



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, February 10, 2020

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 City Clerk Lisa Hunderman, PRESENT.

3. Opening Ceremonies

3.1 Invocation Speaker

The invocation was provided by Pastor Steve Bond with Summit Christian Church.

3.2 Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Dahir.

4. Public Comment

Mike Widmer and Chuck Slavin provided comment and requested Council consider a show of support for building a replica of the Charters of Freedom at the City of Reno's Courthouse Building.

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 with item 7.2 heard before 7.1.

Moved by: Council Member Dahir

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 Workshop for January 13, 2020 and the Sparks City Council meeting for January 27, 2020. (FOR POSSIBLE ACTION)**

Motion: Move to approve the minutes of the Sparks City Council Workshop for January 13, 2020 and the Sparks City Council meeting for January 27, 2020.

Moved by: Council Member Anderson

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 **Commendation: Edward C. Reed High School Raider Band**

A commendation from Mayor Smith congratulating the Edward C. Reed High School Raider Marching Band for their participation in the 34th Annual London New Year's Day Parade. The band was invited to perform in front of more than 500,000 live spectators in London, and the performance was seen by more than 5 million people across the world. The band's recent success includes award of 4A at the Northern Nevada Band Championships at the University of Nevada, Reno last November. The commendation was read by Council Member Dahir and presented to Band Director Ron Eichstedt and band members Elario Sanchez (drum major), Emily Hudson (percussionist), and Abigail Peterson (color guard captain). Each person spoke about their experience in London, the band's successes, and their gratitude for community support.

7.2 **Commendation: Champagne Dentistry**

A commendation from Mayor Smith recognizing Champagne Family and Pediatric Dentistry clinics, Northern Nevada Dental Society, and volunteers for their "Give Kids a Smile" event held each February, coinciding with National Children's Dental Health Month. The event offers preventative, emergency, and restorative dental care to families in need, with more than \$65,000.00 in services estimated for this year's event. The commendation was read by Mayor Smith and presented to Dr. Jason Champagne and staff.

7.3 **Boards and Commissions Vacancy Announcement: Building Code Board of Appeals**

City Manager Neil Krutz announced one (1) vacancy on the City of Sparks Building Code Board of Appeals. Candidates must be a registered professional with electrical engineering experience or an electrical contractor with at least 10 years of experience (five of which shall have been in responsible charge of work). The term for this vacancy is March 31, 2020 to March 31, 2022. Applications can be submitted at www.cityofsparks.us or with the City Clerk's Office and will be accepted until 5:00 p.m. on Friday, February 28, 2020.

7.4 Boards and Commissions Vacancy Announcement: Sparks Citizen's Advisory Committee

City Manager Neil Krutz announced one (1) vacancy on the Sparks Citizen's Advisory Committee for Ward 3 Alternate. This position is coterminous with the appointing elected official, ending November 2020. An Alternate exists for the purpose of attending a meeting and voting if a regular member cannot be present. Applicants must be Sparks residents. Applications can be submitted at www.cityofsparks.us or with the City Clerk's Office and will be accepted until 5:00 p.m. on Friday, February 14, 2020.

7.5 Boards and Commissions Vacancy Announcement: Enterprise Fund Advisory Committee

City Manager Neil Krutz announced one (1) vacancy on the Enterprise Fund Advisory Committee. Candidates must have experience in the commercial construction industry. The partial term for this vacancy is December 31, 2019 to December 31, 2023. Applications can be submitted at www.cityofsparks.us or with the City Clerk's Office and will be accepted until 5:00 p.m. on Friday, February 14, 2020.

8. Consent Items (FOR POSSIBLE ACTION)

Motion: Move to approve consent items 8.1 through 8.4 as submitted
Moved by: Council Member Bybee
Seconded by: Council Member Abbott
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 January 14, 2020 through January 27, 2020. (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk requesting Council approval of the report of claims and bills approved for payment and the appropriation transfers for the period of January 14, 2020 through January 27, 2020 as presented by staff.

8.2 Consideration and possible acceptance of grants and/or donations received by the city in the second quarter of 2020 that amount to less than \$5,000 each. (FOR POSSIBLE ACTION)

An agenda item from Chief Financial Officer Jeff Cronk requesting Council accept grants and donations received by the city in the months of October, November, and December 2019. Grants and donations include: \$85.00 to Partners in Parks and Recreation; \$200.00 to Violence Against Women; and \$5.00 to Project SAFE.

8.3 Consideration, discussion, and possible approval of an expenditure of \$50,660.67 to purchase two additional 12,500-gallon poly storage tanks and

related fittings for brine from Harrington Industrial Plastics as part of the CIP for FY 2020 utilizing a joinder bid from the City of Roseville, California contract #P1903158. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and Public Works Manager Ron Korman requesting Council approval to purchase two 12,500-gallon brine storage tanks and related fittings. If approved the City will joinder with the City of Roseville, California contract # P1903158. \$50,000.00 was included in the Fiscal Year 2020 budget approved by Council on May 28, 2019 and \$660.67 is available in the FY20 Drains Equipment and Furnishings, Non-Cap budget.

8.4 Consideration, discussion, and possible approval of a Final Map for Miramonte Phase 5-B Subdivision. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and City Engineer Jon Ericson requesting Council approval of the Miramonte Phase 5-B Subdivision Final Map as presented by staff. The final map will create 86 residential lots within the Miramonte Planned Development. The final map and civil improvement drawings have been reviewed by the Community Services Department and have been found to be acceptable.

9. General Business

9.1 Consideration, discussion, and possible acceptance of a grant (AC-5652) from the Nell J. Redfield Foundation in the amount of \$16,150.00 to the Sparks Parks & Recreation Department to support the Leisure Without Limits program for calendar year 2020. (FOR POSSIBLE ACTION)

An agenda item from Parks and Recreation Director Tracy Domingues and presented by Parks and Recreation Manager Shauna Nelson requesting Council approval to accept a grant (AC-5652) from the Nell J. Redfield Foundation in the amount of \$16,150.00. The grant will help the Sparks Parks & Recreation Department to support the Leisure Without Limits program for calendar year 2020.

Motion: Move to accept a grant (AC-5652) from the Nell J. Redfield Foundation in the amount of \$16,150.00 to continue Leisure Without Limits programming for calendar year 2020.

Moved by: Council Member Anderson

Seconded by: Council Member Bybee

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 a construction contract (AC-5651) with Building Control Services, Inc. to provide upgrades to the existing HVAC system controls at the Sparks Police Department in the amount of \$93,500.00. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Capital Projects Manager Brian Cason requesting Council approval of a construction contract (AC-5651) with Building Control Services, Inc. to provide

upgrades to the existing HVAC system controls at the Sparks Police Department in the amount of \$93,500.00. Phase 1 of the HVAC Upgrade Project includes global control unit and system control upgrades to improve functionality and efficiency.

Motion: Move to approve a construction contract (AC-5651) to Building Control Services, Inc. to provide upgrades to the existing HVAC system controls at the Sparks Police Department in the amount of \$93,500.00.

Moved by: Council Member Dahir

Seconded by: Council Member Abbott

Yes: Council Members Abbott, Lawson, Anderson, Bybee, Dahir

No: None

Abstain: None

Vote: Motion passed unanimously, 5-0

9.3 Consideration, discussion, and possible ratification of the City Manager's authorization of an expenditure of \$71,500.00 to Titan Electrical Contracting for replacement parts and labor to repair/replace components of the traffic signal at McCarran and Prater due to a lightning strike. (FOR POSSIBLE ACTION)

An agenda item from Assistant City Manager John Martini and presented by Public Works Assistant Manager Mark Andersen requesting Council ratify the City Manager's approval of an expenditure to Titan Electrical Contracting in the amount of \$71,500.00 for parts and services supplied in response to an emergency repair on the traffic signal at McCarran and Prater due to a lightning strike.

The traffic signal is owned by the Nevada Department of Transportation (NDOT) and is maintained under Interlocal Agreement No. NM388-18-016 between the State of Nevada and the City of Sparks. Parts and services supplied by the City of Sparks to repair traffic signals owned by the State of Nevada are reimbursable by the State as outlined in the agreement. Section 2.25.130 of Sparks Municipal code authorizes the City Manager to make emergency procurements to mitigate risks to the public and requires a report to the Council for ratification of the action.

Motion: Move to ratify the City Manager's authorization of an expenditure of \$71,500 to Titan Electrical Contracting for replacement parts and labor to repair/replace components of the traffic signal at McCarran and Prater due to a lightning strike.

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.

9.4 Consideration, discussion, and possible authorization to refund to the Washoe County School District impact fees collected for the John C. Bohach Elementary School building permit in the amount of \$314,422.76. (FOR POSSIBLE ACTION)

An agenda item from Washoe County School District (WCSD) and presented by City Engineer Jon Ericson requesting authorization to refund WCSD impact fees collected for the John C. Bohach Elementary School building permit in the amount of \$314,422.76. The school district was incorrectly assessed the Regional Road Impact Fee and Impact Fees for Service Area No. 1 associated with the building permit for construction of John C. Bohach Elementary School. Per NRS 278B.160, all property owned by a school district is exempt from the requirement of paying impact fees imposed subject to NRS 278B. Sparks Municipal Code section 15.05.107.7.1 provides Council the authority to refund any fee which was collected in error.

Council asked how this happened and if this has happened historically; Mr. Ericson stated this has not happened before and was the result of a clerical error.

Motion: Move to approve a refund to the Washoe County School District of impact fees collected for the John C. Bohach Elementary School building permit in the amount of \$314,422.76.

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.

9.5 FIRST READING of Bill No. 2772, an ordinance to amend Title 20 of the Sparks Municipal Code to revise definitions and the map, permitted uses, and sign standards for the MUD (Mixed-Use District) zoning district (CA-3-19). (FOR POSSIBLE ACTION)

A first reading from City Clerk Lisa Hunderman of Bill 2772. Public hearing for this item will be held at the regular City Council Meeting scheduled for Monday, February 24, 2020 at 2 p.m. at Sparks City Council Chambers, 745 Fourth Street, Sparks, Nevada.

9.6 FIRST READING of Bill No. 2769, an ordinance for approval of the Development Agreement, Amendment Number 1, pursuant to NRS 278.0201, between the City of Sparks, QK, LLC, and 5 Ridges Development Company, Inc., providing for planning and development of a site 386.87 acres in size located at 555 Highland Ranch Parkway, Sparks, Nevada. (FOR POSSIBLE ACTION)

A first reading from City Clerk Lisa Hunderman of Bill 2769. Public hearing for this item will be held at the regular City Council Meeting scheduled for Monday, February 24, 2020 at 2 p.m. at Sparks City Council Chambers, 745 Fourth Street, Sparks, Nevada.

10. Public Hearing and Action Items Unrelated to Planning and Zoning

10.1 SECOND READING, Public Hearing, discussion and possible adoption of Bill No. 2771, an ordinance providing for the conducting and holding of a primary election in the City of Sparks on the 9th day of June 2020 and a general election in the City of Sparks on the 3rd day of November 2020; identifying municipal offices seeking candidates, authorizing Washoe County to conduct the election and setting the filing fees for candidacy declaration.

An agenda item from City Clerk Lisa Hunderman requesting Council approval of Bill 2771, an ordinance providing for the conducting and holding of a primary election in the City of Sparks on the 9th day of June 2020 and a general election in the City of Sparks on the 3rd day of November 2020; identifying municipal offices seeking candidates, authorizing Washoe County to conduct the election and setting the filing fees for candidacy declaration.

Under Sparks City Charter, Article V, Section 5.030, all City elections must be conducted under the control of the City Council. For the prevention of fraud in elections and for the recount of ballots in cases of doubt or fraud, the City Council must adopt by ordinance any and all regulations which it considers desirable and consistent with the law and this Charter.

Public hearing was opened at 2:42 p.m. There were no comments.

Motion: Move to adopt Bill No. 2771, An ordinance providing for the conducting and holding of a primary election in the City of Sparks on the 9th day of June 2020 and a general election in the City of Sparks on the 3rd day of November 2020; identifying municipal offices seeking candidates, authorizing Washoe County to conduct the election and setting the filing fees for candidacy declaration.

Moved by: Council Member Bybee

Seconded by: Council Member Anderson

Yes: Council Members Abbott, Anderson, Bybee, Dahir, Lawson

No: Council Member Lawson

Abstain: None

Vote: Motion passed, 5-0.

11. Planning and Zoning Public Hearings and Action Items

None.

12. Comments

12.1 Comments from the Public

Joannah Schumacher provided public comment expressing her concerns about 5G technology.

12.2 Comments from City Council and City Manager

Council Member Bybee thanked all firefighters who participated in the Firefighter Stairclimb February 8 at Scheels in support of The Leukemia & Lymphoma Society.

Mayor Smith thanked the invocation speakers and community for continuing to keep him and his health in their prayers. He commented he is doing well and appreciates the continued support.

13. Adjournment

Council was adjourned at 2:43 p.m.

Ronald E. Smith, Mayor

ATTEST:

Lisa Hunderman, City Clerk

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