



STAFF REPORT

Report To: Redevelopment Authority

Meeting Date: December 21, 2017

Staff Contact: Lee Plemel, Community Development Director

Agenda Title: For Possible Action: To provide direction to staff regarding Redevelopment plans and activities, including the role of the Redevelopment Authority Citizens Committee in the review of Redevelopment plans and incentives. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors set a goal for the City Manager to provide an comprehensive update on Redevelopment plans and policies, including the role of the Redevelopment Authority Citizens Committee in providing recommendations to the Redevelopment Authority. Staff will provide a report on current Redevelopment plans, policies and incentive programs. No action is required, but the Redevelopment Authority may provide direction to staff regarding modifications to existing plans and policies.

Agenda Action: Formal Action/Motion

Time Requested: 30 minutes

Proposed Motion

[No action required.]

Board's Strategic Goal

Economic Development

Previous Action

June 6, 2017: The Board of Supervisors reviewed the performance of the City Manager and assigned an objective for the next year to provide a report on Redevelopment for the Board's/Redevelopment Authority's consideration.

Background/Issues & Analysis

Redevelopment Districts are enabled in Nevada by NRS 279 (Redevelopment of Communities). Carson City has two Redevelopment Areas. Redevelopment Area #1 generally covers the downtown vicinity and the Costco property on Old Clear Creek Drive, and Area #2 generally covers the South Carson Street commercial corridor as well as the former K-Mart property on North Carson Street (see attached Redevelopment District Maps). Redevelopment Area #1 was established in 1986 and expires in 2031 (45 years), and Redevelopment Area #2 was established in 2004 and expires in 2034 (30 years). The expiration dates for either Redevelopment Area may not be extended beyond its current expiration year under current State law (NRS) provisions.

There is an adopted Redevelopment Plan for each Area that lists the objectives and guides the activities for the respective Redevelopment Area. Attached are the applicable sections from the respective Redevelopment Area Plans that shows the established objectives. The Plans cover a wide range of objectives and possible implementation strategies. It is up to the Redevelopment Authority/Board of Supervisors to prioritize and choose how to implement the provisions of the Plans.

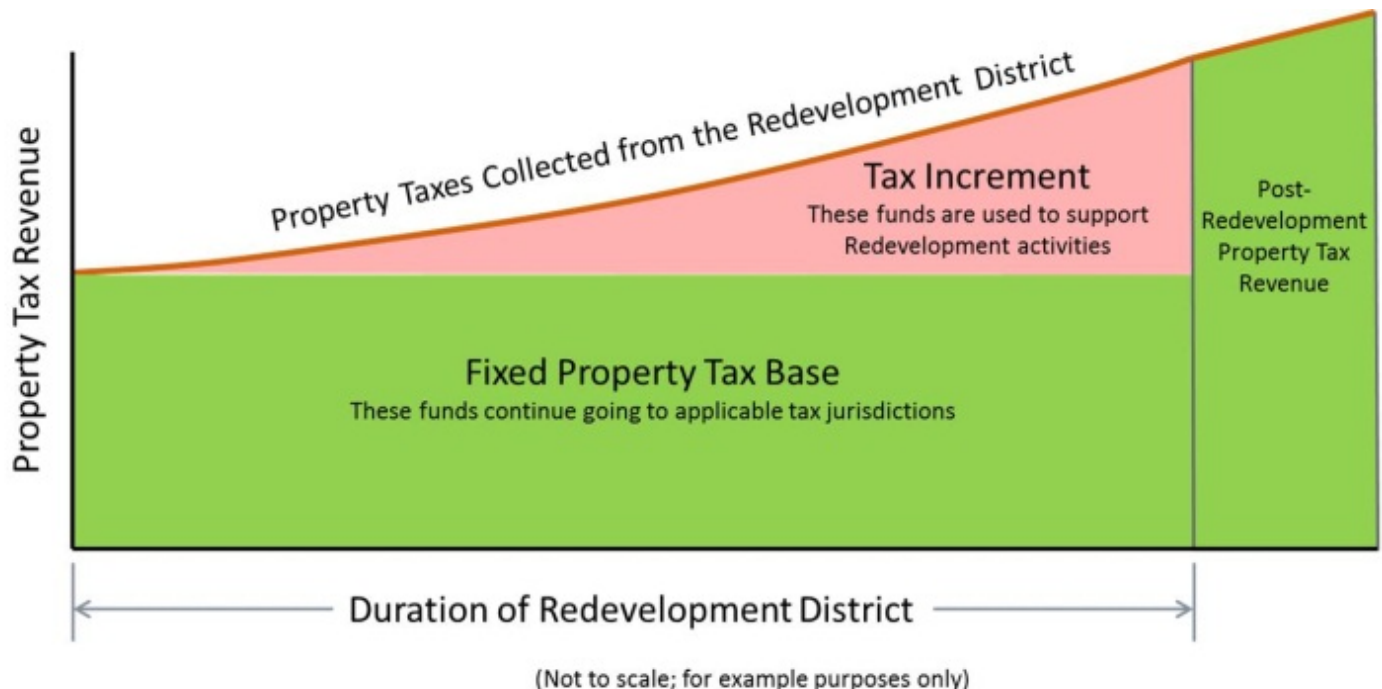
The Redevelopment Authority Citizens Committee (RACC) was created by resolution in 1993 to provide recommendations to the Redevelopment Authority regarding the incentive program that was created by the same resolution. The Board of Supervisors suspended that "small business incentive program" in 2010, but the RACC continued to make recommendations regarding special event funding. The resolution establishing the RACC's duties and responsibilities has been amended throughout the years, with the latest version (attached) adopted in 2011. Per the current resolution, the RACC is authorized to make recommendations to the Redevelopment Authority regarding:

- Redevelopment Area Plans;
- Incentive programs;
- Special Event funding; and
- Other matters pertaining to the Redevelopment District and under the authority of the Redevelopment Authority.

In the last three years, as Redevelopment revenues have recovered from the recession and funding has become available again for new incentives, the RACC has made recommendations for the expenditure of undesignated funds. Those recommendations have resulted in the Redevelopment Allocation Plan that is annually reviewed and recommended to the Redevelopment Authority for inclusion in the budget for the following year. The RACC will make new recommendations in February 2018 for consideration by the Board of Supervisors in March 2018. See the attached Redevelopment Allocation Plan for the projects and programs for which RACC has made recommendations.

This staff report and the attached materials provide a brief and general overview of the Redevelopment program. The purpose of this item is to give the Redevelopment Authority an opportunity to discuss policies related to the future use of Redevelopment funds. Should the Authority desire to take more specific actions regarding Redevelopment projects or programs, the Authority may provide direction to staff to bring specific items back for additional information or action.

Redevelopment activities are funded through property tax increment financing. The base property tax is fixed at the start of the redevelopment district, and that amount of tax continues to be distributed to applicable taxation jurisdictions (e.g. school district, City General Fund, etc.). The additional property tax revenue collected through the years as property values increase is called the "tax increment." The tax increment revenues are used in support of the redevelopment district.



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

Attachments:

- 1) Redevelopment District Map - Areas #1 and #2
- 2) Redevelopment Area #1 Plan Objectives
- 3) Redevelopment Area # 2 Plan Objectives
- 4) Resolution 2011-RA-3 & 2011-R-41 establishing the RACC's duties and responsibilities
- 5) Redevelopment Allocation Plan
- 6) Redevelopment five-year budget estimated projections (as of
- 7) Redevelopment Authority Policies and Procedures

Applicable Statute, Code, Policy, Rule or Regulation

NRS 279 (Redevelopment of Communities)

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: N/A

Alternatives

The Redevelopment Authority may take no action or provide direction to staff regarding Redevelopment projects and programs.

Board Action Taken:

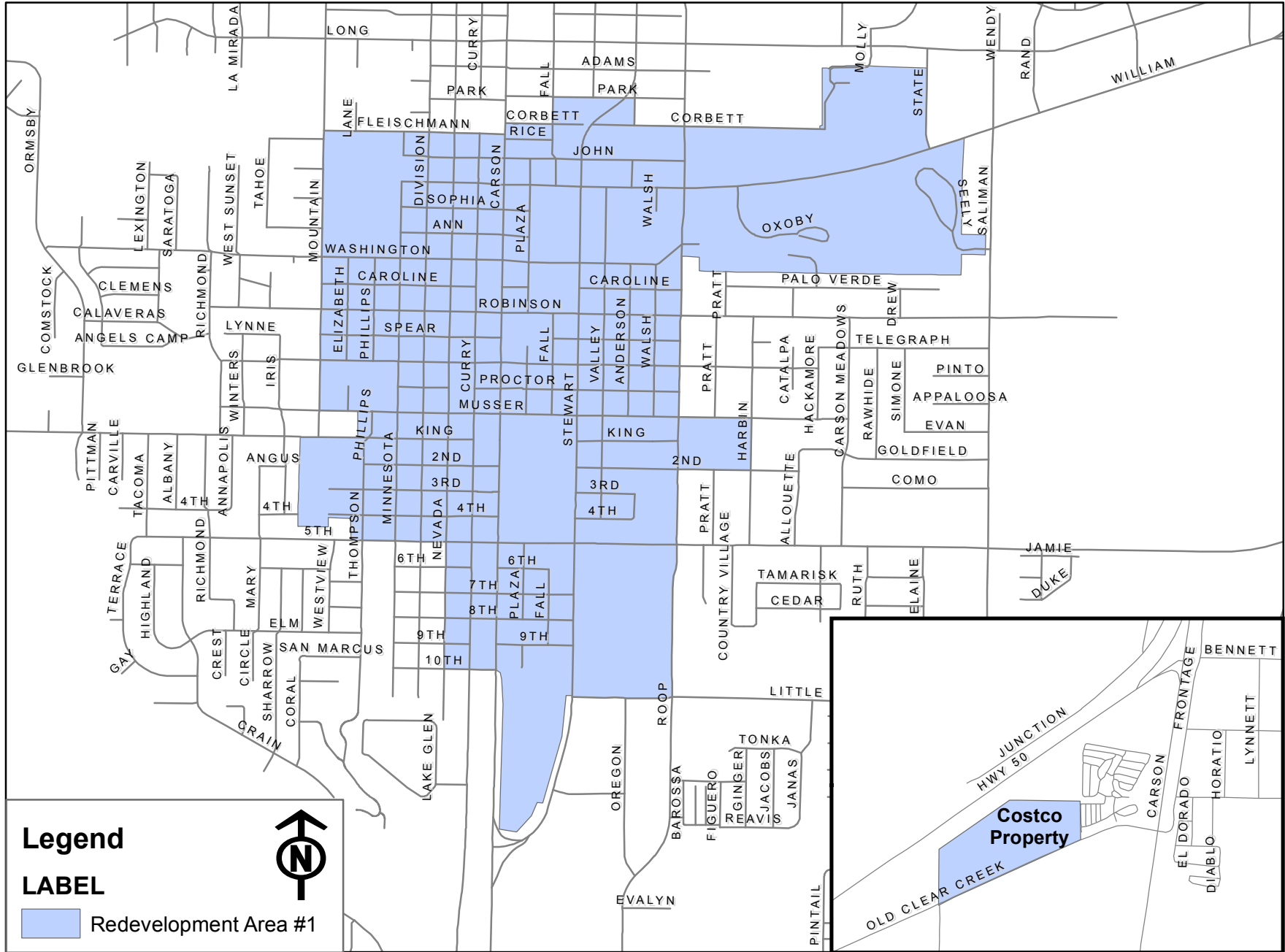
Motion: _____

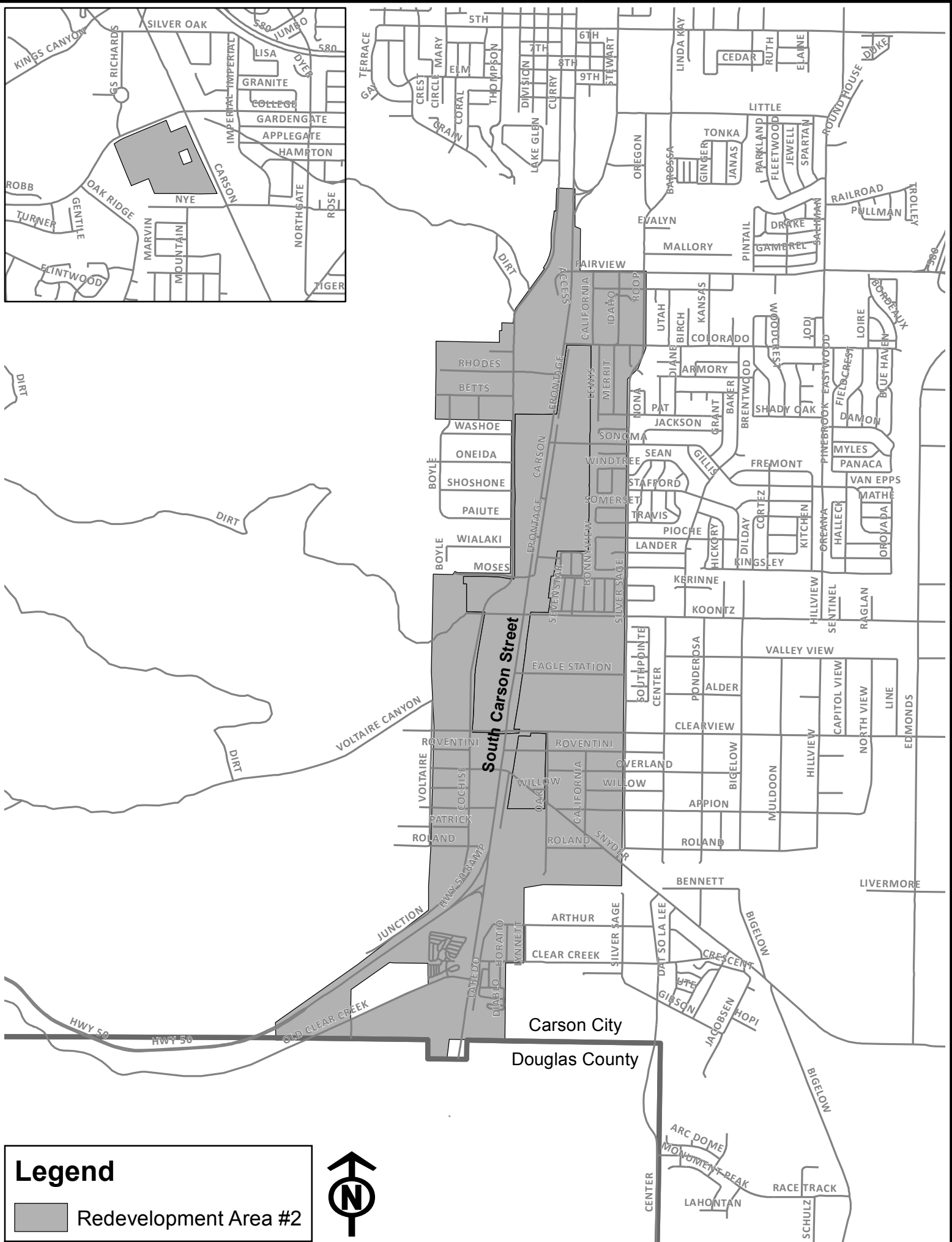
1) _____

2) _____

Aye/Nay

(Vote Recorded By)





Legend

 Redevelopment Area #2



Carson City
Douglas County

South Carson Street



HWY 50
HWY 50
OLD CLEAR CREEK
JUNCTION
LAREDO
DIABLO HORATIO
MINNETT
ARTHUR
CLEAR CREEK
SILVER SAGE
DAN SO LA LEE
BENNETT
ROVANTINI
VOLTAIRE
COCHISE
PATRICK
ROLAND
WILLOW
CALIFORNIA
WILLOW
OVERLAND
APPION
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BENNETT
ARTHUR
CLEAR CREEK
SILVER SAGE
DAN SO LA LEE
BENNETT

REDEVELOPMENT PLAN
FOR THE
CARSON CITY REDEVELOPMENT PROJECT NO. 1

FEBRUARY 6, 1986

Prepared By
Carson City Redevelopment Authority
In Cooperation With
Carson City Planning Commission

Assisted By
Patterson, Stewart and Associates
and
Region West Research Consultants

SECTION 300 - REDEVELOPMENT OBJECTIVES

The principal objectives of the City and of this Plan is to improve the 488 acre Redevelopment Project Area economically, physically and aesthetically--making the Area more attractive for private sector development and redevelopment and to protect the substantial public investment in State and City facilities. Further objectives are to correct deficiencies in the Area's aging infrastructure, repair and modify the present street system, provide amenities for the use and enjoyment of the people of Carson City and the many visitors who travel to this capitol city annually for business and recreation reasons. The following more specifically describe the intent, purpose and objectives of this Redevelopment Plan:

301. Strengthen the local economy by attracting new and expanded private investments in the Area, create new employment opportunities, increase the City's tax base, and expand public revenue to be used to improve the quality of life for the people of Carson City;
302. Repair, construct, install, or replace new publicly owned utility systems such as water, storm drains and sanitary sewers where existing systems are nonexistent, inadequate, undersized or substandard.
303. Improve the street, highway, bicycle and pedestrian circulation system to assure safe, convenient and aesthetically pleasing access to and throughout the Area;
304. Develop a physical linkage and an appropriate transportation mode among the Virginia and Truckee (V & T) Roundhouse, the Downtown and the Railroad Museum;
305. Promote the restoration of the V & T Roundhouse;
306. Develop a common theme in the housing, business and government sectors of the Redevelopment Area, to unify the mixture of residential, office, retail, lodging, gaming and government facilities by understanding, respecting and utilizing the City's rich historic past and its roll as Capitol of the State of Nevada;
307. Establish a unifying tree planting program throughout the Redevelopment Area.
308. Develop appropriately designed street lighting, street signage and street furniture systems with a full understanding of the diversity and special character of the several functional and historic use areas within the Project Area;

309. Provide informational and directional kiosks in convenient pedestrian locations to allow visitors an opportunity to become familiar with the locations of the City's historic, business, cultural, gaming, recreational and other places of interest;
310. Develop additional, conveniently located parking facilities--including parking structures where appropriate--together with pleasant, auto-free, pedestrian ways linking business, government and places of historic interest;
311. Improve the appearance of commercial areas through street beautification programs, building rehabilitation and improved development requirements in the areas of sign controls and landscaping;
312. Encourage more intensive landscaping on Downtown properties and parking lots;
313. Encourage and assist in providing "people oriented areas" in the Downtown for daytime and evening special events and promotional activity;
314. Underground present overhead utility systems where feasible and encourage the serving utility companies to assist in the costs thereof;
315. Integrate and protect older existing structures having historic value, with new development;
316. Cooperate and support officially recognized Historic Preservation and Architectural Review groups in their undertaking of the design for the restoration and rehabilitation of historically designated structures and places;
317. Provide informational plaques for on-site display in conjunction with recognized historic structures and places;
318. Accommodate planned population growth in ways which will not damage the social, economic and environmental well being of Carson City;
319. Continue and enhance a land use pattern which creates vitality through diversity in activities and the age of improvements;
320. Establish the highest possible level of recreational opportunity for the residents and visitors of all age levels;

321. Promote greater cooperation between City and School District in the joint use of public land for school-park-recreation purposes;
322. Promote greater cooperation between City and State government in order to achieve harmony in public development;
323. Initiate programs with appropriate public and private groups to develop decent, safe and sanitary housing for persons and families in the Redevelopment Area who are living under substandard conditions; and
324. Where rehabilitation of property may be unfeasible and where clearance and redevelopment may be necessary to eliminate blighting influences, cause such property to be cleared and redeveloped and in the process, assist and encourage the owners of such property to participate in these activities.

2. DESCRIPTION AND MAP OF THE PROJECT AREA

The boundaries of Project Area No. 2 are shown on the map and the boundary description has been incorporated into the ordinance that adopts the Redevelopment Plan

3. PROPOSED REDEVELOPMENT ACTIONS

A. Specific Redevelopment Activities

The Redevelopment Authority plans to carry out the following strategies to achieve the goals of redevelopment in Project Area No. 2:

1. **Assistance with site acquisition:** The Redevelopment Authority, by assisting with site acquisition for auto dealers, has the ability to influence the economics related to the expansion or retention of auto sales on South Carson Street. The use of financing tools and public/private partnerships will allow the Redevelopment Authority to work with existing auto dealers to obtain commitments to remain doing business and to expand their operations on South Carson Street.
2. **Relocation assistance:** The Redevelopment Authority has the capability to assist auto dealers to relocate from other parts of the region to South Carson Street. For example, auto sales operations currently located on North Carson Street could benefit from clustering with the dealers on South Carson Street to produce the synergy of an auto row.
3. **Expansion in number of franchises:** For example, Carson City lacks the following franchises: Volkswagen, BMW, Mitsubishi, Acura, and Mercedes. The Redevelopment Authority could provide inducements for auto dealers to increase the number of franchises offered on South Carson Street.
4. **Armory Site:** Currently, the State of Nevada owns the site of the former Nevada National Guard. With the concurrence of the State, the Redevelopment Authority could work with the State of Nevada to maximize private development potential on this site through the means authorized by this Plan.
5. **Improvements in traffic circulation, landscaping and streetscape:** South Carson Street is currently a major state highway making access difficult. Also, it has limited landscaping and attractive visual amenities. The anticipated completion of the freeway from Fairview Drive to South Carson Street will significantly reduce traffic and leave South Carson Street in City control, with the need to transition the street back from a state highway to a local arterial street serving the properties along it. The Redevelopment Authority has the ability to invest in infrastructure, traffic improvements, landscaping, maintenance and other public enhancements to improve

traffic circulation and the appearance of South Carson Street. This strategy includes forming a business improvement district to address maintenance needs in the area.

6. **Marketing assistance:** A strong marketing program has the potential of contributing to the success of auto sales operations on South Carson Street. The Redevelopment Authority can assist auto dealers with marketing efforts to enhance Carson City as an auto purchase destination for the region. This assistance could include helping to establish a strong and active Dealer Group to conduct destination advertising and other marketing efforts such as special events. It could also include assistance with signs and other design features to create identity for South Carson Street as an auto purchase destination for the region.
7. **Re-use of existing sites if a regional auto mall proceeds:** If a regional auto mall is developed in Carson City, the Redevelopment Authority could assist dealers to obtain productive and financially viable re-use of their existing sites on South Carson Street.
8. **Re-use of vacant retail buildings:** Since the Plan was adopted in 2004, numerous businesses have been affected by the economy, resulting in a high commercial vacancy rate. Additionally, the vacant former K-Mart building on North Carson Street has been added to the plan to address the vacancies and deterioration of the property and other properties in the vicinity. The Redevelopment Authority could assist with various types of incentives, including economic studies, to encourage new, viable uses for these buildings.
9. **Utility Extensions:** While the Plan Project Area is largely served by existing public infrastructure, there are some properties to which utilities such as water and sewer lines do not currently reach. The Redevelopment Authority could assist in constructing necessary utility lines to serve new development on commercial properties within the Plan Project Area upon submittal of a plan for a project that would benefit the Redevelopment District.
10. **NDOT right-of-way:** The Nevada Department of Transportation owns significant right-of-way along Carson Street. In some cases, NDOT owns up to 70 feet of property behind existing street improvements. This significantly limits adjacent property owners' ability to use this property for economic development purposes. The Redevelopment Authority can assist property owners in working with NDOT to dispose of these excess rights-of-way or provide financial assistance to help to lease or purchase these rights-of-way from NDOT to the extent the law and NDOT may authorize.

In conducting the redevelopment activities as set forth above, the Redevelopment Authority shall be enabled by the authority and requirements set forth in Section 5 of the Plan.

RESOLUTION NO. 2011-RA-R-3 and 2011-R-41

A RESOLUTION AMENDING RESOLUTIONS 2003-RAR-2 AND 2003-R-37 TO RE-ESTABLISH THE CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE AND CONTINUE THE SUSPENSION OF REDEVELOPMENT DISTRICT INCENTIVE PROGRAMS FOR SMALL, PRIVATE REDEVELOPMENT PROJECTS.

WHEREAS, the Carson City Board of Supervisors and Redevelopment Authority have determined that the Redevelopment Authority Citizens Committee membership should be modified to include representatives from both Redevelopment Areas 1 and 2 in order to provide recommendations on Redevelopment Authority matters from a broader segment of the Redevelopment District; and

WHEREAS, the Carson City Board of Supervisors and Redevelopment Authority have determined that incentive programs for small, private redevelopment projects are no longer necessary or financially sustainable; and

NOW, THEREFORE, the Carson City Redevelopment Authority and Board of Supervisors do hereby RESOLVE to amend the membership of the Redevelopment Authority Citizens Committee to include the following seven members:

- 1) A member of the Redevelopment Authority appointed by the Redevelopment Authority, who may or may not be the Redevelopment Authority Chair.
- 2) Two members who must be business operators or property owners from Redevelopment Area 1.
- 3) Two members who must be business operators or property owners from Redevelopment Area 2.
- 4) Two citizens-at-large appointed by the Redevelopment Authority who may or may not have property or business interests within the Redevelopment District and who may be widely skilled in professional categories such as architecture, urban planning, engineering, construction management, general contracting, historic preservation, residential or commercial development, real estate transactions, brokerage and property management, retail, entertainment and cinema, tourism, economic development, business ownership, startup and management, transit, cultural facilities, housing, economics and finance, education, technology, marketing, or law.

The Redevelopment Authority Citizens Committee is re-established by this Resolution to make recommendations to the Redevelopment Authority on Redevelopment Area Plans, incentive programs, special event funding, and other matters pertaining to the Redevelopment District and within the authority of the Redevelopment Authority. The Redevelopment Authority Citizens Committee is subject to the Nevada Open Meeting Law.

The Carson City Redevelopment Authority and Board of Supervisors further RESOLVE that every member of the Committee shall be appointed for a three-year term which shall expire on January 1, or until a replacement is appointed. Appointments to the Committee will be made on a staggered-year basis. Except for the Redevelopment Authority member, Committee members may only serve two full three-year terms on the Committee, after which the member may not serve on the Committee for one year before being considered eligible for reappointment. Notwithstanding these term limits, an incumbent may be reappointed to the Committee if the position remains vacant for more than 60 days after the term expires. Term limits begin upon the adoption of this Resolution.

The existing Redevelopment Authority Citizens Committee members shall continue to serve until the Board of Supervisors appoints the new members pursuant to this Resolution.

The Carson City Redevelopment Authority and Board of Supervisors further RESOLVE to continue the indefinite suspension of the Redevelopment District Incentive Program for small, private redevelopment projects as adopted in Resolution 2010-RAR-3.


Upon motion by Member Robert Crowell, seconded by Vice Chairperson Karen Abowd, the foregoing Resolution was passed and adopted this 1st day of December, 2011, by the following vote:

AYES: Member Robert Crowell
 Vice Chairperson Karen Abowd
 Member John McKenna
 Member Molly Walt
 Chairperson Shelly Aldean

NAYS: None


ABSENT: None

ABSTAIN: None



Shelly Aldean, Chair
Redevelopment Authority

ATTEST



Alan Glover, Clerk - Recorder
Carson City, Nevada


Upon motion by Supervisor Karen Abowd, seconded by Supervisor Shelly Aldean, the foregoing Resolution was passed and adopted this 1st day of December, 2011, by the following vote:

AYES: Supervisor Karen Abowd
Supervisor Shelly Aldean
Supervisor John McKenna
Supervisor Molly Walt
Mayor Robert Crowell

NAYS: None


ABSENT: None

ABSTAIN: None



Robert Crowell
Mayor, Carson City

ATTEST



Alan Glover, Clerk - Recorder
Carson City, Nevada

FY 2018 Redevelopment Allocation Plan

Objective/Project/Program	Last Year	(Current) FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	5-year Total
E/W Downtown street/alley improvements		\$ 350,000	\$ 200,000	\$ -			\$ 550,000
Special Event equipment/ infrastructure	\$ 20,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
Special event support, street closures	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Façade Improvement Program	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Special Event funding (RACC)	\$ 60,000	\$ 30,000	\$ 25,000	\$ 20,000	\$ 15,000	\$ 10,000	\$ 100,000
Arts & Culture Commission/Events		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Utility extension assistance		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Assist with William Street corridor project				\$ 85,000	\$ 300,000		\$ 385,000
East Spear Street/Children's Museum Improvements, Other Street Improvements			\$ -	\$ 200,000	\$ 100,000	\$ 100,000	\$ 400,000
South Carson Street beautification			\$ 200,000				\$ 200,000
Downtown Entry Signs		\$ 30,000					\$ 30,000
Reimagined Space Public Art Program	\$ 10,000						
Blue Line rehabilitation	\$ 26,000						
Roll Forward:							
Total Expenditures:	\$ (341,000)	\$ (585,000)	\$ (600,000)	\$ (480,000)	\$ (590,000)	\$ (285,000)	\$ 2,540,000
Undesignated:	\$ -	\$ 99,356	\$ -	\$ 330,059	\$ 352,697	\$ 983,986	\$ 1,766,098
Ending Fund Balance:			\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	

(Updated October 2017)

	FY 2017 ReEstimated Budget	FY17 Actual (Unaudited)	FY 2018 Budgeted	FY 2019 Projection	FY 2020 Projection	FY 2021 Projection	FY 2022 Projection
REVENUES							
Property Taxes	1,717,909	1,745,597	1,837,963	1,893,102	1,949,895	2,008,392	2,068,644
Interest Revenue	8,000	4,471	8,000	8,000	8,000	8,000	8,000
Charges for Services	9,171	8,595	9,000	9,000	9,000	9,000	9,000
Beginning Fund Balance	835,661	835,661	574,014	449,978	200,000	199,824	199,641
Roll-Forward			329,977				
Total Rev and Fund Bal	2,570,741	2,594,324	2,758,954	2,360,080	2,166,895	2,225,216	2,285,285
EXPENDITURES							
Debt Service (last payment 2021)	279,600	279,600	275,400	276,000	281,200	280,800	-
Fiscal Charges	100	100	100	100	100	100	
Sal and Ben:							
Parks:							
Salary	51,847	51,671	51,406	53,719	56,136	58,662	61,302
Benefits	12,111	11,316	12,574	13,140	13,731	14,349	14,995
Administrative:							
Salary	46,030	46,030	67,397	70,242	73,052	75,974	79,013
Benefits	12,548	12,548	24,094	25,078	26,081	27,124	28,209
Other Expenditures							
Services & Supplies	194,710	154,238	173,027	225,000	225,000	225,000	225,000
Special Events & Activities	66,500	43,500	30,000	25,000	20,000	15,000	10,000
Arts & Cultural Events	-	-	25,000	25,000	25,000	25,000	25,000
Nevada Day	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Farmers Market	15,000	14,998	15,000	15,000	15,000	15,000	15,000
Xmas Tree Lighting	10,000	10,494	10,000	10,000	10,000	10,000	10,000
Epic Rides	49,879	50,016	30,000	30,000	30,000	-	-
Michael Hohl Incentive (end date 2020)	480,000	480,000	480,000	480,000	58,016	-	-
Sales Tax Incentive Program	160,000	149,259	160,000	160,000	160,000	160,000	160,000
Campagni Incentive	-	-	170,000	176,800	183,872	191,227	198,876
Revolving Loan Program	1	-	1	1	1	1	1
PW Event Street Closures	25,000	26,295	25,000	25,000	25,000	25,000	25,000
Façade Improvement Program	200,000	80,892	175,189	100,000	100,000	100,000	100,000
Downtown Equip & Infrastructure	20,000	-	25,000	5,000	5,000	5,000	5,000
Utility Assistance Program	-	-	20,000	20,000	20,000	20,000	20,000
East/West Downtown Street Impr	255,225	254,376	350,000	200,000	-	-	-
William Street Corridor Project	-	-	-	-	85,000	300,000	-
South Carson Street Project	-	-	-	200,000	-	-	-
Downtown Side Street Improvements	-	-	-	-	200,000	100,000	100,000
Blue Line Rehabilitation	26,000	-	26,000	-	-	-	-
Reimagine Space Art Program	10,000	-	10,000	-	-	-	-
Downtown Entry Signs	-	-	30,000	-	-	-	-
Undesignated	57,345	-	98,788	-	329,883	352,338	983,438
Ending Fund Balance	573,845	903,991	449,978	200,000	199,824	199,641	199,452
Total Exp and Fund Bal	2,570,741	2,594,324	2,758,954	2,360,080	2,166,895	2,225,216	2,285,285
Tot Rev less Exp	-	-	-	-	-	-	-

Services and Supplies:

General Fund Internal Service Charges	68,273	68,268	51,669
NID Maintenance	26,472	26,472	26,472
Fleet Internal Service Charges	587	587	-
Professional Services	20,000	4,761	20,000
Rent and Utilities	21,718	21,718	21,726
Advertising/Marketing	9,000	5,865	9,000
Publications	1,860	227	1,860
Membership & Dues	12,500	12,849	8,000
X-Mas Ornaments	8,000	7,000	8,000
Building Repairs	4,800	-	4,800
Power	6,400	3,906	6,400
Operating Supplies	5,000	1,306	5,000
Printing	2,500	-	2,500
Telephone	1,800	59	1,800
Travel	1,500	-	1,500
Heating	1,600	730	1,600
Training	1,000	-	1,000
Office Supplies	1,000	439	1,000
Equipment Repair	500	51	500
Postage	200	-	200
	194,710	154,238	173,027

REDEVELOPMENT AUTHORITY POLICIES AND PROCEDURES

FOREWORD

Nevada state law regarding Redevelopment of Communities is set forth in Nevada Revised Statute (NRS) Chapter 279. In 1984, pursuant to NRS 279.428, the Carson City Board of Supervisors declared that there was a need for a redevelopment agency to function in Carson City, and the Board of Supervisors established the Carson City Redevelopment Authority in Ordinance No. 1986-10. The Carson City Redevelopment Authority is a public body, corporate and politic of Carson City. The Carson City Redevelopment Authority may transact any business or exercise any powers set forth in NRS 279.382 to 279.685, inclusive.

In an effort to perpetuate the redevelopment of Carson City, the Carson City Redevelopment Authority has approved and published Policies and Procedures for the Carson City Redevelopment Authority. The policies and procedures are intended as guidelines for the fair administration of the Carson City Redevelopment Authority funds and the projects under the jurisdiction of the Carson City Redevelopment Authority.

It is expected that as the state law changes or as circumstances change in the Carson City Redevelopment District, the policies and procedures will also change to reflect the declarations of state policy regarding redevelopment of communities. These Redevelopment Authority Policies and Procedures replace and supersede the Policies and Procedures adopted on April 16, 2015.

Adopted by the Carson City Redevelopment Authority on June 1, 2017.

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TITLE 1.0 ORGANIZATION

Section 1.1 General

Chapter 279 of the Nevada Revised Statutes provides that a city council, board of county commissioners or other legislative body of the community may create a public body, corporate and politic known as the redevelopment agency of the community. In 1984, the Carson City Board of Supervisors declared that there was a need for a redevelopment agency to function within the jurisdictional limits of Carson City, and the Board adopted Ordinance No. 1986-10, a resolution creating the Carson City Redevelopment Authority.

Section 1.2 Composition of the Redevelopment Authority

The Carson City Board of Supervisors declared itself the Carson City Redevelopment Authority. Therefore, the Carson City Redevelopment Authority is composed of the five (5) members of the Carson City Board of Supervisors.

The Board of Supervisors selects the Chairperson and Vice Chairperson, who serve 2 year terms. The Chairperson and Vice Chairperson are selected by the Board of Supervisors at the first meeting in January.

Section 1.3 Responsibility

The Redevelopment Authority is responsible for redeveloping those areas designated by the Authority for redevelopment due to blight.

The Carson City Redevelopment Authority has designated two areas as being “blighted”, the Downtown Carson City Redevelopment Area and the South Carson Street Redevelopment Area. See Ordinance No.1986-10 and Ordinance No. 2004-17.

The Carson City Board of Supervisors has adopted two plans to redevelop the Downtown and South Carson Street areas. See Ordinance No. 1986-10 and Ordinance No. 2004-17. The Carson City Redevelopment Authority is responsible for carrying out the plans adopted by the Board of Supervisors. The Redevelopment Authority may not take any action that will constitute a material deviation from the plans.

Section 1.4 Interest in Property Included in Redevelopment Area Forbidden; Disclosure of Interest; Exception

1. Except as provided in subsection 2, no officer or employee of the Carson City Redevelopment Authority or of Carson City who in the course of his duties is required to participate in the formulation of or to approve plans or policies for the redevelopment of a redevelopment area may acquire any interest in any property included within a redevelopment area within Carson City. If any officer or employee owns, purchases or has or acquires any direct or indirect financial interest in such property, he shall immediately make a written disclosure of it to the Redevelopment Authority and the Carson City Board of Supervisors which must be entered on their minutes. Failure to disclose constitutes misconduct in office.
2. Such an officer or employee may purchase or acquire property in the redevelopment area if he uses it for his residence.

Section 1.5 Redevelopment Authority's Powers

The Redevelopment Authority may:

1. Sue and be sued.
2. Have a seal.
3. Make and execute contracts and other instruments necessary or convenient to the exercise of its powers.
4. Make, amend and repeal bylaws and regulations not inconsistent with, and to carry into effect, the powers and purposes of NRS 279.382 to 279.685, inclusive.
5. Obtain, hire, purchase or rent office space, equipment, supplies, insurance and services.
6. Authorize and pay the travel expenses of Redevelopment Authority members, officers, agents, counsel and employees on Redevelopment Authority business.

The Redevelopment Authority exercises governmental functions and has the powers prescribed in NRS 279.382 to NRS 279.685, inclusive.

Section 1.6 Duties of Redevelopment Authority

The Redevelopment Authority may:

1. Prepare plans for the improvement, rehabilitation and redevelopment of blighted areas.
2. Disseminate redevelopment information.
3. Accept financial or other assistance from any public or private source, for the agency's activities, powers and duties, and expend any funds so received for any of the purposes of NRS 279.382 to 279.685, inclusive.

4. For each neighborhood within the redevelopment area, create a residential plan for the neighborhood or appoint an advisory council for redevelopment and delegate the authority to create the residential plan to the advisory council. A residential plan created by an advisory council must be approved by the agency, and each residential plan created pursuant to this subsection must include a financing plan.

5. Include in its budget all money received from any source, including, without limitation, money received from Carson City for use by an advisory council in carrying out a residential plan approved by the Redevelopment Authority.

Section 1.7 Organization of the Office of Redevelopment

The Office of Redevelopment provides administrative assistance to the Redevelopment Authority. It is composed of the Carson City, City Manager, the Redevelopment Authority Director and any other staff deemed necessary by the City Manager. The Redevelopment Director is responsible for reporting to the City Manager.

The Redevelopment Authority shall have access to the services and facilities of the planning commission, the city engineer and other departments and offices of Carson City.

The Redevelopment Authority may select, appoint and employ such permanent and temporary officers, agents, counsel and employees as it requires, and determine their qualifications, duties, benefits and compensation, subject only to the conditions and restrictions imposed by the Carson City Board of Supervisors on the expenditure and encumbrance of the funds appropriated to the administrative fund.

Section 1.8 Meetings

The Redevelopment Authority will meet at the request of the City Manager, Redevelopment Authority Director or any Redevelopment Authority member. A quorum consists of a majority of all the members of the Redevelopment Authority. The Authority is comprised of elected officials. Therefore, in order for the Authority to take action, there must be a vote of at least three members in favor of the action to be taken, even if only three members are present at the meeting. See NRS 241.015.

The Redevelopment Authority will utilize a prepared agenda. Items for discussion or action must be submitted to the City Manager by the Redevelopment Authority Director, no later than 14 calendar days before the meeting date. The City Manager may waive the 14day requirement upon good cause shown by the Redevelopment Authority.

Section 1.9 Advisory Committees

1. The Carson City Redevelopment Authority may create advisory committees as it deems appropriate.
2. Advisory committees are responsible for making recommendations to the Redevelopment Authority regarding incentives that may be given to property owners to assist in the redevelopment of their property in accordance with the applicable redevelopment plan.
3. Advisory committees are responsible for making recommendations to the Redevelopment Authority regarding redevelopment activities associated with advisory committee's particular redevelopment area.
4. The Redevelopment Authority Director is responsible for providing administrative assistance to both advisory committees, and must attend all meetings of the committees.

TITLE 2.0
REDEVELOPMENT PLANS

Section 2.1 Designation of Areas for Redevelopment

The Carson City Board of Supervisors is responsible for designating areas of Carson City for evaluation to determine if a redevelopment project within the area is feasible.

Any person may, in writing, request an evaluation of an area within Carson City for a determination of whether or not the area is feasible for a redevelopment project. Such request should be submitted to the City Manager, who will prepare a resolution to be presented to the Board of Supervisors. The resolution designating the area for evaluation must contain: (1) a finding that the area requires study to determine if a redevelopment project within the area is feasible and (2) a description of the boundaries of the area designated.

Before a resolution is presented to the Board of Supervisors, the City Manager and the Redevelopment Authority Director must make a determination that the area requested to be designated as a redevelopment area meets the requirements set forth in NRS 279.519.

Upon approval of the resolution designating the area for evaluation, the Board of Supervisors must direct the Carson City Planning Commission to evaluate and formulate a preliminary plan for the redevelopment of the area. The Planning Commission has the authority to select one or more redevelopment areas comprising all or part of the area for evaluation, and formulate a preliminary plan for the redevelopment of each redevelopment area. The preliminary plan(s) must meet the requirements of NRS 279.526.

Upon completion of the preliminary plan(s), the Planning Commission shall submit the plan(s) to the Carson City Redevelopment Authority. The Authority must make an analysis of the preliminary plan(s) and include the analysis in its report to the Carson City Board of Supervisors. The Planning Commission and the Authority shall cooperate in the selection of redevelopment areas and in the preparation of the preliminary plans.

Following review of the preliminary plans by the Carson City Board of Supervisors, the Redevelopment Authority must adopt a final redevelopment plan for each redevelopment area. Prior to adoption of the final plan, the Redevelopment Authority must conduct at least one informational hearing on the plan.

The final plan must comply with the provisions of NRS 279.566, NRS 279.568, NRS 279.572, NRS 279.574, NRS 279.576, and NRS 279.598.

Once the Redevelopment Authority has adopted the final redevelopment plan, it must submit the plan to the Planning Commission for its report and recommendation. In

addition to its report and recommendation on the plan, the Planning Commission must make a finding that the redevelopment plan conforms to the Carson City Master Plan. The Planning Commission must make and file its report and recommendation to the Redevelopment Authority within 30 days after receiving the plan.

The Redevelopment Authority must formulate a report pursuant to NRS 279.578.

The Redevelopment Authority must then submit the redevelopment plan, the report and recommendation from the Planning Commission and the report from the Redevelopment Authority to the Carson City Board of Supervisors.

The Carson City Board of Supervisors shall consider the redevelopment plan submitted by the Redevelopment Authority and all evidence and testimony for or against the adoption of the plan at a public hearing, notice of which must be given by publication for not less than once a week for 4 successive weeks in a newspaper of general circulation published in Carson City. The notice must comply with the provisions of NRS 279.580.

If, at the hearing, the Carson City Board of Supervisors determines that certain land should be excluded from the Redevelopment Plan, the Board of Supervisors, prior to adoption of the Redevelopment Plan, may submit a proposal to the Planning Commission a proposal to exclude land from the proposed redevelopment area.

The Planning Commission must submit its report and recommendation to the Carson City Board of Supervisors within 30 days of receipt of the Board of Supervisors' proposal.

Following receipt of the Planning Commission's recommendation, the Board of Supervisors must hold a hearing to adopt the Redevelopment Plan. The Board of Supervisors is not required to follow the notice requirements set forth in NRS 279.580 again, but it must follow the notice requirements set forth in NRS Chapter 241. The Redevelopment Plan must be adopted by ordinance. Pursuant to the Carson City Charter, the ordinance must first be introduced before adopted.

The Board of Supervisors must make the findings set forth in NRS 279.586. If the Board of Supervisors does not receive the report and recommendation from the Planning Commission, it may proceed to exclude the land from the proposed redevelopment area.

If the Planning Commission recommended against approval of the redevelopment plan, the Board of Supervisors may adopt the plan by a two-thirds vote of its entire membership (4 of 5 members). If the Planning Commission recommends approval of the redevelopment plan, or fails to make any recommendation within the 30 day time period, the Board of Supervisors may adopt the plan by a majority vote of its entire membership.

The Board of Supervisor's decision regarding the redevelopment area is final and conclusive pursuant to NRS 279.589. Once the ordinance is filed, it shall be transmitted to the Redevelopment Authority, who is responsible for carrying out the plan. The Board of Supervisors is also responsible for following the recording provisions required by NRS 279.603.

Section 2.2 Material Deviation or Amendment of Redevelopment Plan

If the Redevelopment Authority desires to take an action that will constitute a material deviation from the Redevelopment Plan or determines that it would be necessary or desire able to amend the Redevelopment Plan, the Redevelopment Authority must make a recommendation to the Board of Supervisors. An amendment may include the addition of one or more areas to any redevelopment area.

"Material Deviation" means an action that, if taken, would alter significantly one or more of the aspects of a redevelopment plan that are required to be shown in the redevelopment plan pursuant to NRS 279.572. The term includes, without limitation, the vacation of a street that is depicted in the streets and highways plan of the master plan described in paragraph (p) of subsection 1 of NRS 278.160 which has been adopted for Carson City and the relocation of a public park. The term does not include the vacation of a street that is not depicted in the streets and highways plan of the master plan described in paragraph (p) of subsection 1 of NRS 278.160 which has been adopted for Carson City.

Before the Redevelopment Authority makes a recommendation to the Board of Supervisors that the Redevelopment Plan should be amended, the Redevelopment Authority must hold a public hearing. The public hearing must be conducted in accordance with NRS 279.608.

If the Redevelopment Authority recommends substantial changes to the redevelopment plan which affects the Carson City Master Plan, the Redevelopment Authority must submit the changes to the Carson City Planning Commission for its report and recommendation. The Planning Commission must give its report and recommendation to the Carson City Board of Supervisors within 30 days after receipt of the changes from the Redevelopment Authority.

The Board of Supervisors must be provided with the Redevelopment Authority's recommended changes and the report and recommendations of the Planning Commission. Upon receipt, the Board of Supervisors must hold a public hearing. Notice of the meeting must comply with the requirements of NRS 279.608(2) as well as NRS 241 et. seq..

If the Board of Supervisors determines at the hearing that the amendments in the redevelopment plan proposed by the Redevelopment Authority are necessary or

desirable, the Board of Supervisors shall hold another hearing for the adoption of an ordinance amending the ordinance adopting the plan.

Section 2.3 Limitations on Challenging the Validity of a Redevelopment Plan or Amendment to a Redevelopment Plan

Any challenges to a redevelopment plan or an amendment to a redevelopment plan may only be brought after the adoption of the plan or amendment or within 90 days after the date of adoption of the ordinance adopting or amending the plan.

TITLE 3.0 FINANCIAL INCENTIVES

Section 3.1 Financial Incentives for Value of Land or Cost of Construction

[Note: The Carson City Incentives Program for small, private redevelopment projects was suspended indefinitely by Resolution 2010-RA-R-3 in July 2010 and reaffirmed by Resolutions 2011-RA-R-3 and 2011-R-41. The policies and procedures of Section 3.1 are only applicable as determined by the Redevelopment Authority and Board of Supervisors.]

3.11 Financial Incentives to Carry Out Plans

The Redevelopment Authority may, with the consent of the Board of Supervisors, pay all or part of the value of the land for the construction of any building, facility structure or other improvement which is publicly or privately owned and located within or without the redevelopment area.

The Redevelopment Authority may, with the consent of the Board of Supervisors, pay all or part of the cost of construction of any building, facility structure or other improvement which is publicly or privately owned and located within or without the redevelopment area.

The Redevelopment Authority may, with the consent of the Board of Supervisors, pay all or part of the cost of the installation of any improvement which is publicly or privately owned and located within or without the redevelopment area.

3.12 Incentive Application Process

The Redevelopment Authority considers incentive applications on a quarterly basis. The deadline for filing an incentive application is April 1st, July 1st, October 1st and December 1st. All applications for incentive payments must be complete and must be submitted to the Redevelopment Authority Director prior to the application deadline in order for it to be considered for payment within that quarter.

If the incentive request is for a redevelopment project in or near a particular redevelopment area, the Director must place it on the redevelopment agenda of the advisory committee for that particular area no later than 30 days after the application deadline.

The advisory committee must review the application and make a recommendation to the Redevelopment Authority as to whether the incentive should be given and the amount of the incentive. In order to recommend that an incentive be given, the advisory committee must determine that: (1) The buildings, facilities, structures or other improvements are of benefit to the redevelopment area or the immediate neighborhood

in which the redevelopment area is located; and (2) No other reasonable means of financing those buildings, facilities, structures or other improvements are available.

If the advisory committee determines that an incentive should be given, it must make its recommendation to the Redevelopment Authority. If the advisory committee recommends that an incentive should not be given, the applicant has 10 days to file an appeal with the Redevelopment Authority.

The Redevelopment Authority must review any incentive recommendation as well as any appeal within 30 days after receipt from either the advisory committee or the applicant. In order to recommend that an incentive be given, the Redevelopment Authority must determine that: (1) The buildings, facilities, structures or other improvements are of benefit to the redevelopment area or the immediate neighborhood in which the redevelopment area is located; and (2) No other reasonable means of financing those buildings, facilities, structures or other improvements are available. If the Redevelopment Authority does not recommend the approval of the incentive application, the applicant cannot appeal the Redevelopment Authority's decision.

If, after determination by the Redevelopment Authority that an incentive should be given, it must submit the application request to the Board of Supervisors with its findings and the findings of the advisory committee, if any. The Board of Supervisors must consider the application within 30 days from receipt of the Redevelopment Authority. The Board of Supervisors may consent to the payment of the incentive if it determines that: (1) The buildings, facilities, structures or other improvements are of benefit to the redevelopment area or the immediate neighborhood in which the redevelopment area is located; and (2) No other reasonable means of financing those buildings, facilities, structures or other improvements are available. The consent of the Board of Supervisors must be made by a resolution of the Board of Supervisors consenting to the payment of incentive and authorizing the expenditure from the Revolving Fund for the Redevelopment Authority for the payment of the incentive. The resolution of the Board of Supervisors must be passed by the applicable number of votes required for an expenditure from the Revolving Fund as set forth in Section 6.4.

The determinations by the Redevelopment Authority and the Board of Supervisors are final and conclusive.

3.13 Materials to Be Submitted in Conjunction with Application for Financial Incentive

In order for the Redevelopment Authority to properly assess an application for a financial incentive and analyze conformance with the standards for granting a financial incentive, the applicant must submit to the Redevelopment Authority, at the time the application is submitted, the following materials:

- (a) A description of the proposed development.

- (b) A history of the development entity.
- (c) Resumes for all principals and key individuals in the development entity.
- (d) Organizational structure of the development entity including delineation of lines of responsibility.
- (e) Narrative description of the project.
- (f) Schematic drawings of a conceptual site plan.
- (g) Proof that the development entity controls the ownership of the property or a description of how the development entity intends to gain control of the ownership of the property.
- (h) A breakdown of the sources and use of funds for the construction of the project.
- (i) A pro-forma profit and loss statement for the project covering at least five (5) years.
- (j) Current financial statements including a balance sheet and profit and loss statement with explanations regarding the valuation of assets and recognition of revenues and expenses. Corresponding tax returns should also accompany the financial statements.
- (k) Identification of current banking relationships and major credit references.
- (l) Name, address and phone number of companies that have issued performance bonds on previous developments.
- (m) Demonstration of why Redevelopment Authority funds are required for the development. There must also be evidence provided that no other reasonable means of financing is available.
- (n) Explanation of how the project complies with the objectives of the Redevelopment Authority plan.
- (o) Description of how you intend to adhere to the employment plan if applicable.

3.14 Factors That Must Be Considered Prior to Awarding An Incentive

The advisory committee, the Redevelopment Authority and the Board of Supervisors must consider the following factors when determining whether or not an incentive application is of benefit to the redevelopment area or the immediate neighborhood in which the redevelopment area is located:

- (a) Whether the buildings, facilities, structures or other improvements are likely to:
 - (1) Encourage the creation of new business or other appropriate development;
 - (2) Create jobs or other business opportunities for nearby residents;
 - (3) Increase local revenues from desirable sources;
 - (4) Increase levels of human activity in the redevelopment area or the immediate neighborhood in which the redevelopment area is located;
 - (5) Possess attributes that are unique, either as to type of use or level of quality and design;

(6) Require for their construction, installation or operation the use of qualified and trained labor; and

(7) Demonstrate greater social or financial benefits to the community than would a similar set of buildings, facilities, structures or other improvements not paid for by the agency.

(b) The opinions of persons who reside in the redevelopment area or the immediate neighborhood in which the redevelopment area is located.

(c) Comparisons between the level of spending proposed by the agency and projections, made on a pro forma basis by the agency, of future revenues attributable to the buildings, facilities, structures or other improvements.

3.15 Prevailing Wage

If the Redevelopment Authority, with the consent of the Board of Supervisors, provides property for development at less than the fair market value of the property, or provides financial incentives to the developer with a value of more than \$100,000, the Redevelopment Authority must provide in the agreement with the developer that the development project is subject to the provisions of NRS 338.010 to 338.090, inclusive, to the same extent as if the Authority had awarded the contract for the project. This provision applies only to the project between the Redevelopment Authority and the Developer. It does not apply to future development of the property unless additional financial incentives with a value of more than \$100,000 are provided to the Developer.

3.16 Conditions on Lessees and Purchasers

When the Redevelopment Authority leases or sells property the following conditions may be placed on the property:

1. The lessee or purchaser must use the property for the purpose designated in the redevelopment plan.
2. The lessee or purchaser must begin redevelopment of the property within a period of time which the Redevelopment Authority believes is reasonable.
3. The lessee or purchaser must comply with any other condition the Redevelopment Authority deems necessary to carry out the purposes of NRS 279.382 to NRS 279.685, inclusive, including, without limitation, the provisions of an employment plan or a contract approved for a redevelopment project.

3.17 Employment Plan

As appropriate for a particular project, each proposal for a redevelopment project must include an employment plan. The employment plan must include:

1. A description of the existing opportunities for employment within the area;
2. A projection of the effect that the redevelopment project will have on opportunities for employment within the area; and
3. A description of the manner in which an employer relocating his business into the area plans to employ persons living within the area of operation who:
 - (a) Are economically disadvantaged;
 - (b) Have a physical disability;
 - (c) Are members of racial minorities;
 - (d) Are veterans; or
 - (e) Are women.

3.18 Deed of Trust or Lien to Secure Incentive Funding

If the Redevelopment Authority approves, with the consent of the Board of Supervisors, a financial incentive, the person to whom the financial incentive is paid shall agree to execute a Deed of Trust or other appropriate lien to secure the performance of the person to whom the financial incentive is paid. The Deed of Trust or other lien shall have the amount of the financial incentive as the principal amount secured by the Deed of Trust or other lien. The Deed of Trust or other lien shall provide that the principal amount secured will be reduced annually by equal amounts over a period of 7 years. Any financial incentive approved by the Redevelopment Authority, and consented to by the Board of Supervisors, shall not be paid until the appropriate Deed of Trust or other lien has been executed.

Section 3.2 Financial Assistance for Special Events

3.21 Financial Assistance for Special Events Application Process

The deadline for filing an application for financial assistance for a special event is April 15 each year. If excess funding is available after the initial application review process has been concluded, the Redevelopment Authority, at its sole discretion, may decide to entertain additional applications for financial assistance. All applications for financial assistance for a special event must be complete and must be submitted to the Redevelopment Authority Director prior to the application deadline. If an application is deemed to be incomplete it shall lose its eligibility for consideration.

Upon submittal of an application to the Redevelopment office, the Director or designee shall determine if the application is for an Arts and Culture special event or other Redevelopment special event. Arts and Culture special events shall be reviewed by the Cultural Commission for a recommendation to the Redevelopment Authority, and all other Redevelopment special event permits shall be reviewed by the Redevelopment Authority Citizens Committee for a recommendation to the Redevelopment Authority. Arts and Culture special events include performing arts, visual arts, and literary arts, and are generally events such as:

- (a) Theatrical productions;
- (b) Music festivals or music event series involving coordination among multiple event sites or organized through an arts organization;
- (c) Art displays; or
- (d) Other events deemed to be Arts and Culture events as determined by the Director.

It is the policy of the Redevelopment Authority to support Redevelopment Special Event funding for Arts and Culture special events.

The Redevelopment Authority Citizens Committee or Cultural Commission, as applicable, must review any application for financial assistance for a special event and make a recommendation to the Redevelopment Authority on the application within 30 days after the application filing deadline. The Redevelopment Authority or Cultural Commission, as applicable, must review any application for financial assistance for a special event within 30 days after the Redevelopment Authority Citizens Committee makes its recommendation. In order to recommend that financial assistance for a special event be granted, the Redevelopment Authority must determine that the financial assistance for the special event is necessary or incidental to the carrying out of the Redevelopment Plan which has been adopted by the Board of Supervisors. If the Redevelopment Authority does not recommend the approval of the application for financial assistance for a special event, the applicant cannot appeal the Redevelopment Authority's decision.

If, after determination by the Redevelopment Authority that financial assistance for a special event should be given, it must submit the application request to the Board of Supervisors with its findings. The Board of Supervisors must consider the application within 30 days from receipt of the Redevelopment Authority. The consent of the Board of Supervisors must be made by a resolution of the Board of Supervisors consenting to the payment of financial assistance for the special event and authorizing the expenditure from the Revolving Fund for the Redevelopment Authority for the payment of the financial assistance for the special event. The resolution of the Board of Supervisors must be passed by the applicable number of votes required for an expenditure from the Revolving Fund as set forth in Section 6.3.

The determinations by the Redevelopment Authority and the Board of Supervisors are final and conclusive.

3.22 Materials to Be Submitted in Conjunction with Application for Financial Assistance for a Special Event

In order for the Redevelopment Authority to properly assess an application for financial assistance for a special event and analyze conformance with the standards for granting financial assistance for a special event, the applicant must submit to the Redevelopment Authority, at the time the application is submitted, the following materials:

- (a) A narrative description of the proposed special event, including the estimated number of local and out-of-town participants.
- (b) A history of the entity conducting the special event.
- (c) Resumes for all principals and key individuals in the entity conducting the special event.
- (d) Organizational structure of the entity conducting the special event including delineation of lines of responsibility.
- (e) A narrative history of the event in Carson City (if applicable), including the event's longevity and importance to the community.
- (f) Proof that the entity conducting the special event has or has a plan to acquire the authority to conduct the special event, including control of the property on which the special event will be conducted and all necessary and proper permits, licenses or certifications required by any governmental entity.
- (g) A breakdown of the sources and use of funds for the special event, including efforts made to obtain funding from other sources.
- (h) A pro-forma profit and loss statement for the special event.
- (i) Current financial statements including a balance sheet and profit and loss statement with explanations regarding the valuation of assets and recognition of revenues and expenses. Corresponding tax returns should also accompany the financial statements.
- (j) Identification of current banking relationships and major credit references.
- (k) Demonstration of why Redevelopment Authority funds are required for the special event.
- (n) Explanation of how the special event complies with the objectives of the Redevelopment Authority plan.
- (o) Explanation of how the special event may be able to be expanded in the future.
- (p) Explanation of how the special event will be able to transition away from City funding support in the future.

3.23 Review Criteria in Considering an Application for Financial Assistance for a Special Event

The Redevelopment Authority shall consider the following factors when evaluating applications for Special Event funding:

- (a) The number of participants the event draws compared to the amount of Redevelopment funding and other City support requested for the event.

- (b) The amount of City funding requested for the event compared to funding obtained or sought from other sources.
- (c) The amount of funding requested in past years compared to funding currently being requested.
- (d) The longevity of the event in Carson City and its importance to the community.
- (e) The possibility for the event to grow in the future.
- (f) Potential conflicts with other special events on the same date as the proposed event.
- (g) Other factors as deemed appropriate by the Authority.

TITLE 4.0
ACQUIRING, DISPOSING AND ENCUMBERING REAL AND PERSONAL PROPERTY
TO CARRY OUT A REDEVELOPMENT PLAN

Section 4.1 Real and Personal Property Acquisition

Within the Redevelopment Area or for purposes of redevelopment, the Redevelopment Authority may:

- a. Purchase, lease, obtain option upon or acquire by gift, grant, bequest, devise or otherwise, any real or personal property, any interest in property and any improvements thereon.
- b. Except as provided in NRS 279.471 and NRS 279.4712, acquire real property by eminent domain.
- c. Clear buildings, structures or other improvements from any real property acquired.
- d. Sell, lease, exchange, subdivide, transfer, assign, pledge, encumber by mortgage, deed of trust or otherwise, or otherwise dispose of any real or personal property or any interest in property.
- e. Insure or provide for the insurance of any real or personal property or operations of the Redevelopment Authority against risks or hazards.
- f. Rent, maintain, manage, operate, repair and clear such real property.

Without the consent of an owner, the Redevelopment Authority may not acquire any real property on which an existing building is to be continued on its present site and in its present form and use unless such building requires structural alteration, improvement, modernization or rehabilitation, or the site or lot on which the building is situated requires modification in size, shape or use or it is necessary to impose upon such property any of the standards, restrictions and controls of the plan and the owner fails or refuses to agree to participate in the redevelopment plan.

Section 4.2 Lease or Sale of Redevelopment Authority Property

Any lease or sale may be made without public bidding but only after a public hearing is conducted by the Redevelopment Authority, notice of which must be given by publication for not less than once a week for 2 weeks in a newspaper of general circulation published in the county in which the land lies.

The Redevelopment Authority may impose conditions on lessees and purchasers of Redevelopment Authority property pursuant to NRS 279.482. In addition, the Redevelopment Authority may require the reversion of any property back to the Redevelopment Authority, if a purchaser violates any condition or obligation placed upon the land.

Whenever property in any redevelopment project has been redeveloped and thereafter is leased by the Redevelopment Authority to any person or persons or whenever the agency leases real property in any redevelopment project to any person or persons for redevelopment, the property shall be assessed and taxed in the same manner as privately owned property, and the lease or contract shall provide that the lessee shall pay taxes upon the assessed value of the entire property and not merely upon the assessed value of his or its leasehold interest.

Section 4.3 Development of Redevelopment Authority Property

The Redevelopment Authority may develop as a building site any real property owned or acquired by it. In connection with such development it may cause streets, and highways to be laid out and graded, and pavements or other road surfacing, sidewalks and curbs, and public utilities to be constructed and installed.

Any work of grading, clearing, demolition or construction in excess of \$10,000 undertaken by the Redevelopment Authority must be done by contract after competitive bids.

The provisions of NRS 338.010 to 338.090, inclusive, apply to any contract for new construction, repair or reconstruction which is awarded by the Redevelopment Authority for work to be done on a project.

Section 4.4 Payment of Money in Lieu of Taxes by Redevelopment Authority

The Redevelopment Authority may pay to Carson City an amount of money in lieu of taxes on any property it owns which is not exempt from taxation.

Section 4.5 Acquisition of Property By Eminent Domain

The Redevelopment Authority has the authority to use the power of eminent domain to acquire property. Any use of that power must comply with the provisions of NRS 279.471, NRS 279.4712, NRS 279.488 and NRS 279.492.

Section 4.6 Acquisition of Property by Redevelopment Authority From Member by Eminent Domain

The Redevelopment Authority shall not acquire from any of its members or officers any property or interest in property except through eminent domain proceedings.

Section 4.7 Request By Private Individual to Have Redevelopment Authority Acquire Property By Eminent Domain

An individual may request that the Redevelopment Authority acquire property through eminent domain within the redevelopment area to accomplish a redevelopment project. If the individual chooses to make the request he must comply with the provisions of NRS 279.4714 and provide proof that he has complied with the requirements of the statute. The Redevelopment Authority, if it chooses to use the power of eminent domain to acquire the property on the individual's behalf, must follow the provisions of NRS 279.471 and NRS 279.4712.

Section 4.8 Sale or Lease of Property from Revolving Fund

1. No real or personal property, or any interest therein, acquired or constructed in whole or in part with money from the redevelopment revolving fund may be sold or leased for an amount less than its fair market value in accordance with any covenants and conditions governing that sale or lease, unless the Redevelopment Authority finds that a sale or lease for a lesser consideration is necessary to effectuate the purposes of the redevelopment plan.
2. All money received by the Redevelopment Authority from the sale, lease or encumbering of property acquired with money from the redevelopment revolving fund in excess of the money required to repay the loans and interest thereon authorized by [NRS 279.382 to 279.685](#), inclusive, must be redeposited in the fund.
3. If any property acquired in whole or in part from the redevelopment revolving fund is to be sold or leased by the Redevelopment Authority, the sale or lease must be first approved by the Carson City Board of Supervisors by resolution adopted after public hearing. Notice of the time and place of the hearing must be published once in a newspaper of the community at least 1 week before the hearing. The resolution must be adopted by a majority vote.

Section 4.9 Assessment and Taxation of Leased Redeveloped Property; Provision in Lease for Lessee to Pay Taxes

Whenever property in any redevelopment project has been redeveloped and thereafter is leased by the Redevelopment Authority to any person or persons or whenever the Redevelopment Authority leases real property in any redevelopment project to any

person or persons for redevelopment, the property shall be assessed and taxed in the same manner as privately owned property, and the lease or contract shall provide that the lessee shall pay taxes upon the assessed value of the entire property and not merely upon the assessed value of his or its leasehold interest.

TITLE 5.0
INVESTMENTS AND FINANCIAL ASSISTANCE

Section 5.1 Investments

The Redevelopment Authority may:

1. Invest any money held in reserves or sinking funds, or any money not required for immediate disbursement, in:

(a) Obligations issued by the United States Postal Service or the Federal National Mortgage Association, whether or not the payment of principal and interest thereon is guaranteed by the Federal Government.

(b) Bonds or other obligations issued by a redevelopment agency created pursuant to NRS 279.382 to 279.685, inclusive, or a legislative body that has elected to exercise the powers granted to an agency pursuant to the provisions of NRS 279.382 to 279.685, inclusive.

(c) Bonds or other securities issued pursuant to the provisions of NRS 349.150 to 349.364, inclusive, 350.500 to 350.720, inclusive, or 396.809 to 396.885, inclusive.

(d) Money market mutual funds that:

(1) Are registered with the Securities and Exchange Commission;

(2) Are rated by a nationally recognized rating service as "AAA" or its equivalent; and

(3) Invest only in securities issued or guaranteed as to payment of principal and interest by the Federal Government, or its agencies or instrumentalities, or in repurchase agreements that are fully collateralized by such securities.

(e) Any other investment in which a city may invest pursuant to NRS 355.170.

2. Purchase its bonds at a price not more than their principal amount and accrued interest. All bonds so purchased must be cancelled.

Section 5.2 Financial Assistance

The Redevelopment Authority may borrow money or accept financial or other assistance from the state, the Federal Government or private sources for any redevelopment project within its area of operation, and may comply with any conditions of that loan or grant.

TITLE 6.0
Redevelopment Authority Funds

Section 6.1 Administrative Fund

The Carson City Board of Supervisors has established an administrative fund to pay the expenses and overhead of the Redevelopment Authority. Administrative expenses include, the common understanding and usual interpretation of the term, in addition to expenses of redevelopment planning and dissemination of redevelopment information.

The Redevelopment Authority shall annually submit to the Carson City Board of Supervisors a proposed budget of its administrative expenses. The Carson City Board of Supervisors may adopt an annual budget for the administrative expenses of the Redevelopment Authority in such amounts as it deems necessary and may provide such conditions and restrictions upon the expenditure or encumbrance of the money appropriated pursuant to the budget as it deems advisable.

The money appropriated for administrative expenses shall be kept in a special revenue fund which is known as the Redevelopment Authority Administrative Fund, and money shall be drawn from the fund to meet the administrative expenses of the Redevelopment Authority in substantially the same manner as money is drawn by other agencies and departments of Carson City.

The Carson City Board of Supervisors has the authority to appropriate money to the Redevelopment Authority Administrative Fund in an amount necessary to cover the administrative expenses and overhead of the Redevelopment Authority. If the Carson City Board of Supervisors chooses to appropriate money, the appropriation may be made in the form of a grant or as a loan to be repaid upon such terms and conditions as the Board of Supervisors deems appropriate. The money appropriated by Carson City to the Redevelopment Authority Administrative Fund is money granted by the community to defray the administrative expenses of the Authority which is performing a public function of the community and the grant of money in this manner is not to be construed as making the Authority a department of the community or as placing the officers, agents, counsel and employees under civil service of Carson City, unless agreed to by the Carson City Board of Supervisors and the Redevelopment Authority.

Section 6.2 Revolving Fund

The Carson City Board of Supervisors has established a Revolving Fund for the Redevelopment Authority. The Board of Supervisors has the authority to appropriate money to this fund or it may sell general obligation bonds for the purpose of providing funds to the Redevelopment Authority. The issuance and sale of general obligation bonds must comply with state law. See NRS 279.622-NRS 279.626

Section 6.3 Expenditures from Revolving Fund

The Carson City Board of Supervisors may resolve by majority vote to expend money for:

1. The acquisition of real property in any redevelopment area.
2. The clearance, aiding in relocation of occupants of the site and preparation of any redevelopment area for redevelopment.

The Carson City Board of Supervisors may resolve by a two-thirds vote to pay to the Redevelopment Authority from the revolving fund and upon such terms and conditions as the Board of Supervisors may prescribe, money for the following purposes:

1. Deposit in a trust fund to be expended for the acquisition of real property in any redevelopment area.
2. The clearance of any redevelopment area for redevelopment.
3. Any expenses necessary or incidental to the carrying out of a redevelopment plan which has been adopted by the Board of Supervisors.

Before the Board of Supervisors may approve the expenditure of money from the revolving fund for expenses incidental to the carrying out of a redevelopment plan, the Board of Supervisors must make the following findings:

1. There is a causal connection between the redevelopment effort and the need for the incidental expenses.
2. The incidental expenses are needed to ensure the success of the redevelopment plan.
3. The amount of incidental expenses to be given are minor in comparison to the money required for the overall redevelopment plan.

Section 6.4 Abolishing Revolving Fund

The Carson City Board of Supervisors may abolish the revolving fund when it finds that the purposes for which it was established have been accomplished.

At the time of abolishing the fund, the Board of Supervisors shall transfer all money in the fund to the general obligation bond redemption fund and provide that all money thereafter to be deposited or re-deposited in the revolving fund shall be deposited in the general obligation bond redemption fund. Any surplus existing in the general obligation

bond redemption fund after payment of principal and interest shall be transferred to the City's general fund.

Section 6.5 General Obligation Bond Redemption Fund

The Carson City Board of Supervisors established the General Obligation Bond Redemption Fund for the Redevelopment Authority. This fund collects all the proceeds, if any, arising from bonds issued by the Redevelopment Authority and all taxes, if any, levied upon taxable property in the redevelopment area(s).

Section 6.6 Bonds

The Redevelopment Authority has the authority to issue bonds. All bonds must be issued in accordance with NRS 279.382 to NRS 279.685, inclusive.

Section 6.7 Taxes

The levy of any taxes upon property in a redevelopment area must comply with the provisions of NRS 279.674 to NRS 279.676.

Section 6.8 Reporting Requirements

The Redevelopment Authority shall file with the Carson City Board of Supervisors an annual report no later than December 1st of each year, detailing all of its transactions, including a statement of all revenues and expenditures.

Section 6.9 Contract Approval

All contracts the Redevelopment Authority wishes to enter into must be approved by the Carson City Board of Supervisors prior to being entered into by the Redevelopment Authority.