



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: June 7, 2018

Staff Contact: Lee Plemel, Community Development Director

Agenda Title: For Possible Action: To adopt, on second reading, Bill No. 107, Ordinance No. 2018-__, an ordinance related to improvement districts, establishing provisions to levy the Downtown Neighborhood Improvement District assessment for Fiscal Year 2019 for the maintenance of the Downtown Streetscape Enhancement Project. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors adopted Ordinance No. 2016-1 establishing the Downtown NID on January 7, 2016, in order to assess property owners to help pay for the ongoing maintenance of the Downtown Streetscape Enhancement Project improvements. The proposed assessment for FY 2019 is \$51,846, distributed among properties within the Downtown NID based on the square footage of non-residential building area on each parcel in accordance with the establishing ordinance. An ordinance must be adopted to levy each annual assessment. This is the third year of the assessment.

Agenda Action: Ordinance - Second Reading

Time Requested: 5 minutes

Proposed Motion

I move to adopt, on second reading, Bill No. 107, Ordinance No. 2018-__, an ordinance related to improvement districts, establishing provisions to levy the Downtown Neighborhood Improvement District assessment for Fiscal Year 2019 for the maintenance of the Downtown Streetscape Enhancement Project.

Board's Strategic Goal

Economic Development

Previous Action

April 19, 2018: The Board of Supervisors adopted a Resolution estimating the cost to be paid by the Downtown NID assessment and the assessment roll for FY 2019 for the purpose of paying for maintenance of the Downtown Streetscape Enhancement Project, fixing the time and place to hear protests regarding the assessment for May 17, 2018, and directing staff to provide notice of that public hearing.

May 17, 2018: The Board of Supervisors introduced Bill No. 107 to implement the annual assessment.

Background/Issues & Analysis

NRS 271 provides for the annual procedures for implementing a NID (Neighborhood Improvement District) assessment. The proposed ordinance will implement the annual assessment of properties within the Downtown NID.

The total proposed FY 2019 assessment is \$51,846, distributed among property owners within the NID based on the square footage of non-residential building area on each parcel. Generally, properties with direct frontage or immediate adjacency to the proposed Downtown Streetscape Enhancement Project improvements pay at a "100%" assessment rate, while properties within the Downtown NID but not immediately adjacent to the new

improvements pay at a "75%" rate. The FY 2019 assessment equals the FY 2018 assessment (\$50,780) times the Consumer Price Index established in accordance with Ordinance 2016-1 (2.1%), which equals \$51,846.

Following is an accounting summary for the Downtown NID fund as of April 10, 2018:

<u>Downtown NID FY19 Assessment Projection</u>	
Current Account Balance (4/10/18)	\$117,605
Expected expenditure thru 6/2018	\$23,749
Expected end of FY18 balance	\$93,856
Projected expenses FY19	\$85,700
20% Reserve	\$17,140
Total FY19 Expenses + Reserve	\$102,840
Expected FY18 end fund balance	\$93,856
City FY19 Contribution	\$26,472
Total FY19 Available	\$120,328

Following is a projection for assessment collections, expenditures, and reserved for the next five years:

	FY19	FY20	FY21	FY22	FY23
Beginning Fund Balance	\$93,856	\$79,174	\$63,628	\$47,199	\$29,870
City's Required Contribution	\$26,472	\$26,472	\$26,472	\$26,472	\$26,472
Downtown NID Assessment *	\$51,846	\$52,935	\$54,046	\$55,181	\$56,340
Estimated Expenses *	\$93,000	\$94,953	\$96,947	\$98,983	\$101,062
Ending Fund Balance (Roll-Forward)	\$79,174	\$63,628	\$47,199	\$29,870	\$11,620
20% of Estimated Expenses Target	\$18,600	\$18,991	\$19,389	\$19,797	\$20,212

* Assumes continued 2.1% CPI increase and 2.1% maintenance expense increase.

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

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 271.

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: 602 (Redevelopment)

Is it currently budgeted? Yes No

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

Alternatives

Do not implement the Downtown NID assessment.

Attachments:

1) Ordinance.

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

Summary: An ordinance to levy the Downtown Neighborhood Improvement District assessment for FY 2019 for the maintenance of the Downtown Streetscape Enhancement project.

BILL NO. 107

ORDINANCE No. 2018-__

AN ORDINANCE RELATING TO IMPROVEMENT DISTRICTS, ESTABLISHING PROVISIONS TO LEVY THE DOWNTOWN NEIGHBORHOOD IMPROVEMENT DISTRICT ASSESSMENT FOR FISCAL YEAR 2019 FOR THE MAINTENANCE OF THE DOWNTOWN STREETScape ENHANCEMENT PROJECT; AND PROVIDING OTHER MATTERS PROPERLY RELATED THERETO.

The Board of Supervisors of Carson City do ordain:

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

Whereas, the Downtown Streetscape Enhancement Project is partially completed with the reconstruction of Carson Street and Curry Street improvements will be completed in 2018; and

Whereas, on May 17, 2018, the Board considered all applications for hardship determination and the recommendations of the Carson City Human Services Department regarding such applications; and

Whereas, the Board has determined the Year One cost of maintenance to be paid by special assessments levied against the benefitted parcels within the Downtown NID, and Ordinance No. 2016-1 establishes the method for determining subsequent assessments based on the Consumer Price Index; and

Whereas, the Board has determined and does hereby declare that the net cost of maintenance to be assessed to the benefitted parcels within the Downtown NID in Year Three is \$51,846, which equals the Year Two assessment (\$50,780) multiplied by the Consumer Price Index of 2.1% for 2017 as established by Ordinance No. 2016-1.

SECTION I:

1. The Board hereby levies the assessment to be paid by the Downtown NID in FY 2019 (“Year Three”) for the purpose of paying for maintenance of the Downtown Streetscape Enhancement Project at \$51,846, distributed between property owners as shown on the confirmed assessment roll in EXHIBIT A, attached hereto.

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

PROPOSED on _____, 2018.

PROPOSED by _____.

PASSED _____, 2018.

VOTE: AYES: SUPERVISORS: _____

NAYS: SUPERVISORS: _____

ABSENT: SUPERVISORS: _____

Robert Crowell, Mayor

ATTEST:

SUE MERRIWETHER
CLERK/RECORDER

This ordinance shall be in force and effect from and after the _____ day of _____, 2018.

Downtown Neighborhood Improvement District
FY 2019
City Engineer's Assessment Roll

State of Nevada }
 }
County of Carson City }

To the Board of Supervisors of Carson City, Nevada:

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



Dan Stueky, P.E., City Engineer

Dated at Carson City, Nevada, April 11, 2018.

	Parcel No	Property Location	Owner Name	Bldg size	Specia Benefit Factor	% total bldg size	Assessment \$	51,846
<u>WEST SIDE OF CARSON ST</u>								
<u>W WILLIAMS AND N CARSON</u>	00118499	1020 N CARSON ST	HEIDI'S DUTCH MILL	2,259	100%	2,259	0.49%	\$ 256
	00118407	1020 N CARSON ST	ROSENTHAL, DONALD M ET AL	0	100%	-	0.00%	\$ -
	00118408	1000 N CARSON ST	THAYER, DONALD AND CATHERINE	1,500	100%	1,500	0.33%	\$ 170
<u>SOPHIA AND N CARSON</u>	00118802	922 N CARSON STREET	BROGISH LLC	788	100%	788	0.17%	\$ 89
	00118804	900 N CARSON STREET	BROOKS, BENTLEY Y & MONICA	2,100	100%	2,100	0.46%	\$ 238
<u>ANN AND N CARSON</u>	00119401	800 N CARSON STREET	MAFFI, JOE ROBERT	37,838	100%	37,838	8.27%	\$ 4,286
<u>W WASHINGTON AND N CARSON</u>	00328304	716 N CARSON ST	KAPLAN FAMILY TRUST	19,927	100%	19,927	4.35%	\$ 2,257
<u>W ROBINSON AND N CARSON</u>	00322301	500 N CARSON ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$ -
<u>W SPEAR AND N CARSON</u>	00322402	420 N CARSON ST	NORTHERN NV COMSTOCK INV LLC	5,439	100%	5,439	1.19%	\$ 616
	00322403	410 N CARSON ST	DOUGLASS DEVELOPMENT LLC	4,403	100%	4,403	0.96%	\$ 499
	00322404	408 N CARSON ST	CHANEY, EUGENE FAM LIMITED PART	4,945	100%	4,945	1.08%	\$ 560
	00322409	402 N CARSON ST	CHANEY, EUGENE FAM LIMITED PART	5,951	100%	5,951	1.30%	\$ 674
<u>W TELEGRAPH AND N CARSON</u>	00322902	320 N CARSON ST	320 NORTH CARSON STREET LLC	2,690	100%	2,690	0.59%	\$ 305
	00322903	318 N CARSON ST	DOUBLE EAGLE CUBED LLC	13,441	100%	13,441	2.94%	\$ 1,522
	00322904	310 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,020	100%	1,020	0.22%	\$ 116
	00322905	308 N CARSON ST	SCHMIDT, MARK & KIMBERLY TRUST	1,275	100%	1,275	0.28%	\$ 144
	00322906	306 N CARSON ST	ADAMS 302 CARSON LLC	2,053	100%	2,053	0.45%	\$ 233
	00322907	302 N CARSON ST	ADAMS CARSON LLC	8,748	100%	8,748	1.91%	\$ 991
<u>W PROCTOR AND N CARSON</u>	00321301	111 W PROCTOR ST	CARSON INCUBATOR I LLC	8,390	100%	8,390	1.83%	\$ 950
	00321302	206 N CARSON ST	WARREN, RICHARD & WARREN, DC TR	11,519	100%	11,519	2.52%	\$ 1,305
	00321303	202 N CARSON ST	KNASIAK, JAMES W & BETTY TRUST	9,426	100%	9,426	2.06%	\$ 1,068
<u>SECOND AND S CARSON</u>	00311206	123 W SECOND ST	LOPICCOLO FAMILY TRUST 5/26/98	10,251	100%	10,251	2.24%	\$ 1,161
	00311203	210 S CARSON ST	BODIE NEVADA TRUST 12/27/11	1,924	100%	1,924	0.42%	\$ 218
	00311204	217 S CURRY ST	MERCURY CLEANERS INC	5,746	100%	5,746	1.26%	\$ 651
	00311205	224 S CARSON ST	LOPICCOLO FAMILY TRUST 5/26/98	5,685	100%	5,685	1.24%	\$ 644
<u>THIRD AND S CARSON</u>	00311309	310 S CARSON ST	LOPICCOLO INVESTMENTS LLC	12,906	100%	12,906	2.82%	\$ 1,462
	00311310	S CARSON ST	BERNARD BORTOLIN, LLC	0	100%	-	0.00%	\$ -
	00311311	312 S CARSON ST	BERNARD BORTOLIN, LLC	2,890	100%	2,890	0.63%	\$ 327
	00311312	314 S CARSON ST	BERNARD BORTOLIN, LLC	1,920	100%	1,920	0.42%	\$ 217
<u>FOUTH AND S CARSON</u>	00311602	400 S CARSON ST	BERNARD BORTOLIN, LLC	0	100%	-	0.00%	\$ -
	00311601	410 S CARSON ST	BERNARD BORTOLIN, LLC	4,208	100%	4,208	0.92%	\$ 477
	00311604	418 S CARSON ST	CUBIX ORMSBY LLC	2,079	100%	2,079	0.45%	\$ 235
<u>EAST SIDE OF CARSON ST</u>								
<u>E WILLIAMS AND N CARSON</u>	00216201	1017 N CARSON ST	MAPP ENTERPRISES, INC	1,653	100%	1,653	0.36%	\$ 187
<u>SOPHIA AND N CARSON</u>	00216304	917 N CARSON ST	B P HOTEL, LLC	31,890	100%	31,890	6.97%	\$ 3,612
	00216305	901 N CARSON STREET	B P HOTEL, LLC	0	100%	-	0.00%	\$ -
<u>ANN AND N CARSON</u>	00216402	801 N CARSON ST	BRINSON, BETTY	10,531	100%	10,531	2.30%	\$ 1,193
<u>E WASHINGTON AND N CARSON</u>	00426101	113 E WASHINGTON ST	CARSON LODGE #1 - MASONIC LODGE	4,929	100%	4,929	1.08%	\$ 558
	00426102	705 N CARSON ST	LAMKIN, ROBERT L AND ROBERTA A	1,731	100%	1,731	0.38%	\$ 196
<u>EAST CAROLINE AND N CARSON</u>	00426301	617 N CARSON ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$ -

FY 2019 "Year-Three" Downtown Neighborhood Improvement District Maintenance Engineer's Assessment Roll

EXHIBIT A

	00426302	601 N CARSON ST	PARDINI FAMILY PROPERTIES LLC	3,920	100%	3,920	0.86%	\$	444
<u>E ROBINSON AND N CARSON</u>	00421111	507 N CARSON ST	ADAMS CARSON LLC	79,378	100%	79,378	17.34%	\$	8,991
	00421402	E SPEAR ST	ADAMS CARSON LLC	0	100%	-	0.00%	\$	-
<u>E TELEGRAPH AND N CARSON</u>	00421503	319 N CARSON ST	DAVIS / BENTHAM LLC	4,320	100%	4,320	0.94%	\$	489
	00421504	315 N CARSON ST	YAPLE, JON M AND JEANNE	1,958	100%	1,958	0.43%	\$	222
	00421508	311 N CARSON ST	JOHNSON, THOMAS Y AND LINDA E	7,644	100%	7,644	1.67%	\$	866
	00421506	301 N CARSON ST	JOHNSON FAMILY REVOCABLETRUST	9,282	100%	9,282	2.03%	\$	1,051
CURRY STREET FRONTAGE - EAST						-	0.00%	\$	-
<u>W WILLIAM AND N CURRY</u>	00118409	1007 N CURRY STREET	HAUTEKEET FAMILY TRUST	4,506	75%	3,380	0.74%	\$	383
<u>SOPHIA AND N CURRY</u>	00118801	115 W SOPHIA	BROGISH LLC	0	75%	-	0.00%	\$	-
	00118803	110 W ANN	CARSON CITY	0	75%	-	0.00%	\$	-
<u>SPEAR AND N CURRY</u>	00322401	411 N CURRY ST	NORTHERN NV COMSTOCK INV LLC	9,467	100%	9,467	2.07%	\$	1,072
	00322407	407 N CURRY ST	OLD GLOBE SALOON INC	1,641	100%	1,641	0.36%	\$	186
	00322406	110 W TELEGRAPH ST	JONES, K & M TRUST	6,160	100%	6,160	1.35%	\$	698
<u>W TELEGRAPH AND N CURRY</u>	00322408	108 W TELEGRAPH ST	CROWELL ENTERPRISES INC	2,311	100%	2,311	0.50%	\$	262
	00322901	111 W TELEGRAPH ST	BRUUN-ANDERSEN FAMILY EST TRUST	11,019	100%	11,019	2.41%	\$	1,248
<u>THIRD AND N CURRY</u>	00311315	S CURRY / THIRD	LOPICCOLO INVESTMENTS LLC	1,080	100%	1,080	0.24%	\$	122
	00311399	W THIRD ST	LOPICCOLO INVESTMENTS LLC	0	100%	-	0.00%	\$	-
	00311313	110 W FOURTH ST	BERNARD BORTOLIN, LLC	1,456	75%	1,092	0.24%	\$	124
	00311314	309 S CURRY ST	BERNARD BORTOLIN, LLC	0	75%	-	0.00%	\$	-
<u>W FOUTH AND N CURRY</u>	00311603	114 W FIFTH ST	CUBIX ORMSBY LLC	0	75%	-	0.00%	\$	-
<u>WILLIAM AND N CURRY</u>	00118302	1012 N CURRY ST	LEPIRE, GARRETT	0	75%	-	0.00%	\$	-
	00118304	1008 N CURRY ST	FOUR WINDS, LLC	924	75%	693	0.15%	\$	78
	00118306	1002 N CURRY ST	BRITTON, C M & SALKIN, H Q TR	2,053	75%	1,540	0.34%	\$	174
<u>SOPHIA AND N CURRY</u>	00118707	910 N CURRY ST	C & A INVESTMENTS LLC	0	75%	-	0.00%	\$	-
	00118705	904 N CURRY ST	T C J ENTERPRISES LLC	936	75%	702	0.15%	\$	80
<u>ANN AND N CURRY</u>	00119302	812 N CURRY ST	ADAMS CARSON LLC	0	75%	-	0.00%	\$	-
	00119305	808 N CURRY ST	ADAMS CARSON LLC	2,368	75%	1,776	0.39%	\$	201
	00119306	802 N CURRY ST	ADAMS CARSON LLC	0	75%	-	0.00%	\$	-
<u>W WASHINGTON AND N CURRY</u>	00328202	714 N CURRY ST	MKR VENTURES LLC	1,433	75%	1,075	0.23%	\$	122
	00328203	710 N CURRY ST	GRAVES, BRANDI & JONES, LINDSEY	1,250	75%	938	0.20%	\$	106
<u>W CAROLINE AND N CURRY</u>	00328502	201 W CAROLINE ST	RETRO INN LLC	11,684	75%	8,763	1.91%	\$	993
	00328503	N CURRY ST	RETRO INN LLC	0	75%	-	0.00%	\$	-
	00328504	602 N CURRY ST	SWAFFORD, DOYLE E & LORIE ET AL	2,446	75%	1,835	0.40%	\$	208
<u>W ROBINSON AND N CURRY</u>	00322202	512 N CURRY ST	KLETTE S & M E FAMILY TRUST	713	100%	713	0.16%	\$	81
	00322203	508 N CURRY ST	RPJ NV LLC	2,448	100%	2,448	0.53%	\$	277
	00322204	204 W SPEAR ST	BENGOCHEA LLC	3,307	100%	3,307	0.72%	\$	375
<u>W SPEAR AND N CURRY</u>	00322510	412 N CURRY ST	VERIVE, JENNIFER AND CAIN, GARY	517	100%	517	0.11%	\$	59
	00322503	402 N CURRY ST	PRUETT FAMILY TRUST	2,297	100%	2,297	0.50%	\$	260
	00322506	405 N NEVADA ST	PRUETT FAMILY TRUST	1,309	100%	1,309	0.29%	\$	148
<u>W TELEGRAPH AND N CURRY</u>	00322801	308 N CURRY ST	ADAMS 308 N CURRY LLC	18,352	100%	18,352	4.01%	\$	2,079
<u>W PROCTOR AND N CURRY</u>	00321201	234 N CURRY ST	ADAMS 308 N CURRY LLC	0	100%	-	0.00%	\$	-
	00321203	208 N CURRY ST	PLATINUM QUAIL LLC SERIES A	2,118	100%	2,118	0.46%	\$	240
	00321204	206 N CURRY ST	FLIEGLER, ROBERT MD LTD	1,333	100%	1,333	0.29%	\$	151

FY 2019 "Year-Three" Downtown Neighborhood Improvement District Maintenance Engineer's Assessment Roll

EXHIBIT A

	00321205	202 N CURRY ST	WARREN, RICHARD AND WARREN DC TR	1,242	100%	1,242	0.27%	\$	141
<u>W MUSSER AND N CURRY</u>	00321502	112 N CURRY ST	CURRY MUSSER PROCTOR & GREEN LLC	1,303	75%	977	0.21%	\$	111
	00321504	102 N CURRY ST	NEVADA PRESS FOUNDATION	3,541	75%	2,656	0.58%	\$	301
<u>W KING AND N CURRY</u>	00321710	201 W KING ST	201 W KING STREET LLC	2,788	75%	2,091	0.46%	\$	237
	00321711	106 S CURRY ST	JOOST, KAREN	954	75%	716	0.16%	\$	81
	00321713	110 S CURRY ST	SUMMO, DONALD W & EILENE H TR	1,123	75%	842	0.18%	\$	95
<u>W SECOND AND S CURRY</u>	00311401	300 S CURRY ST	SIERRA NV ASSOC OF REALTORS INC	5,528	75%	4,146	0.91%	\$	470
	00311403	314 S CURRY ST	SIERRA NV ASSOC OF REALTORS INC	0	75%	-	0.00%	\$	-
	00311404	310 S CURRY ST	BROWN, RANDY J INVESTMENTS LLC	1,419	75%	1,064	0.23%	\$	121
<u>W FOURTH AND S CURRY</u>	00311503	201 W FOURTH ST	BROWN, RANDY J INVESTMENTS LLC	0	75%	-	0.00%	\$	-
	00311505	202 W FIFTH ST	LANGSON, DON K	0	75%	-	0.00%	\$	-
	00311502	205 W FOURTH ST	DOESCHER FAMILY TRUST 12/4/03	0	75%	-	0.00%	\$	-
PLAZA STREET FRONTAGE							0.00%	\$	-
<u>WILLIAMS AND PLAZA</u>	00216202	1000 N PLAZA STREET	M & M BIGUE INVESTMENTS LLC	5,239	75%	3,929	0.86%	\$	445
<u>SOPHIA AND PLAZA</u>	00216303	110 E ANN STREET	SALAS, ANGELICA & GONZALEZ	2,465	75%	1,849	0.40%	\$	209
<u>E TELEGRAPH AND PLAZA</u>	00421502	107 E TELEGRAPH	T.L.A.C.P., LLC	2,150	75%	1,613	0.35%	\$	183
	00421501	111 E TELEGRAPH	PH PROPERTIES LTE PARTNERSHIP	2,948	75%	2,211	0.48%	\$	250
				Total		472,384			457,756
							100%	\$	51,846

DOWNTOWN NEIGHBORHOOD IMPROVEMENT DISTRICT

Exhibit A

