



MAYOR
Geno Martini

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

CITY ATTORNEY
Chet Adams

**REGULAR CITY COUNCIL MEETING MINUTES
2:00 P.M., Monday, June 8, 2015**

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, Charlene Bybee, Ron Schmitt, City Manager Steve Driscoll, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: None

3. Opening Ceremonies

3.1 Invocation Speaker (Time: 2:01 p.m.)

The invocation was provided by Ryan Davis, President, UNR Secular Student Alliance.

3.2 Pledge of Allegiance (Time: 2:04 p.m.)

The Pledge of Allegiance was led by Council Member Ratti.

4. Public Comment (Time: 2:04 p.m.) - None

5. Approval of the Agenda (Time: 2:04 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 Smith, seconded by Council Member Ratti, to approve the agenda as submitted. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

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

6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of May 26, 2015. (FOR POSSIBLE ACTION)

A motion was made by Council Member Bybee, seconded by Council Member Ratti, to approve the minutes of the regular Sparks City Council meeting of May 26, 2015. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest

(Time: 2:05 p.m.)

7.1 Proclamation: "Sparks Library Summer Reading Month" (Time: 2:05 p.m.)

Mayor Martini proclaimed the months of "June, July and August 2015" for the Summer Reading Program and urged residents of Sparks to take the time this summer to "channel your inner hero" at the library. The proclamation was read by Council Member Bybee and presented to Washoe County Library System Director Arnie Maurins.

7.2 Commendation for Amy's Flowers of Sparks, for their gifts to senior citizens

(Time: 2:08 p.m.)

Mayor Martini commended the proprietors of Amy's Flowers for their generosity in providing a bouquet of flowers at the monthly birthday celebration at the Sparks Senior Center for the past 20 years. The commendation was read by Council Member Lawson and presented to Anna Scarselli-Lawrence and Frank Lawrence.

7.3 Commendation for "Flag Runners" Rob Mead and Carlos Gaytan (Time:

2:11 p.m.)

Mayor Martini commended Mr. Rob Mead and Mr. Carlos Gaytan for their efforts to "keep firefighters, cops, medics and soldiers supported, equipped and employed!" by running around the Sparks Marina carrying American Flags for the past year. The Commendation was presented to Mr. Mead and Mr. Gaytan.

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

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the consent items as submitted. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period May 7, 2015 through May 20, 2015. (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 of a contract in the amount of \$175,562 with eRPortal Software Group, LLC for Computerized Maintenance Management System (CMMS)/Asset Management software and annual license agreement for the Truckee Meadows Water Reclamation Facility (TMWRF) (FOR POSSIBLE ACTION)

An agenda item from Maintenance Manager Kim Laber recommending Council approve a contract to purchase software for a work order and preventative maintenance program for maintaining the equipment and machinery needed to process the wastewater generated by the Truckee Meadows basin. This includes repairs, inventory used, time spent on corrective and PM functions, past history and technical manuals needed for maintenance and repairs. Funds are available for capital replacement in the TMWRF operating budget for Fiscal Year 2014-2015. There is no impact to the General Fund.

8.3 Consideration and possible approval of a contract in the amount of \$71,700.00 with Farr West Engineering for engineering support in implementing a Computerized Maintenance Management System/Asset Management system at the Truckee Meadows Water Reclamation Facility (TMWRF). (FOR POSSIBLE ACTION)

An agenda item from Plant Manager Michael Drinkwater recommending Council approve the contract for engineering support to implement the asset management software program purchased from eRPortal for tracking the work that is performed to maintain equipment and machinery at TMWRF. Additional engineering support is required to transition from the current TIMS program to the new eRPortal system. Funds are available for capital replacement in the TMWRF operating budget for Fiscal Year 2014-2015. There is no impact to the General Fund.

9. General Business

9.1 Consideration and possible approval of the Mayor's recommendation of appointment to the Reno-Tahoe Airport Authority Board of Trustees from the following pool of applicants, listed in alphabetical order: Shaun Carey, Adam Mayberry. (FOR POSSIBLE ACTION) (Time: 2:16 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council approve the Mayor's appointment. Mayor Martini recommended the re-appointment of Adam Mayberry to this committee and stated he has received correspondence from several people who were commendatory of Mr. Mayberry and the job he has done. There is no financial impact associated with this appointment.

A motion was made by Council Member Smith, seconded by Council Member Schmitt, to confirm the Mayor's re-appointment of Adam Mayberry to the Reno-Tahoe Airport Authority Board of Trustees. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.2 To provide direction to the Chief of Police on the potential grant submission for the 2015 COPS Office Hiring Program (CHRP) (FOR POSSIBLE ACTION) (Time: 2:17 p.m.)

An agenda item from Police Chief Brian Allen requesting the Council grant permission to apply for two (2) Community Oriented Policing Services (COPS) funded positions as Community Relations Officers. The function of these officers would be to coordinate community participation with an emphasis on developing relationships with our minority groups and the recommendations from the report from the President's Task Force on 21st Century Policing. Additional responsibilities would be to develop our public information reporting through traditional and social media. The Sparks Police Department is the only one of the three major police departments regionally without a designated public information officer.

The funding estimates, based on entry level positions, do not include overtime. The preliminary estimates for the cost of each officer is \$300,000 over the three year grant period. The cost to the City would be approximately \$175,000. No matching funds were placed in the FY16 budget.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to direct the Chief of Police to apply for 2015 COPS Office Hiring program funding for two officers. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.3 Consideration and possible approval to purchase various commercial insurance policies to protect the financial interests of the Truckee Meadows Water Reclamation Facility for the next policy periods and authorization for the Contracts and Risk Manager to execute agreements for those policies (FOR POSSIBLE ACTION) (Time: 2:32 p.m.)

An agenda item from Contracts and Risk Manager Dan Marran recommending the Council approve the purchase of Commercial Property coverage to protect against losses relating to property and contents (including boiler and machinery exposures) for the Truckee Meadows Water Reclamation Facility. Additionally, a pollution liability policy is carried at the facility and renewed on a 3-year cycle which is not under consideration at this time as the next renewal will occur in Fiscal 2018. General liability (to cover premises exposures and acts of its employees) is covered under the city's master general liability policies and programs. General liability claims over \$100,000 are handled via the city's master general liability policy; claims under that amount are managed by Risk Management under the city's self-funded liability program and the City Risk Management Committee. Premium costs have remained flat for this insurance coverage. Funds of \$221,574 will be available in the TMWRF budget in FY15-16. There is no impact to the General Fund.

A motion was made by Council Member Ratti, seconded by Council Member Bybee, to approve the purchase of recommended insurance policies for 2015-2016 and authorize the execution of required policy documents as recommended by Contracts and Risk Manager Dan Marran. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.4 Consideration and possible approval to purchase various commercial insurance policies to protect the financial interests of the City for the next policy periods and authorization for the Contracts and Risk Manager to execute agreements for those policies (FOR POSSIBLE ACTION) (Time: 2:32 p.m.)

An agenda item from Contracts and Risk Manager Dan Marran recommending that the Council approve the purchase of commercial insurance policies to protect the city's financial interests against unpredictable, catastrophic losses. These policies include: property and contents (including boiler and machinery, auto physical damage and cyber liability), public agency general liability, employee dishonesty and tenant users liability. Across all policies, the total increase in premiums amounts to 10% over Fiscal 2015. Funds of \$491,594 will be available in the FY15-16 budget.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the purchase of insurance policies for 2015-2016 and authorize the execution of required policy documents as recommended by the Contracts and Risk Manager. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.5 Consideration and possible approval to extend Contract #C-1090 (Bid #08/09-002) to Polydyne, Inc. for the purchase of Dewatering Polymer, (Clarifloc WE-713) at the current price of \$1.07/lb., at an approximate annual expense of \$1,057,000, delivered through June 30, 2016 (FOR POSSIBLE ACTION) (Time: 2:42 p.m.)

An agenda item from Plant Manager Michael Drinkwater presented by Operations Manager Todd Saxberg recommending the Council extend the current contract for dewatering polymer at the Truckee Meadows Water Reclamation Facility (TMWRF). Polymer is the binding force in the dewatering function at TMWRF. The current contract vendor continues to be the most cost effective solution for the treatment plant. Appropriations are included in the TMWRF operating budget. There is no impact to the General Fund.

A motion was made by Council Member Bybee, seconded by Council Member Ratti, to approve the extension of the dewatering polymer contract through June 30, 2016 with Polydyne, Inc., as recommended by staff. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.6 Consideration and possible approval of Bid # 14/15-019, for an initial one (1) year contract with the possibility of four (4), one (1) year extensions to Sierra Chemical Company of Nevada, Inc. for the amount of \$0.7970 per solution/gallon to supply Sodium Hydroxide to the Truckee Meadows Water Reclamation Facility (TMWRF) (FOR POSSIBLE ACTION) (Time: 2:43 p.m.)

An agenda item from Plant Manager Michael Drinkwater presented by Operations Manager Todd Saxberg recommending the Council award a bid to supply sodium hydroxide to TMWRF. This is one of the components of the overall strategy implemented over the last few years to optimize and stabilize TMWRF nitrogen performance. Appropriations are included in the TMWRF operating budget. There is no impact to the General Fund.

A motion was made by Council Member Smith, seconded by Council Member Bybee, to award Bid # 14/15-019, for sodium hydroxide, to Sierra Chemical Company of Nevada, Inc. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.7 Approval of a reimbursement agreement with the City of Reno for the award of contract to K.G. Walters Construction for the Truckee Meadows Water Reclamation Facility (TMWRF) Nitrification System Control Valve Replacements and Vault Construction - Phase 1 for the base bid in an amount not to exceed \$2,054,000, with the City of Sparks' share being \$644,339. (FOR POSSIBLE ACTION) (Time: 2:44 p.m.)

An agenda item from Plant Manager Michael Drinkwater recommending the Council approve reimbursement to the City of Reno for this contract. The flow to and from the six nitrification trickling filters (NTF) is controlled by valves and piping originally constructed with the towers in 1985. The proposed project seeks to replace these valves prior to that failure. The valve replacement project is separated into two phases. The current proposed work, phase 1, addresses the most critical of the valves. This work is in the approved TMWRF 5-year CIP. Funds are available in the Sanitary Sewer Capital Projects Fund. There is no impact to the General Fund.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the reimbursement agreement with the City of Reno for the award of a contract to K.G. Walters Construction for the Truckee Meadows Water Reclamation Facility (TMWRF) Nitrification System Control Valve Replacements and Vault Construction - Phase 1 for the base bid in an amount not to exceed \$2,054,000, with the City of Sparks' share being \$644,339. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.8 Consideration and possible approval of an interlocal agreement with the University of Nevada for the performance of an investigation into the feasibility of granular activated carbon for the treatment of dissolved organic nitrogen in an amount not to exceed \$44,357. (FOR POSSIBLE ACTION)

(Time: 2:53 p.m.)

An agenda item from Plant Manager Michael Drinkwater recommending the Council approve an agreement to allow university faculty to perform an investigation into the feasibility of using granular activated carbon for the removal of dissolved organic nitrogen from the wastewater effluent. TMWRF is regulated on 20 different discharge limits for the treatment plant effluent that is returned to the Truckee River. Currently the most restrictive limitation is total nitrogen. The treatment plant does not currently remove the dissolved organic nitrogen (DON) and it is this fraction that comprises the majority of the nitrogen in the plant's effluent. This investigation will experiment with several types of carbon to determine the efficiency of the process, which will help determine the size of the needed reactor and the expected life of the carbon media. These results can then be used to estimate capital and operational costs if a full scale process was to be constructed. Funds are available in the TMWRF operations budget. There is no impact to the General Fund.

A motion was made by Council Member Bybee, seconded by Council Member Smith, to approve the interlocal agreement with the University of Nevada for the granular activated carbon analysis in an amount not to exceed \$44,357. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.9 Consideration and possible approval of Resolution #3278, 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: 2:55 p.m.)

An agenda item from City Manager Steve Driscoll presented by Administrative Services Director Chris Syverson recommending the Council approve an Executive Employee resolution. The current Executive Resolution (No. 3241) expires on June 30, 2015. The proposed Resolution will be for the period of July 1, 2015 through June 30, 2017. This Resolution allows for the following substantive changes to the prior Resolution:

- Pay Increase of 2%, effective July 1, 2015
- Pay Increase of 2%, effective July 1, 2016
- Shortens the waiting period for benefits by 30 days.
- Changes language to allow for unrepresented representation (non-voting) to the Group Health Care Committee.
- Allows the cash out of Sick Leave conversion amounts to allow portability to medical plans outside the City upon termination or retirement.

- Increases Tuition Reimbursement from \$1,000 per year to \$1,500 per year.
- Allows for the conversion of up to 80 hours of Annual Leave to cash (with a minimum of 160 hours of Annual Leave to qualify).

A motion was made by Council Member Bybee, seconded by Council Member Ratti, to approve the Executive Resolution #3278 as presented by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.10 Consideration and possible approval of Resolution #3279, designating certain employees as Management, Professional, and Technical; 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: 3:11 p.m.)

An agenda item from City Manager Steve Driscoll presented by Administrative Services Director Chris Syverson recommending the Council approve a Management, Professional, and Technical employee resolution. The current resolution (No. 3243) expires June 30, 2015. Resolution No. 3279 will cover the period July 1, 2015 through June 30, 2017. Substantive changes include:

- Pay increase of 2% July 1, 2015.
- Pay increase of 2% July 1, 2016.
- Addresses issues of pay raises when in Long-Term Acting status.
- Shortens the eligibility period for Health benefits by 30 days.
- Includes language for representation (non-voting) of non-represented groups at the City Group Health Committee.
- Allows the portability of sick leave conversion to plans outside the City by allowing cash out of sick leave conversion in annual increments following termination or retirement.
- Increases Sick Leave cash out to 25% at 15 years (from 15%).
- Provides sick leave conversion for employees covered under this Resolution (previously only to grandfathered employees).
- Increases Tuition Reimbursement from \$1,000 to \$1,500 per year.
- Allow for the conversion of up to 80 hours of Annual Leave to cash once per fiscal year (requires balance of 160 hours to qualify).

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the amended Management, Professional, and Technical Resolution #3279 as presented by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.11 Consideration and possible approval of Resolution #3280, designating certain employees as Deputy Police Chief; 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: 3:14 p.m.)

An agenda item from City Manager Steve Driscoll presented by Administrative Services Director Chris Syverson recommending the Council approve a Deputy Police Chief employee

resolution. The current resolution (No. 3242) expires June 30, 2015. The proposed Resolution will cover the period July 1, 2015 through June 30, 2017. Substantive Changes are as follows:

- Pay increase of 2% July 1, 2015.
- Pay increase of 2% July 1, 2016.
- Addresses issues of pay raises when in Long-Term Acting status.
- Shortens the eligibility period for Health benefits by 30 days.
- Includes language for representation (non-voting) of non-represented groups at the City Group Health Committee.
- Allows the portability of sick leave conversion to plans outside the City by allowing cash out of sick leave conversion in annual increments following termination or retirement.
- Allow for the conversion of up to 80 hours of Annual Leave to cash once per fiscal year (requires balance of 160 hours to qualify).
- Changes Personal Day allowance from (1 to 5) to (5).

A motion was made by Council Member Smith, seconded by Council Member Bybee, to approve the amended Deputy Police Chief Resolution #3280 as presented by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.12 Consideration and possible approval of Resolution #3281, designating certain employees as Confidential; 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: 3:17 p.m.)

An agenda item from City Manager Steve Driscoll presented by Administrative Services Director Chris Syverson recommending the Council approve a Confidential employee resolution. The current resolution (No. 3244) expires June 30, 2015. Resolution No. 3281 will cover the period July 1, 2015 through June 30, 2017. Substantive changes include:

- Pay increase of 2% July 1, 2015.
- Pay increase of 2% July 1, 2016.
- Defines periods for which Night Differential will be paid.
- Implements Cellular Phone allowance or use of City Cell Phone.
- Shortens the eligibility period for Health benefits by 30 days.
- Includes language for representation (non-voting) of non-represented groups at the City Group Health Committee.
- Allows the portability of sick leave conversion to plans outside the City by allowing cash out of sick leave conversion in annual increments following termination or retirement.
- Resets insurance costs for those employees paying for dependent care to 25% (previously 50% for those with later hire dates).
- Allow for the conversion of up to 80 hours of Annual Leave to cash once per fiscal year (requires balance of 160 hours to qualify).

A motion was made by Council Member Ratti, seconded by Council Member Bybee, to approve the amended Confidential Resolution #3281 as presented by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.13 Consideration and possible approval Resolution #3282, designating certain employees as Assistant, Senior and Chief City Attorneys; 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: 3:17 p.m.)

An agenda item from City Manager Steve Driscoll presented by Administrative Services Director Chris Syverson recommending the Council approve an Assistant, Senior and Chief City Attorney's employee resolution. The current resolution (No. 3240) expires June 30, 2015. The proposed Resolution will cover the period July 1, 2015 through June 30, 2017. Substantive changes include:

- Pay increase of 2% July 1, 2015.
- Pay increase of 2% July 1, 2016.
- Addresses issues of pay raises when in Long-Term Acting status.
- Shortens the eligibility period for Health benefits by 30 days.
- Includes language for representation (non-voting) of non-represented group at the City Group Health Committee.
- Allows for Sick leave conversion for employees covered by this resolution.
- Increases Sick Leave cash out to 25% at 15 years (from 15%).
- Allows the portability of sick leave conversion to plans outside the City by allowing cash out of sick leave conversion in annual increments following termination or retirement.
- Provides Sick Leave conversion to employees covered by the Resolution (previously grandfathered).
- Increases Tuition Reimbursement from \$1,000 to \$1,500 per year, and allows a cash out alternative.
- Allow for the conversion of up to 80 hours of Annual Leave to cash once per fiscal year (requires balance of 160 hours to qualify).
- Allows a cash out option for personal days.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the amended Assistant, Senior and Chief City Attorneys Resolution #3282 as presented by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carried 4-1.

9.14 PCN12010 – Consideration of and possible action on a request for final approval of a Planned Development found in substantial conformance with the tentative approval for a 1,645 acre development in the NUD (New Urban District – Wingfield Springs) zoning district generally located north of Miramonte Planned Development, east of the Pioneer Meadows Planned Development and west of the Foothills at Wingfield Springs Planned Development, Sparks, NV (FOR POSSIBLE ACTION) (Time: 3:24 p.m.)

An agenda item from Senior Planner Karen Melby recommending the Council grant final approval of an amendment to the Wingfield Springs Development Agreement Handbook. This item was originally considered by the City Council on April 8, 2013. The City Council voted to table the item. On November 24, 2014, the City Council granted tentative approval of an amendment to the planned development handbook for Wingfield Springs which included addition of several new villages; changes to the land use map and table; and changes to the

setbacks within the builder lot and patio home designations. The Planning Commission reviewed the final handbook on May 7, 2015 and recommends the City Council approve the final handbook.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve PCN12010 as the final draft is in substantial compliance with the City Council action on the Tentative Approval of the Amendment to the Wingfield Springs Planned Development and the facts supporting these findings as set forth in the staff report. Council Members Ratti, Lawson, Smith, Bybee, 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 - (Time: 3:38 p.m.)

Administrative Services Director Chris Syverson updated Council on collective bargaining/labor negotiations. Sr. Assistant City Attorney Doug Thornley provided information related to current litigation to the Council.

13. Comments

13.1 Comments from the Public - None

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

Council Member Schmitt stated the City of Sparks has opened meetings with a prayer for 15 years and supports continuation of this process. Mayor Martini supports the city's right to have an invocation and the constitutional rights of others regarding worship.

Council Member Bybee requested the City Manager explore the possibilities and cost of putting a ryder on the city's insurance to cover the art sculpture on Victorian Avenue and other options and bring information to the next meeting.

14. Adjournment

Council was adjourned to a closed door session at 3:32 p.m.

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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