



Building Enterprise Fund Advisory Committee Virtual Meeting Minutes

Agenda

January 25, 2022, 9:00 a.m.

Members

John Krmpotic, Chair
Teresa DiLoreto
Doug Roberts
Art Sperber

Bob Lissner
Robb Smith
Council Liaison: Bonnie Weber
Staff Liaison: Carlos Kovac

Public Notice

This agenda has been physically posted in compliance with NRS Chapter 241 at Reno City Hall – 1 East First Street. In addition, this agenda has been electronically posted in compliance with NRS Chapter 241 at <http://www.reno.gov>, and at <https://notice.nv.gov/>. To obtain further documentation regarding posting, please contact the City Clerk's Office at (775) 334-2030, or cityclerk@reno.gov.

Members of the Board/Commission/Committee will participate in this meeting using the zoom video conference platform.

Members of the public may participate in the meeting by using the zoom video conference link or telephone number:

Zoom link: https://zoom.us/webinar/register/WN_gYKX7KgtSW6KSspoAL4_zg

Accommodations

Reasonable efforts will be made to assist and accommodate individuals with disabilities attending the meeting. Please contact the City Clerk's Office at (775) 334-2030 at least 48 hours in advance so that arrangements can be made.

Supporting Materials

Staff reports and supporting material for the meeting are available by contacting Carlos Kovac at (775) 225-5137, kovacc@reno.gov and on the City's website at Reno.Gov. Pursuant to NRS Chapter 241, supporting material is made available to the general public at the same time it is provided to the public body.

Order of Business

The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration; remove an item from the agenda; or delay discussion relating to an item on the agenda at any time. See, NRS 241.020(3)(d)(6). Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

Virtual Public Comment

No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item.

Pursuant to NRS 241.023, those wishing to submit public comment may do so through the online public comment form found at Reno.Gov/PublicComment, by sending an email to kovacc@reno.gov, by leaving a voicemail at 775-225-5137 or at the meeting during virtual public comment. Public comment is limited to three (3) minutes per person. Comments received prior to 4:00 p.m. on the day preceding the meeting will be transcribed, provided to the Board/Commission/Committee for review, and entered into the record. Comments received after 4:00 pm on the

day preceding the meeting will be provided to the Committee for review prior to adjournment, and entered into the record.

A. Introductory Items

A.1 Call To Order/Roll Call Members

Meeting was called to order at 9:06 a.m. Members present included John Krmpotic, Bob Lissner and Art Sperber. There was not a quorum when the meeting was called to order and it was decided to move forward as an informational workshop.

Councilwoman Weber attended the meeting at 9:09 and Teresa DiLoreto joined at 9:15 a.m., which established a quorum. The committee then went back on the Agenda to take action on items.

A.2 Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

No public comment was provided.

A.3 Approval of the Agenda (For Possible Action) – January 25, 2022

Art Sperber made a motion to approve the January 25, 2022 meeting agenda. Teresa Diloreto seconded and the motion passed unanimously.

A.4 Approval of the Minutes (For Possible Action) – October 26, 2021

Art Sperber made a motion to approve the October 26, 2021 meeting minutes. Teresa Diloreto seconded and the motion passed unanimously.

A.5 Council Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Councilwoman Weber introduced herself as the new Council Liaison and stated that she looks forward to working with the committee.

A.6 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Chris Pingree provided an update on staffing and vacancies. There is a total of 59 current employees and 8 open full time positions with the Development Services Department. We are seeing a downturn in applications and qualified applicants for jobs. Jason Garcia-LoBue is the new Planning Manager and Perry Schaffner, Planning Technician, left the organization. Vincenzo Corazza is our new Senior Civil Engineer and has been a key addition in staff in helping drive customer service. Development Services has been putting out a monthly newsletter that highlights what is going on and changing in the development community.

B. Business Items

- B.1 City of Reno Divisional and External Partner Agency Update-** Washoe County Health District – Environmental Health Specialist Supervisor Wes Rubio, Truckee Meadows Water Authority – TMWA Engineering Manager Danny Rotter, Fire Department Update – Fire Marshal, Tray Palmer, Building & Safety Division Update – Building & Safety Manager Bob Flores, Engineering Division Update – Engineering Division Manager, Mike Mischel, and Planning Division Update – Development Services Director Chris Pingree.

Nick Florey was unable to attend and Carlos Kovac updated the Committee on behalf of Washoe County Health. They continue to meet the 10-day turn around for all plan reviews. Nick will be moving positions and there will be a new representative that will attend the BEFAC meetings.

Tray Palmer – For calendar year 2021 the Fire Department conducted 1,572 construction plan reviews, which was up 288 from 2020 and 3,384 construction inspections, which is down by 16 from 2020. The Enterprise Fund received has 5 FTE fire staff. The budget came in a little over by \$27,000, which was supplemented by General Funds. They have a new captain, John Beck, who is taking over the construction side. They are continuing to hit the 10 day mark and the 3 day mark on the revisions. Captain Beck will be the first point of contact for developers/contractors.

Mike explained that the Quality Assurance Program (QAP) has been transferred to Public Works. RTC will have a new Regional Road Impact Fee (RRIF) schedule that will be in effect at the end of the week. Fees are going up a bit. Single-family residential, depending on if you're in the south or north, is going up between 5-6%.

Bob Flores – They got their new residential reports done. New residential construction permits are down 29%. New residential construction valuation is down 12%. Certificate of Occupancies are holding steady. Total residential permits are down 2%. New commercial permits are on the up by 3%. New commercial valuation is down 21%. Total commercial permits are up 2%. John Krmpotic asked what the down 21% is compared to and Chris explained this is comparing the previous fiscal year to this fiscal year. He also explained that we are dealing with supply chain issues. We have not had a lot of new student housing start yet, but we have a lot of substantial projects that are getting ready to come through. Bob explained that Spencer Schultz is the new Management Assistant. We have been struggling to find employees due to the cost of living and it is important to find the right fit.

Chris – The department is striving to fill the current openings to have the structure of Senior Planners, Associate Planners, and Assistant Planners in teams. We have started daily meetings amongst Planners to discuss projects coming in. We continue to see an uptick on the planning caseload, which is keeping Planners busy. Joey Winter was promoted to Associate Planner and will be starting case review. We have two new Assistant Planners by the name of Jeff Foster and Leah Brock.

- B.2 Status Report on the Enterprise Fund (Informational Only) – Senior Management Analyst, Matt Taylor**

Matt Taylor was promoted to Accounting Manager. He presented a graph on the Building Enterprise Fund and his projections are that things will remain steady. Finance is doing a fee study and some of the fees may increase or decrease depending on the study, which they can choose to accept or deny. They have also conducted an updated indirect cost study. Right now there is approximately \$25 million in cash and \$16 million to be spent.

The difference is the liabilities that are owed, with the biggest ones being OPEB and PERS.

Chris Pingree gave an update on the fee studies and explained we are about 3 months into the fee study. We are working with a 3rd party consultant. It is a very in depth process. We are hoping to have a draft in the next 30-45 days. We will follow up with the results of the study at the next meeting.

C. Board/Commission/Committee Member Reports and Announcements - Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

D. Future Agenda Items - Discussion of items for future agendas. No action may be taken on this item.

The results of the fee study will be discussed at the next meeting.

E. Public Comment - This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

F. Adjournment (For Possible Action)

Art Sperber made a motion to adjourn. Teresa DiLoreto seconded and the motion passed unanimously.