



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 Tuesday, May 29, 2018
City Council Chambers, Legislative Building, 745 Fourth Street, Sparks, Nevada

1. Call to Order (Time: 3:11 p.m.)

The regular meeting of the Sparks Redevelopment Agency was called to order by Chairperson Charlene Bybee at 3:11 p.m.

2. Roll Call (Time: 3:11 p.m.)

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

ABSENT: - None

3. Public Comment (Time: 3:11 p.m.) - None

4. Agenda

4.1 Approval of the Agenda (FOR POSSIBLE ACTION) (Time: 3:11 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 Martini, seconded by Agency Member Dahir, to approve the agenda as submitted. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

5. Minutes (Time: 3:11 p.m.)

5.1 Consideration, discussion and possible approval of the minutes of the Sparks Redevelopment Agency meeting of April 23, 2018. (FOR POSSIBLE ACTION)

A motion was made by Agency Member Martini, seconded by Agency Member Smith, to approve the minutes of the Redevelopment Agency meeting of April 23, 2018 as submitted. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

6. General Business

6.1 Report of Claims and Bills approved for payment and appropriation transfers for the period April 5, 2018 through May 9, 2018. (FOR POSSIBLE ACTION)

(Time: 3:12 p.m.)

An agenda item from Chief Financial Officer 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 Martini, seconded by Agency Member Dahir, to approve the Claims and Bills approved for payment and the appropriation transfers as submitted. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

6.2 Review and possible ratification by the Sparks Redevelopment Agency of four contracts (Wow 1 Day Painting, Triumph Electric, Inc., PowerComm Solutions, Inc. and Koch Elevator Company) awarded by the Sparks City Council utilizing Redevelopment Area 1 funds for renovation of the City parking garage (APN 032-341-33) adjacent to the Victorian Square movie theater in a total amount not to exceed \$348,731.64 (FOR POSSIBLE ACTION). (Time: 3:12 p.m.)

An agenda item from City Engineer Jon Ericson, presented by Assistant Community Services Director Armando Ornelas, recommending the Redevelopment Agency ratify the contracts. Between March 26th and April 23rd, the Sparks City Council approved four contracts for the renovation of the City parking garage adjacent to the Victorian Square movie theater. City staff requested the Sparks Redevelopment Agency ratify the contracts because all four projects are utilizing Redevelopment Area 1 funding. Council discussed liability concerns with security cameras in the parking garage. City Attorney Adams will review and provide an opinion.

A motion was made by Agency Member Lawson, seconded by Agency Member Martini, to ratify contracts awarded by the Sparks City Council utilizing Redevelopment Area 1 funds for renovation of the City parking garage adjacent to the Victorian Square movie theater with Wow 1 Day Painting, Triumph Electric, Inc. and Koch Elevator Company in a total amount not to exceed \$278,100 and to have the City Attorney review the legality of the security camera installation to be provided by PowerComm Solutions, Inc. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

6.3 Consideration and possible approval of the 2018 CDBG Street Improvements – H Street and 16th Street Project – Federally Funded, Bid No. 17/18-016, PWP-WA-2018-129 contract (AC-SRA-317) to Granite Construction Company in the amount of \$639,639.00. (FOR POSSIBLE ACTION). (Time: 3:19 p.m.)

An agenda item from Transportation Manager Amber Sosa recommending the Redevelopment Agency approve the contract. The scope of work for this project involves the removal and replacement of existing curb, gutter, and sidewalk. Existing catch basins and service laterals will be replaced. The roadway will be pulverized, repaved, and new striping will be installed. This project will rehabilitate H Street from Rock Blvd to 15th Street and 16th Street from G Street to I Street. The project area is located entirely within the City of Sparks Town Center Redevelopment Area, also referred to as Redevelopment Area 1.

Funding for this project is proposed from two sources: 1) \$425,000 from the City’s Community Development Block Grant (CDBG) allocations from fiscal years 2017 and 2018; and, 2) \$214,639 from the capital projects fund for Redevelopment Area 1 (Fund 3401). There is no impact to the general fund.

A motion was made by Agency Member Martini, seconded by Agency Member Smith, to approve the 2018 CDBG Street Improvements – H Street and 16th Street Project contract to Granite Construction Company in the amount of \$639,639. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

6.4 Consideration and possible adoption of Resolution No. S-SRA132 to augment the FY18 budget in the Redevelopment Area 1 Capital Projects Fund by \$75,000 to provide appropriations to supplement the Community Development Block Grant (CDBG) Fund for the H Street and 16th Street Pedestrian Improvements projects. (FOR POSSIBLE ACTION). (Time: 3:20 p.m.)

An agenda item from Budget Administrator Stacie Hemmerling recommending the Redevelopment Agency adopt the resolution to augment the FY18 budget in the Redevelopment Area 1 Capital Projects Fund by \$75,000 to provide appropriations to cover the Redevelopment Area 1 contribution to the 2018 CDBG Street Improvements - H Street and 16th Street Project. The procedures and requirements for budget augmentations are outlined in NRS 354.598005 and NAC 354.410. The augmentation request meets those requirements

A motion was made by Agency Member Martini, seconded by Agency Member Abbott, to adopt Resolution No. R-SRA132 to augment the FY18 budget in Redevelopment Area 1 Capital Projects Fund. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

6.5 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 2018-2019. (FOR POSSIBLE ACTION). (Time: 3:22 p.m.)

An agenda item from Budget Administrator Stacie Hemmerling recommending the Agency hold a public hearing on the fiscal year 2018-2019 Tentative budget as required by NRS 354.596.

The Public Hearing was opened at 3:23 p.m.; no comments were received.

6.6 Consideration and possible adoption of the Final budgets for the Redevelopment Agency of the City of Sparks, Areas 1 and 2, for fiscal year 2018-2019 (FY19). (FOR POSSIBLE ACTION). (Time: 3:23 p.m.)

An agenda item from Chief Administrative Officer Jeff Cronk recommending the Redevelopment Agency approve the final budget. 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, 2018. No material changes were made since presented to Council as the City Manager recommendations in April, however, interest revenue in Redevelopment Area 2 decreased. The budget must be filed with the Department of Taxation in accordance with specific instructions for

categorizing revenue and expenditures and must be presented using prescribed filing forms and formats.

A motion was made by Agency Member Martini, 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 2018-2019. Agency Members Abbott, Lawson, Smith, Martini, Bybee, Dahir, YES. Passed unanimously.

7. Comments (Time: 3:25 p.m.)

7.1 Comments from the Public - None

7.2 Comments from Agency and Chief Administrative Officer

City Attorney Chet Adams commented that agenda item 11.1 on the City Council meeting agenda was properly and legally noticed, a public hearing was not required.

Council Member Lawson thanked Reno Sparks Convention Visitor Authority donation of \$90,000 for two “Sparks” signs, one for the Sparks Marina and one for Golden Eagle Regional Park.

8. Adjournment

There being no further business, the meeting was adjourned at 3:26 p.m.

/jt/tg

Charlene Bybee, Chairperson

Teresa Gardner, Agency Secretary

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