



REGIONAL PLANNING GOVERNING BOARD

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

MINUTES

REGIONAL PLANNING GOVERNING BOARD Regular Meeting Thursday, January 13, 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 Mike Carrigan at 2:05 p.m.

1. ROLL CALL

The clerk called the roll, and Regional Planning Governing Board Members in attendance were: Mike Carrigan, Dwight Dortch, David Aiazzi, Jim Galloway, Robert Larkin, Geno Martini, and Bonnie Weber. Member Hascheff arrived at 2:10. Members absent were: Bob Cashell and Ron Schmitt.

Also present were: Dave Ziegler, TMRPA Director; Norman Azevedo, Legal Counsel; Rosanna Coombes, TMRPA; Patricia Rogers, TMRPA; and Gretchen Eykelbosh, TMRPA.

2. SALUTE TO THE FLAG

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

3. APPROVAL OF AGENDA

Chair Carrigan asked that the order of the agenda be changed to address item 7.A before item 6.

MEMBER MARTINI MADE A MOTION TO APPROVE THE JANUARY 13, 2005, AGENDA AS AMENDED, SECONDED BY MEMBER AIAZZI. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

4. APPROVAL OF MINUTES

- A. November 18, 2004, regular meeting
- B. December 9, 2004, regular meeting

MEMBER MARTINI MADE A MOTION TO APPROVE THE NOVEMBER 18, 2004, AND DECEMBER 9, 2004, MEETING MINUTES, SECONDED BY MEMBER AIAZZI. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

5. PUBLIC COMMENT

Dave Ziegler, Director of Regional Planning introduced Gretchen Eykelbosh as a new Regional Planning staff member.

[Member Hascheff arrived at 2:09 p.m.]

Chair Carrigan introduced Member Bob Larkin as a new member of the RPGB.

The meeting was relocated to room A201 in the Washoe County Community Development Department for the workshop under agenda item 7.A. at 2:10 p.m.

7. ADMINISTRATIVE ITEMS

A. Workshop on long-range goals for the program of regional planning.

Dave Ziegler, Director of Regional Planning, provided background information on the discussion draft of the TMRPA Strategic Plan and reviewed three high-level, fundamental goals. Mr. Ziegler introduced Trip Barthell of the Neighborhood Mediation Center to facilitate the workshop discussion on goals for the program of regional planning.

Chair Carrigan asked Mr. Ziegler if there were any of last years goals that were not accomplished or that need more work. Mr. Ziegler responded that the goal we accomplished the least on was facilitating resolution of regional issues on open space, the Truckee River, and other matters.

Member Aiazzi suggested adding determining the governmental entities' interest in the functions of the Truckee Meadows Regional Planning Agency (TMRPA).

Member Hascheff stated that the school district, Regional Transportation Commission (RTC), and other agencies that interface with development should be included when collaborating with local governments, affected entities, and other governmental partners.

Chair Carrigan stated that one goal should be to try to get a representative from the school district to attend the RPGB meetings regularly.

Member Weber stated that it may be better to have a school district administrator rather than a school board member attend the RPGB meetings. An administrator would know what is going on and attend the meetings consistently.

Member Galloway stated that the objection he has heard is that a school will go somewhere and then drive growth. This agency has the legal ability to say that schools can not be built unless they are in a plan approved by this body. That would encourage school board member attendance.

There was discussion regarding ways to be more pro-active with school planning.

There was discussion regarding development drivers vs. stakeholders and constituencies.

Member Aiazzi suggested adding a goal to have a joint meeting with the whole school board instead of having one school board member come to the RPGB meetings.

Member Galloway suggested including a goal to consider resource constraints in the updated plan.

Member Aiazzi suggested expanding the second Tier 2 goal (“maintain a regional information center on population, employment, land use, natural resources, infrastructure, etc.”) under the third fundamental goal (“build capacity for and understanding of regional planning”) to say that the TMRPA is a repository for projections.

There was discussion regarding consensus data. The TMRPA should be a repository for consensus data on projections and resources, members said.

Member Aiazzi suggested adding the public to the second Tier 2 goal (“engage constituencies and stakeholders”) under the first fundamental goal (“refine the Regional Plan”)

There was discussion regarding the meaning of the third fundamental goal, to build capacity for an understanding of regional planning. It was suggested that this goal be separated into two goals. One goal to build internal and external understanding of regional planning and another goal to build internal capacity for regional planning.

Member Aiazzi stated that the second tier 2 goal (“maintain a regional information center on population, employment, land use, natural resources infrastructure, etc.”) under the third fundamental goal (“build capacity for and understanding of regional planning”) should be moved to the second fundamental goal (“take the lead on Regional Plan implementation”).

Member Galloway suggested having Regional Planning staff bring a prioritization recommendation back to the RPGB.

The workshop concluded at 3:15 p.m.

The meeting relocated to the Washoe County Commission Chambers to address the remaining agenda items at 3:15 p.m.

[Member Martini left at 3:15 p.m.]

6. BUSINESS OF THE DAY

A. Discussion and possible action on comprehensive training proposal.

Mr. Ziegler stated that Regional Planning staff considered a range of options for a training and education proposal. Regional Planning staff determined that it would be far more effective to use the Regional Planning program as a convener of training and education opportunities for targeted audiences within the region, than to scatter staff, the public, and elected and appointed officials across the country in search of training and education. Regional Planning staff proposes an option to take the lead in the provision of training and education on regional planning concepts, so that elected and appointed officials, their staffs, and the public can take part in informed decision-making for the region. Mr. Ziegler reviewed suggested deliverables and stated that a coordinator will be needed to accomplish this goal. Mr. Ziegler reviewed a proposed budget for for the balance of this fiscal year. This proposed budget would not require any increase in local governments’ contributions. The proposed budget process for FY 05-06

is to fold these amounts into the FY 05-06 budget proposal for consideration by the RPGB in February and March 2005, for approval and transmittal to the local governments as recommendations.

Member Aiazzi stated that this training proposal should meet the training requirements for Regional Planning Commissioners. Mr. Ziegler stated that is an excellent point.

Member Larkin asked about the training discussion in the December 9, 2004, meeting minutes. Mr. Ziegler responded that was for the balance of this fiscal year. Chair Carrigan stated that it was decided to use some of the remaining budget for training.

Member Galloway stated that this is a sound plan and stated that it would be helpful if the last column of the proposed budget translated by shares for each entity.

MEMBER GALLOWAY MADE A MOTION TO APPROVE THE PROPOSED CONCEPT, SECONDED BY MEMBER WEBER.

Member Hascheff asked if Regional Planning staff can look into using ULI advisory panel to help create the training program. Mr. Ziegler responded that is an option and can be pursued.

Member Hascheff stated that an advisory panel can provide critical assessment of the entire region and then that information can be used to build the budget which may include a training coordinator or other staff that would be needed to accomplish the objective. Member Hascheff stated that before committing money for a training coordinator, that money may be better spent bringing in an advisor to provide a critical assessment and guidance.

Member Galloway stated that is a great suggestion. Member Galloway also stated that in order to move ahead, the RPGB needs to authorize Regional Planning staff to spend money if it should prove necessary.

Chair Carrigan agreed with Members Hascheff and Galloway. Chair Carrigan asked for clarification that the current motion is for FY 04-05 and then we can come back when we do the budget for the next fiscal year and take a look at training. Member Galloway responded that is correct.

Mr. Ziegler asked for confirmation that the RPGB's priority is to try to get in an advisory panel before taking the step of hiring a coordinator. Chair Carrigan responded that is correct.

THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

- B. Discussion and possible adoption of revised Regulations on Procedure making certain modifications to the dispute resolution procedures pursuant to the settlement agreement (October 17, 2002) in Regional Plan litigation.

Norm Azevedo, Legal Counsel, stated that the City of Sparks has expressed concern that the version of the regulations he believes to be the consensus draft may not be the correct version. Mr. Azevedo stated that he has agreed to prepare a chronology of all versions of the regulations from inception forward and to circulate it among the attorneys for all the parties involved.

Chair Carrigan asked if Mr. Azevedo would like this item continued. Mr. Azevedo responded yes.

MEMBER HASCHEFF MADE A MOTION TO CONTINUE THIS ITEM, SECONDED BY MEMBER AIAZZI. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

7. ADMINISTRATIVE ITEMS (cont.)

- B. Discussion and possible approval of proposed performance appraisal forms to be included in the Personnel Policy Manual.

Mr. Ziegler stated that the Human Resources consultant for the Truckee Meadows Regional Planning Agency (TMRPA) believes it would be best if the RPGB took action to adopt a performance appraisal form.

MEMBER AIAZZI MADE A MOTION TO ADOPT THE PROPOSED PERFORMANCE APPRAISAL FORM, SECONDED BY MEMBER HASCHEFF. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

- C. Discussion and possible direction to staff on procedures for the annual performance evaluation of the Director of Regional Planning.

Mr. Ziegler stated that the Regional Planning Commission (RPC) has asked to be involved in the annual performance evaluation of the Director of Regional Planning. The RPGB indicated last year that would fine. Regional Planning staff has developed a form for the RPC to complete. The RPC has designated two representatives to participate. Mr. Ziegler asked if the RPGB would be interested in having those two representatives sit in on the closed personnel session.

Member Larkin stated that this is known as a 360 degree evaluation and it is consistent with the current philosophy for executive directors. Member Larkin stated that he would be in favor of this.

Member Galloway asked if there is any desire to include any other persons besides the RPC.

Mr. Ziegler stated that if the RPGB would like the forms to be distributed to other persons, that would be fine.

Member Weber stated that it would be appropriate for the other entities to have the opportunity to help evaluate.

Member Aiazzi asked if the forms would be considered public records and if forms completed anonymously would be accepted or not.

Chair Carrigan asked Mr. Azevedo to respond to Member Aiazzi's question regarding public records. Mr. Azevedo stated that depending on the nature of how the forms are circulated and brought back, they could be considered public record and could also be considered agenda support material.

Member Galloway asked if that would apply to forms completed by RPGB members. Mr. Azevedo responded that they would not be considered public record provided they are used exclusively in a closed session.

Chair Carrigan asked Mr. Azevedo to look into the possibility of including forms completed by city and county managers in the closed personnel session.

Chair Carrigan stated that all evaluation forms submitted should be signed. Member Galloway suggested leaving the acceptance of anonymous evaluation forms to the discretion of the Chair.

8. REPORTS

A. Members' and Director's reports.

- 1) Reports on process for conducting the update of the Regional Plan and on Community Partnership/Growth Management Task Force.

Mr. Ziegler stated that the RPC will consider its interim subcommittee's recommendation on the process for conducting the next Regional Plan update at their next meeting. The Community Partnership will be visiting each of the elected boards within the next couple weeks to make announcements about the membership of the Community Partnership Steering Committee.

B. Legal counsel's report - Status report and possible direction to staff on:

- 1) District Court orders and appearances regarding the Regional Plan settlement agreement (October 17, 2002) and related issues, including but not limited to the water purveyor issues in the Verdi area.

Mr. Azevedo stated that the decision on this matter is included in the meeting packet.

- 2) Washoe County and SVGID appeal to District Court in dispute resolution case DR03-001-RPGB, regarding cooperative planning criteria, including:

Mr. Azevedo stated that the only outstanding item on this matter is the regulations.

- 3) Washoe County's petition for judicial review of the certification of Reno's annexation program as conforming with the Regional Plan.

Mr. Azevedo stated that this matter is currently in a settlement process.

- 4) Washoe County's appeal of the Regional Planning Commission's determination of conformance with the provisions of the Regional Plan and the settlement agreement in District Court Case No. CV02-03469 for City of Reno zoning map amendments and Mortensen/Garson Development Standards Handbook (CR04-007).

Mr. Azevedo stated that Judge Hardesty has rendered a decision on this matter. Mr. Azevedo is in the process of drafting an order.

- 5) Nevada Supreme Court Case No. 37947 (Bushey/Busi).

Mr. Azevedo stated that this matter has now been set for oral argument before the Nevada Supreme Court.

- 6) City of Sparks appeal to the Regional Planning Governing Board regarding Washoe County's adoption of the updated Spanish Springs Area Plan.

Mr. Azevedo stated that a new cooperative planning appeal has been received. The appeal has been acknowledged received by the agency. Mr. Azevedo has drafted a letter and is attempting to seek a stay from the parties to the appeal pending the conformance review of the project.

Member Galloway commented regarding agenda item 8.B.3 and stated that he and Member Weber have been meeting with Members Aiazzi and Hascheff as part of this mediation process. Member Galloway asked that everyone involved please consider the issues that have been raised in these discussions regarding future annexations when making any decision or taking any position on the Cold Springs annexation.

Member Galloway commented regarding the City of Sparks appeal under agenda item 8.B.6 and stated that he has received assurances from Adrian Freund that there should be a point by point reply to every point raised. Member Galloway stated that he hopes to get that from Mr. Freund to give it to the Sparks City Council.

Member Hascheff asked if this is something that could be resolved with the City of Sparks outside the appeal process.

Chair Carrigan stated that the Sparks City Council was under a time constraint on this and that is why it was done in that manner. It appears that it can be worked out and Sparks City Council wanted to make sure that option is still open. Member Galloway responded that the Sparks City Council certainly deserves a considered response to every point raised. Chair Carrigan stated that is what they were looking for.

C. Legislative reports

- 1) Report on selected Bill Draft Requests (BDRs) for 2005 session of Nevada's legislature.

Ms. Coombes stated that there is a list of the BDRs being monitored included in the meeting packet.

Member Aiazzi stated that some changes have been made to BDR137 regarding the water. Ms. Coombes responded that she will look into that.

- 2) Discussion and possible action regarding formation of a legislative committee of the RPGB for the 2005 session of Nevada's legislature.

Ms. Coombes stated that this item is a recommendation from Regional Planning staff that the RPGB establish a legislative committee to give direction to staff in-between the regular RPGB meetings during the legislative session.

MEMBER AIAZZI MADE A MOTION TO APPOINT THE CHAIR, VICE-CHAIR, AND THE CHAIR OF THE WASHOE COUNTY COMMISSION TO THIS SUBCOMMITTEE.

Member Galloway stated that he supports the motion and asked if there will be alternates from the same entity or if there will be a vacancy when a subcommittee member can not attend a meeting.

Chair Carrigan stated that there should be alternates and they should be designated by each elected member from their own delegation.

MEMBER AIAZZI AMENDED THE MOTION TO INCLUDE ALTERNATES DESIGNATED BY EACH ELECTED MEMBER FROM THEIR OWN DELEGATION, SECONDED BY MEMBER LARKIN. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

9. REQUESTS FOR FUTURE AGENDA ITEMS

- A. Consideration of, and possible action on, calendar of agenda items.

Mr. Ziegler reviewed possible agenda items for the February and March RPGB meetings.

- B. Members' and director's requests for agenda items.

Member Aiazzi requested adding a discussion to next month's agenda regarding setting a date for a meeting with the Washoe County School District. Chair Carrigan stated that will be added.

Member Larkin asked about receiving regular updates on the flood control project. Member Aiazzi stated to keep in mind that those updates usually go to the County Commission and the City of Reno and the City of Sparks so the people at this table have already heard it once. Chair Carrigan suggested including it as a written report.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

MEMBER AIAZZI MADE A MOTION TO ADJOURN AT 4:00 P.M., SECONDED BY MEMBER HASCHEFF. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

Respectfully submitted by Christine Birmingham.

David S. Ziegler, Director
Truckee Meadows Regional Planning Agency

Mike Carrigan, Chair
Regional Planning Governing Board

APPROVED BY THE REGIONAL PLANNING GOVERNING BOARD IN SESSION ON
_____, 2005