



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 8, 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 Pastor Steve Bond of the Summit Christian Church.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Abbott.

4. Public Comment

Jacob Newman was recently struck by a vehicle near Wedekind Rd and El Rancho Dr. He requested Council look into adding sidewalks to this location to make pedestrian travel safer.

Karen Swope provided comments on the new Pyramid Way and McCarran Blvd intersection. She requested Council consider adding a butterfly garden around the intersection.

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 Lawson

Seconded by: Council Member Abbott

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 and CIP Budget Workshop for March 25, 2019.

Motion: Move to approve the minutes of the Sparks City Council meeting and CIP Budget Workshop for March 25, 2019.

Moved by: Council Member Dahir

Seconded by: Council Member Bybee

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: "National Public Safety Telecommunications Week"

Council proclaimed the week of April 14-20, 2019 as Public Safety Telecommunications Week. Emergency communications dispatchers are the first contact for a person in crisis and are knowledgeable, highly trained employees who work closely with police, fire, and emergency medical personnel.

The proclamation was accepted by Police Services Manager Lisa Rose-Brown, accompanied by several dispatchers. Council thanked Lisa and her team for their hard work and commended them on their unique skills.

7.2 Proclamation: "National Records and Information Management (RIM) Month"

Council proclaimed April as National RIM month. City of Sparks network of records and information management professionals play an important role in ensuring effective government operations by implementing records management policy and procedures, providing training and education, and advice on best practices.

The proclamation was accepted by Assistant City Clerk Julie Torres and Police Records Supervisor Debbie Price, along with department records specialists from Fire, Police, Building, and Customer Service. Julie thanked the records teams for their hard work and dedication to making the City records program successful. Council thanked them as well.

7.3 Proclamation: "National Donate Life Month"

Council proclaimed April as National Donate Life month. Organ and tissue donation are life-giving acts recognized worldwide as expressions of compassion to those in need. Nevada residents can sign up with the Nevada Donor Registry when applying for or renewing their driver's licenses or ID cards at the Nevada Department of Motor Vehicles.

The proclamation was accepted by donor recipient Tracey Copeland and Regional Director of Donor Network West John Lilly. Tracey was a lung transplant recipient 21 years ago. You can become a donor by adding “organ donor” to your drivers license at the Nevada Department of Transportation. Mr. Lilly’s father is a heart transplant recipient. He provided statistics and a description of the organ and tissue donation programs in northern Nevada. April 12th is National Donate Life Day and he asked the audience to support the program by wearing blue and green.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.3 as submitted.
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.

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 07, 2019 through March 20, 2019. (FOR POSSIBLE ACTION)

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 approval to increase the existing professional services contract (AC-5557) with West Coast Code Consultants, Inc. by the amount of \$30,000, for a total not to exceed \$70,000 for building/fire permit plan review services in FY19. (FOR POSSIBLE ACTION)

An agenda item from Fire Chief Chris Maples, requesting Council approve an increase to the existing professional services contract with West Coast Code Consultants (WC3) by \$30,000 for plan review services.

On December 21, 2018, the Fire Department entered a professional services contract with WC3 for plan review services in an amount not to exceed \$40,000. As the region’s economy has improved, the Fire Department has experienced a steady increase in the number of applications for building/fire permits. To provide timely plan review services to the development community, the Fire Department has contracted for third-party building/fire plan review to supplement City staff. WC3 is one of the firms currently providing the City these services.

8.3 Consideration and possible approval of an interlocal contract (AC-5556) with the State of Nevada for wildland expenses and emergency incidents (flood) for the period of July 1, 2019-June 30, 2021 in the amount of \$25,633 per year, not to exceed \$51,266. (FOR POSSIBLE ACTION)

An agenda item from Fire Chief Chris Maples, requesting Council approve proposed 2019-2021 contract between the City of Sparks and the State of Nevada, for wildland expenses and emergency incidents (flood) for the next two years.

The Sparks Fire Department maintains cooperative agreements with local, state, and federal fire agencies to provide resources to assist each other with emergencies that exceed the capabilities of a single agency. Cooperative agreements are crucial in mitigating those emergencies that exceed the capabilities of a single agency.

9. General Business

9.1 Consideration and possible approval of the Mayor's recommendation of appointments to the Airport Noise Advisory Panel from the following pool of applicants, listed in alphabetical order: Wilson, Laurance. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting Council appoint Laurance Wilson to the Airport Advisory Panel for a 2-year term, as recommended by Mayor Smith.

Motion: Move to confirm the appointment of Laurance Wilson to the Airport Noise Advisory Panel for a two-year term that expires April 8, 2021.
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.

9.2 Consideration, discussion and possible approval of the appointments to the Sparks Senior Citizen's Advisory Committee for a term that is coterminous with their appointing elected official, subject to reappointment every two years, from the following pool of applicants listed in alphabetical order: Arnold, Ferol; Ball, Majorie; Cann, Bessie; Chamberlin, Brian; Stirling, Barbara. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting approval of the recommended appointments to the Sparks Senior Citizen's Advisory Committee.

On January 28, 2019, Council appointed a partial committee, but three positions remained vacant. The unfilled positions include One alternate from Wards One (1), Two (2), and Three (3).

Motion: Move to approve the appointments of Majorie Ball, Brian Chamberlin and Barbara Sterling as alternates to the Sparks Senior Citizens' Advisory Committee for a term that is coterminous with their elected official.
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.

9.3 Consideration, discussion and possible appointments to the Regional Planning Governing Board for up to two additional alternate positions, with two-year terms from the following pool of applicants listed in alphabetical order: Anderson, Paul and Dahir, Kristopher. (FOR POSSIBLE ACTION)

An agenda item from City Manager Neil Krutz requesting Council appoint up to two (2) alternate members to the Regional Planning Governing Board. 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 members Donald Abbott, Charlene Bybee, Ed Lawson, and Mayor Ron Smith, as an alternate. The bylaws allow each local government to appoint alternates who can serve in the absence of a member or if a member is unable to complete a term.

Motion: Move to appoint Paul Anderson and/or Kristopher Dahir as alternate(s) to the Regional Planning Governing Board for 2-year term(s) which will expire on April 8, 2021.

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.

9.4 Presentation, discussion and possible approval of complement changes in the Police Department adding two Police Assistants. The estimated cost to the General Fund for Fiscal Year 19 is \$30,000, FY20 is \$186,000 and FY21 is \$198,000. (FOR POSSIBLE ACTION)

An agenda item from Human Resources Manager Mindy Faulk requesting Council approve changes to the complement by adding two Police Assistants. The Police Department, as part of the City Manager's FY20 budget recommendations that will be presented to the City Council on April 22, 2019, has requested that two (2) additional Police Assistants be added to their complement effective July 1, 2019. However, in an effort to place these two new employees prior to July 1, 2019, the Police Department is requesting a complement change effective with the approval of this this agenda item. This will allow the positions to be filled sooner for better coverage at the Police Department front counter. The FY19 costs will be incorporated into the City Manager's FY20 budget recommendations.

Motion: Move to approve the complement changes in the Police Department adding two Police Assistants 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.

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

11. Planning and Zoning Public Hearings and Action Items
None

12. Comments

12.1 Comments from the Public

William Wagner asked why there was no discussion surrounding consent items. Council explained they read the items prior to the meeting. Consent does not require discussion.

12.2 Comments from City Council and City Manager

None

13. Adjournment

Council was adjourned at 2:33 p.m.

Ronald E. Smith, Mayor

ATTEST:

Lisa Hunderman, Acting City Clerk

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