



MAYOR
Geno Martini

CITY COUNCIL
Julia Ratti, Ward I
Ed Lawson, Ward II
Ron Smith, Ward III
Mike Carrigan, Ward IV
Ron Schmitt, Ward V

CITY ATTORNEY
Chet Adams

REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, October 22, 2012

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: 2:01p.m.)

Mayor Geno Martini, Council Members Julia Ratti, Ed Lawson, Ron Smith, Mike Carrigan, Ron Schmitt, City Manager Shaun Carey, City Attorney Chet Adams and City Clerk Linda Patterson, PRESENT.

ABSENT: None

Staff Present: Steve Driscoll, Dan Marran, Adam Mayberry, Kathy Clewett, Chris Cobb, Ron Korman, Jeff Cronk, Andy Flock, Neil Krutz, Brian Allen, Jim Rundle, John Martini, Andy Hummel, Tim Thompson, Tracy Domingues, Armando Ornelas

Invocation Speaker (Time: 2:02 p.m.)

Bryan Smith, Summit Christian Church

Pledge of Allegiance (Time: 2:03 p.m.)

The Pledge of Allegiance was led by Council Member Julia Ratti.

Comments from the Public (Time: 2:04 p.m.)

Jill Andrea thanked the City Council for helping the seniors of Sparks and asked for continued support during/after the ballot question to ensure the seniors are recipients of the tax increase if that is passed.

Approval of the Agenda (Time: 2:05 p.m.)

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 Schmitt, seconded by Council Member Smith, to approve the agenda as submitted, with Item 6.1 moved up before Item 4-Proclamations. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

3. **Recommendation to Approve Minutes of October 8, 2012** (Time: 2:09 p.m.)

3.1 Consideration and possible approval of the minutes of the regular Sparks City Council Meeting for October 8, 2012

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve the minutes of the Regular Meeting of October 8, 2012 as outlined by staff. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

4. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:10 p.m.)

4.1 International Project Management Day (Time: 2:10 p.m.)

Mayor Martini proclaimed November 1, 2012 as “International Project Management Day.” Wenly Chris and Carmen Jones accepted the proclamation.

4.2 Proclamation “Pancreatic Cancer Awareness Month” (Time: 2:17 p.m.)

Mayor Martini proclaimed November 2012 as “Pancreatic Cancer Awareness Month.” The proclamation was read by Council Member Ron Smith and accepted by Denise Wiley.

4.3 Proclamation "Conflict Resolution Day" (Time: 2:22 p.m.)

Mayor Martini proclaimed October 18, 2012 as “Conflict Resolution Day.” The proclamation was read by Council Member Julia Ratti.

4.4 Proclamation “EnergyFit Nevada Day” (Time: 2:24 p.m.)

Mayor Martini proclaimed October 22, 2012 as “EnergyFit Nevada Day” and encouraged residents to improve the health, comfort, and energy efficiency of their homes by using the EnergyFit Nevada process to conduct an energy audit to identify cost saving energy efficiency measures and to make those energy efficiency improvements to their home. Stacy Crowley, Director of NV State Office of Energy, and Denea Evans, Director of Home Free NV, accepted the proclamation and provided details for residents in Northern NV to utilize this program.

4.5 Proclamation “Reno and Sparks Goes to College” (Time: 2:30 p.m.)

Mayor Martini proclaimed October 29-November 2 as “Reno/Sparks Goes to College Week” and encouraged high schools to incorporate discussions and activities promoting college attendance. The proclamation was accepted by Catherine Loudon, Angie Pilkington and Christi Smith.

4.6 Presentation by Regional Transportation Commission (RTC) Executive Director Lee Gibson on an overview of the regional road impact fee program and the potential credit buyback program (Time: 2:38 p.m.)

A presentation by Lee Gibson and Julie Masterpool on the Regional Road Impact Fee program:

- **What are Impact Fees?**

Funding tool for collecting the cost of building additional capacity needed due to new development

- Advantages over previous negotiated exaction methods
- Development pays its fair share
- Viewed as equitable system supported by development community

- **2012 Roadway Improvements 1996-2012**

- **\$ 83 M RRIF Funded projects**
- **\$ 187 M Developer Funded projects**
- \$ 155 M RTC Fuel
- \$ 425 M Total RTC Capacity Projects
- \$ 342 M Pavement Preservation Projects

\$ 65 M Local Match for State-built Projects

\$ 832 M Total

\$ 26 M Annual Investment for Capacity

How Congestion Relief Projects are Built in the RRIF Program

- RTC designs and builds congestion relief projects based upon regional priorities with fees collected through RRIF Program
- Developers build CIP capacity improvements for which they receive RRIF credit

RRIF Program Overview Study

Recommendations

- Simplify land uses in fee structure
- Update land use fee elements
- Geographic service area
 - Tiered Urban/Suburban Service Areas
- Revise the Capital Improvement Plan
 - Define project level vs regional level improvements
 - Prioritize CIP projects
- Modify future credit program
 - Limit credits to development of record
 - Credit expiration
 - Issue credits on CIP project prioritization
 - Developer agreements for excess capacity improvements
- Existing Outstanding Credits

Outstanding Credit Issues

- Outstanding Impact fee credits – 900,000 VMTs
- Credits may expire before they can be used
- Credits are being sold at a reduced rate on the open market
- Limited cash from new development coming into the RRIF Program
- Developers wish to RTC to buy back credits

Fewer credits available would result in an increase of cash payments into the program when development does return

Legal Issues

- RTC local funding sources:
 - Fuel Tax
 - Sales Tax
 - Impact Fees
- Financing - RTC Bonds
- Prevailing wage/bidding requirements for public works projects if credits were purchased with RTC funds
- No statutory obligation for local governments to buy back credits

Financial Analysis

- Demonstrate a buy back will restart RRIF cash flow into the program
- Net Present Value Analysis of cash recovered in the future
- Assumes \$5-\$15 million expenditure

Financial Analysis Assumptions

- Growth Rate for new development
- Percent of Impact Fees paying cash vs credits
- Willingness of current credit holders to sell at a given purchase price
- No issuance of future credits
- Present dollar discount rate

Programmatic Impacts to the Pavement Preservation Program

- Assume \$3M in RTC Sales Tax for 3 years used in Credit Buyback Program
- Use RTP Update Proposed Estimate as base (FY 2012), \$18.7M
- Preventive Maintenance (Slurry Seal) \$6.2M
- Corrective Maintenance \$2.2M
- Reconstruct \$9.3M

- Other non pavement improvements \$1.0M

Public Information/Outreach Plan

- RTC Website
- Public Meetings
- Stakeholder Engagement
- Briefings to Elected/Government Officials
- Outreach to Existing Credit Holders
- Media Relations
- Information Collateral Materials

Next Steps

- External Legal Opinion on a Credit Buyback Program
- Community input for Credit Buyback
- Modify RRIF Program based on recommendations
- Adoption through RTC, Sparks & Reno City Councils and Washoe County Commission
- Continued evaluation of existing impact fee credits

5. Consent Items (Time: 3:25 p.m.)

Item 5.4 was pulled for further discussion and separate vote. A motion was made by Council Member Smith, seconded by Council Member Schmitt, to approve consent items 5.1 through 5.3 and 5.5 as submitted. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

5.1 Report of Claims and Bills approved for payment and appropriation transfers for the period September 20, 2012 through October 3, 2012. (FOR POSSIBLE ACTION)

An agenda item from Finance Manager Jeff Cronk recommending the City Council approve the report of claims and bills as presented in the staff report.

5.2 Consideration and possible approval of the destruction/disposal of original building plans and associated documents that have been microfilmed (City Clerk's Office). (FOR POSSIBLE ACTION)

An agenda item from EIMS Coordinator Donna DiCarlo recommending approval for the destruction/disposal of original building plans and associated documents once they have been scanned and microfilmed in a manner that complies with the standards of quality approved by the American National Standards Institute, and that a copy of the film is stored in a manner that protects it reasonably from loss per NRS 239.051. Once the standards have been met, a reproduction of the film is considered an original. There is no impact to the general fund.

5.3 Consideration and possible approval of a contract in the amount of \$49,000.00 with the Police Executive Research Forum to conduct a Personnel Utilization Study for the Sparks Police Department. (FOR POSSIBLE ACTION)

An agenda item from Police Chief Steve Keefer recommending approval of a contract with the Police Executive Research Forum to conduct the Personnel Utilization Study. The Police Executive Research Forum (PERF) has conducted over 250 studies and evaluations of state, county, local and campus police departments, sheriff's offices and federal law enforcement agencies. This study will provide an overview of the current demand for SPD services, identify benchmarks/best practices in police staffing in comparable U.S. cities, develop a staffing

methodology and make recommendations for SPD staffing and patrol utilization for the next three to five years. There is no impact to the general fund.

5.4 Consideration and possible approval to purchase 2013 Schwarze Street Sweeper truck from Schwarze and Municipal Maintenance Equipment in the amount of \$230,325.00. (FOR POSSIBLE ACTION) (Time: 3:27 p.m.)

An agenda item from Fleet and Facilities Manager Ron Korman recommending approval to purchase a 2013 Schwarze Street Sweeper truck from Schwarze and Municipal Maintenance Equipment to replace 730B. Funds will be reimbursed through the Federal Congestion Mitigation Air Quality (CMAQ) grant.

Council Member Ron Schmitt asked staff if this was the same request that was brought to the Council previously and Mr. Korman said it was and explained that it was previously denied based on the fact that street sweeping was contracted out at that time. Now that the city has resumed street sweeping duties, and the grant money is still available, this request is being made. Council Member Schmitt expressed concern that once an item either passes or fails it can only be brought back by request of a Council Member. City Attorney Chet Adams said the City Manager is in charge of the agenda and circumstances had changed, therefore, Mr. Adams believes this item can be heard. Council Member Smith said he requested Mr. Korman check to see if this grant funding was still available after the street sweeping contract was cancelled. Council Member Carrigan said he did not support this purchase previously when the street sweeping contract was active and will support it under these new circumstances.

A motion was made by Council Member Carrigan, seconded by Council Member Smith, to approve the purchase of a 2013 Schwarze Street Sweeper truck using funds from the Federal Congestion Mitigation Air Quality grant. Council Members Ratti, Lawson, Smith, Carrigan, YES. Schmitt, Abstained. Passed by majority.

5.5 Consideration and possible approval of a contract awarding Bid No. 12/13-005, PWP No. WA-2013-012, Shadow Mountain Concession Building Renovation, to Northern Sierra Construction, Inc., in the amount of \$158,013. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Chris Cobb recommending approval of the contract with Northern Sierra Construction, Inc. for the Shadow Mountain Concession Building Renovation. The project will provide for the renovation of the bathrooms to meet ADA requirements, new roofing, heating and electrical upgrades to the building. There is no impact to the general fund.

6. General Business

6.1 Consideration and possible adoption of Resolution No. 3223 in support of an application from the Washoe County School District to the U.S. Department of Education's FY 2012 "RACE TO THE TOP" grant program. (FOR POSSIBLE ACTION) (Time: 2:07p.m.)

An agenda item from Sr. Administrative Analyst Kathy Clewett recommending adoption of Resolution No. 3223. Adoption of the Resolution will provide regional support for the school districts' effort in securing \$30-40 million dollars in federal grant funding. There is no impact to the general fund. Washoe County School District representative Kristen McNeal discussed the application and proposed uses of the grant.

A motion was made by Council Member Ratti, seconded by Council Member Lawson, to adopt Resolution #3223 to support the Washoe County School District's request to the U.S. Department of Education's FY 2012 "RACE TO THE TOP" grant program. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

6.2 Consideration and possible acceptance of a traffic safety grant in the amount of \$83,000 to participate in the 2013 Joining Forces program. (FOR POSSIBLE ACTION) (Time: 3:35 p.m.)

An agenda item from Police Chief Steve Keefer recommending acceptance of the State of Nevada Department of Public Safety, Office of Traffic Safety grant to participate in the 2013 Joining Forces program. This program provides funding for officer overtime to conduct coordinated traffic enforcement campaigns with other agencies throughout the state.

A motion was made by Council Member Carrigan, seconded by Council Member Lawson, to accept the traffic safety grant in the amount of \$83,000 to participate in the 2013 Joining Forces Program. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

6.3 Consideration and possible approval of an Agreement among WestCare Nevada Inc., Local Governments within Washoe County and Northern Nevada Hospitals relating to the provision of funds for the Community Triage Center (FOR POSSIBLE ACTION) (Time: 3:38 p.m.)

An agenda item from City Planner Armando Ornelas recommending approval of Agreement #3952 which provides funding for WestCare to operate the Community Triage Center (CTC) located on the campus for the homeless in downtown Reno (i.e., the Community Assistance Center). The CTC serves chronically inebriated and/or mentally ill individuals as well as adults who do not have access to health care or emergency medical services based on their homeless and/or indigent status. Per the terms of the agreement the City of Sparks would provide \$86,121 during the current fiscal year from the General Fund. Other entities agreeing to provide funding are Washoe County, the City of Reno and five medical centers (i.e., hospitals). Total cash funding to be provided by the parties to the agreement is \$951,121 which will leverage an additional \$500,000 in State of Nevada funding.

Regional Vice President of WestCare Amy Rouki said in-kind contributions are made as a portion of Washoe County's share by offering services by their social workers to WestCare clients. The City of Reno provides in-kind contributions by reduced building fees and building maintenance. Mr. Ornelas said the 2006 Legislative session required establishment of a triage center stating the state would provide 1/3 of funding if the other 2/3 was provided by local governments and hospitals. Ms. Rouki said the CTC accepts clients, provides medical screenings and coordinates appropriate services, thereby streamlining the process for emergency responders. The Community Triage Center Oversight Committee meets monthly and the goal is to provide the most cost-effective care that is appropriate for the client. Council Member Schmitt stated concern with the accounting and cost/benefit to the City of Sparks. Mayor Martini said he believes there is a benefit to emergency responders and to the community. Council Member Ratti said she advocates for passage of this proactive collaborative community solution.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the funding agreement between the City of Sparks, the City of Reno, Washoe County and five northern Nevada hospitals for WestCare Nevada's operation of the Community Triage Center. Council Members Ratti, Smith, Carrigan, YES. Lawson, Schmitt, NO. Passed by majority.

6.4 Consideration and possible approval of a contract for the North Truckee Drain – Kiley Ranch South Reach Realignment Project, Bid Number 12/13-003, PWP WA-2012-368 to Reno Tahoe Construction, Inc. in the amount of \$447,701.30. (FOR POSSIBLE ACTION) (Time: 4:03 p.m.)

An agenda item from Utility Manager Andrew Hummel recommending approval of the contract with Reno Tahoe Construction. The project consists of clearing obstructions to the channel's conveyance and restoration of wetlands vegetation. There is no general fund impact.

A motion was made by Council Member Smith, seconded by Council Member Lawson, to award the North Truckee Drain – Kiley Ranch South Reach Realignment Project, Bid Number 12/13-003, PWP WA-2012-368 to Reno Tahoe Construction, Inc. in the amount of \$447,701.30. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

7. Public Hearing and Action Items Unrelated to Planning and Zoning - None

8. Planning and Zoning Public Hearings and Action Items

8.1 Public hearing, consideration and possible action on Resolution No. 3224, revising fees for development services provided by the City of Sparks and specifically considering fees for Special Use Permits, Site Plan Reviews, Code Amendments, and Expired Tentative Subdivision Maps. (FOR POSSIBLE ACTION) (Time: 4:07 p.m.)

An agenda item from City Planner Jim Rundle recommending adoption of Resolution No. 3224 to facilitate business investment and promote job growth in the City of Sparks to continue the reduced fees for Special Use Permits, Site Plan Reviews, Code Amendments, and review of expired Tentative Maps, continuing current practices and allowing staff an opportunity to provide analysis on the fee structure.

A motion was made by Council Member Lawson, seconded by Council Member Schmitt, to adopt Resolution No. 3224 revising fees related to development services provided by the City of Sparks for Special Use Permits, Site Plan Review, Code Amendments, and Review of Expired Tentative Subdivision Maps for the next six (6) months. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9. Comments (Time: 4:14 p.m.)

9.1 Comments from City Council and City Manager

City Manager Shaun Carey announced there are three (3) appointments to the Airport Noise Advisory Committee for a two-year term and two (2) appointments to the Sparks Planning Commission for a four-year term that will expire on December 31, 2013. Anyone interested in serving on either should complete a Community Service Application available on the city's website, www.cityofsparks.us or at the City Clerk's office. Upon close of the application period, the Mayor will review the applications and make a recommendation to the City Council.

9.2 Comments from the Public

10. Adjournment (Time: 4:14 p.m.)
Council was adjourned at 4:14 p.m.

DRAFT