

# CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

## Minutes of the April 5, 2011 Special Meeting

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A Special meeting of the Carson City Redevelopment Authority Citizens Committee was scheduled for 5:30 p.m. on Tuesday, April 05, 2011, in the Business Resource Innovation Center, 108 East Proctor Street, Room A, Carson City, Nevada.

**PRESENT:** Vice Chairperson Stan Jones  
Member Jed Block  
Member Gary Cain  
Member Dan Neverett  
Member Gigi Valenti

**STAFF:** Lee Plemel, Planning Director  
Joe McCarthy, Business Development Manager  
Randal Munn, Chief Deputy District Attorney  
Kathleen King, Recording Secretary  
Transcribed by: Tamar Warren, Recording Secretary

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

**1 - 2. CALL TO ORDER AND ROLL CALL (5:30:13)** – Vice Chairperson Jones called the meeting to order at 5:30 p.m. Roll was called and a quorum was present. Member Cowan was absent.

**3. ACTION ON APPROVAL OF MINUTES** – There were no minutes to approve.

**4. ADOPTION OF AGENDA (5:30:36)** – Member Neverett moved to adopt the Tuesday, April 5, 2011 meeting agenda. The motion was seconded by member Block. Motion carried 5-0.

**5. PUBLIC COMMENTS AND DISCUSSION (5:30:45)** – There were no public comments.

**6. AGENDA ITEMS:**

**A) DISCUSSION REGARDING THE FUTURE OF REDEVELOPMENT IN CARSON CITY INCLUDING FUTURE PRIORITY OBJECTIVES OF THE REDEVELOPMENT PLAN AND IDENTIFICATION OF IMPLEMENTATION TOOLS NECESSARY TO CARRY OUT THOSE OBJECTIVES.** (5:31:05) – Vice Chairperson Jones introduced the item and invited Linda Ritter to facilitate the session. Ms. Ritter introduced herself to the Committee and explained that she had been requested by the City Manager to ask “what should we do with redevelopment in the future?” She added that the ideas generated in this session would be relayed to the Board of Supervisors in their April 22<sup>nd</sup> Strategic Planning Workshop. She outlined two areas of discussion: objectives and tools. Ms. Ritter also defined that the Commission's mission “is to improve the area economically, physically and aesthetically”. Discussion ensued regarding the objectives and their priority orders and the tasks necessary to support the prioritized objectives. Below are the results of the discussion, as summarized by Ms. Ritter.

**Redevelopment Authority Citizens Committee  
Future of Redevelopment Workshop Results  
April 5, 2011**

**Those objectives determined to be priorities for Redevelopment are in bold.**

I. Current mission and objectives of Redevelopment Area #1.

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Mission: **Improve the area economically, physically and aesthetically.**

Objectives:

1. **Make the area more attractive for private sector development.**
2. Protect the substantial public investment in State and City facilities.
3. **Correct deficiencies in the Area's aging infrastructure.**
4. Repair and modify the present street system.
5. Provide amenities for the use and enjoyment of the people of Carson City as well as visitors.

II. Priority objectives:

It was agreed that Objective 1 was the most important objective. It was also noted that Objective 3 was essential to making Objective 1 happen. In other words, without good infrastructure, the private sector will not invest.

III. Specific tasks necessary to support the priority objective:

- a. Physical :
  - i. **Improved and adequate facilities for pedestrian traffic.**
    1. **Make a walk-able downtown**
    2. **Don't expand pathways until what exists today is repaired.**
  - ii. **Improved lighting**
    1. **Install or retrofit adequate lighting in the entire area.**
  - iii. When installing water infrastructure – look for opportunities to add watering systems for landscaping.
- b. Economic:
  - i. Attract cluster retail development.
    1. Retail businesses that support each other and create synergy
    2. No big boxes
  - ii. Create a college presence in the downtown.
  - iii. Support special events (see section on Special Events)
- c. Aesthetic:
  - i. Develop and enforce design standards for exterior buildings.
    1. These standards should be consistent and apply to all buildings.
  - ii. **Provide improvements to beautify the area.**
    1. **Trees**
    2. **Benches**
    3. **Garbage Containers**
    4. **Bicycle Racks**
  - iii. **In all improvements, follow the design developed by Winston and Associates.**

IV. Tools for implementation of priority objectives.

- a. Develop Community Vitalization Districts and partner with them where the district and redevelopment area overlaps.
- b. Partner with business in the improvement of infrastructure (water, sewer, lighting, sidewalks)
- c. Seek out grants for sidewalk and pathway improvements.
- d. Seek sponsorships for benches, trees and bike racks.
- e. Look for energy grants for lighting upgrades and expansion.
- f. Continue participation in downtown improvements by the Public Works Department.

V. Special Events

- a. Maintain current level of funding, but start “weaning” organizations off of subsidies.
- b. Qualifiers for sponsorship of special events should include:
  - i. Attendance

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1. How many people are expected to attend?
- ii. Location
  1. The location should be in an area that will benefit businesses in the Redevelopment Area.
- iii. Schedule
  1. The event should be scheduled so that it is not in conflict with other events.
  2. The event should be scheduled during times when there is little activity in Downtown.
- iv. Type of event
  1. Should be diverse and interesting.
  2. Must be appropriate for the area
- c. An application process should be developed.
  - i. Applications would be accepted just one time each year and at the same time so organizations can compete for funding.
  - ii. A Business Plan should be required and include details as to how the money requested from the Redevelopment Authority will be made up from other sources in ensuing years.

#### VI. Governance

- a. There should be Citizens Committees for the Redevelopment Area's
  - i. They should be separate, but opportunities for coordination between the Committees should be developed.
- b. If there is only one Committee for both areas, representation from within each area should be a part of that committee.

#### VII. Budget priorities

- a. Annual available redevelopment funds should be used in the following order:
  - i. Special events in a set annual amount
  - ii. Sidewalk and lighting improvements
  - iii. Beautification improvements

Specific percentages to be spent in items ii and iii were not determined.

#### VIII. Other recommendations:

- a. In all improvements, keep one "look" throughout the area. Consistency is of utmost importance!
- b. Create maintenance requirements for public and private properties.
- c. Allow the Redevelopment Authority Citizens Committee to be part of the budgeting process for redevelopment.

**7. ACTION TO ADJOURN** – Vice Chairperson Jones entertained a motion. **Member Block moved to adjourn the meeting. Member Valenti seconded the motion. The meeting was adjourned at 6:55 p.m.**

The Minutes of the April 5, 2011 Carson City Redevelopment Authority Citizens Committee meeting are so approved this 6<sup>th</sup> day of June, 2011.

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**SHELLY ALDEAN, Chair**