done on the fields to keep them useable until they are replaced. The fields will be closed during replacement.

A motion was made by Council Member Abbott, seconded by Council Member Bybee, to reject the one responsive bid for the Synthetic Turf Replacement-Fields 7 & 8, Bid No. 17/18-011, PWP #WA-2018-048, due to insufficient funding. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.6 Consideration, discussion and possible action on a request for approval of the Final Development Handbook for Kiley Ranch North Phase 7 on a site approximately 68.7 acres in size in the NUD (New Urban District – Kiley Ranch North) zoning district generally located east of Kiley Parkway, north of Windmill Farms Parkway and south of Lazy Five Parkway, Sparks, NV (PCN17-0051). (FOR POSSIBLE ACTION) (Time: 3:27 p.m.)

An agenda item from Development Services Manager Karen Melby recommending Council approve the Final Handbook. The Kiley Ranch North Phase 7 Final Development Handbook (Handbook) establishes development standards for land with the designations of Low-Medium Residential (LMR) and Open Space (OS) located within Phase 7. The Planning Commission reviewed the Handbook and found it in substantial compliance with the Tentative Kiley Ranch North Planned Development Handbook. The Tentative Handbook for Kiley Ranch North covers 874.2 acres. Unlike other planned developments, Kiley Ranch North is being reviewed and approved incrementally as a final handbook is submitted for each respective phase. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the Kiley Ranch North Phase 7 Final Development Handbook (PCN17-0051) as it is in substantial compliance with the Kiley Ranch North Planned Development Tentative Handbook based on the facts and findings set forth in the staff report. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.7 Consideration, discussion and possible action on a Tentative Map for the subdivision at Liam Court request associated with PCN17-0020, a 7-lot single family residential subdivision on a site approximately 1.96 acres in size in the SF-7 (Single Family Residential) zoning district located at the southeast corner of Spanish Springs Road and Bria Court, Sparks, Nevada. (FOR POSSIBLE ACTION) (Time: 3:32 p.m.)

An agenda item from Assistant Planner Jonathan Cummins recommending Council approve the Tentative Map for a 7-lot residential subdivision on a 1.96-acre parcel in the SF-7 zoning district located at the southeast corner of Bria Court and Spanish Springs Road. The site was rezoned in 2005 from SF40 to SF7. At that time, a Tentative Map for a 7-lot subdivision was approved by the City Council. That Tentative Map has expired. The applicant is now requesting a new 7-lot Tentative Map. The parcels proposed in the Tentative Map will range from 7,333 square feet to 12,896 square feet, similar in size to adjacent properties. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Abbott, to approve the Tentative Map for the subdivision at Liam Court based on the facts supporting the 12 findings and subject to the 16 conditions of approval attached to the staff report. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

10. Public Hearing and Action Items Unrelated to Planning and Zoning
10.1 None

11. Planning and Zoning Public Hearings and Action Items
11.1 None

12. Comments

12.1 Comments from the Public (Time: 3:38 p.m.)

Bill Wagner asked if there is a bicycle helmet law and will the bike share program create a liability to the city if one of the bikes of the bike share program malfunctions and someone falls off and hurts themselves.

12.2 Comments from City Council and City Manager (Time: 3:39 p.m.)

Acting City Manager Krutz announced a vacancy on the Civil Service Commission for 1 member for a partial term ending June 30, 2019. Applications will be accepted until the close of business on Friday, January 12, 2018.

Council Member Bybee commended Mayor Martini for being named RGJ's Citizen of the Year. Ms. Bybee thanked Community Relations Manager Julie Duewel for nominating the Mayor.

Council Member Dahir requested information on the cost difference for Alf Sorensen to be open on Fridays; currently it is closed on Fridays.

Mayor Pro Tempore Smith congratulated Mayor Martini on the Citizen of the Year Award and expressed how proud the Council is of Mayor Martini and his service to the community.

13. Adjournment

Council was adjourned at 3:41 p.m.

/djd

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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