



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, December 12, 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 Donald Abbott, Ed Lawson, Charlene Bybee, Kristopher Dahir, City Manager Steve Driscoll, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: Council Member Ron Smith

3. Opening Ceremonies

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

Pastor Omar Palmer, Sparks Seventh Day Adventist Church, was not available. Dr. Angie Taylor provided the invocation.

3.2 Pledge of Allegiance (Time: 2:01 p.m.)

The Pledge of Allegiance was led by Council Member Donald Abbott.

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

Aria Overli of ACTIONN spoke of a vigil being held on December 22 at 6:00 p.m. to honor the homeless folks who have lost their lives on the streets and of safe zone encampments.

5. Agenda (Time: 2:05 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 Lawson, to move item 9.7 before item 7.1 and approve the agenda as amended. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

6. Minutes (Time: 2:05 p.m.)

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

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

9.7 Consideration and possible acceptance of a professional services proposal with the Guinn Center in the amount of \$15,000 to support a multi-jurisdictional law enforcement and community effort to identify and recommend best practices for promoting effective crime reduction strategies and building public trust throughout Washoe County. (FOR POSSIBLE ACTION) (Time: 2:06 p.m.)

An agenda item from Police Chief Brian Allen recommending Council accept the professional services proposal. This is a professional services proposal between the City of Sparks (Sparks Police), the City of Reno (Reno Police) and Washoe County (Washoe County Sheriff's Office) to identify and recommend best practices for promoting effective crime reduction strategies while building trust throughout Washoe County. This is a continuation of efforts being made by regional law enforcement in enhancing community trust and building legitimacy in local law enforcement. The Guinn Center was selected by a working group of law enforcement executives, local government officials and community leaders based on their reputation to remain neutral on statewide issues and presenting facts in a non-partisan and fair basis.

Though the Guinn Center will use the 59 recommendations from the President's Task Force on 21st Century policing as a baseline, the focus as developed by the working group will be: Human Resources/Personnel, Training/Institutional Culture, and Data Collection. Drug forfeiture/seizure funds will be used; there is no impact to the general fund.

Community leaders Dr. Angie Taylor, Manual Sanchez on behalf of Reverend Cesar Minera representing ministries, Sheriff Chuck Allen and NAACP representative Don Gallimore all spoke in favor of the continued support of the efforts of the task force working together with law enforcement in providing fair and impartial policing; effective community relationships; and the Guinn Center proposal. Mayor Martini and the City Council commended Sparks Police and first responders for the good work they do; supported being proactive in having the process reviewed; appreciated the example of effective relationships within the community and appreciation for the current community outreach provided by the Sparks Police. Police Chief Allen said if all regional partners agree to support the proposal, work will begin in January 2017 and a final draft should be completed by September 2017. Police Chief Brian Allen said the report will show us what we are doing that works well and review any recommendations for future strategies. Dr. Taylor said she is hopeful the media will share the positive work being done and Police Chief Allen said he hopes to promote the efforts through press conferences and social media.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to accept the professional services proposal with the Guinn Center in the amount of \$15,000 as presented by staff. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

7. Announcements, Presentations, Recognition Items and Items of Special Interest
(Time: 2:30 p.m.)

7.1 Presentation by Chief Charles Moore, Truckee Meadows Fire Protection District, regarding the Little Valley Fire. (Time: 2:30 p.m.)

Truckee Meadows Fire Protection District Fire Chief Charles Moore expressed appreciation for the assistance received from the City of Sparks Fire Department during the recent Washoe Valley fire and his gratefulness for the regional cooperation between Truckee Meadows Fire and the City of Sparks Fire departments as demonstrated in Washoe Valley and earlier this year during the "S" fire. Chief Moore showed a short video of the Washoe Valley fire.

7.2 Presentation on the draft Sewer Model Update to the City of Sparks Sanitary Sewer Master Plan. (Time: 2:36 p.m.)

Utility Manager Andy Hummel presented the draft sewer model update provided by the consultant Atkins and discussed the living model approach, flow metering, the existing system and its capacity, dynamic results, the buildout system capacity and wastewater flow projections. A workshop will be held in January to further discuss the sewer system. Council requested the workshop include information on TMWRF capacity and build out estimates and that the report be shared with Regional Planning. City Attorney Adams said the model is beneficial to assist attorneys in defending land use.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:57 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to approve the consent items 8.1 thru 8.5 as submitted. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period November 10, 2016 through November 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 to purchase three (3) Zoll X Series Manual Cardiac Monitors/Defibrillators with necessary accessories from the Zoll Medical Corporation for \$88,678.35. (FOR POSSIBLE ACTION)

An agenda item from Fire Training/EMS Captain Ed McDonald recommending Council approve the purchase. The monitors are needed to replace existing, outdated monitors to implement the fire department's Paramedic Program which was approved by Council on August 22, 2016. In addition to providing advanced cardiac monitoring, this equipment is equivalent to the monitors used by our regional partners (REMSA, Truckee Meadows Fire Protection District, Reno Fire, etc.) and will allow continuity of care when responding to medical calls with these agencies. In accordance with the approved Paramedic Program, these monitors will be placed in service on fire apparatus located at Fire Station 4 and Fire Station 5. Funds are budgeted in the general fund.

8.3 Consideration and possible approval to purchase five (5) vehicles for the Police Department from Champion Chevrolet in the amount of \$188,788.25. (FOR POSSIBLE ACTION)

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase. This request is for the replacement of five Police Department vehicles #2200, #2201, #2202, #2204, & #2303. The last two units were involved in accidents and the monies collected from insurance will go to pay off the remaining balance owed in the vehicle replacement fund. The first three vehicles have reached the end of their life cycle. These three vehicles will be reevaluated and may be reused as a replacement for other older vehicles in the fleet. Funds are available in the Motor Vehicle fund; there is no impact to the general fund.

8.4 Consideration and possible approval to purchase four (4) vehicles for the Police Department from Carson Dodge in the amount of \$140,876. (FOR POSSIBLE ACTION)

An agenda item from Public Works Manager Ron Korman recommending Council approve the purchase. Two (2) Ram 1500 Crew Cab 4x4 short bed pick-ups and one (1) Ram 2500 Crew Cab SRW 4x4 are replacements for units #2401, #2501 & #210D; and one (1) Ram 5500 Crew Cab DRW Chassis is a new need for SWAT. All vehicles are for the Police Department. The three vehicles being replaced will be reevaluated and may be reused as a replacement for other older vehicles in the fleet. Funds are available in the Motor Vehicle fund; there is no impact to the general fund.

8.5 Consideration and possible approval of an application for a Gaming License for United Coin Machine Co. dba Century Gaming Technologies, dbat Bourbon Square Casino, located at 1040 Victorian Avenue, Sparks, NV, submitted by Mr. Timothy Walter Cogswell. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Brian Allen recommending Council approve Mr. Timothy Walter Cogswell's application for a Gaming license contingent upon 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. There is a potential annual income of \$1,920 the general fund.

9. General Business

9.1 Consideration, discussion and possible approval of the Mayor's recommendation of one, 3-year term appointment to the Sparks Parks and Recreation Commission (from the following pool of applicants listed in alphabetical order: Laura Bayer; Jeff Bowling; Katie Jo Cromeenes; Elise Furno; Devyn Johnson; Zane Korth; Cody Loder; Jennifer Martinez; Marisa Mullen; Marisela Pallares; Omar Palmer; David Shocket; Kayla Wilson) and one 2-year term appointment to the Airport Noise Advisory Panel (from the following pool of applicants listed in alphabetical order: Laura Bayer; Shaun Carey). (FOR POSSIBLE ACTION) (Time: 2:57 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council confirm the Mayor's appointments to the Sparks Parks and Recreation Commission and the Airport Noise Advisory Panel. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Dahir, to confirm the Mayor's appointment of Laura Bayer to the Sparks Parks and Recreation Commission. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to confirm the Mayor's appointment of Laura Bayer to the Airport Noise Advisory Panel. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

Laura Bayer thanked the Mayor and Council and looks forward to serving the City of Sparks.

9.2 Discussion and possible approval for payment of the annual support from the City of Sparks to the Economic Development Authority of Western Nevada (EDAWN) for Fiscal Year 2016-2017 in the amount of \$100,000. (FOR POSSIBLE ACTION) (Time: 2:59 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council approve the payment. In the annual budget process the City of Sparks Council allocates monies for the support of various governmental and quazi-governmental agencies. The Economic Development Authority of Western Nevada (EDAWN) is the partnering agency providing economic development support to the city and the region. In the City of Sparks Fiscal Year 2016-2017 Final Budget, a \$100,000 allocation in support of EDAWN was approved by the Council.

This agenda item was originally submitted as Item 9.1 at the Council's October 24, 2016, meeting but was pulled by the City Manager due to EDAWN's contracting with a private consultant on water issues. Upon meeting with Mike Kazmierski, CEO-EDAWN, and Steve Hill, Director-Governor's Office for Economic Development, it was determined the water consultant could help resolve potential water issues on the city's behalf and was not in conflict with the Council's direction to staff on effluent usage issues. The City Manager believes the consulting relation will help the city and is recommending processing the annual membership payment to EDAWN. Funds are budgeted in the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve payment for the city's annual support of EDAWN for fiscal year 2016-2017 in the amount of \$100,000. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

9.3 Consideration and possible approval of a contract (AC-5319) for the award of the North Truckee Drain Realignment Phase 3 Project, Bid Number 16/17-006, PWP WA-2017-022 to Q&D Construction, Inc in the amount of \$14,118,008. (FOR POSSIBLE ACTION) (Time: 3:02 p.m.)

An agenda item from Utility Manager Andy Hummel recommending approve the contract. This project will install 2,540 linear feet of double 10'x14' reinforced concrete box culvert, 740 linear feet of double 8'x8' reinforced concrete box culvert, and 3,261 feet of storm drain pipeline north of Kleppe Lane and west of Greg Street as part of the overall North Truckee Drain Realignment project. This portion of the work will connect to the existing Phase 1 North Truckee Drain Realignment project where it crossed Greg Street, and will complete the North Truckee Drain Realignment. Funds are available in the capital improvement projects fund; there is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Bybee, to approve the contract for the North Truckee Drain Realignment Phase 3 Project to Q&D

Construction, Inc. in the amount of \$14,118,008. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

9.4 Consideration and possible award of a contract (AC-5320) to provide Inspection and Materials Testing Services for the North Truckee Drain Realignment Phase 3 Project with Construction Materials Engineers, Inc in the amount of \$553,872. (FOR POSSIBLE ACTION) (Time: 3:04 p.m.)

An agenda item from Utility Manager Andy Hummel recommending Council approve the contract. Construction of the North Truckee Drain Phase 3 Realignment project will require a substantial amount of materials testing and inspection which is above the capabilities of city staff. Additionally, night and weekend work (and associated required inspection) will be performed for certain portions of the project (namely the railroad crossing). Materials Testing and Inspection services are a key component for successful construction of the North Truckee Drain Realignment Phase 3 project. These services will help insure that the project is constructed as desired, resulting in a long service life. Funds are available in the capital improvement projects fund; there is no impact to the general fund.

Council Member Dahir recommended Regional Planning should continue to look at this area for flood control.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve the contract to provide inspection and materials testing services for the North Truckee Drain Realignment Phase 3 Project to Construction Materials Engineers, Inc in the amount of \$553,872. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

9.5 Consideration and possible approval of a contract (AC-5321) to provide Construction Surveying Services for the North Truckee Drain Realignment Phase 3 Project with CFA, Inc in the amount of \$275,000. (FOR POSSIBLE ACTION) (Time: 3:06 p.m.)

An agenda item from Utility Manager Andy Hummel recommending Council approve the contract. Construction of the North Truckee Drain Phase 3 Realignment project will require a substantial amount of construction survey to ensure the project is built in the correct location which is above the capabilities of city staff. Additionally, CFA will provide as-built surveying of the project as it is completed as a permanent record of the work. Construction surveying services are a key component for successful construction of the North Truckee Drain Realignment Phase 3 project. These services will help insure that the project is constructed as desired in the correct location, resulting in a properly functioning project. Funds are available in the capital improvement projects fund; there is no impact to the general fund.

Mayor Martini suggested this may be a good opportunity to allow others to see this construction related to flood control.

A motion was made by Council Member Lawson, seconded by Council Member Dahir, to approve the contract to provide construction surveying services for the North Truckee Drain Realignment Phase 3 Project with CFA, Inc in the amount of \$275,000. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

9.6 Consideration and possible approval of \$110,000 for contract labor to support Building Inspection for the remainder of FY 2016/17. (FOR POSSIBLE ACTION) (Time: 3:08 p.m.)

An agenda item from Assistant Community Services Director Armando Ornelas recommending approve the expenditure. Since June 2015, Community Services-Building Inspection division has utilized two contract workers as building inspectors through the Manpower temporary staffing agency to help with the demands of increased building inspections. Funds are available in the development services fund; there is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the continued use of contract labor for an additional amount of \$110,000 during Fiscal Year 2017. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

9.7 This item was heard before agenda item 7.1 per approval of agenda

9.8 Consideration and possible acceptance of the City's Comprehensive Annual Financial Report (CAFR) for fiscal year 2015-2016, and review and possible approval of the City's Plans of Corrective Actions relating to the City's external auditors' conclusions and recommendations. (FOR POSSIBLE ACTION) (Time: 3:10 p.m.)

An agenda item from Accounting Manager Debi Kinder recommending Council accept the CAFR and approve the city's plans of corrective actions and authorize the CAFR to be distributed to interested parties as well as be submitted to the Government Finance Officers Association (GFOA) for consideration for its Certificate of Achievement for Excellence in Financial Reporting award.

The auditors found the financial statements to be materially correct and a fair representation of the condition of the city. Included in the CAFR on pages 168-170 is a federal plan of corrective action pertaining to audit recommendations. Prevailing wages and grant reporting contributed to need for corrective actions. The Nevada Revised Statutes (NRS) require that any violations of statute discovered during the audit be addressed via submission of a plan of correction action to the State Department of Taxation. Staff also requested authorization to distribute the CAFR to interested parties as required. There is a \$580 impact to the general fund for fees associated with the GFOA award program.

A motion was made by Council Member Lawson, seconded by Council Member Dahir, to accept the Comprehensive Annual Financial Report for FY2015-2016 as presented. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

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

10.1 Public hearing, consideration and possible approval of Bill No. 2714 creating an ordinance authorizing the issuance by the City of Sparks, Nevada of its Local Improvement District No. 3 (Legends at Sparks Marina) Limited Obligation Refunding Bonds in the maximum principal amount of

\$13,870,000 and providing other matters relating thereto. (FOR POSSIBLE ACTION). (Time: 3:12 p.m.)

An agenda item from Financial Services Director Jeff Cronk recommending Council approve Bill No. 2714. An opportunity exists to issue refunding bonds to refinance at a lower interest rate the City's Local Improvement District No. 3 (LID) Improvement Bonds that were originally issued in 2008. These bonds are paid for by special property assessments paid by parcel owners within the LID (i.e., Legends at Sparks Marina), and as such, there is no financial impact to the City or the City's Redevelopment Agency. However, refunding the 2008 bonds at a lower interest rate will serve to reduce the debt service costs that are being paid by the parcel owners within the LID that have outstanding assessments. There is no impact to the general fund.

A Public Hearing was opened at 3:15; no comments were received.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve Bill No. 2714, creating an ordinance authorizing the issuance by the City of Sparks, Nevada of its Local Improvement District No. 3 Limited Obligation Refunding Bonds in the maximum principal amount of \$13,870,000. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

11. Planning and Zoning Public Hearings and Action Items

11.1 Consideration and possible approval of Resolution No. 3304 adopting the Land Use Assumptions, Capital Improvements Plan and Associated Impact Fees for Impact Fee Service Area Number 1. (FOR POSSIBLE ACTION)
(Time: 3:16 p.m.)

An agenda item from Community Services Director John Martini recommending Council approve Resolution No. 3304. The purpose of this item is to conduct a periodic check of the land use assumptions and capital improvements plan included in Impact Fee Service Area Number 1 (IFSA#1) and update those assumptions as needed to determine the amount of impact fees per development unit within the service area. As of December 30, 2015, 11,813 service units have been permitted leaving 14,623 service units available for future developments. Funds collected through the impact fee program will be used to provide regional infrastructure in the service area; there is no impact to the general fund.

Infrastructure financing plan for additional acreage in 1991 was adopted by Resolution No. 2270 as a volunteer impact fee program agreed to by property owners; NRS changed to include fire departments and parks and Resolution No. 2157 created mandatory impact fees. Analysis is required every 3 years and was completed in 2005 and 2013. A liberal analysis was performed in 2013 during challenging times. Current land use clarity allowed a better analysis and increased impact fees were recommended. Fire station 5 physical structure only has been paid for and future fire stations (new or updated) were discussed. John Martini said approval of the Resolution would reset the impact fees effective January 1, 2017.

The impact fee update was presented to the Enterprise Fund Advisory Committee (EFAC) on November 1, 2016. The EFAC voted unanimously to forward a recommendation of approval to the Capital Improvements Advisory Committee.

The Capital Improvements Advisory Committee, reviewed the land use assumptions, Capital Improvements Plan and associated Impact Fees for IFSA#1 on November 17, 2016 and voted unanimously to forward a recommendation of approval to the City Council.

A Public Hearing was opened at 3:29; no comments were received.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to approve Resolution No. 3304 adopting the Land Use Assumptions, Capital Improvements Plan and Associated Impact Fees for Impact Fee Service Area Number 1. Council Members Abbott, Lawson, Bybee, Dahir, YES. Council Member Smith, ABSENT. Passed unanimously with those present.

12. Comments

12.1 Comments from the Public (Time: 3:30 p.m.) - None

12.2 Comments from City Council and City Manager (Time: 3:30 p.m.)

City Manager Driscoll announced there are two vacancies for 2-year terms on the Western Nevada Development District. Applications for this committee will be accepted until the close of business on Friday, January 13, 2017. Persons interested in applying should complete a Community Service Application.

Mayor Martini said this is the last meeting for 2016 and wished everyone happy holidays on behalf of himself and the City Council.

13. Adjournment

Council was adjourned at 3:31 p.m.

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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