



STAFF REPORT

Report To: Redevelopment Authority **Meeting Date:** December 19, 2019

Staff Contact: Lee Plemel, AICP, Director

Agenda Title: For Possible Action: Discussion and possible action regarding a recommendation to the Board of Supervisors regarding the expenditure of up to \$450,000 in addition to the previously approved expenditure of \$190,000, for a total expenditure of up to \$640,000 in FY 2020 for the design and construction the 3rd Street Parking Lot Rehabilitation Project, located at 202 S. Curry Street, to include shade structures and other upgrades to accommodate special events. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Redevelopment Authority has allocated \$190,000 in FY 2020 to rehabilitate the 3rd Street City parking lot. The parking lot is currently used by the farmers market every Saturday, June through September. Existing trees around the parking lot, which provide significant shading throughout the lot, will need to be removed as part of the project. The Public Works Department has also been asked to consider additional requests, including shade structures and electrical upgrades as part of the project so that the parking lot can be used for special events as an alternative location to closing adjacent streets for events. The Redevelopment Authority will consider design alternatives for possible Redevelopment funding. The Redevelopment Authority Citizens Committee recommends authorization of the expenditure of \$240,000 in addition to the Board of Supervisors' previously approved expenditure of \$190,000, for a total expenditure of \$430,000, but the Authority may elect to recommend the same amount, a lower amount or a higher total amount up to \$640,000.

Agenda Action: Formal Action / Motion **Time Requested:** 20 Minutes

Proposed Motion

I move to recommend to the Board of Supervisors approval of the expenditure of \$_____ in addition to the previously approved expenditure of \$190,000, for a total expenditure of \$_____ in FY 2020 for the 3rd Street parking lot improvements.

Board's Strategic Goal

Economic Development

Previous Action

December 2, 2019: The Redevelopment Authority Citizens Committee recommended approval of the following funding by a vote of 4-1 (2 absent):

- 1) \$190,000 per original parking lot rehabilitation approval;
 - 2) \$80,000 in additional funds for tree removal and associated costs;
 - 3) \$160,000 in additional funds for parking lot reconfiguration (reducing access points, new landscape areas);
- for a total project funding of \$430,000 for the above-noted improvements.

In addition, the motion stated that the request for \$50,000 for electrical upgrades for events may come back for approval subject to more information being presented regarding events that could use the upgrades.

The dissenting vote on the motion was opposed to the reconfiguration of the parking lot, but supported the original rehabilitation with the tree removal.

Background/Issues & Analysis

Refer to the attached staff report to the Redevelopment Authority Citizens Committee, dated December 2, 2019, as well as the attached application and supporting materials for more discussion and information regarding the proposed project.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 279 (Redevelopment Authority Policies and Procedures)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: 603 Redevelopment Revolving Fund, Capital Improvements 6037510-507010

Is it currently budgeted? No

Explanation of Fiscal Impact: \$190,000 was approved in the FY 2020 Redevelopment budget for parking lot rehabilitation. There are undesignated funds available in the FY 2020 Redevelopment Revolving Fund in an amount more than adequate to cover the additional \$450,000 that may be granted to this project, for a total project cost of up to \$640,000.

Alternatives

1. Include funding for the electrical upgrades (\$50,000) and/or shade structures (\$160,000).
2. Do not fund the additional improvements and only resurface the parking lot for the \$190,000 currently budgeted.
3. Further modify the amount of expenditures for recommendation to the Board of Supervisors.

Attachments:

[2.RDA 3rd St Parking Lot Attachments.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)



108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2180
Hearing Impaired: 711

Staff Report To: Redevelopment Authority Citizens Committee

Meeting Date: December 2, 2019

Item 4.C

Staff Contact: Lee Plemel, Director (lplemel@carson.org; 283-7075)

Agenda Title: For Possible Action: Discussion and possible action regarding the expenditure of up to \$450,000 in addition to the previously approved expenditure of \$190,000, for a total expenditure of \$640,000 in FY 2020 for the design and construction the 3rd Street Parking Lot Rehabilitation Project to include shade structures and other upgrades to accommodate special events.

Staff Summary: The Redevelopment Authority has allocated \$190,000 in FY 2020 to rehabilitate the 3rd Street City parking lot. The parking lot is currently used by the farmers market during the summer. Existing trees around the parking lot, which provide significant shading throughout the lot, will need to be removed as part of the project. The Public Works Department has also been asked to consider additional requests, including shade structures as part of the project so that the parking lot can be used for special events as an alternative location to closing and using adjacent streets. The RACC will consider design alternatives for possible Redevelopment funding.

Proposed Motion: I move to recommend to the Redevelopment Authority approval of the expenditure of up to \$450,000 in addition to the previously approved expenditure of \$190,000, for a total expenditure of \$640,000 in FY 2020 for the design and construction the 3rd Street Parking Lot Rehabilitation Project Option 1, subject to completion of the project by June 30, 2020.

DISCUSSION:

This application for additional Redevelopment funding has been submitted as the result of discussions between Public Works and various stakeholders regarding the previously approved parking lot rehabilitation project.

Redevelopment funds have been authorized for FY 2020 (current FY) in the amount of \$190,000 to rehabilitate the existing parking lot surface. The initial funding requested from Public Works last spring for the 3rd Street Parking Lot included a scope of only pavement patching, reconstruction of some failed curb, pavement rehabilitation, and re-striping of the parking lot.

There are some large, existing trees within the parking lot, which provide significant shading throughout the lot for the ongoing summer Farmer's Market, as well as other special events that use the lot. After working with a certified arborist to assess the condition of the trees and remaining life expectancy, as well as evaluating the condition of the parking lot infrastructure around the trees in more detail (asphalt and concrete curbing), it is recommended for the trees to be removed as part of the project to prevent ongoing damage and to replant new trees that

are more suitable for an urban environment. This additional cost for tree removal, as well as the additional improvements (additional pavement patching, landscaping, concrete work, irrigation) associated with the tree removal, were not considered in the original project cost estimate. This work adds \$80,000 to the original cost estimate.

Additionally, since the initial project approval, City staff has met with many stakeholders regarding the 3rd Street parking lot, including representatives from the Farmer’s Market. During these discussions with project stakeholders, additional requests have been made beyond the initial scope of the project with the hopes of constructing a more efficient and safe parking lot, as well as providing additional needs so that the parking lot can be used for special events as an alternative location to closing and using adjacent streets. These additional requests include electrical upgrades to provide event power to the site, reconfiguring the parking lot to create a safer, more functional parking lot, as well as to consider including permanent shade structures as part of the project. This would allow the lot to be used more frequently for events while maintaining vehicular circulation for access to the events and other businesses in the vicinity.

Public Works staff has developed multiple preliminary design alternatives, including reconfiguring the parking lot layout and landscaping beds, as well as cost estimates for each alternative. Attached Exhibit 1 shows the recommended parking lot configuration. Exhibits 2 through 4 show different options for shade structures. Exhibit 2 (Option 1) shows the recommended shade structure alternative from staff due to intermediate cost, long-term durability, and functionality. Option 1 would reduce the total project cost by \$90,000 compared to the most expensive alternative (Option 2). This would also allow the project to be completed in FY 2020 under the current budget.

The following table summarizes the total project costs for the three shade structure options.

	Option 1*	Option 2	Option 3
Approved funding (resurfacing only)	\$190,000	\$190,000	\$190,000
Tree removal	\$ 80,000	\$ 80,000	\$ 80,000
Electrical upgrades	\$ 50,000	\$ 50,000	\$ 50,000
Parking lot reconfiguration	\$160,000	\$160,000	\$160,000
Shade structures FY 2020	\$160,000	\$160,000	\$150,000
FY 2020 project cost subtotal:	\$640,000	\$640,000	\$630,000
Shade structure FY 2021		\$ 90,000	
Total project cost:	\$640,000	\$730,000	\$630,000

* City staff recommended option.

Public Works staff will be available at the RACC meeting to discuss the pros and cons of these options, as well as intermediate alternatives such as not reconfiguring the parking lot.

If you have any questions regarding this item, please contact Lee Plemel at 283-7075 or lplemel@carson.org.

Attachments:

- A) Application
- B) Exhibits with alternative shade structure layouts
- C) Amended Redevelopment budget with proposed project

**Carson City Redevelopment
Community Development Department**

108 East Proctor Street
Carson City, NV 89701
(775) 887-2180; planning@carson.org



Capital Improvement Funding Request Form

PROJECT TITLE:

3rd Street Parking Lot Rehabilitation and Special Event Improvements

PROJECT LOCATION:

202 S. Curry Street (west of McFadden Plaza)

REQUESTING ORGANIZATION/DEPARTMENT:

Carson City Public Works

ORGANIZATION/DEPARTMENT

Dan Stucky, City Engineer

NAME OF PROJECT APPLICANT/LEAD

283-7084

dstucky@carson.org

PHONE #

EMAIL

\$ 640,000

REDEVELOPMENT FUNDING REQUESTED

\$ 630,000-730,000

TOTAL ESTIMATED PROJECT COST

Project Area (check one):

Redevelopment Area #1

Redevelopment Area #2

PROJECT DESCRIPTION:

The project includes the rehabilitation and re-striping of the existing 3rd Street parking lot asphalt. Additional proposed improvements include tree removal, electrical upgrades, reconfiguration of the existing parking lot, and installation of permanent shade structures to create a special event space that will encourage more events at this location and increase the levels of human activity in the redevelopment area in general.

EXPECTED PROJECT START DATE:

April 2020

EXPECTED PROJECT COMPLETION DATE:

May 2020

PROPOSED BUDGET:

FUNDING SOURCE	FISCAL YEAR	\$ AMOUNT
603 Redevelopment Revolving Fund	FY 2020	\$ 190,000
603 -- Tree removal and associated improvements	FY 2020	\$ 80,000
603 -- Electrical upgrades	FY 2020	\$ 50,000
603 -- Parking lot reconfiguration	FY 2020	\$ 160,000
603 -- Shade structures (Phase 1- Option 2)	FY 2020	\$ 160,000
603 -- Shade structures (Phase 2- Option 2)	FY 2021	\$ 90,000

TOTAL: \$ 730,000

Explain why redevelopment funds are needed to complete this project:

Redevelopment funds have been authorized for FY 2020 (current FY) in the amount of \$190,000 to rehabilitate the existing parking lot surface. There is no other City funding authorized for this project. The initial funding requested from Public Works last spring for the 3rd Street Parking Lot included a scope of pavement patching, reconstruction of some failed curb, pavement rehabilitation, and re-striping of the parking lot. There are some large, existing trees within the parking lot, which provide significant shading throughout the lot for the ongoing summer Farmer's Market, as well as other special events that use the lot. After working with a certified arborist to assess the condition of the trees and remaining life expectancy, as well as evaluating the condition of the parking lot infrastructure around the trees in more detail (asphalt and concrete curbing), it is recommended for the trees to be removed as part of the project to prevent ongoing damage and replant new trees that are more suitable for an urban environment. This additional cost for tree removal, as well as the additional improvements (additional pavement patching, landscaping, concrete work, irrigation) associated with the tree removal, were not considered in the original project cost estimate.

Additionally, since the initial project approval, City staff has met with many stakeholders regarding the 3rd Street Parking Lot, including representatives from the Farmer's Market. During these discussions with project stakeholders, additional requests have been made beyond the initial scope of the project with the hopes of constructing a more efficient and safe parking lot, as well as providing additional needs so that the parking lot can be used for special events as an alternative location to closing and using adjacent streets. These additional requests include electrical upgrades to provide event power to the site, request to reconfigure the parking lot to create a safer, more functional parking lot, as well as to consider including permanent shade structures as part of the project. This would allow the lot to be used more frequently for events while maintaining vehicular circulation for access to the events, as well as other businesses in the vicinity. See Exhibit 1 for the recommended parking lot configuration. See Exhibits 2 through 4 for different alternatives for shade structures. Exhibit 2 (Option 1) shows the recommended shade structure alternative from staff due to intermediate cost, long-term durability, and functionality. Option 1 would reduce the total project cost by \$90,000 compared to the most expensive alternative (Option 2) as identified in the budget table above. This would also allow the project to be completed in FY 2020 under the current budget.

There are no other funds budgeted to complete this project. The Redevelopment funds will allow this project to be completed in this fiscal year before the summer farmers market opens for the season.

Describe how the project will advance at least one of the following factors pursuant to the Redevelopment Authority Policies and Procedures (check each that apply and describe below):

- Encourages the creation of new business or other appropriate development.
- Creates jobs or other business opportunities for nearby residents.
- Increases local revenues from desirable sources.
- Increases levels of human activity in the redevelopment area or the immediate neighborhood in which the redevelopment area is located.
- Possesses attributes that are unique, either as to type of use or level of quality and design.

Description of how project will advance the above factors:

The creation of a special event space will encourage more events at this location and increase the levels of human activity in the redevelopment area in general.

With the loss of existing trees that have provided a shaded special event space in the past, the need to include shade structures is unique to this particular location and use.

COMPLIANCE WITH APPLICABLE REDEVELOPMENT PLAN:

Explain how the project complies with and advances the objectives of the Redevelopment Plan for the Plan Area in which the project is located (check each that apply and describe below; refer to the applicable Redevelopment Area Plan for a complete list of objectives):



REDEVELOPMENT AREA PLAN #1 (DOWNTOWN):

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.

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.

Improve the street, highway, bicycle and pedestrian circulation system to assure safe, convenient and aesthetically pleasing access to and throughout the Area.

Develop appropriately designed street lighting, street signage and street furniture systems.

Provide information and directional kiosks in convenient pedestrian locations.

Improve the appearance of commercial areas through street beautification programs.

Encourage more intensive landscaping on Downtown properties and parking lots.

Encourage and assist in providing "people oriented areas" in the Downtown for daytime and evening special events and promotional activity.

Underground present overhead utility systems where feasible.

Establish the highest possible level of recreational opportunity for the residents and visitors of all age levels.

Description of how project meets the above objectives:

The creation of a special event space will encourage more events at this location and increase the levels of human activity in the redevelopment area in general.

REDEVELOPMENT AREA PLAN #2 (SOUTH CARSON STREET):

Assist auto dealers with site acquisition.

Assist auto dealers with relocation from other parts of the region to South Carson Street.

Assist in the expansion of the number of new car franchises.

Assist with the development of the former Nevada National Guard armory site.

Improve traffic circulation, landscaping and streetscape.

Assist with re-use of vacant retail buildings.

Extend public infrastructure to serve new development on commercial properties.

Description of how project meets the above objectives:

N/A

APPLICATION SUBMITTAL CHECKLIST:

Submit one PDF copy of the following:

Completed Capital Improvement Funding Request form.

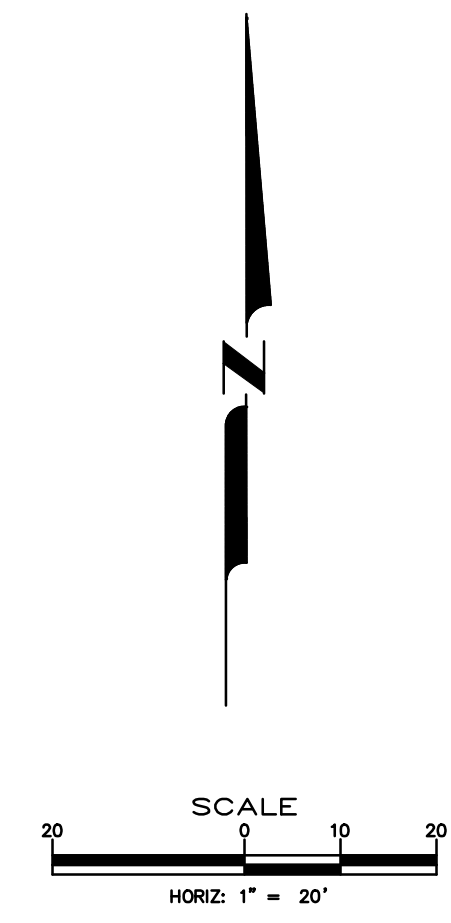
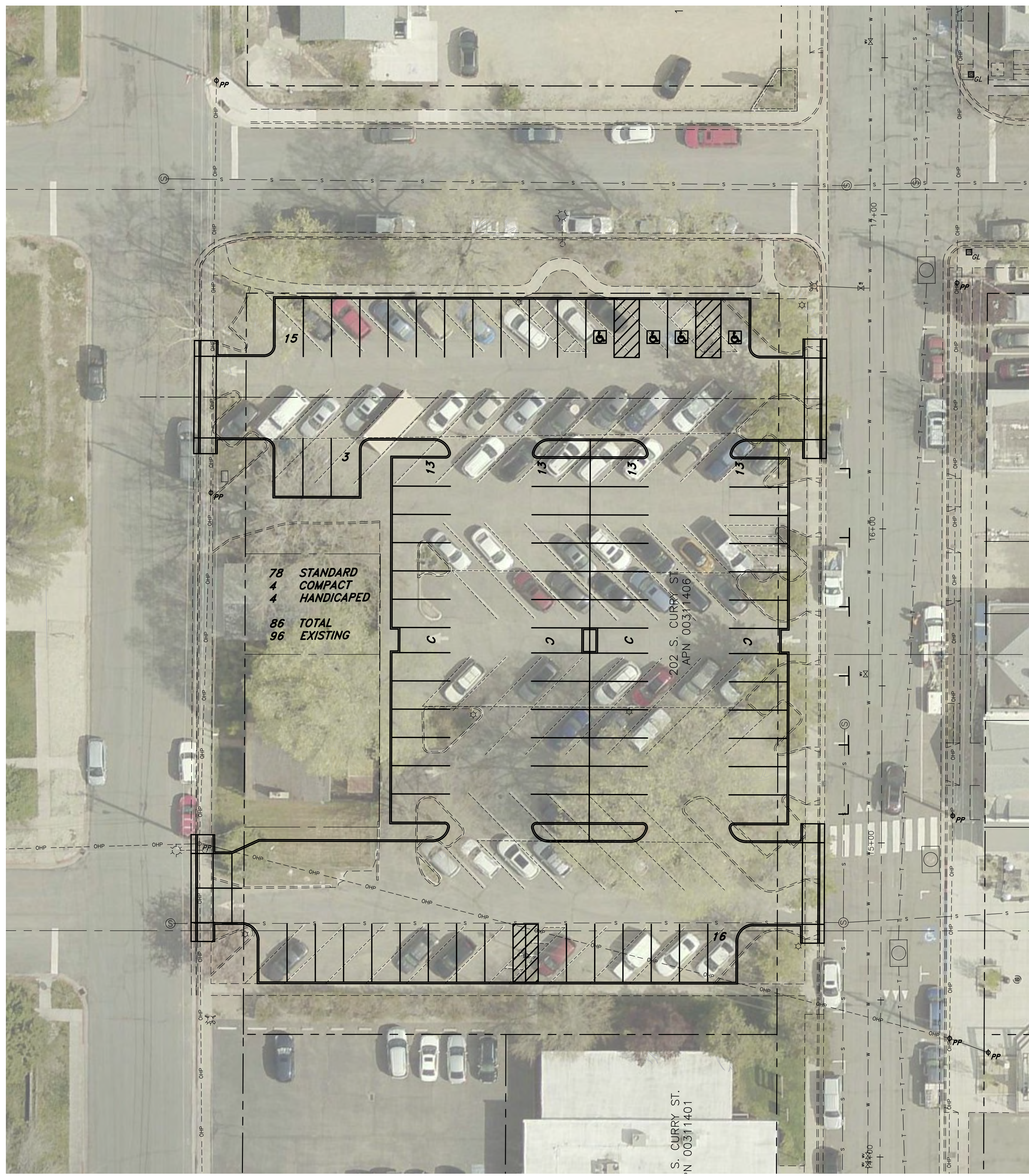
A vicinity map showing the location of the project.

A set of conceptual plans for the proposed improvements including a site plan, floor plans and building elevations, as applicable, reduced to be legible on a printed sheet no larger than 11"x17" in size.

Application Procedures:

1. Applications are due to the Community Development Department by January 15 each year in order to be considered by the RACC and Redevelopment Authority in the first round of funding for the following fiscal-year budget (i.e. beginning July 1 of that year).
2. The RACC will review Capital Improvement Funding Request applications at its February meeting and make a recommendation to the Redevelopment Authority regarding all requests.
3. The Redevelopment Authority will review the applications at its second meeting in March to allocate available Undesignated Redevelopment funds to approved capital improvement projects. Finance will prepare the following fiscal-year tentative budget in accordance with the approved budget allocations.
4. Applications submitted after January 15 each year may be considered by the RACC and Redevelopment Authority on a case-by-case basis subject to the availability of Undesignated Redevelopment funds after the initial round of projects are included in the tentative budget for the applicable fiscal year.

Exhibit 1



I:\CAPITA_PROJECTS\Projects\75102001 - Downtown Redevelopment\GIS\Design\DWG\75102001 - PARKING.dwg, crossmss.dwg, 10/23/19



PROJECT NAME
PROJECT NAME
PROJECT No. XX-XXXX
PARKING LOT ALTERNATE 2
PLAN & PROFILE

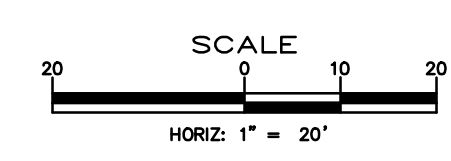
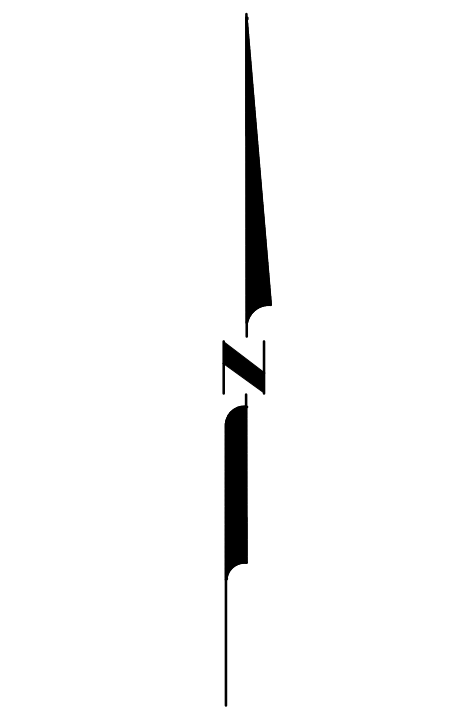
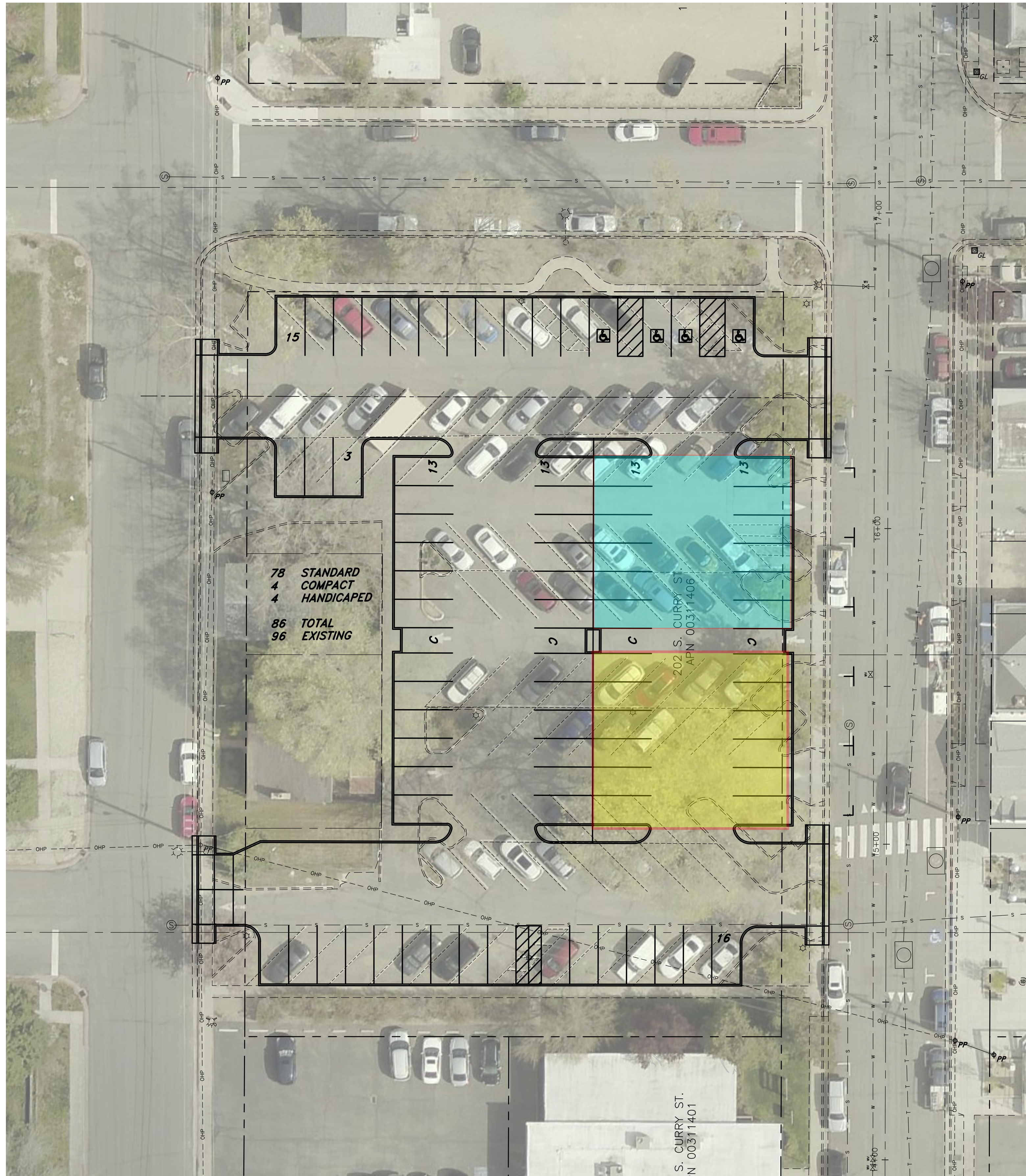
REV.	DATE	DESCRIPTION	BY	APP'D

CARSON CITY
PUBLIC WORKS DEPARTMENT
 3505 BUTTI WAY CARSON CITY, NEVADA 89701
 PH: 887-2355 FAX: 887-2112

DESIGNED BY: XXX
 DRAWN BY: XXX
 CHECKED BY: XXX
 DWG NO.: 251020001-2parking.dwg
 SCALE (HORIZ): X"=XX'
 SCALE (VERT): X"=XX'
 PLOT DATE: 10/23/19

SHEET
1.
 OF

Exhibit 4



NEXAS CORP STRUCTURE (GREENHOUSE GARDEN CENTER)

- PHASE 1: 2 27'X60' SHADE STRUCTURES
COST: \$75,000
- PHASE 2: 2 27'X60' SHADE STRUCTURES
COST: \$75,000



CONCERNS;
NOT DESIGNED FOR PARKING LOTS AND IMPACT LOADS DUE TO VEHICLES
REQUIRES POSTS ALONG DRIVE ISLE WHICH LIMITS USE OF PARKING LOT AREA

I:\CAPITA_PROJECTS\Projects\75102001 - Downtown Redevelopment\GIS\Design\DWG\75102001 - PARKING.dwg, crossmss.dwg, 10/23/19

DESIGNED BY: XXX
DRAWN BY: XXX
CHECKED BY: XXX
DWG NO.: 25102001-0000.dwg
SCALE (HORIZ): X"=XX'
SCALE (VERT): X"=XX'
PLOT DATE: 10/23/19

**CARSON CITY
PUBLIC WORKS DEPARTMENT**
3505 BUTTI WAY CARSON CITY, NEVADA 89701
PH: 887-2355 FAX: 887-2112

REV.	DATE	DESCRIPTION	BY	APP'D



SHEET
1.
OF

FY 2020 Redevelopment Discretionary Funds Tentative Budget Allocations

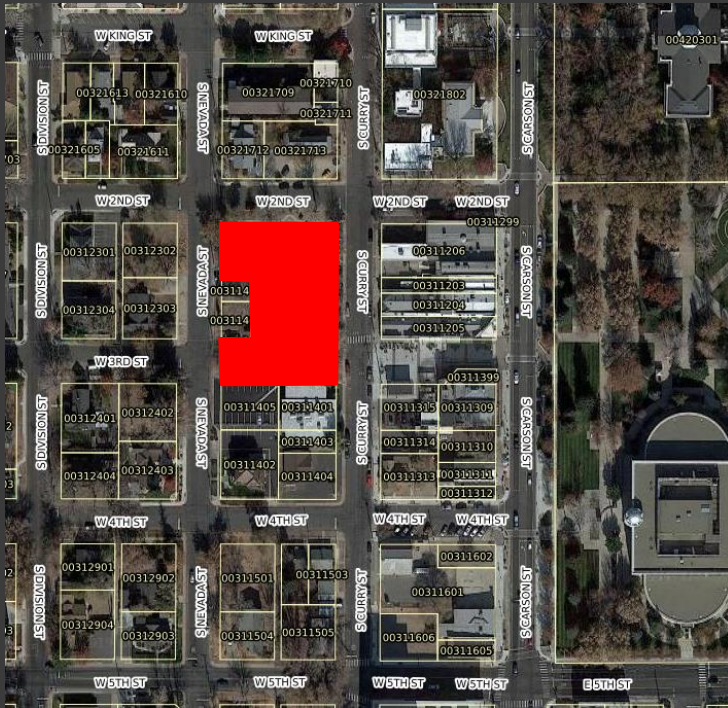
Objective/Project/Program	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY20-24 5-year Total
Special Event equipment/ infrastructure	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
Special event support, street closures	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Façade Improvement Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Special Event funding (RACC)	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
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
Downtown Sidewalk Improvements	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
South Carson Street Complete Streets	\$ 200,000					\$ 200,000
Downtown Gateway Feature	\$ 25,000					\$ 25,000
Bob Boldrick Theater project	\$ 137,794					\$ 137,794
Children's Museum outdoor remodel ¹	\$ 50,000					\$ 50,000
3rd Street parking lot rehabilitation	\$ 640,000	\$ -				\$ 640,000
Aquatic facility pool deck resurfacing	\$ 52,000					\$ 52,000
Underground downtown power lines	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Curry Street gas lamp replacement	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000
S. Carson Street Area Traffic Study	\$ 80,000					\$ 80,000
Mills Park signs	\$ 12,000					\$ 12,000
Marv Teixeira Pavilion sign	\$ 30,000					\$ 30,000
Fuji Park Master Plan	\$ 20,000					\$ 20,000
Fuji Park signs	\$ 10,000					\$ 10,000
Fuji Park grandstands		\$ 200,000				\$ 200,000
Roll Forward:	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Expenditures (excluding Roll Forward):	\$ (1,776,794)	\$ (795,000)	\$ (810,000)	\$ (510,000)	\$ (510,000)	\$ (4,401,794)
Undesignated ² :	\$ 68,589	\$ 452,297	\$ 793,288	\$ 1,171,338	\$ 1,252,462	\$ 3,737,974

Updated October 30, 2019

Highlighted = Expenditure has been authorized by the Board of Supervisors

Footnotes:

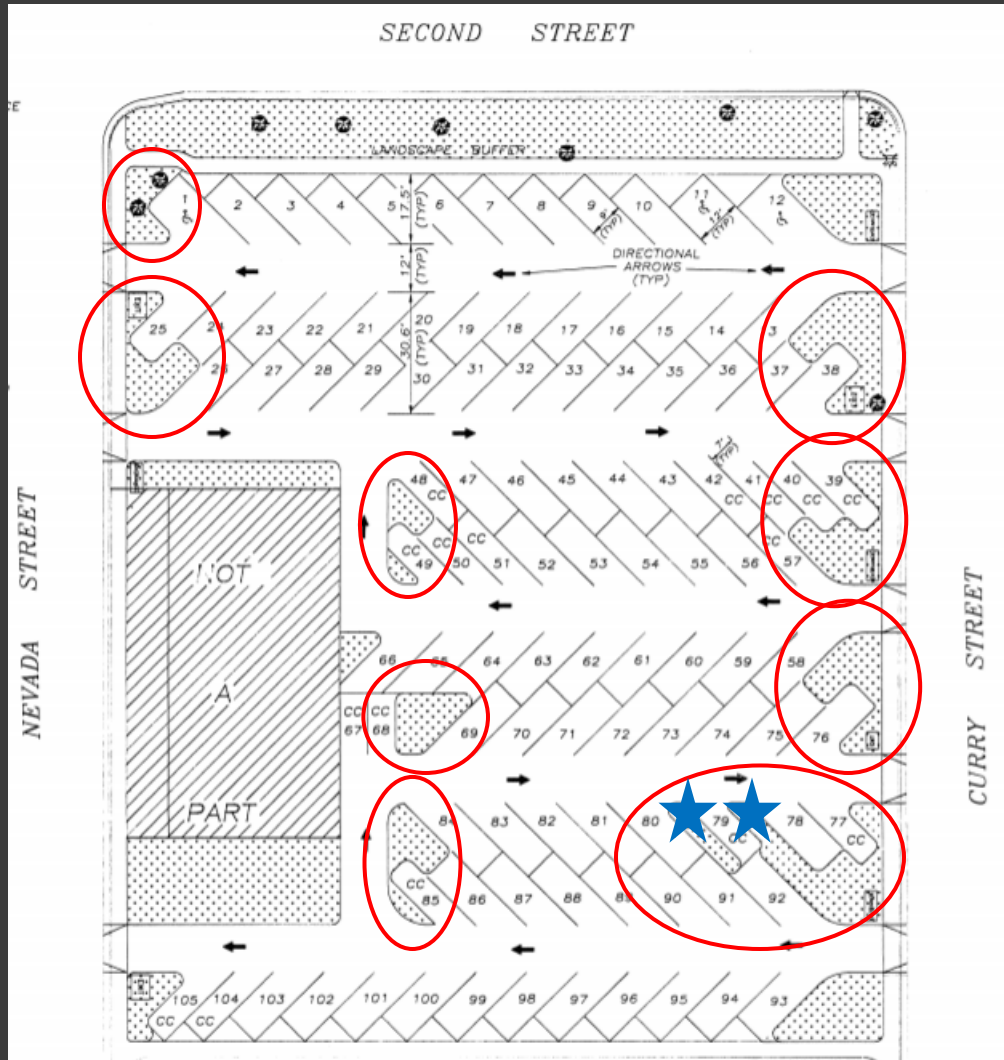
1. Expenditure authorized for \$38,200; \$11,800 remaining for proposed sign replacement.
2. Un-audited estimate.



3rd Street Parking Lot Project

Redevelopment Authority Citizens Committee (RACC)
December 2, 2019

Existing Parking Lot



Original Construction Plans (1992)

- Constructed in 1992
- # of parking spaces = 96
- 8 driveways (5 on Curry Street, 3 on Nevada Street)
- Unsafe, inefficient layout with oddly shaped planters
- 2 large Siberian Elm trees damaging infrastructure

Existing Parking Lot



Failed Pavement Sections

Tree Roots Damaging Infrastructure

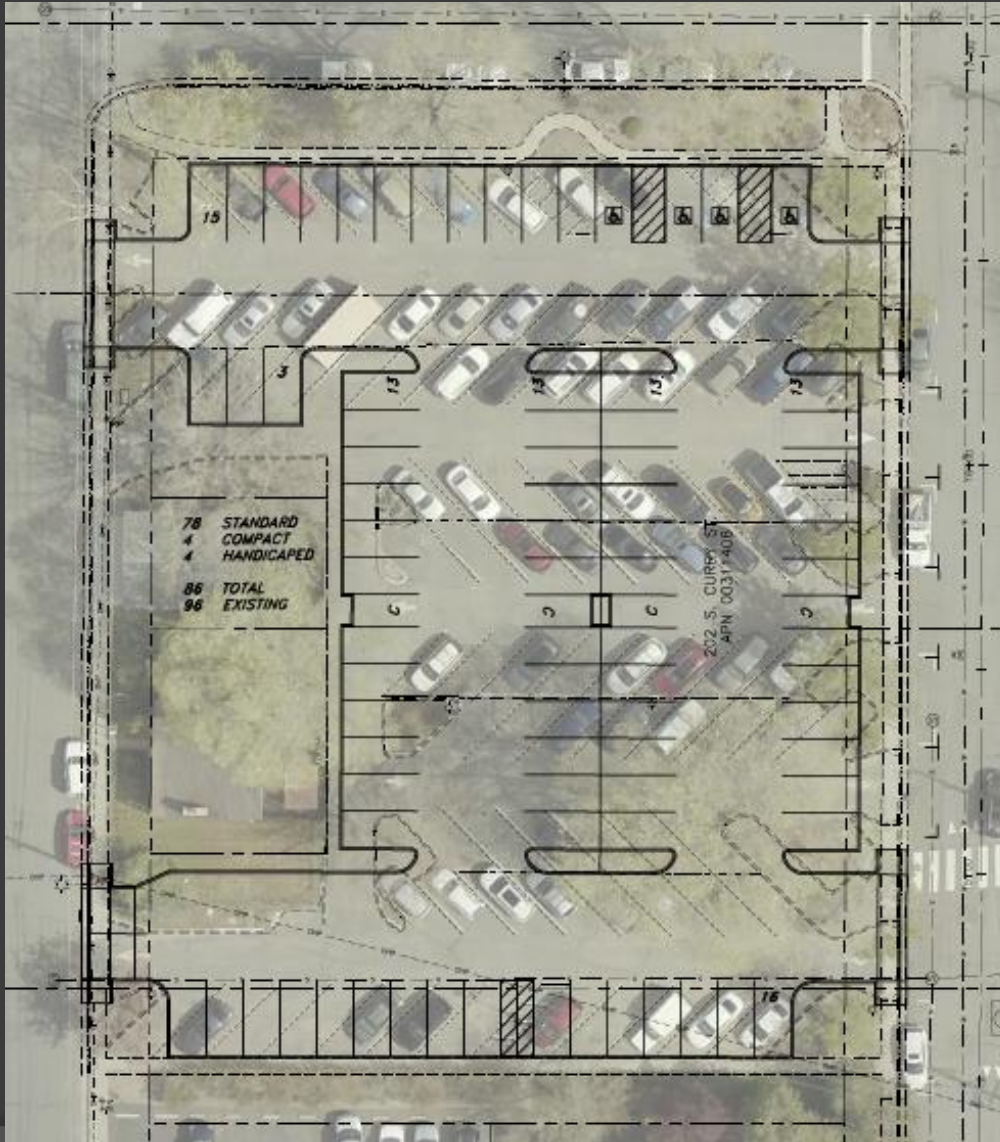


Project Summary

- Original project scope (\$190k):
 - Pavement patching, minimal concrete curbing replacement, pavement rehabilitation (crack fill and slurry seal), and re-striping of the parking lot.
- Special events location and discussions with project stakeholders
- Additional project requests:
 - Tree removal and associated improvements (\$80k)
 - Electrical upgrades (\$50k)
 - Parking lot reconfiguration (\$160k)
 - Shade structures- Phase 1 (\$160k)
 - Shade structures- Phase 2 (\$90k)



Parking Lot Reconfiguration



- Proposed # of parking spaces = 89 (Net loss of 6 spaces)
- Safer, more functional parking lot configuration
- 4 driveways (2 on Curry Street, 2 on Nevada Street)
- Replant new trees more suitable for urban environment