



WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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CM/ACM	_____	✓
Finance	_____	✓
DA	<u>N/A</u>	
Risk Mgt.	<u>N/A</u>	
HR	<u>N/A</u>	

STAFF REPORT

BOARD MEETING DATE: June 23, 2015

DATE: June 12, 2015

TO: Board of County Commissioners

FROM: William H. Whitney, Division Director, Planning and Development
Community Services Department, 328-3617, bwhitney@washoecounty.us

THROUGH: Dave Solaro, Arch., P.E., Director
Community Services Department, 328-2040, dsolaro@washoecounty.us

SUBJECT: Appearance: Kimberly Robinson, Executive Director, Truckee Meadows Regional Planning Agency
William H. Whitney, Division Director, Planning and Development

Presentation on the work program for the Truckee Meadows Regional Planning Agency; and approve the payment of \$205,162, paid in quarterly installments, as Washoe County's share in annual funding for the Truckee Meadows Regional Planning Agency to cover the fiscal year from July 1, 2015, through June 30, 2016. (All Commission Districts.)

SUMMARY

At the April 14, 2015 Board of County Commission meeting the Board requested a presentation on Truckee Meadows Regional Planning Agency (TMRPA). This appearance by Kimberly Robinson will include an overview of the Planning agency, the current work plan, and how it relates to the upcoming fiscal year budget. Washoe County is required by an adopted interlocal agreement to share in the annual funding of the Truckee Meadows Regional Planning Agency (TMRPA). Washoe County's share of the Fiscal Year 2015-2016 funding is \$205,162. This amount will be paid in quarterly installments beginning on July 1, 2015.

Strategic Objective supported by this item: Sustainability of our financial, social and natural resources.

PREVIOUS ACTION

Washoe County has paid its share of the annual funding for TMRPA since the agency was established in 1989. The County Commission authorizes payment of the fee, which enables staff to send the quarterly payments to TMRPA. The last seven years of payments and their amounts are shown below:

- FY 2014-2015 \$205,162
- FY 2013-2014 \$205,162
- FY 2012-2013 \$205,162
- FY 2011-2012 \$250,596
- FY 2010-2011 \$278,440

- FY 2009-2010 \$327,577
- FY 2008-2009 \$362,492

BACKGROUND

Regional planning within Washoe County is regulated by NRS Sections 278.026 through 278.029. The Truckee Meadows Regional Planning Agency supports comprehensive approaches for economic development and community planning within the cities of Reno and Sparks, as well as Washoe County. In addition TMRPA facilitates land-use, infrastructure provisions, and resource management conversations among public and private decision makers.

NRS 278.0264(7) specifically provides that the local governments are represented on the Regional Planning Governing Board (Washoe County, City of Reno, and City of Sparks) and shall enter into an agreement to share the costs associated with regional planning and the TMRPA. The interlocal agreement is included as Exhibit A to this staff report. The cost sharing ratio outlined within the agreement for regional planning funding is 30% each for Washoe County and the City of Sparks, and 40% for the City of Reno.

On April 9, 2014, the Regional Planning Governing Board approved the Fiscal Year 2014-2015 jurisdictional allocations for the TMRPA budget. TMRPA staff recommended a steady state approach for Fiscal Year 2015-2016. Washoe County's 30% share of this funding is \$205,162.

FISCAL IMPACT

Washoe County's share of the TMRPA for FY 2015-2016 is \$205,162. Funding will be paid in quarterly installments starting on July 1, 2015, and is included in the approved Washoe County FY 2015-2016 budget (180280-710400 Truckee Meadows Regional Planning-Payments to Other Agencies).

RECOMMENDATION

It is recommended that the Board of County Commissioners acknowledge receipt of the Presentation on the work program for the Truckee Meadows Regional Planning Agency; and approve the payment of \$205,162, paid in quarterly installments, as Washoe County's share in annual funding for the Truckee Meadows Regional Planning Agency to cover the fiscal year from July 1, 2015, through June 30, 2016.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move acknowledge receipt of the Presentation on the work program for the Truckee Meadows Regional Planning Agency; and approve the payment of \$205,162, paid in quarterly installments, as Washoe County's share in annual funding for the Truckee Meadows Regional Planning Agency to cover the fiscal year from July 1, 2015, through June 30, 2016."

Exhibit A Interlocal Agreement for Sharing Costs to Support the Activities of the TMRPA

Exhibit B TMRPA Memorandum Dated April 21, 2015

Exhibit C TMRPA Budget

xc: Kimberly H. Robinson, Executive Director, TMRPA

INTERLOCAL AGREEMENT FOR SHARING COSTS TO SUPPORT THE ACTIVITIES OF THE TRUCKEE MEADOWS REGIONAL PLANNING AGENCY FOR 1990-'91

WHEREAS, the Nevada State Legislature did approve, in June of 1989, an amendment to Chapter 278 of N.R.S. establishing a regional planning commission and a regional planning governing board for the jurisdictions of Reno, Sparks and Washoe County; requiring the three local governments to cooperate in the timely development and adoption of a comprehensive regional plan; and further requiring the local governments to share proportionally in the costs of staffing and carrying out the regional planning functions, including legal services needed by the regional planning commission or the governing board; and

WHEREAS, the Nevada State Legislature further requires the regional planning governing board each year to adopt an annual budget sufficient to enable it to carry out its mandated functions and to transmit this annual budget to each member's local government as a recommendation for funding; and

WHEREAS, the City of Reno, the City of Sparks and Washoe County are the participating local government members of the Truckee Meadows Regional Planning Agency; and

WHEREAS, each of these members is a "public agency" within the meaning of NRS 277.100 and is capable of entering into an Interlocal Agreement executed in accordance with the Interlocal Cooperation Act (NRS 277.080 to 277.180, inclusive);

NOW, THEREFORE, IT IS HEREBY AGREED by each of the parties hereto as follows:

A. The parties to this Interlocal Agreement hereby commit to provide funding during the fiscal year beginning July 1, 1990 and ending June 30, 1991 to support the annual regional planning activities of the regional planning governing board, its planning commission and its staff, in the following proportional amounts:

City of Reno	\$200,800.00	(40 percent)
City of Sparks	\$150,600.00	(30 percent)
County of Washoe	\$150,600.00	(30 percent)

B. The parties hereto further commit to provide funding in the same proportional amounts in future fiscal years pursuant to budgets adopted by the regional planning governing board for the support of regional planning activities.

C. The City of Sparks Finance Director is hereby designated as the Depository Manager for funds provided by the parties to this agreement. The Depository Manager shall provide for proper accounting for all revenues and expenditures associated with the regional planning agency activities; is authorized to apply reasonable common service charges to recover the costs of providing accounting and administrative services; and shall provide interest revenues for funds held on deposit by the City of Sparks.

D. The parties to this agreement hereby direct their finance directors, or treasurer, to provide the regional planning funds specified in this agreement on a quarterly basis, with quarterly installments due on July 15, October 15, January 15, and April 15 of each fiscal year.

E. Funds not expended in a fiscal year may be carried forward into the succeeding fiscal year budget and shall be shown as a fund balance therein.

F. Costs for all legal services needed by the regional planning commission or the governing board shall be shared proportionally as shown above. An amount for legal services shall be identified in each fiscal year budget.

INTERLOCAL AGREEMENT FOR SHARING COSTS TO SUPPORT THE ACTIVITIES OF THE TRUCKEE MEADOWS REGIONAL PLANNING AGENCY FOR 1990-'91
TWO

- G. The Executive Director of the Truckee Meadows Regional Planning Agency is hereby designated as the Administrator for the revenues and expenditures provided pursuant to this agreement. The Administrator shall be responsible for managing and coordinating budgeted revenues and expenditures throughout the fiscal year; for approving all claims for payment; and for providing member agencies with an annual report on the status of the regional planning agency accounts and the purposes toward which expenditures have been made.
- H. The Administrator, in cooperation with the Depository Manager, shall arrange for an annual independent audit of the regional planning funds and accounts and shall present the results of such audit to the parties signatory to this agreement.
- I. The original copy of this agreement as signed by all parties hereto shall be forwarded to the Nevada Attorney General in accordance with NRS 277.140; and upon approval by the Nevada Attorney General this agreement shall be filed in the manner required by statute and shall have the force and effect of law. The Executive Director is directed to file a copy of this Agreement in the office of the Washoe County Recorder and in the office of the Nevada Secretary of State.

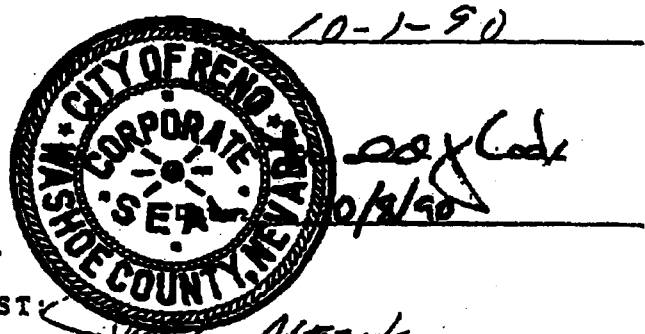
IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year appearing by the signatures below:

REGIONAL PLANNING GOVERNING BOARD,
and through the Governing Board
By: [Signature]
Chair-person

CITY OF RENO,
By and through its City Council
By: [Signature]
Mayor

CITY OF SPARKS,
By and through its City Council
By: [Signature]
Mayor Date 8/27/90

COUNTY OF WASHOE,
By and through its Board of County Commissioners
By: [Signature]
Chair-person



ATTEST
[Signature]
Jude L. Stewart, City Clerk
Date: 8/27/90

Date: August 21 1990

revised as to proper form and compatibility with the laws of the state of Nevada, pursuant to NRS 277.140.

ATTORNEY GENERAL OF THE STATE OF NEVADA
By: [Signature] CHIEF
DEPUTY ATTORNEY GENERAL

Date: OCTOBER 22, 1990

Exhibit B



TRUCKEE MEADOWS REGIONAL
PLANNING AGENCY

RECEIVED
APR 27 2015
WASHOE COUNTY
COMMUNITY DEVELOPMENT

MEMORANDUM

April 21, 2015

TO: Andrew Clinger, Reno City Manager
Steve Driscoll, Sparks City Manager
John Slaughter, Washoe County Manager

FROM: Kimberly H. Robinson,
Executive Director of Regional Planning

SUBJECT: **TMRPA FY 2015-2016 – Budget Allocation Recommendations**

On April 9, 2014, the Regional Planning Governing Board (RPGB) discussed jurisdictional contributions for the FY 2014-15. Truckee Meadows Regional Planning Agency (TMRPA) staff recommended a steady state approach to the contribution amounts, mirroring FY 2013-14. The RPGB approved TMRPA staff recommendation listed below,

- \$273,690 for Reno
- \$205,162 for Sparks
- \$205,162 for Washoe County

The local governments' contributions to TMRPA remain unchanged from the Fiscal Year 2014 – 2015.

Thank you for your support of the program of regional planning. Please do not hesitate to contact me at 321-8385 if you have any questions.

Cc: Robert Chisel, Reno Finance Director
Jeff Cronk, Sparks Finance Director
Kathy Emerson, Washoe County CSD Planning & Development
Fred Turnier, Reno Community Development Director
Bill Whitney, Washoe County CSD Planning & Development Director
Armando Ornelas, City Planner, City of Sparks

Exhibit C



REGIONAL PLANNING GOVERNING BOARD

MEMBERS

Jenny Brekhus, Chair	Jeanne Herman
Vaughn Hartung, Vice-Chair	Ed Lawson
Charlene Bybee	Bob Lucey
Oscar Delgado	Geno Martini
Naomi Duerr	Paul McKenzie

Kimberly H. Robinson, Executive Director
LIAISON – Veronica Frenkel, WCSD Board of Trustees

STAFF REPORT
RPGB meeting – June 4, 2015

May 22, 2015

TO: Regional Planning Governing Board

FROM: Kimberly H. Robinson, Executive Director

SUBJECT: Consideration and possible adoption of the TMRPA FY 2015-16 budget (Agenda Item 7.D)

This staff report seeks consideration and possible adoption by the Regional Planning Governing Board (RPGB) of the FY 2015-16 budget. Staff has prepared a proposed FY 2015-16 budget (see Attachment 1) for RPGB consideration, based on the direction given at the April 9, 2015 RPGB meeting. The proposed budget includes the following:

- No change in the jurisdiction contributions from the previous year;
- New shared work program with the Washoe County School District to fund the majority of the residential housing study;
- A projected 9% fund balance before estimated potential long-term liabilities.

FISCAL DISCUSSION

Staff projects that on June 30, 2015, the implementation of the current fiscal year budget will result in an 11% savings from the initial budget projections adopted for FY 2014-15. This 11% savings equates to an additional \$92,098 being added to the fund balance at the end of this fiscal year. This savings can be attributed to the additional revenue received by TMRPA this year, as well as the successful implementation of the agency’s reorganization efforts. These additional funds can now be utilized to undertake certain projects that will be beneficial to our partners and our region.

The healthy fund balance increase is partially due to receiving funds from the Washoe County School District. These dollars will be used in their entirety for the Residential Housing Study,

and will be paid out completely in FY2015-16. The Western Regional Water Commission is also contributing \$7,500 to this study, which means that TMRPA is providing a minimal \$7,500 monetary contribution to this effort, as well as providing ‘sweat equity’ into the project by producing the majority of the supply side analysis.

This model has been successful for TMRPA in the past, with the most recent example being the Economic Planning Indicators Committee (EPIC) report. While the agencies participating in this effort contributed various dollar amounts, TMRPA provided our contribution through geospatial analysis and mapping products.

This model is also being practiced within the TMRPA organization. Agency staff has accepted additional administrative responsibilities and are sharing the work of the Office Administrator position, allowing the agency to fill this at a part time level. Under-filling the Office Administrator position with a part time, temporary staff person and allocating some administrative work to the rest of the staff has resulted in an approximately \$40,000 in savings in this fiscal year, with TMRPA spending roughly a third of the amount budgeted for these services in the past year. This solution is working well currently, and TMRPA hopes to continue this model as long as the agency workload allows.

This budget also recommends the return of step increases for staff, the first time in five fiscal years that this has been contemplated. TMRPA staff has received no step increases since FY 2009-10. During the 2010-11 fiscal year, TMRPA staff also lost longevity, received a 4.6% decrease in salaries through furlough days, and began contributing to health insurance. Cost of living adjustments (COLAs) were eliminated in FY 2009-10.

While furlough days have been removed and longevity pay (only one staff member is eligible) has been restored, step increases have not. This is in contrast with each of the jurisdictions, all of whom allowed for step increases during the recession years. TMRPA staff has spoken with finance and human resource staff at Reno, Sparks and Washoe County to confirm that steps continued to be available to those eligible from 2008 to present (TMRPA staff reviewed the planner class that would be most similar to the work done at TMRPA in this review).

In reviewing the fiscal impact of potential staff step increases, the additional funds needed equate to less than \$10,000 for the fiscal year, a quarter of the amount saved by under-filling the Office Administrator position with a part-time temporary employee. Given all of these factors, the budget proposed today includes a five percent step increase for all staff (minus the director, which will be discussed under the next agenda item).

The FY 2015-16 proposed budget also addresses a variety of issues, including projected increases in health insurance and Other Post-Employment Benefits (OPEB) costs. The proposed budget includes the following items:

- Funds for data purchases for 2016 Consensus Forecast;
- PERS increase as mandated by the Legislature;
- Projected increase in health insurance costs;
- Slight increase in Other Post-Employment Benefits (OPEB) costs, based on an updated benefits analysis report, completed in September 2014;
- Continued use of interns.

Through strategic expenditure choices in FY 2014-15, these additional costs are being absorbed into a budget that is only projected to be \$958 higher (minus special project expenses) than the FY 2014-15 adopted budget.

Finally, the budget worksheet for FYE June 30, 2016 includes estimated potential long-term liability details for the RPGB to consider when contemplating the budget as a whole. The estimated potential long-term liabilities of TMRPA include compensated absences payable (employee accrued annual leave) and other post-employment benefits (OPEB - the subsidy that a former employer must pay for retired employee health benefits) obligations. These potential long-term liabilities total \$32,788.00. If these potential long-term liabilities were to impact the ending fund balance it would result in a remaining fund balance of 7% of total expenditures. These long-term liabilities are a mix of projected actual and potential costs, and may not be realized in the near future.

RECOMMENDATION

Staff is seeking approval from the RPGB on the proposed FY 2015-16 budget. Staff recommends that the Board accept the FY 2015-16 budget as presented.

Suggested Motion:

I move to approve the proposed FY 2015-16 budget.

Please contact Kimberly H. Robinson at 775/321-8385 if you have any questions or comments on this agenda item.

/khr

Attachments:

Attachment #1 – FY 2015-16 Budget Worksheet

	FY 14-15	FY 14-15	FY 15-16
	Adopted	Estimate to Complete Fiscal Year	Proposed
REVENUE			
Member Contributions			
Sparks	\$ 205,162	\$ 205,162	\$ 205,162
Washoe	\$ 205,162	\$ 205,162	\$ 205,162
Reno	\$ 273,690	\$ 273,690	\$ 273,690
Other Revenue			
RTC Shared Services	\$ 100,000	\$ 100,000	\$ 75,000
WRWC Shared Services			\$ 7,500
WCSD Shared Services		\$ 47,500	\$ 47,500
Additional Revenue - Reno		\$ 35,000	
Interest			
Miscellaneous Revenue	\$ 1,125	\$ 2,184	
TOTAL REVENUES	\$ 785,139	\$ 868,698	\$ 814,014
EXPENDITURES			
Payroll Expenditures-All	\$ 589,103	\$ 519,153	\$ 591,856
Services & Supplies	\$ 117,932	\$ 97,301	\$ 110,390
Professional Services	\$ 163,853	\$ 145,146	\$ 169,600
TOTAL EXPENDITURES	\$ 870,888	\$ 761,600	\$ 871,846
Special Projects			
Residential Housing Study			\$ 110,000
Urban Sustainability Accelerator		\$ 15,000	\$ 15,000
TOTAL EXPENDITURES & SPECIAL PROJECTS	\$ 870,888	\$ 776,600	\$ 996,846
FUND BALANCE			
Net change in fund balance	\$ (85,650)	\$ 92,098	\$ (201,413)
Fund balances - beginning	\$ 198,626	\$ 195,233	\$ 287,331
Fund balances - ending	\$ 112,976	\$ 287,331	\$ 85,918
Fund Balance as a % of Total Expenditures	13%	37%	9%

Long-term liabilities (not included in annual budget):

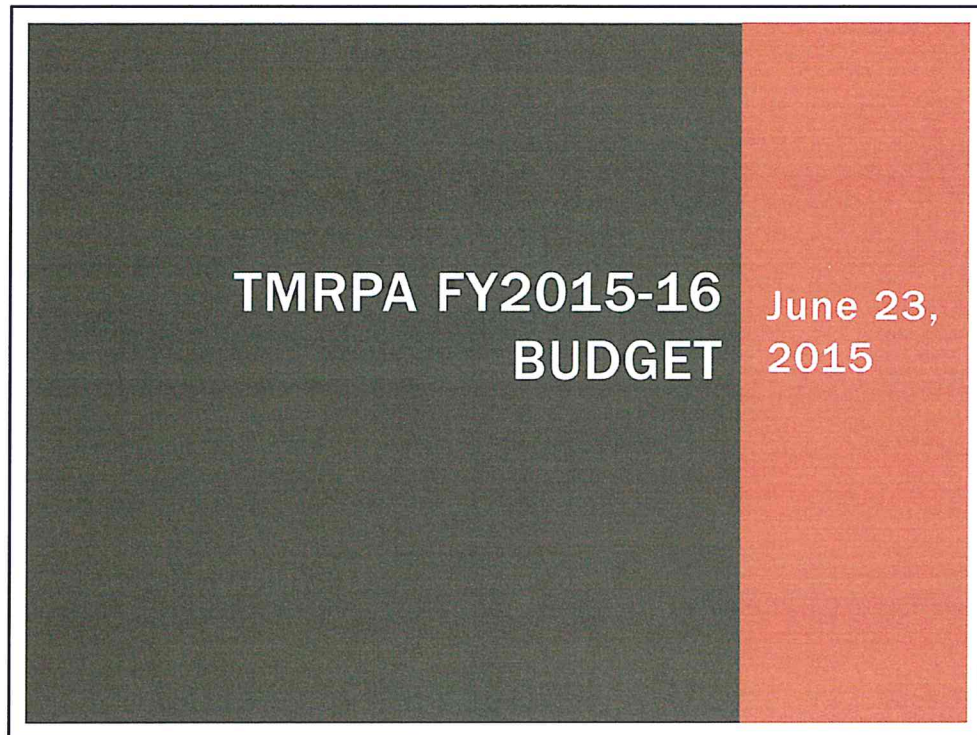
Compensated absences payable	\$ 24,511.00
Estimated Net Other Post Employment Benefits (OPEB)	\$ 8,277.00
Total potential long-term liabilities	\$ 32,788.00

Fund Balance as a % of Total Expenditures after Long-term liabilities 8%

The attached document was submitted to the
Washoe County Board of Commissioners during
the meeting held on June 23, 2015.

by Truckee Meadows Regional Planning Agency
for Agenda Item No. 6

and included here pursuant to NRS 241.020(7) as
amended by AB65 of the 2013 Legislative Session.



This presentation provides the Washoe County Commission with background and context on the agency's statutory responsibilities, the work accomplished in the past three years and the 2015-16 fiscal year budget that was adopted by the governing board on June 4.

CREATION OF REGIONAL PLANNING

Individual local government decisions about growth and services led to inefficient outcomes

Need: **greater jurisdictional cooperation**

Outcome: **regional planning statutes**

In understanding the mission and activities of the Regional Planning Agency (TMRPA), it is important to consider the legislative framework that created and governs regional planning in the Truckee Meadows. Nevada Revised Statutes (NRS) contemplates a wide ranging regional plan, including goals and policies relating to population, conservation, land use and transportation, annexation, intergovernmental coordination and public facilities.

So, why was regional planning created? Prior to the adoption of these statutes, there was a history of uncoordinated local government decisions about growth and services that led to some inefficient outcomes, including parallel sewer lines in same neighborhood.

A need to have greater jurisdictional cooperation was identified, and the result were the regional planning statutes, which were adopted in 1989. These statutes had their primary champion in Bill Raggio, who recognized that the need to address growth and services on a multi-jurisdictional level was the most efficient approach to utilizing scarce resources for infrastructure development.

NRS: BROAD AND SPECIFIC

Broad policy document

- ✓ Prepare Regional Plan, with policies on:
 - Where and how should we grow?
 - What infrastructure and services are needed?

Specific, process-oriented functions

- ✓ Projects of regional significance
- ✓ Master Plan amendments
- ✓ Affected Entity plans
- ✓ Annual reporting process

In considering how to achieve successful implementation of NRS, it is important to note that the statutes that govern regional planning are both broad and specific. As mentioned previously, there are specific tasks that are required of TMRPA, such as the creation of a regional plan. However, just as in the land use statutes that apply to the local jurisdictions, *how* this is created is left to local control. In other words, while NRS draws the lines of the regional planning picture, the RPGB and the Regional Planning Commission (RPC) are responsible for filling it in with the local issues and concerns that are priorities in this area.

NRS also mandates specific process functions that are used to implement the regional plan, such as the review of master plan amendments, projects of regional significance and affected entity plans.

REGIONAL PLAN CONTENTS

The Regional Plan is the vision for how we grow and develop collectively in our region.

- ✓ **Population**
- ✓ **Conservation**
- ✓ **Land use and transportation**
- ✓ **Public services & facilities – sewer, flood, water**

Let's look a little bit more closely at the Regional Plan.

The Plan is reviewed and updated every 5 years, and is the comprehensive vision for land use, transportation, infrastructure and conservation in our region.

In other words, the regional plan sets the blueprint for growth in our region for all of us to follow.



Developing that vision is complex, and many topics intersect including land use and industry trends, demographic changes, infrastructure needs, and fiscal considerations.

It takes a variety of skills to craft and maintain an effective regional plan that is wide ranging and continually changing.

HOW WE DO IT

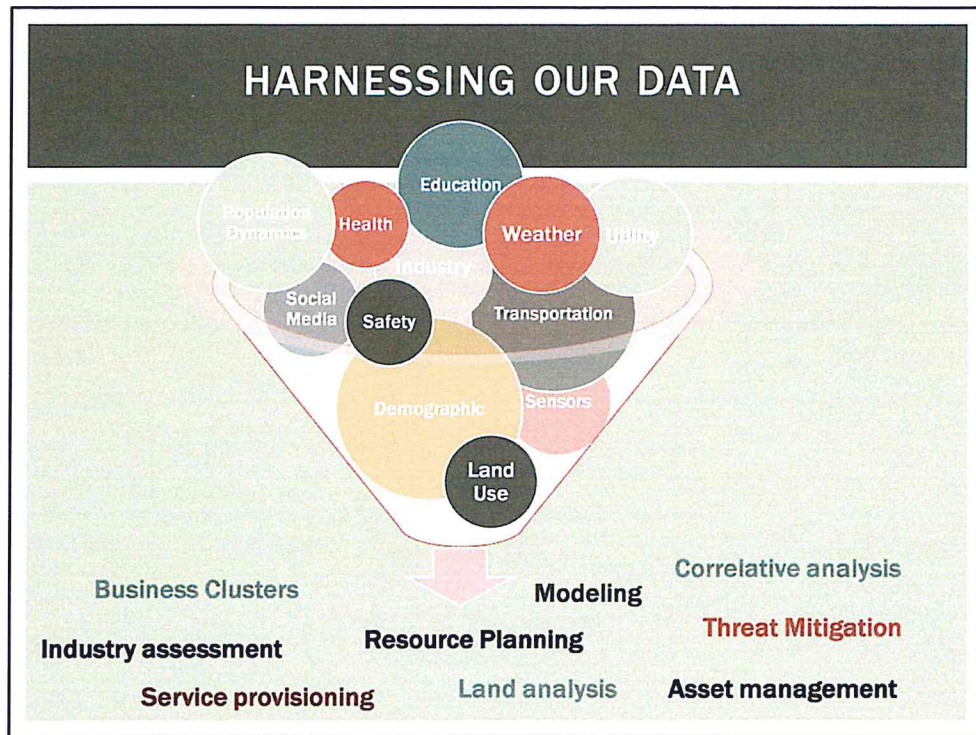
- ✓ **Advancements in land use planning technology = new opportunities for comprehensive analysis**
- ✓ **New emphasis on collaboration to produce shared products of mutual benefit**
- ✓ **Increased engagement with new and old partners, both inside and outside the region**

It is the primary responsibility of this agency to create and implement the regional plan.

TMRPA focuses on

- Comprehensive analysis
- Products of mutual benefit, and
- Increased collaboration

To effectively carry out this mission.



Technology provides us with the platform to bring disparate pieces of information together, allowing us to learn things we didn't know before. Effective analysis of this data can enable us to use shared information as a way to unify and integrate our region.

In other words, more information can lead to more understanding & insightful analysis.

COLLABORATION

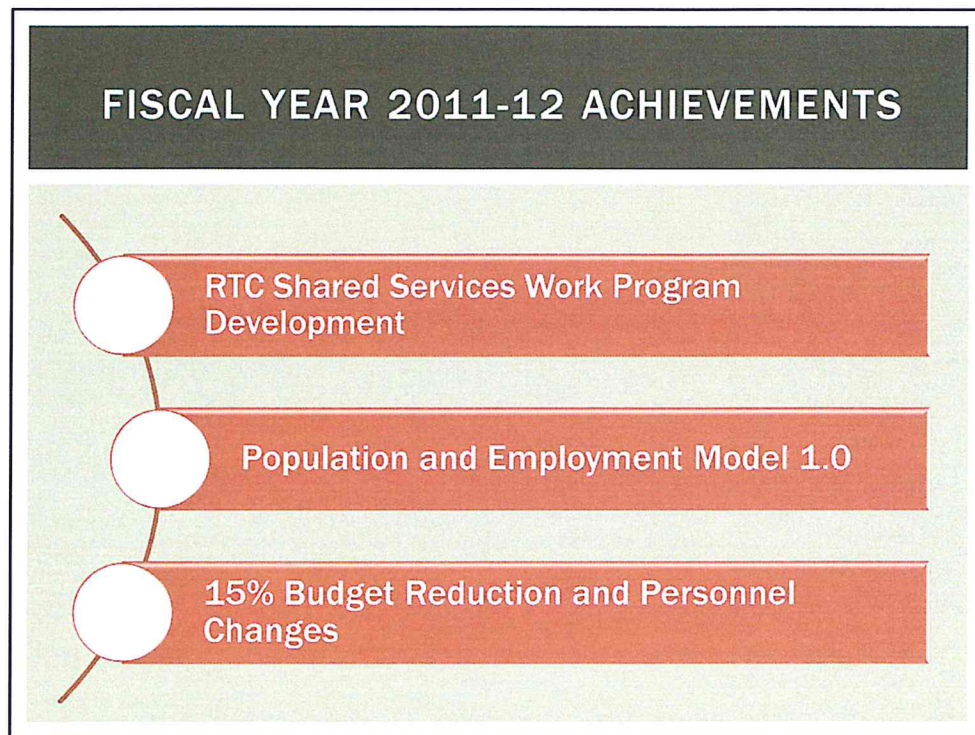
- ✓ A collaborative partner and facilitator for region-wide conversations that cross multiple disciplines
- ✓ A solution oriented and value added agency focused on resources and the ability to provide technical information of regional benefit
- ✓ A leader in engaging neighboring communities in shared concerns

The way the regional plan is developed and implemented is enhanced not only by analysis, but also by how effective we are at building and maintaining relationships with the community and our regional partners.

The concepts listed above emerged during the role of regional planning discussions with the three jurisdictions.

This vision frames how the regional planning agency now approaches the responsibility of fulfilling the statutory requirements for the program of regional planning. Whether it is the continued study of development patterns or ensuring that comprehensive regional planning is carried out with respect to all of the factors identified in NRS, communication and coordination have been identified as vital components to true and meaningful success.

FISCAL YEAR 2011-12 ACHIEVEMENTS



There were some accomplishments in fiscal year 2011-12 that laid the foundation for the ongoing technical work of the agency, including the development of the first shared services work program with RTC, the creation of the population and employment model which projects future growth to the traffic analysis zone. This is a necessary component to the regional transportation plan.

There were also some administrative and budgetary changes, such as the move to our new offices at the RTC facility on Terminal Way, a 15% reduction in the budget, and the loss of 3 staff members, including the long time director.

FISCAL YEAR 2012-13 ACHIEVEMENTS

“Changing Demographics and the Aging of our Population” Workshop

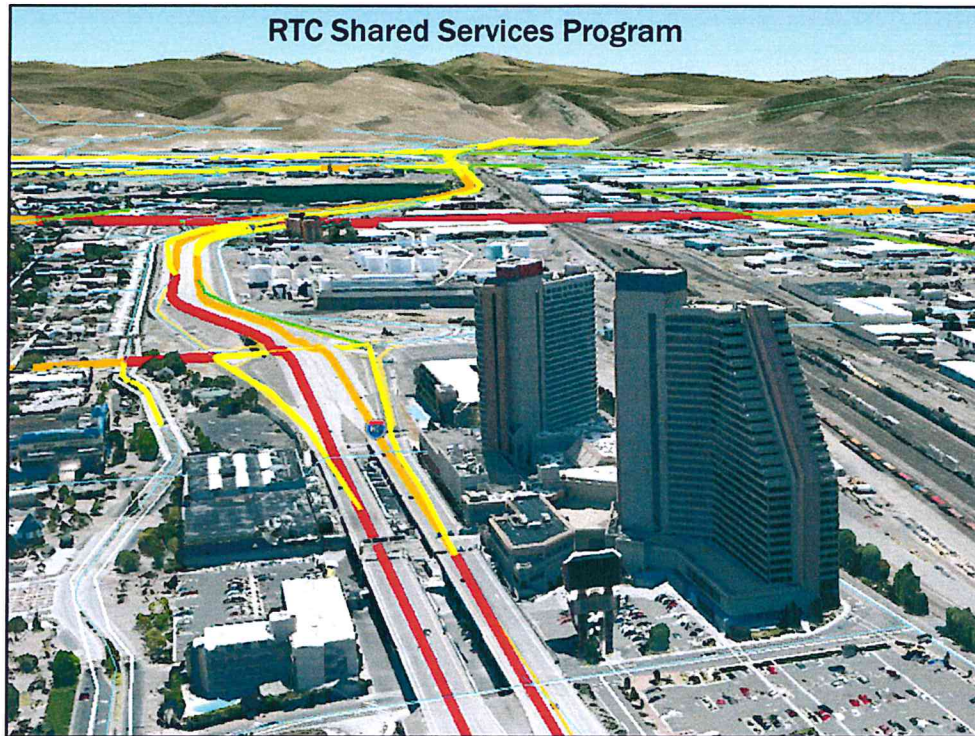
IBM Smarter Cities Challenge: “Harness the Data”

RTC Shared Services Work Program

In the 2012-13 fiscal year, TMRPA staff worked with various partners, including Washoe County Senior Services, to host a public workshop aimed at describing the demographic changes that our community can expect to see over the next 20 years, and how that may impact our need for housing and transportation.

In February 2013, TMRPA was identified as the lead agency to harness the region’s data in a data warehouse in the IBM Smarter Cities Challenge, now known as Smarter Region.

TMRPA also partnered in the first shared services work program with the Regional Transportation Commission, and provided the population and employment projections for the regional transportation plan update.



In 2012, TMRPA partnered in the first shared services work program with the Regional Transportation Commission. This is a perfect example of increasing engagement with our partners.

In this case, TMRPA provided the population and employment projections for the regional transportation plan update, work that previously would have been delegated to the staff of the three jurisdictions.

This innovative collaboration allowed RTC to hire the expertise of various TMRPA staff members for up to three quarters of a full time position. This eliminated the need to hire a full time employee at RTC, and TMRPA passed on the savings to the local governments, in the form of a budget reduction.

TMRPA produced a comprehensive accounting of existing and potential land use within the South Truckee Meadows Treatment Facility Service Area. Features of the report and data delivery included:

- Up-to-date spatial information on active tentative maps and approved developments in the service area
- Enhanced parcel-level zoning information for vacant parcels in planned unit developments and tentative map areas
- Delivery of associated data layers such as TODs and development constraints areas

Figure 2. Map of the distribution of approved planned unit developments (PUD) and active tentative maps (TM) within the STMWRF service area as of March 2015.

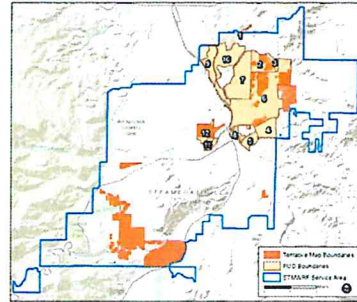


Table 2. Dwelling units in active tentative maps for two affected PUDs and the remaining non-PUD tentative map areas.

Location	DU Approved	DU Remaining	DU Existing
Spanish Springs*	2157	2142	623
Washoe/Sagehen/Coolburn/Peppert*	265	185	100
Outside PUD Boundaries	2437	1900	477

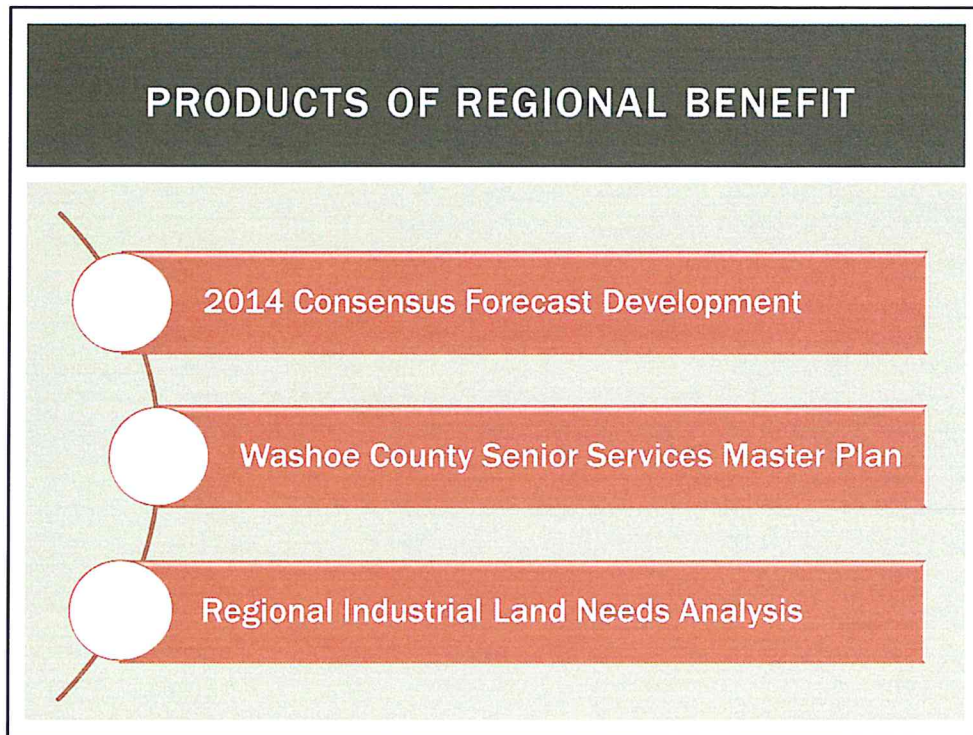
*Note: Tentative map units total 21,577 under PUD cover in this table are a subset of total dwelling units contemplated for that PUD. They are not identical with the PUD zoning and density shown in Table 1.

In the past year, TMRPA staff has developed population growth scenarios for all 5 wastewater treatment facilities in the Truckee Meadows.

Specifically, regional planning staff has worked with Washoe County to provide information regarding future housing units, to help STMWRF identify residential build out. This effort has previously cost Washoe County between \$50 and \$80,000,. TMRPA has been able to provide this information at no additional charge to the jurisdiction.

Following the success of this product, TMRPA staff was tasked to provide similar information for Spanish Springs and Cold Springs. Washoe County staff has estimated that this will result in a savings of \$50-\$60,000 to the jurisdiction.

It is this type of information that TMRPA is committed to providing to our local partners responsible for planning for infrastructure and services in our community.

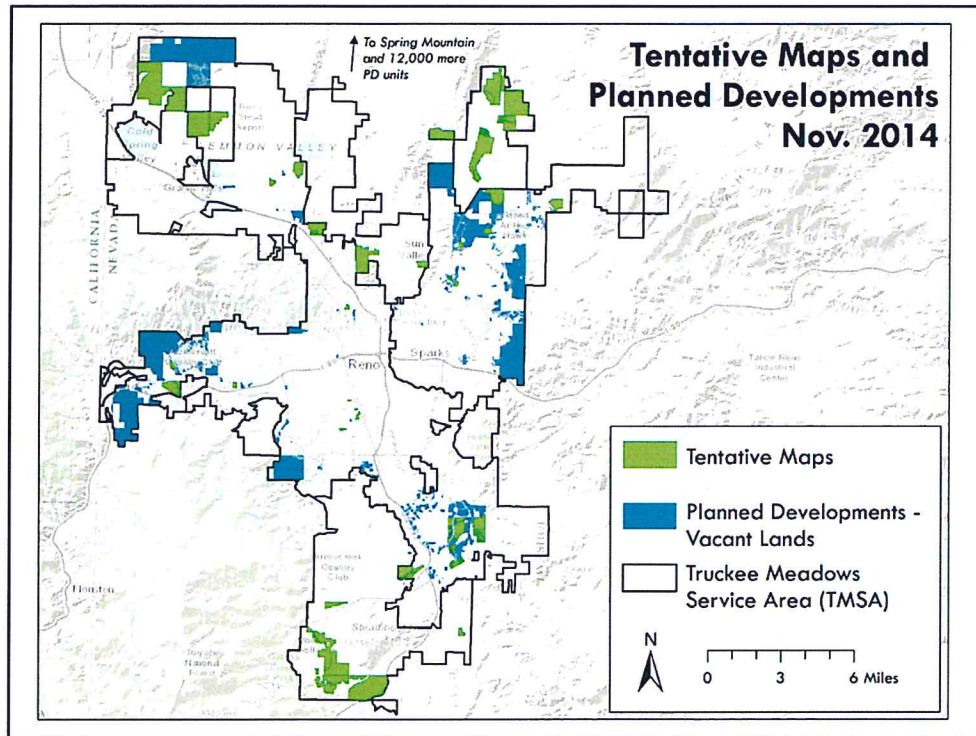


TMRPA has also worked with other partners to accomplish products of regional benefit.

TMRPA staff has gained the responsibility of developing the consensus forecast, which is produced every two years to project population and employment growth in the region over a 20 year horizon. Previously, this forecast was completed by Washoe County staff, with Washoe County bearing the full responsibility for purchasing the data every two years. Moving forward, the responsibility for this effort and the cost burden has been permanently transferred to the regional planning agency.

TMRPA staff also participated in the Washoe County Senior Services Master Plan by not only sitting on the steering committee, but by producing 100 maps for this effort for free. The spatial analysis of this information allowed for a more complete evaluation of the needs of seniors in our region.

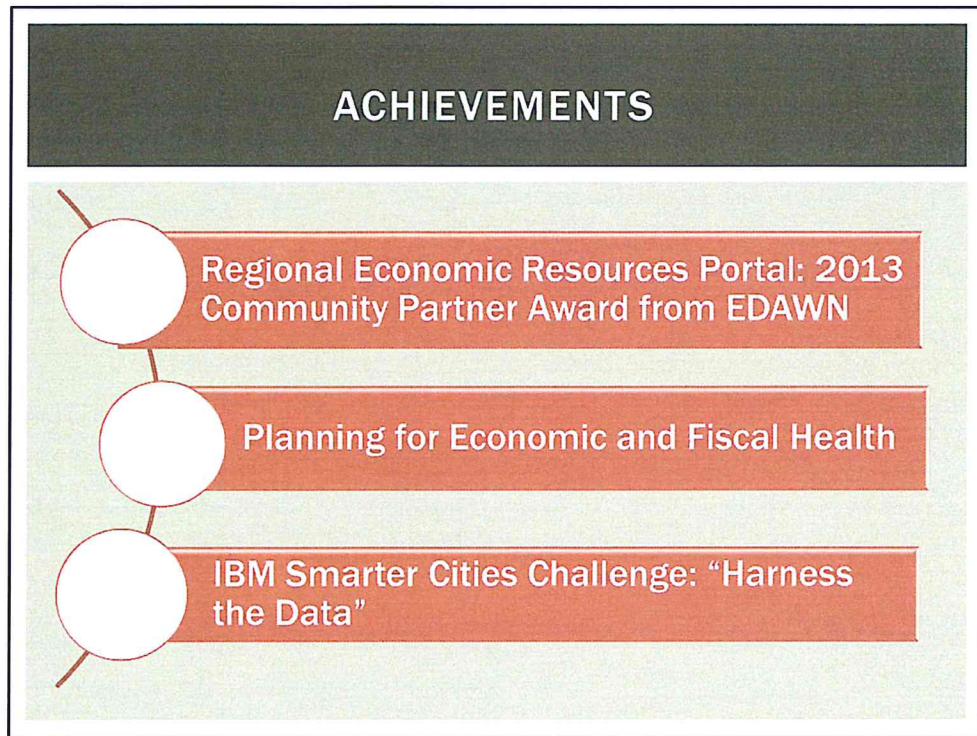
Finally, in 2013 TMRPA staff undertook the first comprehensive analysis of industrial land in our region, calculating both supply and demand over the next 20 years. This report now provides the basis for policy discussion and development in our region.



In order to better understand future growth in our region, TMRPA staff has created the first comprehensive parcel level database of planned future housing units. The creation of this product was necessary to support improvements in our growth projection modelling, however, TMRPA is also making this available to the cities and county through an online viewer.

This is a great example of taking data from each of the jurisdictions, and creating a product that is greater than the sum of its parts.

T



In the past 3 years, TMRPA has won two awards for its work, including the Community Partner Award from EDAWN, for our work in supporting their economic development efforts.

TMRPA also won a technical assistance grant funded by the Environmental Protection Agency, which consisted of two workshops focused on Planning for Economic and Fiscal Health, which described the benefits of potential patterns of development that produce more tax revenue for their jurisdictions.

In February 2013, TMRPA was honored to be chosen as the lead agency to harness the region's data in a data warehouse in the IBM Smarter Cities Challenge, now known as Smarter Region.

FISCAL YEAR 2015-16 WORK PROGRAM



In the upcoming year, staff has the following tasks identified to date:

- The Residential housing study for our region, as we discussed today
- The completion of scenario planning efforts with the Western Regional Water Commission, which will be used to assist in the update of the regional water management plan
- The creation of the 2016 consensus forecast
- And begin the 2017 Regional Plan Update Process, beginning with our participation in the Urban Sustainability Accelerator program at PXU

TMRPA staff also looks to:

- Update the industrial land supply and absorption rates
- Continue the development of the regional data warehouse, including capturing additional data updates and increasing the data available for analysis

FISCAL YEAR 2013-14 ACHIEVEMENTS

Washoe County Senior Services Master Plan

Investing in Manufacturing Communities
Partnership Grant Application

Regional Economic Resources Portal

TMRPA staff participated in the Washoe County Senior Services Master Plan by not only sitting on the steering committee, but also mapping data in conjunction with the UNR Sanford Center for Aging. The spatial analysis of this information allowed for a more complete evaluation of the needs of seniors, and their locations, in our region.

TMRPA staff supported economic development efforts in our region by assisting WNDD with their federal Investing in Manufacturing Communities Partnership application.

TMRPA also created an online viewer of existing businesses to support the efforts of EDARN in business attraction and retention.

FISCAL YEAR 2014-2015 ACHIEVEMENTS

Population Growth Scenarios for All Wastewater Treatment Facilities in Truckee Meadows

WCSD Shared Work Program

Partnering with EDAWN for Regional Report on Enhanced Economic Development

In the first nine months of this fiscal year, TMRPA staff has:

Developed population growth scenarios for all 5 wastewater treatment facilities in the Truckee Meadows.

Drafted the first Shared Work Program with the Washoe County School District
Partnered with EDAWN on a report describing potential scenarios and issues for increased growth due to enhanced economic development.

FISCAL YEAR 2015-16 EFFORTS

Update Industrial Land Supply and Absorption Rates

Regional Data Warehouse Development

Begin 2017 Regional Plan Update Process

TMRPA staff also looks to:

- Update the industrial land supply and absorption rates
- Continue the development of the regional data warehouse, including capturing additional data updates and increasing the data available for analysis
- And begin the 2017 Regional Plan Update Process



Regional Statistics

88.8

million sq ft

Commercial Square Footage

Square footage of commercial buildings within the TMSA.

Source: Washoe County Parcel Data

442,123

people

Current Population

Current population within Washoe County

Source: Washoe County Consensus Forecast

1.38%

Job Growth Rate

Projected annual job growth rate.

Source: Washoe County Consensus Forecast

1.22%

Population Growth Rate

Projected annual population growth rate.

Source: Washoe County Consensus Forecast

257,759

jobs

Current Employment

Number of jobs within Washoe County.

Source: Washoe County Consensus Forecast

13,612

miles

Rivers, Streams, Creeks

Total miles of rivers, streams, and creeks within Washoe County.

Source: Washoe County GIS

3,173

acres

Major Water Features

Acres of major water features within the TMSA.

Source: Washoe County GIS

19

miles

Highways

Miles of highways within the TMSA.

Source: Washoe County GIS

339,306

jobs

563,779

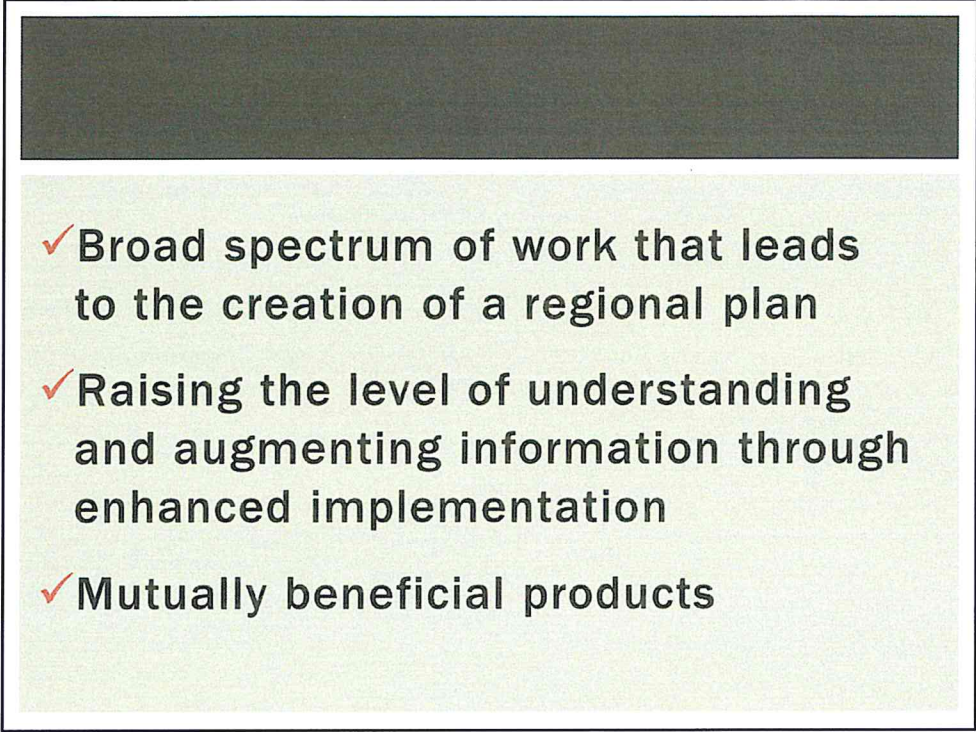
people

70.1

million sq ft

64

thousand units

- 
- ✓ **Broad spectrum of work that leads to the creation of a regional plan**
 - ✓ **Raising the level of understanding and augmenting information through enhanced implementation**
 - ✓ **Mutually beneficial products**

So, it's a broad spectrum of work that leads to a comprehensive regional vision. This work is important to the healthy growth and development of our region, and we can all benefit from this new found acumen to make great choices for our community.

BUDGET HIGHLIGHTS

- ✓ No change in jurisdiction contributions from the previous year
- ✓ New shared work program with the Washoe County School District to fund majority of residential housing study
- ✓ Projected 9% fund balance before estimated potential long-term liabilities
- ✓ 11% savings in FY2014-15 budget

To support this work plan, the TMRPA budget includes the following:

No change in the jurisdictional contributions from the previous year;
New shared work program with the Washoe County School District to fund the majority of the residential housing study;
A projected 9% fund balance before estimated potential long-term liabilities
11% savings from the initial budget projections adopted for FY 2014-15.

Staff projects that on June 30, 2015, the implementation of the current fiscal year budget will result in an 11% savings from the initial budget projections adopted for FY 2014-15. This savings can be attributed to the additional revenue received by TMRPA this year, as well as the successful implementation of the agency's reorganization efforts. These additional funds can now be utilized to undertake certain projects that will be beneficial to our partners and our region.

RESIDENTIAL HOUSING STUDY

- ✓ \$95,000 from WCSD is allocated exclusively to the residential housing study
- ✓ \$7,500 from Western Regional Water Commission (WRWC)
- ✓ \$7,500 from TMRPA, as well as land supply creation and mapping products

Additionally, TMRPA has engaged in a shared work program with the Washoe County School District. These dollars will be used in their entirety for the Residential Housing Study, and will be paid out completely in FY2015-16. The Western Regional Water Commission is also contributing \$7,500 to this study, which means that TMRPA is providing a minimal \$7,500 monetary contribution to the effort, as well as providing 'sweat equity' into the project by producing the majority of the supply side analysis.

This model has been successful for TMRPA in the past, with the most recent example being the Economic Planning Indicators Committee (EPIC) report. While the agencies participating in this effort contributed various dollar amounts, TMRPA provided our contribution through geospatial analysis and mapping products.

JURISDICTIONAL ALLOCATIONS

- ✓ \$273,690 for Reno
- ✓ \$205,162 for Sparks
- ✓ \$205,162 for Washoe County
- ✓ \$75,000 for RTC, through interlocal agreement

For the fourth fiscal year in a row, TMRPA staff recommended that the allocations from the jurisdictions stay at the same rate.

Additionally, the RTC allocation is recommended to be reduced by \$25,000 for the 2015-16 fiscal year, based on the services proposed in the upcoming shared work program.

As per past practice, these allocations were approved at the April RPGB meeting.

EFFICIENCIES

- ✓ Staff is sharing the work of the Office Administrator position
- ✓ Currently filled as a part-time, temporary position
- ✓ Approximately \$40,000 in savings for FY14-15

The sweat equity model is also being practiced within the TMRPA organization. Agency staff has accepted additional administrative responsibilities and are sharing the work of the Office Administrator position, allowing the agency to fill this at a part time level.

Filling the Office Administrator position with a part time, temporary staff person and allocating some administrative work to the rest of the team has resulted in approximately \$40,000 in savings in this fiscal year.

This solution is working well currently, and TMRPA hopes to continue this model as long as the agency workload allows.

STAFF SALARIES

- ✓ No step increases for staff since FY2009-10
- ✓ No cost of living adjustments since FY2009-10
- ✓ Funds required are less than \$10,000 in FY2015-16, less than ¼ of savings from under-filled Office Administrator position

The proposed budget recommends the return of step increases for staff, the first time in five fiscal years that this has been discussed. TMRPA staff has received no step increases since FY 2009-10. During the 2010-11 fiscal year, TMRPA staff also lost longevity, received a 4.6% decrease in salaries through furlough days, and began contributing to health insurance. Cost of living adjustments (COLAs) were also eliminated in FY 2009-10.

While furlough days have been removed and longevity pay (only one staff member is eligible) has been restored, step increases have not. This is in contrast with each of the jurisdictions, all of whom allowed for step increases during the recession years. TMRPA staff has spoken with finance and human resource staff at Reno, Sparks and Washoe County to confirm that steps continued to be available to those eligible from 2008 to present (TMRPA staff reviewed the planner class that would be most similar to the work done at TMRPA in this review).

In reviewing the fiscal impact of potential staff step increases, the additional funds needed equal less than \$10,000 for the fiscal year, a quarter of the amount saved by filling the Office Administrator position with a part-time temporary employee. Given all of these factors, the budget proposed today includes a five percent step increase for all staff (minus the director, which will be discussed under the next agenda item).

OTHER FY2015-16 ASSUMPTIONS

- ✓ Funds for data purchases for 2016 Consensus Forecast
- ✓ Increases in health insurance and PERS
- ✓ Small increase in OPEB costs
- ✓ Continued use of interns
- ✓ Steady state approach to services and supplies expenses

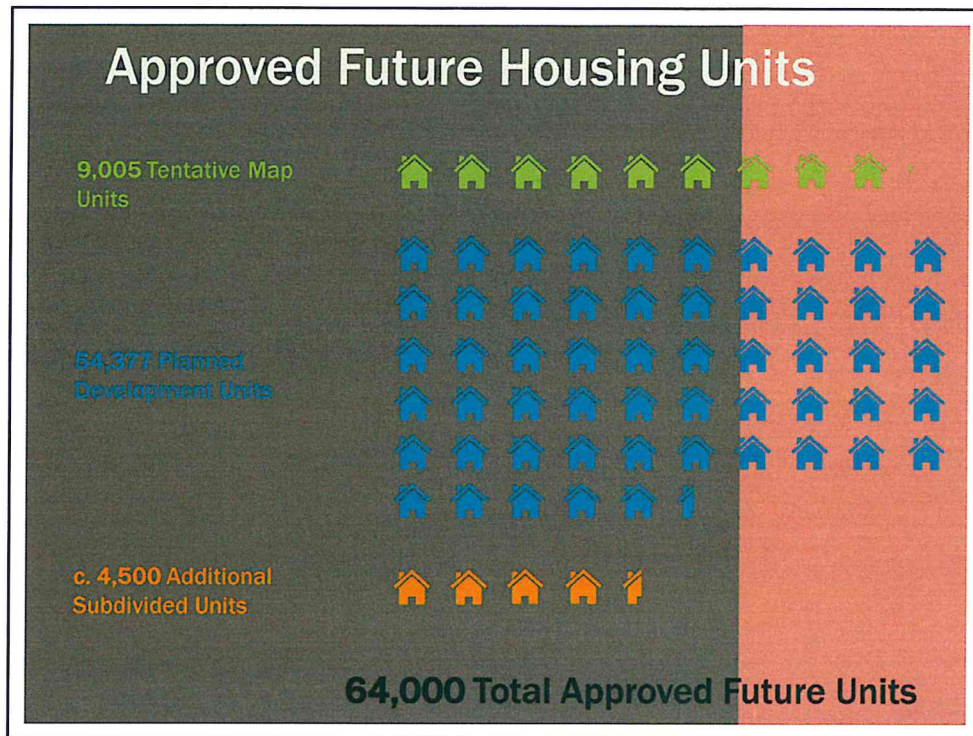
A variety of other assumptions were used in the creation of the FY 2015-16 budget, including:

- The need for data purchases for the 2016 Consensus Forecast;
- Increases in health insurance and PERS;
- A small increase in Other Post-Employment Benefits (OPEB) costs;
- The Continued use of interns for various data, research and mapping projects, which helps to keep costs lower at the agency; and
- Utilizing a steady state approach to the services and supplies expenses

FINAL BUDGET

The Regional Planning Governing Board unanimously approved the fiscal year 2015-16 budget at its' June 4, 2015 meeting.

The TMRPA budget based on these allocations was approved unanimously at the June 4, 2015 governing board meeting.



As you can see, there is a total of 64,000 approved future units in our region.

This may sound like a big number, because it is, but the story doesn't end there. The development process is complicated and the three different categories listed here represent different stages. Some units may come on-line sooner than others and this is very difficult to predict through the development process.

However, this is what is on the books and is the first detailed step towards understanding the future of our residential community. We are working with local jurisdictional staff to improve our ability to track these developments and to update the timing aspect of residential build out.

As of this November:

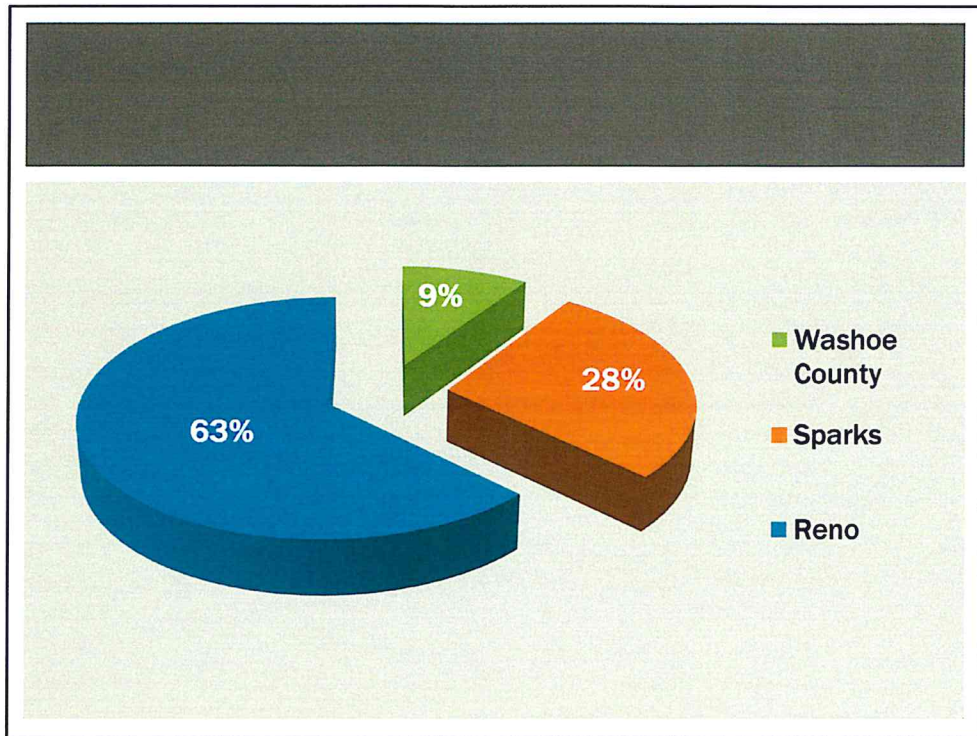
We have about 9,000 units that have an active tentative map.

We have an additional 54,000 units in some type of planned development. This can look like a specific plan or a planned unit development.

Finally, we have approximately 4,500 subdivided units that are not in an active tentative map or a planned development, but could be developed.

Sidenote: The housing picture is complex and there is a lot of variability.

We have taken the time to store in our spatial database a parcel by parcel analysis of planned developments and the potential for different residential densities.



Let's look at these units by jurisdiction.

We see the most approvals in the City of Reno, followed by Sparks and the unincorporated county.

Now let's take a look at it spatially...

Sidenote: without Spring mountain and its 12,000 units, this percentage for Reno drops to about 54%