

REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

Minutes of the July 22, 1999 Meeting

DRAFT

Page 1

A regular meeting of the Redevelopment Authority Citizens Committee was held at 5:15 p.m. on Thursday, July 22, 1999 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Robin Williamson
Art Hannafin
Joe McCarthy
Don Thayer

STAFF: Walter Sullivan, Community Development Director
Kathleen King, Recording Secretary
(RACC 07/22/99; 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 normal business hours.

A. CALL TO ORDER AND DETERMINATION OF A QUORUM (1-0002) - Chairperson Williamson called the meeting to order at 5:20 p.m. A quorum was present. Members Browne, Johnson and Schmidt were absent.

B. APPROVAL OF MINUTES (1-0005) - Member Thayer moved to approve the minutes of April 21, 1999 and June 16, 1999. Member McCarthy seconded the motion. Motion carried 4-0-3-0.

C. MODIFICATION OF AGENDA (1-0017; 0027) - Chairperson Williamson moved Items E and F to the end of the agenda.

D. DISCLOSURES (1-0018) - Member McCarthy advised that the Brewery Arts Center is mentioned in a letter from Renaissance Projects (Item H-5); however, he did not believe it was necessary to recuse himself from discussion and/or action on the item.

E. COMMITTEE COMMENTS (1-1308) - Discussion ensued with regard to the date for the August meeting. Committee consensus was to schedule the meeting for Wednesday, August 11, 1999.

F. STAFF COMMENTS (1-1410) - None.

G. PUBLIC COMMENTS ON NON-AGENDIZED ITEMS (1-0032) - None.

H. DISCUSSION AND ACTION ON:

H-1. REQUEST BY CARSON CITY CHAMBER OF COMMERCE FOR EXTENSION OF BUSINESS RECRUITMENT CONTRACT FOR THE 99/00 FISCAL YEAR (1-0033) - Larry Osborne, Executive Vice President of the Carson City Area Chamber of Commerce, referred the Committee to the status report, provided to the Board of Supervisors at their June 17, 1999 meeting, and distributed an update to the Committee members. He reviewed the same, including the accomplishments to date, and the responses received with regard to interest in locating businesses in Carson City. Kathy Halbardier, Director of Career Services for the University of Nevada-Reno, supervises the student interns working with the Chamber of Commerce on this program. She explained the process for establishing the data base, and the background and experience of the student interns. Mr. Osborne discussed the working relationship between the Chamber of Commerce and the University of Nevada-Reno. He advised that expenditures to date for this project total approximately \$4,000 of the original \$15,000 budget, and include program initiation; data base establishment; brochure development, production and mailing; and the follow-up telephone survey. Mr. Osborne then reviewed future plans for the program as contained in the updated status report, and requested that the Redevelopment Authority Citizens Committee recommend to the Redevelopment Authority continued expansion of the program through the 99/00 fiscal year, utilizing the original budget, not to exceed

REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

Minutes of the July 22, 1999 Meeting

DRAFT

Page 2

\$10,000 in addition to the \$4,000 already expended. Discussion regarding the original budget of \$15,000 followed. Member Thayer moved to approve the expenditure of the \$10,000, as presented by Larry Osborne. Member Hannafin seconded the motion. Discussion ensued with regard to the motion and the request by the Chamber of Commerce. Member Thayer then amended his motion to approve \$10,000 of the existing \$15,000 budget be extended until June 30, 2000. Member Hannafin seconded the motion. Motion carried 4-0-3-0. Mr. Osborne thanked the Committee for changing its monthly meeting date to accommodate the Chamber of Commerce Mixer. Discussion ensued regarding the mountain depicted on the brochure; the procedure for updating property ownership information; a business moving into the building formerly occupied by the District Attorney; and a portion of the old justice court building being converted and renovated into a for-lease conference center.

H-2. PARTNERSHIP WITH STATE OF NEVADA, DEPARTMENT OF MUSEUMS, LIBRARY AND ARTS REGARDING EXHIBITS IN PUBLIC AND PRIVATELY-OWNED BUILDINGS DOWNTOWN (1-1083) - Chairperson Williamson referred the Committee members to Mr. Joiner's July 19, 1999 memorandum addressing this item, and commented upon the recent newspaper article on the subject. This project has been very well received and the museum directors have indicated an abundance of potential exhibits. Discussion with regard to the arts council director approving public displays in public buildings followed. Member McCarthy explained a program, being developed with District Attorney Noel Waters, wherein a team of artists, representing various disciplines, will be assembled to provide exhibits, on a rotating basis, for the new courthouse. Discussion regarding insurance liability concerns followed. No formal action was taken.

H-3. STRUCTURE AND TERMS OF OFFICE FOR CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE (1-1198) - Chairperson Williamson discussed the expiration of the Committee members' terms of office and the need for creating a system of staggered terms. Mr. Sullivan suggested reviewing the ordinance and bylaws to determine whether or not the length of the terms should be changed. Discussion followed regarding consideration of becoming the Redevelopment Authority and statutory requirements of membership. Committee consensus was to defer further discussion and action on this item until such time as a full committee is present. No formal action was taken.

H-4. DOWNTOWN DESIGN GUIDELINES, INCLUSION OF MINIMUM PROPERTY MAINTENANCE STANDARDS, AND GRAPHIC REPRESENTATIONS (1-0348) - Vern Horton referred the Committee members to the Downtown Design Guidelines contained in their packets. He has been working with Principal Planner Rob Joiner in developing a pamphlet to be distributed to anyone interested in design or construction in the downtown area. Mr. Horton stressed that the guidelines presented are very preliminary, and requested the Committee's input regarding the standards to be included. Discussion regarding visual examples followed. Chairperson Williamson distributed sample minimum maintenance standards ordinances from Truckee, California and Reno, Nevada for review. Member Hannafin advised of recent efforts undertaken by the Historic Architecture Review Commission ("HARC") to revise Title 18 to include language describing benign neglect and required maintenance. Discussion ensued with regard to enforcement provisions; jurisdiction of the HARC in the downtown area; generic vs. specific graphic examples; ensuring the guidelines are presented as parameters and not directives; compatibility requirements; the public hearing process; committee, Planning Commission and Board of Supervisors review; the time frame for providing input; and the boundaries of the redevelopment, downtown design, and historic districts. Mr. Sullivan will provide the Committee members with maps of the three districts. Discussion ensued with regard to scheduling a workshop to address this matter. Mr. Horton suggested addressing the draft guidelines as a whole, and also dividing them into design guidelines and mandatory maintenance requirements. Chairperson Williamson will contact the other Committee members to discuss a workshop date. No formal action was taken.

H-5. REQUEST FROM "RENAISSANCE PROJECTS" FOR REDEVELOPMENT PROGRAM FUNDING TO PARTIALLY COVER EXPENSES OF PRODUCING LOCAL PLAYS AND WORKSHOPS (1-0716) - Member McCarthy advised that the July 16th, 17th, and 18th productions, referenced in Mary Bennett's letter, were never performed. One performance is scheduled to be held in

REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

Minutes of the July 22, 1999 Meeting

DRAFT

Page 3

Carson City at the Legislative Mall on July 25. There were no productions performed at the Brewery Arts Center ("BAC"). Member McCarthy allowed Renaissance Projects' large cast and crew to utilize the BAC for rehearsals, set construction, etc., at no charge other than a verbal agreement for reimbursement of costs associated with utilities, which he left up to Ms. Bennett to determine. Renaissance Projects' performances are free and funded by grants. Mr. Sullivan advised he had spoken with Ms. Bennett, who informed him that there would be no Renaissance Projects representative in attendance at this meeting due to a performance in Virginia City. Discussion ensued with regard to the nature of the request, and support provided to other events in the downtown area. Member Hannafin moved that the Redevelopment Authority Citizens Committee recommend the expenditure of \$500 to Renaissance Projects for their uproarious Shakesperean comedy, Merry Wives, aka The Merry Wives of Windsor, with the caveat that, from the \$500, actual costs be paid to the Brewery Arts Center. Motion died for lack of a second. Member Hannafin moved that the Redevelopment Authority Citizens Committee donate \$1,000 to the Renaissance Projects for their uproarious Shakesperean comedy, Merry Wives, subject to paying actual costs for the rental of the Brewery Arts Center from the \$1,000. Clarification noted the fact that only one performance would be done in Carson City and Member Hannafin withdrew his motion. Member McCarthy explained that Renaissance Projects was to open at the BAC but was unable to do so as scheduled. Discussion regarding rescheduling the performances for a later date ensued; however, Member McCarthy advised of two productions already scheduled for the month of August. No formal action was taken.

H-6. PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN CARSON CITY REDEVELOPMENT AUTHORITY AND HANNAFIN/DARNEY ARCHITECTS TO DEVELOP PLAN DOCUMENTS FOR THE "TELEGRAPH SQUARE" PROJECT (1-0941) - Discussion ensued regarding Member Hannafin's participation in this agenda item, the need for an established quorum, and the Ethics Commission requirement that committee member-applicants leave the meeting room during discussion and action of related agenda items. Mr. Sullivan recommended, with Member Hannafin's concurrence, deferring this matter to the next monthly meeting. Member Hannafin then referred to page 6 of Mr. Joiner's July 19, 1999 memorandum, and advised that the project drawings are 98% complete. He has submitted a plan to John Flansberg, Streets Operations Manager, for striping on the east side of Curry Street which should be done in the near future. He referred to a recent newspaper article regarding a delay in construction, and advised the City has poured the first portion of concrete curb and gutter at the corner of Nevada and Telegraph. Member Hannafin confirmed he is working with Palmer & Lauder Engineers on this project, and explained the customary \$2,000 construction administration fee. He will draft a letter to Mr. Joiner confirming inclusion of the construction administration fee in the proposed project budget and will arrange to have his partner, Robert Darney, attend the next meeting. It was noted that Member Hannafin's comments were made as the applicant for this agenda item and not as a member of the Committee. Further discussion regarding the requirements of the Nevada Open Meeting Law followed and Committee consensus was to defer action on this item until the next monthly meeting.

I. UPDATE OF REDEVELOPMENT PROJECTS

I-1. FORMER GOLDEN SPIKE BUILDING, 716 NORTH CARSON STREET (\$100,000 INCENTIVE FUND SET-A-SIDE) (1-1257) - Member Hannafin reported that application for a demolition permit has been made for the interior of the building. Determination of structural considerations will be made once a more substantial portion of the interior demolition is completed. The drawings should be completed by the third week of August. Application for a building permit will then be made and construction should begin sometime in September. The goal for completion is the Spring of 2000.

I-2. FORMER LUCKY SPUR BUILDING, 302 NORTH CARSON STREET (\$75,000 INCENTIVE FUND SET-A-SIDE) (1-1285) - Chairperson Williamson referred to Mr. Joiner's memorandum which discusses Mr. Halyak's willingness to participate in the Department of Museums, Library and Arts partnership.

I-3. NEVADA STATE MUSEUM, FORMER FIRST INTERSTATE BANK BUILDING PLANS FOR RENOVATION (\$50,000 SET-A-SIDE) (1-1293) - Chairperson Williamson reported that

REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

Minutes of the July 22, 1999 Meeting

DRAFT

Page 4

Dale Erquiaga, Director of the Department of Museums, Library, and Arts, had advised the plans are not yet developed, but the goal for project completion is Spring 2000.

**I-4. TELEGRAPH SQUARE (NORTH CURRY AND WEST TELEGRAPH STREETS)
PARKING AND LANDSCAPING IMPROVEMENTS (1-1300)** - Member Hannafin advised the final plans should be submitted to John Flansberg sometime next week.

Member Thayer left the meeting at 6:30 p.m. A quorum was no longer present.

J. PUBLIC COMMENTS - None.

K. ADJOURNMENT (1-1425) - The meeting adjourned by mutual consent at 6:35 p.m.

The minutes of the July 22, 1999 Redevelopment Authority Citizens Committee meeting are so approved this _____ day of August, 1999.

ROBIN WILLIAMSON, Chairperson