A regularly scheduled meeting of the Carson City Redevelopment Authority Citizens Committee was held on Tuesday, July 28, 1998, at the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada, beginning at 5:15 p.m.

PRESENT: Chairperson Ray Masayko and Members Art Hannafin, Linda

Johnson, Joe McCarthy, and Mark Schmidt

STAFF PRESENT: Redevelopment Director Rob Joiner and Recording

Secretary Katherine McLaughlin (R.A.C.C. 7/28/98 Tape

1-0021)

**A.** CALL TO ORDER AND DETERMINATION OF A QUORUM - Chairperson Masayko convened the meeting at 5:30 p.m. A quorum was present although Member Johnson had not yet arrived and Members Browne and Thayer were absent.

- **B.** ACTION ON APPROVAL OF MINUTES None.
- **C. AGENDA MODIFICATION** Chairperson Masayko noted the different agenda format and indicated the Items under Section F would be taken out of order. (Member Johnson arrived--5:53 p.m. A quorum was present as indicated.)
- **D. DISCLOSURES** (1-0051) The purpose of this heading was explained. Chairperson Masayko indicated a desire to hear any disclosures when the item is introduced.
- **E. CITIZEN COMMENTS (1-0056)** Chairperson Masayko indicated the three minute limitation may not be adhered.

#### F. DISCUSSION AND POSSIBLE ACTION ON:

- REVIEW OF DOWNTOWN BUSINESSPERSON SURVEY (1-0062) Mr. Joiner indicated that the survey had been completed and the information compiled. (A copy is in the file.) An action plan has not yet been developed. Member Browne had discussed the report with Mr. Joiner. He felt that the report substantiated the need for additional parking around the Museum and to do something with the Lucky Spur and Golden Spike. The report will be used by the strategic recruitment program. The benefits of the survey were noted. Chairperson Masayko explained the status of the recruitment program and the proposed contract with the Chamber of Commerce. An inventory will be conducted of the vacant office spaces. The importance of this information was noted. The parking issues should continue to be watched. Additional signage may be required. Comments also expressed the feeling that the parking problem is not the only concern. There is a need for a "good" mix of businesses. The impact a better mix would create was questioned. Comments suggested several retail businesses who could improve the mix. Mr. Joiner pointed out the lack of design controls after the building is constructed. The Committee may wish to develop standards for appearance. The news media was given a copy of the report. The survey will be used as a basis for future goals and policies. Chairperson Masayko suggested another survey be conducted in several years for a comparison. Copies of the survey were to be furnished to the Chamber of Commerce and anyone else who had requested one. (Member Schmidt left the meeting at 5:52 p.m. A quorum was still present.)
- R. RESULTS OF THE DOWNTOWN CARSON CITY PARKING STUDY, SURVEY OF ACTUAL USE, AND NEEDS/DEFICITS DATA (1-0398) Consultant Robert Loveberg explained the reasons a survey was conducted and gave a slide presentation illustrating the deficit areas. Maps were posted throughout the room illustrating the project area, the number of spaces available in that area, the parking trends and characteristics. A computerized program had been provided to staff and could be updated as needed. The survey data collection periods were described. Usage "over 100 percent" was explained. Graphs illustrating the usage were described. (Copies of the slides, maps, and graphs were not given to the Clerk or Committee Members.) Discussion pointed out that the high public parking demand area was contained in a 35 street block area and on the seven parking lots.

These areas were described. In the entire study area there is a total of 6329 parking spaces available of which 4290 were off-street parking and 2039 were on-street parking. The deficiencies had been established by using the land use and City Code. A map illustrating them was explained. Under this process, the State has a shortage of 1065. Discussions are occurring with the State about this situation. Deficiencies in the Code created by different usages were noted. This may mean that the State is not as out of balance as indicated. The State had requested a copy of the survey. The survey also indicated that the Nugget currently has a surplus of 51 spaces. Maps illustrating the deficiencies/surplus were shown. The study indicated a need to continue to create additional parking in certain areas through the cooperation of all the users both public and private. Improvement in both on and off-street parking could occur through better designs of current parking facilities and traffic patterns. Additional cooperative agreements for private parking lots should be used. The survey should be updated periodically to reflect any changes in the demographics. Code modifications should be made as deemed appropriate. The difficulty in compiling all of the information onto a map or several maps which were easy to understand was noted. Mr. Joiner agreed to provide a map illustrating the top five hot spots. Mr. Loveberg indicated that Mr. Joiner had a copy of all of his information. No formal action was taken on the item.

- 6. ESTABLISHMENT OF COMMITTEE GOALS FOR FISCAL YEAR 98-99 (1-1315) Chairperson Masayko felt that business recruitment and parking should be the top goals. Subheadings under business recruitment included the Chamber's recruitment program, a "clean-up spruce-up program, and a business retention program. Subheadings under parking were follow-up on the parking study, State/City participation in parking facilities, signage, and modest on-street and parking improvements which may enhance the numbers. Other goals included vacant and unused buildings, incentive programs, new projects and enhancements. Discussion indicated that neither the Museum's new parking facility nor Cactus Jack's new parking area had not been included in the survey. Member Johnson added downtown promotion to the list and that the Convention and Visitors Bureau should be involved in this activity. Member Hannafin felt that the traffic and its speed needed to be considered even though the Committee could do little about it. He also suggested that signs reminding drivers that the pedestrians have the right-of-way be installed. Signage concerns were discussed. Member Hannafin suggested the Hannafin suggested the Committee discuss with NDOT these concerns and determine whether there are other methods by which the pedestrian safety and informational needs could be addressed. It was also pointed out that once the freeway is constructed, these issues may be addressed. Member McCarthy pointed out that the goals were expanding the Committee's role. Chairperson Masayko pointed out that the Committee could limit the number of goals. No formal action was taken.
- 2. WITHDRAW DEDICATION OF ALL OR PART OF THE \$100,000 TO "LUCKY SPUR" AND "GOLDEN SPIKE" BUILDINGS (1-1548) - The request had been agendized due to the lack of renovation activity on these buildings. There had been a request for \$15,000 for reimburse of improvements made to the parking area south of the Golden Spike. A deadline was suggested as an attempt to motivate the property owners. If no activity occurs, the funds could then be used for other projects. This \$200,000 is the total amount of incentive funds at this time. There will not be any more funds available this fiscal year. Golden Spike Representative Tom Johnson submitted a letter from John Serpa, Jr., the property owner, indicating his intent. Discussion with Ms. Walker had indicated that the District Attorney's office was to negotiate a three party agreement among Carson City, the State of Nevada, and Mr. Serpa regarding parking. The parking issue must be addressed before the building can be renovated/leased. Chairperson Masayko felt that this should be considered by the Board in September. Mr. Johnson committed to having the redevelopment packet submitted to staff by that meeting. The parking lot construction timeframe still needs to be coordinated with the State's program. It was felt that the State's parking lot program will be completed by Nevada Day. Member L. Johnson indicated her intent to abstain on the Golden Spike. Member Hannafin expressed his feeling that the Spike is the key to the identification of the downtown area. Member Hannafin moved to effect a motion to retain the \$100,000 dedication to the Golden Spike. Member McCarthy seconded the motion. Chairperson Masayko indicated that the motion was to retain the Redevelopment Incentive of up to \$100,000 for the Golden Spike building. Member Hannafin then amended his motion to include that the \$100,000 dedication would be continued to the Golden Spike for one year. Discussion noted that is the promised date in the letter. The Committee would have to consider renewing the dedication. Member McCarthy concurred. Chairperson Masayko indicated that this timeframe would be one year from today. The motion as amended was voted and carried 3-0-3-1 with Members Browne, Thayer, and Schmidt absent and Member L. Johnson abstaining.

Member McCarthy moved to withdraw the dedication of all of the \$100,000 that was dedicated for the Lucky Spur. When a second was not forthcoming, Chairperson Masayko ruled the motion had died for lack of a second.

Discussion indicated that Lucky Spur owner George Halyak had been aware of both this meeting and last month's. Chairperson Masayko described a conversation they had had which indicated the funds were not a part of Mr. Halyak's plans. Mr. Halyak had purportedly indicated he understood the reasons all or part of the incentive funds may be withdrawn. Member Johnson cautioned against removal of the funding without a backup plan/incentive program. Discussion indicated that Mr. Halyak's plans for the Fireside are unknown at this time. Discussion ensued on the commitment which had been made to Ms. Lopiccolo, the outstanding balance, and Committee's inability to consider any other renovation programs due to the lack of funding. There had allegedly been verbal requests made to staff. Additional funds may not be available for at least one year. Member L. Johnson urged the Committee to require proper notification be given to Mr. Halvak about the Committee's consideration of the dedication of funds. Questions were posed about whether the original motion dedicating the funds had included a timeframe. Mr. Halyak would be given notification about the item when the Board considers it and could plead his case at that level. Considerable discussion ensued on the funding, Mr. Halyak's lack of activity, the need for another incentive to motivate him, and the potential for additional funding in the future. In view of the significance of the Lucky Spur building and the objective to see that building renovated within the near future, Member Hannafin moved to retain \$75,000 for the dedication to the Lucky Spur for a period of 12 months. Member McCarthy seconded the motion. Member Johnson explained her concern that the motion would tie up the \$75,000 for 12 months in an incentive program. If another incentive program is developed within the 12 months, could the Committee reverse its action and use these funds for other projects? Discussion ensued on various timeframes and pointed out that the Golden Spike had indicated that its project would occur during the 12 month timeframe. The Committee's action dedicates the funds for 12 months. Ms. Lopiccolo suggested that the motion be limited to up to 12 months. Mr. Joiner pointed out the difference between the Spike and Spur which is that development/renovation is occurring next door to the Spike. It may be that with the sale of the Fireside, Mr. Halyak's energies could be dedicated toward the Spur. Mr. T. Johnson felt that Mr. Halyak was aware of the meeting, had had notice of the previous discussion, and was not interested in the program. Member Hannafin felt that the Committee should not discuss the person but rather the project and the significance of the building and its retention. Discussion indicated that the incentive program(s) would be a part of the Committee's strategic planning session. Member L. Johnson cautioned against the use of the funds without a plan. This could cause the community to have to continue looking at the Spur for 20 or 30 years more as it deteriorates. Mr. Joiner pointed out that the Committee would be considering the issues related to maintenance, clean-up, etc., later in the meeting. Member Hannafin amended his motion and, specifically, the portion dealing with the 12 month timeframe by withdrawing the timeframe and replacing it with "subject to future planning considerations", which leaves the door open. Member McCarthy concurred and noted that it is such an important issue that the Committee could get caught up in the anger over the lack of activity which is a decision which should be between the owner and the building. The motion was then voted and carried 4-0.

- 3. REQUEST BY MS. JENNIFER LOPICCOLO TO FINALIZE REDEVELOPMENT INCENTIVE PAYMENT FOR PROJECT KNOWN AS "OLD ORMSBY BUILDING" LOCATED AT 123 WEST SECOND STREET (1-2345) The funding commitment was explained. Member McCarthy moved to finalize the Redevelopment incentive payment to Jennifer Lopiccolo for the project known as the Old Ormsby Building located at 123 West Second Street. Member Johnson seconded the motion. The Committee commended Ms. Lopiccolo on the renovation work. Ms. Lopiccolo explained the desire to complete the paperwork. The building was completed in March or February of 1997. It would not have been undertaken without the program. The program does work. The motion was voted and carried 4-0.
- 5. CONSIDERATION OF POLICIES, PROCEDURES AND CRITERIA FOR BUILDING DEMOLITION OR RELOCATION REQUESTS (1-2430) Mr. Joiner explained the reasons for bringing the issues to the Committee and need to develop policies/procedures/criteria to handle demolition/relocation requests. Criteria and policies used in other areas were cited as examples of methods which the community may wish to implement. Additional informational handouts were given to the Committee and Clerk. (A copy is in the file.) Mr. Joiner recommended conducting a survey of the buildings including their floor space, condition, availability for rent, etc. Economic vitality of the area needs the historical buildings. Concern was expressed about demolition

by neglect and mitigation procedures to halt this occurrence. Member Hannafin noted that there are less than 30 historical buildings in the downtown area. The loss of any of these buildings would be a sad occasion. At this time no other committee/agency has control over the demolition of a building on mainstreet. HARC controls approximately 25 percent of the buildings as they must be on the historic register. Member Hannafin suggested that HARC also be involved in the review of buildings and, specifically, any demolition applications. Mr. Joiner supported this suggestion. The current oversight process was described. The advantages of having developed criteria and procedures were noted. Chairperson Masayko encouraged the use of incentives and "carrots" rather than regulations and ordinances. A hearing process should be established. Significant buildings should be identified and a permit required for demolition. Methods which could be used to preserve the building should also be provided. Mr. Joiner explained a grant which is being used to help develop a list of the significant buildings. Discussion ensued on structures under HARC's purview. Mr. Joiner agreed to provide the Committee with standards used by other communities. Member McCarthy requested this information include the ramifications of those procedures. Mr. Joiner suggested the Committee serve as the citizen's forum to discuss the proposal. Discussion ensued on the need for such standards and buildings of historical significance. Chairperson Masayko encouraged staff to seek funding from the Board of Supervisors for this undertaking. (1-3075) Discussion ensued on the informational documents which Mr. Joiner had distributed. The pros and cons of each were noted by Mr. Joiner. No formal action was required or taken.

- G. UPDATE ON REDEVELOPMENT PROJECTS (1-3022) (1-3198) None.
- **H. COMMITTEE COMMENTS (1-3025) (1-3200) -** Discussion indicated the need for air conditioning in the room and suggested that food be provided when the goals and objectives are discussed. The need to have the entire Committee present when this occurs was stressed. Comments also indicated a desire to have the goals and objectives established before the contract with the Chamber is considered. Consensus indicated a special meeting should be held for the goals and objectives.
- I. CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-3390) Dave Morris commended the Committee and Mr. Joiner on their dedication and efforts.
- **J. ADJOURNMENT (1-3412)** Member Johnson moved to adjourn. Member McCarthy seconded the motion. Motion carried unanimously and Chairperson Masayko adjourned the meeting at 8:18 p.m.

A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

The Minutes of the July 28, 1998, Carson City Redevelopment Authority Citizens Committee meeting

ARE SO APPROVED ON	, 1999.
Robin Williamson, Chairperson	