

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Redevelopment Authority Citizens Committee (RACC)**  
**Monday, 5-1-2017 ● 5:30 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Board Members**

<b>Chair – Kristoffer Wickstead</b>	<b>Vice Chair– Ronni Hannaman</b>
<b>Member – John Barrette</b>	<b>Member – Court Cardinal</b>
<b>Member – Jason Justice</b>	<b>Member – Lee Kennedy</b>
<b>Member – Craig Mullet</b>	

**Staff**

Lee Plemel, Community Development Director  
Adriana Fralick, Chief Deputy District Attorney  
Cheryl Eggert, Deputy Clerk  
Minutes by: 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](http://www.carson.org/minutes).

**1. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF A QUORUM**

(5:30:40) – Chairperson Wickstead called the meeting to order at 5:30 p.m. Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Kristoffer Wickstead	Present	
Vice Chair Ronni Hannaman	Present	
Member John Barrette	Present	
Member Court Cardinal	Absent	
Member Jason Justice	Present	
Member Lee Kennedy	Present	
Member Craig Mullet	Absent	

**2. PUBLIC COMMENTS**

(5:31:08) – Chairperson Wickstead entertained public comment. Jed Block introduced himself as the property owner of 112 North Curry Street. Mr. Block distributed copies of before and after pictures of his roof that had been part of the façade improvement program, noting that his \$32,000 project was completed for \$28,000 because of the \$14,000 reimbursement by the RACC. Mr. Block thanked the RACC for the program and noted that “redevelopment works and I appreciate it very much”.

**3. FOR POSSIBLE ACTION ON APPROVAL OF MINUTES – February 6, 2017**

**(5:32:47) – MOTION: I move to approve the minutes from the February 6, 2017 RACC meeting as written.**

<b>RESULT:</b>	<b>APPROVED (4-0-1)</b>
<b>MOVER:</b>	Hannaman
<b>SECONDER:</b>	Barrette
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Kennedy
<b>ABSENT:</b>	Cardinal, Mullet

(5:33:33) – Chairperson Wickstead introduced and welcomed Lee Kennedy, General Manager of Max Casino, as the newest RACC member.

#### 4. MEETING ITEMS

##### 4-A. FOR POSSIBLE ACTION TO MAKE A RECOMMENDATION TO THE REDEVELOPMENT AUTHORITY REGARDING THE EXPENDITURE OF \$10,000 FROM THE FY (FISCAL YEAR) 2016-17 SPECIAL EVENT FUNDING BUDGET OF THE REDEVELOPMENT REVOLVING FUND FOR THE CARSON CITY FAIR.

(5:34:11) – Chairperson Wickstead introduced the item. Mr. Plemel gave background and presented the agenda materials which are incorporated into the record. He also noted that the event will occur in the next fiscal year; however, the expenditures will be incurred in this fiscal year.

(5:35:03) – Lindsay Chichester, UNR Cooperative Extension representative, offered clarifications. Member Justice inquired about the Board of Supervisors’ decision not to fund a fair, and Vice Chair Hannaman noted that “that was a different time, different people”, adding that this was a “brand new fair” and extended her support. There were no public comments

**(5:37:34) – MOTION: I move to recommend to the Redevelopment Authority approval of the expenditure of \$10,000 from the FY (Fiscal Year) 2016-17 revolving fund, to support the Carson City Fair, as an expense incidental to the carrying out of the Redevelopment Plan that has been adopted by the Carson City Board of Supervisors, and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Justice
<b>SECONDER:</b>	Kennedy
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice, Kennedy
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mullet, Cardinal

##### 4-B. FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE REDEVELOPMENT AUTHORITY REGARDING THE EXPENDITURE OF UP TO \$30,000

**FOR SPECIAL EVENT FUNDING FROM THE REDEVELOPMENT REVOLVING FUND FOR FISCAL YEAR 2017-18.**

(5:38:20) – Chairperson Wickstead introduced this item. Mr. Plemel reviewed the agenda materials with accompanying PowerPoint slides. He also reviewed the list of applicants and their requested amounts, also incorporated into the record. In response to Member Barrette’s request for specifics, Derek Sheldon, Director of Systems at Carson Nugget, stated that the purpose of the Arlington Plaza Entertainment Venue was for organizations to set up for their events and have vendors, adding that the Nugget will contribute \$16,000 as well for the purpose of creating a semi-permanent event venue and for attracting the community to the downtown area. Mr. Sheldon believed that the venue will be torn down in the winter “to avoid becoming an eyesore”, adding that the stage set up would depend on funding. He stated that tents, a stage, and seating will be part of the funded venue. Mr. Plemel noted that the equipment will be rented for this summer’s events. Member Kennedy was informed that the equipment will be up from Memorial Day until Nevada Day. Discussion ensued regarding the Downtown Business Association’s (DBA’s) role in bringing in events. Vice Chair Hannaman noted that “there is no assurance in what we will be getting”, adding that no events are associated with the venue yet. She also requested that the request be delayed until further information is received and believed there are “a lot of unanswered questions”. Mr. Plemel stated that a special RACC meeting could be arranged for June, and still have time to be heard by the Board of Supervisors. He also noted that the request is in the appropriate category because it will not be classified as infrastructure, due to the temporary nature of the venue.

(5:56:03) – Mr. Sheldon confirmed for Chair Wickstead that they planned on proceeding with the venue, even without RACC funding as their plan is to contribute \$16,000 with the hope of increasing it with RACC funding to make the events bigger. Vice Chairperson inquired about the DBA’s commitment and the types of events they were planning and Mr. Sheldon noted that the type of events would depend on the size of the venue. He also believed that the DBA would take the lead in scheduling the events. Chairperson Wickstead suggested holding off the approval until a schedule is available. Mr. Plemel suggested voting on the other requests and, if possible, having a special meeting in June as more detailed information becomes available. Discussion ensued and the members’ consensus was to postpone approval of the project until details such as a schedule of events, the approval process, and other information became available.

(6:07:50) – Chairperson Wickstead reviewed the RSVP and Taste of Downtown requests, both of which are incorporated into the record. He also entertained public comments and when none were forthcoming, a motion.

**(6:09:20) – MOTION: I move to recommend to the Redevelopment Authority approval of the expenditure of \$14,000 from the FY (Fiscal Year) 2017-18 revolving fund, to support the special events requests in the amount of \$7,500 for the RSVP July 4<sup>th</sup> fireworks and \$6,500 for a Taste of Downtown. These expenses are incidental to the carrying out of the Redevelopment Plan that has been adopted by the Carson City Board of Supervisors, and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Hannaman
<b>SECONDER:</b>	Kennedy
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice, Kennedy
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Mullet, Cardinal

**4-C. FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE REDEVELOPMENT AUTHORITY REGARDING THE EXPENDITURE OF UP TO \$10,000 FROM THE FY (FISCAL YEAR) 2016-17 REDEVELOPMENT REVOLVING FUND, SPECIAL EVENT EQUIPMENT BUDGET, FOR THE PURCHASE OF CHAIRS FOR THE COMMUNITY CENTER AND TABLES FOR THE COMMUNITY CENTER AND SPECIAL EVENT RENTALS.**

(6:10:37) – Chairperson Wickstead introduced the item. Mr. Plemel presented the agenda materials which are incorporated into the record. He also noted that applicant Eric Klug, Carson City Recreation Program Manager, was in the audience and could answer the members’ questions. Vice Chair Hannaman explained that the current request had “changed a bit” from the original intent which was for the tables of chairs to be used for downtown events; however, she did not have “heartburn” over the changers. Mr. Klug noted that the existing tables are used for downtown events if they are not being used by the Community Center and the Aquatic Center, adding that they are “in bad shape” and some will be thrown out. There were no public comments.

**(6:14:07) – MOTION: I move to recommend to the Redevelopment Authority approval of the expenditure of up to \$10,000 from the FY 2016-17 Redevelopment Revolving Fund, Special Event Equipment budget, for the purchase of chairs for the Community Center and tables for the Community Center and special event rentals.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Justice
<b>SECONDER:</b>	Kennedy
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice, Kennedy
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Cardinal, Mullet

**4-D. FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A VENDOR CART TO BE LOCATED ON MCFADDEN PLAZA ADJACENT TO MOM & POP’S DINER, LOCATED AT 224 S. CARSON STREET.**

(6:14:38) – Chairperson Wickstead introduced the item and Mr. Plemel presented the agenda materials which are incorporated into the record, and noted that the request complied with encroachment permit standards. Applicant Doug Kramer, owner of Mom and Pop’s Diner, noted that he had utilized the concept last year and had served food on a cart during special events, and that the Department of Health

had requested adding a sink and hot water for this presentation. He also assured that the location of the cart will be “under the gazebo” and assured the Committee that trash cans will be available. Member Justice expressed concern over the “overall footprint of the cart” which he likened to a small food truck. Mr. Kramer explained that he is looking to increase his income or “keep it where it was until the Plaza came along”, and to make up for the hardship of the winter months. He defined the target audience for the cart as the “kids under 30 who bring their own kids” and who do not frequent the area restaurants. Member Barrette inquired about the conditions of the encroachment permit and wanted to ensure that the request was within its confines, which Mr. Plemel believed it was. Vice Chair Hannaman expected large crowds at McFadden Plaza this summer and wished to understand whether the encroached area was public property or not. She was also concerned about overcrowding the Plaza should the other restaurants want to serve their food outside as well. Vice Chair Hannaman suggested sending the request to the Board of Supervisors without a recommendation. Other Committee members were in favor of the recommendation as they were not clear on the encroachment issues and the design guidelines for the cart. There were no public comments.

**(6:42:24) – MOTION: I move to have item 4-D be moved over for consideration by the Board of Supervisors for their final say, without a recommendation from this [Committee] because we do not have enough information (intent of the food cart and encroachment) to make a good decision.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Hannaman
<b>SECONDER:</b>	Kennedy
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice, Kennedy
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Cardinal, Mullet

**4-E. FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE REDEVELOPMENT AUTHORITY REGARDING AN AMENDMENT TO THE REDEVELOPMENT AUTHORITY POLICIES AND PROCEDURES, SECTION 3.21, RELATING TO THE SPLIT OF REDEVELOPMENT FUNDING FOR “ARTS AND CULTURE” SPECIAL EVENTS AND OTHER REDEVELOPMENT SPECIAL EVENTS.**

(6:45:30) – Chairperson Wickstead introduced the item. Mr. Plemel presented the agenda materials incorporated into the record and responded to clarifying questions by the members. Member Barrette inquired about the split funds and was informed by Vice Chair Hannaman that the allocation assured receipt of \$25,000 for special events funding to the Arts and Culture Commission. Chairperson Wickstead believed that this was a more straight-forward process to assure that the Arts and Culture Commission received their funds. There were no public comments.

**(6:52:54) – MOTION: I move to recommend to the Redevelopment Authority approval of a modification to a portion of Section 3.21 of the Redevelopment Authority Policies and Procedures to read: It is the policy of the Redevelopment Authority to allocate Redevelopment Special Event funding to Arts and Culture special events as determined in the annual Redevelopment budget, which may be independent from funding allocations for other special events.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Justice
<b>SECONDER:</b>	Kennedy
<b>AYES:</b>	Wickstead, Hannaman, Barrette, Justice, Kennedy
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Cardinal, Mullet

**5. DISCUSSION ONLY**

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

(6:53:51) – Mr. Plemel noted that the fund allocation plan approved in the last RACC meeting was approved by the Board of Supervisors.

**b. FUTURE AGENDA ITEMS FOR THE NEXT RACC MEETING.**

(6:54:20) – Mr. Plemel noted that should the DBA have additional information regarding the Arlington Square Community Event Venue, a special meeting will be held on Monday June 5, 2017.

**c. RACC MEMBER REPORTS AND COMMENTS**

(6:54:46) – Vice Chair Hannaman announced the grand opening of Battle Born Social restaurant in downtown this evening.

**6. PUBLIC COMMENTS**

(6:55:28) – Chairperson Wickstead entertained public comment. However none were forthcoming.

**7. FOR POSSIBLE ACTION: ADJOURNMENT.**

**(6:55:36) – Vice Chair Hannaman moved to adjourn. The motion was seconded by Member Kennedy. The meeting was adjourned at 6:55 p.m.**

The Minutes of the May 1, 2017 Carson City Redevelopment Authority Citizens Committee meeting are so approved this 5<sup>th</sup> day of June, 2017.

---

KRISTOFFER WICKSTEAD, Chair