



WASHOE COUNTY

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DA _____
Risk Mgt. N/A
HR N/A
Comptroller _____

STAFF REPORT

BOARD MEETING DATE: June 13, 2017

DATE: May 16, 2017
TO: Board of County Commissioners
FROM: Bob Webb, AICP, Planning Manager, Planning and Development, Community Services Department, 328-3623, bwebb@washoecounty.us
THROUGH: Mojra Hauenstein, Arch., Planner, Division Director, Planning and Development, Community Services Department, 328-3619, mhauenstein@washoecounty.us
SUBJECT: For possible action to reappoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2017, and ending June 30, 2020, or until such time as Ms. Chvilicek no longer serves on the Washoe County Planning Commission or a successor is appointed, whichever occurs first. (All Commission Districts.)

SUMMARY

Sarah Chvilicek's term on the Regional Planning Commission (RPC) will expire on June 30, 2017. The Washoe County Board of Commissioners (Board) is being asked to reappoint Ms. Chvilicek to a 3-year term on the RPC. If reappointed, the term will begin on July 1, 2017, and end on June 30, 2020, until such time as Ms. Chvilicek no longer serves on the Washoe County Planning Commission or a successor is appointed, whichever occurs first.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community.

PREVIOUS ACTION

On June 9, 2015, The Board appointed Sarah Chvilicek to the RPC to fill an unexpired term beginning July 1, 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. RPC member terms of office are three years. 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
Sarah Chvilicek	July 2015 – June 2017
James Barnes	June 2015 – June 2018
Larry Chesney	July 2016 – June 2019

Ms. Chvilicek is serving a first full term on the Planning Commission which will expire on June 30, 2019. She will be eligible for reappointment to a second full term on the PC. If reappointed to the PC, her new term will expire on June 30, 2023; therefore, she will be able to serve the requested full three-year term on the RPC.

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

Name	Term
James Barnes	June 2015 – June 2018
Larry Chesney	July 2016 – June 2019
Sarah Chvilicek	July 2017 – June 2020

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 stipend of \$480 per member. Funds to compensate Washoe County appointed RPC members for scheduled meetings are included as part of the FY 2017-2018 budget of the Planning and Development Division, Community Services Department (Account 105400-710110).

RECOMMENDATION

It is recommended that the Board reappoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2017, and ending June 30, 2020, or until such time as Ms. Chvilicek no longer serves on the Washoe County Planning Commission or a successor is appointed, whichever occurs first.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to reappoint Sarah Chvilicek to the Truckee Meadows Regional Planning Commission for a term beginning July 1, 2017, and ending June 30, 2020, or until such time as Ms. Chvilicek no longer serves on the Washoe County Planning Commission or a successor is appointed, whichever occurs first."

Exhibit A - PC Application - Sarah Chvilicek

cc: Sarah Chvilicek (e-mail)
Kimberly Robinson, Executive Director, TMRPA (e-mail)



Washoe County Community Service Application

Volunteer ... Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at www.washoecounty.us.

Is there a specific Board or Commission vacancy you are applying for?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, which one?	
Washoe County Planning Commission	

Name: Sarah Chvilicek

Residential Home Address

Address: 11595 Osage Rd		
City: Reno	State: NV	Zip: 89508
Assessor's Parcel Number if known: 086-221-06		
Home Phone: 775.972.5447	Cell Phone: 775.722.5447	
E-mail: chviliceks@unce.unr.edu		

Mailing Address (if different from residential home address)

Address:		
City:	State:	Zip:

Occupation and Business Address

Job Title: Administrative Faculty, Washoe County 4-H Youth Development Programs		
Business Name: University of Nevada Cooperative Extension		
Address (Street and/or P.O. Box): 4955 Energy Way		
City: Reno	State: NV	Zip: 89502
Assessor's Parcel Number if known:		
Business Phone: 775.336.0236		
E-mail: chviliceks@unce.unr.edu		

Registered Voter

Are you registered to vote in Washoe County?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.	

How long have you lived in your area? (Years/Months) 22 years 5 months
How long have you lived in Washoe County? (Years/Months) 27 years 5 months
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:

Washoe County Community Service Application

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Briefly, in your own words explain why you would like to be appointed to the Board or Commission.

I continue to be actively engaged in citizen involvement in Washoe County. I believe that I have demonstrated that I have been an active Planning Commissioner as I filled an unexpired term. I have taken my role as a planning commissioner very seriously and I have served professionally. I am a proven facilitator and I have engaged citizens and/or officials with respect. I have a good understanding of the function of government and the role that citizens play in the success of the vision and the mission of county government.

Describe your qualifications for this appointment, including, but not limited to your educational background, professional background and awards/honors.

I have served on the North Valleys Citizens Advisory Board for many years and as the chair for the last several years until I was appointed to the planning commission in October 2013. I still actively participate in the CAB meetings. I have also served as a Park Commissioner and served as the chair until my term was completed. I am dedicated to citizen engagement and providing a respectful voice for engagement. I believe I am respected for my efforts as well as my insistence on respect and dignity for any discourse.

I am the Program Coordinator for the Washoe County 4-H Youth Development Programs for the University of Nevada Cooperative Extension and I have been in that position since 1989. Through my position I work with youth, adult volunteers, university faculty and policy makers across the nation to bring thoughtful research based programs to the youth of Washoe County. I hold a degree in Political Science with an emphasis on Public Policy. I have served on many community non-profit boards and I have a proven record of consensus building.

I appreciate the opportunity to serve as a Planning Commission members.

List your community and/or civic involvement history.

Nevada Women's Lobby – founding member and founding chair
Committee to Aid Abused Women – volunteer, board member, board chair
North Valleys Citizens Advisory Board
Regional Park and Open Space Commission – member and chair
Blue Ribbon Committee on Regional Fire Service – chair
Nevada State 4-H Camp Advisory Committee
Polling Manage for primary and general elections
Truckee Meadows Park Foundation – board member
Crisis Call Center – board member

Please list the name and phone number of any personal references that we may contact.

Pam Russell – 775-657-6395
Arlene Marshrey – 775-972-7804
Francine Donshick – 775-972-1636
Elizabeth & John Howe – 775-972-5447

Please attach any additional information you wish.

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. [If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.]

Signature: Sarah Chubee Date: 5/1/15

PLEASE RETURN THE APPLICATION TO:

Washoe County Planning and Development
P.O. Box 11130, 1001 E. Ninth Street, Room A275, Reno, NV 89520-0027
Phone: (775) 328-3600; FAX: (775) 328-6133; Email: kemerson@washoecounty.us

Date Received: _____ Commission District: _____

Appointed to: _____ Date of Appointment: _____

Thank you for your interest in Washoe County Government!

**This document is part of the public record
and is available for public review.**