

DRAFT MINUTES
Regular Meeting
Carson City Redevelopment Authority Citizens Committee
Monday, May 2, 2016 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Board Members

Chair – Ronni Hannaman	Vice Chair– Garrett Lepire
Member – Lori Bagwell	Member – Court Cardinal
Member – Craig Mullet	Member – Lacy Sheck
Member – Kristoffer Wickstead	

Staff

Lee Plemel, Community Development Director
Adriana Fralick, Chief Deputy District Attorney
Tamar Warren, Deputy Clerk/Recording Secretary

NOTE: A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

An audio recording of this meeting is available on www.carson.org/minutes.

1. CALL TO ORDER

(5:30:55) – Chairperson Hannaman called the meeting to order at 5:30 p.m.

2. ROLL CALL AND DETERMINATION OF QUORUM

(5:31:07) – Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Ronni Hannaman	Present	
Garrett Lepire	Present	
Lori Bagwell	Present	
Court Cardinal	Present	
Craig Mullet	Present	
Lacy Sheck	Present	
Kristoffer Wickstead	Present	

3. PUBLIC COMMENTS

(5:31:50) – Sharon Rosse with Capital City Arts Initiative (CCAI) introduced the artwork in the Sierra Room. She also invited the Committee to attend an artists’ reception at the Courthouse on June 3, 2016, and to view the current exhibit. All handouts and an essay are incorporated into the record.

(5:34:24) – Chris Carver introduced himself as a mayoral candidate and noted that he had received feedback from the general public that the façade improvement plans should be facing Carson Street. He also objected to façade improvement funds being allocated to businesses that are planning necessary maintenance for their buildings.

4. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES – From February 1, 2016.

(5:37:48) – **MOTION: I move to approve the minutes of the February 1, 2016 meeting.**

RESULT:	APPROVED (5-0-2)
MOVER:	Lepire
SECONDER:	Bagwell
AYES:	Lepire, Bagwell, Cardinal, Mullet, Wickstead
NAYS:	None
ABSTENTIONS:	Hannaman, Sheck
ABSENT:	None

5. AGENDA ITEMS**5.1 DISCUSSION ONLY: REGARDING THE FISCAL YEAR 2016-2017 REDEVELOPMENT BUDGET.**

(5:38:20) – Chairperson Hannaman introduced the item.

(5:38:33) – Nancy Paulson, Carson City Chief Financial Officer (CFO), presented the agenda materials which are incorporated into the record, including the 2016-2017 Redevelopment.

There were no member or public comments.

5.2 FOR POSSIBLE ACTION: TO PRIORITIZE AND RECOMMEND TO THE BOARD OF SUPERVISORS THE APPROVAL OF THE EXPENDITURE OF \$30,300 FOR SPECIAL EVENT FUNDING FROM THE REDEVELOPMENT REVOLVING FUND FOR FISCAL YEAR 2016-17.

(5:47:15) – Chairperson Hannaman introduced the item. Mr. Plemel presented the agenda materials which are incorporated into the record, and introduced the received applications. Chairperson Hannaman believed that the special event funding request for La Ka Lel Be Pow Wow would fall under the Cultural Commission's funding criteria. Vice Chairperson Lepire agreed. Member Cardinal reminded the Committee that they had agreed last year to fund new projects only and Mr. Plemel clarified that the agreement was not a rule but a consideration. Member Mullet expressed concern that the Pow Wow was not a new event and that the application had not included a revenue line item. Mr. Plemel reminded the Committee that Oktoberfest and Cinco de Mayo were considered downtown events. Member Bagwell stated that the Pow Wow did not fit with the events being discussed tonight; however, she advised them to present the event's expansion plans to the Cultural Commission. Mr. Plemel clarified for Member Wickstead that the unused funds would be carried over to the following year's budget.

PUBLIC COMMENT

(6:04:43) – Mr. Carver commended the Board for questioning request without “demonstrable affects and exit strategies”.

(6:05:43) – Martin Montgomery introduced himself as the Chairperson for the Committee hosting the Pow Wow and gave background on the event. He also noted that they had not received any government funding prior to this request, and explained that they were interested in expanding because they had outgrown their current location. Member Bagwell suggested that Mr. Montgomery contact RSVP to inquire about a partnership during the Nevada Day celebrations. Member Wickstead suggested having a clearer process of matching the applications with the appropriate funds.

(6:13:23) – MOTION: I move to refer the application from La Ka Le Be Pow Wow Committee to Staff to consult about other funding sources, and that no funding recommendation be made tonight from the RACC.

RESULT:	APPROVED (7-0-0)
MOVER:	Lepire
SECONDER:	Bagwell
AYES:	Hannaman, Lepire, Bagwell, Cardinal, Mullet, Sheck, Wickstead
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

(6:15:53) – Susan Haas, RSVP Executive Director, expressed interest in partnering with the Pow Wow Committee for the Nevada Day event. She also explained that the 4th of July Independence Day fireworks were separate from the carnival and believed that the event encourages visitors from neighboring towns to come to Carson City to view the fireworks and spend money. Vice Chair Lepire was informed that the amount requested was half the cost of the fireworks and that it was not a “money maker” for RSVP. He also believed that the City should take over the fireworks. Chairperson Hannaman called the event “a great private-public partnership”. Member Cardinal believed that the fireworks were important to the Community; however, he reminded the Committee that they had agreed to fund new projects only. Member Bagwell was informed that last year, an additional sponsor, had funded a portion of the fireworks. Discussion ensued regarding whose responsibility it was to have the fireworks in Carson City.

There were no public comments

(6:42:55) – MOTION: “I move that the Redevelopment Authority approve \$9,000 of funding to the RSVP group for the fireworks project with the discussion points made here at the Redevelopment [Authority Citizens Committee] meeting that Staff be referred to look at ways where the City would take on the funding of it permanently. That’s been done in other grants and other groups, and a piece of, if not all, the management as well.”

RESULT:	MOTION DIED FOR LACK OF A SECOND.
MOVER:	Wickstead
SECONDER:	None
AYES:	N/A
NAYS:	N/A
ABSTENTIONS:	N/A
ABSENT:	None

(6:44:20) – “I move to recommend [to the Redevelopment Authority] approval of a maximum of \$9,000 for RSVP’s fireworks for 2016 with the additional point of asking Staff to take it back and look at ways the City can take on permanent funding of it as they have done in other grants and committees, and some or all of the project management effort.”

PUBLIC COMMENT

(6:45:13) – Jed block recommended denying the request to as a “wake up call” to the Redevelopment Authority. Mr. Carver believed that the project should be funded this year; however, he agreed that the City should take over the project and not rely on a non-profit.

RESULT:	APPROVED (7-0-0)
MOVER:	Wickstead
SECONDER:	Lepire
AYES:	Hannaman, Lepire, Bagwell, Cardinal, Mullet, Sheck, Wickstead
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

(6:48:07) – Chairpersn Hannaman recessed the meeting.

(6:57:23) – Chairperson Hannaman reconvened the meeting. A quorum was still present.

5.3 FOR POSSIBLE ACTION: TO PRIORITIZE AND RECOMMEND TO THE REDEVELOPMENT AUTHORITY THE APPROVAL OF THE EXPENDITURE OF UP TO \$171,441 FOR FAÇADE IMPROVEMENTS FOR VARIOUS PROPERTIES WITHIN THE REDEVELOPMENT DISTRICT.

(6:57:37) – Chairperson Hannaman introduced the item. Mr. Plemel presented the agenda items which are incorporated into the record and noted that the funding would apply to commercial buildings in all Redevelopment areas. He also reviewed the conditions of approval which are also incorporated into the record. Vice Chairperson Lepire required clarificaion on the definition of “signage” and was informed

that signage could include stand alone or attached signs. Discussion ensued regarding monument signs and Member Mullet defined a “façade” as the front or side of a building. Chairperson Hannaman suggested not allocating all the funds at this time, as she believed some property owners had not come forward at this time. Member Cardinal expressed concern that tonight’s decisions will be based on estimates as many of the funding requests were not accompanied by three bids. Member Sheck was interested in the “blending” of all the signage and Mr. Plemel noted that all signs must comply with the Redevelopment standards. He also explained that the two requests by contractors would not include a bid as other contractors would know that a bid will not result in an award, since the contractors will perform the work themselves. Discussion ensued regarding the absence of many applicants. Member Bagwell believed that many businesses did not apply as they did not have the matching funds. She also suggested hearing from the applicants first.

(7:28:08) – Ellen DeChristopher, Huronout, LLC, introduced her funding request for the property on 631 North Division Street, incorporated into the record, and noted that they had received three bids. Member Bagwell expressed concern that the request is retroactive as the project had already been started six months ago and that the construction started nearly three months ago. Discussion ensued regarding the process.

(7:30:46) – “I move not to grant the \$25,000 to Huronour LLC’s for the reasons previously discussed: It is a mixed use with residential property and because it is a retroactive request.”

RESULT:	APPROVED (5-1-1)
MOVER:	Bagwell
SECONDER:	Mullet
AYES:	Lepire, Bagwell, Cardinal, Mullet, Wickstead
NAYS:	Sheck
ABSTENTIONS:	Hannaman
ABSENT:	None

Ms. Fralick explained that abstentions are usually reserved for conflict of interest issues.

(7:42:04) – Jed Block introduced his request for the property located on 112 North Curry Street, incorporated into the record. Vice Chairperson Lepire stated that approving a roofing project would set a precedent of which he did not approve. Discussion ensued regarding the project meeting the Historic District guidelines. Member Mullet believed that the roof improvement was a fit because “it was an intricate part of the appearance of the building, as it relates to the program”.

(7:55:06) – MOTION: I move to approve \$16,250 for 112 North Curry Street, as it is visible from the Street.

RESULT:	APPROVED (6-1-0)
MOVER:	Bagwell
SECONDER:	Wickstead
AYES:	Hannaman, Bagwell, Cardinal, Mullet, Sheck, Wickstead
NAYS:	Lepire
ABSTENTIONS:	None
ABSENT:	None

(7:56:30) – Chairperson Hannaman noted that no members of the public were present for public comment.

(7:56:35) – Chairperson Hannaman introduced the property on 318 North Carson Street and Mr. Plemel gave background on the property and clarified the funding request, adding that the applicant was not present.

PUBLIC COMMENT

(7:59:40) – Paul Johnson introduced himself and suggested that the request be denied since the applicant is not present to introduce the proposal. Ms. Fralick suggested referring the item back to Staff to be scheduled at a later date.

(8:00:31) – MOTION: I move to recommend that any of the projects before us tonight that do not have representation be referred to Staff for scheduling at a later date.

(8:01:20) – Member Bagwell suggested addressing any issues prior to the next meeting to ensure the applicants are better prepared. Vice Chairperson Lepire explained that he was not in favor of free standing signs and roof projects. It was agreed to have another meeting on June 6, 2016 to hear these items.

RESULT:	APPROVED (7-0-0)
MOVER:	Cardinal
SECONDER:	Lepire
AYES:	Hannaman, Lepire, Bagwell, Cardinal, Mullet, Sheck, Wickstead
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

5.4 DISCUSSION ONLY: REGARDING SIGN STANDARDS WITHIN THE REDEVELOPMENT DISTRICT.

(8:05:26) – Chairperson Hannaman introduced the item and explained that there are too many temporary signs in the Redevelopment District. Mr. Plemel explained that the current standards allow temporary signs to be placed for 30 consecutive days in a 90-day period; however, he noted that the lack of enforcement is due to having one code-enforcement officer for all issues. Mr. Plemel offered to return with further information and suggested utilizing the Carson Connect link from the City's home page. Chairperson Hannaman stressed the importance of uniformity.

PUBLIC COMMENT

(8:10:20) – Mr. Johnson, publisher of Homes and Land Magazine, presented a suggestion to unify the look and feel of street racks in the Redevelopment District via a standardized street rack program and

showed photographs of a similar project in Georgia. He noted that an ordinance will be required to move ahead with such a project. Mr. Johnson offered to help the City coordinate such a program. Mr. Plemel noted that he planned on working with Mr. Johnson and the Public Works Department to ensure synergy with other downtown fixtures, adding that encroachment permits will be required.

6. NON-ACTION ITEMS:

a. STAFF REPORTS AND UPDATE ON MATTERS RELATING TO THE RACC.

(8:20:48) – There were no additional Staff reports.

b. FUTURE AGENDA ITEMS.

(8:21:01) – Member Mullet suggested agendizing definitions and making them “a little firmer”.

c. RACC MEMBER REPORTS AND COMMENTS.

(8:21:34) – None.

7. PUBLIC COMMENTS

(8:21:55) – None.

8. FOR POSSIBLE ACTION: ADJOURNMENT.

(8:22:01) – MOTION: Member Bagwell moved to adjourn. Member Cardinal seconded the motion. The meeting was adjourned at 8:22 p.m.

The Minutes of the May 2, 2016 Carson City Redevelopment Authority Citizens Committee meeting are so approved this 6th day of June, 2016.

Ronnie Hannaman, Chair