



## STAFF REPORT

**Report To:** Board of Supervisors      **Meeting Date:** May 21, 2020

**Staff Contact:** Lee Plemel, AICP, Director

**Agenda Title:** For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance related to improvement districts, establishing provisions to levy the Downtown Neighborhood Improvement District assessment for Fiscal Year 2021 for the maintenance of the Downtown Streetscape Enhancement Project. (Lee Plemel, [lplemel@carson.org](mailto:lplemel@carson.org))

Staff Summary: After adopting a Resolution confirming the Downtown NID assessment, the Board of Supervisors must introduce and adopt an ordinance to levy the assessment. The proposed assessment amount for FY 2021 is \$45,399.

**Agenda Action:** Ordinance - First Reading      **Time Requested:** 5 Minutes

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### Proposed Motion

I move to introduce Bill No. \_\_\_\_

### Board's Strategic Goal

Economic Development

### Previous Action

April 16, 2020: The Board of Supervisors adopted a Resolution estimating the Downtown NID assessment roll for FY 2021 at a total of \$45,399 for the purpose of paying for maintenance of the Downtown Streetscape Enhancement Project, fixing the time and place to hear protests regarding the assessment for May 21, 2020, and directing staff to provide notice of that public hearing.

### Background/Issues & Analysis

NRS Chapter 271 provides for the annual procedures for implementing a NID assessment. The NID items on this agenda include the required actions to implement the annual assessment of properties within the Downtown NID. The purpose of this item is to levy the Downtown NID assessment for FY 2021.

The attached Ordinance includes the proposed assessment. Refer to the staff reports from the prior Downtown NID items on this agenda for more background information.

If you have questions regarding this item, contact Lee Plemel, Community Development Director, at 283-7075 or [lplemel@carson.org](mailto:lplemel@carson.org).

Attachments:

1) Ordinance.

### Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 271

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** Revenue NID Assessment 2350083-415100. 6027505-500460 Maintenance Contract / City contribution.

**Is it currently budgeted?** Yes

**Explanation of Fiscal Impact:** The collection of the Downtown NID assessment offsets the cost that would otherwise be the responsibility of the City for ongoing garbage collection and sidewalk and landscaping maintenance. The City will continue to contribute its additional share of the costs per the ordinance establishing the Downtown NID. The City's contribution for FY 2021 is \$27,081, increased by the 2019 CPI of 2.3% from the FY 2020 amount of \$26,472.

**Alternatives**

Correct, revise, or set aside (not implement) the proposed assessment.

**Attachments:**

[NID.4A.Ordinance.docx](#)

[NID.4B.Ordinance.ExhibitA.pdf](#)

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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(Vote Recorded By)

Summary: An ordinance to levy the Downtown Neighborhood Improvement District assessment for FY 2021.

BILL NO. \_\_

ORDINANCE No. 2020-\_\_

AN ORDINANCE RELATING TO IMPROVEMENT DISTRICTS, ESTABLISHING PROVISIONS TO LEVY THE DOWNTOWN NEIGHBORHOOD IMPROVEMENT DISTRICT ASSESSMENT FOR FISCAL YEAR 2021 FOR THE MAINTENANCE OF THE DOWNTOWN STREETSCAPE ENHANCEMENT PROJECT; AND PROVIDING OTHER MATTERS PROPERLY RELATED THERETO.

The Board of Supervisors of Carson City do ordain:

Whereas, the Carson City Board of Supervisors (“Board”) adopted Ordinance No. 2016-1 pursuant to NRS Chapter 271 establishing the Downtown Neighborhood Improvement District (“NID”) on January 7, 2016, to help pay for the ongoing maintenance of the street beautification project known as the Downtown Streetscape Enhancement Project, and that ordinance provided for the baseline property assessment as well as other requirements; and

Whereas, the Downtown Streetscape Enhancement Project was completed in 2018; and

Whereas, on May 21, 2020, the Board considered all applications for hardship determination and the recommendations of the Carson City Human Services Department regarding such applications; and

Whereas, the base Downtown NID assessment for FY 2021 (“Year Five”) is \$54,046, an amount equal to the base Year Four Assessment (\$52,831) plus the CPI for 2019 (2.3%) as identified in Ordinance No. 2016-1; and

Whereas, the Board has determined that the net cost of maintenance to be assessed to the benefitted parcels within the Downtown NID in Year Five is \$45,399, which represents a 16% reduction from the base assessment amount in order to reduce the amount of reserves in the Downtown NID account over the next five years.

## SECTION I:

1. The Board hereby levies the assessment to be paid by the Downtown NID in FY 2021 (“Year Five”) for the purpose of paying for maintenance of the Downtown

Streetscape Enhancement Project at \$45,399, distributed between property owners as shown on the confirmed assessment roll in EXHIBIT A, attached hereto.

2. The officers and employees of Carson City are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this ordinance.

PROPOSED on \_\_\_\_\_, 2020.

PROPOSED by \_\_\_\_\_.

PASSED \_\_\_\_\_, 2020.

VOTE: AYES: SUPERVISORS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAYS: SUPERVISORS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: SUPERVISORS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Robert Crowell, Mayor

ATTEST:

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Aubrey Rowlett  
CLERK/RECORDER

This ordinance shall be in force and effect from and after the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

## EXHIBIT A

Downtown Neighborhood Improvement District  
FY 2021  
City Engineer's Assessment Roll

State of Nevada      }  
                            }  
County of Carson City }  
                            }

To the Board of Supervisors of Carson City, Nevada:

I hereby certify and report that the foregoing is the assessment roll and assessments made by me for the purpose of paying that part of the cost which you decided should be paid and borne by special assessment for the Downtown Neighborhood Improvement District for the maintenance of the Downtown Streetscape Enhancement Project; that in making such assessments, I have, as near as may be, and according to my best judgement, conformed in all things to the provisions of Chapter 271 of NRS.



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Dan Stucky, P.E., City Engineer

Dated at Carson City, Nevada, May 12, 2020.

Parcel No	Property Location	Owner Name	Specia Benefit		% total bldg size	Assessment \$
			Bldg size	Factor		
<b><u>WEST SIDE OF CARSON ST</u></b>						
<u>W WILLIAMS AND N CARSON</u>	00118499	1020 N CARSON ST	HEIDI'S DUTCH MILL	2,259	100%	2,259
	00118407	1020 N CARSON ST	ROSENTHAL, DONALD M ET AL	0	100%	-
	00118408	1000 N CARSON ST	TERVEER, JOHN & BELL, MICHELLE	1,500	100%	1,500
<u>SOPHIA AND N CARSON</u>	00118802	922 N CARSON STREET	BROGISH LLC	788	100%	788
	00118804	900 N CARSON STREET	BROOKS, BENTLEY Y & MONICA	2,100	100%	2,100
<u>ANN AND N CARSON</u>	00119401	800 N CARSON STREET	MAFFI, JOE ROBERT	37,838	100%	37,838
<u>W WASHINGTON AND N CARSON</u>	00328304	716 N CARSON ST	KAPLAN FAMILY TRUST	19,927	100%	19,927
<u>W ROBINSON AND N CARSON</u>	00322301	500 N CARSON ST	ADAMS CARSON LLC	0	100%	-
<u>W SPEAR AND N CARSON</u>	00322402	420 N CARSON ST	NORTHERN NV COMSTOCK INV LLC	5,439	100%	5,439
	00322403	410 N CARSON ST	DOUGLASS DEVELOPMENT LLC	2,552	100%	2,552
	00322404	408 N CARSON ST	CHANAY, EUGENE FAM LIMITED PART	2,769	100%	2,769
	00322409	402 N CARSON ST	CHANAY, EUGENE FAM LIMITED PART	5,951	100%	5,951
<u>W TELEGRAPH AND N CARSON</u>	00322902	320 N CARSON ST	320 NORTH CARSON STREET LLC	2,690	100%	2,690
	00322903	318 N CARSON ST	COLE, JEFFREY N & DENISE M	13,441	100%	13,441
	00322904	310 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,020	100%	1,020
	00322905	308 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,275	100%	1,275
	00322906	306 N CARSON ST	ADAMS 302 CARSON LLC	2,053	100%	2,053
	00322907	302 N CARSON ST	ADAMS 302 CARSON LLC	8,748	100%	8,748
<u>W PROCTOR AND N CARSON</u>	00321301	111 W PROCTOR ST	CARSON INCUBATOR I LLC	8,390	100%	8,390
	00321302	206 N CARSON ST	WARREN, RICHARD & WARREN, DC TR	11,519	100%	11,519
	00321303	202 N CARSON ST	KNASIAK, JAMES W & BETTY TRUST	9,426	100%	9,426
<u>SECOND AND S CARSON</u>	00311206	123 W SECOND ST	LOPICCOLO FAMILY 1998 TRUST	10,251	100%	10,251
	00311203	210 S CARSON ST	BODIE NEVADA TRUST 12/27/11	1,924	100%	1,924
	00311204	217 S CURRY ST	MERCURY CLEANERS INC	5,746	100%	5,746
	00311205	224 S CARSON ST	LOPICCOLO FAMILY 1998 TRUST	5,685	100%	5,685
<u>THIRD AND S CARSON</u>	00311309	310 S CARSON ST	LOPICCOLO INVESTMENTS LLC	12,906	100%	12,906
	00311310	S CARSON ST	BERNARD LLC	0	100%	-
	00311311	312 S CARSON ST	BERNARD LLC	2,890	100%	2,890
	00311312	314 S CARSON ST	BERNARD LLC	1,920	100%	1,920
<u>FOUTH AND S CARSON</u>	00311602	400 S CARSON ST	BORTOLIN LLC	0	100%	-
	00311601	410 S CARSON ST	BORTOLIN LLC	4,208	100%	4,208
	00311605	418 S CARSON ST	NEVADA BUILDERS ALLIANCE	2,079	100%	2,079
<b><u>EAST SIDE OF CARSON ST</u></b>						
<u>E WILLIAMS AND N CARSON</u>	00216503	1017 N CARSON ST	MAPP ENTERPRISES, INC	1,653	100%	1,653
<u>SOPHIA AND N CARSON</u>	00216502	917 N CARSON ST	B P HOTEL, LLC	31,890	100%	31,890
	00216501	901 N CARSON STREET	B P HOTEL, LLC	0	100%	-
<u>ANN AND N CARSON</u>	00216402	801 N CARSON ST	CAPITAL CITY FLATS LLC	10,531	100%	10,531
<u>E WASHINGTON AND N CARSON</u>	00426101	113 E WASHINGTON ST	CARSON LODGE #1 - MASONIC LODGE	739	100%	739
	00426102	705 N CARSON ST	LAMKIN, ROBERT L & ROBERTA J	1,731	100%	1,731

<u>EAST CAROLINE AND N CARSON</u>	00426301	617 N CARSON ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$	-
	00426302	601 N CARSON ST	PARDINI FAMILY PROPERTIES LLC	3,920	100%	3,920	0.87%	\$	393
<u>E ROBINSON AND N CARSON</u>	00421111	507 N CARSON ST	ADAMS CARSON LLC	79,378	100%	79,378	17.52%	\$	7,955
	00421402	E SPEAR ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$	-
<u>E TELEGRAPH AND N CARSON</u>	00421503	319 N CARSON ST	DAVIS / BENTHAM LLC	4,320	100%	4,320	0.95%	\$	433
	00421504	315 N CARSON ST	YAPLE, JON M AND JEANNE	1,958	100%	1,958	0.43%	\$	196
	00421508	311 N CARSON ST	JOHNSON, THOMAS Y AND LINDA E	7,644	100%	7,644	1.69%	\$	766
	00421506	301 N CARSON ST	JOHNSON FAMILY REV TR 1/31/92	9,282	100%	9,282	2.05%	\$	930
<b>CURRY STREET FRONTAGE - EAST</b>									
<u>W WILLIAM AND N CURRY</u>	00118409	1007 N CURRY STREET	NDBT PROPERTIES LLC	4,506	75%	3,380	0.75%	\$	339
<u>SOPHIA AND N CURRY</u>	00118801	115 W SOPHIA	BROGISH LLC	0	75%	-	0.00%	\$	-
	00118803	110 W ANN	PROPERTY MANAGEMENT, CARSON CITY	0	75%	-	0.00%	\$	-
<u>SPEAR AND N CURRY</u>	00322401	411 N CURRY ST	NORTHERN NEVADA COMSTOCK INVEST	9,467	100%	9,467	2.09%	\$	949
	00322407	407 N CURRY ST	OLD GLOBE SALOON INC	1,641	100%	1,641	0.36%	\$	164
	00322406	110 W TELEGRAPH ST	JONES, K & M TRUST	6,160	100%	6,160	1.36%	\$	617
<u>W TELEGRAPH AND N CURRY</u>	00322408	108 W TELEGRAPH ST	CROWELL ENTERPRISES INC	2,311	100%	2,311	0.51%	\$	232
	00322901	111 W TELEGRAPH ST	BRUJUN-ANDERSEN FAMILY EST TRUST	11,019	100%	11,019	2.43%	\$	1,104
<u>THIRD AND N CURRY</u>	00311315	S CURRY / THIRD	LOPICCOLO INVESTMENTS LLC	1,080	100%	1,080	0.24%	\$	108
	00311399	W THIRD ST	LOPICCOLO INVESTMENTS LLC	0	100%	-	0.00%	\$	-
	00311313	110 W FOURTH ST	BERNARD LLC	1,456	75%	1,092	0.24%	\$	109
	00311314	309 S CURRY ST	BERNARD LLC	0	75%	-	0.00%	\$	-
<u>W FOUTH AND N CURRY</u>	00311606	114 W FIFTH ST	NEVADA BUILDERS ALLIANCE	0	75%	-	0.00%	\$	-
<u>WILLIAM AND N CURRY</u>	00118302	1012 N CURRY ST	SHEERIN, MARY J & SHEERIN, ETAL	0	75%	-	0.00%	\$	-
	00118304	1008 N CURRY ST	FOUR WINDS, LLC	924	75%	693	0.15%	\$	69
	00118306	1002 N CURRY ST	LORENZ, ALLEN R TRUST 1/19/07	2,053	75%	1,540	0.34%	\$	154
<u>SOPHIA AND N CURRY</u>	00118707	910 N CURRY ST	C & A INVESTMENTS LLC	0	75%	-	0.00%	\$	-
	00118705	904 N CURRY ST	T C J ENTERPRISES LLC	936	75%	702	0.15%	\$	70
<u>ANN AND N CURRY</u>	00119302	812 N CURRY ST	ADAMS 800 N CURRY LLC	0	75%	-	0.00%	\$	-
	00119305	808 N CURRY ST	ADAMS 800 N CURRY LLC	2,368	75%	1,776	0.39%	\$	178
	00119306	802 N CURRY ST	ADAMS 800 N CURRY LLC	0	75%	-	0.00%	\$	-
<u>W WASHINGTON AND N CURRY</u>	00328202	714 N CURRY ST	MKR VENTURES LLC	1,433	75%	1,075	0.24%	\$	108
	00328203	710 N CURRY ST	GRAVES, BRANDI & JONES, LINDSEY	1,250	75%	938	0.21%	\$	94
<u>W CAROLINE AND N CURRY</u>	00328502	201 W CAROLINE ST	CARSON HEIGHTS LLC	11,684	75%	8,763	1.93%	\$	878
	00328503	N CURRY ST	CARSON HEIGHTS LLC	0	75%	-	0.00%	\$	-
	00328504	602 N CURRY ST	CHIM MARK H K & MARILYN M	2,446	75%	1,835	0.40%	\$	184
<u>W ROBINSON AND N CURRY</u>	00322202	512 N CURRY ST	KLETTE S & M E FAMILY TRUST	713	100%	713	0.16%	\$	71
	00322203	508 N CURRY ST	RPJ NV LLC	2,448	100%	2,448	0.54%	\$	245
	00322204	204 W SPEAR ST	BENGOCHEA LLC	3,307	100%	3,307	0.73%	\$	331
<u>W SPEAR AND N CURRY</u>	00322510	412 N CURRY ST	CAIN GARY	516	100%	516	0.11%	\$	52
	00322503	402 N CURRY ST	PRUETT FAMILY TRUST 6/10/04	2,297	100%	2,297	0.51%	\$	230
	00322506	405 N NEVADA ST	PRUETT FAMILY TRUST	1,309	100%	1,309	0.29%	\$	131
<u>W TELEGRAPH AND N CURRY</u>	00322802	308 N CURRY ST	ADAMS 308 N CURRY LLC	21,826	100%	21,800	4.81%	\$	2,185

<u>W PROCTOR AND N CURRY</u>	00321206	234 N CURRY ST	ADAMS 308 N CURRY LLC	0	100%	-	0.00%	\$	-
	00321203	208 N CURRY ST	PLATINUM QUAIL LLC SERIES A	2,118	100%	2,118	0.47%	\$	212
	00321204	206 N CURRY ST	CC CONCIERGE LLC	1,333	100%	1,333	0.29%	\$	134
	00321205	202 N CURRY ST	WARREN, RICHARD AND WARREN DC TR	1,242	100%	1,242	0.27%	\$	124
<u>W MUSSER AND N CURRY</u>	00321502	112 N CURRY ST	CURRY MUSSER PROCTOR & GREEN LLC	1,303	75%	977	0.22%	\$	98
	00321504	102 N CURRY ST	NEVADA PRESS FOUNDATION	3,541	75%	2,656	0.59%	\$	266
<u>W KING AND N CURRY</u>	00321710	201 W KING ST	201 W KING STREET LLC	2,788	75%	2,091	0.46%	\$	210
	00321711	106 S CURRY ST	JOOST, KAREN	954	75%	716	0.16%	\$	72
	00321713	110 S CURRY ST	SUMMO, DONALD W & EILENE H TR	1,123	75%	842	0.19%	\$	84
<u>W SECOND AND S CURRY</u>	00311401	300 S CURRY ST	SIERRA NV ASSOC OF REALTORS INC	5,528	75%	4,146	0.92%	\$	416
	00311403	314 S CURRY ST	SIERRA NV ASSOC OF REALTORS INC	0	75%	-	0.00%	\$	-
	00311404	310 S CURRY ST	BROWN, RANDY J INVESTMENTS LLC	1,419	75%	1,064	0.23%	\$	107
<u>W FOUTH AND S CURRY</u>	00311503	201 W FOURTH ST	BROWN, RANDY J INVESTMENTS LLC	0	75%	-	0.00%	\$	-
	00311505	202 W FIFTH ST	LANGSON, DON K	0	75%	-	0.00%	\$	-
	00311502	205 W FOURTH ST	BROWN, RANDY J INVESTMENTS LLC	0	75%	-	0.00%	\$	-
<b>PLAZA STREET FRONTAGE</b>						-	0.00%	\$	-
<u>WILLIAMS AND PLAZA</u>	00216504	1000 N PLAZA STREET	M & M BIGUE INVESTMENTS LLC	5,239	75%	3,929	0.87%	\$	394
<u>SOPHIA AND PLAZA</u>	00216505	110 E ANN STREET	SALAS, ANGELICA	2,465	75%	1,849	0.41%	\$	185
<u>E TELEGRAPH AND PLAZA</u>	00421502	107 E TELEGRAPH	T.L.A.C.P., LLC	2,150	75%	1,613	0.36%	\$	162
	00421501	111 E TELEGRAPH	WONG FAMILY TRUST 11/22/97	2,948	75%	2,211	0.49%	\$	222
				Total	467,641	452,987	100%	\$	<b>45,399</b>