



# REGIONAL PLANNING GOVERNING BOARD

**MEMBERS**  
Dwight Dortch, Chair  
Robert Larkin, Vice-Chair  
David Aiazzi  
Mike Carrigan  
Robert A. Cashell  
Jim Galloway  
Pierre Hascheff  
Geno Martini  
Ron Schmitt  
Bonnie Weber  
Dave Ziegler, Director

## MINUTES

### REGIONAL PLANNING GOVERNING BOARD Regular Meeting Thursday, November 10, 2005

The Regional Planning Governing Board (RPGGB) met in regular session in the Washoe County Commission Chambers, 1001 E. Ninth Street, Reno, Nevada, and conducted the following business:

The meeting was called to order by Chair Dwight Dortch at 2:00 p.m.

#### 1. ROLL CALL

The clerk called the roll and Regional Planning Governing Board Members in attendance were: Dwight Dortch, Robert Larkin, Dave Aiazzi, Robert Cashell, David Humke for Jim Galloway, Geno Martini, Ron Schmitt and Bonnie Weber. Members absent were: Mike Carrigan and Pierre Hascheff,

Also present were: Dave Ziegler, TMRPA Director; Norman Azevedo, Legal Counsel; Rosanna Coombes, TMRPA; Patricia Rogers, TMRPA; Lora Richards, TMRPA; and Joy Randall, TMRPA.

#### 2. APPROVAL OF AGENDA

MEMBER MARTINI MADE A MOTION TO APPROVE THE NOVEMBER 10, 2005, RPGGB AGENDA, SECONDED BY MEMBER AIAZZI. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

#### 3. SALUTE TO THE FLAG

Member Schmitt led the salute to the flag and the Pledge of Allegiance.

#### 4. PUBLIC COMMENT

None

#### 5. BUSINESS OF THE DAY

- A. Consideration and possible acceptance of report from City of Reno regarding actions taken on conditions attached to the Regional Planning Governing Board's determination of Regional Plan conformance for proposed amendment to the South Virginia Corridor Specific Plan (CR05-015)

David Ziegler, Director, stated that the Reno City Council will consider this agenda item, known informally as Bill Pearce Motors, at the November 16<sup>th</sup> meeting; therefore, the Governing Board would have to wait for the staff report, since it was not possible for Reno staff to meet the thirty-day deadline. The RPGB's previous action was to have Reno report in thirty (30) days or as soon as possible. .

B. Quarterly report on facilities by representatives of Washoe County School District

Mr. Ziegler reported that Mr. Stanton, Facility and Bond Program Manager for the Washoe County School District, requested that he be allowed to report at the December meeting. Mr. Ziegler noted that the written staff report was included on page 3 of the packet.

Member Humke wished to have noted for the record that he was sitting in for Jim Galloway, who was absent.

C. Report (pursuant to the RPGB's September 8, 2005, request) by Regional Planning staff on methods and procedures for population forecasts and estimates

Mr. Ziegler reported that at the September 8 meeting, the RPGB requested a report on the methods and procedures for population forecasts and estimates. He reported that staff have been working on it and had convened a working group. Mr. Ziegler noted the members might want to refer to the briefing packet during the following report.

Mr. Ziegler stated there had been two informal working group meetings, with representatives from the RTC, Regional Water Planning Commission, Reno, Sierra Pacific Power, Sparks, State Demographers, TMRPA, TMWA, Washoe County, Washoe County School District, and Air Quality Management. He stated both interest and attendance has been good and a third meeting was being scheduled. He noted the agencies had a lot in common, for example, many of the working group members worked with the same basic general geographic area, almost all relied on the Assessor's parcel data, and everyone on the list relied on each other. Mr. Ziegler stated the common needs among group members were for demographic and employment data for traffic and econometric population forecasting models; data on the timing and location of future development; flexibility for service and infrastructure planning; consistency; and improved collaboration.

Mr. Ziegler noted the main tool is the econometric model, which is a computerized model that projected future populations based on economic activity, primarily employment. The consensus forecast is the average of several econometric models. The state demographer uses the REMI model; however, for predicting larger scale future phenomenon, the econometric model is the most robust. Another tool is the parcel-based model that Agency staff have developed, which can build future forecasts from the ground-up, literally, and can predict future conditions based on land use zoning. The parcel-based model is good for predicting buildout of existing land use and zoning and disaggregating small areas, but this model was not good for predicting future activity. He stated that there are other tools available including data on approved but not built, census data that is updated every ten years, many specialized models, e.g. school attendance, traffic models, etc., which use the population data to extrapolate other information needed by the entities.

Mr. Ziegler outlined each of the entities' specific needs. RTC needs population forecasts at five, ten and thirty year intervals and employment data by Traffic Analysis Zone (TAZ). WCSD needs demographic data and buildout for their seven year projections. TMWA needs employment data, economic forecasting, demographic and land utilization data. RWPC and Washoe County Department of Resources needs land use data to forecast water demand, waste water generation, and stormwater and flood phenomenon. Local governments, in general, need annual estimates of population and employment to distribute tax money, for master planning, and to plan infrastructure and services. The Agency's needs are different. He noted that population projections are required to be in the Regional Plan by law and there is a need for consistency in conformance reviews, land use plans, water plans, etc. The NDEP wants to make sure that the population forecasts used in the 208 plan are the same as those used for the air quality plan.

Mr. Ziegler stated this report is a situation assessment. He noted that for the next steps, the working group has agreed to meet shortly after Thanksgiving; work on mutual goals, objectives, and priorities; and possibly develop a work program on specific tasks for completion. He noted that this informal working group is voluntary and believed that the group had great potential.

Member Aiazzi asked about the phrase "we are growing fast" on page 7. Mr. Ziegler responded that the five-year trend showed 12,000 persons per year growth and the ten-year trend showed 10,600 persons per year growth.

Member Aiazzi asked what that really means since most people go by percentages. Member Aiazzi said that he had read a newspaper article opinion that stated there had been 2.2% growth per year since 2000. Mr. Aiazzi stated his political concern was that "everyone says we're growing fast" but nobody has precise data or knows what that means. Mr. Ziegler replied that people repeat what they hear because the statement had been repeated over and over. Mr. Ziegler explained that percentage increase is basically talking about a compounding type of situation, which assumes the population growth is exponential. He stated that it appears from looking at the data that the growth is more linear than exponential making the percent increase misleading; the more accurate way to express population growth would be by using absolute values.

Member Aiazzi stated that everyone needed to agree on how the population forecast is presented to the public because, for example, in the report it states that "we don't know demographics or details behind our population projections." His concern was that these population projections are approved without really knowing how the numbers were calculated. Mr. Ziegler responded that the pages referred to by Mr. Aiazzi were transcriptions of meeting flip charts. He noted that there are at least 5 or 6 econometric models being used; each one is working off a different set of inputs and assumptions.

Member Aiazzi asked what the statement "we don't know much about migration rates" on page 11 means. Mr. Ziegler explained that the statement has to do with "in-migration" and "out migration" from the region and that data coupled with net birth and death, should show net population growth or decline. Member Aiazzi asked if the terms in-migration and out-migration referes to individuals coming and going from the area. Mr. Ziegler affirmed that Member Aiazzi was correct.

Member Aiazzi asked if the population projections from the last 10-20 years can be compared to actual population to see who is closer. Mr. Ziegler stated staff has a chart that looks at the

certified estimates from the Governor compared to the projections; the chart shows that population growth is almost always underestimated.

Member Weber asked about the statement “growing too fast” if the rate of growth over the years was 2%, that growth would be consistent rather than fast; therefore, consistency would be another factor in determining growth rate. Mr. Ziegler stated that he is interested in rates and they are an important part of the discussion. He stated one concept to consider is doubling time for the population forecast. He noted that the doubling rate for the region could be in the 25 year range and if the TMSA is a function of population, the TMSA could double in 25 years. Mr. Ziegler stated that in terms of short-term fluctuation, it is better to look at five- and ten-year averages.

Member Weber asked whether the region had grown consistently each year, which would allow everyone to be on the same page. She noted that the public is concerned that the region is growing beyond capacity, which might not be true. If there is a consistent method of tracking and describing population growth, it will be beneficial to the community.

Mayor Cashell stated that the fact that others use a percentage versus values should be considered and that perception is a big factor and consistency is needed. If we have been using percentages to show population growth, we should continue to use percentages.

Mr. Ziegler noted that perception of growth was an important factor and concurred with Member Weber that there is a need for consistency. Mr. Zeigler noted that there is a great desire among all the agencies to be consistent and use consistent data and might be convinced to use consistent language. For example, with the school district, the population is increasing at the same rate but the student count actually leveled off, indicating a change in the demographic data.

## **6. ADMINISTRATIVE ITEMS**

- A. Consideration and possible acceptance of FY 05-06 first quarterly budget and work program report

Mr. Ziegler referred to the written staff report on page 21. Staff is projecting that the fiscal year will end in the black with a year-end savings of a little over \$12,000. Mr. Ziegler stated, in terms of the work program, that the Staff is making good progress. He noted that the biggest project of the first quarter was the completion of the pre-update activities of the 2007 Regional Plan and staff is now in the update process. He stated that he is pleased with the progress made on the training and education program with the visits from Elaine Clegg and Parris Glendening; there are four more speakers schedule after the first of the year.

In the second quarter, the staff is preparing to enhance the website. He stated that the packet for the meeting was produced in digital format for some members on CD-ROM. He asked that the members inform the staff in which format they wish to receive the packet materials. Mr. Zeigler noted that the staff is preparing revisions to the *Regulations on Procedure* regarding conformance review process and service of notice. He noted some items that might not be completed in the second quarter include clean-ups to the Regional Plan and a joint meeting with the School District Board of Trustees.

Vice-chair Larkin stated that he preferred the electronic format but requested that each item be a separate PDF file.

VICE-CHAIR LARKIN MADE A MOTION TO APPROVE THE FIRST QUARTERLY BUDGET AND WORK PROGRAM REPORT, SECONDED BY MEMBER WEBER. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

- B. Consideration of and possible action on advance schedule of meeting dates for calendar year 2006

Mr. Ziegler reviewed the tentative schedule of meetings, and noted that staff checked the National Association of Counties Conference and the National League of Cities Conference and neither conflict this year. He requested that staff be notified of any conflicts in any Regional or State Conferences.

Member Schmitt asked staff to confirm if the date for the Washington D.C. conference was March 9, 2006, thereby causing a conflict with the March 9, 2006, meeting due to travel time. Mr. Ziegler stated that the staff will look into this and get back to the RRGB.

MAYOR MARTINI MADE A MOTION TO APPROVE THE ADVANCE SCHEDULE OF MEETING DATES FOR CALENDAR YEAR 2006, SECONDED BY MEMBER LARKIN. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

- C. Consideration of and possible action to authorize the Chair to execute professional services contracts for:
  - 1. Study of specific infill barriers, incentives, and best practices;
  - 2. Update of the water quality management plan ("208 plan"); and
  - 3. 2007 Regional Plan update, technical advisory committee facilitation services

Mr. Ziegler stated that his contract authority is capped at \$25,000 and there are some contracts being negotiated that will exceed that amount; if the Board wishes, they can authorize the Chair to execute some contracts. He stated the first contract with Clarion, who teamed up locally with CFA, to produce two infill studies, is for approximately \$35,000 and currently being reviewed by legal. Mr. Ziegler noted that the RRGB may authorize the chair to review and sign the contract to save time.

Mr. Ziegler stated that the contract for facilitation services is being negotiated with Corporate Solutions to run the TAC meetings. The contract is within a week of being completed and the Board may authorize the Chair to enter into the contract. Mr. Ziegler stated the Agency has been using Corporate Solutions on a meeting by meeting basis to facilitate the TAC meetings.

Mr. Ziegler noted that the 208 Plan is a large contract, budgeted at \$280,000. The technical steering committee (TSC) will meet on Monday, November 14, 2005, to interview three consulting firms and are hoping to reach a contract and price agreement by the end of November. He noted that the decision on this contract can wait until the December RRGB meeting.

Mayor Cashell asked whether the finalists for the Water Quality project are local or out of state. Mr. Ziegler stated that the three finalists included a widely-known firm in northern Nevada but

not based in Reno, a team of an engineering firm based in Reno and in Las Vegas, and a team of a local engineering firm teaming with a national firm with a local office in Reno.

Member Aiazzi stated that Reno and Sparks voted to fund the study from the sewer management fund and wanted to know if the \$72,000 is approved for this plan. Mr. Ziegler replied he believed it is. Mr. Aiazzi thought that the contract is already with a specific contractor and asked if this item is the same. Mr. Ziegler replied that Reno/Sparks entered into a contract to accept grant funding from the State of Nevada and have committed matching funds totaling \$140,000, \$72,000 from the water and sewer enterprise funds and \$68,000 from the Water Management fund. He noted that the next step is to select a consultant to update the 208 plan.

Member Aiazzi asked whether this is the same study. Mr. Ziegler stated that he believes that the City of Reno has entered into a very expensive contract to work on the Total Maximum Daily Loads (TMDL) and waste load allocation.

Mr. Aiazzi replied that is the study he was asking about. Mr. Ziegler noted that this study is different; this study tries to answer the question where are the sewage treatment plants for the next 20 to 30 years, what size they will be, how will they interconnect with each other, and how will they dispose of waste water.

Member Aiazzi asked if this is necessarily for the TMWA facility or is it the entire sewer area. Mr. Ziegler replied that this study encompasses the entire system.

Mayor Cashell stated in essence there is some duplication in the studies.

Member Aiazzi stated that these are different studies. The first one is to study the dissolved solids and the second is how to mitigate in the future. Mr. Ziegler stated that the work on the TMDL and waste load allocations is important and these are inputs to the 208 plan. The 208 plan must absolutely carryout the TMDLs and waste load allocations and the TSC is aware that the waste load allocations could change during the course of the study. Mr. Ziegler stated that the sanitary engineers and the water planning personnel are all on the TSC, a very strong interagency group.

Vice-Chair Larkin stated that there are at least three studies and this will be the fourth study, that has been initiated for water, water quality, water resources and now, the effluent side. He requested a presentation of a list of the studies, where they dovetail, and where they overlap. Mr. Larkin noted that City of Reno and City of Sparks initiated another study.

Chair Dortch stated that the Board can put the item on the December agenda so that staff can update the RPGB on what studies are being done and bring the contract back.

Vice-Chair Larkin expressed his agreement with Mayor Cashell and asked who were getting the contracts.

Mayor Martini asked how the RPGB can prevent someone, a firm from bidding. Vice-Chair Larkin stated he is not suggesting that, but he just wants to see who is bidding on the studies.

Chair Dortch suggested that state law requires special preference for local bidders. Member Aiazzi replied that preference does not apply to professional services.

Member Aiazzi disclosed that Clarion is doing a major rewrite of the City code but there appears to be no conflict with this study.

MEMBER AIAZZI MADE A MOTION TO ALLOW THE CHAIRMAN TO SIGN THE CONTRACTS WITH THE EXCEPTION OF THE 208, WATER QUALITY MANAGEMENT PLAN, SECONDED BY MAYOR MARTINI. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

**7. REPORTS**

- A. Members' and Director's reports
  - 1. Status report on requests for proposals to support Regional Plan update process and analytical program

Mr. Ziegler referred to the written Staff Report on page 61. He reported that there are no outstanding RFPs at this time.

- B. Legal counsel's report:
  - 1. Status report and possible direction to staff on Washoe County's petition for judicial review of the certification of Reno's annexation program as conforming with the Regional Plan including, without limitation, schedule for considering possible Regional Plan amendments affecting the Truckee Meadows Service Areas (TMSA) pursuant to settlement agreement (August 23, 2005)
  - 2. Discussion and possible direction to staff in response to Washoe County's request to initiate a possible amendment of the Truckee Meadows Regional Plan pursuant to paragraph A.1 of the settlement agreement (October 17, 2002) to roll back Reno's sphere of influence in the vicinity of St. James's resort and Pleasant Valley (continued from August 11, 2005, meeting)

Mr. Azevedo reported that on October 20, 2005, there was a status conference with Justice Hardesty regarding the implementation of the annexation settlement. At the conference, it was decided that local planning staff would prepare a joint map, setting the TMSA boundaries.

On November 7, 2005, the Cities of Reno and Sparks had filed a document with the court. He stated he had a status report indicating that the local planning staffs could not agree on the TMSA boundaries and stated Washoe County was not able to agree on a map without further input from elected officials. He stated that this status report was filed with Judge Hardesty and there was no status hearing with Judge Hardesty on December 6, 2005. Mr. Azevedo anticipated that Judge Hardesty had previously indicated that if the TMSA boundaries could not be agreed to by the respective parties, that the matter would go the Regional Planning Commission and this body would make the final determination on the boundaries. Mr. Azevedo will report back after December 6, 2005.

[Subsequent discussion took place after item 7.A.2]

- 2. (7A – this was inadvertently skipped over so the Board went back to it after the Legal Staff Report) Report on Truckee Meadows Growth Task Force

Mr. Ziegler referred to the Staff Report on page 63 and noted that the task force has completed the work program and funding requirements, briefed all local governments, will request to be on the TAC agenda, and requested to be on the RPGB agenda at the December meeting.

Member Weber asked to return to item 7B.

[Discussion continued on item 7.B]

Chair Dortch asked Mr. Azevedo if he needed any direction.

Member Weber asked whether the date to meet with Justice Hardesty is December 6 or December 2, 2005. Mr. Azevedo stated that the date is set for December 6, 2005.

Member Weber stated that Washoe County will take the issue to the next meeting on November 15, and are planning to share with the public where the County is in the process. She extended an invitation to the two other local entities to be there. She expressed her belief in the importance of keeping the public informed of the progress and to share the maps with the public.

Mr. Azevedo stated that he has submitted a memo to the staff, the RPGB, and the RPC regarding the public process and approval of the maps that are contemplated as part of the agreement. For an amendment of the Regional Plan, statutes require one public hearing and for the update process, three public hearings. Mr. Azevedo recommended that any amendment based on the Settlement Agreement should follow the three public hearing rule.

Member Weber mentioned that the County Commissioners decided that from this point forward the mediators will be at the meetings with staff while the TMSA is being negotiated. She hopes that negotiators from other entities will do the same.

Mayor Martini stated that only one member from each entity should be involved to avoid quorum issues.

Chair Dortch asked if legal needs the RPGB's direction.

Mr. Azevedo stated that they will await direction from Justice Hardesty on December 6.

## 8. **REQUESTS FOR FUTURE AGENDA ITEMS**

- A. Consideration and possible action on calendar of agenda items
- B. Members' and director's requests for agenda items

Mr. Ziegler followed up with the written report on page 77 he will add the 208 contract and will have the school district present their report on the December meeting.

**9. WRITTEN CORRESPONDENCE**

None

**10. ADJOURNMENT**

MEMBER AIAZZI MADE A MOTION TO ADJOURN AT 2:53 P.M., SECONDED BY MEMBER WEBER. THE MOTION CARRIED UNANIMOUSLY WITH EIGHT (8) MEMBERS PRESENT.

Respectfully submitted by Joy Randall

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David S. Ziegler, Director  
Truckee Meadows Regional Planning Agency

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Dwight Dortch, Chair  
Regional Planning Governing Board

**APPROVED BY THE REGIONAL PLANNING GOVERNING BOARD IN SESSION ON**  
**\_\_\_\_\_, 2005**