

# **CARSON CITY REDEVELOPMENT AUTHORITY**

## **Minutes of the December 1, 2011 Meeting**

### **Page 1**

A meeting of the Carson City Redevelopment Authority was held during the regularly scheduled Board of Supervisors meeting, on Thursday, December 1, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Shelly Aldean  
Vice Chairperson Karen Abowd  
Member Robert Crowell  
Member John McKenna  
Member Molly Walt

**STAFF:** Larry Werner, City Manager  
Alan Glover, Clerk - Recorder  
Randal Munn, Chief Deputy District Attorney  
Kathleen King, Deputy Clerk / Recording Secretary

**NOTE:** A recording of these proceedings, the Redevelopment Authority's agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

**18. CALL TO ORDER AND ROLL CALL (10:58:25)** - Chairperson Aldean called the meeting to order at 10:58 a.m. All members of the Redevelopment Authority were present, constituting a quorum.

#### **19. OFFICE OF BUSINESS DEVELOPMENT**

**19(A) POSSIBLE ACTION TO ADOPT AND RECOMMEND TO THE BOARD OF SUPERVISORS THE ADOPTION OF A RESOLUTION AMENDING RESOLUTIONS 2003-RAR-2 AND 2003-R-37 TO RE-ESTABLISH THE CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE AND CONTINUE THE SUSPENSION OF THE REDEVELOPMENT DISTRICT INCENTIVE PROGRAMS FOR SMALL, PRIVATE REDEVELOPMENT PROJECTS (10:58:50)** - Chairperson Aldean introduced this item, and Planning Division Director Lee Plemel reviewed the agenda materials. Chairperson Aldean provided clarification of the recommended staggered terms and term limits for the Redevelopment Authority Citizens Committee ("RACC"), and extensive discussion ensued. Vice Chairperson Abowd suggested establishing a limit of two consecutive terms as sometimes "it takes people that long to really get up to speed ..." Chairperson Aldean discussed the importance of membership turnover, noting no objection to extending the consecutive terms to two. Additional discussion followed.

In response to a question, Chairperson Aldean advised that the RACC Bylaws provide for the Redevelopment Authority Chairperson to also serve as chair of the RACC. She expressed disagreement "because ... the hallmark of these committees is that they are independent of the Board." She provided background information on discussions among the RACC members, and advised of the consensus that a member of the Redevelopment Authority should serve as a member of the RACC "but they will not be allowed to chair the RACC." Chairperson Aldean provided additional clarification of the provisions of the proposed resolution relative to membership.

**CARSON CITY REDEVELOPMENT AUTHORITY**

**Minutes of the December 1, 2011 Meeting**

**Page 2**

Chairperson Aldean entertained public comment. (11:15:33) Jed Block expressed agreement with extending the consecutive term limit to two, with a one year break. He discussed the advisory boards, commissions, and committees interview processes, and the importance of appointed members being committed to service.

Chairperson Aldean entertained additional public comment; however, none was forthcoming. In response to a question, Mr. Werner discussed potential general policies relative to the Board's advisory committees. Member Crowell and Chairperson Aldean reviewed revisions to the proposed resolution included in the agenda materials.

Chairperson Aldean entertained a motion. **Member Crowell moved to approve Resolution No. 2011-RA-R-3, with the changes noted on the record, as discussed at this meeting. Vice Chairperson Abowd seconded the motion. Motion carried 5-0.**

**19(B) POSSIBLE ACTION TO APPROVE AMENDMENTS TO THE REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE BYLAWS** (11:23:58) - Chairperson Aldean introduced this item, and Mr. Plemel reviewed the agenda materials. In response to a question, Mr. Glover explained the statutory definition of "active registered voter."

Chairperson Aldean entertained additional questions from the Redevelopment Authority members, and public comments. When none were forthcoming, clerical corrections and revisions to the bylaws included in the agenda materials were reviewed. Following discussion, Chairperson Aldean entertained a motion. **Member Crowell moved to approve the Redevelopment Authority Citizens Committee bylaws, with the following changes: paragraph A(2), to change the heading to "Committee Authorization"; that the language beneath be amended to read "The Redevelopment Authority Citizens Committee shall advise the Carson City Redevelopment Authority for the redevelopment incentives program, and other duties as authorized by the Board of Supervisors"; the clerical changes on page 5, under IV. Amendment, to read, "An amendment to these bylaws requires ... Amendments shall be reviewed and approved or amended by the Redevelopment Authority."** Vice Chairperson Abowd noted the previously-discussed revision to paragraph A(e) to reflect "two full three-year terms." **Member Crowell accepted the amendment to his motion. Member McKenna seconded the motion.** At Member McKenna's request, Chairperson Aldean called again for public comment. When none was forthcoming, she called for a vote on the pending motion. **Motion carried 5-0.**

**19(C) POSSIBLE ACTION TO AMEND THE CARSON CITY REDEVELOPMENT AUTHORITY POLICIES AND PROCEDURES REGARDING FINANCIAL ASSISTANCE FOR SPECIAL EVENTS, INCLUDING APPLICATION PROCESS, APPLICATION REQUIREMENTS, AND APPLICATION REVIEW CRITERIA** (11:34:40) - Chairperson Aldean introduced this item, and Mr. Plemel reviewed the agenda materials. Chairperson Aldean noted the importance of a community-wide calendar of events, and discussed the importance of tightening up the subject application process.

In response to a comment, Mr. Plemel and Chairperson Aldean reviewed the provisions of Section 3.22(g). In reference to Title 3.0, Financial Incentives, Chairperson Aldean suggested referencing the adoption of the resolution which reaffirms Resolution No. 2010-RA-R-3. Member Walt suggested reviewing the accuracy of the Table of Contents.

**CARSON CITY REDEVELOPMENT AUTHORITY**

**Minutes of the December 1, 2011 Meeting**

**Page 3**

Chairperson Aldean entertained public comment. (11:44:04) Jed Block suggested considering an organization's financial resources as part of the redevelopment incentive funding program. He further suggested requiring event coordinators to notify affected business owners of street closures.

Chairperson Aldean entertained additional public comment and, when none was forthcoming, a motion. **Member Crowell moved to approve amendment of the Carson City Redevelopment Authority policies and procedures regarding financial assistance for special events, as recommended by the Redevelopment Authority Citizens Committee. Vice Chairperson Abowd seconded the motion. At Chairperson Aldean's request, Member Crowell amended his motion to include the previously discussed amendment. Vice Chairperson Abowd continued her second. Motion carried 5-0.**

**20. ACTION TO ADJOURN REDEVELOPMENT AUTHORITY** (11:47:19) - Member Walt moved to adjourn the meeting at 11:47 a.m. Vice Chairperson Abowd seconded the motion. Motion carried 5-0.

The Minutes of the December 1, 2011 Carson City Redevelopment Authority meeting are so approved this 19<sup>th</sup> day of January, 2012.

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SHELLY ALDEAN, Chair

ATTEST:

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ALAN GLOVER, Clerk - Recorder