



# STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** June 22, 2016

**Staff Contact:** Lee Plemel, Community Development Director

**Agenda Title:** For Possible Action: To introduce, on first reading, Bill No. \_\_, an ordinance to levy the Downtown Neighborhood Improvement District (NID) assessment for FY 2016-17 for the maintenance of the Downtown Streetscape Enhancement Project.

**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. (Lee Plemel, lplemel@carson.org)

**Agenda Action:** Ordinance - First Reading

**Time Requested:** 10 minutes

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## **Proposed Motion**

I move to introduce, on first reading, Bill No. \_\_, an ordinance to levy the Downtown Neighborhood Improvement District (NID) assessment for the maintenance of the Downtown Streetscape Enhancement Project.

## **Board's Strategic Goal**

Economic Development

## **Previous Action**

January 7, 2016: The Board of Supervisors adopted Ordinance No. 2016-1 establishing the Downtown NID for the purpose of paying a portion of the cost of ongoing maintenance of the Downtown Streetscape Enhancement Project.

June 2, 2016: The Board of Supervisors adopted Policies and Procedures for NRS Chapter 271 Hardship Determinations.

June 2, 2016: The Board of Supervisors adopted a Resolution estimating the cost to be paid by the Downtown NID (Neighborhood Improvement District) assessment and the assessment roll 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 June 16, 2016, and directing staff to provide notice of that public hearing.

## **Background/Issues & Analysis**

The Board of Supervisors adopted Ordinance No. 2016-1 establishing the Downtown NID on January 7, 2016, in order to assess property owners to help pay for the ongoing maintenance of the Downtown Streetscape Enhancement Project improvements. The Downtown NID was initiated by petition of property owners representing more than 50% of the assessed valuation of properties within the NID.

NRS 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 attached Ordinance includes the proposed assessment. The proposed assessment is based on the square footage of non-residential building area on each parcel. Generally, properties with direct frontage or immediate adjacency to the proposed Downtown Streetscape Enhancement Project improvements pay at a "100%" assessment rate, while properties within the Downtown NID but not immediately adjacent to the new improvements pay at a "75%" rate.

Notification of the Downtown NID assessment, the procedures for applying for Hardship Determination, and procedures for making complaints, protests and objections were sent out to each property within the Downtown NID. Following are the actions that will be taken at this meeting and following to implement the assessment:

- June 22 Board of Supervisors items:

1. Public Hearing to consider all "complaints, protests and objections" to the assessment.
2. Adoption of a Resolution confirming the Downtown NID assessment, dispensing with complaints, protests and objections to the assessment, and ratifying the City Engineer's assessment roll for the Downtown NID for the maintenance of the Downtown Streetscape Enhancement Project.
3. Introduction of an ordinance to levy the assessment.
4. Introduction of an ordinance to levy the assessment.

- Notification of assessment - Send notification of the assessment to the property owners.

- July 7 Board of Supervisors: Ordinance second reading.

- Future Board of Supervisors item: Approval of a maintenance agreement between the City and the Downtown NID.

Contact Lee Plemel at 283-7075 or lplemel@carson.org for any questions regarding this item.

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

NRS Chapter 271.

### **Financial Information**

Is there a fiscal impact?  Yes  No

If yes, account name/number: N/A

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: The City will continue to pay its portion of downtown maintenance costs in an amount that has been budgeted in past years before the downtown improvements. The property owners within the Downtown NID will pay an additional assessment with their property taxes. NRS Chapter 271 assessments are exempt from business impact statement requirements.

### **Alternatives**

Do not implement the Downtown NID assessment.

### **Attachments:**

- 1) Ordinance.

**Board Action Taken:**

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

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

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

Aye/Nay

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

\_\_\_\_\_  
(Vote Recorded By)

BILL NO. \_\_\_\_

ORDINANCE No. 2016-\_\_

AN ORDINANCE TO LEVY THE DOWNTOWN NEIGHBORHOOD IMPROVEMENT DISTRICT ASSESSMENT FOR FY 2016-17 FOR THE MAINTENANCE OF THE DOWNTOWN STREETScape ENHANCEMENT PROJECT.

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 Board has authorized the construction of the Downtown Streetscape Enhancement Project; and

Whereas, the Board has determined the cost of maintenance to be paid by special assessments levied against the benefitted parcels within the Downtown NID; and

Whereas, on June 16, 2016, the Board considered all applications for hardship determination and the recommendations of the Carson City Human Services Department regarding such applications; and

Whereas, the Board has determined and does hereby declare that the net cost of maintenance to be assessed to the benefitted parcels within the Downtown NID in Year One is \$49,736.

SECTION I:

1. The Board hereby levies the assessment to be paid by the Downtown NID in FY 2016-17 (“Year One”) for purpose of paying for maintenance of the Downtown Streetscape Enhancement Project at \$49,736, distributed between property owners as shown on the confirmed assessment roll in EXHIBIT A.

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 \_\_\_\_\_, 2016.

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

PASSED \_\_\_\_\_, 2016.

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_  
Robert Crowell, Mayor

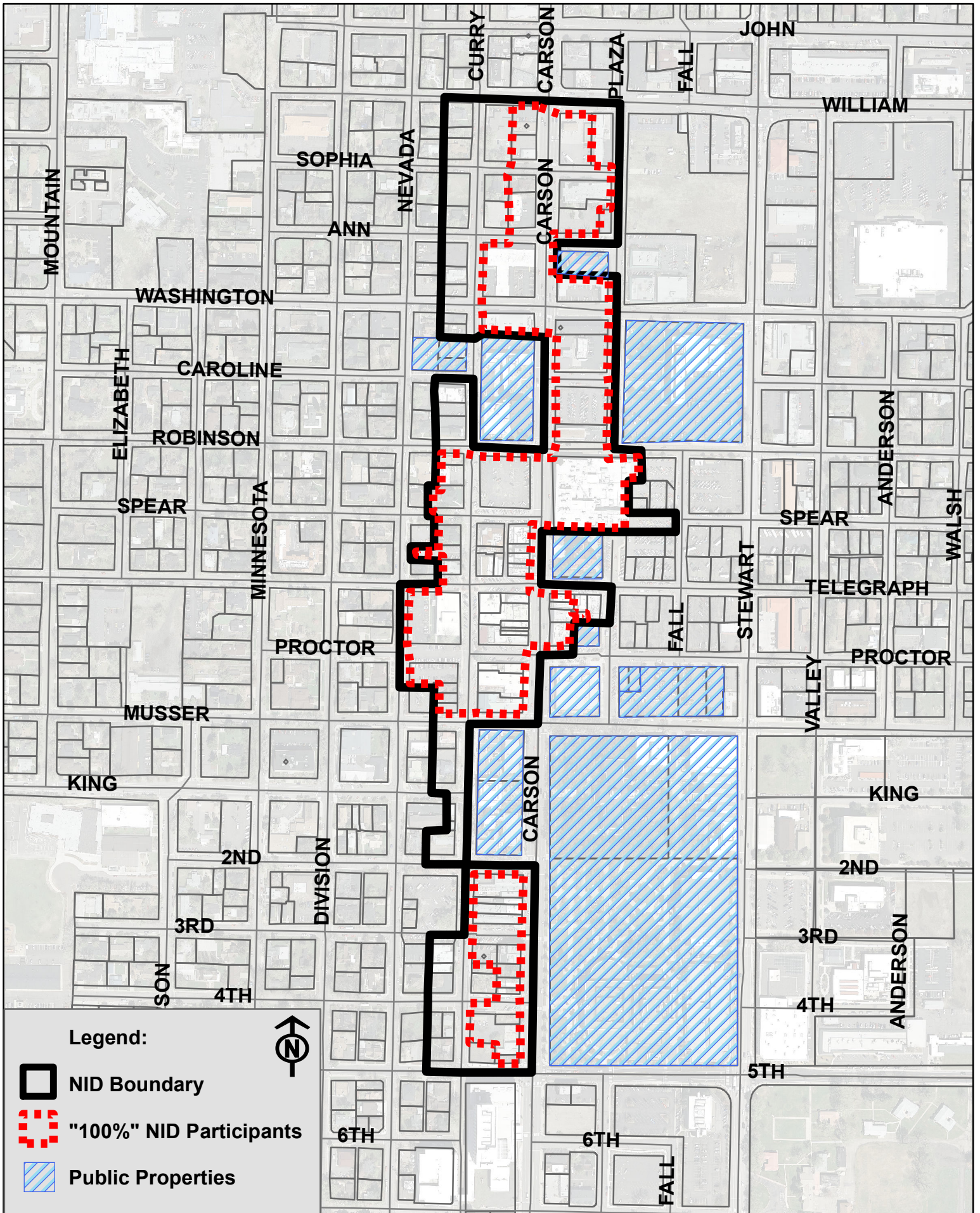
ATTEST:

\_\_\_\_\_  
SUE MERRIWETHER  
CLERK/RECORDER

This ordinance shall be in force and effect from and after the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

# PROPOSED DOWNTOWN NEIGHBORHOOD IMPROVEMENT DISTRICT

Exhibit A





	Parcel No	Property Location	Owner Name	Bldg size	Specia Benefit Factor	% total bldg size	Assessment \$	49,736
<b>WEST SIDE OF CARSON ST</b>								
<u>W WILLIAMS AND N CARSON</u>	00118499	1020 N CARSON ST	ROSENTHAL, DONALD M ET AL	2,259	100%	2,259	0.49%	\$ 243
	00118407	1020 N CARSON ST	ROSENTHAL, DONALD M ET AL	0	100%	-	0.00%	\$ -
	00118408	1000 N CARSON ST	THAYER, DONALD AND CATHERINE	1,500	100%	1,500	0.32%	\$ 161
<u>SOPHIA AND N CARSON</u>	00118802	922 N CARSON STREET	BROGISH LLC	2,625	100%	2,625	0.57%	\$ 282
	00118804	900 N CARSON STREET	BROOKS, BENTLEY Y & MONICA	2,100	100%	2,100	0.45%	\$ 226
<u>ANN AND N CARSON</u>	00119401	800 N CARSON STREET	MAFFI, JOE ROBERT	37,838	100%	37,838	8.18%	\$ 4,070
<u>W WASHINGTON AND N CARSON</u>	00328304	716 N CARSON ST	KAPLAN FAMILY TRUST	19,927	100%	19,927	4.31%	\$ 2,143
<u>W ROBINSON AND N CARSON</u>	00322301	500 N CARSON ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$ -
<u>W SPEAR AND N CARSON</u>	00322402	420 N CARSON ST	NORTHERN NV COMSTOCK INV LLC	5,439	100%	5,439	1.18%	\$ 585
	00322403	410 N CARSON ST	CHANEY, EUGENE FAM LIMITED PART	4,403	100%	4,403	0.95%	\$ 474
	00322404	408 N CARSON ST	CHANEY, EUGENE FAM LIMITED PART	4,945	100%	4,945	1.07%	\$ 532
	00322409	402 N CARSON ST	CHANEY, EUGENE FAM LIMITED PART	5,951	100%	5,951	1.29%	\$ 640
<u>W TELEGRAPH AND N CARSON</u>	00322902	320 N CARSON ST	320 NORTH CARSON STREET LLC	2,690	100%	2,690	0.58%	\$ 289
	00322903	318 N CARSON ST	DOUBLE EAGLE CUBED LLC	13,441	100%	13,441	2.91%	\$ 1,446
	00322904	310 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,020	100%	1,020	0.22%	\$ 110
	00322905	308 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,275	100%	1,275	0.28%	\$ 137
	00322906	306 N CARSON ST	ADAMS 302 CARSON LLC	2,053	100%	2,053	0.44%	\$ 221
	00322907	302 N CARSON ST	ADAMS CARSON LLC	8,748	100%	8,748	1.89%	\$ 941
<u>W PROCTOR AND N CARSON</u>	00321301	111 W PROCTOR ST	CARSON INCUBATOR I LLC	8,390	100%	8,390	1.81%	\$ 902
	00321302	206 N CARSON ST	WARREN, RICHARD & WARREN, DC TR	11,519	100%	11,519	2.49%	\$ 1,239
	00321303	202 N CARSON ST	KNASIAK, JAMES W & BETTY TRUST	9,426	100%	9,426	2.04%	\$ 1,014
<u>SECOND AND S CARSON</u>	00311206	123 W SECOND ST	LOPICCOLO FAMILY TRUST 5/26/98	10,251	100%	10,251	2.22%	\$ 1,103
	00311203	210 S CARSON ST	BODIE NEVADA TRUST 12/27/11	1,924	100%	1,924	0.42%	\$ 207
	00311204	217 S CURRY ST	MERCURY CLEANERS INC	5,746	100%	5,746	1.24%	\$ 618
	00311205	224 S CARSON ST	LOPICCOLO FAMILY TRUST 5/26/98	5,685	100%	5,685	1.23%	\$ 611
<u>THIRD AND S CARSON</u>	00311309	310 S CARSON ST	LOPICCOLO INVESTMENTS LLC	12,906	100%	12,906	2.79%	\$ 1,388
	00311310	S CARSON ST	BERNARD BORTOLIN, LLC	0	100%	-	0.00%	\$ -
	00311311	312 S CARSON ST	BERNARD BORTOLIN, LLC	2,890	100%	2,890	0.62%	\$ 311
	00311312	314 S CARSON ST	BERNARD BORTOLIN, LLC	1,920	100%	1,920	0.42%	\$ 207
<u>FOUTH AND S CARSON</u>	00311602	400 S CARSON ST	BERNARD BORTOLIN, LLC	0	100%	-	0.00%	\$ -
	00311601	410 S CARSON ST	BERNARD BORTOLIN, LLC	4,208	100%	4,208	0.91%	\$ 453
	00311604	418 S CARSON ST	CUBIX ORMSBY LLC	2,079	100%	2,079	0.45%	\$ 224
<b>EAST SIDE OF CARSON ST</b>								
<u>E WILLIAMS AND N CARSON</u>	00216201	1017 N CARSON ST	MAPP ENTERPRISES, INC	1,653	100%	1,653	0.36%	\$ 178
<u>SOPHIA AND N CARSON</u>	00216304	917 N CARSON ST	B P HOTEL, LLC	31,890	100%	31,890	6.90%	\$ 3,430
	00216305	901 N CARSON STREET	B P HOTEL, LLC	0	100%	-	0.00%	\$ -
<u>ANN AND N CARSON</u>	00216402	801 N CARSON ST	BRINSON, BETTY	10,531	100%	10,531	2.28%	\$ 1,133
<u>E WASHINGTON AND N CARSON</u>	00426101	113 E WASHINGTON ST	CARSON LODGE #1 - MASONIC LODGE	4,929	100%	4,929	1.07%	\$ 530
	00426102	705 N CARSON ST	LAMKIN, ROBERT L AND ROBERTA A	1,731	100%	1,731	0.37%	\$ 186



FY 2016-17 "Year-One" Downtown Neighborhood Improvement District Maintenance Engineer's Assessment Roll

EXHIBIT A

<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	0.85%	\$	422
<u>E ROBINSON AND N CARSON</u>	00421111	507 N CARSON ST	ADAMS CARSON LLC	79,378	100%	79,378	17.17%	\$	8,538
	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	0.93%	\$	465
	00421504	315 N CARSON ST	YAPLE, JON M AND JEANNE	1,958	100%	1,958	0.42%	\$	211
	00421508	311 N CARSON ST	JOHNSON, THOMAS Y AND LINDA E	7,644	100%	7,644	1.65%	\$	822
	00421506	301 N CARSON ST	JOHNSON FAMILY REVOCABLETRUST	9,282	100%	9,282	2.01%	\$	998
<b>CURRY STREET FRONTAGE - EAST</b>						-	0.00%	\$	-
<u>W WILLIAM AND N CURRY</u>	00118409	1007 N CURRY STREET	HAUTEKEET FAMILY TRUST	4,506	75%	3,380	0.73%	\$	363
<u>SOPHIA AND N CURRY</u>	00118801	115 W SOPHIA	BROGISH LLC	0	75%	-	0.00%	\$	-
	00118803	110 W ANN	CARSON CITY	0	75%	-	0.00%	\$	-
<u>SPEAR AND N CURRY</u>	00322401	411 N CURRY ST	NORTHERN NV COMSTOCK INV LLC	9,467	100%	9,467	2.05%	\$	1,018
	00322407	407 N CURRY ST	OLD GLOBE SALOON INC	1,641	100%	1,641	0.35%	\$	177
	00322406	110 W TELEGRAPH ST	JONES, K & M TRUST	6,160	100%	6,160	1.33%	\$	663
<u>W TELEGRAPH AND N CURRY</u>	00322408	108 W TELEGRAPH ST	CROWELL ENTERPRISES INC	2,311	100%	2,311	0.50%	\$	249
	00322901	111 W TELEGRAPH ST	BRUUN-ANDERSEN FAMILY EST TRUST	11,019	100%	11,019	2.38%	\$	1,185
<u>THIRD AND N CURRY</u>	00311315	S CURRY / THIRD	LOPICCOLO INVESTMENTS LLC	1,080	100%	1,080	0.23%	\$	116
	00311399	W THIRD ST	LOPICCOLO INVESTMENTS LLC	0	100%	-	0.00%	\$	-
	00311313	110 W FOURTH ST	BERNARD BORTOLIN, LLC	1,456	75%	1,092	0.24%	\$	117
	00311314	309 S CURRY ST	BERNARD BORTOLIN, LLC	0	75%	-	0.00%	\$	-
<u>W FOURTH AND N CURRY</u>	00311603	114 W FIFTH ST	CUBIX ORMSBY LLC	0	75%	-	0.00%	\$	-
<u>WILLIAM AND N CURRY</u>	00118302	1012 N CURRY ST	LEPIRE, GARRETT	0	75%	-	0.00%	\$	-
	00118304	1008 N CURRY ST	FOUR WINDS, LLC	924	75%	693	0.15%	\$	75
	00118306	1002 N CURRY ST	BRITTON, C M & SALKIN, H Q TR	2,053	75%	1,540	0.33%	\$	166
<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%	\$	76
<u>ANN AND N CURRY</u>	00119302	812 N CURRY ST	ADAMS CARSON LLC	0	75%	-	0.00%	\$	-
	00119305	808 N CURRY ST	ADAMS CARSON LLC	2,368	75%	1,776	0.38%	\$	191
	00119306	802 N CURRY ST	ADAMS CARSON 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	0.23%	\$	116
	00328203	710 N CURRY ST	GRAVES, BRANDI & JONES, LINDSEY	1,250	75%	938	0.20%	\$	101
<u>W CAROLINE AND N CURRY</u>	00328502	201 W CAROLINE ST	1464 RAND AVENUE LLC	11,684	75%	8,763	1.90%	\$	943
	00328503	N CURRY ST	1464 RAND AVENUE LLC	0	75%	-	0.00%	\$	-
	00328504	602 N CURRY ST	SWAFFORD, DOYLE E & LORIE ET AL	2,446	75%	1,835	0.40%	\$	197
<u>W ROBINSON AND N CURRY</u>	00322202	512 N CURRY ST	KLETTE S & M E FAMILY TRUST	713	100%	713	0.15%	\$	77
	00322203	508 N CURRY ST	RPJ NV LLC	2,448	100%	2,448	0.53%	\$	263
	00322204	204 W SPEAR ST	BENGOCHEA LLC	3,307	100%	3,307	0.72%	\$	356
<u>W SPEAR AND N CURRY</u>	00322510	412 N CURRY ST	VERIVE, JENNIFER AND CAIN, GARY	3,331	100%	3,331	0.72%	\$	358
	00322503	402 N CURRY ST	PRUETT FAMILY TRUST	2,297	100%	2,297	0.50%	\$	247
	00322506	405 N NEVADA ST	PRUETT FAMILY TRUST	1,309	100%	1,309	0.28%	\$	141
<u>W TELEGRAPH AND N CURRY</u>	00322801	308 N CURRY ST	ADAMS CARSON LLC	18,352	100%	18,352	3.97%	\$	1,974
<u>W PROCTOR AND N CURRY</u>	00321201	234 N CURRY ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$	-

	00321203	208 N CURRY ST	PLATINUM QUAIL LLC SERIES A	2,118	100%	2,118	0.46%	\$	<b>228</b>
	00321204	206 N CURRY ST	FLIEGLER, ROBERT MD LTD	1,333	100%	1,333	0.29%	\$	<b>143</b>
	00321205	202 N CURRY ST	WARREN, RICHARD AND WARREN DC TR	1,242	100%	1,242	0.27%	\$	<b>134</b>
<u>W MUSSER AND N CURRY</u>	00321502	112 N CURRY ST	CURRY MUSSER PROCTOR & GREEN LLC	1,303	75%	977	0.21%	\$	<b>105</b>
	00321504	102 N CURRY ST	NEVADA PRESS FOUNDATION	3,541	75%	2,656	0.57%	\$	<b>286</b>
<u>W KING AND N CURRY</u>	00321710	201 W KING ST	201 W KING STREET LLC	2,788	75%	2,091	0.45%	\$	<b>225</b>
	00321711	106 S CURRY ST	JOOST, KAREN	954	75%	716	0.15%	\$	<b>77</b>
	00321713	110 S CURRY ST	SUMMO, DONALD W & EILENE H TR	1,123	75%	842	0.18%	\$	<b>91</b>
<u>W SECOND AND S CURRY</u>	00311401	300 S CURRY ST	SIERRA NV ASSOC OF REALTORS INC	5,528	75%	4,146	0.90%	\$	<b>446</b>
	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%	\$	<b>114</b>
<u>W FOURTH AND S CURRY</u>	00311503	201 W FOURTH ST	BROWN, RANDY J INVESTMENTS LLC	0	75%	-	0.00%	\$	-
	00311505	202 W FIFTH ST	LANGSTON, DON K	0	75%	-	0.00%	\$	-
	00311502	205 W FOURTH ST	DOESCHER FAMILY TRUST 12/4/03	0	75%	-	0.00%	\$	-
<b>PLAZA STREET FRONTAGE</b>								\$	-
<u>WILLIAMS AND PLAZA</u>	00216202	1000 N PLAZA STREET	M & M BIGUE INVESTMENTS LLC	5,239	75%	3,929	0.85%	\$	<b>423</b>
<u>SOPHIA AND PLAZA</u>	00216303	110 E ANN STREET	SALAS, ANGELICA & GONZALEZ	2,465	75%	1,849	0.40%	\$	<b>199</b>
<u>E TELEGRAPH AND PLAZA</u>	00421502	107 E TELEGRAPH	T.L.A.C.P., LLC	2,150	75%	1,613	0.35%	\$	<b>173</b>
	00421501	111 E TELEGRAPH	PH PROPERTIES LTE PARTNERSHIP	2,948	75%	2,211	0.48%	\$	<b>238</b>
				<b>Total</b>		<b>477,036</b>			<b>462,408</b>
							<b>100%</b>	<b>\$</b>	<b>49,736</b>