



Planning Commission Staff Report

Meeting Date: September 16, 2014

Subject: Review and confirm the order of alternates to the RPC

Summary: Discussion and possible action on the order of alternates selected to represent the Washoe County Planning Commission on the Truckee Meadows Regional Planning Commission and direct the Planning Commission Secretary to transmit the list of confirmed alternates to the Washoe County Board of County Commissioners and the Executive Director of the Truckee Meadows Regional Planning Agency.

Agenda Item Number: 9C

Recommendation: **Review and confirm the order of alternates to the RPC and direct the PC Secretary to transmit the confirmed list of alternates to the Washoe County Commission and the TMRPA Executive Director.**

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Washoe County
Commission District: All Commission Districts

Description

To review and confirm the order of alternates selected to represent the Washoe County Planning Commission (PC) on the Truckee Meadows Regional Planning Commission (RPC). Further, to direct the Planning Commission Secretary to transmit the list of confirmed alternates to the Washoe County Board of County Commissioners (BCC) and the Executive Director of the Truckee Meadows Regional Planning Agency (TMRPA).

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Alternates to the Regional Planning Commission

Nevada Revised Statutes requires the Washoe County Board of County Commissioners to appoint three members of the Washoe County Planning Commission to serve as members on the Truckee Meadows Regional Planning Commission. The BCC allows the PC to select the remaining Commissioners not specifically appointed to the RPC to serve as alternates to the appointed Commission members on the RPC. Alternates terms are effective upon the date of most recent appointment of a new RPC member by the BCC.

If an appointed PC member on the RPC is unable to attend a scheduled meeting, the Commissioner will contact the Planning and Development Division Director or the PC Secretary as soon as possible. The Director or the Secretary will then contact the first alternate to serve in the absent Commissioner’s stead. If the first alternate is unable to attend, then the second alternate will be contacted and so forth until an alternate is available to attend the meeting.

Background

PC terms of office for Neal Cobb and Roy Hibdon ended on June 30, 2014. Additionally, Jonathan Reynolds resigned from the PC in July of 2014. The three PC vacancies were filled by the BCC on June 24, 2014 with the appointments of Larry Chesney and Philip Horan, and on August 12, 2104 with the appointment of Gregory Prough.

The departure of Roy Hibdon created a vacancy from the PC on the RPC. The BCC appointed James Barnes to the RPC on June 24, 2014, and also re-appointed D.J. Whittemore to the RPC at the same meeting. The currently appointed PC members on the RPC are as follows:

Name	Term
James Barnes	July 2014 – June 2015
Roger Edwards	July 2013 – June 2016
D.J. Whittemore	July 2014 – June 2017

Note: James Barnes was appointed to complete the unexpired term of Roy Hibdon.

On September 3, 2013, the PC confirmed the following list of alternates to the RPC:

First alternate: James Barnes
Second alternate: Jonathan C. Reynolds
Third alternate: Neal Cobb
Fourth alternate: Sarah Chvilicek

Rule G(2)(a)(i) from the PC's adopted *Rules, Policies and Procedures* provides that alternates move up in succession to fill the gap created by an RPC appointment.

Rule G(2)(a)(i)

When vacancies on the Regional Planning Commission are filled by the Washoe County Commission, unless otherwise decided by the Planning Commission, previously selected alternates will move up in succession to fill the gap created by the appointment of a Commissioner to the Regional Planning Commission. For example, if the first alternate is appointed to the Regional Planning Commission, then the second alternate moves into the first alternate position, the third alternate into the second alternate position, the fourth alternate into the third alternate position, and the fourth alternate position will be filled by remaining Commissioner.

At the September 3, 2013 meeting, the PC provided direction that gaps in the list of alternates created by the departure of a member from the PC would be filled in one of two methods:

1. PC members will move up in the order of succession to fill the gap; and/or
2. Newly appointed PC members will move into the order, starting at the lowest alternate (e.g., move into the fourth alternate position).

Based on the PC's adopted rule, and the direction provided by the PC in September of 2013, the suggested list of RPC alternates could be:

First alternate: Sarah Chvilicek
Second alternate: Larry Chesney
Third alternate: Philip Horan
Fourth alternate: Gregory Prough

The order of the second, third and fourth alternates is based alphabetically on the date each new member was appointed to the PC.

Staff recommends that the PC review the list of alternates and either confirm the order or provide staff with the PC preferred order of alternates. Rule G(2)(a)(iii) from the PC's adopted *Rules, Policies and Procedures* requires the PC Secretary to transmit the list of alternates to the

BCC and to the TMRPA Executive Director. The PC Secretary will transmit the list after its confirmation by the PC.

Rule G(2)(a)(iii)

The Secretary to the Planning Commission, or his/her designee, shall transmit the names of the County Commission appointed members and alternates to the Executive Director of the Truckee Meadows Regional Planning Agency. The Secretary, or his/her designee, shall also inform the County Commission of the names of all alternates.

Recommendation

Staff recommends the Planning Commission review the list of alternates to the RPC as shown below, and either confirm the order or provide staff with the preferred order of alternates.

RPC alternates

First alternate: Sarah Chvilicek
Second alternate: Larry Chesney
Third alternate: Philip Horan
Fourth alternate: Gregory Prough

Staff further recommends that the Planning Commission direct the PC Secretary to transmit the confirmed list of RPC alternates to the BCC and the TMRPA Executive Director. The following motion is provided for your consideration:

Motion

"I move to confirm the order of alternates to the Regional Planning Commission as follows (list the first, second, third and fourth alternate names). I further move to direct the Planning Commission Secretary to transmit the confirmed list of alternates to the Washoe County Board of County Commissioners and the Executive Director of the Truckee Meadows Regional Planning Agency.

xc: Kimberly H. Robinson, Executive Director, TMRPA (krobinson@tmrpa.org)
Bill Whitney, Director, Planning and Development Division