

**CITY OF ELKO**  
**REDEVELOPMENT AGENCY**  
**REGULAR MEETING MINUTES**  
**5:00 P.M., P.D.S.T., OR UPON THE ADJOURNMENT OF THE JOINT MEETING OF**  
**THE CITY REDEVELOPMENT BOARDS**  
**TUESDAY, MAY 21, 2019**  
**ELKO CITY HALL, COUNCIL CHAMBERS,**  
**1751 COLLEGE AVENUE, ELKO, NEVADA**

**CALL TO ORDER**

The meeting was called to order by Reece Keener, Chairman of the City of Elko Redevelopment Agency (RDA).

**ROLL CALL**

**Present:** Councilman Bill Hance  
Councilman Chip Stone  
Councilman Robert Schmidtlein  
Councilwoman Mandy Simons  
Mayor Reece Keener.

**City Staff Present:** Scott Wilkinson, Assistant City Manager  
Cathy Laughlin, City Planner  
Bob Thibault, Civil Engineer  
Michele Rambo, Development Manager  
Shelby Archuleta, Planning Technician

**PLEDGE OF ALLEGIANCE**

**COMMENTS BY THE GENERAL PUBLIC**

*There were no public comments made at this time.*

**APPROVAL OF MINUTES**

February 26, 2019 – Regular Meeting **FOR POSSIBLE ACTION**

*The minutes were approved by general consent.*

**I. NEW BUSINESS**

- A.** Review, consideration, and possible action on the 2019 Storefront Improvement Grant Recipients and amounts allocated, and matters related thereto. **FOR POSSIBLE ACTION**

The 2019 Storefront Improvement Grant Applications were open from January 1, 2019 to March 30, 2019. The RDA has allocated \$50,000 each year for 5 years for storefront improvement grants. The Redevelopment Advisory Council reviewed all applications at their meeting April 25, 2019. There were 2 applications and both were deemed complete applications. Their recommendation to the RDA was to fund both projects as requested.

Cathy Laughlin, City Planner, explained that two applications were received and both were deemed complete. One was for J.M. Capriola Co. for a new sign, and the other was for the Taber Building for a renovation of the exterior. As the application states, each property owner is allowed to apply for one grant per year, and Capriola's is eligible as it has been two years since they first applied. There is a total funding request of \$24,443.14 for both applications. There is \$50,000 allocated in this year's budget for the Storefront Grant Program. Staff, as well as the Redevelopment Advisory Council, recommend the RDA to fund both projects as requested. The applicants are available if there are any questions on their projects.

**\*\*\* A motion was made by Councilwoman Mandy Simons, seconded by Councilman Chip Stone to grant approval for the applications for Susan Wright in the amount of \$16,997.50 for the Storefront Improvement of 500 Commercial Street, and to Catherine Wines in the amount \$7,444.64 for 407, 419, and 421 Railroad Street.**

*\*Motion passed unanimously. (5-0)*

**B. Review, consideration and possible action on the remainder of funds from the 2019 Storefront Improvement Grant review cycle, and matters related thereto. ACTION ITEM**

The Redevelopment Agency allocated \$50,000 for the 2019 Storefront Improvement Grants. The 2019 application period ended March 30, 2019 and there were two grant applications received for a total funding request of \$24,443.14. This leaves a balance of \$25,556.86. The Storefront Improvement Grant Program Guidelines states: *If the available, budgeted funding is not fully expended in any given application review cycle, applications will be accepted on a first-come, first-served basis until all available, budgeted funding is exhausted*". The RDA has the option of extending the application review cycle as stated in the guidelines or allocating the remaining funds to the 2020 Storefront Improvement Grant.

Ms. Laughlin explained that she had anticipated that they would receive four or five grant applications. She talked to a large contractor that purchased a Railroad property, and they were planning on a full renovation. Several others called and discussed it. We were quite disappointed with only receiving two applications. Ms. Laughlin wasn't sure what more staff could do, as far as advertising for this program. A few years ago, post cards were sent out to all the business owners and property owners. It cost the Agency around \$500 or \$600 for postage. The Agency doesn't have Facebook page to present the information. Mainly we rely on the Chamber of Commerce and the DBA. Many people aren't reading the Free Press as they used to. The Guidelines state that we can keep it open until the funds are 100% allocated, or close it and allocate the extra funding to next year's program.

Councilman Robert Schmidtlein asked if they could extend it and move it into next ~~physical~~ year. Let's go ahead and keep it open, and then extend the dollar figure.

*FISCAL*

Councilwoman Mandy Simon asked if Councilman Schmidtlein wanted to roll over whatever wasn't used by the end of the year to next year's program.

Councilman Schmidtlein said they would give them a little over \$75,000 for next year.

Ms. Laughlin asked if they wanted to keep it open to see if someone uses the remainder of \$25,000 between now and when the application period opens January 1, 2020.

Councilman Schmidtlein said absolutely, and then extend, or roll it into next year's.

Councilwoman Simons asked if there was any indication from the individuals who inquired, that didn't apply, that more time would be helpful.

Ms. Laughlin said the one was a contractor, and he stated that it was laziness on his part, and that he wasn't going out to get the additional bids. A few other projects were simply on hold with announcement of the merger. There was complete halt in development in the Planning Department.

Catherine Wines, RAC, said she has a client that would have applied, but the owner is from out of town and the timing just didn't work. They probably would apply in the next couple of months if it were kept open. She thought it was a great idea to keep it open.

Mayor Reece Keener said he was in favor of keeping it open. He asked if it would be appropriate to nudge the owner of the blighted building on the corner of 4<sup>th</sup> & Idaho to do something with the façade, and include that as part of the mural project. They could create a surface that could be used for the murals. It is not a business operating there. He wondered if that would be an acceptable use of funds, if the owner were willing to do that.

Ms. Wines thought that was a good idea.

Mayor Keener asked if that was an acceptable use of funding.

Scott Wilkinson, Assistant City Manager, thought they could look at the program. He thought having expenditures on something temporary, which is removed, might not meet the intent of what the Storefront Program is. The Storefront Program is to support existing businesses. If you did improvements that would get a business into the building, it might be consistent. He thought if they put up plywood, painted it, and then took it down; it wouldn't meet the intent of the program.

Mayor Keener pointed out that the current state of that building was anything but temporary. It has been like that for years.

Mr. Wilkinson said if the property owner were willing to do a Storefront Improvement, even on a vacant building, where the building is utilized, that might be something to consider. If there weren't competing applications, the RDA would have some flexibility.

Jeff Dalling didn't think the Storefront Improvement was for that. He thought if the money came out of the mural fund it would be more appropriate. He knew that Pedro wasn't going to be doing anything with that building until he gets a tenant that wants to knock it down and rebuild.

Councilwoman Simons said Mr. Dalling was saying that they needed to find another fund where they could buy some plywood, get some permission, put it up, and have a mural painted on it.

Ms. Laughlin didn't think it would meet the intent of the Storefront Grant Program. The reason being is that the recipients have to sign an agreement and record it with the Elko County Recorder, which states that they will maintain the improvements for a certain period of time. If it was something that came to the RDA as a Public-Private Partnership request, there is Public-Private Partnership funding in the RDA Plan. Maybe that would be a different avenue, but the Storefront Program would not be an ideal fit for that.

Mr. Dalling thought it might be a good idea for Ms. Laughlin to reach out to Mr. Ormaza. It could fit under the Demolition Program.

Ms. Laughlin said she had presented that to Mr. Ormaza a hundred times

Mr. Dalling asked if it would only work if he rebuilt. (Correct) He asked if there was anything in the RDA Plan for helping demo, but not with plans to rebuild.

Ms. Laughlin explained that he wouldn't be funded until it was rebuilt. He could tear it down now, and in three years build something and be reimbursed then.

Mr. Wilkinson pointed out that the RDA took specific action to create the Demolition Program.

Ms. Wines said she appreciated the way the Agency was thinking about the murals. Ormaza Properties were the first to cut a check to sponsor the Mural festival. Ms. Wines said she would talk to them about that, because they were going to put one on the end of the old depot building.

**\*\*\* A motion was made by Councilman Robert Schmidlein, Seconded by Councilman Bill Hance to approve extending the remaining fund balance to the end of the calendar year, and if those funds are not used to move them into to next year's fund balance above and beyond the \$50,000.**

*\*Motion passed unanimously. (5-0)*

- C. Review, consideration, and possible authorization to refurbish the existing train in Centennial Park, and matters related thereto. **FOR POSSIBLE ACTION**

Byrnes Painting has offered to paint the train as a donation to the City of Elko. The paint is also being donated to the project. Several windows, mirrors, and misc. items will need to be replaced by other suppliers/city staff as part of the project. We would request an expenditure not to exceed \$4,000 for the misc. items to be repaired or replaced.

Ms. Laughlin showed some pictures for the Agency to review that showed the current condition of the train. There are window, numbers, mirrors, and lights that are missing or broken. We are looking at a donation from Less Byrnes Painting to repaint the entire train. We have also gotten a bid on some plexiglass replacement from Montrose Glass. We will need to find a distributor for the numbers, the lights, and a few other miscellaneous items that will need to be replaced. The plexiglass bid was for around \$2,300, so we left a cushion for the other costs. If approved, this will give staff the authorization to refurbish the areas that have been damaged after it has been painted.

Mayor Keener said it was very generous of Byrnes to offer that. He asked if it would be like a commercial spec job, where they would do all the prep and priming. He asked Mr. Thibault if he knew exactly what the plan would be.

Mr. Thibault said his understanding was that Byrnes intended to do a nice job, even stenciling in the letters, and intends to maintain it over the next few years. He also got the paint donated by his vendors.

Mayor Keener explained that it was Byrnes Painting 30<sup>th</sup> or 35<sup>th</sup> anniversary in Elko and they just wanted to give back. Mr. Keener heard from a railroad buff that there are many parts missing off the engine that have been stolen. He asked how extensive what's missing is.

Mr. Thibault explained that the challenge is finding the parts. They would need to find somewhere to get the numbers. The glass will be replaced with plexiglass to reduce the vandalism.

Mayor Keener said he could donate numbers, if Mr. Thibault could bring one in, so they could spec it out and choose a similar font.

Councilwoman Simons said it was too bad that they couldn't do something to stop people from stealing. Many people are scared to let their kids go near the train, because sometime drug paraphernalia and things are left behind by residents of the train.

Mr. Wilkinson thought once they got more use of the park some of those concerns would go down. He also said they could reach out to Western Pacific Museum in Portola and see if they could get any parts from them, or if they could tell us where to get replacement parts.

Mayor Keener said he knew that UP Railroad has grants available for doing restoration projects. He asked if this would qualify.

Mr. Wilkinson said it had been a few years, but they looked into a grant program. He thought the grant was for \$25,000, which is spread out where you would get \$500 to \$1,000 a year. We determined at the time it wasn't warranted. We also looked at a professional paint job. To get that done the train would have to be towed to a facility in the Midwest, or back East. He thought they needed to try to do the best they could. He thought Byrnes got with Sherwin Williams and spec'd the paint.

Mayor Keener said they needed to include in the budget a plaque for Byrnes Painting

Mr. Wilkinson thought they also wanted an article in the paper.

Mr. Thibault suggested a ribbon cutting and rededication ceremony.

**\*\*\*A motion was made by Councilman Robert Schmidlein, Seconded by Councilman Chip Stone to approve the generous donation from Byrnes Painting and their supplier, as well as the expenditure, not to exceed, \$4,000 for miscellaneous items for the refurbishment of the train in the Centennial Park.**

*\*Motion passed unanimously. (5-0)*

**D. Review, consideration, and possible approval of the design of Phase 1, Project 3; Block Ends, and matters related thereto. FOR POSSIBLE ACTION**

The RAC, at their April 25, 2019 meeting, moved to recommend to the RDA to accept the design as presented. There was discussion regarding adding hardscape areas for potential art but the motion didn't include the change. Staff is recommending that we do include the hardscape areas and include those areas as an add alternate in the bid process. The proposed design is consistent with the 30% approved plans in which the RDA approved on May 10, 2016.

Ms. Laughlin explained that she was going to hand this item over to Bob for discussion on the design. She wanted to remind the Council that they took action over a year ago on phasing Phase 1. Phase 1 consisted of undergrounding the utilities, the Centennial Tower, and taking the park into the tower area. The next step is the block ends. They are on 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> Street. We are limited on 5<sup>th</sup> Street, because it is an NDOT right-of-way, and the block ends won't be extending into 5<sup>th</sup> Street, as they are with 4<sup>th</sup> and 6<sup>th</sup>. The block ends are consistent with the 30% Plans. There has been a lot of discussion on trees, landscaping, and hardscaping. Staff has looked at the cost difference between doing stamped concrete and grass. There have been several meetings in regards to how to bring power, water, and landscape timers to the block ends. There was some discussion at the RAC meeting about extending the sidewalk out a little and adding an area for art or other things. The motion that the RAC made did not include that, but staff agrees that it should be included as an ad alternate, so that the landscaping is designed around that.

Mr. Thibault started at 4<sup>th</sup> Street. He explained that because we're not doing entire blocks and we are just adjusting block ends, he tried to maintain the existing landscape islands in the parking corridor and the 24' wide drive isles. There will be 6' sidewalks and a 20' wide landscape strip that is proposed for turf and trees. There will be some storm drain improvements on 4<sup>th</sup> Street. We will lose the existing on-street parking, and maintain two travel lanes.

Mayor Keener asked how the size of the parking stalls compared with what is there now.

Mr. Thibault explained that the parking stalls would not be modified. They are just modifying the blocks ends and maintaining the drive isle at a proper width. They would be extending into 4<sup>th</sup> Street, removing the parallel parking along the street, and at times removing the parking that was behind the curb on the corridor side. He then explained the proposed design compared with the 30% Plans.

Councilman Schmidtlein asked how many parking stalls they would be losing with this proposed design at 4<sup>th</sup> Street.

Mr. Thibault thought at 4<sup>th</sup> Street there were 4 or 5 on the street and 4 or 5 on the back side of the curb that are all parallel parking. He pulled them up on the GIS map and counted 25.

Councilman Schmidtlein said they were losing about 33 parking spots.

Mr. Wilkinson said based on the 30% Plans that were approved they are going to lose a little parking. Two issues that Mr. Wilkinson had heard of were that there is no pedestrian access on the block ends and there is no shade downtown. Fundamentally, people have talked about those two things. In order to landscape the block ends and add pedestrian access the streets have to be narrowed to minimize the overall impact to the parking when the blocks are reconstructed.

Mr. Thibault said he knew that losing parking stalls was a big concern to the businesses when they were going through the process to approve the 30% Plans. At that time, Mr. Thibault did some counts of parked cars throughout the corridor and they were never even 50% full. He didn't see a problem with losing some parking.

Mr. Wilkinson pointed out that some of the parking presents visibility problems.

Councilwoman Simons thought the problem was when there was events at a particular building.

There was further discussion regarding parking in the corridor.

Mayor Keener asked if there were any issues with the turning radius for fire apparatuses.

Mr. Thibault explained that all of the turns are left hand-turning movements. He put them in with some tight radiuses on the curbs, because they are all left hand turns.

Ms. Laughlin explained that they also looked at trees and tried to space the trees out evenly, so that they won't interfere with the existing utilities. The tree canopies will not be overhanging into the street, so they don't interfere with traffic.

Councilman Schmidtlein thought that the Elko Heat utility line ran pretty close to the centerline.

Mr. Wilkinson explained that if this moved forward staff would still need to go through the final design and make sure all the utility issues are identified.

There was further discussion regarding Elko Heat and existing utilities.

Mr. Wilkinson thought one thing for the RDA to consider was if it makes sense to put in some hardscape midblock in the landscape areas when they go through the final design. The RAC didn't believe it was necessary at this time. Staff is asking the RDA to consider whether to design some hardscape areas with the final design. Staff's concern is with the irrigation. If we go to bid those could be considered as ad alternates. Staff thinks we should accommodate that and design around it. The RAC didn't see a big issue with dealing with that at a future date.

Councilman Schmidtlein asked what the vote was. (3-1) He then asked what the concerns were.

Mr. Dalling explained that they were trying to get it passed. They want to get progress going. His thought process was that they would just be ripping out sod and putting in a concrete pad when they are ready to put in art, but they don't have any art to put in. He didn't want to hold anything up if they wanted to put the pad in now.

Ms. Wines explained that she was the one that voted against it. One reason was that she didn't think there were enough trees. The 30% Drawings show 7 trees in that area and they are only putting in 4. She thought they needed more trees. The other reason was the platforms for art. She agreed with Mr. Wilkinson. If you put the landscaping and the irrigation in and have to rip it out, that is unnecessary. The Art, the former Mayor has donated a 5 ft. steel propane tank that he found in Charlie Chester's yard. The mural festival is ready to paint it. We have one piece of art. The Art Coordinator at Burning Man has wanted to put art in downtown Elko for a couple of years. They are ready and have art in Reno and Fernley, and are putting a piece in Winnemucca. One thing she wanted to add to the concrete pad is to raise up it up 18". That would add some seating around the art.

Mr. Wilkinson said that staff thought that was all a good idea. They could be mid-block and they could work that into the design. If the RDA believes it is a good idea and they want it raised, then it could be something to consider. On the trees, we consulted Parks and Rec and they guided staff on what they think will work and what they can maintain. If we have the opportunity to add more later on, we can consult with the Park and Rec Department and see if that could work.

Mayor Keener thought if they made accommodation for a space for art, it would appear. There will be things that will come forward that they've never seen or heard of. He thought they should plan to do that.

Councilman Schmidtlein assumed that they were going to go into corridor on the 5<sup>th</sup> Street block ends, and not do anything in the NDOT right-of-way.

Mr. Thibault went over the layout for 5<sup>th</sup> Street. The proposal is to maintain the existing new sidewalks and curbs.

Councilman Schmidtlein asked if NDOT was good with the proposed design.

Mr. Thibault explained that he emailed them the design and hadn't received a response.

Mr. Wilkinson pointed out in the 30% Plans they didn't narrow 5<sup>th</sup> Street because of NDOT.

Mayor Keener asked if this was approved if it would go to final design.

Mr. Thibault said he would move forward with the final design and work out the details for grading, utility infrastructure, etc. There was a lot of back and forth about the layout and he wanted to get some direction from the RDA on that before he put too much time into the details.

Mayor Keener said he liked everything that he had seen thus far. His only concern was that they had been working on this for so long and he thought the final design needed to go in front of the public at workshop for the different stakeholders and business owners in the downtown area.

Mr. Thibault thought if they wanted to do something like that, the plans were ready, and that they should do it now. If there are going to be many changes in the overall layout, he didn't want to waste his time with the details.

Ms. Laughlin asked if Mayor Keener was thinking about have that meeting with the property owners prior to construction of the project, so that they are aware of what is going on; or for comments to get into design. The RDA has already taken action to approve the 30% Plans. She thought they could have a meeting with the stakeholders prior to construction.

Mayor Keener said he was just trying to stay ahead of this. He asked if anyone had any concerns that there might be issues with the design. Mayor Keener said he liked the design and he thought it would be a huge enhancement to the downtown and make it more inviting and pedestrian friendly. He asked if anyone thought there would be a pushback from the public.

Mr. Wilkinson explained that they went through quite a few different hearings to get the 30% plans approved and they had quite a bit of public involvement. He thought it might be a good idea to reach out to some of the adjacent business owners and just remind them.

Ms. Wines said she had talked to several of her neighbors and they are excited to see something happen. She didn't think it was completely necessary to have a workshop, but maybe they could all just reach out to their neighbors and tell them about it. There is always going to be people that complain.

Mr. Thibault wanted to clarify a couple of things. On 4<sup>th</sup> Street, we are proposing 4 large trees on each side that will be above the sidewalk. The 30% Plans show more trees along 4<sup>th</sup> Street, but they are smaller trees. On 5<sup>th</sup> Street, the 30% Plans show 4 trees on each side and we are maintaining that. The same is true for 6<sup>th</sup> Street. Back to the concrete art pads. The 30% Plans showed two at 6<sup>th</sup> Street, one on each side, and did not show any at 5<sup>th</sup> or 4<sup>th</sup>. Mr. Thibault suggested some direction on the number of art pads in the motion.

Councilwoman Simons asked if they needed 6. She thought that was a lot.

Mr. Wilkinson thought if they designed for it on 4<sup>th</sup> and 6<sup>th</sup>, 5<sup>th</sup> may complicate NDOT stuff, it would be good planning.

Councilwoman Simons said that would only be 4.

Mr. Wilkinson said they would need to be raised.

Councilman Schmidtlein said whatever they put on 5<sup>th</sup> Street needed to be a breakaway. NDOT wouldn't let them put pedestals up there.

**\*\*\*A motion was made by Councilman Robert Schmidtlein, seconded by Councilman Bill Hance to approve the design of Phase 1, Project 3 block ends and to have an added**

alternate for hardscaping areas on 4th & 6th Street with raised concrete pedestals, and on 5th Street to comply with whatever NDOT's wishes are for hardscape.

*\*Motion passed unanimously. (5-0)*

## **II. REPORTS**

### **A. Budget**

*Ms. Laughlin went over the budget report.*

*Councilman Schmidtlein asked what the estimated expenditures are going to be for the block ends.*

*Ms. Laughlin explained that they had \$415,000 as the preliminary estimate a few years ago. At that time, they weren't taking into consideration the storm drain work that needs to be done and a variety of other things that need to be done with the infrastructure. We are anticipating that it will be higher than the preliminary estimate, probably around \$600,000*

*Mr. Wilkinson said that would come back to the Agency for authorization to bid.*

### **B. Other**

*Mr. Wilkinson wanted to echo Mr. Dalling's comment about the RAC decision. He had some apprehension that they were going to start revisiting the 30% Plans again. Jeff's motion was intended to move the block ends forward and get it to the RDA. Mr. Wilkinson said he had the same concerns at the RAC meeting.*

*Mayor Keener said his concern was that there had been so much passage of time. Now he's sitting in the chair and if it hits the fan, it will end up in his lap. He wanted to see a meeting with Ms. Laughlin, Mr. Thibault, Mr. Wilkinson, and himself with Dave Zornes to go through this.*

*Councilman Schmidtlein said they met as a Council and donated \$10,000 to the art mural. He wanted the RAC bring back a recommendation. He felt that the RDA should be doing a match to the City. He wanted to see what the RAC thought about that and bring back a recommendation to the RDA.*

*Ms. Laughlin explained that the RAC's Bylaws don't allow them the flexibility to make decisions regarding expenditures. She said she could schedule another RDA Meeting and put that on the agenda*

*Councilman Chip Stone said he met with Convention Center voted \$5,000 towards the mural project as well.*

*Mayor Keener asked Ms. Laughlin if she had any conversations about the vacant parking lot along Silver Street between 4<sup>th</sup> and 5<sup>th</sup>.*

*Ms. Laughlin said it had been months since they have had that conversation. Staff met with their engineer and went over the proposed design, and gave comments on it. They also talked with NV Energy in regards to the power. The engineer was supposed to come back with some engineer's estimates for the cost. It has been months since staff has received any communication on that.*


#### **COMMENTS BY THE GENERAL PUBLIC**

*There were no public comments made at this time.*

**NOTE:** The Chairman or Vice Chairman reserves the right to change the order of the agenda and if the agenda is not completed, to recess the meeting and continue on another specified date and time. Additionally, the Redevelopment Agency reserves the right to combine two or more agenda items, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned.

A handwritten signature in dark ink, appearing to be 'R. Keener', written over a horizontal line.

Mayor Reece Keener, Chairman  
Redevelopment Agency