



REGIONAL PLANNING COMMISSION

MEMBERS

Florence 'Marge' Frandsen, Chair
Fred Lokken, Vice-Chair
Terry K. Herman
Kendall Mattina
Marvin Moss
Jim Newberg
Steve Rogers
Oscar Sanders
Mark Sullivan
Dave Ziegler, Director

MINUTES

Regional Planning Commission (RPC) INTERIM SUBCOMMITTEE - 2007 REGIONAL PLAN UPDATE WEDNESDAY, 5:00 P.M., January 12, 2005

The Regional Planning Commission Interim Subcommittee met in the Washoe County Community Development Department Conference Room #255, 1001 East Ninth Street, Reno, Nevada and conducted the following business:

The meeting was called to order by Chair Frandsen at 5:05 p.m.

1. ROLL CALL

The following Interim Subcommittee members were present: Marge Frandsen, Marvin Moss, and Oscar Sanders.

Also present were: Dave Ziegler, TMRPA; Rosanna Coombes, TMRPA; and Patricia Rogers, TMRPA.

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. November 10, 2004, interim subcommittee meeting

COMMISSIONER MOSS MADE A MOTION TO APPROVE THE INTERIM SUBCOMMITTEE MEETING MINUTES FOR NOVEMBER 10, 2004, SECONDED BY COMMISSIONER SANDERS. THE MOTION CARRIED UNANIMOUSLY WITH THREE (3) MEMBERS PRESENT.

B. December 8, 2004, interim subcommittee meeting

COMMISSIONER MOSS MADE A MOTION TO APPROVE THE INTERIM SUBCOMMITTEE MEETING MINUTES FOR DECEMBER 8, 2004, SECONDED BY COMMISSIONER SANDERS. THE MOTION CARRIED UNANIMOUSLY WITH THREE (3) MEMBERS PRESENT.

4. PUBLIC COMMENTS

None

REGIONAL PLANNING COMMISSION INTERIM SUBCOMMITTEE

JANUARY 12, 2005

PAGE 2

5. BUSINESS OF THE DAY

- A. Discussion, direction to staff and possible recommendation to Regional Planning Commission regarding the process for the 2007 update of the Regional Plan.

Rosanna Coombes, Senior Planner, stated that Regional Planning staff prepared a more detailed document describing the process for the 2007 Regional Plan update and circulated it to staff of local governments, affected entities and other key stakeholders. The predominant substantive feedback revolves around who establishes the Technical Advisory Committee (TAC), and the requirements for open meeting administrative procedures. Ms. Coombes stated that Truckee Meadows Regional Planning Agency (TMRPA) Legal Counsel's opinion is that the TAC would be subject to the open meeting law regardless of who establishes the TAC.

The current draft document states that the RPC will establish the TAC. Ms. Coombes asked for feedback regarding the suggestion that the TAC be formed by the Director of Regional Planning.

Commissioner Moss stated that the TAC should be established by the RPC. Commissioner Sanders stated that the Regional Planning Governing Board (RPGB) would defer it back to the RPC anyway. Chair Frandsen agreed. Ms. Coombes stated that the document will be left as it stands in that regard.

Ms. Coombes asked for feedback regarding the comment submitted by Bob Webb that the TMRPA should be listed with the agencies that will be part of the TAC.

Commissioner Moss stated that the TMRPA provides the technical support to the TAC and that he does not know whether the TMRPA has to be listed. Commissioner Moss asked Dave Ziegler, Director of Regional Planning, if he wants to be a voting member of the TAC or not. Mr. Ziegler responded that it might make sense to say that the Director of Regional Planning is a member of the TAC and the rest of Regional Planning staff is there to support the TAC. Mr. Ziegler stated that the TAC could elect a Chair that may or may not be the Director of Regional Planning.

Commissioner Sanders stated that would not be productive because it insinuates that one agency has more clout over another. Mr. Ziegler stated that there is not anything in the Open Meeting Law that says there has to be a Chair.

Commissioner Sanders stated that the TMRPA should be a member of the TAC.

Commissioner Moss agreed that there should not be a Chair. It is important to use an outside facilitator. The TMRPA should be a member of the TAC if an outside facilitator is used.

Eric Young, Washoe County, stressed the importance of the TMRPA being involved with the TAC and that it is the only agency where there can be no question that they are looking for what is best for the region.

Commissioner Moss stated that a facilitator should come in as a neutral party.

Chair Frandsen stated that if the governments are willing to help out financially for an outside facilitator, that would be the ideal direction.

Chair Frandsen stated that the language in the document on this issue does not need to be changed. It states that the groups listed will be asked to designate a TAC member to participate with the Director of Regional Planning. TMRPA will be a part of the TAC.

Ms. Coombes addressed the second item from Mr. Webb's comments related to the discussion about stakeholders and their participation in the process. Mr. Webb's suggestion is that people should not be allowed to arbitrarily decide whether they want to be a primary or secondary stakeholder. Mr. Webb recommends soliciting a set number of citizen participants for the TAC from each one of the three jurisdictions. They would be full members of the TAC and everyone else would simply be classified as a stakeholder. Ms. Coombes asked for feedback on this suggestion.

Commissioner Moss stated that there should not be secondary stakeholders. There are times in the process for interested parties to participate and have their input heard. If technical information is needed from outside resources then they can be asked for input as consultants to the TAC rather than stakeholders. Commissioner Moss also stated that there should not be citizens on the TAC at this point. The TAC should be made up of technical people.

Chair Frandsen stated that including citizens from each of the jurisdictions would make the TAC too large. The TAC should be kept as it is listed in the process document. Chair Frandsen agreed with Commissioner Moss that secondary stakeholders may not be necessary.

Mr. Young stated that the TAC members listed may not all be interested in showing up for two meetings a month for this entire process. Mr. Young also suggested that it would be a good idea to anticipate how the TAC meetings might be run with audience participation.

Chair Frandsen stated that it was anticipated that not all of the TAC members would show up for all of the meetings.

Ms. Coombes and Mr. Ziegler reviewed the thought process behind developing the possible TAC membership list. The groups listed will be invited to designate a TAC member. They may choose to be involved at a stakeholder level rather than as TAC members. After the groups invited to participate respond, the RPC will designate the TAC. The groups that do choose to participate as TAC members will need to be committed to attend most of the meetings.

Chair Frandsen asked if a representative from UNR and/or TMCC should participate on the TAC. Mr. Ziegler stated that is a good suggestion.

Commissioner Sanders stated that he envisioned that as each module goes forward the oversight committee would work with Regional Planning staff to have a new TAC for each module.

Ms. Coombes confirmed that the revised document would state that an outside facilitator would be preferable for TAC activities. The stakeholder list would not be segmented, and the TAC list would be revised.

Commissioner Moss asked about the timeline for the invitation to TAC members. Ms. Coombes responded that the stakeholder lists and the TAC lists would be sorted out in the pre-update process sometime between now and this summer.

Commissioner Moss asked at what point the RPC becomes involved. Ms. Coombes reviewed a diagram of the process showing RPC involvement.

Chair Frandsen stated she was pleased to see Legal Review for each segment included in the diagram.

Commissioner Moss asked if a time frame was estimated for each module. Ms. Coombes responded yes, and referred members to the last section of the document.

Commissioner Moss stated that Regional Planning staff has done an excellent job pulling this process together. Chair Frandsen agreed.

Ms. Coombes stated that the suggestion from Regional Planning staff is to make the adjustments recommended today and then bring it to the January 26 RPC meeting for a full RPC review.

Commissioner Moss asked that the interim subcommittee members get a copy of the package before the RPC meeting. Ms. Coombes stated that a draft will be provided before the packet for the RPC meeting is prepared.

Commissioner Sanders stated that there is a lot of momentum to move forward and it should not be allowed to stagnate over the next few months. Commissioner Sanders suggested getting started on the pre-update activities for some of the important issues before June 1 if possible. Ms. Coombes stated that the plan is to get the stakeholder lists together and get the TAC set up over the next couple of months so that they will be in place when it is time to begin the pre-update process. Mr. Ziegler agreed that the momentum should not be stalled and suggested using outreach opportunities at this time.

Commissioner Sanders asked about the interim subcommittee and the oversight committee. Ms. Coombes responded that the interim subcommittee of the RPC was established to prepare the process to go to the RPC. The RPC will then establish an oversight committee.

Commissioner Moss stated that the oversight committee should be made up of people who will have terms that will allow them to continue until the end of the process.

6. PUBLIC COMMENT

None

7. ADJOURNMENT

Chair Frandsen adjourned the meeting at 6:15 p.m.

Respectfully submitted by Christine Birmingham.

Reviewed by:

Approved by:

Dave Ziegler, Director
Truckee Meadows Regional Planning Agency

Florence 'Marge' Frandsen, Chair
Regional Planning Commission
Interim Subcommittee

**APPROVED BY THE REGIONAL PLANNING COMMISSION INTERIM
SUBCOMMITTEE IN SESSION ON _____, 2005.**