

**CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE**

**Minutes of the December 13, 2000 Meeting**

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A regular meeting of the Carson City Redevelopment Authority Citizens Committee was scheduled for 5:30 p.m. on Wednesday, December 13, 2000 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Robin Williamson  
Vice Chairperson Linda Johnson  
Art Hannafin  
Joe McCarthy  
Fred Nietz  
Morey Tresnit

**STAFF:** Rob Joiner, Redevelopment Director  
David Heath, Finance Director  
Scott Fahrenbruch, Parks Superintendent  
Larry Nair, Facilities Superintendent  
Kathleen King, Recording Secretary  
(RACC 12/13/00; Tape 1-0001)

**NOTE:** Unless indicated otherwise, each item was introduced by Chairperson Williamson. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

**A. CALL TO ORDER, DETERMINATION OF QUORUM (1-0001)** - Chairperson Williamson called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Browne was absent.

**B. APPROVAL OF MINUTES - OCTOBER 11, 2000 AND NOVEMBER 28, 2000 (1-0006)** - Member McCarthy moved to approve the minutes. Member Nietz seconded the motion. Motion carried 4-0-3-0.

**C. MODIFICATION OF AGENDA (1-0016)** - None.

**D. PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0029)** - None.

**E. DISCUSSION AND ACTION ON:**

**E-1. R.I.P. 00/01-1 REQUEST FROM JUNE HARTMAN, APPLICANT (BORTOLIN, et al., OWNER) FOR INCENTIVE FUNDING FOR BUILDING IMPROVEMENTS ON PROPERTY LOCATED AT 312 SOUTH CARSON STREET, APN 3-113-11 (1-0223)** - Mr. Joiner reviewed the staff report, and discussion took place regarding historic uses of the building. He referred to the mandatory and relative criteria findings, and the fiscal information included in the staff report, and requested the Committee's consideration of the same. Member Hannafin complimented Ms. Hartman on the completeness of her application. In response to a question, Ms. Hartman described her proposed menu,

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hours of operation, and entertainment venue. She acknowledged that she has the owner's permission to allow a \$5,000 lien on the property. In response to a question regarding granting money to lessees, Vice Chairperson Johnson advised that the Committee is authorized to do so. Mr. Joiner reiterated that the owner is supportive of the proposed improvements. **Member Nietz moved to approve Bortolin, et al., owner, and June Hartman, applicant, for the project currently known as Comma Coffee located at 312 South Carson Street, in an amount not to exceed \$5,000 subject to the owner signing a lien and grant agreement in accordance with the Redevelopment Incentives Program; further, the Redevelopment Authority Citizens Committee hereby finds this project meets the requirements of NRS 279.486 and finds the project is of benefit to the redevelopment area and the immediate neighborhood in which the redevelopment area is located, and that no other reasonable means of financing this project is available; the Committee further determines the incentive amount paid by the Redevelopment Authority shall be on a reimbursement basis only after the work has been completed and as incentive funding or other financing is available to the Redevelopment Authority; further, this application is approved subject to the applicant fulfilling any other City requirements. Member Hannafin seconded the motion. Motion carried 6-0-1-0.**

**E-2. BUDGET PROJECTIONS FOR FY 2001/2002 AND REVENUE PROJECTIONS AND BONDING CAPACITY OF THE REDEVELOPMENT TAX INCREMENT AND REVOLVING ACCOUNTS (1-0425)** - Chairperson Williamson introduced Mr. Heath. Mr. Heath distributed the FY 00/01 budget and reviewed the same. Discussion took place regarding previously granted incentive funding. Mr. Heath reviewed the revenue reserves category. In response to a question, Mr. Joiner explained recent expenditures from the trail-sidewalk-bench-sign category, including landscaping the Caroline Street parking lot, repairs to the trail walk signs within the Redevelopment District, updates to and repair of the talking house receivers, and materials for painting the blue stripe. Mr. Joiner clarified that the printout covers the period through October 2000 and, therefore, none of the expenditures are yet reflected. He acknowledged that the expenditures have been incurred, and Chairperson Williamson clarified that they do not total \$33,500. Chairperson Williamson noted that the names of the accounts need to be clarified. In response to a question, Mr. Joiner explained that expenditures from the property purchase category have included improvements to the signs, installation of the pavers done prior to Nevada Day, etc.

Mr. Heath continued reviewing the Revenues portion of the FY00/01 Budget. He responded to questions regarding the Expenditures category. Vice Chairperson Johnson requested that an "Incurred Expenses" line item be added to the budget report, and that the budget report be included as part of the monthly agenda materials. Chairperson Williamson read a portion of Assessor Kit Weaver's memo regarding revenues into the record. Discussion took place regarding the valuation of personal property, and Chairperson Williamson advised that the Ormsby House revenues are fixed in the Assessor's projections.

Mr. Heath then reviewed three debt issue scenarios attached to the budget. He indicated that he will be researching a revolving loan program. Discussion took place regarding renaming expenditure categories, and Chairperson Williamson suggested establishing a subcommittee to work with Mr. Joiner and Mr. Heath.

In response to a question, Mr. Fahrenbruch explained the source of funding for services and supplies to

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maintain the downtown medians. He indicated that \$25,000 is allocated from the Redevelopment budget for this purpose. In response to a question, Mr. Nair indicated that approximately \$5,000 a year is spent on downtown lighting. Mr. Joiner advised of an earlier conversation with Mr. Fahrenbruch regarding the possibility of hiring a seasonal worker for the summer to be assigned to the downtown area. He suggested assigning people from the alternative sentencing program to help clean areas which the Streets Department sweeper cannot reach. He further suggested that the seasonal worker could help supervise this responsibility during the summer. He commented that the sidewalks need to be periodically power washed, especially in front of restaurants. In response to a question, Mr. Fahrenbruch indicated that a seasonal worker would cost approximately \$9,360. He requested \$10,000 to cover over time. He commented that since the beginning of the downtown beautification program, his division has absorbed the labor through the existing staff. He expressed dissatisfaction with the level of service the Parks Department was able to provide in the downtown area last year. He advised that, due to the many parks and sites which will be taken over by the Parks Department in the near future, there will be fewer resources available for the downtown area next year. He requested maintenance funding to sustain the current level of service, and possibly improve the level of service with a seasonal employee.

Mr. Joiner advised that Streets Operations Manager John Flansberg has discussed plans to light the Curry Street and Second Street parking lots. He and Mr. Flansberg will be working up cost estimates because this project was not included in the Streets Department budget. Once the project is done, maintenance will be required. Vice Chairperson Johnson pointed out that these issues can be worked through by the budget subcommittee. She inquired of Mr. Nair the number of man hours necessary for maintenance of the downtown lights. Mr. Nair estimated approximately 80 man hours were required last year. He estimated that there are nearly 100 lights downtown. Vice Chairperson Johnson discussed the need to establish a philosophy regarding the Redevelopment Authority's responsibility for maintenance of the Redevelopment District. Mr. Joiner suggested that the Committee could join together with appropriate departments in submitting a CIP request to the Board of Supervisors. Chairperson Williamson requested that Mr. Fahrenbruch and Mr. Nair "crunch the numbers" and return the information to the Committee. In response to a question, Mr. Heath explained the budget time table.

(1-1101) - David Morgan, of Nevada Video Productions, discussed the City of Reno's Redevelopment Authority establishing a special assessment district to cover some of these costs. (1-1108) - Doreen Mack thanked Mr. Fahrenbruch and Mr. Nair for all the assistance they have provided in the downtown area. Chairperson Williamson commended the two gentlemen on the appearance of the downtown area. In response to a question, Chairperson Williamson advised Mr. Fahrenbruch to present the request in the form of a memorandum to the Committee in care of Mr. Joiner. Vice Chairperson Johnson commented that information tying the requested funding to actual costs would be very helpful.

Mr. Heath continued reviewing the debt issue scenarios, and Vice Chairperson Johnson requested a \$4 million debt issue scenario. Chairperson Williamson recommended forming a subcommittee to address the budget. Vice Chairperson Johnson, Member McCarthy and Chairperson Williamson volunteered to serve on the subcommittee with Mr. Joiner. Vice Chairperson Johnson thanked Mr. Heath.

Chairperson Williamson recessed the meeting at 6:40 p.m. and reconvened the meeting at 6:51 p.m.

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**E-3. SUBCOMMITTEE UPDATE ON DOWNTOWN KIOSKS DESIGN CONTEST (1-0035)** - Chairperson Williamson distributed the contest rules developed by the Kiosk Design Contest Subcommittee, and requested that the Committee members review the same. Member Hannafin explained the purpose of the contest rules and the plan to have them published and distributed to potential contestants. Member Nietz discussed the need to widely publicize the contest. Discussion took place regarding the participation, publicity, the possibility of ready-made kiosks, and the purpose of the contest. At the request of Ms. Hartman, Chairperson Williamson explained the kiosk concept and the purpose of the contest. Further discussion took place regarding the contest rules and revisions to the same. Consensus of the Committee was to request the subcommittee to move forward with the contest.

**E-4. STRATEGIC PLANNING VISIONING, MISSION STATEMENT, GOAL SETTING, PRIORITIZING, AND OBJECTIVES DEVELOPMENT FOR THE REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE (1-1307)** - Doreen Mack commented on the reaction of the Telegraph Square Merchants Consortium (the "Consortium") to the proposed mission statement and the logo. She displayed the Consortium's mission statement and logo. Mr. Mooney commented that a logo is not meaningful without a mission statement, and vice versa. He discussed the definition of "real" from Webster's Dictionary. Member Tresnit advised that the Consortium members had been invited to this meeting. At the request of Member Hannafin, Mr. Mooney explained the reason for a logo. Ms. Mack discussed putting the mission statement and logo on billboards at the northern and southern entrances to the City.

Mr. Mooney presented the Telegraph Square sign. At the request of Mr. Joiner, Chairperson Williamson and Vice Chairperson Johnson described the color scheme. Member Tresnit commented on the accomplishments of the Committee and the community. He complimented each of the Committee members and staff on the achievements downtown. Discussion took place regarding the decorative portions of the Telegraph Square sign which Mr. Mooney noted are sharp, the method by which the sign was manufactured and will be secured to the planter, the fleur-de-lis, the color scheme, and the cost. In response to a question, Mr. Mooney indicated that there is room to include a date on the sign, and Committee consensus was to do so. He explained the reason for bolting the sign to the planter is so that it can later be removed for cleaning, repairs, etc. Vice Chairperson Johnson complimented Mr. Mooney on his quality work. Member Nietz concurred. Mr. Joiner noted that the sign is very structurally sound, but is not engineered.

Further discussion took place regarding how the Committee arrived at the mission statement, "Downtown Carson City - It's For Real." Mr. Mooney referred to the alternatives included in the latest version of the Strategic Planning Workshop booklet. He advised that the next step is to complete a purpose statement or identify major goal categories. He explained the preferred method for writing a purpose statement. Chairperson Williamson read a proposed purpose statement into the record. Mr. Mooney referred to the representative concepts designated by the Committee at the last meeting, and reviewed the same. (Chairperson Williamson recessed the meeting at 7:16 p.m. and reconvened the meeting at 7:19 p.m.) The Committee reviewed the representative concepts list, and agreed to discuss the purpose statement.

Member McCarthy inquired as to whether or not the Telegraph Square sign needs to be submitted for review by the Historic Architecture Review Commission ("HARC"). Mr. Joiner will agendize the matter

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for a HARC meeting.

Mr. Mooney referred to the sample purpose statements in the Strategic Planning Workshop booklet, and discussed the identity of the Redevelopment District. He indicated that the purpose statement is defined by the identity, i.e., “why I am who I am”. He explained the importance of developing the purpose statement as a group. Vice Chairperson Johnson commented on the relationship between authenticity and economic viability. Discussion took place regarding how to define the purpose of the Redevelopment Authority. Member Hannafin advised that when the Redevelopment Authority was established in 1984, its defined purposes were historic preservation, economic development, parking, traffic, and promotion. Mr. Mooney noted that parking and traffic are ancillary to economic viability and preservation. Member Hannafin advised that surveys done around 1984 indicated that people came to town because of interest in the history of the area. Discussion took place regarding the wording of the purpose statement, and consensus of the Committee was the following language: “To revitalize downtown Carson City economically, physically, and aesthetically.” Mr. Mooney then reviewed the representative concepts to determine whether they fit within the purpose statement, and whether the purpose statement fits within the vision. Mr. Mooney offered to update the Strategic Planning Workshop booklet and return it to the Committee for review. At the request of Vice Chairperson Johnson, Mr. Mooney explained the process for developing goals.

Discussion took place regarding the time table for the events funding applications, and the need to have established priorities before decisions are made on the applications. Vice Chairperson Johnson suggested that Mr. Joiner include a cover letter with the application advising of the return deadline. Mr. Joiner advised that Doug Cramer and Judie Fisher have picked up applications. Member McCarthy discussed the Nevada Arts Council grant application process. He commented that the Committee should not allow itself to be pushed into making decisions. Following further discussion with regard to the time table, Committee consensus was to establish February 1, 2001 as the deadline for returning applications.

Mr. Mooney acknowledged that goals development could be agendaized for the next meeting. He indicated that objectives development could be handled by a subcommittee. Chairperson Williamson thanked Mr. Mooney.

#### **F. REVIEW OF EXISTING PROJECTS IN THE REDEVELOPMENT PLAN AREA**

**F-1. CARSON CINEMA GROUP, LLC (WASHINGTON STREET STATION) (1-2784) -** Mr. Joiner referred to the staff report, and advised that an extension of the incentive funding is not needed as long as Carson Cinema Group can get a temporary certificate of occupancy by December 31<sup>st</sup>.

**F-2. NEVADA STATE MUSEUM REHABILITATION OF FORMER F.I.B. BUILDING (1-2798) -** Mr. Joiner advised of the HVAC unit on the roof, and indicated that the project coordinators are working on a solution. Member Hannafin advised that a City ordinance requires such units to be hidden from view.

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**G. FUTURE REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE AGENDA ITEMS**

(1-2700) - Chairperson Williamson indicated that a status report by the budget subcommittee would be agendized for the next meeting. Goals, objectives, and priorities of the Strategic Planning Process will also be agendized.

**H. COMMITTEE MEMBER COMMENTS (1-2740)** - Member McCarthy commented on the recent

review of Mo & Sluggo's in the Nevada *Appeal*, and the writer's remarks about Member Tresnit's high school basketball career. In response to a question, Member Tresnit advised of the dates he had played and that his team was "fortunate enough to win a State championship."

**I. ADJOURNMENT (1-2819)** - Member McCarthy moved to adjourn the meeting at 9:15 p.m. Vice

Chairperson Johnson seconded the motion. Motion carried 6-0.

The Minutes of the December 13, 2000 meeting of the Carson City Redevelopment Authority Citizens Committee are so approved this 10<sup>th</sup> day of January, 2001.

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ROBIN L. WILLIAMSON, Chairperson