



WASHOE COUNTY

Integrity Communication Service

www.washoecounty.us

STAFF REPORT

BOARD MEETING DATE: August 18, 2020

DATE: June 29, 2020

TO: Board of County Commissioners

FROM: Trevor Lloyd, Planning Manager, Planning & Building Division, Community Services Department, 328-3617, tlloyd@washoecounty.us

THROUGH: Mojra Hauenstein, Arch., Planner, Division Director, Planning & Building Division, Community Services Dept., 328-3619, mhauenstein@washoecounty.us

SUBJECT: Recommendation, pursuant to NRS 278.0262 and related authorities, to reappoint Sarah Chvilicek, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2020, and ending June 30, 2023; and, to appoint Francine Donshick, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission to fill an unexpired term beginning July 1, 2020, and ending June 30, 2021, or until such time as successors are appointed, whichever occurs first. (All Commission Districts.)

SUMMARY

The Board of County Commissioners (Board) is asked to reappoint Sarah Chvilicek to a seat held by Washoe County on the Regional Planning Commission (RPC).

The Board is asked to make an appointment to fill the vacancy for a seat held by Washoe County on the RPC. The position has been held by James Barnes. Mr. Barnes' term on the Planning Commission (PC) ended on June 30, 2020, and he was not eligible for reappointment.

Washoe County Strategic Objective supported by this item: Regional and community leadership.

PREVIOUS ACTION

On June 26, 2018, the Board reappointed James Barnes to a full term on the RPC starting July 1, 2018 and ending June 30, 2021.

On June 13, 2017, The Board appointed Sarah Chvilicek to the RPC to full a term beginning July 1, 2017, and ending June 30, 2020.

AGENDA ITEM # _____

On June 9, 2015, The Board appointed Sarah Chvilicek to the RPC to fill an unexpired term beginning July1, 2015, and ending June 30, 2017.

BACKGROUND

Pursuant to NRS 278.0262, the Board appoints three members from the Washoe County Planning Commission (PC) to represent Washoe County on the RPC. Pursuant to NRS, at least two of the members must be residents of the unincorporated County. Since all PC members are unincorporated County residents, this requirement is fulfilled. RPC member terms are three years in length and are staggered. At the present time, the Regional Planning Commissioners representing Washoe County are:

Name	Term
Larry Chesney	July 2019 – June 2022
Sarah Chvilicek	July 2017 – June 2020
James Barnes (Vacant)	July 2018 – June 2021

Ms. Chvilicek, who continues to serve on the PC, is currently serving a full term on the RPC (July 1, 2017 to June 30, 2020) and is, therefore, eligible for reappointment.

According to the *Rules, Policies and Procedures* adopted by the PC, the First Alternate to the RPC shall be recommended to the Board to fill the vacated position. Francine Donshick is the designated First Alternate to the RPC and has expressed her willingness to serve on the RPC.

Ms. Donshick is serving her second full term on the PC which began July 1, 2020 and ends June 30, 2024.

Should the Board agree with staff’s recommendation, the Regional Planning Commissioners representing Washoe County would be:

Name	Term
Francine Donshick	July 2020 – June 2021
Larry Chesney	July 2019 – June 2022
Sarah Chvilicek	July 2020 – June 2023

FISCAL IMPACT

Regional Planning Commission members are compensated at a rate of \$80.00 per meeting pursuant to NRS 278.0262(4). The RPC typically meets six times a year, which equates to an annual compensation of \$480 per member. Funds to compensate Washoe County appointed RPC members for scheduled meetings are included as part of the FY 2021 budget. FY 2021 budget authority exists for the service in Community Services Department Planning and Development Admin (105400), Contracted/Temp Services (710110).

RECOMMENDATION

It is recommended, pursuant to NRS 278.0262 and related authorities, to reappoint Sarah Chvilicek, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2020, and ending June 30, 2023; and, to appoint Francine Donshick, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission to fill an unexpired term beginning July 1, 2020, and ending June 30, 2021, or until such time as successors are appointed, whichever occurs first.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Pursuant to NRS 278.0262 and related authorities, to reappoint Sarah Chvilicek, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2020, and ending June 30, 2023; and, to appoint Francine Donshick, current member of the Washoe County Planning Commission, to the Truckee Meadows Regional Planning Commission to fill an unexpired term beginning July 1, 2020, and ending June 30, 2021, or until such time as successors are appointed, whichever occurs first.”

Attachment A: PC Application – Sarah Chvilicek
Attachment B: PC Application – Francine Donshick

cc: Sarah Chvilicek
Francine Donshick
Jeremy Smith, Interim Executive Director, TMRPA