

CITY OF ELKO
REDEVELOPMENT AGENCY
REGULAR MEETING MINUTES
3:30 P.M., P.D.S.T., TUESDAY, JUNE 9, 2020
ELKO CONVENTION CENTER, TURQUOISE ROOM
700 MOREN WAY, 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 Schmidlein
 Mayor Reece Keener
 Councilwoman Mandy Simons

City Staff Present: **Curtis Calder, City Manager**
 Scott Wilkinson, Assistant City Manager
 Cathy Laughlin, City Planner
 Kelly Wooldridge, City Clerk
 Diann Byington, Recording Secretary
 Shelby Archuleta, Planning Technician

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

There were no public comments made at this time.

I. NEW BUSINESS

- A. Review, consideration, and possible approval of an amendment to the Storefront Improvement Grant Program package, and matters related thereto. **FOR POSSIBLE ACTION****

Two of the grant recipients for the 2020 grant cycle are unable to sign the "Participation Agreement" or the "Notice of Participation Agreement" due to the fact that the RDA approved grants that were outside the program guidelines and the current agreement states that the grants must meet program guidelines. Proposed revisions to the Program Guidelines, Grant Application, Participation Agreement and Notice of Agreement are included. CL

Cathy Laughlin, City Planner, wanted to go through the proposed changes. She explained that all the changes had been reviewed by Mr. Stanton and herself. There are four different documents in the packet. The key element here is that there used to be a minimum grant amount of \$5,000 and

a maximum of \$25,000, which has been changed to a minimum grant amount of \$2,500. The Lockie and MacFarland project that was approved will now be eligible, before it wasn't eligible because they didn't have a \$5,000 minimum project. A paragraph was added to the Guidelines regarding unforeseen circumstances, such as COVID, and that the Agency could be the deciding factor on who receives the grants. The issue with Living Stones Church paying property taxes was also addressed in the proposed changes. The wording was added, "Property Taxes, if Property Taxes are required," which means a non-profit will now be eligible. With the proposed changes to the four documents, the required documents can be signed by the Applicants that were previously ineligible. Before it was impossible to have Lockie and MacFarland and the Living Stones Church sign their documents, because they state that they are in conformance with the guidelines.

Lina Blohm, Redevelopment Advisory Council, said she had been hearing rumblings from other members of the Redevelopment Advisory Council that they had not been involved in the process. Ms. Blohm said she understood the circumstances. She wanted a recap of the Storefront Grant Applications and the amounts that were awarded.

Ms. Laughlin explained that the application process continued as normal, and all applications were received by March 30th. The applications were dropped off at City Hall, either in the utility drop box or outside the door of the Engineering Building. Five applications were submitted. The lowest one was Lockie and MacFarland. Their project did not meet the minimum requirement of \$10,000, it was asking for a reimbursement of around \$2,600. The application was to paint the exterior of their building and add a new sign. Braemar Construction applied for their project, which is at the intersection of W. Idaho Street and Mountain City Highway. They received \$25,000. Living Stones Church applied; they were also not eligible because they don't pay property taxes. They were asking for \$25,000, and they received that amount. The Underground Bar, which is where the G used to be, asked for around \$23,000 and were approved. The final applicant was for the Cowboys Bar, which is on Idaho Street. They requested \$25,000 and it was approved. As the Redevelopment Manager, Ms. Laughlin was going off the directive from the City Manager, which stated that no Advisory Meetings would be taking place. The Applications went straight to the RDA and the RAC was notified of that meeting.

Ms. Blohm asked if the reason for this meeting was to approve changes to the bylaws and guidelines.

Ms. Laughlin explained that the changes that needed to be made were in the Grant Guidelines. Once a grant is awarded by the Agency, the next step is to have the grant recipient sign and notarize a document stating that they are in conformance with the Grant Guidelines, and that they will maintain the improvements for at least three years.

Ms. Blohm thought that was the right decision moving forward. She asked if the changes would stay in effect going forward for the Storefront Program.

Mayor Keener thought they would. Living Stones acknowledged in their application that they did not qualify, because of the way it was structured. They stated that they were at a major intersection in Downtown Elko and that they brought hundreds of people into the downtown each Sunday. They also outlined some of the partnerships that they are involved in downtown.

Mayor Keener stated that it made sense to him and the rest of the Board to include them in the program.

Ms. Blohm asked, moving forward, if entities that don't pay property taxes would be eligible.

Mayor Keener said he thought they would be eligible.

Ms. Laughlin clarified if the entity wasn't required to pay property taxes they would now be eligible to apply for the grant.

Councilman Bill Hance had a question regarding the last change in Section I, on "Installation, maintenance or repair of awnings, without more."

Ms. Laughlin explained that when this grant program was created, one of the reasons the minimum project was set at \$10,000 was because everyone in the State that already had a grant program advised us not to allow very small projects. Now that we are taking the minimum amount down to \$2,500 there may be a request for an awning.

Councilman Hance suggested they add "without additional improvements." He thought "without more" left it too open.

Ms. Laughlin said she would add "without additional improvements."

Mayor Keener explained to Ms. Blohm that Lockie and MacFarland had stated due to the COVID uncertainty if they didn't get the match, then they probably wouldn't complete the proposed project. They were looking at doing some painting.

Ms. Laughlin clarified that they were going to repaint the entire building and add a new sign to match.

Mayor Keener stated that the Board felt it was important to help accommodate that. It will be interesting to see how the season turns out for the contractors.

***** A motion was made by Councilwoman Mandy Simons, seconded by Councilman Chip Stone, to accept the revised Program Guidelines, Grant Application, Participation Agreement, and Notice of Participation Agreement noting the changes that were discussed.**

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

II. REPORTS

A. Budget

Ms. Laughlin went over the Budget Report (Attached as Exhibit A).

Ms. Blohm asked about the Storefront funds.

Ms. Laughlin explained that with the Storefront Grant Program \$50,000 was allocated for five years, for a total of \$250,000. The last five grants has now allocated 100% of the \$250,000. We have not had expenditures on that, because there have been projects that have not submitted for reimbursement.

Mayor Keener asked about the NV Energy work that needed to be done on undergrounding the utilities.

Ms. Laughlin explained that with all of the COVID-19 she hadn't heard back from NV Energy. \$3,000 was paid for the design fee requirement. They were anticipating about six weeks in the design phase, but the two engineers that were working on it were furloughed. She wasn't sure if they were back to work yet. The project was anticipated to happen this summer, which is why the block ends have been on hold.

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.



Mayor Reece Keener, Chairman
Redevelopment Agency