A regular meeting of the Redevelopment Authority Citizens Committee was held at 5:30 p.m. on Thursday, January 14, 1999 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Robin Williamson
Steve Browne
Art Hannafin
Joe McCarthy
Mark Schmidt

STAFF: Rob Joiner, Redevelopment Director
Katherine McLaughlin, Recording Secretary
Kathleen King, Recording Secretary
(RACC 01/14/99; 1-0001)

NOTE: Unless otherwise indicated, each item was introduced by Chairperson Williamson. 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.

A. CALL TO ORDER (1-0002) - Chairperson Williamson called the meeting to order at 5:34 p.m. A roll call was taken and a quorum established. Members Johnson and Thayer were absent.

B. APPROVAL OF MINUTES (1-0008) - Member Hannafin moved to approve the minutes of the September 10, 1998 meeting. Member McCarthy seconded the motion. Motion carried 5-0-2-0. Member Hannafin moved to approve the minutes of the December 10, 1998 meeting. Member Browne seconded the motion. Motion carried 5-0-2-0.

C. MODIFICATION OF AGENDA (1-0030) - None.

D. COMMITTEE REPORTS (1-0032) - None.

E. STAFF REPORTS (1-0036) - None.

F. PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0037) - Mayor Masayko thanked the Committee for their hospitality and expertise.

G-1. DISCUSSION AND POSSIBLE ACTION ON REQUEST BY CRYSTAL BRIDGE ENTERPRISES FOR CONSIDERATION TO RELOCATE THE CARSON CITY FARMERS MARKET (1-0063) - Shirley Sponsler of Crystal Bridge Enterprises presented the request to relocate the Carson City Farmers Market. Ms. Sponsler had presented this request to the Chamber of Commerce and Downtown Redevelopment Committee earlier in the day. She explained the background of the market and the current problems which are affecting its quality. These included health and safety concerns because of dust and inadequate lighting, parking problems because of having to close the surrounding streets, and the loss of potential vendors because of the layout of the current location. After considering several alternative locations, Crystal Bridge decided the Pony Express Pavilion would best accommodate the Farmers Market. Ms. Sponsler enumerated the qualities of the Pony Express Pavilion, including the environment, lighting, parking, visibility, larger space, etc. The Downtown Redevelopment Committee was in unanimous agreement to relocate the market to the Pony Express Pavilion. Candace Duncan, Executive Director of the Carson City Convention and Visitors Bureau, explained the availability of the Pavilion and the terms of the existing agreement between the City and the Convention and Visitors Bureau. Discussion ensued with regard to present uses of the Pavilion and their potential conflicts with the Farmers Market, utilizing the Farmers Market to kick off weekend events, phasing out Redevelopment Authority funding, and possible alternative locations. Mr. Joiner explained that the Redevelopment Authority funds only entertainment and promotion for the Farmers Market. Discussion ensued with regard to the amount of funding contributed this year. Member Browne moved to recommend endorsing the move of the Farmers Market to the Pony Express Pavilion and recommended continued support with the understanding that Redevelopment will look to cut off funds to the event within three to five years. Member McCarthy seconded the motion. Discussion ensued with regard to the Committee's reluctance to seeing the Market leave the downtown area, requiring annual approval of Redevelopment Authority funding, using Redevelopment funds to create a downtown site for events, the existing contract between the City and Crystal Bridge, and funding events throughout the Redevelopment District. Mr. Joiner suggested that Crystal Bridge plan to appear before the Redevelopment Authority in December of each year to review funding. Member Browne withdrew the first motion and moved to reluctantly support the move to the Pony Express Pavilion and recommended that Crystal Bridge return annually to request Redevelopment funding and that the Committee would have the ability to review the funding and deny it if so desired. Member McCarthy seconded the motion. Further discussion ensued with regard to Redevelopment funding being spread throughout the district. Motion carried 5-0-2-0.

G-2. DISCUSSION AND POSSIBLE ACTION ON RELOCATION OF DOWNTOWN PARKING AND LOADING SPACES (1-0900) - Mr. Joiner presented a proposal, after meeting with several downtown property owners and merchants, to move the loading zone which is in front of Lofty Expressions, and adjacent to Moe and Sluggo's, The Bristlecone and The Horseshoe. Mr. Joiner discussed proposed relocations for the loading zone. Lumos Engineering is currently surveying the area to determine what changes can be made for parking and circulation. Discussion ensued with regard to possible loading zone locations, parking design and posting loading zone times. Kurt Brown of Capital Beverages presented a list of purveyors who use the existing three loading zones and discussed the annual cost to his company of moving the loading zone(s). Discussion ensued with regard to the amount of space needed to accommodate large delivery trucks, the store hours of the merchants, the goal of the Lumos study, and the location (as to side of the street) for the loading zones. Consensus of the committee was to table this issue until a future meeting. Chairperson Williamson will wait to receive the Lumos study and then schedule a meeting to receive input from merchants, vendors and the public.

H. UPDATE OF REDEVELOPMENT PROJECTS (1-1551)

H-1. TOM METCALF AND RICHARD STAUB - EAST TENTH STREET RETAIL AND RESTAURANT (1-1553) - Mr. Joiner reported that both streets have been approved for abandonment, but payment must be received before the abandonment can be recorded. Reimbursement of most of those funds has been pre-approved for use by Mr. Metcalf and Mr. Staub in their projects. Mr. Metcalf and Mr. Staub are both going forward with design plans. Discussion ensued with regard to Mr. Metcalf's design plans, a water tower feature, and exterior materials. Mr. Staub will be submitting his plans soon.

H-2. NEVADA DEPARTMENT OF TRANSPORTATION - ISTEA PROJECT, NORTH CARSON BETWEEN CAROLINE STREET AND WASHINGTON STREET; and H-3. WEST CAROLINE STREET ABANDONMENT (BETWEEN NORTH CARSON AND NORTH CURRY) AND PROPOSED IMPROVEMENTS (1-1719) - Mr. Joiner reported that demolition is taking place on Caroline Street behind the museum and the plaza project is underway. The ISTEA-funded project is in the Purchasing Department for contract and should be advertised and let in the next couple of weeks. The commencement of that project should coincide with the conclusion of the museum project. With regard to the block from Caroline Street to Washington Street, street lights will be installed and the sidewalks redone to match the existing downtown fixtures.

H-4. FORMER GOLDEN SPIKE BUILDING, 716 NORTH CARSON STREET (1-1733) - Mr. Joiner reported John Serpa, Jr. has applied for incentives, however, he needs to complete design review, elevations and correct errors in his application. Mr. Joiner anticipated this will be completed for review by the Committee at the next meeting. Mr. Serpa has decided to put all project money into the plaza, rather than renovations on the building at this time. The $50,000 for exterior renovation of the FIB building is on hold so Mr. Serpa can use the parking lot for a staging area to do his renovation between now and May. Mr. Serpa has committed monies to design and renovation. Mr. Joiner has reviewed the proposed floor plans.

H-5. CONTRACT WITH CHAMBER OF COMMERCE FOR BUSINESS RECRUITMENT (1-

1564) - Larry Osborne, Executive Vice President of the Carson City Chamber of Commerce, stated that this project is "on track." He will be presenting a complete report to the Redevelopment Authority at the Board of Supervisors meeting on January 21. He has received the final version of the book listing available downtown properties. It includes a picture and description of each property, the history, the owner, landlord, and/or leasing agent, the last use, suggested retail price, and square footage. It is similar to MLS books used by realtors. The Chamber will make this book available to all the real estate firms in town and will network with them for potential business owners who want to relocate to downtown. Also nearing final draft is a marketing brochure which will be sent to targeted businesses. Once the brochure is in the final draft stage, Mr. Osborne will present it to the Committee. The Chamber is also developing a targeted mailing list based upon the results of the recent survey of downtown business owners. Press releases have been issued and at least five businesses have expressed an interest in relocating to the downtown area. The Chamber is well within the budget approved by the City and the Redevelopment Authority and will be requesting reimbursement for first quarter expenses. Discussion ensued with regard to the brochure and the need for clean up in some of the vacant buildings.

H-6. AGREEMENT WITH CARSON CITY CONVENTION AND VISITORS BUREAU ON MANAGEMENT OF REDEVELOPMENT SPECIAL EVENTS (1-1758). Mr. Joiner reported meeting recently with Candace Duncan to discuss possible management changes to special events. Specifically, the Convention and Visitors Bureau is interested in continuing to manage the Ghost Walk and the Wild West Tour as these two events successfully meet with their mission statement. Mr. Joiner suggested that the various house tours be delegated to the Landmarks Committee. They have had success with a Christmas open house tour and Dorothy Dolan, of the Landmarks Committee, has discussed planning garden tours. Ms. Duncan suggested that the Wild West Tour include a house tour and that this event may be more successful if scheduled over Memorial Day weekend. Mr. Joiner suggested that the dollar amounts used for the Wild West Tour and the Ghost Walk remain the same but be redirected so that Ghost Walk receives $7,500 and the Wild West Tour receives $5,000. Another successful event has been the annual Christmas coloring contest for the school children. Mr. Joiner suggested that management of this event be redirected to the Boys and Girls Club with funding from Redevelopment. Mr. Joiner further reported that many of the Talking House Tour receivers need repair and this will need to be budgeted. Discussion ensued with regard to funding groups at the high school for Redevelopment Authority events, such as FFA, FBLA, and Drama Club. Mr. Joiner will look into this.

I. PUBLIC COMMENTS (1-1996) - Previously covered.

J. ADJOURNMENT (1-2000) - Member Schmidt welcomed Chairperson Williamson to the Committee and moved to adjourn the meeting at 7:30 p.m. Member Browne seconded the motion. Motion carried 5-0-2-0.

The Minutes of the January 14, 1999 meeting of the Redevelopment Authority Citizens Committee

ARE SO APPROVED ____________________, 1999.

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ROBIN WILLIAMSON, Chairperson