



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, March 12, 2018
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 (by phone; left the meeting at 2:36 p.m.), Kristopher Dahir (by phone; left the meeting at 2:36 p.m.), City Manager Steve Driscoll, Chief 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 President Rajan Zed, Universal Society of Hinduism.

3.2 Pledge of Allegiance (Time: 2:03 p.m.)

The Pledge of Allegiance was led by Council Member Donald Abbott.

4. Public Comment (Time: 2:03 p.m.)

Jeff Church, who runs a website called renotaxrevolt.com, announced that he filed for candidacy for Washoe County School Board at large and spoke of current issues for Washoe County. Mr. Church thanked the city for the electric car charging stations in front of City Hall. Mr. Church also gave the Council a handout on mitigating the homeless issue in the USA. Scott Carey, speaking as a Planner with the Reno/Sparks Indian Colony, spoke in support of the item 9.4 which is the bike share program. Mr. Carey said the Tribal Council will be reviewing an addendum to the agreement Wednesday that will allow the Colony to participate in the bike share agreement. Mr. Carey thanked the entities and staff for working with the Colony on the program.

5. Agenda (Time: 2:09 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.

City Manager Driscoll requested agenda items 9.8 and 9.9 be heard after the consent items for the benefit of the Council Members attending by phone.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the agenda as amended; moving agenda items 9.8 and 9.9 after the consent items. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

6. Minutes (Time: 2:09 p.m.)

6.1 Consideration, discussion and possible approval of the minutes of the regular Sparks City Council meeting of February 26, 2018. (FOR POSSIBLE ACTION)

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the minutes of the regular Sparks City Council meeting of February 26, 2018. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

7. Announcements, Presentations, Recognition Items and Items of Special Interest (Time: 2:10 p.m.)

7.1 Proclamation: "Nevada Moves Week" (Time: 2:10 p.m.)

Mayor Martini proclaimed March 19-23 as Nevada Moves Week and encouraged citizens across the City of Sparks to walk, bike, or participate in an athletic event with their children; while celebrating the benefits of increased safety and health, this week and throughout the year. The Proclamation was read by Mayor Pro Tempore Smith and presented to Washoe County School District Police Officer Rojer Markesen.

8. Consent Items (FOR POSSIBLE ACTION) (Time: 2:14 p.m.)

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve consent items 8.1 and 8.2 as submitted. 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 February 08, 2018 through February 21, 2018. (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, discussion and possible ratification of a contract (AC-5449) with Edge Communications, Inc. for the Emergency Fiber Optic Replacement in the amount of \$75,000. (FOR POSSIBLE ACTION)

An agenda item from IT Manager Steve Davidek recommending Council ratify the contract. As part of a citywide Computer Network Upgrade, Information Technology (IT) was recently moving the Police Department (PD) to a new network security firewall device. When the fiber connection was moved to the new device, there was no signal from City Hall to the PD. The connection was moved back to the original device with the same result. Edge Communications, Inc. troubleshooted the fiber optic connection and found the existing fiber optic cable was failing in numerous places. Some of the fiber was able to be salvaged and reconnected to the PD, along with the backup storage connection used as a temporary connection to the phone lines. This short-term fix required replacement of the existing fiber before more failures occurred. The Acting City Manager authorized the work and executed the contract under consideration due to the immediate public

safety concern of the potential break in communications between City Hall and the Police Department. Funding is from the capital projects fund; there is no impact to the general fund.

9. General Business

9.1 Consideration, discussion and possible recommendation for the joint appointment of one elected official to represent the owners of the Truckee Meadows Water Reclamation Facility on the Board of Trustees of the Western Regional Water Commission, from the following pool of applicants, in alphabetical order: Donald Abbott; David Bobzien; Jenny Brekhus; Charlene Bybee; Kristopher Dahir; Oscar Delgado; Naomi Duerr; Neoma Jardon; Edward Lawson; Geno Martini; Paul McKenzie; Hillary Schieve or Ron Smith for a two-year term, ending March 31, 2020. (FOR POSSIBLE ACTION) (Time: 2:30 p.m.) (HEARD AFTER AGENDA ITEM 9.9)

An agenda item from City Manager Steve Driscoll recommending Council recommend the appointment of Donald Abbott. The Western Regional Water Commission (WRWC) was formed by a Joint Powers Agreement, approved by the City Council on January 22, 2008. The current WRWC Commissioners are: representing Sparks, Council Member Donald Abbott, term expiring March 31, 2018; Reno City Council Member Paul McKenzie representing the Joint Sparks/Reno appointment for the Truckee Meadows Water Reclamation Facility (TMWRF), term expiring March 31, 2018; and Council Member Ron Smith as appointed and approved by the Truckee Meadows Water Authority Board, term expiring March 31, 2019. In an agreement with the City of Reno, the joint appointment to the WRWC by TMWRF alternates every other two-year term. Currently, Councilman McKenzie serves as the joint appointee. As his term expires on March 31, 2018, the next term transitions to the City of Sparks. Councilman Abbott is Sparks' representative for TMWRF. There is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Lawson, to recommend a joint appointment with the City of Reno, of Sparks City Council Member Donald Abbott as the TMWRF representative on the Board of Trustees for the Western Regional Water Commission for a two-year term, ending March 31, 2020. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.2 Consideration, discussion and possible appointment of one member of the Sparks City Council to represent the City of Sparks on the Board of Trustees for the Western Regional Water Commission (WRWC), from the following pool of applicants, in alphabetical order: Donald Abbott; Charlene Bybee; Kristopher Dahir; Edward Lawson; Geno Martini or Ron Smith for a two-year term ending March 31, 2020. (FOR POSSIBLE ACTION) (Time: 2:34 p.m.)

An agenda item from City Manager Steve Driscoll recommending Council appoint Kristopher Dahir as the City of Sparks representative. The Western Regional Water Commission (WRWC) was formed by a Joint Powers Agreement, approved by the City Council on January 22, 2008. The current WRWC Commissioners are: representing Sparks, Council Member Donald Abbott, term expiring March 31, 2018; Reno City Council Member Paul McKenzie representing the Joint Sparks/Reno appointment for the Truckee Meadows Water Reclamation Facility (TMWRF), term expiring March 31, 2018; and Council Member Ron Smith as appointed and approved by the Truckee Meadows Water Authority Board, term expiring March 31, 2019. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to appoint Kristopher Dahir as the City of Sparks representative on the Board of Trustees for the Western Regional Water Commission. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.3 Consideration, discussion and possible approval of 2018 Operating Plan (AC-5450) between the City of Sparks, Bureau of Land Management (BLM), and US Forest Service (FS). (FOR POSSIBLE ACTION) (Time: 2:36 p.m.)

An agenda item from Fire Battalion Chief Jim Reid recommending Council approve the Operating Plan. The current Cooperative Fire Protection Agreement (AC-5248, June 13, 2016; AI 8.5) and the Operating Plan between the Sparks Fire Department, the Bureau of Land Management (BLM) and the US Forest Service (FS) are still in effect. This new Operating Plan will be effective July 1, 2018, upon approval by the Sparks City Council, the BLM, and the FS. This combined contract is meant to streamline the contracts that the federal agencies must get signed every year. The Operating Plan is an addendum to the Agreement and is intended to identify and define the operational aspects of the Cooperative Fire Protection Agreement. The operating plan updates salaries and removes the one-mile radius to match the other entities. The Operating Plan may be renewed each year if needed. There is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Lawson, to approve the 2018 Operating Plan between the Sparks Fire Department, the Bureau of Land Management, and the US Forest Service. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

9.4 Consideration, discussion and possible approval of an Interlocal Cooperative Agreement (AC-5451) with Washoe County, the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno and the City of Reno for a regional dockless bike share pilot program. (FOR POSSIBLE ACTION) (Time: 2:38 p.m.)

An agenda item from Transportation Manager Amber Sosa recommending Council approve the Interlocal Cooperative Agreement. City of Sparks staff has been a participant in a regional approach to learning about bike share and the potential feasibility within the region. On January 8, 2018, the City Council heard a presentation on the status of the project and was asked for support in advancing a pilot program. The City Council supported staff to move forward on implementing a regional dockless bike share program to run for a limited time (approximately March 2018 – October 2018). The City of Reno solicited funds from the Regional Transportation Commission (RTC) to hire a bike share consultant to aid in developing the necessary agreements to help ensure the protection of the entities and to give the project the best chance of success. This Interlocal Cooperative Agreement allows staff to continue working on and participating in a regional pilot dockless bike share project. There is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Lawson, to approve the Interlocal Cooperative Agreement with Washoe County, the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno and the City of Reno for a regional dockless bike share pilot program. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

9.5 Consideration, discussion and possible action on a tentative map request for a 344-lot single-family subdivision within the Kiley Ranch North Phase 7 Planned Development (Village 9) on a site approximately 64.9 acres in size in the NUD (New Urban District) zoning district located east of Kiley Parkway and south of the future extension of Lazy Five Parkway, Sparks, NV. (PCN17-0057) (FOR POSSIBLE ACTION) (Time: 2:41 p.m.)

An agenda item from Sr. Planner Ian Crittenden recommending Council approve the tentative map. The Christy Corporation requested the approval of a tentative map for a 344-lot single-family subdivision within the Kiley Ranch North Phase 7 Planned Development (Village 9) on a site approximately 64.9 acres in size in the NUD (New Urban District) zoning district located east of Kiley Parkway and south of the future extension of Lazy Five Parkway. The City Council approved a Final Handbook for Phase 7 of the Kiley Ranch North Planned Development on January 8, 2018. On February 1, 2018, the Planning Commission reviewed this request and recommended that the City Council approve the Tentative Map. There is no impact to the general fund.

A motion was made by Council Member Abbott, seconded by Council Member Smith, to approve the tentative map with 20 conditions for a 344-lot single-family subdivision within the Kiley Ranch North Phase 7 Planned Development (Village 9) on a site approximately 64.9 acres in size in the NUD (New Urban District) zoning district located east of Kiley Parkway and south of the future extension of Lazy Five Parkway, Sparks, NV based on Findings T1 through T12 as set forth in the staff report. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

9.6 Presentation, discussion and possible approval of complement changes to add three additional positions in the Police Department, two Police Service Managers and one IT Support Specialist I/II, with an estimated fiscal impact of \$24,000 for fiscal year 2018 and \$95,300 for fiscal year 2019. (FOR POSSIBLE ACTION) (Time: 2:51 p.m.)

An agenda item from Police Chief Brian Allen and Human Resources Analyst Jill Valdez recommending Council approve the complement changes. Two events required review of the complement in the Police Department. First, the upcoming retirement of the Administrative Division Manager prompted a review of the managerial structure overseeing the police administration functions. Second, Nevada law changed, placing a new burden on the Police Department to put body cameras on police staff in the field, then manage the footage subject to records and evidentiary standards. The complement changes address both upcoming events. There is an estimated \$24,000 impact to the general fund for fiscal year 2018 and \$95,300 impact to the general fund for fiscal year 2019.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the personnel complement changes to add three additional positions in the Police Department, two Police Service Managers and one IT Support Specialist I/II, with an estimated fiscal impact of \$24,000 for fiscal year 2018 and \$95,300 for fiscal year 2019. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

9.7 Presentation, discussion and possible approval to amend the Appendix A in the Mid Management, Professional and Technical Resolution to implement the

proposed complement change to add the job title and salary range of Police Services Manager. (FOR POSSIBLE ACTION) (Time: 2:59 p.m.)

An agenda item from Human Resources Analyst Jill Valdez recommending Council approve the amendments. The title and corresponding salary range of Police Services Manager added to the Appendix A in the Mid Management, Professional and Technical Resolution complete the City Manager's recommended organizational change in the Police Department. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to approve the amendment to the Mid Management, Professional and Technical Resolution, Appendix A to add the job title and salary range of Police Services Manager. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

9.8 Presentation, discussion and possible approval of Resolution No. 3330 to establish the Community Homelessness Advisory Board (CHAB). (FOR POSSIBLE ACTION) (Time: 2:15 p.m.) HEARD BEFORE AGENDA ITEM 9.1)

An agenda item from City Manager Steve Driscoll recommending Council approve the Resolution. The City of Sparks partners with the City of Reno and Washoe County, through the Transitional Governing Board (TGB), and has oversight of the Volunteers of America (VOA) contract providing shelter and services at the Community Assistance Center (CAC) on Record Street in Reno. Homelessness continues to be a focus for the local elected officials of the region, and the policy focus has grown beyond the CAC and VOA as a service provider. The TGB has determined it needed a different view of homelessness and established the Community Homelessness Advisory Board (CHAB). For the elected officials to work as the CHAB, they needed to dissolve the prior TGB. Creation of the CHAB required the City of Sparks, City of Reno, and Washoe County to approve a new Resolution creating the CHAB and appoint members—six regular members (two each from Sparks, Reno and Washoe County) and three alternates (one each from Sparks, Reno, and Washoe County). There is no impact to the general fund.

Public Comment was opened at 2:24 p.m. Mr. Jeff Church spoke about his background in working with the homeless and offered his services and research to CHAB and referenced the handout he provided Council on mitigating the homeless issue in the USA.

A motion was made by Council Member Dahir, seconded by Council Member Lawson, to approve Resolution No. 3330 to establish the Community Homelessness Advisory Board. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.9 Presentation, discussion and possible approval to appoint two voting and one alternate voting member of the Sparks City Council and/or Mayor to the Community Homelessness Advisory Board (CHAB) for a term to be determined at the discretion of the Sparks City Council from the following pool of applicants, listed in alphabetical order: Donald Abbott, Charlene Bybee, Kristopher Dahir, Ed Lawson, Geno Martini, Ron Smith. (FOR POSSIBLE ACTION) (Time: 2:28 p.m.) (HEARD AFTER AGENDA ITEM 9.8)

An agenda item from City Manager Steve Driscoll recommending Council approve the appointments. The Sparks City Council approved the establishment of the Community

Homelessness Advisory Board (CHAB). Resolution No. 3330 required Council to appoint regular and alternate members to the new board and determine the length of the term for each appointed member. The members of the Council and the Mayor were eligible for appointment. There is no impact to the general fund.

A motion was made by Council Member Lawson, seconded by Council Member Bybee, to appoint Council Members Kristopher Dahir and Ed Lawson as voting members of the Community Homelessness Advisory Board and Council Member Charlene Bybee as a voting alternate of the Community Homelessness Advisory Board for a term to expire in November when the Council reviews the Boards and Commission appointments, then two-year terms after November. Council Members Abbott, Lawson, Smith, Bybee, Dahir, YES. Passed unanimously.

9.10 First Reading of Bill No. 2735 for approval of an Impact Fee Service Area Number 1 Development Agreement (AC-5452) by and between Bruce Investment Group LLC, Bruce Investment Group LLC 401k, Bruce Investment and the City of Sparks concerning the development of Highland Ranch Park, a 67.4 acre property located at the southwest corner of the intersection of Highland Ranch Parkway and the Pyramid Highway, Sparks, NV. (Time: 3:00 p.m.)

City Clerk Teresa Gardner read the Bill by title. The second reading and public hearing will be held at the regular meeting on Monday, March 26, 2018.

9.11 First Reading of Bill No. 2736 rezoning real property approximately 67.4 acres in size and located at 500 Highland Ranch Parkway, Sparks, NV from A40 (Agriculture) to C2 (Commercial). (PCN17-0035) (Time: 3:01 p.m.)

City Clerk Teresa Gardner read the Bill by title. The second reading and public hearing will be held at the regular meeting on Monday, March 26, 2018.

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 SECOND READING, Public Hearing, discussion and possible adoption of Bill No. 2732 to annex into the City of Sparks real property approximately 3.47 acres in size located at 3650 Wedekind Road, Washoe County, NV. (PCN16042) (FOR POSSIBLE ACTION) (Time: 3:01 p.m.)

An agenda item from Assistant Community Services Director Armando Ornelas recommending Council approve the annexation. Applicant Lishu Liu requested the annex for a site comprised of two parcels totaling approximately 3.47 acres and located at 3560 Wedekind Road. There was an accompanying request to rezone the properties from SF15 (Residential Single Family, 15,000 square feet) to SF6 (Residential Single Family, 6,000 square feet). Primary access for the property will be from Garfield Dr. through a sixty-foot-wide easement from the First Church of the Nazarene of Sparks. On February 1, 2018, the Sparks Planning Commission voted to forward a recommendation of approval to the Sparks City Council of the annexation and rezoning requests. There is no impact to the general fund.

Fire Chief Maples stated fire protection services for the property are provided by Truckee Meadows Fire Protection not the City of Reno.

The Public Hearing was opened at 1:12 p.m.; Professional City Planner Greg Evangelatos, representing the applicant, commended staff on their summary and said he and Mr. Gordon are available if there are any questions.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to adopt Bill No. 2732 to annex into the City of Sparks real property approximately 3.47 acres in size located at 3650 Wedekind Road, Washoe County, NV based on Findings A1 through A4 as set forth in the staff report. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

11.2 SECOND READING, Public Hearing, discussion and possible adoption of Bill No. 2733 rezoning real property approximately 3.47 acre in size located at 3650 Wedekind Road, Sparks, NV from SF15 (Residential Single Family, 15,000 Square Feet) to SF6 (Residential Single Family, 6,000 Square Feet). (PCN16042) (FOR POSSIBLE ACTION) (Time: 3:15 p.m.)

An agenda item from Assistant Community Services Director Armando Ornelas recommending Council approve the rezone. Applicant Lishu Liu requested the rezone for a site comprised of two parcels approximately 3.47 acres in size and located at 3560 Wedekind Road from SF15 (Residential Single Family, 15,000 square feet) to SF6 (Residential Single Family, 6,000 square feet). There was a separate but companion request to annex the properties. The properties could not be rezoned until the properties were annexed into the City of Sparks. On February 1, 2018, the Sparks Planning Commission voted to forward a recommendation of approval to the Sparks City Council of the annexation and rezoning requests. There is no impact to the general fund.

The Public Hearing was opened at 3:18 p.m.; Mr. Greg Evangelatos spoke in support of the recommendation and thanked Council and staff for their attentiveness in helping to solve the access issue.

A motion was made by Council Member Lawson, seconded by Council Member Abbott, to adopt Bill No. 2733 rezoning real property approximately 3.47 acres in size located at 3650 Wedekind Road, Sparks, NV from SF15 (Residential Single Family, 15,000 Square Feet) to SF6 (Residential Single Family, 6,000 Square Feet) based on Findings Z1 through Z3 as set forth in the staff report. Council Members Abbott, Lawson, Smith, YES. Council Members Bybee, Dahir, ABSENT. Passed unanimously with those present.

12. Comments

12.1 Comments from the Public (Time: 3:20 p.m.)

Bill Wagner asked that, for agenda item 9.5, Council consider that the streets will be public, and a school will be built in the development and for agenda item 9.8 he wondered if the name could be changed from Homeless Advisory Board to Homeless Advisory Council. City Manager Driscoll said it was called Advisory Board to show it answers to the Council in an advisory position. Mr. Wagner also informed the Council that the property at the top of Los Altos was sold to a developer.

12.2 Comments from City Council and City Manager

None

13. Adjournment

Council was adjourned at 3:23 p.m.

/djd

GENO R. MARTINI, Mayor

ATTEST:

Teresa Gardner, City Clerk

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