

CITY OF ELKO
REDEVELOPMENT ADVISORY COUNCIL
REGULAR MEETING MINUTES
4:00 P.M., P.D.S.T., THURSDAY, APRIL 25, 2019
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: **Bill Hance, RDA**
 Catherine Wines, ACAB
 Jeff Dalling
 Jon Karr

Excused: **Corey Rice, Elko Co.**
 Katie Neddenriep, ECVA
 Lina Blohm
 Sonja Sibert, GBC
 Steve Bowers, Elko Co. School Dist.

Staff Present: **Scott Wilkinson, Assistant City Manager**
 Cathy Laughlin, City Planner
 Michele Rambo, Development Manager
 Dennis Strickland, Public Works Director
 James Wiley, Parks and Recreation Director
 Shelby Archuleta, Planning Technician

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

There were no public comments made at this time.

APPROVAL OF MINUTES

January 24, 2019 – Regular Meeting **FOR POSSIBLE ACTION**

***** A Motion was made by Jeff Dalling, seconded by Catherine Wines, ACAB, to approve the January 24, 2019 minutes.**

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

I. NEW BUSINESS

- A. Review, consideration, and possible recommendation to the Redevelopment Agency regarding the design of Phase 1, Project 3; Block Ends, and matters related thereto. **FOR POSSIBLE ACTION**

The RAC, at their January 24, 2019 meeting had discussion regarding the block end design and suggested that two of the RAC members have a meeting with the City Staff to continue discussion of the block end design. That meeting was held on March 6, 2019. James Wiley, City of Elko Parks Director, attended that meeting and provided input on his knowledge of tree design and maintenance requirements to the meeting attendees. It was decided to design with large shade trees and center them in the block ends so that it doesn't obstruct with traffic on the street, providing room for tree growth and less impact on long term maintenance such as sidewalk replacement and underground utilities. There was a significant increase in cost for an all concrete surface rather than grass, so the decision was to stay with the design consistent with the 30% Plans. Power and irrigation to each block end was also discussed at the March 6, 2019 meeting. The proposed design is consistent with the 30% approved plans in which the RDA approved on May 10, 2016.

Bob Thibault, Civil Engineer, showed the latest design for the block ends. He explained that he met with Jeff Dalling, Cathy Laughlin, and James Wiley. Catherine Wines was not able to make it to the meeting. They discussed the block ends. They have about 20' and then 6' of sidewalk, so about 26' to 28' total. With that width of a landscaped strip, it was the group's consensus that it would be best to go with large shade trees. They are shown as 30' diameter trees, so they would go from the curb, overhang the sidewalk, and would fit well without interfering with traffic lanes on the street, or traffic within the parking lot. Mr. Thibault showed the proposed design of 4th Street compared with the 30% Plans. If we ever redo the parking lots, we would have to take out a landscape strip, rearrange the drive isles, reduce the number of drive isles, and space things out for more room. There will be a little more room for landscaping and more trees in the future. At 5th Street there is brand new curb, gutter, and sidewalk that was provided by NDOT 2 years ago. It is a 5 foot wide sidewalk and we would maintain the 24' wide drive isle. There would only be a 9' wide landscape strip there. Some smaller trees could fit in there, with about 15' diameters. Mr. Thibault asked Mr. Wiley to attend the meeting, but he was running late. Mr. Wiley had some trees in mind that grow tall and 30' wide, and some others that would be suitable for a narrower landscape strip. Both sewer and water lines are going through the area, and we don't want to have trees on top of the utilities. Mr. Thibault pointed out that he had tried to space the trees appropriately, so that there weren't odd gaps. With the bigger trees, four fills the space well, even with avoiding the water and sewer lines. The smaller trees will have some gaps between them. With the 30% plans for 5th Street the landscape strip could be widened. 6th Street is similar to 4th Street, except there are some extra utilities. There is some storm drain infrastructure. The trees on 6th Street would be the 30' diameter trees. The 30% also shows more room for additional landscaping in the future. This is where Mr. Thibault was at with the 30% design, following the lead of the direction he was given and the 30% Plans.

Catherine Wines asked if they could see a whole block on the 30% drawings.

Cathy Laughlin, City Planner, added that another thing that was discussed at the meeting was how to bring water to each block end, power, and how to run the irrigation. Will each block have its own irrigation, or will there be one main control center? They also discussed if there would be a need for any type of power source at any of the block ends, and if so how to bring power to those block ends. We had talked about having this project built this summer; going out to bid this spring and starting construction this summer, but it might be too late now.

Scott Wilkinson, Assistant City Manager, said Mr. Strickland and himself were just talking about some of the issues. As we get into a more detailed design we will be dealing with Elko Heat infrastructure and some storm drain infrastructure. All of those issues are going to further complicate the completion of the design. Depending on how that progresses, this may be something that takes quite some time to get through all the issues.

Ms. Laughlin added that there is also lighting, fire hydrants, and other things to look at.

Dennis Strickland, Public Works Director, explained that in the 400 Block there is a pretty significant storm drain trunk line that runs right where the trees are shown. There is also a lot of geothermal. He thought construction this summer was highly unlikely. There might be something by fall if all that stuff can be identified, but just off cuff he thought there would have to be something done with storm drain infrastructure on 4th. It is so old that the tree roots could grow right through it. There might be a way that the storm drain could daylight in the corridor, run through the trees and help irrigate them, and then go back under ground and continue back down. They will definitely have to consider the impact of big trees and dilapidated storm drain in that area.

Ms. Wines asked if the storm drain went down 4th Street or perpendicular to 4th Street.

Mr. Strickland he said through.

Mr. Wilkinson said some of the things they would look at would be if that could be an open swale and if they could pull out the degraded pipe. These are some of the things that will complicate being able to come up with a comprehensive design. Keep in mind that we are doing this in house to save money, and Mr. Thibault is going to be very busy with the Sports Complex. This is not a priority for Mr. Thibault over and above the Sports Complex.

Ms. Wines explained that the reasons she asked to see the whole block was because there seemed to be talk about redoing the blocks, the entrances, and the parking. That has always seemed to her like a waste of money. You are just shifting the parking, and not really gaining anything. She thought they needed to take some time and make sure that this is what they want to do. She had asked to talk about the 30% Drawings and maybe taking the part out about redoing the entire parking area. She asked for that to be on the agenda, but it didn't make it on there. She thought they needed to talk about that before they did a little chunk of it and it messes up something later on. Ms. Wines said she was in favor of waiting on this to make sure that it gets done right.

Mr. Wilkinson wanted to refresh the RAC. The 30% Plans have been adopted by the RDA and they spent months, if not a year or longer, going through that process. The RAC was involved and the RDA made decisions that those are the plans that they were going to pursue. In addition to that, there was a lot of conversation about breaking the block ends off. Staff expressed reservations at the time. The RAC broke the Project, which is the corridor, into separate tasks and prioritized those tasks. The RAC recommended that the RDA adopt that schedule and those estimated costs, which included separating the block ends. We have been executing on all of those decisions, which have to do with everything that has been done on 7th Street and everything we are trying to do here. To back up and try to reevaluate the 30% Plans, and reevaluate all of the decisions that have been made, seems to not move the Redevelopment efforts forward.

Jeff Dalling said he went to the meeting. The problem is that they only have a certain amount of money. He felt that there was a lot of compromise. They have been working on this awhile, and Mr. Dalling said he would love to see it move forward. It sounds like there is more work to do, but he thought they should move forward with it. It is always better to have something tangible. The trees with the big canopies will be nice.

Councilman Bill Hance said he would like to see an entire block section get done at once, to have more impact. If staff is overwhelmed with adding this onto the work load, then they could push it off until next year.

Ms. Wines said what they have as the design doesn't match the 30% Drawings. The sidewalks are not in the same place, so the parking wouldn't be located in the same place when it gets redone. That's where her hesitation was. We are saying that we need to stick with the 30% Drawings, but were not.

Mr. Wilkinson explained that what staff was tasked with was a decision to bifurcate block projects by doing the block ends first, and not having a huge impact on all the parking downtown. This is generally in conformance with the 30% Plans and he explained why. The 30% Plans show the sidewalk set back a little more, which is the final design for the entire block. The important things that we are doing that are in conformance with the 30% Plans are providing the pedestrian access on the block ends, narrowing the streets, providing for pedestrian friendly intersections, and putting in trees. He wanted to bring up a comment from John Patrick Rice that he heard while they were going through 30% Plans. Mr. Rice had a very basic observation that the Corridor needs shade. We can shift that sidewalk over, Mr. Wilkinson didn't think it would impact the design that much. We can live without some rows of parking in the downtown area on all these block ends until we get enough money to complete the midblock components. He thought what Mr. Thibault came up with was the least disruptive of trying to accomplish construction of block ends based on the decisions that have been made by the RAC and adopted by the RDA to try to move this project forward.

Ms. Wines said what they were saying with this was that they are redoing every single one of the landscape islands and moving and shifting the parking later on.

Mr. Thibault explained that the way they would function now, is they would function fine with the existing parking.

Ms. Laughlin said later on they would move everything.

Mr. Thibault explained that the 30% Plans that have been approved show them moving everything at some point. Mr. Thibault said his intention was to work well with they have now, and to allow for them to modify everything later and not to have to redo them.

Ms. Wines said that was what Mr. Karr and she had talked about was if that was the best use of those dollars, later on, to just shift everything just for the sake of shifting it. It doesn't seem to benefit anything.

Chairman Jon Karr said he asked the question of how much different the design would be if they were doing the whole thing. It doesn't really change that much.

Ms. Wines said it changed the entire thing.

Chairman Karr said the block ends would still function if they did the middles, or decided not to do them. He said he agreed with Catherine that eventually doing the interior would be a waste.

Ms. Laughlin said if they did the block ends the way they are designed right now, it works with the parking the way it functions today. If we decide to change it later on and redo the interior of the block, we will be adding to the block ends, but it won't change what we're putting in for the block ends.

Mr. Wilkinson thought when he talked with Mr. Thibault about how this might tie into the interior block development, they thought they would be adding some landscape strips behind the proposed sidewalk. There would be a little bit of grass on both sides of the sidewalk.

Ms. Wines said they were locked in to doing the 30%, and moving everything in the parking areas.

Mr. Wilkinson said here is the way RDA works. Under the NRS you have to identify a project, which the RDA did, and the corridor was the main project. You have to identify the anticipated, or estimated, revenues to show that you can afford to do your proposed project. That is what the NRS requires to be done to create a Redevelopment District. All of that has been done. We then hired a consultant for around \$100,000 and attempted to come up with a better design for the main project, which was the Corridor Project in the RDA Plan. The RDA has adopted the 30% Plan. When they did that they also demonstrated that they could afford to build that. That is the plan that we are working off of. If we want to change that we need to go back to square one and start over again. We've adopted those and the RAC has been involved the whole process. They were also involved in prioritizing the elements of that project over time, based on the projected revenues. We have been executing on that, rather than hiring consultants. What we're trying to do now is continue to move the execution of the project, with the next phase, forward, which has been voted on and adopted. The RAC can have a recommendation that we don't do this, and that we reevaluate everything we have done to date, and we will take this to the RDA to see if they

want to do that, or if they want to continue to move forward with all the decisions that have been made to date.

Chairman Karr asked what the board wanted to do.

Ms. Wines said there didn't seem to be a place to put art or kiosks. She asked if they needed to show that now if that was something they were interested in including.

Mr. Thibault pulled up the 30% Plan for 6th street and pointed out something that was on the mid-block. He thought there was still plenty of room to come back in the future and do something between the trees. He thought the money was going to be tight on the budget as it is now, and he didn't know if they would have the funding for additional work, and all of the details still needed to be worked out.

Chairman Karr said the grass would be easy to dig up to put something in.

Ms. Wines said as long as the irrigation lines aren't in the way.

Mr. Wilkinson thought if they were going to move it forward they could state in the motion that they want to include those elements in the final design, and they could be added as add alternates. That way, when it gets designed the irrigation would work around any of those features. That would be the smart thing to do. Basically, we are looking at a concrete, hard surfaced area. That is pretty easy to put in. Mr. Wilkinson thought if they made a motion to move this forward to the RDA, part of that could be to include those elements now, rather than later.

Ms. Wines said a lady that is one of the founders and Vice President of Burning Man, wants to know when Elko is going to be ready for art.

Mr. Wilkinson said that made sense. He said if they wanted to add that into the motion they could say mid, or center, block to design a hard surface area to the maximum extent practical, right off the sidewalk. Staff could dimension that out and it could be an add alt. If revenues come in higher than expected and we can afford to do it, we should.

Ms. Wines said that was something that could be a large element while the trees are small.

*****A motion was made by Jeff Dalling to move the conceptual drawings and the 30% on to the RDA as presented.**

After the motion and before a second or vote, Mr. Dalling stated that he didn't want to include to make room for art, because it will be grass and it will be easy to add those elements in later on.

**** Bill Hance seconded the motion.**

Susan Wright, 500 Commercial Street, said this has been a process that she has watched from the outside for many years. The RAC has spent a lot of money on redesigning and sending this out to a design company. Nothing has happened for a very long time. She thought it was fantastic. You

want to entice people to come downtown and nothing has happened. There has been a lot of money spent on these plans and the redesigning of these plans. As a business owner, Ms. Wright thought this was swept under the rug and that there wouldn't be a continuation. Coming to this meeting opened her eyes and she thought it was fantastic. She thought they should move forward with it. If there is art, it is an easy remedy to remove sod and put a platform down for future art work. She thought they should do this and get something done, and stop spending money on the redesign process.

**Motion passed (3-1, Ms. Wines voted no).*

- B.** Review, consideration, and possible recommendation to the Redevelopment Agency for the 2019 Storefront Improvement Grant Recipients and amount allocated for each grant, and matters related thereto. **FOR POSSIBLE ACTION**

2019 Storefront Improvement Grant applications were accepted from January 1, 2019 to March 30, 2019. Two applications were received for a total requested funding of \$24,443.14. Redevelopment Agency allocated \$50,000 to the 2019 Storefront Grant Program.

Ms. Laughlin explained that there were two applications in the packet. One of the applications was from Catherine Wines, and the other was from Susan Wright for JM Capriola Co. for a sign. The total requested funding is \$24,443.14. We have \$50,000 allocated for the Storefront Program this year, so the funding is available. As we've done in the past, we go through the rating sheets and score them if you choose to. It doesn't appear that we have more funding requests than we have available, so you can make that decision.

Chairman Karr asked if all the applications met the requirements.

Ms. Laughlin said yes

Ms. Wines disclosed that she was one of the applicants.

Chairman Karr said they could either make a motion to approve them, or go through and score them. He thought they could make a motion to approve them both, because they both looked fine to him.

*****A motion was made by Jeff Dalling, seconded by Bill Hance, RDA to approve both the Taber Building for \$7,445.64 and J.M. Capriola's for \$16,997.50, as presented.**

After the motion and before the vote, Ms. Wines asked which sign Capriola's was going with.

Susan Wright explained that the bid process was very difficult, especially coming down to the wire with Nevada Advertising. Ultimately, she wanted to go with Nevada Advertising, because she wanted to keep the business local and general the tax dollars locally. The design process is

not set in stone. This is not the design that she's in love with, but it was what she was given at the tail end of the application process.

Ms. Wines asked if the design shown wasn't necessarily what the sign would look like.

Ms. Wright said on the front end of the store, yes. The pictures that Steve has given are not a great depiction. The back sign and the side signs, she doesn't like the side signs. She liked the more traditional design.

Mr. Wilkinson thought that if they didn't have a final design on that, it would need some type of condition. That condition would be, either the final design is approved by Ms. Laughlin as the RDA Manager, or that the final design of the expenditure that we are approving is approved by the RAC or the RDA. He thought that was important. He thought the Agency would be ok with a condition that Ms. Laughlin approve the final design. He thought that should be addressed in the motion.

Ms. Laughlin said to keep in mind that what they are approving is a maximum of \$16,997, so if Susan only spends \$24,000 on a sign she will only be reimbursed \$12,000. If the sign changes in the design and it changes in the cost, you are approving it up to a maximum of this amount.

Ms. Wines said Steve wasn't the low bid. She asked Ms. Wright if she was still going to use him.

Ms. Wright explained that Steve included signs that she didn't ask for.

Mr. Dalling thought they were all in the right ball park. There is only a certain amount of money that Ms. Wright is going to receive.

***Mr. Dalling amended the motion to include that JM Capriola's gets prior approval from Ms. Laughlin on the final design.**

***Mr. Hance seconded the amendment.**

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

II. REPORTS

A. Recognition Program

Ms. Laughlin reported that we have the awards. Steve dropped them off on Monday. We did the approval of the proposal. There is also a sticker that goes with the award. The awards will be presented at a joint meeting with the RDA and the RAC on May 14th.

B. Budget

Ms. Laughlin went over the budget report.

C. Other

Ms. Laughlin wanted to discuss the Storefront Program from last year. The \$55,105 was approved and pledged for those. Patray Assets is under construction. Ms. Laughlin was expecting them to be submitting a reimbursement request soon. She also talked to Steve Tenney in regards to The Commercial. That project is still somewhat up in the air. He is supposed to be taking care of the bears for sure, but the rest of project he doesn't have confirmation on. The Laughlin Family Trust has had some issues with materials ordering and a supplier, but they are hoping to get started next week and be done within 6 weeks.

Ms. Wines asked why they weren't hearing, or talking, about the lights with NV Energy.

Ms. Laughlin said because she couldn't get anything back from NV Energy. They sent the information on how much money they wanted for those lights. She then met with Mr. Carson, and he said there was new management and he was going to see if they could convey the lights over the City of Elko. She has sent Mr. Carson two emails since and received no emails back.

Ms. Wines said in the last month she has had two businesses tell her that they don't want to locate their business downtown because it's not safe.

Chairman Karr thought that was a bit of an exaggeration, but it is dark.

Ms. Laughlin suggested that they invite NV Energy to the next meeting and put it on the agenda. Mr. Carson seemed to think that he was going to get further with the new management than what he was getting with the previous management. When we approved the \$15,000 expenditure towards the replacement of the bulbs. NV Energy came back after we approved it and said that would only do one or two lights. They weren't willing to spend the rest of the money to upgrade them.

Mr. Wilkinson asked if the lights were grant funded. (Yes) There are legacy issues any time grant money is received. It may just be that because they were grant funded they can't convey them. In reality if you had the maintenance obligation that they have it would make sense to convey them to the City.

Ms. Laughlin said they sent an email with an amount for how much they would sell them to the City for. That came from Carson City office, and they did the research on the funding. The lights are completely depreciated out.

It was decided to try to get a representative from NV Energy to attend the next meeting.

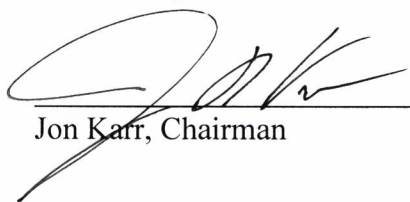
COMMENTS BY THE GENERAL PUBLIC


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