



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, September 12, 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 Pro Tem Ron Smith at 2:00 p.m.

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

Council Members Julia Ratti, Ed Lawson, Ron Smith, Charlene Bybee, Ron Schmitt, City Manager Steve Driscoll, Assistant City Attorney Shirle Eiting and City Clerk Teresa Gardner, PRESENT.

ABSENT: Mayor Geno Martini.

3. Opening Ceremonies

3.1 Invocation Speaker (Time: 2:00 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 Fire Chief Tom Garrison.

4. Public Comment (Time: 2:02 p.m.)

An anonymous speaker concerned with retaliation to survivors of domestic violence. She spoke about the passing of NRS 41.0338 which makes destruction of evidence regarding victims of child abuse illegal. She is requesting that an agenda item is created that discusses the destruction of court case documents by the Municipal Court.

5. Agenda (Time: 2:05 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 Ratti, to approve the agenda as amended by Mayor Pro Tem Smith to hear item 7.2 before item 7.1. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

6. Minutes (Time: 2:06 p.m.)

6.1 Consideration and possible approval of the minutes of the regular Sparks City Council meeting on August 22, 2016.

A motion was made by Council Member Ratti, seconded by Council Member Bybee, to approve the minutes of the regular Sparks City Council meeting on August 22, 2016. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:07 p.m.)

7.1 Swearing-In and Badge Pinning Ceremony for new Fire Chief Christopher Maples (Time: 2:09 p.m.)

Mayor Pro Tem Ron Smith issued the oath of office to the new Sparks Fire Chief Christopher Maples. Chief Maples began his career with the Sparks Fire Department in November, 1995. He was promoted to Operator in December of 2001, Captain in January of 2007, Battalion Chief in October of 2011 and Division Chief in August of 2013. As Division Chief was responsible for training and administration of the Fire Department. Chief Maples has an Associate's is over Degree in Fire Science and a Bachelor's Degree in Natural Resource Management. Chief Maples served in the Navy from 1976-1980 and the Nevada Air National Guard from 1980-1984. Chief Maples will be the 12th Fire Chief for the City of Sparks. Eight former Fire Chiefs representing 65 years of experience attended his swearing in and badge pinning ceremony. His badge was pinned by his son Brian.

7.2 Proclamation: "Constitution Week" (Time: 2:07 p.m.)

Mayor Martini proclaimed the week of September 17 through 23, 2016 as Constitution Week. The Proclamation was read by Council Member Lawson and presented to Lynda Siminske who is a member of the Daughters of the American Revolution.

7.3 Presentation: EDAWN, Sparks Council Update (Time: 2:35 p.m.)

President and CEO of Economic Development Authority of Western Nevada (EDAWN) Mike Kazmierski presented an update on the region's economic development activity including prospect visits, pending announcements, attraction campaign, the EPIC (economic planning indicators committee) report and challenges. The presentation was heard after item 9.4. Council Members Ratti and Lawson discussed the challenges local government faces with the current property tax structure. Council Member Ratti stressed the importance of workforce development, that putting programs in place is only a part of the solution; community outreach needs to occur as well.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:22 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to approve the consent items 8.1 and 8.2. 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 August 4, 2016 through August 24, 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 approval of a contract (AC-5289) for the Fire Station #1 and Police Department Parking Lot Rehab Project to Intermountain Slurry Seal, in the amount of \$52,662.40. (FOR POSSIBLE ACTION)

An agenda item from Capital Projects Manager Brian Cason recommending Council approve the contract. This project will address the deteriorating parking areas at both Fire Station #1 and the Police Department which will ultimately provide much needed maintenance that will greatly extend the life of the parking lots. Funding is from two capital projects funds; 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 Dian VanderWell to the Truckee Meadows Regional Planning Commission from the following potential appointees: George Cammarota, James Fewins, Frank Petersen and Dian VanderWell. (FOR POSSIBLE ACTION) (Time: 2:22 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council confirm the Mayor's recommendation of the appointment of Dian VanderWell to the Regional Planning Commission. There is no impact to the general fund.

A motion was made by Council Member Schmitt, seconded by Council Member Lawson, to confirm the Mayor's recommendation to appoint Dian VanderWell to the Truckee Meadows Regional Planning Commission to a term which expires on June 30, 2018. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.2 Consideration and possible award of a professional services contract (AC-5291) to Charles Abbott Associates, INC. for Building Permit Plan Review Services, in an amount not to exceed \$250,000. (FOR POSSIBLE ACTION) (Time: 2:23 p.m.)

An agenda item from Community Services Director John Martini recommending Council award the contract. The Building and Safety Division of the Community Services Department has experienced a steady increase in the number of applications for building permits. In an effort to provide timely building permit services to the development community, the use of outside plan checking services are needed to augment those provided by existing staff. The Building and Safety Division requested statements of qualifications (SOQ) from several firms that provide professional plan checking services and selected Charles Abbott Associates INC as a qualified professional services firm. Funding is from the development services fund; there is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve a new contract to continue the professional services with Charles Abbott. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.3 Consideration and possible approval of amendment to nineteen (19) Regional Road Impact Fee Capital Contribution Front Ending Agreements (CCFEA) for the extension of credit expiration dates. (FOR POSSIBLE ACTION) (Time: 2:26 p.m.)

An agenda item from Community Services Director and Sparks RRIF Administrator John Martini recommending Council approve the amendment to nineteen (19) Regional Road Impact Fee Capital Contribution Front Ending Agreements as submitted by staff. On May 9th, 2016, the Sparks City Council approved Amendment No.1 of the 5th Edition of the Regional Road Impact Fee General Administrative Manual (GAM) which allowed for the extension of the expiration date of existing Capital Contribution Front Ending Agreement (CCFEA) Credits by ten (10) years beyond current expiration dates. Per the terms of Amendment No. 1 of the 5th edition GAM, the RTC provided legal notice to holders of CCFEA Credits and provided an offer to extend the terms of the credit expiration by 10 years. Nineteen (19) CCFEA Credit holders within the City of Sparks requested extension and signed CCFEA amendment agreements. There is no impact to the general fund.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve the amendment to nineteen (19) Regional Road Impact Fee Capital Contribution Front Ending Agreements (CCFEA) for the extension of credit expiration dates as submitted by staff. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

9.4 Consideration and possible approval of a Contract (AC-5290) for Storage of Non-Project Water among the United States of America Bureau of Reclamation, Washoe County Water Conservation District, the City of Reno, City of Sparks and County of Washoe. (FOR POSSIBLE ACTION) (Time: 2:32 p.m.)

An agenda item from Utility Manager Andy Hummel recommending approval of the contract. This contract enables the entities to store and manage their water, originating from the implementation of the Water Quality Settlement Agreement (WQSA) and Section 1.E.4 of the Truckee River Operating Agreement (TROA) in the upstream reservoirs in accordance with the goals, objectives, requirements and regulations governing TROA and WQSA. When implemented, TROA will allow for a congressionally authorized interstate allocation of water between Nevada and California and change the operations of the Truckee River system to accommodate multiple beneficial uses for drought supply, improve spawning flows for endangered and threatened fish species, improve water quality and California water use and storage. In addition, operations will enhance riparian habitat, re-establish river canopy, enhance reservoir releases, improve recreational pools in the reservoirs, and improve emergency draw-down procedures for Lake Tahoe. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Ratti, to approve the contract for storage of non-project water among the United States of America Bureau of Reclamation, Washoe County Water Conservation District, the City of Reno, City of Sparks and County of Washoe. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

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

10.1 Public Hearing, consideration and possible approval of a request from Gurr Family Trust to the City of Sparks for the abandonment of an alleyway situated to the north of Glendale Avenue, south of Shaber Avenue, east of Rock Boulevard and west of South 16th Street. (FOR POSSIBLE ACTION) (Time: 2:58 p.m.)

An agenda item from City Engineer Jon Ericson recommending Council approve the request from the Gurr Family Trust for the alleyway abandonment (AB-140). Gurr Family Trust is the owner of property on either side of the alleyway. Gurr Family Trust is in the process of developing the existing site and has requested that the Sparks City Council consider the abandonment of an alleyway situated to the north of Glendale Avenue, south of Shaber Avenue, east of Rock Boulevard and west of South 16th Street. Gurr Family Trust intends to develop the site with a proposed fueling station. There is no impact to the general fund.

Public hearing was opened at 3:00; no comments were received.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to approve the request from Gurr Family Trust to the City of Sparks for the abandonment of an alleyway as outlined by staff. Council Members, Lawson, Smith, Bybee, Schmitt, YES. Council Member Ratti, ABSENT. Passed unanimously with those present.

10.2 Public Hearing, consideration and possible approval of a request from the City of Sparks Redevelopment Agency to the City of Sparks for the abandonment of the northerly portion of the B/C alleyway situated west of Victorian Plaza Circle and public right-of-way located at the southwest corner of Victorian Plaza Circle and Avenue of the Oaks. (FOR POSSIBLE ACTION) (Time: 3:01 p.m.)

An agenda item from City Engineer Jon Ericson recommending Council approve the request from the City of Sparks Redevelopment Agency for the alleyway and right-of-way abandonment (AB-141). The City of Sparks Redevelopment Agency is the owner of property adjacent to the B/C alleyway and right-of-way along Victorian Plaza Circle and Avenue of the Oaks. The City of Sparks Redevelopment Agency is in the process of assembling a parcel for development and has requested that the Sparks City Council consider the abandonment of the northerly portion of the B/C alleyway situated west of Victorian Plaza Circle and public right-of-way located at the southwest corner of Victorian Plaza Circle and Avenue of the Oaks. City of Sparks Redevelopment Agency intends to sell the assembled property to SWD-Quarry Bridges, LLC for the development of the Bridges project. There is no impact to the general fund.

Mr. Ericson read an email from Louis S Test of Hoffman & Test, into the record. Email read: Jon: This is to confirm our earlier conversation that Kenneth C Cummings Inc. does not object to the proposed abandonment on a portion of Avenue of Oaks provided any proposed traffic flow adjustments will not negatively affect any deliveries to our building located at 1144 Victorian Avenue (Dotty's). Would you please see that this email is made a part of the public hearing record. Thank you. Sincerely, Louis S Test, Hoffman & Test, 429 West Plumb Lane, Reno, NV 89509.

Public hearing was opened at 3:03; no comments were received.

A motion was made by Council Member Bybee, seconded by Council Member Ratti, to approve the request from the City of Sparks Redevelopment Agency to the City of Sparks for the abandonment of a portion of alleyway and right-of-way as outlined by staff. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, NO. Motion carries 4-1.

10.3 Public Hearing, Consideration and possible approval of Bill No.2712, creating an ordinance authorizing the issuance by the City of Sparks, Nevada of its General Obligation (Limited Tax) Sewer Refunding Bond (additionally secured by pledged revenues), Series 2016B, in the principal amount of \$27,099,690.98 and providing other matters relating thereto. (FOR POSSIBLE ACTION) (Time: 3:05 p.m.)

An agenda item from Financial Services Director Jeff Cronk recommending Council approve Bill No. 2712, creating an ordinance to authorize the issuance of the sewer refunding bond, series 2016B. Over the years, the City has issued sewer bonds for a variety of sewer utility purposes that were purchased by the Nevada State Revolving Fund (SRF), portions of which remain outstanding. Specifically, bond issuances 2000, 2001, 2002, 2003, 2005, 2005B, 2006, and 2009 have a combined amount of principal currently outstanding which total \$27,099,969.98.

In accordance with current SRF bond provisions and requirements, the Nevada State Treasurer has consented to allow the City of Sparks to refinance all of the City's outstanding bonds that are currently held by the Nevada SRF, by issuing a single refunding bond (Series 2016B) with a par amount of \$27,099,969.98 that will also be purchased by the Nevada SRF, but at currently lower interest rates compared to those of previous contracts. Estimated debt service present value savings of approximately \$2.0M over the remaining life of the outstanding debt to the general fund.

Public hearing was opened at 3:09; no comments were received.

A motion was made by Council Member Ratti, seconded by Council Member Bybee, to approve Bill No. 2712, creating an Ordinance to provide for the issuance of Sewer Refunding Bond Series 2016B with a principal amount of \$27,099,690.98. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

11. Planning and Zoning Public Hearings and Action Items

11.1 Public Hearing; Consideration and possible action on Bill 2711 to rezone a site approximately 48,787 square feet (1.12 acres) in size from SF40 (Residential Single Family – 40,000 square foot minimum lot size) to SF6 (Residential Single Family – 6,000 square foot minimum lot size) located at 1980 Probasco Way, Sparks, NV. Applicant: Smith Intervivos Trust (PCN16024) (FOR POSSIBLE ACTION) (Time: 3:10 p.m.)

An agenda item from Senior Planner Ian Crittenden recommending Council approve the rezone request. The site is currently used as a single family home that was, according to the Washoe County Assessor's records, built in 1959. The site is not located in a recorded subdivision. The 48,787 square foot site has been utilized as a single family home since it was constructed in 1959. The site is surrounded by single family lots ranging in size from 6011 to 14,070 square feet that are zoned SF6 and SF9.

The Master Plan Land Use designation for the site is LDR (Low Density Residential) which allows densities ranging from 3 to 7 units per acre. Rezoning the site to SF6 would bring the land use designation into conformance with the Master Plan. The adjacent properties are zoned either SF6 or SF9 (Residential Single Family – 9,000 square foot minimum lot size) and also have a Master Plan Land Use designation of LDR. There is no impact to the general fund.

Public hearing was opened at 3:15; no comments were received.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to adopt Bill No. 2711 and approve the rezoning request associated with PCN16024 to rezone a site approximately 48,787 square feet (1.12 acres) from SF40 to SF6, based on the findings Z1 through Z3. Council Members Ratti, Lawson, Smith, Bybee, Schmitt, YES. Passed unanimously.

11.2 PCN16017- Consideration of and possible action on a request for tentative and final approvals of an amendment to the Development Standards Handbook for the Pioneer Meadows Planned Development to revise the parking standards in the Multi-Family (MF15, MF15A) designations, and other matters related thereto, on a site approximately 640.53 acres in size in the PD (Planned Development) zoning district generally located northeast of the intersection of Vista Boulevard and Wingfield Hills Road, Sparks, NV. Applicant: DBJ Holdings, LLC and BB Investments, LLC (FOR POSSIBLE ACTION) (Time: 3:16 p.m.)

An agenda item from Senior Planner Ian Crittenden recommending Council approve the amendment to the handbook. On October 12, 2000, the City Council adopted the final Design Standards Handbook for Pioneer Meadows. This is the third request to amend the Handbook and would amend the parking standards in the Multi-Family designations. The City's zoning code (SMC 20.04.009) requires one parking space per multi-family unit. The proposed parking standards will require more parking spaces than is required by the zoning code. The requested amendment would require a minimum of one parking space per studio or one-bedroom units and two spaces per two or more-bedroom units. The applicant believes this is closer to the actual parking demand that the apartments in this development will generate.

Council expressed concern over the possibility of on street parking and its impact on the surrounding neighborhoods. Council Member Schmitt stated that because this project is several miles from public transportation, the parking requirements will be higher and if the number of parking spaces is reduced there will be no solution other than parking on the street. Chris Baker, a representative of the Pioneer Meadows Master Developer, stated the original developer erred in their calculations of parking needs originally; he said the original parking calculations were too high. Council Member Schmitt stated that this issue should have come to the Council earlier when the discussions first started. There is no impact to the general fund.

Public hearing was opened at 3:49; no comments were received.

Council Member Schmitt said he would abstain from voting on this item because he received contradictory information from the developer.

A motion was made by Council Member Bybee, seconded by Council Member Lawson, to approve a request for tentative and final approval of an amendment to the Pioneer Meadows Planned Development Handbook associated with PCN16017, adopting Findings PDA through PDg and the facts supporting those Findings as set forth in the staff report. Because the request includes final approval City Council will not require a bond at this time as stated in NRS 278A.490. Council Members Ratti, Lawson, Smith, Bybee, YES. Council Member Schmitt, ABSTAIN. Motion carried 4-0.

12. Comments

12.1 Comments from the Public (Time: 3:50 p.m.) – None.

12.2 Comments from City Council and City Manager (Time: 3:50 p.m.)

City Manager Driscoll announced an opening in the Arts and Culture Advisory Committee for one member with performing arts background and arts advocacy experience. The appointment is for a two-year term. Persons interested in serving on this committee should complete a Community Service Application available from the City Clerk's office or on the city's website at 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, September 30, 2016.

Mayor Pro Tem Smith announced that there will be a Veterans Memorial fundraiser on September 22, 2016 at the Silver Legacy.

13. Adjournment

Council was adjourned at 3:51 p.m.

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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