



MAYOR  
Geno Martini

CITY COUNCIL  
Donald Abbott, Ward I  
Ed Lawson, Ward II  
Ron Smith, Ward III  
Charlene Bybee, Ward IV  
Kristopher Dahir, Ward V

CITY ATTORNEY  
Chet Adams

CITY MANAGER  
Steve Driscoll

## REGULAR CITY COUNCIL MEETING MINUTES

2:00 P.M., Monday, January 23, 2017

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 Pro Tempore Ron Smith at 2:00 p.m.

### 2. **Roll Call** (Time: 2:00 p.m.)

Council Members Donald Abbott, Ed Lawson, Ron Smith, Charlene Bybee, Kristopher Dahir, Acting City Manager Neil Krutz, City Attorney Chet Adams and City Clerk Teresa Gardner, PRESENT.

ABSENT: Mayor Geno Martini,

### 3. **Opening Ceremonies**

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

The invocation was provided by Rajan Zed, President, Universal Society of Hinduism. Pastor Barb West of Sparks Church of the Nazarene also provided an invocation.

#### 3.2 **Pledge of Allegiance** (Time: 2:05 p.m.)

The Pledge of Allegiance was led by former City of Reno Council Member Jessica Sferrazza.

### 4. **Public Comment** (Time: 2:05 p.m.)

A woman spoke anonymously because of fear of retaliation to domestic violence survivors and spoke of concern with the destruction of child abuse records.

Mr. Michael Alonso spoke on behalf of the Nevada Resort Association requesting an ordinance change to clarify rules associated with restricted gaming to rectify an issue of misuse of a requirement for gaming to be incidental to primary business, such as in bars, taverns, saloons, grocery stores, drug stores, restaurants, convenience stores or liquor stores. The Nevada Resort Association believes some operators do not comply and are operating a slot parlor in a bar, with gaming the primary business. The Resort Association has worked and obtained clarification at the state level and is now working at the local level. They have obtained clarification in Clark County and recently in the City of Reno; the City of Henderson already had clarity.

### 5. **Agenda** (Time: 2:12 p.m.)

#### 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.

A motion was made by Council Member Lawson, seconded by Council Member Dahir, to approve the agenda as submitted. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

**6. Minutes (Time: 2:13 p.m.)**

**6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meetings of December 12, 2016 and January 9, 2017. (FOR POSSIBLE ACTION)**

A motion was made by Council Member Lawson, seconded by Council Member Dahir, to approve the minutes of the regular Sparks City Council meetings of December 12, 2016 and January 9, 2017. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

**7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:14 p.m.)**

**7.1 Presentation by Christina Conti, EMS Program Manager for the Washoe County Health Department on the status of the EMS Oversight Program, FY16 Annual Report, and the 5-Year Strategic Plan. (Time: 2:14 p.m.)**

Fire Chief Chris Maples introduced Washoe County Health District Emergency Medical Services Program Manager Christina Conti who presented and update on the EMS oversight program. Ms. Conti introduced program staff and provided background on the development of the program through the interlocal agreement. Ms. Conti discussed accomplishments, the annual report, highlights of the program, and the strategic plan.

**7.2 Presentation on the opening and ribbon cutting for the Spanish Springs branch of United Federal Credit Union**

United Federal Credit Union Market Vice President Danny DelaRosa shared information about United Federal Credit Union and said they are happy to be in Sparks and look forward of being a part of the community. Sparks Branch Manager Jeff Panko said the week of January 30 will included grand opening events and opportunities to support the Women and Children's Center. The ribbon cutting will be on February 8, 2017 at 5:00 p.m.

**8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:33 p.m.)**

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the consent items 8.1 and 8.2. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

**8.1 Report of Claims and Bills approved for payment and appropriation transfers for the period December 22, 2016 through January 4, 2017. (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 for the Pah Rah Park Restroom Site Improvements Project in the amount of \$70,700 to Anchor Concrete. (FOR POSSIBLE ACTION)**

An agenda item from Capital Projects Manager Brian Cason recommending Council approve a contract. This project will provide the site work required to place a pre-manufactured restroom which was approved by Council during the September 26, 2016 council meeting. The work included in the quote provided by Anchor Concrete includes demolition of the existing restroom,

demolition of existing concrete, grading and installation of new concrete flatwork, utility work, and installation of the required foundation for the new restroom. Funds are budgeted in the Parks and Rec fund; there is no impact to the general fund.

## **9. General Business**

### **9.1 Consideration of and possible approval of the Mayor's recommendation of the appointment of Mary Brock and James Gaba to the Sparks Planning Commission from the following pool of applicants, listed in alphabetical order: Jeff Bowling, Mary Brock, Paul Freeman, James Gaba, Johanna Lee and David Shocket. (FOR POSSIBLE ACTION) (Time: 2:33\_ p.m.)**

An agenda item from City Manager Steve Driscoll, presented by Acting City Manager Neil Krutz, recommending Council confirm the Mayor's recommendation of the appointment of Mary Brock and James Gaba to the Sparks Planning Commission.

Ms. Mary Brock will fill the vacancy left by Commissioner Cammarota. Commissioner Cammarota served on the Sparks Planning Commission from 2012 - 2016. Ms. Brock has served as a Rotary Club of Reno Trustee and participated in the Reno Rotary Foundation. Ms. Brock is the Executive Director of Seniors in Service, a non-profit organization in Northern Nevada.

Mr. James Gaba will fill the vacancy left by Commissioner Lean. Commissioner Lean served on the Sparks Planning Commission from 2005 - 2016. Mr. Gaba has served on an HOA Community Board for two years, and coached various sporting teams in the City of Sparks. There is no impact to the general fund.

Ms. Brock and Mr. Gaba introduced themselves and thanked the Council for the opportunity to serve the community.

A motion was made by Council Member Bybee, seconded by Council Member Dahir, to confirm the appointment of Ms. Mary Brock and Mr. James Gaba to the Sparks Planning Commission through December 31, 2020. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

### **9.2 Consideration and possible acceptance of a grant from The Nell J. Redfield Foundation in the amount of \$33,000 for the Sparks Parks & Recreation Department to continue various programming in 2017. (FOR POSSIBLE ACTION) (Time: 2:36 p.m.)**

An agenda item from Recreation Supervisor Shauna Nelson recommending Council accept the grant. The Leisure Without Limits programs include weekly art classes and bowling as well as other seasonal events for people with disabilities. The Playground Program dates back to 1990 in Sparks. The program has been offered free of charge to children in the first through sixth grade. With grant funding and a "home" at the Larry D. Johnson Community Center, the program can continue with daily organized activities, crafts, swimming and weekly field trips. The program also has access to the USDA Summer Food Service Program. Free nutritious lunches are served to program participants daily. Acceptance of this grant will enable the Sparks Parks and Recreation Department to continue the Nell J. Redfield Free Neighborhood Playground Program and the Leisure Without Limits Programs. There is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Dahir, to accept this grant from the Nell J. Redfield Foundation in the amount of \$33,000 to continue programs as outlined by staff. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

**9.3 Consideration, possible approval of a Forensic Support Services Agreement for FY2016/2017 between the Washoe County Sheriff's Office and the Sparks Police Department, and ratification of an expenditure in the amount of \$389,500. (FOR POSSIBLE ACTION) (Time: 2:38 p.m.)**

An agenda item from Police Chief Brian Allen recommending Council approve the Forensic Support Services Agreement between the Washoe County Sheriff's Office and the Sparks Police Department and ratify the previously paid expenditure of \$389,500. The Washoe County Sheriff's Office Forensic Science Division provides forensic services to local, state and federal law enforcement agencies. The Division is a full-service forensic laboratory staffed by more than 40 individuals in sworn and civilian capacities. The Division provides investigative support with a full-service crime unit. The scientific disciplines consist of DNA, Toxicology, Controlled Substances, Firearms and limited trace evidence analysis. The Breath Alcohol Section provides support for the Breath Alcohol instruments across Northern Nevada.

City staff inadvertently neglected to bring the agreement forward to the City Council before paying for the services. Therefore, staff also seeks City Council ratification for the previously paid \$389,500 expenditure. Two internal errors made this possible. First, staff neglected to bring the agreement forward last summer for City Council consideration. Secondly, staff mistakenly assumed the City had a multiple year agreement with Washoe County for these services and issued a purchase order for the contracted amount. There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the Forensic Support Services Agreement with the Washoe County Sheriff's Office and ratify the \$389,500 expenditure for those services. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

**9.4 Consideration and possible ratification of Resolution No. 3305 declaring a state of emergency in the City of Sparks on January 6, 2017 due to a flood event beginning on January 3, 2017. (FOR POSSIBLE ACTION) (Time: 2:42 p.m.)**

An agenda item from Acting City Manager Neil Krutz recommending Council ratify Resolution No. 3305. On January 6, 2017, the City Manager found that a major winter storm event would occur beginning on January 3, 2017 as forecasted by the National Weather Service. City emergency teams opened the EOC on January 6, 2017, and it was determined that a major event was imminent. Acting City Manager Neil C. Krutz declared a state of emergency at 10:00 A.M., with Mayor Pro Tempore Smith's concurrence, and the State DEM was notified. There is no impact to the general fund.

A motion was made by Council Member Dahir, seconded by Council Member Bybee, to ratify Resolution No. 3305 declaring a state of emergency in the City of Sparks due to a flood event. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

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

**10.1 None**

**11. Planning and Zoning Public Hearings and Action Items**

**11.1 None**

**12. Comments**

**12.1 Comments from the Public** (Time: 2:43 p.m.) - None

**12.2 Comments from City Council and City Manager** (Time: 2:43 p.m.)

Council Member Bybee requested Acting City Manager Krutz and staff to bring forward an agenda item for discussion and possible direction for the first meeting in February to potentially direct staff to intervene in the potential litigation regarding Washoe County's bill draft request regarding the Truckee Meadows Regional Planning Agency's Governing Board introduced as Assembly Bill 39 of the 2017 Legislative session.

Mayor Pro Tem Smith requested Acting City Manager Krutz have staff bring back items for the Council to consider directing staff to rectify the Property Preservation ordinance section 7.16 for consistency with Title 20. Mayor Pro Tem Smith also requested to review and propose amendments providing clarity and consistency to the administrative citation chapter of the Sparks Municipal Code (SMC 2.27); and to clean up items in the new zoning code (title 20) that are incomplete, inconsistent, and/or left out, including but not limited to: permitted uses, use standards, and definition clarification.

Mayor Pro Tem Smith also said on behalf of Mayor Martini, he is requesting the City Manager direct staff to review the manner by which restricted gaming is permitted in the City of Sparks and propose a solution to the circumstances described by Mr. Alonso in his comments to the Council today.

Additionally, Mayor Pro Tem Smith said the Mayor has concern with the lack of diligence demonstrated by the owners of the D'Andrea clubhouse in removing debris and other hazards from the site after the fire that destroyed it in October 2015. The property is a nuisance and must be dealt with. It was requested the City Manager direct staff to explore all available avenues for abatement.

Acting City Manager Neil Krutz announced two vacancies on the Western Nevada Development District, each for a 2-year term. Applications for this committee will be accepted until the close of business on Friday, February 17th at 5:00 p.m.

**13. Adjournment**

Council was adjourned at 2:46 p.m.

ATTEST:

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Ron Smith, Mayor Pro Tempore

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Teresa Gardner, City Clerk

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