



**CHAIRPERSON**

*Charlene Bybee*

**AGENCY**

*Donald Abbott*

*Ed Lawson*

*Ron Smith*

*Geno Martini*

*Vice Chair Kristopher Dahir*

**AGENCY ATTORNEY**

*Chet Adams*

**CHIEF ADMINISTRATIVE OFFICER**

*Steve Driscoll*

**SPARKS REDEVELOPMENT AGENCY MEETING MINUTES**

**Following the City Council Meeting on Monday, May 22, 2017**

**City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada**

**1. Call to Order** (Time: 4:04 p.m.)

The regular meeting of the Sparks Redevelopment Agency was called to order by Chairperson Charlene Bybee at 4:04 p.m.

**2. Roll Call** (Time: 4:04 p.m.)

Chairperson Charlene Bybee, Agency Members Donald Abbott, Ed Lawson, Ron Smith, Chief Administrative Officer Steve Driscoll, Agency Attorney Chet Adams, Agency Secretary Teresa Gardner, PRESENT.

ABSENT: Agency Members Geno Martini and Kristopher Dahir

**3. Public Comment** (Time: 4:05 p.m.) - None

**4. Agenda**

**4.1 Approval of the Agenda (FOR POSSIBLE ACTION)** (Time: 4:05 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 Agency Member Lawson, seconded by Agency Member Smith, to approve the agenda as submitted. Agency Members Abbott, Lawson, Smith, Bybee, YES. Agency Members Martini, Dahir, ABSENT. Passed unanimously with those present.

**5. Minutes** (Time: 4:06 p.m.)

**5.1 Consideration and possible approval of the minutes of the Sparks Redevelopment Agency meeting of April 24, 2017. (FOR POSSIBLE ACTION)**

A motion was made by Agency Member Abbott, seconded by Agency Member Lawson, to approve the minutes of the Redevelopment Agency meeting of April 24, 2017 as submitted. Agency Members Abbott, Lawson, Smith, Bybee, YES. Agency Members Martini, Dahir, ABSENT. Passed unanimously with those present.

**6. General Business**

**6.1 Report of Claims and Bills approved for payment and appropriation transfers for the period April 6, 2017 through May 3, 2017. (FOR POSSIBLE ACTION)**  
(Time 4:06 p.m.)

An agenda item from Financial Services Director Jeff Cronk recommending the Redevelopment Agency approve the report of claims and bills as presented in the staff report.

A motion was made by Agency Member Smith, seconded by Agency Member Lawson, to approve the Claims and Bills approved for payment and the appropriation transfers as submitted. Agency Members Abbott, Lawson, Smith, Bybee, YES. Agency Members Martini, Dahir, ABSENT. Passed unanimously with those present.

**6.2 PUBLIC HEARING as required by NRS 354.596 to allow public comment on the Tentative Budgets for the Redevelopment Agencies of the City of Sparks, Areas 1 and 2, for fiscal year 2017-2018. (FOR POSSIBLE ACTION)** (Time: 4:07 p.m.)

An agenda item from Chief Financial Officer Jeff Cronk recommending the Redevelopment Agency open the public hearing and take comments from the public regarding the Tentative Budgets for the Redevelopment Agencies of the City of Sparks, Areas 1 and 2, for fiscal year 2017-2018. NRS 354.596 states that the public hearing on the tentative budget must be held by the governing body not sooner than the third Monday in May and not later than the last day in May. The public notice, posted in the Reno Gazette Journal on May 10, 2017, encourages citizens to review the budget on file in the Clerk's office and to express their views.

The Public Hearing was opened at 4:07 p.m. No comments were received. The Public Hearing was closed.

**6.2 Consideration and possible adoption of the Final budgets for the Redevelopment Agency of the City of Sparks, Areas 1 and 2, for fiscal year 2017-2018 (FY18). (FOR POSSIBLE ACTION)** (Time: 4:07 p.m.)

An agenda item from Chief Administrative Officer Stephen Driscoll and Chief Financial Officer Jeff Cronk recommending the agency adopt the final budgets as presented. In accordance with NRS 354.598, the Agency must adopt a final budget for the Redevelopment Agency of the City of Sparks, Areas 1 and 2, on or before June 1, 2017.

For Redevelopment Area 1 (RA1) there were no changes from the City Manager recommendations presented to Council on April 24, 2017 with the exception of a few immaterial clean-up items discovered during the preparation of the final document.

For Redevelopment Area 2 (RA2) there was a change to FY17 estimates in RA2 since the City Manager budget recommendations were presented to Council on April 24, 2017 and FY17 expenditure estimates were increased \$88K to reflect the bond counsel and financial advisor fees paid in FY17 in relation to the refinancing of RA2 Tax Increment Revenue Bonds, Series 2008.

A motion was made by Agency Member Smith, seconded by Agency Member Abbott, to adopt the final budgets for the Redevelopment Agency of the City of Sparks, Areas 1 and 2, as presented

today, for fiscal year 2017-2018. Agency Members Abbott, Lawson, Smith, Bybee, YES. Agency Members Martini, Dahir, ABSENT. Passed unanimously with those present.

**7. Comments (Time: 4:09 p.m.)**

**7.1 Comments from the Public - None**

**7.2 Comments from Agency and Chief Administrative Officer**

Chief Administrative Officer Driscoll said that based on conversations with Agency Members and Chair, he will work with staff and schedule a workshop for Redevelopment Area 1 in the late June or July timeframe. Agency Member Smith reminded the other members to stay to sign the budgets.

**8. Adjournment**

There being no further business, the meeting was adjourned at 4:10 p.m.

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Charlene Bybee, Chairperson

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Teresa Gardner, Agency Secretary

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