



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

CITY MANAGER  
Steve Driscoll

**REGULAR CITY COUNCIL MEETING MINUTES**  
**2:00 P.M., Monday, June 27, 2016**  
**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 Pastor Omar Palmer, Sparks Seventh Day Adventist Church.

**3.2 Pledge of Allegiance** (Time: 2:02 p.m.)

The Pledge of Allegiance was led by Council Member Ron Schmitt.

**4. Public Comment** (Time: 2:02 p.m.) - None

**5. Agenda** (Time: 2:03 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 Schmitt, seconded by Council Member Smith, to approve the agenda as submitted. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**6. Minutes** (Time: 2:03 p.m.)

**6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting of June 13, 2016.**

A motion was made by Council Member Bybee, seconded by Council Member Smith, to approve the minutes of the regular Sparks City Council meeting of June 13, 2016. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**7. Announcements, Presentations, Recognition Items and Items of Special Interest**  
(Time: 2:04 p.m.)

**7.1 Proclamation: "Parks and Recreation Month"** (Time: 2:04 p.m.)

Mayor Geno Martini proclaimed July 2016 as Parks and Recreation Month. Proclamation was ready by Mayor Martini and presented to Parks & Recreation Director Tracy Domingues.

Ms. Domingues thanked the Mayor and Council for their support. Council discussed the popularity and success of Golden Eagle Regional Park.

**8. Consent Items (FOR POSSIBLE ACTION)** (Time: 2:11 p.m.)

Council Member Smith asked Mayor Martini to pull 8.3. A motion was made by Council Member Smith seconded by Council Member Ratti to approve consent items 8.1, 8.2, 8.4 – 8.8 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 26, 2016 through June 8, 2016. (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 acceptance of a grant (AC-5253) from U. S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance (JAG Grant) in the amount of \$26,170.00 to assist local and tribal efforts in the prevention and/or reduction of crime and violence. (FOR POSSIBLE ACTION)**

An agenda item from Police Chief Brian Allen recommending Council approve the combined Byrne Justice Assistance Grant and Block Grant available to the local law enforcement region from the Department of Justice, Office of Justice Program, and Bureau of Justice Assistance. The grant provides funding to assist state, local and tribal law enforcement in their efforts to combat crime and violence. There is no impact to the general fund.

**8.3 Consideration and Possible Approval of an Interlocal Cooperative Agreement for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and the City of Sparks through June 20, 2017. (FOR POSSIBLE ACTION)**

An agenda item from Assistant City Manager Neil Krutz recommending Council approve the Interlocal Cooperative Agreement. On May 2, 2016 the Concurrent meeting of the Sparks and Reno City Councils with the Board of Washoe County Commissioners included an update and discussion on the Community Assistance Center (CAC), selected vendor for FY 17, and direction to staff on the Interlocal Agreement. The update included notifying the City Councils and the County Commission that following a competitive process, the Transitional Governing Board (TGB) recommended that the City of Reno award a contract to Volunteers of America

(VOA) to continue operating the CAC for the next three fiscal years (FY 17, 18 and 19). The proposed agreement funding is consistent with the direction provided at the May 23, 2016 City Council meeting whereby Sparks will provide \$264,000, the equivalent of 1 cent of the property tax rate. There is an impact to the general fund.

Council Member Smith stated he requested the item to be pulled for discussion because he wanted his vote to be consistent with the last time (he voted).

A motion was made by Council Member Lawson, second by Council Member Ratti, to approve item 8.3 as presented by staff. Council Members Ratti, Lawson, Bybee, YES. Council Members Smith, Schmitt, NO. Motion carried 3-2.

**8.4 Consideration and possible approval of an Interlocal Agreement (AC- 5255) for access to Nevada's Business Portal with the Nevada Secretary of State's Office. (FOR POSSIBLE ACTION)**

An agenda item from Customer Service Manager Jessica Easler recommending Council approve the Interlocal Agreement for access to Nevada's Business Portal with the Nevada Secretary of State. Prior to applying for a City of Sparks business license, customers are required to register their business with the Nevada Secretary of State's Office. The Interlocal Agreement will allow the regional license and permit platform to establish an electronic interface between the platform and the state's online business registration system known as SilverFlume. When Sparks customers apply for a business license, the application will be populated with their business's information from the SilverFlume database. The interface will also provide staff additional business license requirements. This validation will save a significant amount of time for both customers and staff. There is no impact to the general fund; funding is included in the executed contract with Accela.

**8.5 Consideration and possible approval of a contract for the Police Department (PD) Lobby Bullet Proof Glass Retrofit Project to Custom Glass, Inc., in the amount of \$75,543. (FOR POSSIBLE ACTION)**

An agenda item from Capital Projects Manager Brian Cason recommending Council approve a contract for the PD Lobby Bullet Proof Glass Retrofit Project to Custom Glass, Inc. The contract is to provide and install a Level 2 bullet resistant film. The film application will upgrade the existing windows surrounding the main lobby and finger printing/ID area to level 2 (BR-2-.9mm) bullet resistance. Funding is from the capital improvement fund; there is no impact to the general fund.

**8.6 Consideration and possible approval of a contract (AC-5257) for the Golden Eagle Regional Park (GERP) Multi Use Field Concrete Installation Project, to Valley Concrete, in the amount of \$77,878.50. (FOR POSSIBLE ACTION)**

An agenda item from Capital Projects Manager Brian Cason recommending Council approve the contract. The existing landscape rock surrounding the multi-use field presents weed control issues for maintenance staff and the loose rock regularly gets tracked on to the field, ultimately reducing the lifespan of the synthetic field turf. This project will replace the drain rock perimeter with concrete sidewalk to mitigate the maintenance issues and improve the aesthetic appearance. Funding is from the parks and recreation project fund; there is no impact to the general fund.

**8.7 Consideration and possible approval of a final map for The Foothills at Wingfield Village 11 – Phase 1 within the Foothills at Wingfield New Urban District. (FOR POSSIBLE ACTION)**

An agenda item from City Engineer Jon Ericson recommending Council approve the final map as submitted. Phase 1 is a continuation of The Foothills at Wingfield New Urban District and is generally located east of Hubble Drive, to the west of Vista Boulevard, and south of Windswept Loop. The Foothills at Wingfield Village 11 – Phase 1 will create 58 residential lots within the Foothills at Wingfield New Urban District. The final map and civil improvement drawings have been reviewed by the Community Services Department and have been found to be acceptable. There is no impact to the general fund.

**8.8 Consideration and possible approval of the destruction/disposal of original building plans and associated documents that have been microfilmed (City Clerk's Office). (FOR POSSIBLE ACTION)**

An agenda item from Records Technician Carrie Brooks recommending Council approve the destruction/disposal of original building plans, as requested. NRS 239.051 allows for the destruction/disposal of original building plans and associated documents once they have been scanned and microfilmed in a manner that complies with the standards of quality approved by the American National Standards Institute, and that a copy of the film is stored in a manner that protects it reasonably from loss. Once the standards have been met, a reproduction of the film is considered an original. A list is included with the staff report of those items proposed for destruction/disposal. There is no impact to the general fund.

**9. General Business**

**9.1 Consideration, discussion and possible approval of the Mayor's recommendation of two, 3-year term appointments to the Sparks Parks and Recreation Commission (from the following pool of applicants listed in alphabetical order: Donald Abbott; Jeff Bowling; Jack Byrom; Shaun Carey; James Danen; Elise Furno; Dorie Guy; Michael Holmes; Raymond Joakimson; Deyvn Johnson; Zane Korth; Cody Loder; Jennifer Martinez; Marisela Pallares; Omar Palmer; David Shocket; Kayla Wilson) and one, 3-year term appointment to the Sparks Civil Service Commission, (from the following pool of applicants listed in alphabetical order: Alexis Candie; Shaun Carey; Morris Kanowitz, Jennifer Martinez; David Shocket). (FOR POSSIBLE ACTION) (Time: 2:14 p.m.)**

An agenda item from City Manager Stephen Driscoll recommending Council confirm the Mayor's appointments to the Sparks Parks and Recreation Commission and the Sparks Civil Service Commission. There is no impact to the general fund.

A motion was made by Council Member Smith, seconded by Council Member Schmitt, to confirm the Mayor's recommendation to reappoint Jack Byron and appoint Jennifer Martinez to the Sparks Parks and Recreation Commission and appoint Morris Kanowitz to the Sparks Civil Service Commission. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**9.2 Consideration of and possible approval of the Mayor's recommendation of the reappointment of Tom Lean to the Truckee Meadows Regional Planning Commission from the following potential appointees: George Cammarota,**

**James Fewins, Tom Lean, Frank Petersen and Dian VanderWell. (FOR POSSIBLE ACTION)** (Time: 2:14 p.m.)

An agenda item from City Manager Stephen Driscoll recommending Council confirm the Mayor's recommendation of the reappointment of Tom Lean to the Regional Planning Commission. There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to confirm the Mayor's recommendation to reappoint Tom Lean to the Truckee Meadows Regional Planning Commission to a term which expires on June 30, 2019 or upon his resignation or term limit with the Sparks Planning Commission. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**9.3 Consideration and possible award of the 2017 Street Rehabilitation – Unit 1, Bid No. 16/17-001, PWP-WA-2016-166 contract to Spanish Springs Construction in the amount of \$1,184,444 (FOR POSSIBLE ACTION)** (Time: 2:16 p.m.)

An agenda item from City Engineer Jon Ericson recommending Council award the contract to Spanish Springs Construction. This 2017 Street Rehabilitation - Unit 1 project is part of the City's Transportation System - Pavement Management Program. The project was prioritized through the City's Pavement Management System and outlined in the 5-year Program of Projects. Budget is from the road fund, storm drain capital projects fund, and the sanitary sewer cap fund; there is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Smith, to award the contract to Spanish Springs Construction as outlined by staff. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**9.4 Consideration and possible award of the 2016 Parking Lot Rehabilitation Project, Bid No. 15/16-017, contract (AC-5259) to Sierra Nevada Construction, in the amount of \$162,007. (FOR POSSIBLE ACTION)** (Time: 2:17 p.m.)

An agenda item from City Engineer Jon Ericson recommending Council award the contract to Sierra Nevada Construction. The 2016 Parking Lot Rehabilitation project was based on an evaluation conducted in the Spring of 2016. Inspections of the City's parking lot areas were identified, reviewed and prioritized based on current conditions. Burgess Park, Shelly Park and City Hall administration parking lots were ranked with the lowest existing conditions and therefore prioritized for reconstruction. Funding is from the pavement management program; there is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Ratti, to award the contract to Sierra Nevada Construction as outlined by staff. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**9.5 Consideration, discussion and possible approval to make changes to the City of Sparks Group Health Plan Document as recommended by the City of Sparks Group Health Committee. (FOR POSSIBLE ACTION)** (Time: 2:20 p.m.)

An agenda item from Human Resources Manager Mindy Falk recommending Council approve changes to the City of Sparks Group Health Plan Document. A language change to the current hearing aid benefit is recommended by the City of Sparks Group Health Committee to ensure compliance with the Affordable Care Act (ACA) and Nevada State Law.

The ACA, which implemented rules to employer group health plans beginning in January of 2014, states that plans may not place dollar amount maximums on essential healthcare benefits. The State of Nevada defines essential health care benefits and defines hearing aids as an essential healthcare benefit.

Current plan document language places a dollar limitation on the hearing aid benefit. It has therefore been determined by the Group Health Committee that the current benefit design is not in compliance with Nevada State law defining essential healthcare benefits and the requirements of the ACA.

Based on a total of 12 claims in 2013, 2014 and 2015, the anticipated increase to the plan is expected to have minimal financial impact at this time. Rates are being negotiated in-network to reduce liability and the Group Health Committee is increasing the co-insurance for out-of-network providers to help minimize financial impact.

A motion was made by Council Member Ratti, seconded by Council Member Smith, to approve the change to the City of Sparks Group Health Plan document to include the revised language for hearing aids as recommended by the City's Group Health Care Committee effective July 1, 2016. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**9.6 Presentation, discussion and possible ratification of City Manager Stephen W. Driscoll's decision to appoint Division Chief Chris L. Maples to the position of Fire Chief, effective September 16, 2016. (FOR POSSIBLE ACTION) (Time: 2:21 p.m.)**

An agenda item from City Manager Stephen Driscoll and Human Resources Manager Mindy Falk recommending that Council ratify the City Manager's decision to appoint Division Chief Chris L. Maples to the position of Fire Chief, effective September 16, 2016.

In anticipation of the upcoming retirement of Fire Chief Thomas R. Garrison, City Manager. Driscoll has decided to appoint Division Chief Chris L. Maples to the position of Fire Chief, effective September 16, 2016, and asks the City Council to ratify this selection. By ratifying the City Manager's appointment at this meeting it will allow Division Chief Chris Maples to work in an "Acting Fire Chief" role under his current collective bargaining agreement allowing for a complete and smooth transition into the position of Fire Chief. This action, if approved, will allow other operational personnel changes needed to complete the management team for the Sparks Fire Department. There is no impact to the general fund.

A motion was made by Council Member Schmitt, seconded by Council Member Bybee, to ratify the City Manager's recommendation to appoint Division Chief Chris L. Maples to the position of Fire Chief, effective September 16, 2016. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

Chief Maples thanked the City Manager and City Council for the opportunity to lead the men and women of the Sparks Fire Department.

**9.7 Consideration and possible approval of a contract (AC-5260) to Spanish Springs Construction for the A Street Alley Sewer Rehabilitation Project in the amount of \$512,444. (FOR POSSIBLE ACTION) (Time: 2:30 p.m.)**

An agenda item from Utility Manager Andrew Hummel recommending the Council approve a contract to Spanish Springs Construction for the A Street Alley Sewer Rehabilitation Project. The project is the removal and replacement of an aged sanitary sewer main along with the replacement of the asphalt alley structural section with a reinforced concrete section. Original installation of the clay sewer main is recorded as the 1920's. This project includes removal and replacement of 796 linear feet of 8-inch sewer main and associated laterals, removal and replacement/new construction of four sewer manholes, removal and replacement of 14,592 square feet of asphalt alley to be replaced with reinforced PCC alley, removal and replacement of miscellaneous curb & gutter and sidewalk as necessary, removal and replacement of a single RCB that serves the North Truckee Drain, adjustment and reconnection of existing water service laterals as necessary, installation of protective bollards, construction of a PCC pedestrian access ramp complete with handrail to access the fire station, and other miscellaneous associated work activities. Funding is from the sanitary sewer capital fund; there is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Smith, to approve the contract to Spanish Springs Construction for the A Street Alley Sewer Rehabilitation Project in the amount of \$512,444. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, 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 PCN15067 - Consideration and possible certification of a Master Plan Amendment to change the land use designation from TC (Tourist Commercial) to I (Industrial) on a site approximately 4.32 acres in size located at 350 Galletti Way, Sparks, NV. (FOR POSSIBLE ACTION) (Time: 2:34 p.m.)**

Senior Planner Ian Crittenden presented agenda items 11.1 and 11.2 together. Agenda item 11.1 is recommending Council approve the master plan amendment. The site that is the subject of this application is located on Galletti Way in Sparks. The site is currently operated as a material and general storage site for the current concrete batch plant located across the street.

The subject site has a Master Plan land use designation of TC (Tourism Commercial), which does not allow a concrete plant. Cemex is proposing to amend the Master Plan land use designation to I (Industrial). There is no impact to the general fund.

The agenda item was opened for public hearing at 2:40 p. m. No public comment was received.

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to approve the Master Plan Amendment associated with PCN15067, based on the findings M1

through M4, and the facts supporting these findings as set forth in the staff report. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**11.2 Second Reading, Public Hearing, consideration and possible action on Bill 2707, to rezone a site approximately 4.32 acres in size from TC (Tourist Commercial) to I (Industrial) located at 350 Galletti Way, Sparks, NV. Applicant: Cemex Construction Materials Pacific, LLC (PCN15067) (FOR POSSIBLE ACTION) (Time: 2:41 p.m.)**

An agenda item from Senior Planner Ian Crittenden recommending Council adopt Bill No. 2707 and approve the rezone. The site that is the subject of this application is located on Galletti Way in Sparks. The site is currently operated as a material and general storage site for the concrete batch plant located across the street.

Cemex would like to replace their existing plant with a new plant. As part of this project Cemex is proposing to remove the existing plant from the Reno site (which is smaller) and construct a new plant across the street at 350 Galletti Way in Sparks. The subject site has a Master Plan land use designation of TC (Tourism Commercial), which does not allow a concrete plant. Cemex is proposing to amend the Master Plan land use designation to I (Industrial). There is no impact to the general fund.

The agenda item was opened for public hearing at 2:41 p. m. No public comment was received.

A motion was made by Council Member Ratti, seconded by Council Member Schmitt, to adopt Bill No. 2707 and approve the Rezoning request associated with PCN15067 to rezone a site approximately 4.32 acres in size from TC (Tourist Commercial) to I (Industrial), based on the findings Z1 through Z3, and the facts supporting these findings as set forth in the staff report. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**11.3 Second Reading, Public Hearing, consideration and possible action on Bill No. 2706, an ordinance to rezone approximately 10.23 acres from NUD (New Urban District) to MUD (Mixed Use District) located at 675 Marina Gateway Drive, Sparks, NV. (PCN16013) (Time: 2:42 p.m.)**

An agenda item from Development Services Manager Karen Melby recommending Council adopt Bill No. 2706 and approve the rezone. On August 26, 2002, the City Council approved the final handbook for Marina Landing Planned Development. On May 24, 2004, the City Council approved amendments to the Marina Landing Planned Development Handbook allowing the use of revised design standards for the development of the recreational vehicular park (RV Park). However, the City Council denied the expansion on the RV Park onto an 8-acre parcel located between the RV Park and Marina Gateway Drive. The 8 acres property was rezoned to NUD (New Urban District) but does not have an approved handbook to allow development of the property.

The City Council approved an amendment to the Marina Landing Planned Development on February 27, 2012 to allow the use of a gas station and convenience store (Marverik Gas Station and Convenience Store).

A part of the Marina Landing Planned Development Handbook is a 2.46-acre parcel located at the northwest corner of Lincoln Way and Marina Gateway Drive. This parcel, referred to as the



Marina Lighthouse area, has not been developed. The rezone will allow for this 2.46 acre parcel and the 8 acre parcel to be developed together at a future date. There is no impact to the general fund.

The agenda item was opened for public hearing at 2:45 p. m. No public comment was received.

A motion was made by Council Member Smith, seconded by Council Member Bybee, to adopt Bill No. 2706 and approve the rezone request associated with PCN16013 based on Findings Z1 through Z3, and facts supporting these findings as set forth in the staff report. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

**12. Closed Door Sessions**

**12.1** None

**13. Comments**

**13.1 Comments from the Public** (Time: 2:46 p.m.)

None.

**13.2 Comments from City Council and City Manager** (Time: 2:46 p.m.)

City Manager Driscoll announced five openings on the Arts and Culture Advisory Commission. The openings are for two members with performing arts backgrounds, two members with a visual art background, and one member with a humanities background. The Parks and Recreation Director will assign one, non-voting staff member. The appointments will be for two year terms. Persons interested should complete a Community Service Application available from the City Clerk's office or on the city's website at [www.cityofsparks.us](http://www.cityofsparks.us) under City Services, Volunteering Get Involved, and City of Sparks Volunteer Application. Applications will be accepted until the close of business on Friday July 29, 2016.

Council Member Bybee acknowledged and congratulated Jake Dalton for qualifying for the Men's US Olympics Gymnastic Team. Jake is from the Sparks community and his family owns Gymnastics Nevada, located in the City of Sparks.

City Manager Driscoll reminded Council that the July 25<sup>th</sup> regular City Council Meeting has been cancelled.

Mayor Martini asked for an update on the paramedic review for Sparks Fire department. City Manager Driscoll said it is currently scheduled to come before the Council at the August 8<sup>th</sup> City Council Meeting.

**14. Adjournment**

Council was adjourned at 2:49 p.m.

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GENO R. MARTINI, Mayor

ATTEST:

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Teresa Gardner, City Clerk >>>