



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 13, 2014

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 Julia Ratti, Ed Lawson, Ron Smith, Mike Carrigan, Ron Schmitt, City Manager Steve Driscoll, City Attorney Chet Adams and Acting Assistant City Clerk Carrie Brooks, PRESENT.

ABSENT: None

Staff Present: Donna DiCarlo, Andre' Stigall, Dan Marran, Rick Darby, Jon Ericson, Andy Hummel, Neil Krutz, Tom Garrison, Brian Allen, Chris Syverson, Jeff Cronk, John Martini, Armando Ornelas, Ron Korman

3. Opening Ceremonies

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

The invocation was provided by Tom Orell from the Church of Latter Day Saints.

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

The Pledge of Allegiance was led by Council Member Ron Schmitt.

4. Public Comment (Time: 2:03 p.m.) - None

5. Approval of the Agenda (Time: 2:03 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 Ratti seconded by Council Member Smith, to approve the agenda as submitted. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

6. Approval of the Minutes (Time: 2:03 p.m.)

6.1 Consideration and possible approval of the minutes of the regular Sparks City Council Meeting for September 22, 2014

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve the minutes of the Regular Meeting of September 22, 2014 as outlined by staff. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:04 p.m.)

7.1 Proclamation: "Conflict Resolution Day" (Time: 2:04 p.m.)

Mayor Geno Martini proclaimed October 16, 2014 as Conflict Resolution Day. Claudia Wahl of the Neighborhood Conflict Resolution Center was present to accept the Proclamation and say a few words.

7.2 Proclamation: "Pumpkin Patch Harvest Festival Days" (Time: 2:07 p.m.)

Mayor Geno Martini proclaimed October 17th & 18th, 2014 as Pumpkin Patch Harvest Festival Days. Jan Carnahan and others from Sparks United Methodist Church were present to accept the Proclamation and they invited the community to attend the family friendly harvest festival.

7.3 Sparks 12th Annual Mayor's Cup Golf Tournament (Time: 2:13 p.m.)

Recreation Supervisor Andre Stigall announced that the Mayor's Cup Golf Tournament scheduled for October 24th at the Reserve at Red Hawk Lakes Golf Course with proceeds benefiting the Youth Scholarship fund allowing children from low-income households participate in recreation programs at little or no cost.

8. Consent Items (Time: 2:15 p.m.)

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to approve the consent items 8.1 through 8.9 as submitted. Item 8.10 was pulled for discussion. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period September 4, 2014 through September 24, 2014 (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.

8.2 Consideration and possible approval of an Interlocal Cooperative Agreement (ICA) with the Regional Transportation Commission (RTC) of Washoe County for Projects included in the RTC's FY 2015/ 2016 Program of Projects (POP). (FOR POSSIBLE ACTION)

An agenda item from Transportation Manager Jon Ericson recommending Council approve the Interlocal Cooperative Agreement with the Regional Transportation Commission of Washoe County for the FY 2015/2016 program of projects. Anticipated pavement preservation and corridor improvement projects in Sparks include:

Corrective Maintenance Projects (City wide)

Preventative Maintenance (slurry seals, etc., City wide)

4th & Prater Corridor Project – Final Design and ROW (Evans to Pyramid)

Prater Way Enhancement Ph 4 (22nd to 20th)
ADA Pedestrian Transition Improvement Plan – 2015 (City wide)

Anticipated capacity and congestion relief projects in Sparks include:

SE McCarran Widening (Mira Loma to Greg St)

Traffic Engineering Spot Intersection 4 & 5 (City wide intersection capacity improvements)

Bike and Pedestrian Improvements 2016

Traffic Management 2015 & 2016 (Master Plan, Fiber Optic and ITS Equipment).

There is no impact to the general fund.

8.3 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 Records Technician Carrie Brooks recommending Council approve the destruction/disposal of original building plans and associated documents that have been microfilmed. NRS 239.051 allows 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. Once the standards have been met, a reproduction of the film is considered an original. A list is attached of those items proposed for destruction/disposal. There is no impact to the general fund.

8.4 Consideration and possible award of the purchase of a Burke play structure for Recreation Park, to Buell Recreation, in the amount of \$64,049.00. (FOR POSSIBLE ACTION)

An agenda item from Parks Development & Operations Manager Rick Darby recommending Council award the purchase of a Burke play structure for Recreation Park, to Buell Recreation in the amount of \$64,049.00. The current play equipment at Recreation Park is fifteen years old. Based on review by City Staff, the structures require replacement to allow for safe play. The equipment for the park being purchased is for ages 2 and up. The Burke Play equipment is standard play equipment that the City purchases and installs at neighborhood parks. The Funding for this equipment is coming from Park Construction Tax District 1 Fund 1406. There is no impact to the general fund.

8.5 Consideration and possible approval of a request to refund Residential Construction Tax to Sparks Development, LLC in the amount of \$146,036.70. (FOR POSSIBLE ACTION)

An agenda item from Assistant Community Services Director John Martini recommending Council approve the refund of Residential Construction Tax to Sparks Development, LLC in the amount of \$146,036.70. On April 22, 2002 the Sparks City Council approved a Residential Construction Tax Credit Agreement (A-2869) with Sparks Development LLC for the First Tee Project within the Kiley Southern Development Planned Unit Development. The terms of the agreement include the construction and dedication of a neighborhood park within the First Tee Development and providing Sparks Development with Residential Construction Tax Credits equal to the value of the Park. Staff has performed an audit of all residential building permits within the First Tee Development and has verified that Sparks Development paid for a portion of

the residential construction tax with cash in lieu of using awarded credits. There is no impact to the general fund.

8.6 Consideration and possible approval to purchase a Tiger Boom Mower from Tiger/Municipal Maintenance Equipment in the amount of \$73,580. (FOR POSSIBLE ACTION)

An agenda item from Fleet & Facilities Manager Ron Korman recommending Council approve the purchase of a mower attachment from Tiger/Municipal Maintenance Equipment via the jointer bid process. The Drains department is responsible for maintaining 144 miles of open ditch. The process of burning and cutting back the weeds and brush that grows along the ditches and bike paths is very time consuming and labor intensive. This mower attachment will use an existing loader which can be converted back to conventional use when not being used as a boom mower. Staff estimates a 25% reduction in the labor time required to maintain these areas in the City. This represents a savings of approximately \$15,584 per year or allowing the City to reallocate approximately 500 hours of labor to other projects. There is no impact to the general fund.

8.7 Consideration and possible approval of a Final Map for The Pinnacles Phase III. (FOR POSSIBLE ACTION)

An agenda item from City Engineer John Martini recommending Council approve the Pinnacles Phase III Final Subdivision Map as submitted by Staff. This map will create 42 residential lots within the Kiley Southern Development Division Planned Development. The final map and civil improvement drawings have been reviewed by the Community Services Department and have been found to be acceptable. There is no impact to the general fund.

8.8 Consideration and possible approval of a Reversion to Acreage Map for Bill Fruechting and Ryan Dunn. (FOR POSSIBLE ACTION)

An agenda item from City Engineer John Martini recommending Council approve the reversion to acreage map for Bill Fruechting and Ryan Dunn. Bill Fruechting and Ryan Dunn are the owners of lots 31 & 32 and have submitted a reversion to acreage map for lots 31 and 32 of the Town of Sparks Subdivision (Tract Map 117). There is no impact to the general fund.

8.9 Consideration and possible approval of complement change. (FOR POSSIBLE ACTION)

An agenda item from Assistant Community Services Director John Martini recommending Council approve an increase the complement at the Community Services Department to include an additional position of Property Agent. Currently, the City of Sparks utilizes the services of a Property Agent through outsourcing and contracting. For example, in Fiscal Year 13/14, the City paid approximately \$48,500 for the contracted services. However, this did not allow the necessary oversight and control that the department feels is required to effectively manage this function. Therefore, the department requests authorization to add a Property Agent to the complement to provide the quality and quantity of work that the City of Sparks requires. Funding for this position would be split between three funds. Fifty percent of the costs would be allocated to the General Fund, thirty percent to the Sewer Fund and twenty percent to the Drains Fund.

8.10 Consideration and possible approval to make appropriate Mid-Management Resolution changes. (FOR POSSIBLE ACTION) (Time 2:16 pm)

An agenda item from Employee & Customer Relations Manager Chris Syverson recommending Council approve the Appendix A change to add the title of Property Agent. This proposal requests the addition of the title Property Agent in the Management, Professional, and Technical Resolution, Appendix A. After trying the outsourcing, it has been determined that greater oversight and control of the manner in which the work is accomplished, and the ultimate work product would be of greater benefit to the City of Sparks, and would fulfill the necessary function in a more efficient manner. There is an impact to the general fund.

Chris Syverson noted that the attached Appendix A was incorrect and handed the corrected Appendix out. Chris explained that the handout did not change the content of 8.10

A motion was made by Council Member Ratti, seconded by Council Member Smith to approve the change to Appendix A to add the title of Property Agent. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9. General Business

9.1 Consideration and possible acceptance of a Traffic Safety Grant to participate in the State of Nevada Office of Traffic Safety 2015 Joining Forces program. (FOR POSSIBLE ACTION) (Time: 2:18 p.m.)

An agenda item from Police Chief Brian Allen recommending Council Approve and accept the \$100,000.00 grant to participate in the 2015 Joining Forces program. The State of Nevada Department of Public Safety, Office of Traffic Safety has offered the Sparks Police Department a grant in the amount of \$100,000.00 to pay officer overtime costs to allow the Sparks Police Department to participate in the 2015 Joining Forces program. This program includes 16 special traffic enforcement events over the course of the Federal Fiscal Year concluding in September 2015. There is no impact to the general fund.

A motion was made by Council Member Smith, seconded by Council Member Lawson, to approve and accept the \$100,000.00 grant from the State of Nevada Department of Public Safety, Office of Traffic Safety to participate in the 2015 Joining Forces program. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9.2 Consideration and possible approval of a Water Rights Quitclaim Deed to Truckee Meadows Water Authority; and possible approval of a Termination of Water Agreements with Truckee Meadows Water Authority. (FOR POSSIBLE ACTION) (Time: 2:19 p.m.)

An agenda item from Utility Manager Andrew Hummel recommending Council approve a Water Rights Quitclaim Deed to Truckee Meadows Water Authority and approve a Termination of Water Agreements with Truckee Meadows Water Authority. Between 1984 and 1996, in order to issue a will-serve letter for a building permit, water rights were deeded to the City of Sparks and then through a combination of agreements were made available to Sierra Pacific Power Company (Sierra) in order to supply water to the new service. All water rights dedicated to Sparks were subsequently committed for water service and/or drought storage. In order to improve Truckee Meadows Water Authority's (TMWA) ability to permit these rights through the State Engineer's process and manage these rights under the Truckee River Operating Agreement (TROA), TMWA is requesting that Sparks deed to TMWA the water rights listed in Exhibit A, B and C to the attached deed, and cancel obsolete *Water Sale Agreements* and *Treatment Agreement* that allow TMWA to use the rights. There is no impact to the general fund.

A motion was made by Council Member Carrigan, seconded by Council Member Schmitt to approve a Water Rights Quitclaim Deed to Truckee Meadows Water Authority and move to approve a Termination of Water Agreements with Truckee Meadows Water Authority. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9.3 Consideration and possible approval to purchase a 2014 International Vac-Con truck from Vac-Con/Municipal Maintenance Equipment in the amount of \$404,734.00. (FOR POSSIBLE ACTION) (Time: 2:22 p.m.)

An agenda item from Fleet & Facilities Manager Ron Korman recommending Council approve the purchase of a sewer cleaning truck. Equipment Services is requesting authorization to spend \$404,734.00 to replace 502D; a 2001 sewer cleaning truck with 6558 hours. The sewer/storm drain cleaning truck is an essential tool used on a daily basis to maintain the City's infrastructure. The decision to recommend replacement of equipment includes several factors such as the age of the equipment being replaced, cost to maintain the current piece of equipment, changes in the way maintenance activities are performed, and frequency the equipment is utilized.

The Vac-Con being replaced is over thirteen years old and the costs to maintain this truck have dramatically increased during the past two years. In the years since the vehicle was purchased, the distances and time it takes to travel across the City have increased and this equipment is used in the field on a daily basis. Funding for this replacement vehicle is from the Motor Vehicle Maintenance Fund.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve the purchase of one 2014 International Vac-Con truck from Vac-Con/Municipal Maintenance Equipment in the amount of \$404,734.00. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9.4 First reading of Bill No. 2685, an ordinance amending Chapter 5.48 of the Sparks Municipal Code; repealing the requirement that taxicab drivers obtain a chauffer's work permit from the Sparks Police Department; deferring to the Nevada Transportation Authority to issue taxicab drivers' permits pursuant to NRS 706.462 to 706.4624, inclusive; and providing other matters properly related thereto. (Time: 2:24 p.m.)

Acting Assistant City Clerk Carrie Brooks read Bill No. 2685 by title. The second reading and public hearing will be held at the next regular City Council meeting on Monday October 27, 2014.

9.5 FIRST READING. PCN14035, Bill No. 2686, an ordinance to change the zoning on 6 parcels totaling approximately 6.66 acres from TOD-Mixed Use Commercial to 0.32 acres of R1-6 (Single Family Residential), 3.41 acres of PF (Public Facility) and 2.93 acres of C2 (General Commercial) generally located north of Prater Way and west and south of E. I Street, Sparks, NV, and other matters properly relating thereto. (Time: 2:26 p.m.)

Acting Assistant City Clerk Carrie Brooks read Bill No. 2686 by title. The second reading and public hearing will be held at the next regular City Council meeting on Monday October 27, 2014.

9.6 Consideration and possible approval of an amendment to Resolution #3241, designating certain employees as Executive; providing salaries for employees in these positions; providing benefits for these employees; providing for the repeal of all prior resolutions related to these employees; and providing other matters properly related thereto. (FOR POSSIBLE ACTION) (Time: 2:26 p.m.)

An agenda item from City Manager Stephen W. Driscoll recommending Council approve the amendment to Resolution No. 3241, designating certain employees as Executive; providing salaries for employees in these positions; providing benefits for these employees; providing for the repeal of all prior resolutions related to these employees; and providing other matters properly related thereto. This amendment eliminates the title of Assistant City Manager, adds the title and job function of Administrative Services Director, and consolidates pay bands to two pay bands. There are no pay increases or impact to the general fund with this amendment.

A motion was made by Council Member Lawson, seconded by Council Member Ratti to approve the amended Executive Resolution No. 3241 as presented by staff. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9.7 Consideration and possible approval of a change in employee complement, removing position of Assistant City Manager and addition of position of Administrative Services Manager. (FOR POSSIBLE ACTION) (Time: 2:30 p.m.)

An agenda item from City Manager Stephen W. Driscoll recommending Council approve the complement change. With the retirement of City Manager Shaun Carey, the decision has been made to remove the position of Assistant City Manager and add the position of Administrative Services Director. This is a companion item to the change in item 9.6 and will allow for the delegation of duties to more effectively utilize the City Manager time. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Smith, to approve the change to the Employee Complement. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

9.8 Consideration, discussion and possible approval of renewing the city's membership with EDAWN for fiscal year 2014-2015. (FOR POSSIBLE ACTION) (Time: 2:31 p.m.)

An agenda item from City Manager Stephen W. Driscoll recommending Council approve renewing the City's membership with EDAWN for fiscal year 2014-2015. EDAWN requests \$80,000 from the City of Sparks to enable EDAWN to assist the growth and economic development efforts in the Greater Reno-Sparks-Tahoe region. EDAWN's Mission is valuable to our region's growth and economic development efforts.

EDAWN's Strategic Plan and goals include quality job creation, assisting with the city's "visitation" program, and annual reporting to the city providing "dashboard-metrics" updates to the Board of Trustee representing the City of Sparks at monthly EDAWN Board of Trustee meetings.

The council has previously approved EDawn as the “one economic voice” in conjunction with the Governor’s Office of Economic Development and Smarter Regions. This item was included in the budget for FY 2014-2015, which Council Member Carrigan confirmed. Council Member Lawson spoke to what a great job EDawn is doing and he knows of 250 new jobs in Sparks because of them.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve renewing the City’s membership with EDawn for fiscal year 2014-2015. Council Members Ratti, Lawson, Smith, Carrigan, Schmitt, YES. Passed unanimously.

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

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

12. Closed Door Sessions - None

13. Comments

13.1 Comments from the Public (Time: 2:34 p.m.) -None

13.2 Comments from City Council and City Manager (Time: 2:34 p.m.)

Council Member Carrigan noted today is the 239th birthday of the United States Navy. He also noted that he was able to join his daughter for fleet week in San Francisco this past week and he thanked the people of San Francisco for their courtesy to the fleet during the celebration.

Council Member Carrigan also asked for the tabled item for the Red Hawk Land master plan amendment and the settlement agreement regarding the residential construction tax dealing with parks to be brought back and placed on the next agenda. Neil Krutz noted the item was tabled on April 8th, 2013, and that if Council agreed to place the reconsideration on the October 27th agenda and properly notice the homeowners, the land use decision could be heard at the meeting on November 24th.

14. Adjournment

Council was adjourned at _____ p.m.

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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