

DRAFT MINUTES
Regular Meeting
Carson City Redevelopment Authority Citizens Committee (RACC)
Monday, March 5, 2018 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Board Members

Chair – Court Cardinal	Vice Chair – Jason Justice
Member – John Barrette	Member – Ronni Hannaman
Member – Lee Kennedy	Member – Sherri Powell
Member – Michael Smith	

Staff

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

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, ROLL CALL, AND DETERMINATION OF A QUORUM

(5:33:25) – Chairperson Cardinal called the meeting to order at 5:33 p.m. Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Court Cardinal	Present	
Vice Chairperson Jason Justice	Absent	
Member John Barrette	Present	
Member Ronni Hannaman	Present	
Member Lee Kennedy	Present	
Member Sherri Powell	Present	
Member Michael Smith	Present	

2. PUBLIC COMMENTS

(5:33:50) – Chairperson Cardinal entertained public comments; however, none were forthcoming.

3. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES – FEBRUARY 5, 2018.

(5:34:18) – MOTION: I move to approve the minutes of the February 5, 2018 RACC meeting.

RESULT:	APPROVED (6-0-0)
MOVER:	Hannaman
SECONDER:	Barrette
AYES:	Cardinal, Barrette, Hannaman, Kennedy, Powell, Smith
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Justice

4. MEETING ITEMS

4-A FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE REDEVELOPMENT AUTHORITY REGARDING THE EXPENDITURE OF \$5,000 FROM THE FY 2018 SPECIAL EVENT BUDGET OF THE REDEVELOPMENT REVOLVING FUND FOR THE RENTAL OF SPECIAL EVENT TENTS AND FACILITIES RENTAL FOR THE CARSON CITY FAIR AT FUJI PARK.

(5:34:36) – Chairperson Cardinal introduced the item. Mr. Plemel gave background and presented the agenda materials which are incorporated into the record.

(5:37:45) – Lindsay Chichester, Carson City Fair Planning Committee Chair/Secretary, presented her request which is also incorporated into the record. Chairperson Cardinal inquired about the tents that were owned by the City, and recommended owning versus renting them. Commissioner Hannaman noted that the tents owned by the City for the ice skating rink had “passed their prime”. She also explained that the fair tents must be larger to accommodate all the animals. Member Barrette expressed concern regarding the City’s human resources involved in erecting the tents. Member Hannaman wished to discuss putting aside funds for labor relating to special events. Member Smith inquired about Parks and Recreation staff’s role in setting up tents. Mr. Plemel believed staffing might be an issue as well and that it should be included in the discussions. Ms. Chichester ensured the Committee that she would not return to request additional funding for this fiscal year. There were no public comments.

(5:46:57) – MOTION: I move to recommend to the Redevelopment Authority approval of the expenditure of \$5,000 from the FY 2018 Special Event Budget of the Redevelopment Revolving Fund for the rental of special event tents and facilities for the Carson City Fair at Fuji Park.

RESULT:	APPROVED (6-0-0)
MOVER:	Hannaman
SECONDER:	Kennedy
AYES:	Cardinal, Barrette, Hannaman, Kennedy, Powell, Smith
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Justice

4-B FOR POSSIBLE ACTION: TO APPROVE THE EXPENDITURE OF UP TO \$21,579 FOR FAÇADE IMPROVEMENTS TO THE BUILDING LOCATED AT 2450 S. CURRY STREET (GREENHOUSE GARDEN CENTER), WITHIN REDEVELOPMENT AREA NO. 2,

AND TO GRANT A WAIVER OF THE POLICY REQUIRING A MINIMUM OF THREE BIDS FOR THE PROPOSED IMPROVEMENTS.

(5:47:32) – Chairperson Cardinal introduced the item. Mr. Plemel presented the agenda materials which are incorporated into the record.

(5:52:07) – David Ruf, Greenhouse Garden Center owner, introduced himself and responded to clarifying questions by the members. He also confirmed that some of the repairs were for damages from the flooding caused by last winter’s storms. Member Smith was informed that some of the electrical work done was for the electrical damage caused by the debris. Member Hannaman called the request a “no brainer”, noting that Mr. Ruf had not “asked for anything” over the course of the years. There were no public comments.

(5:56:35) – MOTION: I move to approve the expenditure of up to \$20,329 for façade improvements to the building located at 2450 S. Curry Street (Greenhouse Garden Center), within Redevelopment Area No. 2, and to grant a waiver of the policy requiring a minimum of three bids for the proposed improvements.

RESULT:	APPROVED (6-0-0)
MOVER:	Hannaman
SECONDER:	Kennedy
AYES:	Cardinal, Barrette, Hannaman, Kennedy, Powell, Smith
NAYS:	None
ABSTENTIONS:	None
ABSENT:	Justice

4-C FOR DISCUSSION ONLY: PRESENTATION FROM THE DEPUTY DISTRICT ATTORNEY REGARDING THE NEVADA OPEN MEETING LAW.

(5:57:30) – Chairperson Cardinal introduced the item. Chief Deputy District Attorney Adriana Fralick presented the Open Meeting Law PowerPoint slides which are incorporated into the record. She also responded to clarifying questions by the Committee members. There were no public comments.

5. DISCUSSION ONLY

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

(6:21:39) – Chairperson Cardinal introduced the item. Mr. Plemel reminded the RACC members that the next meeting was scheduled for Monday, May 7, 2018, and that they were accepting special event applications, adding that the next special event budget would decrease to \$25,000.

b. FUTURE AGENDA ITEMS FOR THE NEXT RACC MEETING.

c. RACC MEMBER REPORTS AND COMMENTS

(6:22:58) – Member Hannaman requested information regarding the carryover of unused funds. Mr. Plemel clarified that that funds become undesignated in the following year, and that special event and

façade improvement funds do not roll forward. Member Barrette was informed that no one had contacted Mr. Plemel for new façade improvement projects. Member Smith proposed looking into lighting projects as well. Member Powell received confirmation that a proactive outreach program had been done for the past façade improvement plans.

6. PUBLIC COMMENTS

(6:35:01) – There were no additional public comments.

(6:35:22) – Member Smith suggested that Member Powell introduce herself, who gave background on her experience in rehabilitating areas in Las Vegas and her eagerness to do the same in Carson City.

7. FOR POSSIBLE ACTION: ADJOURNMENT.

(6:37:20) – Member Smith moved to adjourn. Chairperson Cardinal adjourned the meeting at 6:37 p.m.

The Minutes of the March 5, 2018 Carson City Redevelopment Authority Citizens Committee meeting are so approved this 7th day of May, 2018.

COURT CARDINAL, Chair