

CITY OF ELKO
REDEVELOPMENT ADVISORY COUNCIL
REGULAR MEETING MINUTES
4:00 P.M., P.D.S.T., THURSDAY, OCTOBER 28, 2021
ELKO CITY HALL, COUNCIL CHAMBERS,
1751 COLLEGE AVENUE, ELKO, NEVADA

CALL TO ORDER

The meeting was called to order by Jon Karr, Chairman of the City of Elko Redevelopment Advisory Council (RAC), at 4:00 p.m.

ROLL CALL

Present: **Jon Karr, DBA**
 Jeff Dalling
 Giovanni Puccinelli, City Council
 Lina Blohm (arrived at 4:02p.m.)
 Katie Neddenriep, ECVA

Absent: **Catherine Wines, ACAB**
 Corey Rice, Elko County
 Sonja Sibert, GBC
 Steve Bowers, Elko County School District

City Staff Present: **Scott Wilkinson, Assistant City Manager**
 Michele Rambo, Development Manager
 Shelby Knopp, Administrative Assistant

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

There were no public comments made at this time.

APPROVAL OF MINUTES

July 22, 2021 – Regular Meeting **FOR POSSIBLE ACTION**

*****A motion was made by Jeff Dalling, seconded by Giovanni Puccinelli to approve the July 22, 2021 Regular Meeting Minutes.**

**Motion passed unanimously (4-0)*

I. NEW BUSINESS

- A. Review, consideration and possible action to hold a special election to elect officers or maintain current positions until January 2022 election, **FOR POSSIBLE ACTION**

RAC Bylaws Article III, Section 1 states: The RAC shall elect a chairperson, a vice-chairperson, and a secretary from its members in January of each year. There is no minimum or maximum on the number of times a member may serve in one of the elected offices. RAC did not meet in January 2021 due to Covid advisory meeting restrictions and therefore the election was not held. This is the final meeting in 2021 prior to the election of officers in January 2022.

*****A motion was made by Lina Blohm, seconded by Giovanni Puccinelli, to maintain current positions until January 2022 elections.**

**Motion passed unanimously (4-0)*

II. REPORTS

- A. Budget

Michele Rambo, Development Manager, went over the budget report that was included in the packet. She wanted to note that the final audit was not added into the report yet. The numbers may change once the final numbers are received.

Lina Blohm wanted to have more discussion on the monies for the Storefront Program.

- B. Storefront Improvement Program

Ms. Rambo reported that the City would start accepting applications on Jan 1st. There have already been some inquiries on the program. There are still several grants that were awarded that have not applied for reimbursement yet. For example, 2020 Grant recipient, Braemar Construction, was approved an extension, which expired August 30, 2021. Two 2021 grant recipients requested extensions, which would be on the next RDA Agenda for approval.

Ms. Blohm asked who the recipients were.

Ms. Rambo said the two that asked for extensions were Scott Ygoa, & Dr. Todd Wendell.

Ms. Blohm asked if Braemar asked for another extension.

Ms. Rambo said not that she was aware of.

Ms. Blohm asked what the status was of that particular request.

Scott Wilkinson, Assistant City Manager, explained that was where they get into a grey area. He stated that he had discussed this with Ms. Laughlin. There are a lot of people who apply for money and don't perform. They don't pay attention to the timelines that they agreed to, and they don't get the project done. There are projects that are outstanding for a period of time that has exceeded the maintenance requirement that they agreed to when they signed their contracts with Redevelopment Agency. The Agency is obligating money wanting to see this program be successful and then things take way too much time. Mr. Wilkinson said he and Ms. Laughlin would be having a discussion about what gets presented to the RDA and whether they want to rescind their obligations to reimburse applicants that aren't in conformance with the contracts. We want to have the money put to work sooner rather than later, and not have people get commitments from the RDA and have it be extended indefinitely. It starts impacting the ability to put that money to work in other places. The program has been pretty successful. 2017 was the first year, we were able to pay out all the commitments. In 2018 \$55,000 was committed and \$30,000 has been paid out. In 2019 \$49,400 was obligated and \$43,600 has been paid out. In 2020 \$101,000 was committed and \$26,500 has been paid out. People get commitments from the City and don't follow through.

Chairman Jon Karr asked Mr. Wilkinson if the RAC should have an action item on their next agenda to review the Storefront Grants that hadn't been completed.

Mr. Wilkinson thought the RAC could make a recommendation to the RDA if the Board wanted to do that.

Chairman Karr asked the Board members if they wanted to do that at the January meeting.

Ms. Blohm agreed with that concept. She stated that she wasn't aware that the issues were going on and she thought it needed to be cleaned up.

Mr. Wilkinson said it was starting to be a significant amount of money.

Chairman Karr said if some applicants weren't going to do it, it would leave money they could move into the next years' applications.

Ms. Blohm said that's what she wanted to see on the budget layout. Where is the budget affected?

Mr. Wilkinson explained that it was already listed on the budget report.

There was further discussion regarding the RAC reviewing the remaining Storefront Grants that were outstanding. It was determined that they would have an action item on their next agenda to review them and make a recommendation to the RDA. Staff would be sending letters out to the recipients that haven't completed their projects to let them know that the RAC and RDA would be reviewing their grants. There was also

discussion regarding the re-establishment of the Storefront Grant Improvement Program for another five years, with \$50,000 budgeted for each year.

Mr. Wilkinson said that they needed to be cautious in what they do with the resources, because there is a pretty comprehensive project for the entire corridor. We are required to maintain estimates, or projections, of revenues versus the cost of the project, along with the other programs that we do. He mentioned that he had a discussion with Ms. Laughlin regarding her bringing to the RDA some adjustments to estimates of the remaining projects in the corridor. The corridor project was approved in several phases and there were some estimates at the time. That action is years old and now we have inflation. Some of the projects may cost 10 to 20 percent more than was originally estimated. It would be prudent to have the RDA reexamine that, and determine an appropriate estimate for the remaining projects. Those costs need to be adjusted up. Then, we can start understanding where the costs are going and which projects are priority.

Ms. Blohm asked if there was another RDA Meeting planned before the end of the year.

Mr. Wilkinson explained that they were going to try to have one. Staff has been trying to get items together for an agenda. We are trying to get the Block End Project finished up and have that in front of the RDA for final acceptance.

Ms. Blohm said if Ms. Laughlin was going to create a list of suggestions for RDA, she wondered if there would be a chance for the RAC to review them before it goes to the RDA.

Mr. Wilkinson explained that the suggestions were just price increases on what has already been approved for the phasing of the projects. This Board's goal isn't about the funding of things, but more about the design of things. We could wait on it if we want and have this board weigh in on what those price increases are going to be, but they will be 10 to 20 percent.

Ms. Blohm said where she was coming from was that often times the RDA meets and makes decisions and the RAC doesn't know what those decisions are.

Mr. Wilkinson said that Ms. Laughlin could report those decisions to the RAC at their meetings, and she's done that in the past.

C. Block End Project

Ms. Rambo explained that the project was close to being done, Staff was working with the contractor on a punch list for a few remaining items, and once those are complete it will go to the RDA for final acceptance. On the Alley underground project, we are still waiting on NV Energy to provide the contract. We received 3 bids on the project and are ready to go, but are waiting on NV Energy.

Chairman Karr thought the block ends turned out pretty good and it added an extra something. He thought the trees would look great in a few years.

Giovanni Puccinelli said when he first looked at the plans for the block ends he thought you couldn't really notice how it was going to look, and the finish was sharp.

Ms. Blohm said that she had not heard one complaint, even though they lost a couple of parking spaces. That was a huge bonus to her.

Chairman Karr said the trees would look fantastic in four or five years.

Ms. Blohm said that she had a question regarding the corridor lighting. She asked if it was carried out.

Chairman Karr thought they looked like they had been replaced.

Mr. Wilkinson explained that NV Energy went in and replaced the lights with LEDs. The last he knew was that they hadn't been able to find a replacement for the covers. They were looking to see how the LED bulbs looked.

Chairman Karr thought it was brighter.

Mr. Puccinelli added that Mr. Strickland made a comment in one of the Council meetings that they couldn't find the covers any more.

Mr. Wilkinson thought that was on NV Energy, and that it was their responsibility.

Chairman Karr asked if they would be discussing the next project at their meeting in January.

Mr. Wilkinson said they could talk about that. It is an action that has already been taken, which is the sidewalk project on 4th & 5th Streets. One of the actions was to create a special improvement district. We need to have all the funding up front for all of that. If you look at the budget, we only have \$765,000 as savings. He thought that around \$400,000 was budgeted for that project, which was not going to be enough. This is where the RDA will need to start adjusting numbers, then we can start planning that project. We were to create a special improvement district to fund that project, which will take a year to get in place. We have to have the funding up front and we don't want to draw the funds down to 0. He thought they should get another year or two worth of revenues saved up.

Jeff Dalling thought if while they were doing the special improvement district they could also do the alleys at the same time.

Mr. Wilkinson explained that that would be outside of the approved scope of work.

There was further discussion regarding the amount that was project for the sidewalk improvement project.

Ms. Blohm had a question regarding the planters in the corridor. She explained that at the last meeting they allowed money to go towards those planters. She said she didn't see evidence of anything new happening, so she was wondering if all the islands got water access and where they were at with the project.

Mr. Wilkinson said that all the irrigation was fixed to all the planters and they cleaned them all up, but didn't plant anything because of the season. They were planning to go back in the Spring and do some more work on them.

Ms. Blohm asked if the City was going to go back and do the work.

Mr. Wilkinson said the volunteer group was going to have another work day.

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 Advisory Council 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.



Jon Karr, Chairman

Lina Blohm, Secretary