

CITY OF ELKO
REDEVELOPMENT AGENCY
REGULAR MEETING MINUTES
3:00 P.M., P.D.S.T., TUESDAY, AUGUST 10, 2021
ELKO CITY HALL, COUNCIL CHAMBERS
1751 COLLEGE AVENUE, ELKO, NEVADA
<https://global.gotomeeting.com/join/650416829>

CALL TO ORDER

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

ROLL CALL

Present: Mayor Reece Keener
Councilwoman Mandy Simons
Councilman Chip Stone
Councilman Clair Morris

Excused: Vacant

City Staff Present: Scott Wilkinson, Assistant City Manager
Cathy Laughlin, City Planner
Bob Thibault, Civil Engineer
DJ Smith, Computer Information Systems Coordinator
Shelby Knopp, Planning Technician

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

There were no public comments made at this time.

APPROVAL OF MINUTES

April 27, 2021 – Regular Meeting **FOR POSSIBLE ACTION**

The minutes were approved by general consent.

I. NEW BUSINESS

- A.** Review, consideration, and possible action to re-appoint the five members of the Redevelopment Advisory Council, and matters related thereto. **FOR POSSIBLE ACTION**

Per the Redevelopment Advisory Council Bylaws adopted February 14, 2017, the members of the RAC shall be appointed by the RDA annually in July. The RDA shall

appoint five (5) members to the RAC board. The RAC board members shall satisfy the following criteria or have the following affiliations or associations, and shall serve without compensation: (1) a member of the RDA, (2) the president or designee of the Downtown Business Association, (3) the chairman or designee of the Arts and Culture Advisory Board, (4) one member who resides within the City of Elko incorporated boundary, and (5) one stakeholder from the redevelopment area. Lina Blohm, Jon Karr, Catherine Wines and Jeff Dalling have indicated an interest in continuing on the board. The RDA can then appoint their representative after filling the vacancy on the City Council.

Cathy Laughlin, City Planner, explained that emails from all of the current RAC Members were included in the agenda packet. They all state that they would like to be reappointed. When the vacancy is filled on the City Council you can then fill the 5th position on the RAC.

Mayor Reece Keener asked if Ms. Laughlin had any comments.

Ms. Laughlin said she didn't. She added that she would usually reach out to the DBA, but she had been having communication with Garret regarding another agenda item. He didn't indicate that anyone else would be taking Mr. Karr's position.

Mayor Keener wanted to extend his thanks to each board member. They have experience on the Board, and they know the history and mechanics of how the RDA works. Mayor Keener stated that he was delighted that they continued to serve.

*****A motion was made by Councilman Clair Morris, seconded by Councilwoman Mandy Simons to reappoint the five members of the Redevelopment Advisory Council, Lina Blohm, Jon Karr, Catherine Wines, and Jeff Dalling, and the RDA Member to be designated at a later date.**

**Motion passed unanimously. (4-0)*

- B.** Review, consideration, and possible approval of an agreement for the installation of artwork between the City of Elko and potential artists for display the of their artwork within the downtown corridor block ends of 4th and 6th Street, and matters related thereto.
FOR POSSIBLE ACTION

At the RDA meeting on April 27, 2021, the Redevelopment Agency made a motion to continue the Block Ends Project as is, with the caveat that when it is finished instruct staff to move on with looking at the other options of the raised pedestals. This agreement is the starting point in getting the artwork and the raised pedestals to complete the block end project.

Ms. Laughlin explained that this was the first step in getting the art pedestals completed. Staff modified an agreement from the City of Sparks for their artists and traveling artwork and worked with Dave Stanton on the agreement. Staff felt that it was a good agreement that put a lot of the responsibility on the artist and not on the City. The artists are responsible for transporting, installation, removal, and then paid accordingly. Once the agreement is in place, there is a service agreement out with Catherine Wines to get the pedestals designed. Once the design is

complete it will go out to bid and get built. Then staff will be able to negotiate with some artists and get the artwork installed.

Mayor Keener said hopefully the concrete pour was thick enough to support the weight of the pedestals. He asked if that needed to be engineered.

Ms. Laughlin explained that it was currently being engineered.

Mayor Keener said that the concrete might have to be torn out.

Councilwoman Mandy Simons said the block ends looked great. She liked that the light would hang over the art work.

Mayor Keener said he was excited about it and hoped it was enough to get it done in terms of the art work. He asked if each artist would receive up to \$10,000.

Ms. Laughlin explained that was just the recommendation. The agreement would give Ms. Laughlin the authority to work directly with the artists to try to come up with an agreement up to the \$10,000 threshold. It might be a two or three-year agreement. As the agreement states, the artists don't get all of the money up front. They will get the remainder of the money once the artwork is removed. This will give staff some leeway to reach out to some of the artists and negotiate. They really didn't know if \$10,000 would be enough or not. It might be that staff would have to reach out to some local artists as well as Burning Man Art.

Councilwoman Simons asked if the agreement would work for anyone. (Yes)

Scott Wilkinson, Assistant City Manager, thought it was important to consider giving staff that authority, because he wanted to have staff reach out to determine if any artists are interested in coming to Elko and find out what the cost was going to be. We want these to be multiyear contracts. At the same time, we can be working on finalizing the pedestal design. He didn't want to build pedestals if they didn't have artists that were interested in coming to Elko.

Mayor Keener said he supported that.

Councilman Morris hoped they could find some local artists that would be interested in showing their work down there.

Mayor Keener said if they couldn't find any one local there might be a possibility for some recycled art that had been at a different location.

***** A motion was made by Councilwoman Mandy Simons, seconded by Councilman Chip Stone to accept the Agreement for the Installation of Artwork and grant staff the authority to negotiate with each artist up to \$10,000.00 for potential multi-year display of their artwork in the downtown corridor block ends.**

**Motion passed unanimously. (4-0)*

- C. Review, consideration, and possible approval of a partnership with the Downtown Business Association for a rehabilitation project of the planter areas within the corridor from 3rd Street to 7th Street, and matters related thereto. **FOR POSSIBLE ACTION**

Approximately 1996-97, the downtown corridor planters were adopted by existing businesses or families in memory of loved ones. This was a project not associated with the City of Elko. The adoption program was intended for the planters to be maintained by those individuals or businesses. Many of the businesses are no longer in business and many of the planters are in great disrepair. The DBA would like to partner with the Redevelopment Agency on the planter project for a workday of August 21, 2021. Redevelopment Advisory Council reviewed this item at their July 22, 2021 meeting but couldn't get a successful vote on the matter.

Ms. Laughlin said it was sad to have these beautiful block ends and some of the planters in great disrepair. She was approached by several different businesses, one being Stockmen's. They asked if they could rehab the planters that are directly in front of their business. They stated that the planters reflect on Stockmen's and the Ramada, as the guests think that they own the parking lot. The water wasn't working in a portion of the planters. They took out a lot of the dirt, put down weed barrier, and put down bark. They haven't planted any plant material, because we wanted to make sure the water system was working well before they planted anything. Some of the planters look fabulous. There are a couple in front of the Western Folklife Center that look great. Jacque Errecart takes care of the one in front of his business, and Nevada State Bank used to take care of the one in front of their business. Some of them look really good, some need some weeds pulled, and there are others that need more work. Ms. Laughlin reached out to the DBA, because she went through and marked down who had adopted all the planters. She wanted to find out who was still in business and who could still be contacted. The project was great idea, but they never maintained it. Here we are a few years later. We have had a few projects in the past where the RDA has paid funding towards a seasonal laborer to go down and pull weeds and maintain the planters. What happens is the water system isn't kept up and then the plants die. We want to make sure that we are going forward with this as a long term project, but make sure that they all look good not just a few here and there. Ms. Laughlin stated that as the Redevelopment Manager she had a certain spending authority without bringing it to the Agency. She had a project with Acha to fix all the water lines for no more than \$5,000. They have fixed all the water lines in the planters from 3rd to 7th. Ms. Laughlin didn't want to enter into this DBA project partnership without having water to all the planters. She asked Dave Zornes how much he spent on the materials for each of the planters they did. He stated that they spent about \$150 per planter to put down weed barrier and bark. There are 40 planters in the four blocks, but not all of them need all the work. Ms. Laughlin stated that she was requesting a \$5,000 expenditure towards the DBA's work program day. The DBA has requested \$7,500. She thought either way, they would see a difference.

Mayor Keener said it was a great project. He stated that Tammy Keener went around about 10 years ago to all the businesses and got donations for bark and the City crews helped. Mayor Keener said he was in favor of the project and he really wanted it to be done right. He recommended going up to \$7,500 to make sure there was enough funding to get everything done properly.

Councilwoman Simons liked that idea. She added that they could keep it on their radar every year, and put in a little every year so that they wouldn't have to drop \$7,500 for a long time.

Ms. Laughlin said that seemed to be the problem. Tammy put in a lot of effort, the planters looked beautiful, but it wasn't a long term solution because they weren't maintained after that. The Parks Department just doesn't have the manpower to do it.

Mayor Keener thought they could consider hiring a temp one day every other week, or one day a week, during the season to go through and do the maintenance.

Ms. Laughlin explained that there is a seasonal employee that is in charge of all the landscaping from NDOT and in the corridor. Their job is to pull the weeds and pick up trash, not looking to see if the water lines are working. In order to get that type of trained, skilled employee it is more difficult. We want to make sure that the water is always working so the plants continue to grow and look nice. We do have to replace the bark every once in a while.

There was further discussion on the planters and all the Councilmembers were in agreement that the funds were needed to get the planters looking good again.

*****A motion was made by Councilman Chip Stone, seconded by Councilwoman Mandy Simons to approve the partnership with the Downtown Business Association for the project August 21, 2021 to rework and redo the planters with the cap up to \$7,500.00.**

**Motion Passed Unanimously. (4-0)*

- D.** Review, consideration, and possible approval to solicit bids for the NV Energy Underground Management Plan Cost Sharing Project, undergrounding utilities in the 400 Block Alley between Silver Street and Commercial Street, and matters related thereto.
FOR POSSIBLE ACTION

The RDA authorized staff to apply for the NV Energy Underground Management Plan Grant at their November 12, 2019 meeting. The grant program has been developed to assist in undergrounding power lines within Redevelopment Areas. With a full complement of underground management projects statewide, the City of Elko could expect an annual cost sharing cap of \$19,258.36 but due to the lack of other applicants within the State of Nevada for the 2021 grant cycle, the proposed contribution from NV Energy will be approximately \$58,348.00 of a total estimate of \$126,368.00. The City will have additional cost of contracting the electrical for individual service reconnection as well as the applicable tax on the project. The project cost for the City of Elko's share is expected to be under \$100,000 and therefore staff will solicit bids from three reputable companies.

Ms. Laughlin explained that staff had been working on this project for many years. She started this conversation with NV Energy in early 2019, when the City was in conversation with Stockmen's on a partnership with the Redevelopment Agency for redoing that parking lot. At that time staff thought it would be nice if all the utilities could be undergrounded, so that it wouldn't hinder the ingress and egress into the alley from the parking lot. It would help with the design of the parking lot, and possibly add some more landscaping. Staff started the conversation

with NV Energy at that time, hoping that they would just say they would do it. They came back about a month later with this Grant Program for redevelopment agencies. They thought it would be perfect for this project. NV Energy thought that the City of Elko would be the first applicant and maybe the only recipient. The City applied for the grant in November 2019. NV Energy never gave us a grant approval notification, they just verbally told us that we would be receiving grant funding. They were waiting to see how many other grant applications they could get. Had everyone in the state applied for the grant, the maximum amount we would have received would have been \$19,258. There were only three applicants in the state, so we were allocated \$58,348. This is a great project, because we probably won't see this type of cost share contribution from NV Energy again. It took them a long time. Ms. Laughlin said she was sending weekly and monthly emails asking for the agreement, contract, and design. The Redevelopment Agency paid \$1,000 towards the initial design agreement and didn't hear anything for a while. We finally received this project cost summary, and it could change once the project goes out to bid. They are pretty conservative, and felt it would be close to actual cost. It is difficult to understand, so staff had to get NV Energy to explain it line by line, which is how Ms. Laughlin got the numbers in the background information. There is a 15.4% tax that the City has to pay. The costs will be split equally, but on top of the City's 50% there will be that 15.4% tax. It is a good deal. Ms. Laughlin thought they should go out and get estimates, see where they come in at, and see if they could get this project completed this fall.

Mayor Keener thought it was a fantastic idea and plan to underground the power. He was astonished at the price when the undergrounding was done at the Centennial Tower.

Ms. Laughlin said the undergrounding utility portion of the project came in at around \$176,000.

Mayor Keener thought it was wonderful to have the cost share opportunity. Since that is such a focal area, we don't want to have the power lines in there. It would improve the ingress and egress for the parking lot, and also provide for more parking and landscaping areas as well. Is it expensive? Yes, but Mayor Keener thought it was an investment in the downtown and worth the expenditure.

Ms. Laughlin said to keep in mind that the NRS definition of blight included overhead utility lines, so when you eliminate the overhead utility lines you are eliminating blight.

*****A motion was by Councilwoman Mandy Simons, seconded by Councilman Clair Morris to authorize staff to solicit bids for the NV Energy underground project on the 400 Block alley between Silver and Commercial Streets.**

**Motion passed unanimously. (4-0)*

II. REPORTS

A. Budget

Ms. Laughlin reported on the 2020/2021 and 2021/2022 budgets, which are included as Exhibit A.

Mayor Keener said it appeared that there was a short fall in anticipated revenues from the 2020/2021 cycle. He asked if that was right.

Ms. Laughlin explained that it wasn't a short fall. What happened was there was an error in the budget process. Jan was new to the City of Elko and we were starting the budget and we were going off of some data from the County that shouldn't have been used as the projected revenues. We actually brought in more in the 20/21 cycle than in the 19/20 cycle. Staff just budgeted too much.

There was further discussion regarding the process of getting the projected revenue information from the County and the growth of the projected revenue.

Councilman Stone asked if the Stockmen's parking lot project was still a possibility.

Ms. Laughlin explained that it remains in the budget because the RDA took action on it and allocated the \$99,999. Mr. Zornes is still working with the owners to get it to happen. She thought it would help the owner see that the City is still full speed ahead by undergrounding the power lines. It shows that we are committed to it and we really want to see the parking lot developed. If they aren't going to do it, they should sell it, or convey it, to the City. She thought that Mr. Zornes was concerned about the additional users and that they should be contributing to get it done.

There was further discussion regarding the Stockmen's parking lot project.

B. Block Ends

Mr. Thibault wanted to give an update on the Block Ends Project. The project is substantially complete. There are just a couple of electrical connections to be made with some of the irrigation controls and some asphalt patching that needed to be completed. Otherwise that project is done. Mr. Thibault was pleased with the results. At the next meeting the RDA will be able to issue final acceptance for the project.

C. Storefront Program

Ms. Laughlin reported that there were still some outstanding grants from 2018. We are slowly getting the applicants to come in and request reimbursement. They are either not doing the project, or partially doing the project and not asking for full reimbursement. Ms. Laughlin spoke to another applicant today from 2020 that has been completed for quite some time. She gave them all the forms and told them to submit for funding. She didn't see any of the applicants from 2021 being permitted yet, with the exception of Lostra.

COMMENTS BY THE GENERAL PUBLIC

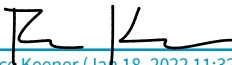
There were no public comments made at this time.

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.


[Reece Keener \(Jan 18, 2022 11:32 PST\)](#)

Mayor Reece Keener, Chairman
Redevelopment Agency

Exhibit A

Redevelopment Agency 2020/2021 Budget

July 1, 2020 to June 30, 2021

Revenues		
	Approved Budget	As of 7/13/2021
Beginning Fund Balance	\$1,358,208	
Budget to beginning fund balance dif.	-\$58,339	
Property Tax Revenues (anticipated)	\$393,888	\$346,029
Interest Revenues (anticipated)	\$7,000	\$5,150
Transfer in from General Fund		
Total Revenues	\$1,700,757	\$351,179

Balance to date	\$1,050,223
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Expenditures		
	Approved Budget	As of 7/13/2021
Legal	\$20,000	\$629
Public Improvements		
Misc. items	\$1,000	\$247
Storefront Program (pledged 2017)	\$25,000	\$25,000
Storefront Program (pledged 2018)	\$25,000	
Storefront Program (pledged 2019)	\$16,918	\$11,150
Storefront Program (pledged 2020)	\$98,448	
Storefront Program (pledged 2021)	\$100,000	
Public-Private Partnerships	\$75,000	
RAC Recognition Program	\$1,000	
400 Block Alley power project	?	
Block End Project	\$600,000	\$563,800
Stockmen's Parking lot	\$99,999	
Balance towards savings	\$638,292	
Revolving Fund	\$100	
Total Expenses	\$1,700,757	\$600,825

Redevelopment Agency 2021/2022 Budget

July 1, 2021 to June 30, 2022

Revenues		
	Approved Budget	As of 7/13/2021
Beginning Fund Balance	\$969,625	
Budget to beginning fund balance dif.		
Property Tax Revenues (anticipated)	\$310,000	
Interest Revenues (anticipated)	\$6,000	
Transfer in from General Fund		
Total Revenues	\$1,285,625	\$0

Balance to date	\$969,625
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Expenditures		
	Approved Budget	As of 7/13/2021
Legal	\$20,000	
Public Improvements		
Misc. items	\$1,000	
Storefront Program (pledged 2018)	\$25,000	
Storefront Program (pledged 2020)	\$98,448	
Storefront Program (pledged 2021)	\$100,000	
Storefront Program (pledged 2022)	\$50,000	
Public-Private Partnerships	\$75,000	
RAC Recognition Program	\$1,000	
400 Block Alley power project	?	
Block End Project	\$46,000	
Stockmen's Parking lot	\$99,999	
Balance towards savings	\$769,078	
Revolving Fund	\$100	
Total Expenses	\$1,285,625	\$0






08-10-21 RDA Minutes

Final Audit Report

2022-01-18

Created:	2022-01-18
By:	Diann Byington (dbyington@elkocitynv.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqjhDgeoPPxaVonoPTITksn-aTPsPCUC

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-  Document created by Diann Byington (dbyington@elkocitynv.gov)
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