



## STAFF REPORT

**Report To:** Board of Supervisors                      **Meeting Date:** May 20, 2021

**Staff Contact:** Hope Sullivan, Community Development Director

**Agenda Title:** For Possible Action: Discussion and possible action to introduce, on first reading, an ordinance creating the South Carson Neighborhood Improvement District (“SCNID”) under NRS Chapter 271 to support improvements to South Carson Street between Fifth Street and Appion Way by paying for a portion of the costs required to maintain the South Carson Street Complete Streets Project. (Hope Sullivan, hsullivan@carson.org)

Staff Summary: After adopting a resolution to proceed with the establishment of the SCNID, the Board of Supervisors must introduce and adopt an ordinance to create the SCNID in accordance with the provisions of NRS Chapter 271. The proposed SCNID ordinance identifies the properties fronting or close to South Carson Street that will become a part of the SCNID, as shown on the map attached to the ordinance. The ordinance will also establish the maintenance plan and assessment methodology for the SCNID. The proposed SCNID assessment amount for Fiscal Year (“FY”) 2022 is \$69,620 (\$141,860 Year One cost estimate, less the \$22,240 contribution from Carson City, and less an estimated \$50,000 to be collected from Carson City’s right-of-way licenses within the SCNID), distributed between property owners as shown on the assessment roll.

**Agenda Action:** Ordinance - First Reading                      **Time Requested:** 5 minutes

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### **Proposed Motion**

I move to introduce, on first reading, Bill No. \_\_\_\_.

### **Board's Strategic Goal**

Economic Development

### **Previous Action**

April 15, 2021: The Board of Supervisors adopted a resolution adopting a provisional order to establish the SCNID for the ongoing maintenance of the South Carson Street Complete Streets Project, fixing the time and place to hear protests regarding the establishment of the SCNID for May 20, 2021.

### **Background/Issues & Analysis**

NRS Chapter 271 provides for the procedures for establishing a Neighborhood Improvement District. The SCNID items on this agenda include the required actions to establish the SCNID and implement the annual assessment of properties within the SCNID. The purpose of this item is to introduce the ordinance establishing the SCNID and various operational standards associated with the ongoing management of the SCNID. Refer to the public hearing agenda item and the attached ordinance and associated attachments for more details.

If you have questions regarding this item, contact Hope Sullivan, at 283-7922 or hsullivan@carson.org.

Attachments:

1) Ordinance with associated attachments

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

NRS Chapter 271

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** 2373050-500349 Contractual Services for payments. Revenue SCNID Assessment 2370083-415100.

**Is it currently budgeted?** Yes

**Explanation of Fiscal Impact:** The collection of the SCNID assessment is for the costs of supplemental improvements and services above and beyond those provided by the City, specifically ongoing garbage collection and sidewalk and landscaping maintenance. The City will continue to contribute its share of the costs per the ordinance establishing the SCNID.

**Alternatives**

Do not introduce the ordinance for first reading and provide alternative direction.

**Attachments:**

[NID-2021-0118\\_7A.Ord.SCNID.Establishment 2.docx](#)

[NID-2021-0118\\_7B.SCNID.Est.Ord.Attachments.pdf](#)

**Board Action Taken:**

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

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

Summary: An ordinance creating the South Carson Neighborhood Improvement District.

BILL NO. \_\_\_\_

ORDINANCE NO. 2021-\_\_

AN ORDINANCE RELATING TO IMPROVEMENT DISTRICTS;  
CREATING THE SOUTH CARSON NEIGHBORHOOD  
IMPROVEMENT DISTRICT UNDER NRS CHAPTER 271; AND  
PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

The Board of Supervisors of Carson City do ordain:

SECTION I:

Creation of the South Carson Neighborhood Improvement District.

1. This ordinance creates the South Carson Neighborhood Improvement District (“SCNID”) pursuant to Nevada Revised Statute (“NRS”) Chapter 271 based upon a provisional order of the Board of Supervisors at the Board’s meeting of April 15, 2021. The SCNID’s purpose is to cover that portion of the cost of ongoing maintenance for those pedestrian, non-motorized and landscaping improvements constructed within the public right-of-way within the SCNID boundary as part of the South Carson Street Complete Streets Project ( “Project”) from Fifth Street to Appion Way that exceeds the maintenance costs already borne by Carson City for those types of improvements.

2. Pursuant to NRS 271.325, the Board of Supervisors has determined that public convenience and necessity require the SCNID’s creation, and that its creation is economically sound and feasible.

SECTION II:

SCNID boundaries. The SCNID comprises only the area depicted on Exhibit A, including only the Assessor Parcel Numbers set forth on Exhibit B.

SECTION III:

Project improvements. The Project improvements that are to be maintained, in part, through SCNID-derived funds are graphically shown on Exhibit C.

SECTION IV:

Assessment amount and maintenance plan.

1. The property owners within the SCNID shall respectively be assessed for fiscal tax year 2022 (“Year One”) the amounts shown on Exhibit B for each property.

2. The City currently spends approximately \$22,240 per year on landscape, sidewalks and weed abatement maintenance of the areas where the Project's improvements will be constructed and maintained. The City will hereafter continue to contribute at least that amount toward the maintenance of those improvements.

3. The annual maintenance cost estimate for the Project's improvements is \$141,860 in Year One. The difference between the current maintenance expenditure by the City (\$22,240) and the Year One estimated maintenance cost (\$141,860) is \$119,620. This amount (\$119,620) will be assessed to the property owners in Year One, as further detailed below in Section V of this Ordinance.

4. The total annual maintenance cost estimate to be assessed to the property owners shall be reduced each year by the projected amount that will be collected through City right-of-way licensing agreements for City real property, easements, or other interests comprising right-of-way adjacent to properties located within the SCNID for the fiscal year in which the assessment is collected.

5. The SCNID Maintenance Plan, attached to this ordinance as Exhibit D, details the improvements to be maintained, the anticipated schedule and levels of maintenance of those improvements, and the estimated time and expense of that maintenance.

#### SECTION V:

Assessment methodology and general provisions.

1. The SCNID's purpose is to assess the property owners within the area an amount equal to Carson City's increased maintenance costs for the Project that are constructed within the SCNID's geographic boundaries. No portion of any funds received from the SCNID, through assessment or otherwise, may be used to pay all or any portion of an expense previously obligated for, or which has traditionally been borne by, the City.

2. Each property within the SCNID will be assessed its proportionate share of the total property owners' assessment based on two factors: 1) parcel frontage length along South Carson Street and 2) parcel area. Half (50 percent) of the annual assessment assigned to the property owners will be distributed among the property owners proportionately based on the lineal frontage of each property abutting South Carson Street or abutting a City right-of-way property fronting on South Carson Street, measured as a proportion of that property's frontage compared to the total property frontage within the entire SCNID. The other half (50 percent) of the annual assessment assigned to the property owners will be distributed among the property owners proportionately based on the square footage of each property measured as a proportion of the total square footage of properties within the SCNID. A Notice of SCNID Annual Assessment will be recorded against title to every assessed SCNID property.

3. The SCNID assessment shall be paid by each property owner in conjunction with the owner's property taxes for the year, divided into quarterly payments. Penalties and interest for delinquent amounts will be calculated in the same manner as for real property taxes. The assessment amount shall constitute a lien upon an assessed property and have the same priority as a lien for property taxes.

4. The SCNID assessment, including the amounts assessed to the property owners and the City's contribution share, shall increase each year by the Consumer Price Index for *All Urban Consumers* ("CPI") – All Items (1982-1984=100), as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve month period ending December 31 next preceding the year for which the increase is being calculated, or by 5%, whichever is less. This assessment amount shall be the "base assessment" for each year. An assessment shall not decrease from the prior year if the CPI is negative for an evaluated period.

5. Notwithstanding the provisions in subparagraph 4 above for annual assessment increases, the annual property owners' assessment shall be reduced if actual maintenance costs are less than the amount collected and a reserve of not less than 20 percent is projected to be maintained through the following year's assessment period. The property owners' assessment shall be reduced to an amount that results in a projected 20 percent reserve at the end of the following year's assessment period. The City's contribution to the SCNID shall continue to increase in accordance with subparagraph 4 above, and the base assessment value shall continue to be calculated each year in accordance with subparagraph 4 above regardless of whether the actual assessment is increased in any given year.

6. The City shall prepare the annual assessment estimate to be considered by the Board of Supervisors in conformance with the requirements of NRS Chapter 271. In confirming the assessment, the Board of Supervisors shall direct the Clerk to submit the list of parcel numbers and the assessed amount for each property to the Carson City Treasurer. The Board of Supervisors authorizes the Treasurer to reduce or waive the amount for good cause pursuant to NRS 361.483 and NRS 361.4835.

7. In Year One and all subsequent years, Carson City must itemize and document the alleged increased maintenance costs by spreadsheet and corroborating documentation, which may include actual costs of maintenance or the cost of contracting the maintenance to a private company, as applicable.

8. The City shall establish a procedure for obtaining a hardship determination based on a property owner's ability to pay the assessment pursuant to NRS 271.357.

#### SECTION VI:

1. Pursuant to NRS 271.325(6), upon adoption of this Ordinance, the Board of Supervisors shall cause to be recorded in the office of the Carson City Recorder a certified copy of a list of the tracts to be assessed and the amount of maximum benefits

estimated to be assessed against each tract in the assessment area, as shown on the assessment plat, as revised and approved by the governing body pursuant to NRS 271.320 (the area and the list of assessed properties). Neither the failure to record that list nor any defect or omission in that list shall affect the validity of any assessment, the lien for the payment thereof, or the priority of that lien.

2. In addition to the specific provisions of this ordinance, the SCNID shall be subject to all applicable requirements of NRS Chapter 271, Local Improvements.

SECTION VII:

EXHIBIT LIST. This ordinance contains the following exhibits:

- A. SCNID Map
- B. SCNID Property List and Year-One Assessment
- C. Project improvement plan
- D. SCNID Maintenance Plan and Cost Estimate

SECTION VIII:

This ordinance becomes effective on \_\_\_\_\_, 2021.

PROPOSED on \_\_\_\_\_, 2021.

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

PASSED \_\_\_\_\_, 2021.

VOTE:

AYES: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

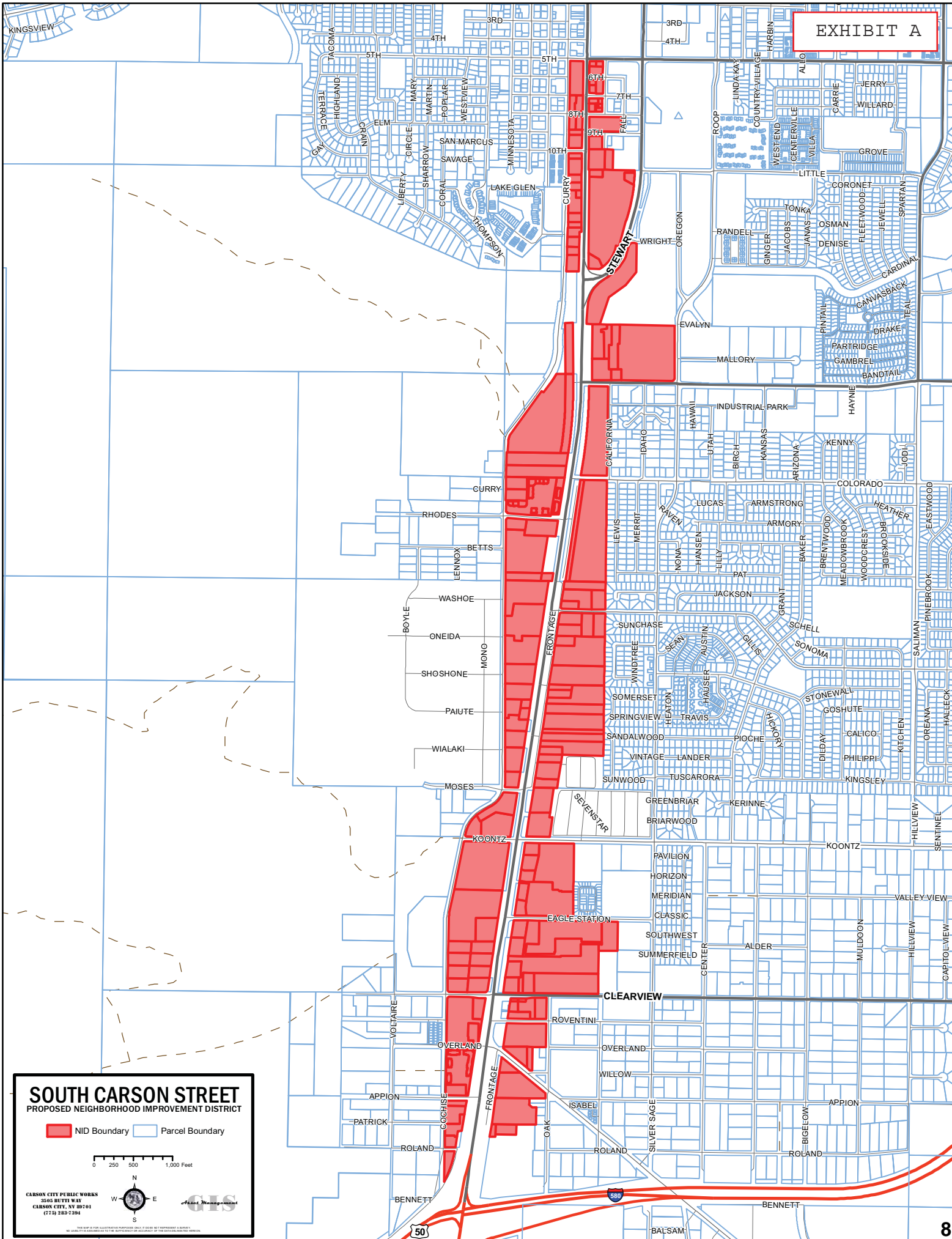
ABSENT: \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 LORI BAGWELL, Mayor

ATTEST:

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AUBREY ROWLATT, Clerk-Recorder



**SOUTH CARSON STREET**  
 PROPOSED NEIGHBORHOOD IMPROVEMENT DISTRICT

NID Boundary
  Parcel Boundary

0 250 500 1,000 Feet

CARSON CITY PUBLIC WORKS  
 2565 BUTTE WAY  
 CARSON CITY, NV 89701  
 (775) 283-7394

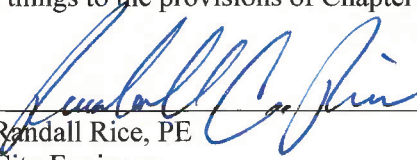


South Carson Neighborhood Improvement District  
FY 2022  
City Engineer's Assessment Roll

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 South Carson Neighborhood Improvement District for the maintenance of the South Carson Complete Streets 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.

  
\_\_\_\_\_  
Randall Rice, PE  
City Engineer

Dated at Carson City, Nevada, April 1<sup>st</sup>, 2021.

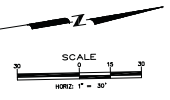
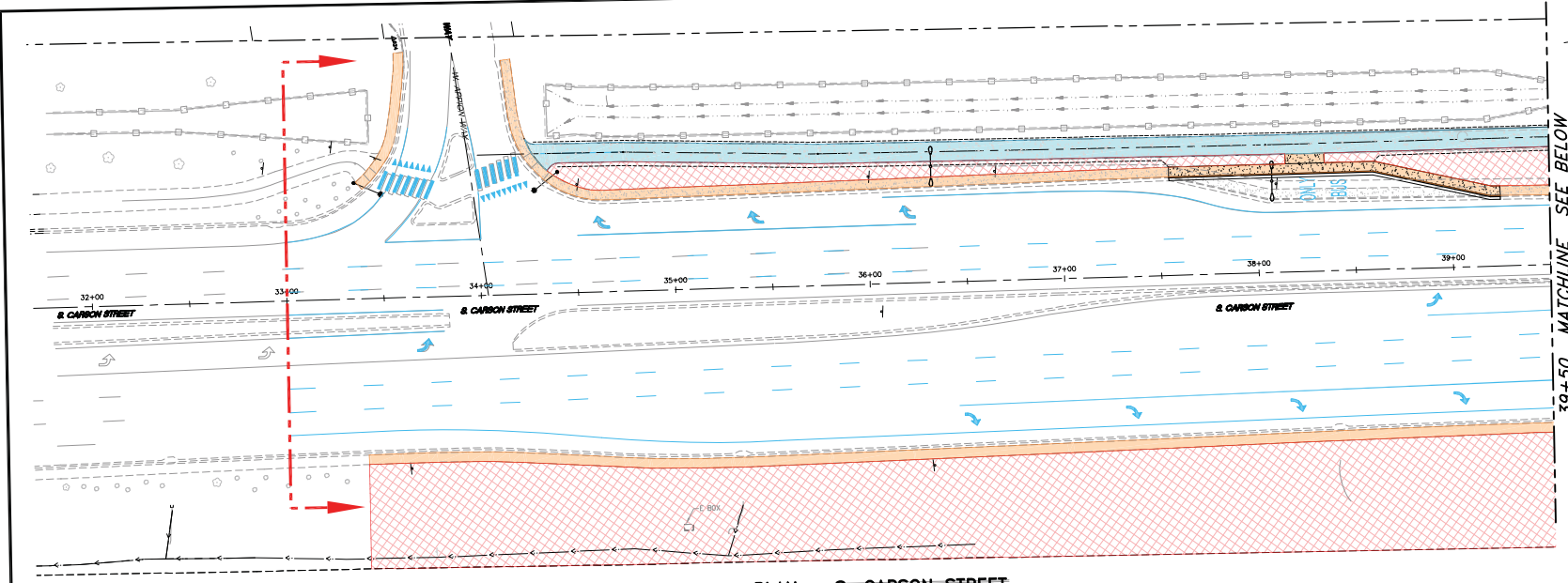
Estimated Annual Maintenance Cost = \$141,860  
Existing City Cost to Maintain South Carson Street Corridor = (\$22,240)  
Estimated Annual South Carson License Fee Revenue = (\$50,000)  
Annual Assessment Cost to SCNID = \$69,620

Assessor Parcel Number*	Legal Owner	Business/Property Name	Physical Address	Parcel Area (Square Feet)	Frontage Length (Linear Feet)	Total Assessment Cost
306301	SJR HOLDINGS LLC &	DESERT HILLS MOTEL	1010 S CARSON ST	34,674	204	\$407
306304	NEWMAN CONSTRUCTION LTD	CARSON CAR WASH	1300 S CARSON ST	12,197	72	\$144
306305	LOFTIN & LOFTIN LLC		1356 S CARSON ST	20,473	122	\$243
306306	V-R PROPERTY MANAGEMENT	GAS N SAVE MART	1360 S CARSON ST	20,038	130	\$254
306307	CDX2 LLC		1400 S CARSON ST	15,682	99	\$194
306308	CARSON VALLEY OIL COMPANY, INC	SHELL STATION (SOUTH)	1462 S CARSON ST	33,106	214	\$418
306310	EASTERN SIERRA PROPERTIES LLC		111 W 10TH ST	11,326	68	\$135
306311	CLEMMENSEN FAMILY TRUST 3/11/87	CARSON DERMATOLOGY	1100 S CARSON ST	16,553	99	\$197
306312	1122 SOUTH CARSON LLC	ARBYS ROAST BEEF RESTAURANT	1122 S CARSON ST	16,117	99	\$196
306313	BENJAMIN P & LYDIA CHAYRA TR		1218 S CARSON ST	6,534	95	\$161
306315	STATE OF NEVADA DIV OF ST LANDS		S CARSON ST	49,484	649	\$1,117
306318	CHAYRA BENJAMIN P & LYDIA	ARNULFO MEXICAN FOOD	1250 S CARSON ST	42,079	196	\$417
306319	CHAYRA BENJAMIN P & LYDIA	CHINA BISTRO	1280 S CARSON ST	61,420	113	\$350
308201	900 CARSON LLC		845 S CURRY ST	14,375	0	\$42
308202	900 CARSON LLC		800 S CARSON ST	14,375	170	\$297
308203	900 CARSON LLC	CARSON STATION PARKING LOT	S CARSON ST	10,019	66	\$128
308204	900 CARSON LLC	CARSON STATION	900 S CARSON ST	28,750	169	\$338
309203	CUBIX ORMSBY LLC	ORMSBY HOUSE HOTEL/CASINO	600 S CARSON ST	74,488	440	\$878
309204	CUBIX CORPORATION	AM-PM MINI MARKET(CARSON ST)	720 S CARSON ST	18,731	210	\$369
309205	CUBIX ORMSBY LLC	ORMSBY HOUSE (S. PARKING LOT)	107 W 7TH ST	15,682	0	\$46
330201	STATE OF NEVADA DEPT OF TRAN		2180 S CARSON ST	443,876	0	\$1,311
330202	STATE OF NEVADA DIV OF ST LANDS		S CARSON ST	100,188	1	\$297
330305	NEVADA RURAL HOUSING AUTHORITY	SOUTHGATE MANOR APARTMENTS	2100 CALIFORNIA ST	317,552	1	\$940
330401	STATE OF NEVADA DIV OF ST LANDS		2361 S CARSON ST	509,216	0	\$1,504
330402	STATE OF NEVADA DIV OF ST LANDS		S CARSON ST	64,033	1	\$191
401101	CARRINGTON COMPANY	CARSON CITY MALL	1313 S CARSON ST	514,879	977	\$2,982
401102	CARRINGTON COMPANY		1457 S CARSON ST	22,651	203	\$370
401103	STEWART LLC, SER OF CARRINGTON		1108 S STEWART ST	15,682	0	\$46
401104	CARRINGTON COMPANY INC	STATION GRILL & ROTISSERIE	1105 S CARSON ST	15,246	92	\$183
401207	CCPD PROPERTIES LLC		230 FAIRVIEW DR	18,295	0	\$54
401226	SCP 2006-C23-092 LLC		220 FAIRVIEW DR	63,162	272	\$593
401227	LOWE'S HIW, INC		430 FAIRVIEW DR	499,198	0	\$1,475
401229	JAMES J STEVENSON, A CORP		250 FAIRVIEW DR	63,031	0	\$186
401231	SOUTHERLAND, RUDI		222 FAIRVIEW DR	67,954	443	\$863
401232	CARSON OUTPARCEL LLC	OFFICE DEPOT	236 FAIRVIEW DR	35,719	0	\$106
405107	CARSON CITY PLAZA LLC	PLAZA MOTEL	801 S CARSON ST BLDG 1	75,359	186	\$501
405509	M&E, LLC		1055 S CARSON ST	27,443	0	\$81
405512	COPPER TREE LLC	COPPER POINTE	1001 S CARSON ST	45,302	261	\$524
405513	PIONEER MOTEL LLC	GATEWAY MOTEL	907 S CARSON ST	28,750	170	\$339
406101	VISION INVESTMENTS GROUP, INC		501 S CARSON ST	5,663	69	\$120
406102	CUBIX ORMSBY LLC	ORMSBY HOUSE (E. PARKING LOT)	515 S CARSON ST	17,424	104	\$207
406104	VISION INVESTMENTS GROUP, INC		E 5TH ST	5,663	0	\$17
406601	SLAUGHTER SUZY		603 S CARSON ST	5,663	66	\$115
406602	MAPLE TREE TOWNHOMES LLC		651 S CARSON ST	8,712	103	\$180
406604	MONEY PIT PARTNERSHIP		111 E 6TH ST	16,988	19	\$79
406701	DRUDGE FAMILY TRUST 5/18/17		701 S CARSON ST	8,276	70	\$129
406702	GAVIN FAMILY TRUST 10/19/16		177 E 7TH ST	3,485	0	\$10

Assessor Parcel Number*	Legal Owner	Business/Property Name	Physical Address	Parcel Area (Square Feet)	Frontage Length (Linear Feet)	Total Assessment Cost
406703	THE TIMBERS LLC		714 S PLAZA ST	2,614	0	\$8
406704	THE TIMBERS LLC		716 S PLAZA ST	4,008	0	\$12
406705	THE TIMBERS LLC		E 8TH ST	1,307	0	\$4
406706	711 BUILDING GROUP LLC		711 S CARSON ST	8,276	102	\$177
905110	CAMPAGNI PROPERTIES LP		2590 S CARSON ST	255,262	480	\$1,472
905118	FIRST INTERSTATE BANK OF NEVADA	WELLS FARGO BANK (S CARSON ST)	2424 S CARSON ST #110	79,584	203	\$539
905119	CAMPAGNI PROPERTIES LTD PARTNER		2443 S CURRY ST	43,037	0	\$127
905121	D&P REAL ESTATE GROUP LLC	MICHAEL'S CYCLE WORKS	2680 S CARSON ST	55,565	103	\$318
905207	MAC DONALD FAMILY 1998 TRUST	SAND AND WEST FEED STORE	2292 S CARSON ST	114,998	152	\$567
905209	RNE CAPITAL LLC	VALLEY GLASS	2250 S CARSON ST	127,631	163	\$621
905210	LT PILGRIM REV TR 8/4/15		2350 S CARSON ST	7,841	0	\$23
905211	COFFEE ROAD INVESTMENT LLC	OUT OF BOUNDS	2310 S CARSON ST #1	9,148	0	\$27
905212	COMMON GROUND CARSON	SPARKY'S BAR AND GRILL	2310 S CARSON ST #4	7,405	0	\$22
905215	LIYOU 2007 FAMILY TRUST 9/4/07		2330 S CARSON ST	5,663	0	\$17
905217	LIBERTY EQUITIES LLC		2300 S CARSON ST	6,970	0	\$21
905219	CARSON QUAIL PARK MAINT ASSOC		2312 S CARSON ST	160,736	0	\$475
905220	SUNRISE LLC		2310 S CARSON ST #5	3,049	0	\$9
905221	BLUE HORIZONS LLC		2310 S CARSON ST #6	2,614	0	\$8
905222	SUMMIT INVESTMENT HOLDINGS LLC		2310 S CARSON ST #7	3,485	0	\$10
905223	2340 CARSON DIALYSIS LLC		2340 S CARSON ST	4,356	0	\$13
905224	2350 CARSON LLC		2350 S CARSON ST #3	3,572	0	\$11
905225	BECKER FAM TR & DANKERS J & G		2350 S CARSON ST #2A	4,356	0	\$13
905226	CARSON QUAIL PARK MAINT ASSOC		2298 S CARSON ST	32,496	472	\$802
905227	LIBERTY EQUITIES LLC		2320 S CARSON ST	7,884	0	\$23
905228	DOGGIE DAYS INVESTMENTS LLC		2405 CURRY ST	37,405	0	\$111
905229	SGCJ HALEN FAM TRUST 6/19/2002		2321 CURRY ST	41,639	0	\$123
911108	CUSTOM TRUCK ACCESSORIES INC	MINI LUBE GARAGE	3212 S CARSON ST	13,068	112	\$206
911109	MARTINDALE INVESTMENTS 2 LLC	CUSTOM TRUCK	3244 S CARSON ST	17,424	146	\$270
911126	SFP-B LIMITED PARTNERSHIP	LES SCHWAB TIRES (SOUTH)	3020 S CARSON ST	94,525	253	\$658
911128	CAPITOL CARWASH LLC		3390 S CARSON ST	66,647	311	\$662
911129	SARA M DONNAN TRUST 6/10/87	APPLEBEE'S	3300 S CARSON ST	54,014	215	\$481
911131	MORELAND MICHAEL M & DOROTHY J	AUTOZONE	3460 S CARSON ST	36,155	198	\$403
911134	EDWARD & SONG LLC	IN AND OUT CAR WASH	3130 S CARSON ST	68,825	197	\$498
911135	THEO PROPERTIES LLC		2910 S CARSON ST	146,362	364	\$977
911136	THEO PROPERTIES LLC		2800 S CARSON ST	187,308	412	\$1,169
911137	SLR BUILDING INC	SIERRA NEVADA SPAS	3270 S CARSON ST	49,266	147	\$365
911138	MARTINDALE INVESTMENTS 2 LLC		3217 S CURRY ST	41,034	0	\$121
911139	CARSON CITY NISSAN RE, LLC	NISSAN	2750 S CARSON ST	173,369	296	\$955
911201	STIVER LLC		3479 S CARSON ST	34,848	129	\$296
911202	HALLE PROPERTIES LLC		3449 S CARSON ST	63,598	208	\$499
911206	TEIXEIRA FAM LIV TRUST 9/21/17	V & T SELF STORAGE	3301 S CARSON ST	39,204	47	\$186
911207	M & M ETCHEMENDY TRUST 6/19/02	MILL HOUSE INN	3251 S CARSON ST	153,331	200	\$752
911208	WILLIAM D LANDRY 0402 TRUST		3201 S CARSON ST	96,703	130	\$480
911209	SMILEY GORDON L	BONANZA MOBILE HOME PARK	3179 S CARSON ST	121,532	247	\$728
911210	ERSKINE, GENE REV LIVING TRUST	HOUSE OF DRAKE	3129 S CARSON ST	30,056	100	\$238
911211	KASSELS ANDREW S		3101 S CARSON ST	20,909	70	\$166
911217	ARCATA HOSPITAL CORPORATION		3331 S CARSON ST	78,844	97	\$378
911222	CBERT LLC		3355 S CARSON ST	30,492	101	\$241
911223	ANDREA T MANCUSO FAMILY LTD	CHERRY CREEK APARTMENTS	3349 S CARSON ST	114,127	73	\$446
911225	NORTHERN NEVADA COMSTOCK INV	GRANDMA HATTIES	2811 S CARSON ST	42,689	146	\$344
911227	YEAGER FAMILY TRUST 8/26/96		187 SONOMA ST	44,562	0	\$132
911231	HITTENMILLER-DEAN TRUST	CARSON TAHOE VETERINARY	3389 S CARSON ST	29,621	100	\$237
911232	OTRE INVESTMENTS LLC &	AAA OF CALIFORNIA	2901 S CARSON ST	30,056	122	\$271

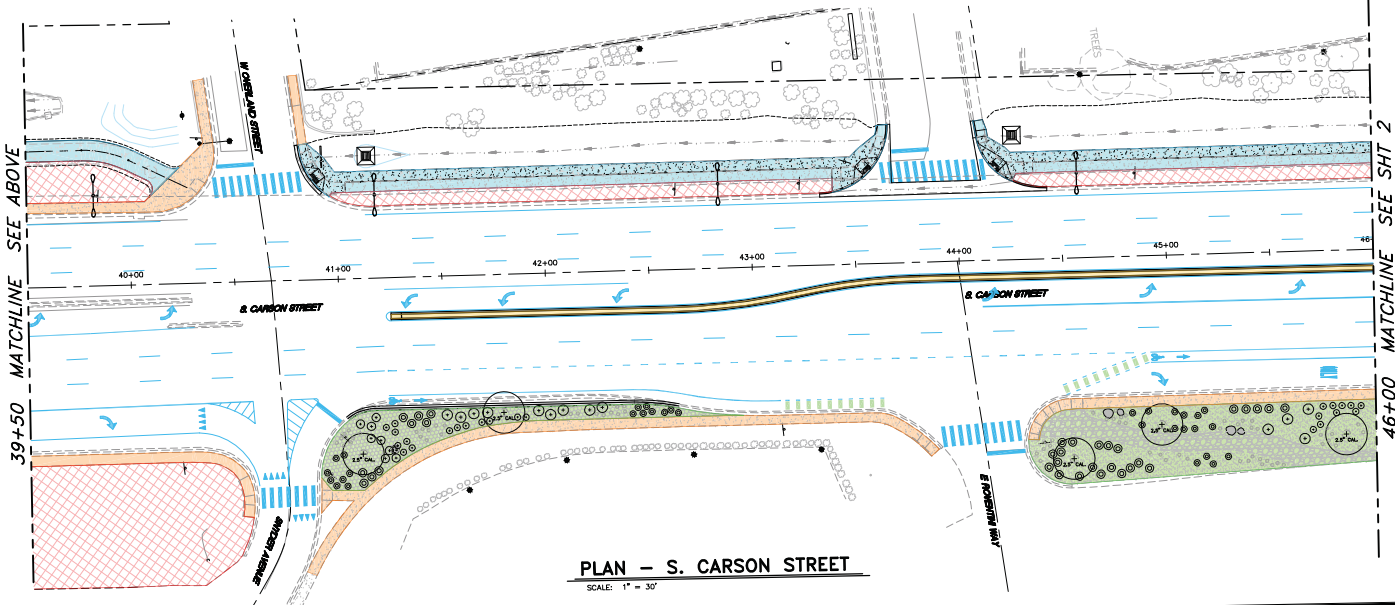
Assessor Parcel Number*	Legal Owner	Business/Property Name	Physical Address	Parcel Area (Square Feet)	Frontage Length (Linear Feet)	Total Assessment Cost
911233	CARSON DODGE-CHRYSLER, INC		2929 S CARSON ST	210,830	373	\$1,181
911245	AMC LAND & CATTLE LLC	CARSON DODGE CHRYSLER	3059 S CARSON ST	170,320	249	\$876
911246	SHIVJI HOSPITALITY LLC	SUPER 8 MOTEL	2829 S CARSON ST	46,086	146	\$354
911247	SANDHU, JAGROOP SINGH & ET AL		SONOMA ST	44,562	0	\$132
911301	BEST VALUE MOTEL LLC	BEST VALUE MOTEL	2731 S CARSON ST	52,708	100	\$305
911302	CARSON CITY HOTEL GROUP LLC	MOTEL 6	2749 S CARSON ST	73,616	250	\$591
911303	MC MILLAN LAND COMPANY	NEVADA TRANSMISSION EXCHANGE	2777 S CARSON ST	21,780	98	\$211
911304	YEAGER FAMILY TRUST 8/26/96		172 SONOMA ST	43,560	0	\$129
912202	NAPOLEON-LOTT LAND LLC		3555 S CARSON ST	84,942	321	\$731
912204	NAPOLEON-LOTT LAND LLC		3659 S CARSON ST	93,218	314	\$745
912302	MGP IX PROPERTIES LLC	JACK IN THE BOX (SOUTH)	3665 S CARSON ST	28,750	154	\$315
912303	MGP IX PROPERTIES LLC	RALEY'S	3675 S CARSON ST	265,019	0	\$783
912310	KOHL'S ILLINOIS INC	KOHL'S	3871 S CARSON ST	229,561	28	\$720
912311	MGP IX PROPERTIES LLC		3667 S CARSON ST	37,462	196	\$404
912312	MGP IX PROPERTIES LLC		3815 S CARSON ST	25,265	146	\$293
912314	MGP IX PROPERTIES LLC		3849 S CARSON ST	27,007	220	\$409
912315	MGP IX PROPERTIES LLC	IHOP	3883 S CARSON ST	25,265	195	\$366
912502	MC DONALD'S CORPORATION	MC DONALD'S (SOUTH)	3905 S CARSON ST	40,075	223	\$452
912508	ZB N A DBA NEVADA STATE BANK	NEVADA STATE BANK	4267 S CARSON ST	36,590	194	\$398
912510	EDEN MANAGERMENTS		3947 S CARSON ST	42,689	238	\$482
912514	J C PENNEY PROPERTIES, INC	J C PENNEY'S	3939 S CARSON ST	256,568	0	\$758
912518	CARSON CITY PROPERTY LLC	TUESDAY MORNING	3921 S CARSON ST	58,806	0	\$174
912519	CARSON CITY PROPERTY LLC		4201 S CARSON ST	86,684	0	\$256
912520	CARSON CITY PROPERTY LLC		EAGLE STATION LN	78,408	0	\$232
912522	CARSON SOUTHGATE LLC	BIG LOTS/BIG 5	4219 S CARSON ST	210,395	0	\$622
912523	CARSON SOUTHGATE LLC		4277 S CARSON ST	36,939	0	\$109
912524	CARSON SOUTHGATE LLC	BURLINGTON COAT FACTORY	4209 S CARSON ST	274,428	69	\$914
912525	OLIVE INVESTORS LLC	OLIVE GARDEN	4253 S CARSON ST	38,333	203	\$417
915207	CAMPAGNI PROPERTIES LTD		3550 S CARSON ST	87,120	274	\$667
915210	CAMPAGNI PROPERTIES LTD PARTNER		S CURRY ST / KOONTZ LN	40,075	0	\$118
915211	CAMPAGNI PROPERTIES LTD PARTNER		3660 S CARSON ST	110,642	292	\$764
915305	CARSON GAMING LLC		3910 S CARSON ST	44,867	149	\$355
915306	JJ SUMMERS LLC	TACO BELL (SOUTH)	4050 S CARSON ST	44,431	157	\$366
915307	WENDPAC NEVADA LLC	WENDY'S SOUTH	4140 S CARSON ST	40,511	152	\$347
915308	GOEL VENTURES LIMITED	AM-PM MINI MARKET SO CARSON ST	4190 S CARSON ST	48,352	185	\$419
915309	SUMMERS FAMILY LLC		288 W CLEARVIEW DR	45,302	0	\$134
915310	SUMMERS FAMILY LLC		S CURRY ST	45,302	0	\$134
915311	SUMMERS FAMILY LLC		S CURRY ST	45,302	0	\$134
915312	SUMMERS FAMILY LLC		S CURRY ST	45,302	0	\$134
915317	CARSON GAMING LLC	CASINO FANDANGO	3800 S CARSON ST	324,958	657	\$1,942
915318	CARSON GAMING HOTELS LLC		3870 S CARSON ST	79,933	296	\$679
915319	JODA LIMITED PARTNERSHIP	MICHAEL HOHL MOTOR CO	3700 S CARSON ST	369,824	626	\$2,029
916106	AVITIA AVEL		4389 S CARSON ST	24,829	87	\$203
916115	RED HUT SHOPPING CENTERS LLC		4385 S CARSON ST	14,810	131	\$240
916117	DBB HOLDINGS INC		151 CLEARVIEW DR	40,511	0	\$120
916118	RED HUT SHOPPING CENTERS LLC		CLEARVIEW DR	3,441	33	\$60
916119	DBB HOLDINGS INC		CLEARVIEW DR	3,528	0	\$10
916120	DBB HOLDINGS INC			39,204	0	\$116
916310	JODA LIMITED PARTNERSHIP		4501 S CARSON ST	45,302	0	\$134
916311	JODA LIMITED PARTNERSHIP			19,602	0	\$58
916315	JODA LIMITED PARTNERSHIP		4455 S CARSON ST	158,123	302	\$919
916706	TANGLEWOOD NEVADA LLC		4555 S CARSON ST	25,700	195	\$368

Assessor Parcel Number*	Legal Owner	Business/Property Name	Physical Address	Parcel Area (Square Feet)	Frontage Length (Linear Feet)	Total Assessment Cost
916707	TANGLEWOOD NEVADA LLC	CARSON LANES	4600 SNYDER AVE	161,608	333	\$975
919111	DUFUR ESPERANZA GUARDIAN			34,848	0	\$103
919114	HARRIS HOMES INC		4729 S CARSON ST	171,191	338	\$1,011
919120	DUFUR ESPERANZA GUARDIAN		4769 S CARSON ST	7,405	796	\$1,212
926207	CLEARVIEW LLC		4326 S CARSON ST	31,363	0	\$93
926208	SIMEON PROPERTIES LLC	SAVE MART SOUTH	4348 S CARSON ST	190,793	339	\$1,071
926209	CLEARVIEW LLC	HERITAGE BANK	4222 S CARSON ST	35,327	262	\$496
926605	BWI PROPERTIES LLC		4530 S CARSON ST #1	21,083	0	\$62
926606	4500 SOUTH CARSON LLC		4500 S CARSON ST	7,841	0	\$23
926607	BWI PROPERTIES LLC		4560 S CARSON ST #1	5,706	0	\$17
926608	CARSON TAHOE QUAIL CENTER			112,515	598	\$1,227
926609	BWI PROPERTIES LLC		4620 S CARSON ST #1	6,621	0	\$20
926610	BWI PROPERTIES LLC		4640 S CARSON ST	34,761	0	\$103
926802	KR-CARSON & APPION LLC		211 W APPION WAY	17,860	66	\$151
928203	JAMO NURSERY INC		4751 COCHISE ST	49,833	105	\$304
928204	BURGENER-CLARK LLC		4849 COCHISE ST	35,327	296	\$547
928205	BURGENER-CLARK LLC		4881 COCHISE ST	21,083	144	\$278
928401	HARRAH'S LAKE TAHOE LLC VICI PROPERTIES		4900 S CARSON ST	25,265	401	\$674
*add 00 to left of #			<b>Totals</b>	<b>11,782,248</b>	<b>23,280</b>	<b>\$69,620</b>



**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

39+50 MATCHLINE SEE BELOW



- LEGEND:**
- LANDSCAPE AREAS
  - TREES
  - SIDEWALK
  - MULTI USE PATH
  - NON-LANDSCAPE AREAS
  - MEDIAN ISLANDS
  - BOULDER SEATING AREAS
  - TURF AREAS
  - TRASH RECEPTACLES

**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

39+50 MATCHLINE SEE ABOVE

46+00 MATCHLINE SEE SHT 2

DESIGNED BY: OS  
 DRAWN BY: DGR  
 CHECKED BY: OS  
 DTG NO.: 1-15-18  
 SCALE (HORIZ): 1"=30'  
 SCALE (VERT): N/A  
 PLOT DATE: 3/15/21

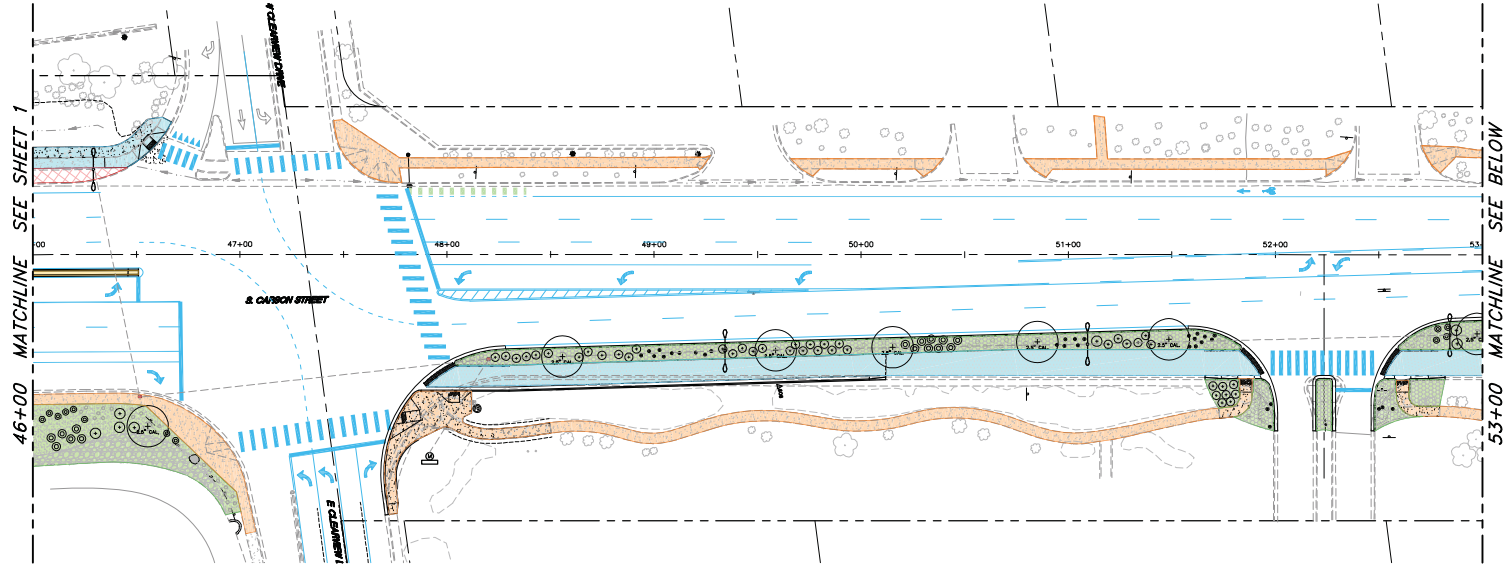
**CARSON CITY**  
**PUBLIC WORKS DEPARTMENT**  
 3505 BUTTE WAY CARSON CITY, NEVADA 89701  
 PH: 867-2355 FAX: 867-2112

REV#	DATE	DESCRIPTION	BY	APP'D

**SOUTH CARSON STREET**  
**COMPLETE STREETS PROJECT**  
 PROJECT NO. 3-1801  
**SOUTH CARSON STREET**  
**LANDSCAPE MAINTENANCE**  
**BOUNDARIES**

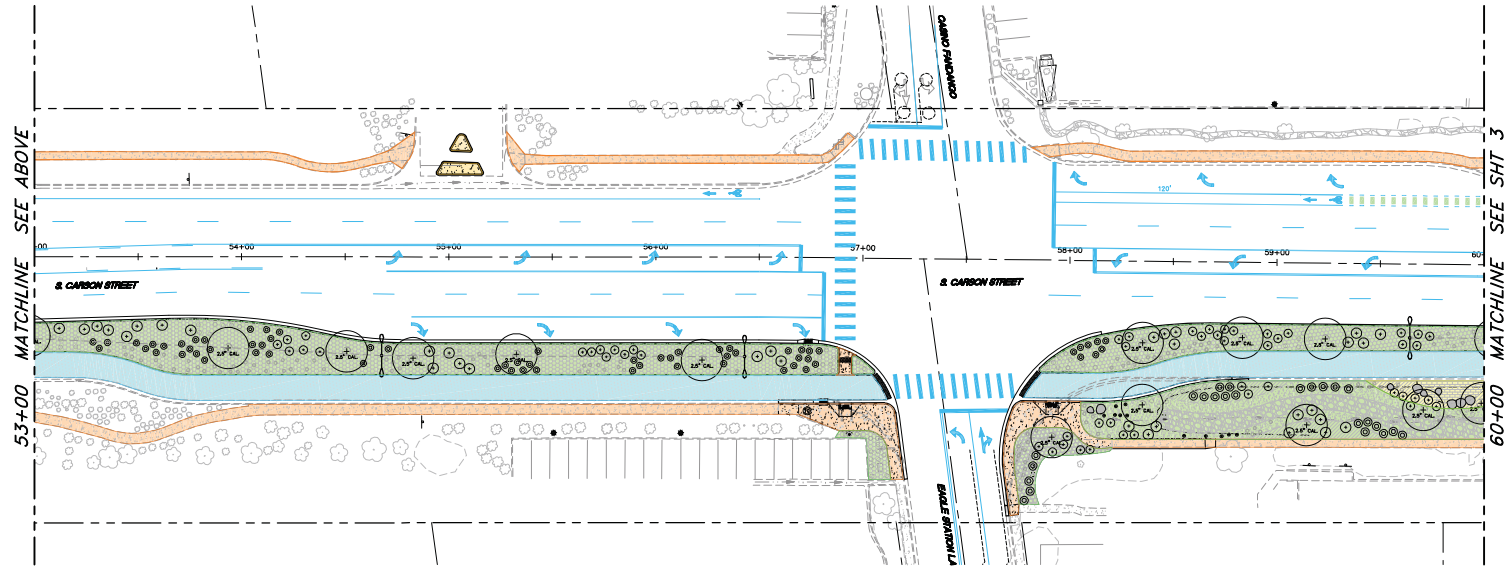
SHEET  
 1  
 OF  
 \*

\CAPITAL PROJECTS\Projects\GIS\Bids\SouthCarsonStreet\GIS\Drawings\LAND\Plan\LS\_MAINTENANCE\_Plan.dwg, 3/15/21



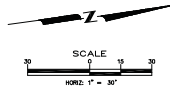
PLAN - S. CARSON STREET

SCALE: 1" = 30'



PLAN - S. CARSON STREET

SCALE: 1" = 30'

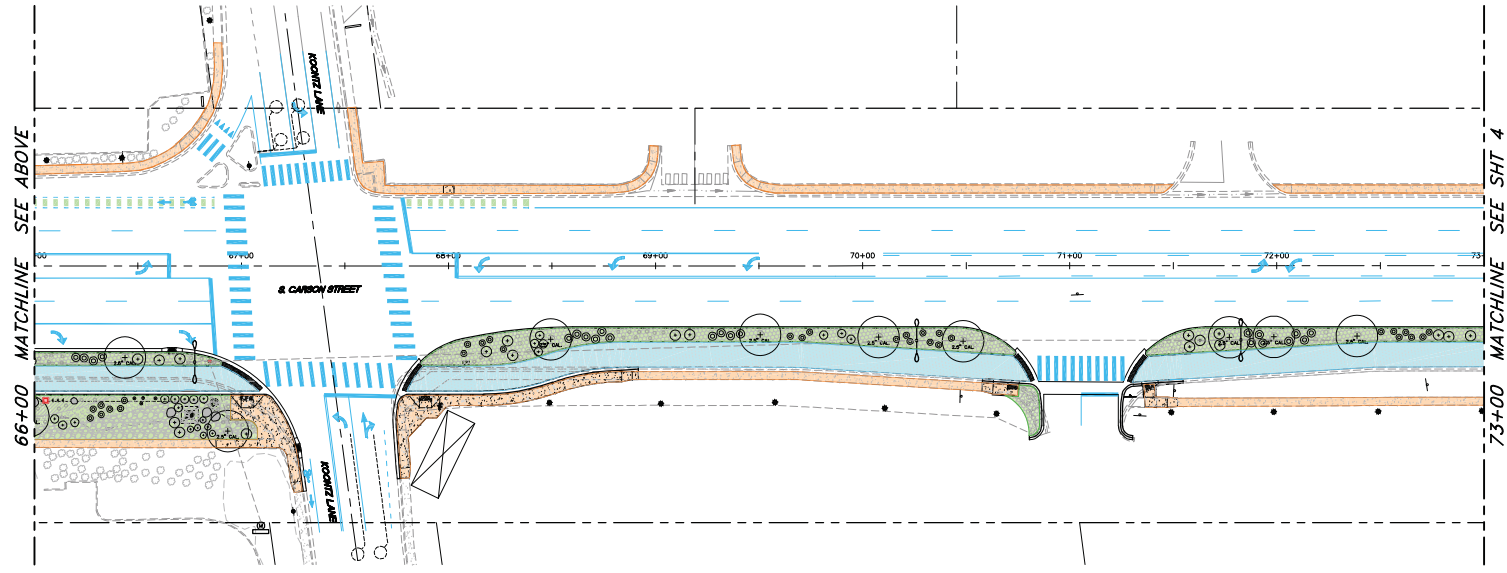
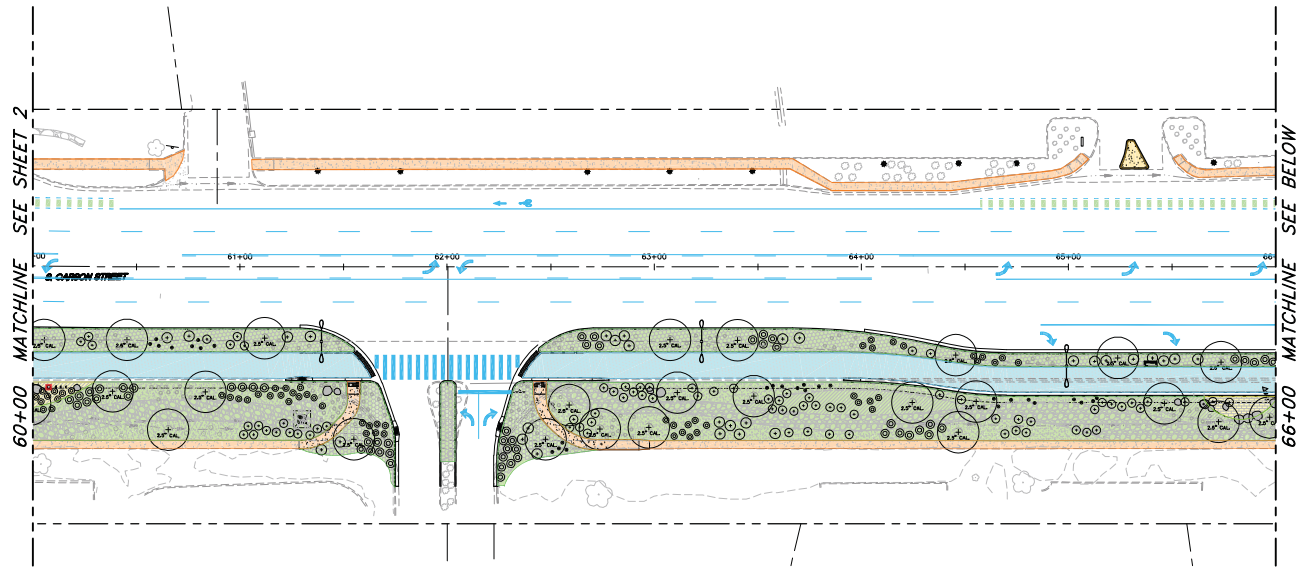


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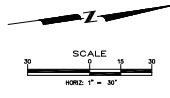
- LANDSCAPE AREAS
- TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES

	DESIGNED BY: DS	DRAWN BY: DSR	CHECKED BY: DS	DWG NO.: LS_MAINTENANCE_Plan.dwg	SCALE (HORIZ): 1"=50'	SCALE (VERT): N/A	PLOT DATE: 3/15/21
<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b>							
3505 BUTTE WAY CARSON CITY, NEVADA 89701 PH: 887-2355 FAX: 887-2112							
	BY	APP'D	DESCRIPTION	DATE	REV	REV	DATE
<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT No. 3.1801</b> <b>SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>							
							SHEET <b>2</b> OF <b>4</b>

C:\CAPITAL PROJECTS\Projects\03181-SouthCarsonStreet\Drawings\03181-SouthCarsonStreet\Drawings\03181-SouthCarsonStreet\03181-SouthCarsonStreet.dwg Date Plotted: 3/15/21

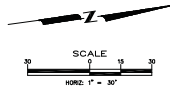
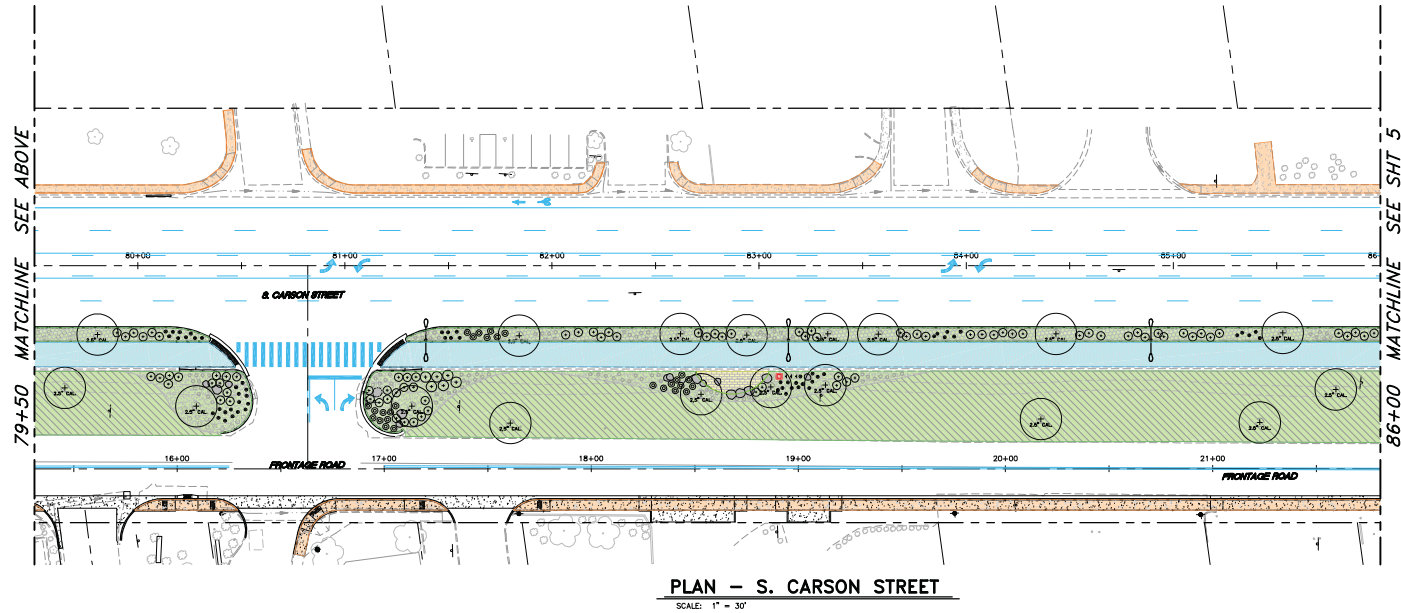
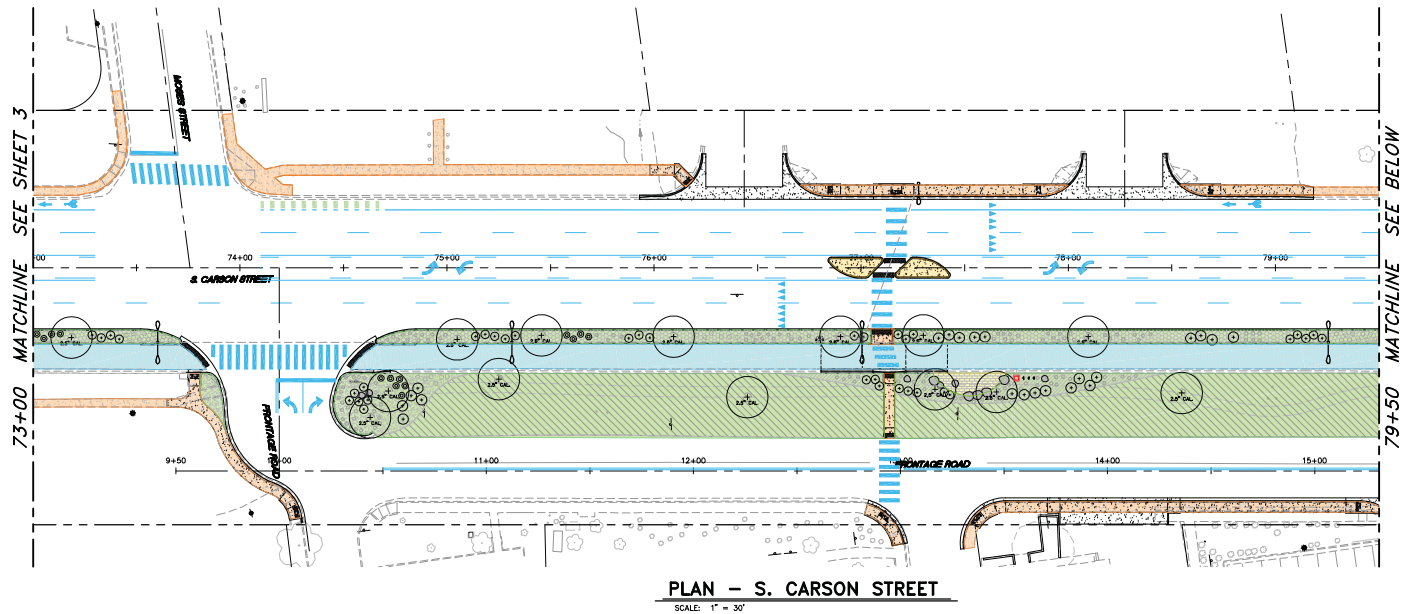


- LEGEND:**
- LANDSCAPE AREAS
  - TREES
  - SIDEWALK
  - MULTI USE PATH
  - NON-LANDSCAPE AREAS
  - MEDIAN ISLANDS
  - BOULDER SEATING AREAS
  - TURF AREAS
  - TRASH RECEPTACLES



	DESIGNED BY: DS	DRAWN BY: DSR	CHECKED BY: DS	DATE: 3/15/21
<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b> 3505 BUTTE WAY CARSON CITY, NEVADA 89701 PH: 887-2355 FAX: 887-2112				
	BY	APP'D		
	REVISION	DATE	DESCRIPTION	
<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801 SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>				
SHEET <span style="font-size: 2em; font-weight: bold;">3</span> OF <span style="font-size: 2em; font-weight: bold;">5</span>				

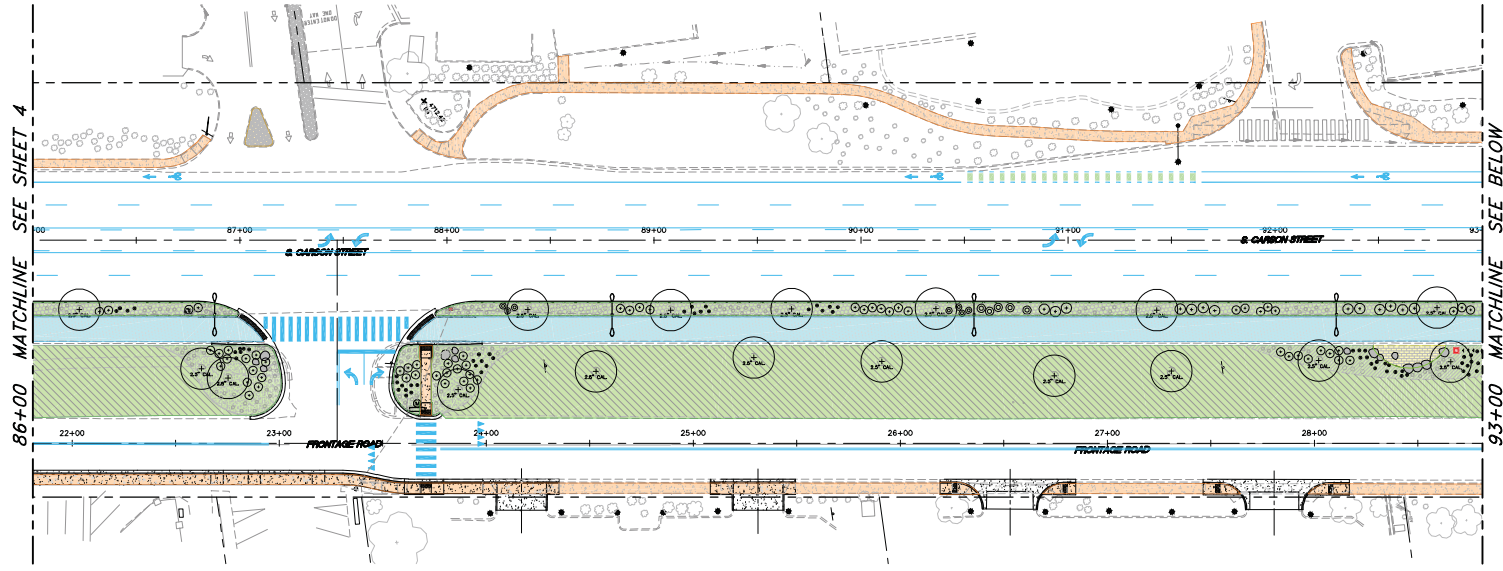




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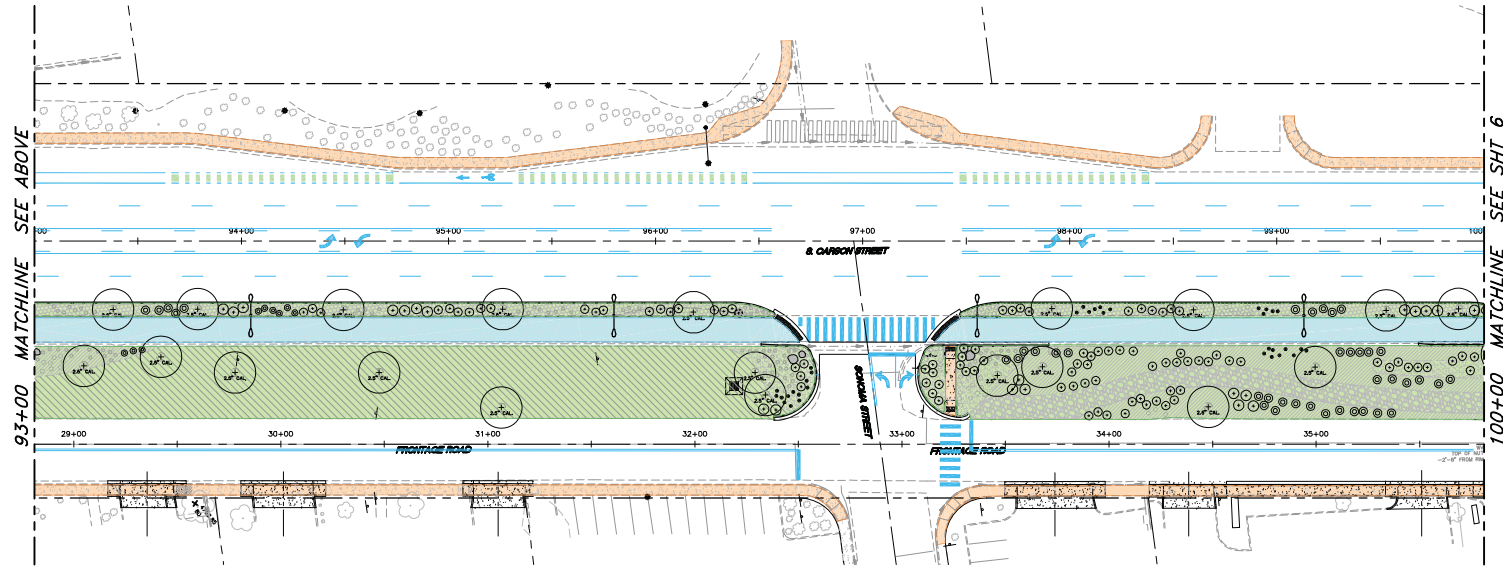
- LANDSCAPE AREAS
- TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES

DESIGNED BY: DS	DRAWN BY: DGR	CHECKED BY: DS	DWG NO.: 18-maintenance-plan.dwg	SCALE (HORIZONTAL): 1"=30'	SCALE (VERTICAL): N/A	PLOT DATE: 3/15/21
<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b>						
3505 BUTTI WAY CARSON CITY, NEVADA 89701 PH: 867-2355 FAX: 867-2112						
REV#	DATE	DESCRIPTION	BY	APP'D		
<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801</b> <b>SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>						
SHEET <b>4</b> OF <b>*</b>						



PLAN - S. CARSON STREET

SCALE: 1" = 30'

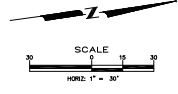


PLAN - S. CARSON STREET

SCALE: 1" = 30'

**LEGEND:**

- LANDSCAPE AREAS
- TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES



DESIGNED BY:	DS
DRAWN BY:	DSR
CHECKED BY:	DS
DWG NO.:	S. CARSON STREET - 04/24/21
SCALE (HORIZ):	1" = 30'
SCALE (VERT):	N/A
PLOT DATE:	3/19/21

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

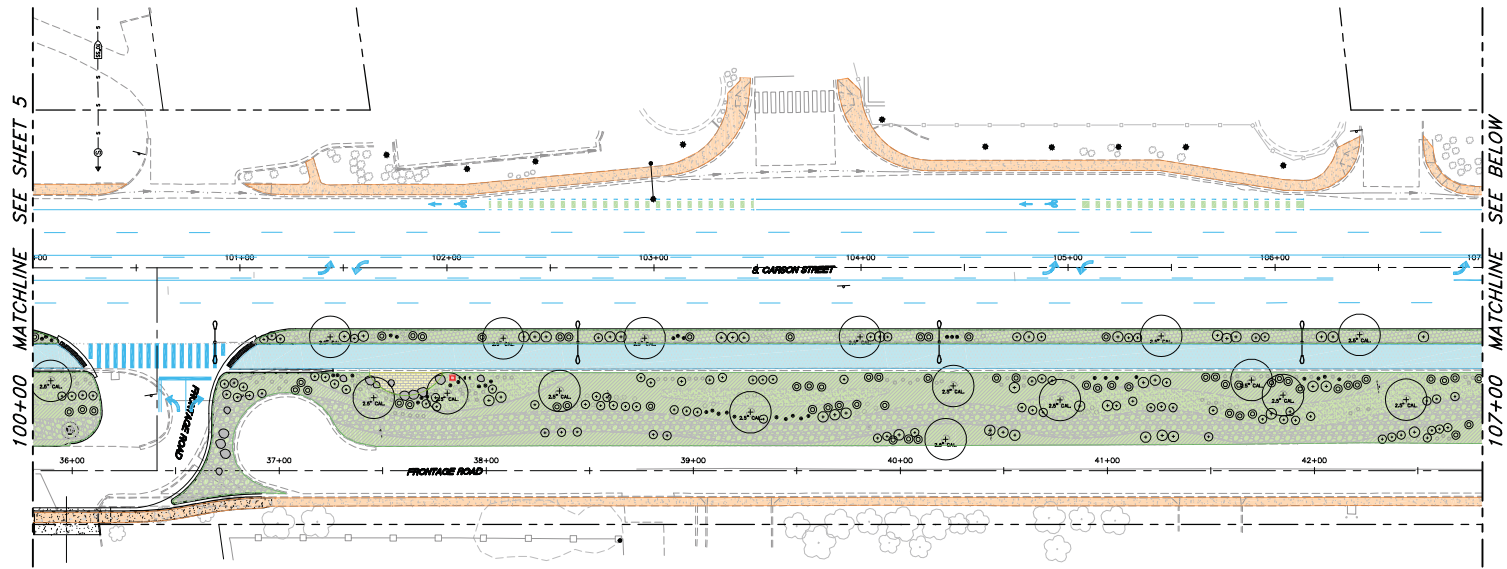
REV	DATE	DESCRIPTION	BY	APP'D

**SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801**  
**SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES**

SHEET **5** OF **5**

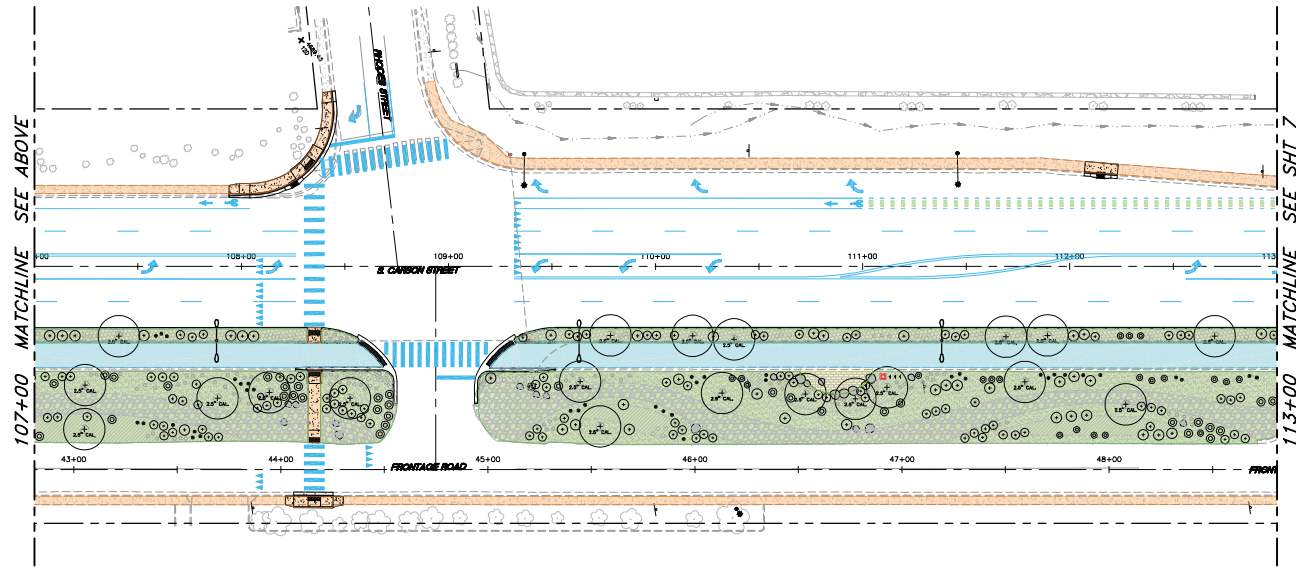
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C:\CAPITAL PROJECTS\Projects\03181 - Carson Street\03181 - Carson Street\03181 - Carson Street - Landscape\03181 - Carson Street - Landscape - 3/15/21



**PLAN - S. CARSON STREET**

SCALE: 1" = 30'

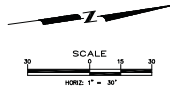


**PLAN - S. CARSON STREET**

SCALE: 1" = 30'

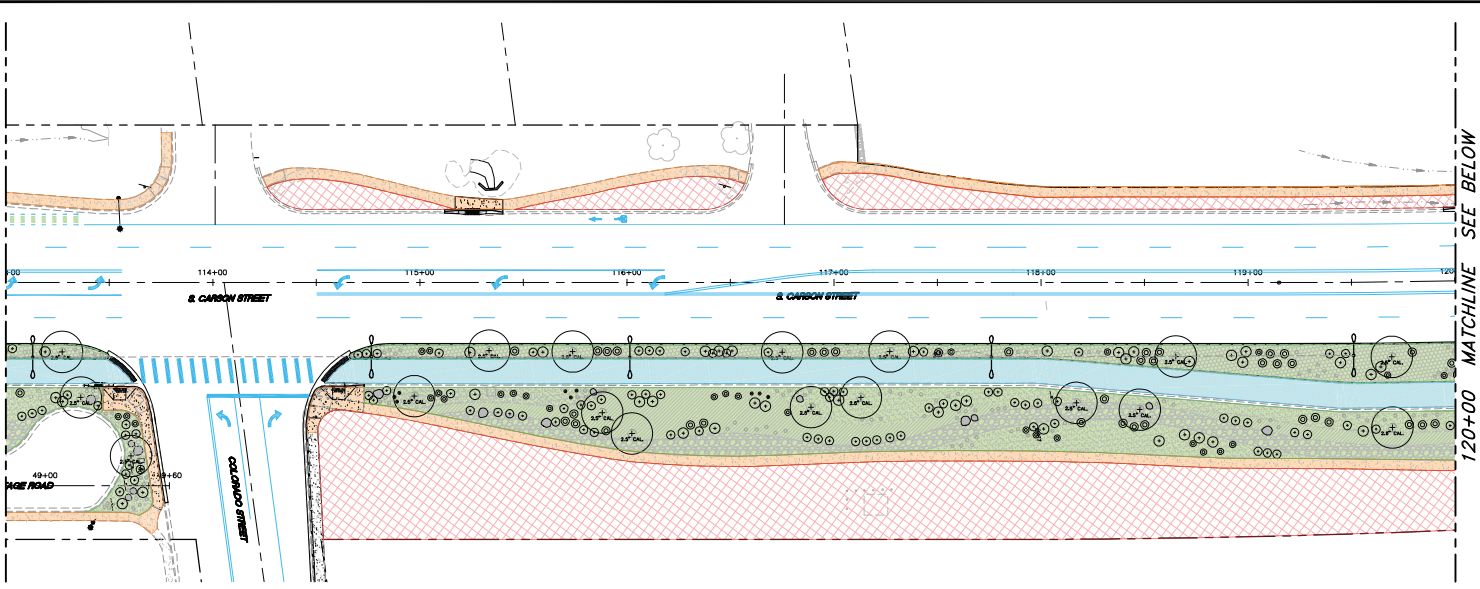
**LEGEND:**

- LANDSCAPE AREAS
- TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES



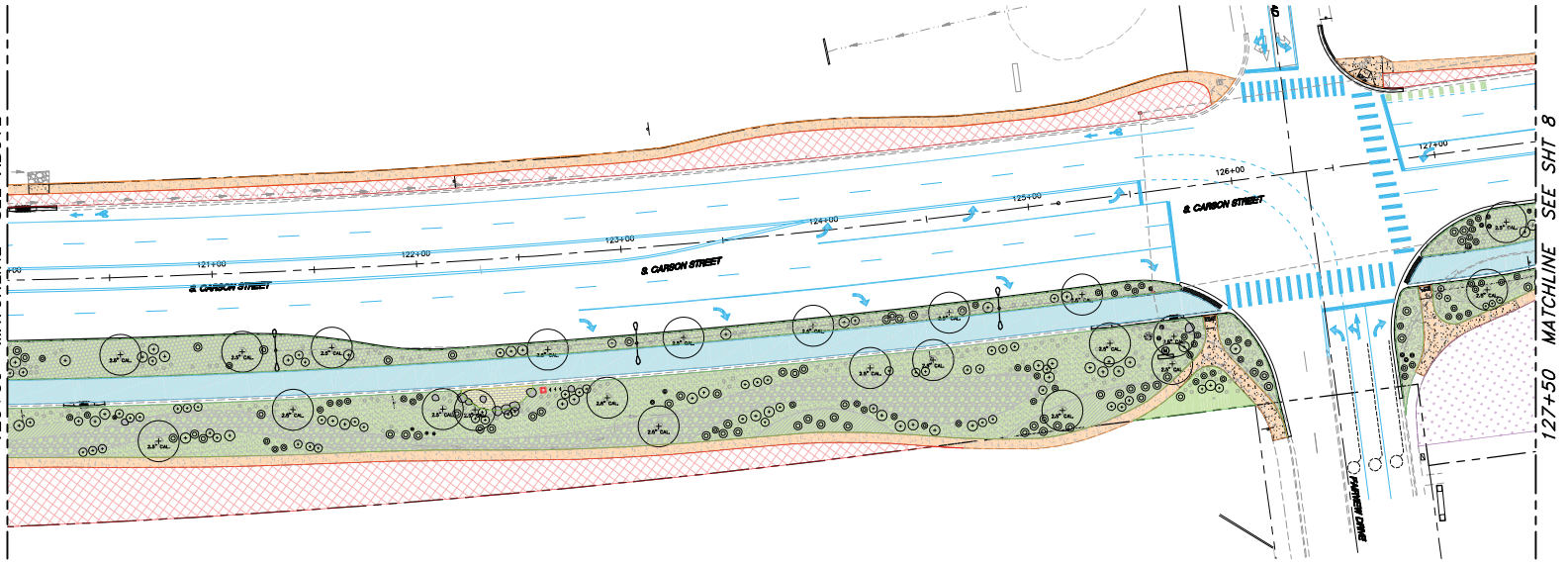
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<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b>						
3505 BUTTE WAY CARSON CITY, NEVADA 89701 PH: 867-2355 FAX: 867-2112						
REVISIONS	DATE	DESCRIPTION	BY	APP'D		
<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT No. 3.1801</b>						
<b>SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>						
SHEET <b>6</b> OF <b>8</b>						

1173+00 MATCHLINE SEE SHEET 6



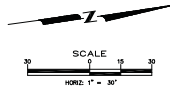
**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

120+00 MATCHLINE SEE ABOVE



**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

120+00 MATCHLINE SEE BELOW



**LEGEND:**

- LANDSCAPE AREAS
- TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES

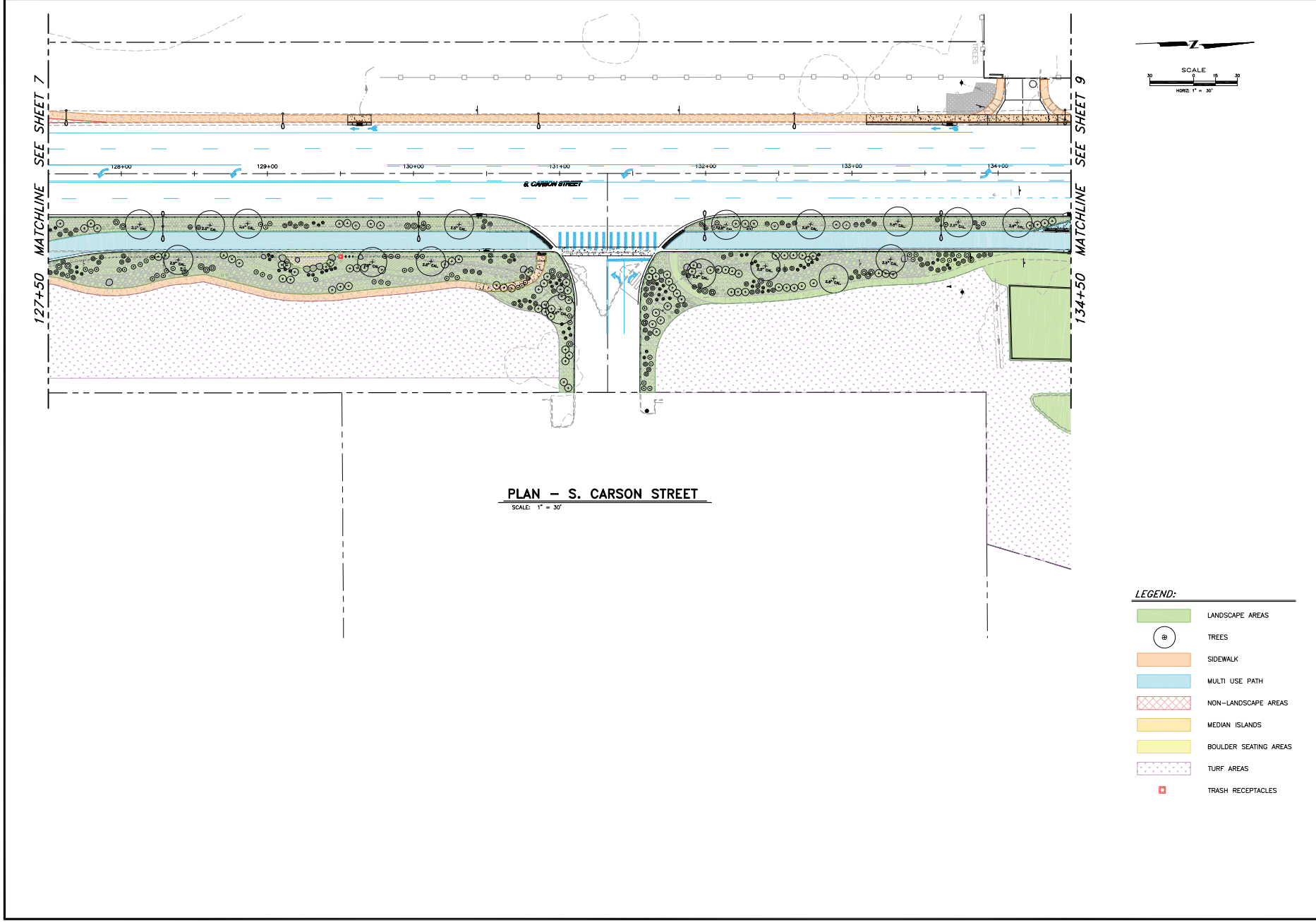
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 DRAWN BY: DCR  
 CHECKED BY: DS  
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 SCALE (HORZ): 1"=30'  
 SCALE (VERT): N/A  
 PLOT DATE: 3/15/21

**CARSON CITY**  
**PUBLIC WORKS DEPARTMENT**  
 3505 BUTTE WAY  
 CARSON CITY, NEVADA 89701  
 PH: 867-2355  
 FAX: 867-2112

REV	DATE	DESCRIPTION	BY	APP'D

**SOUTH CARSON STREET**  
**COMPLETE STREETS PROJECT**  
**PROJECT No. 3.1801**  
**SOUTH CARSON STREET**  
**LANDSCAPE MAINTENANCE**  
**BOUNDARIES**

SHEET  
 7  
 OF  
 \*



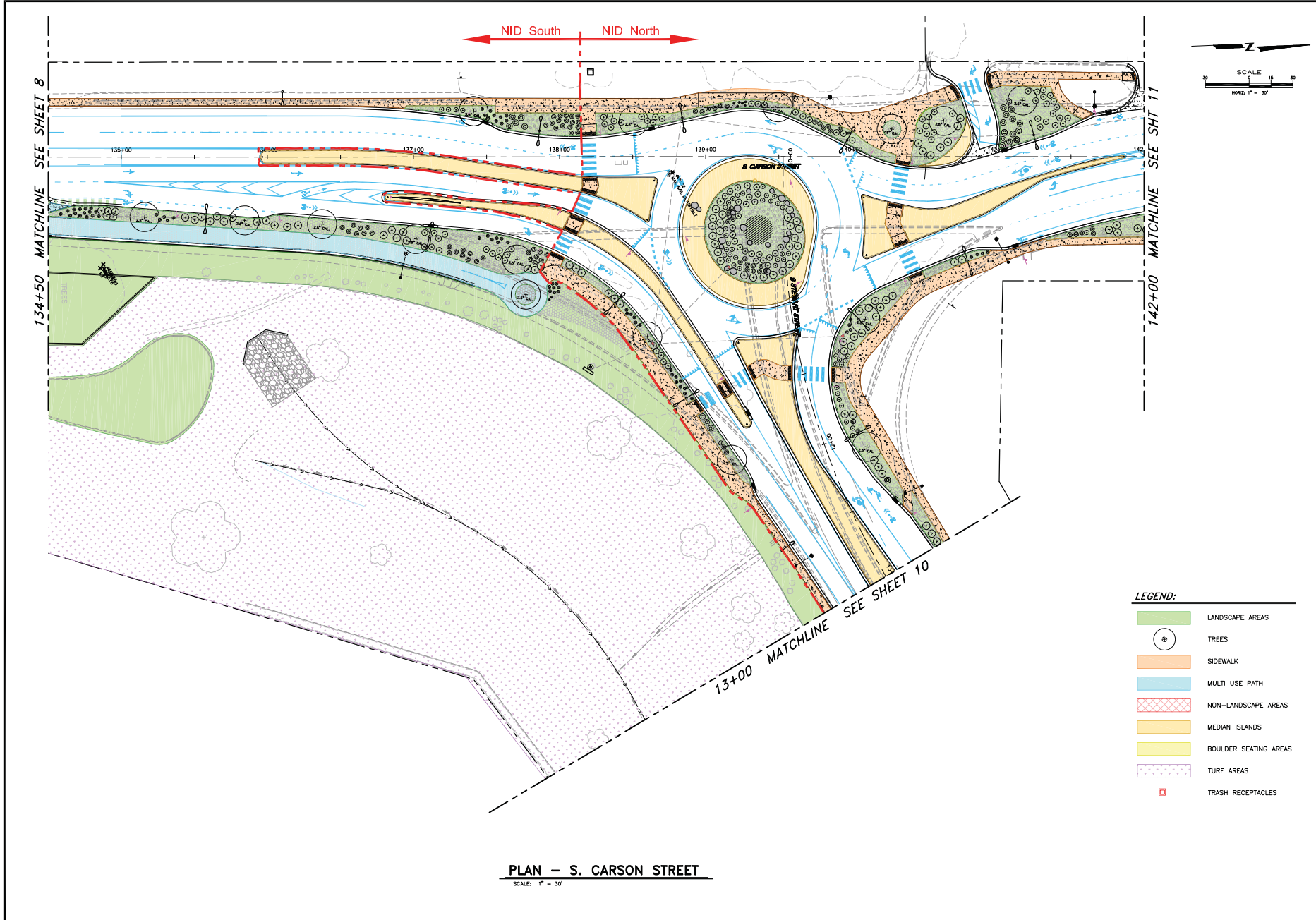
**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

**LEGEND:**

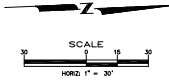
- LANDSCAPE AREAS
- ⊕ TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES

<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801</b>		BY APP'D	DESIGNER BY: OS	DRAWN BY: OSR	DESIGNED BY: OS
<b>SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>		DATE	CHECKED BY: OS	DWG NO.: 3.1801-01-01	
* 00 OF *	CARSON CITY, NEVADA 89701 3505 BUTTE WAY PH: 887-2355 FAX: 887-2112				
SHEET		SCALE (HORIZ): 1"=30' SCALE (VERT): N/A PLOT DATE: 3/15/21			
<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b>					

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**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'

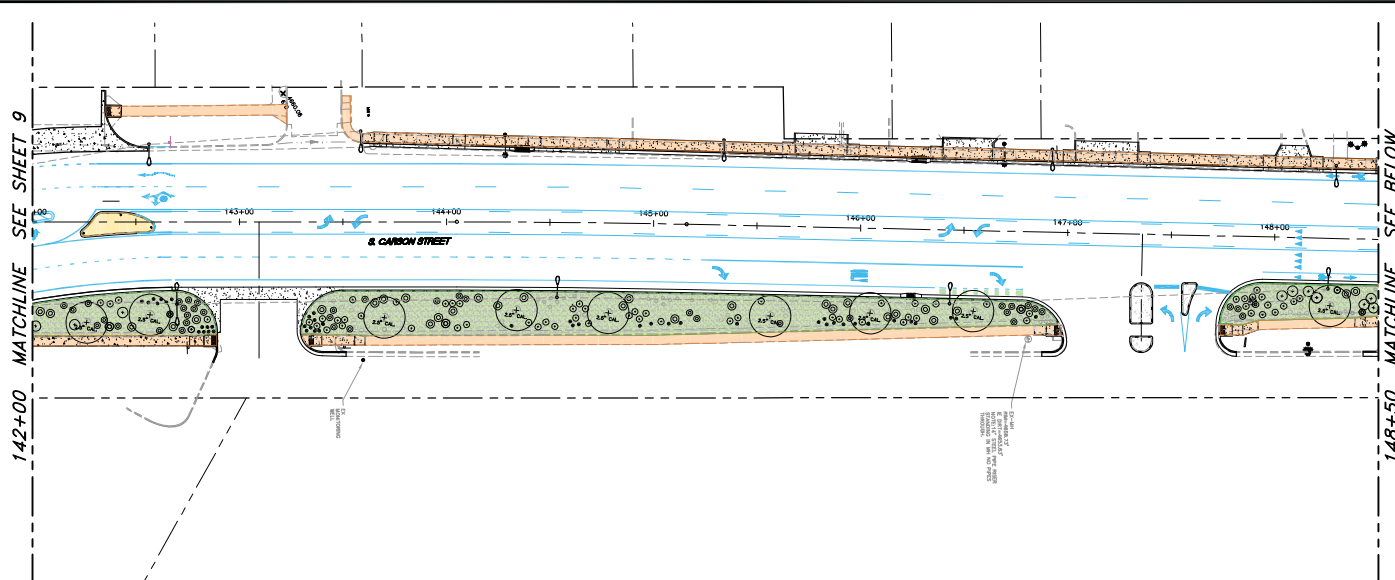


- LEGEND:**
- LANDSCAPE AREAS
  - ⊙ TREES
  - SIDEWALK
  - MULTI USE PATH
  - NON-LANDSCAPE AREAS
  - MEDIAN ISLANDS
  - BOULDER SEATING AREAS
  - TURF AREAS
  - TRASH RECEPTACLES

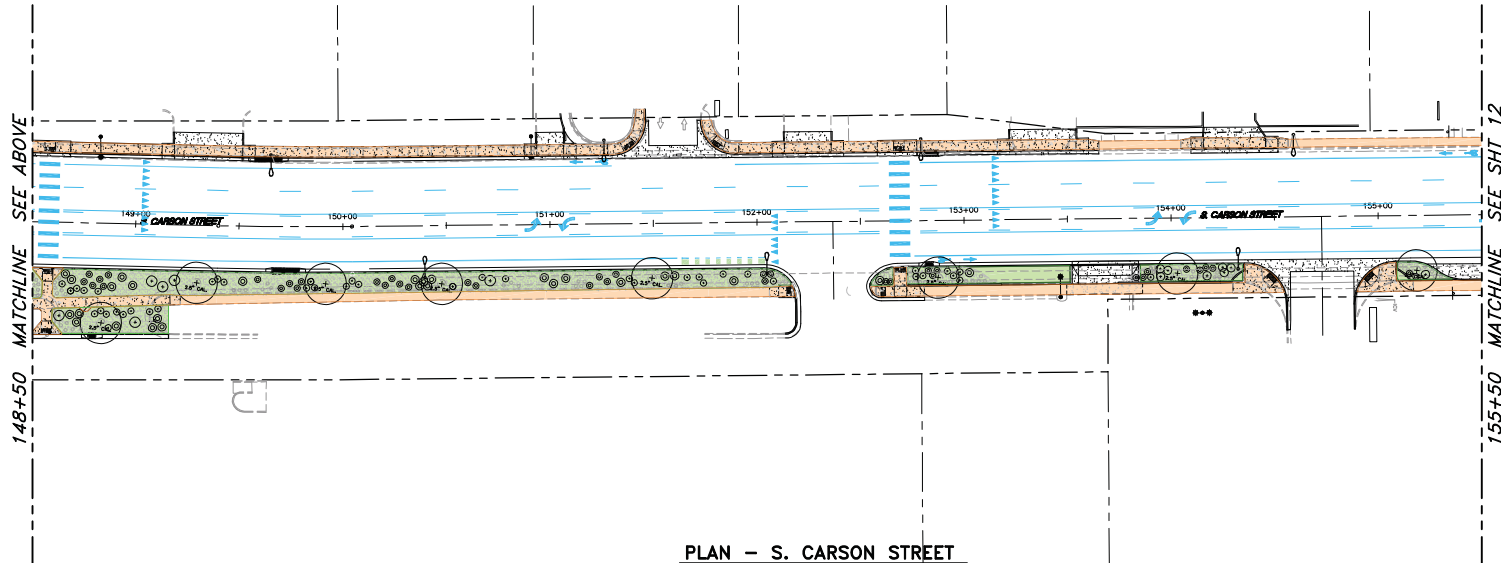
DESIGNED BY: DS	DRAWN BY: DSR	CHECKED BY: DS	DATE: 3/15/21	<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b> 3505 BUTTE WAY CARSON CITY, NEVADA 89701 PH: 867-2355 FAX: 867-2112			
PROJECT: SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801			BY: APP'D				
SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES			DATE:	DESCRIPTION:			
SHEET 09 OF 10			DATE:	DESCRIPTION:			



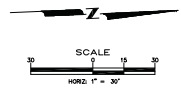
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**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'



**PLAN - S. CARSON STREET**  
SCALE: 1" = 30'



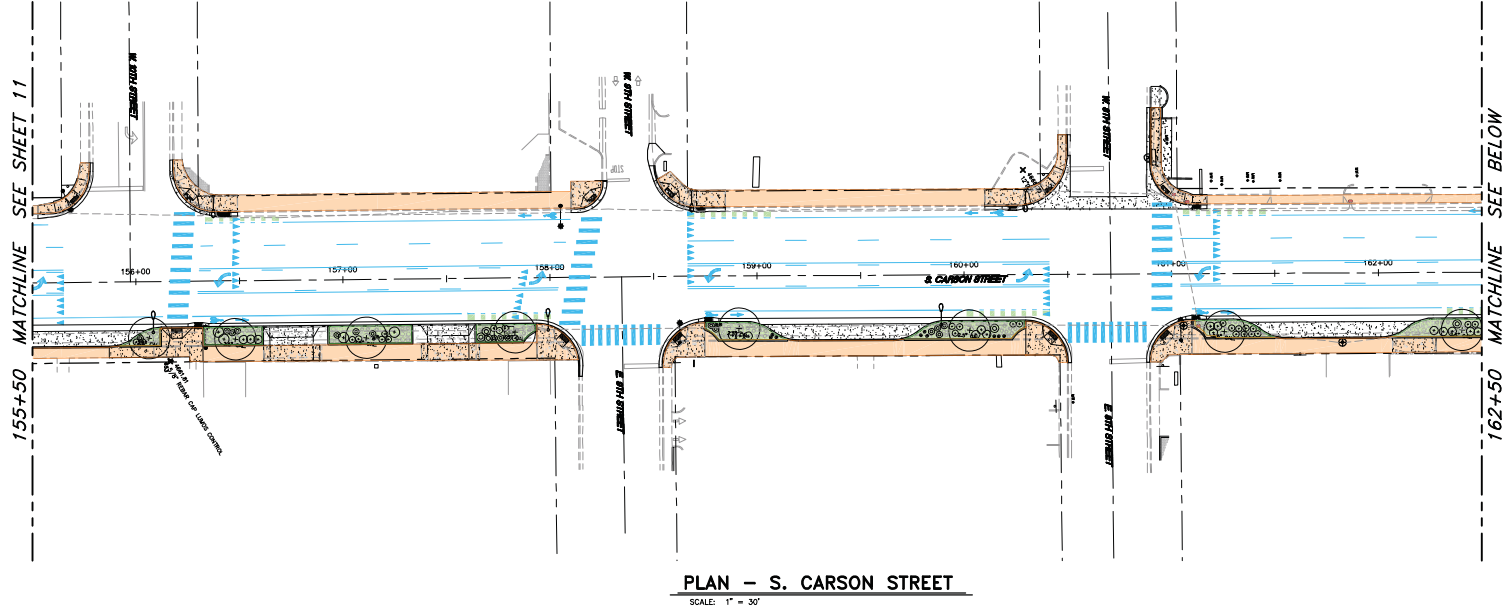
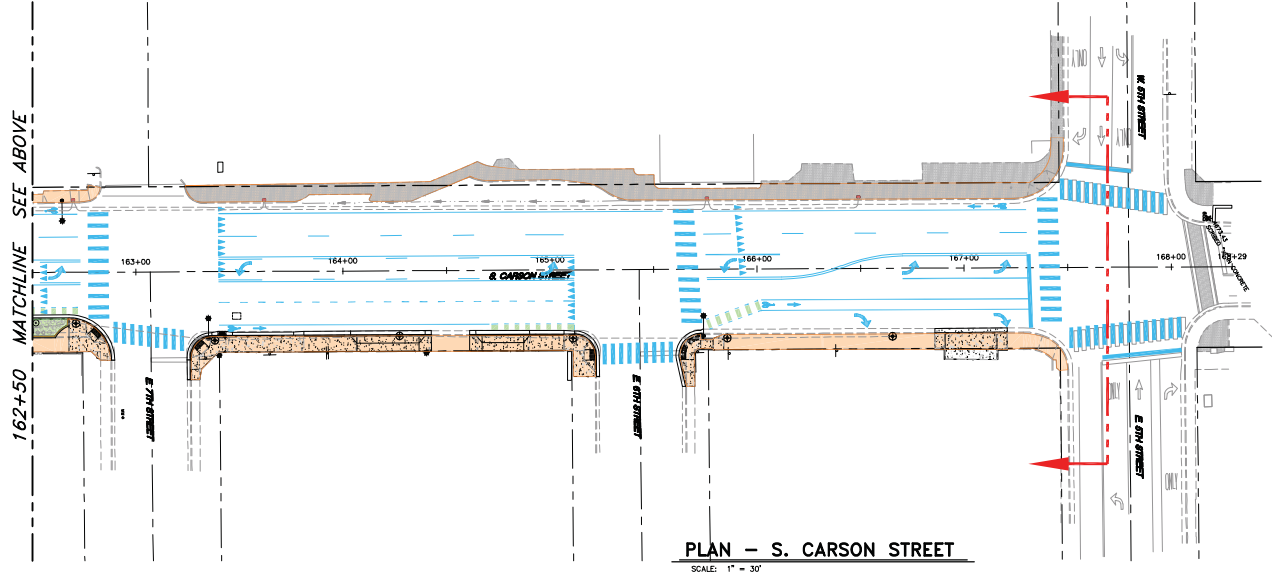
**LEGEND:**

- LANDSCAPE AREAS
- ⊗ TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES

<b>DESIGNED BY:</b> DS	<b>DRAWN BY:</b> DOR	<b>CHECKED BY:</b> DS	<b>PROJECT NO.:</b> 031801
			<b>SCALE (HORIZ):</b> 1"=30'
			<b>SCALE (VERT):</b> N/A
			<b>PLAT DATE:</b> 3/15/21
<b>CARSON CITY PUBLIC WORKS DEPARTMENT</b>			
3505 BUTTE WAY CARSON CITY, NEVADA 89701			
PH: 887-2355 FAX: 887-2112			
<b>SOUTH CARSON STREET COMPLETE STREETS PROJECT PROJECT No. 3.1801</b>			
<b>SOUTH CARSON STREET LANDSCAPE MAINTENANCE BOUNDARIES</b>			
SHEET <b>11</b> OF <b>*</b>			

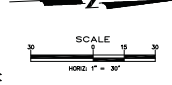


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**LEGEND:**

- LANDSCAPE AREAS
- ⊕ TREES
- SIDEWALK
- MULTI USE PATH
- NON-LANDSCAPE AREAS
- MEDIAN ISLANDS
- BOULDER SEATING AREAS
- TURF AREAS
- TRASH RECEPTACLES



SOUTH CARSON STREET  
COMPLETE STREETS PROJECT  
PROJECT No. 3.1801  
SOUTH CARSON STREET  
LANDSCAPE MAINTENANCE  
BOUNDARIES

REV.	DATE	DESCRIPTION	BY	APP'D

CARSON CITY  
PUBLIC WORKS DEPARTMENT

3505 BUTTI WAY  
CARSON CITY, NEVADA 89701  
PH: 887-2355

DESIGNED BY: DS  
DRAWN BY: DSR  
CHECKED BY: DS  
DWG NO.: 16.maintenance.plan.dwg  
SCALE (HORIZONTAL): 1"=30'  
SCALE (VERTICAL): N/A  
PLOT DATE: 3/19/21

# SOUTH CARSON STREET MAINTENANCE STANDARDS

**Owner:** Carson City, acting by and through its Parks and Recreation and Public Works Departments. All owner items are noted in grey and will not be the responsibility of the Maintenance Contractor.

**NID:** Neighborhood Improvement District [may direct and manage maintenance contract, authorize invoices, submit billing to City for payment]. If an official NID Board is not formed, then Carson City will be responsible for managing the NID maintenance contract.

**Maintenance Contractor:** Third-party independent provider for landscaping, snow removal, trash removal, and other related services as required.

**Construction Contractor:** The contractor for the South Carson Street Project who maintains ownership of the project landscape improvements until the official project acceptance by the City. The Construction Contractor is also responsible for any plant/tree replacements, during the 1-year warranty period, as part of the South Carson Street Project

The following maintenance standards outlined in this document shall apply to all maintenance areas (landscape and hardscape) identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12). *Exclusions: Graffiti removal will be the responsibility of the owner; all plant material and trees will be under warranty from the construction contract until April 1, 2022. The plant material will be under a 1-year warranty through the 2021 growing season, unless notice is otherwise given by the City. Irrigation Start-up, shutdown and winterizing will be the responsibility of the Owner.* Any recommended plant/tree replacements identified during this maintenance contract/warranty period should be communicated to the owner's representative.

## Task 1: General Maintenance Standards

**Guidelines:** Paved pathways, multi-use paths, concrete sidewalks and other paved areas will be free of litter. Sidewalk and multi-use path areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

### General Tasks

Task	Description	Frequency	Season
Clean-up sidewalks & multi-use Paths	Sweep/blow sand, rocks, leaves and other debris from sidewalks and multi-use paths.	Bi-weekly or as needed throughout the year.	Year round
Litter Trash, & Debris	Pick-up all litter, trash, and other debris; dispose of properly. Maintain sites to be aesthetically attractive.	Minimum once every 2 weeks or as needed in landscape areas.  Trash containers shall be emptied on a weekly occurrence or as needed.	Year round
Clean decorative boulder seating areas	Keep free of hazards and debris by sweeping, washing or blowing  Use proper cleaning agent, scrub seats, wash down, and remove standing water. Notify owner of vandalism or safety concerns.	Inspect bi-weekly and clean as necessary	Year round

<b>Task</b>	<b>Description</b>	<b>Frequency</b>	<b>Season</b>
Crack repair and pavement surface treatment-multi-use paths	Crack sealing and slurry/micro seal of multi-use path	Crack sealing- Every 2 years or as directed  Slurry/micro seal- Every 5 years or as directed	March-November, when pavement and air temperatures permit.

## TASK 2: Landscape Area Standards

**Guidelines:** Landscape areas will contain healthy, attractive plants that lend variety, color and interest to the landscape. These areas will be litter, weed and pest free. Landscape areas will be maintained to provide secondary functions such as barriers, animal habitat, and dust and erosion control. All trees, shrubs and other plants will be trimmed, pruned or otherwise maintained to achieve natural form and enhance aesthetics as directed below. Landscape areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

### Landscape Area Tasks

<b>Task</b>	<b>Description</b>	<b>Frequency</b>	<b>Season</b>
Shrub Pruning	Prune shrub beds to achieve or maintain a natural form specific to the species. Prune out all deadwood. Remove pruning debris from site.	Bi-annually or as necessary for sidewalk, line of sight and traffic clearance.	Winter, Spring, or Fall, based on species' needs.
Plant Care	Prune, remove, and dispose of any dead plant material.	As needed.	Spring and Fall.
Plant Maintenance	Corrective pruning to perennials and shrubs to thin trunk stems and branches; reduce all ornamental grasses to an 8" height with a rounded or angled crown (per U.N.C.E recommendations) between February and March	A minimum of once annually.	During dormancy.
Trees	Prune trees to achieve a natural form specific to the species. Trees shall be pruned for 8' clearance above sidewalks. Remove all stakes & ties after one year; unless the City directs certain trees to remain staked. Inspect existing stakes and repair if needed to prevent damage to new trees. Prune new trees after one year for proper shape and health. Maintain all tree wells at all times to ensure adequate reservoir capabilities and proper form.	As needed or as required for visibility or sight clearance.	As necessary.
Tree and Plant Fertilization	Provide additional nutrients to tree and plants to aide in growth, appearance and overall health.	A minimum of 2 times annually based on recommended amounts for Tree and Plants in landscaped areas. Recommendations may come from City Staff.	As directed

Task	Description	Frequency	Season
Weed Control	<p>Remove weeds chemically or manually. Remove all weed debris from site.</p> <p>Any weeds greater than 6 inches tall shall be removed manually and not by chemical means. Weeds less than 6 inches tall should be treated chemically with an approved post emergent herbicide product.</p> <p>Remove all volunteer trees, shrubs, and suckers as needed and dispose all of debris.</p> <p>Remove and dispose of noxious weeds by appropriate means. Pre-emergent weed control herbicides shall be applied to all rock mulch and D.G. areas annually</p>	<p>Inspect monthly, remove or chemically treat as needed.</p> <p>One (1) pre-emergent application in Fall/Winter annually</p> <p>One (1) herbicide application in Spring annually</p>	<p>Year round for weed removal</p> <p>As directed for pre-emergent and herbicide applications</p>
Rake	Hand raking for small obstructions and debris	As needed	Year round
Leaf Removal	Rake or blow off as needed and haul off-site	As needed	October 1-February 1

### Task 3: Non-Landscaped Maintenance Area Standards

**Guidelines:** Non-landscaped maintenance areas will be free of weeds and litter. Non-landscaped areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

Litter Trash, & Debris	Pick-up all litter, trash, and other debris; dispose of properly. Maintain sites to be aesthetically attractive.	Minimum once every 2 weeks or as needed in non-landscaped areas.	Year round
Weed Control	<p>Remove weeds chemically or manually. Remove all weed debris from site.</p> <p>Any weeds greater than 6 inches tall shall be removed manually and not by chemical means. Weeds less than 6 inches tall should be treated chemically with an approved post emergent herbicide product.</p> <p>Remove all volunteer trees, shrubs, and suckers as needed and dispose all of debris.</p> <p>Remove and dispose of noxious weeds by appropriate means. Pre-emergent weed control herbicides shall be applied to all non-landscaped maintenance areas annually</p>	<p>Inspect monthly, remove or chemically treat as needed.</p> <p>One (1) pre-emergent application in Fall/Winter annually</p> <p>One (1) herbicide application in Spring annually</p>	<p>Year round for weed removal</p> <p>As directed for pre-emergent and herbicide applications</p>

## Task 4: Turf Maintenance Standards

**Guidelines:** Turf areas will be aerated, mowed, fertilized and cleaned of all litter and other debris. Turf areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

### Turf Area Tasks

Task	Description	Frequency	Season
Greenbelt Turf Area – Mowing	The recommended height of cut for the turf is 3”.	Mowing occurrence will be a minimum 1 time a week during the growing season.  Multiple occurrences may be necessary during excessive growth periods (May – Sept.) to prevent a pile up of clippings on the surface.	March – October.  Mowing occurrences may happen before or after this range as directed by the City on “Time & Materials” basis.
Aerification of Turf Area	A hollow tine aerification to promote growth and combat compaction of the turf area.	Minimum 2 times annually based on industry best practices.	Spring and Fall.
Fertilization of Turf	To promote the growth and enhance the overall health of the turf by providing the Macro and Micro Nutrient supplements.	A minimum of 2 application annually.  Amount should be based on the recommended pounds of nitrogen per thousand square feet, per year for the established turfgrass species. The total pounds of product may vary based on the nutrient analysis of N-P-K in the given product.	Spring and Fall



## Task 5: Irrigation Systems Standards

**Guidelines:** Irrigation systems will deliver optimum water to each plant type at the lowest cost and with maximum water resource conservation. All systems will comply with legal requirements and will protect safety of the public water system.

### Irrigation Systems Tasks

Task	Description	Frequency	Season
Irrigation – Start-up	<p>Owner responsibility. Charge backflows. System start-up following site specific procedures, check for leaks and proper operation.</p> <p>Carson City Parks Department to winterize existing turf zones in 2020. New drip stations on all of South Carson Street to remain the South Carson Street Project Construction Contractor's responsibility until the project's landscape portion is accepted.</p>	Annually or as needed based on weather and drought conditions.	<p>Spring</p> <p>The City reserves the right to direct the Maintenance Contractor to irrigate in the winter season if dry conditions warrant it. The Maintenance Contractor may be directed to hand water as needed in the event the system or zones are not operable for winter season watering.</p>
Irrigation – Test Backflows	Test and repair backflow prevention devices pursuant to Carson City Public Works (CCPW) requirements. Provide copy of completed test certificate to the City.	Annually	After start-up, provide report copies to CCPW no later than June 30th.
Irrigation – Controllers	The Maintenance Contractor will coordinate with the City to utilize the City’s central control system, but the Maintenance Contractor will be responsible to monitor and verify all watering programs.	On-going	During irrigation season or whenever system is operational.

<b>Task</b>	<b>Description</b>	<b>Frequency</b>	<b>Season</b>
Irrigation – Operation	Monitor and adjust system for proper operation.	Maintenance Contractor will notify the Carson City Parks Department if repairs are necessary. City staff to determine whether to fix ourselves or pay quoted irrigation repair rate on “Time & Materials” basis.	During irrigation season or whenever system is operational.
Irrigation – Drip Systems	Monitor health of all plants and trees and ensure that all irrigation zones are working properly and adequate irrigation programs are operating and functional.	As needed	During irrigation season or whenever system is operational.
Irrigation – Shut Down & Winterize	Owner responsibility. Shut off water service; winterize all backflows, lines, and fixtures using compressed air and blowing all lines.	Annually or as needed based on weather and drought conditions.	Fall and as determined by freezing temps.
Quick Couplers	Insure proper seating, and placement in valve box, clean from debris	As needed	Year Round

## Task 6: Snow Removal Standards and Descriptions

**Guidelines:** Snow removal items described below will be provided along the multi-use path to ensure pedestrian safety within a reasonable timeframe and manner. All areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

### Snow Removal Tasks

Task	Description	Frequency	Season
Snow removal – Multi-use path	<p>Remove mechanically or physically along multi-use path. General guideline will be after a 2” snow accumulation and rising. Snow shall not be deposited/stored in a manner that obstructs a public sidewalk or roadway.</p> <p>This item will be paid on a “per visit” basis. For example, in a snow event that requires 2 visits for snow removal on the same day, the contractor will be paid for 2 visits.</p>	As directed by the City in response to 2” snow accumulation and rising.	October-June

## Task 7: Time and Materials Standards and Descriptions

**Guidelines:** All Time and Materials items described below will be provided along the multi-use path and all other landscape and hardscape areas to ensure safety within a reasonable timeframe and manner. All areas are identified in the attached exhibits (Landscape Maintenance Boundaries Sheets 1-12).

### Time and Materials Tasks

Task	Description	Frequency	Season
Plant Replacement	Replace dead/missing plants with same or approved substitute.	Per occurrence  Plant material is covered under warranty for up to one year after installation and project acceptance from the City on the South Carson Street Project (the City anticipates project acceptance in March 2021). Any recommended plant replacements identified during this warranty period should be communicated by the Maintenance Contractor to the City's representative.	Spring.
Tree Replacement	Replace dead/missing trees with same plant species and size/ or approved substitute of species and size.  Plantings must conform to City approved planting details provided to the Maintenance Contractor.	Per occurrence  Trees are covered under warranty for up to one year after installation and project acceptance from the City on the South Carson Street Project (the City anticipates project acceptance in March 2021). Any recommended tree replacements identified during this warranty period should be communicated by the Maintenance Contractor to the City's representative.	Spring. During irrigation season.

<b>Task</b>	<b>Description</b>	<b>Frequency</b>	<b>Season</b>
Power washing sidewalk and multi-use path	Power wash sidewalk and MUP as directed by the City.	Power washing once annually as directed by the City on T&M basis.	As Directed
Accident Clean-up	Clean-up from vehicle accidents, including repair of irrigation systems, removal and replacement of plant stock, curbs and walks, general clean-up, and debris removal. Report any vehicular damage or vandalism to the City.	As needed. These instances will be directed by the City and the Maintenance Contractor compensated on a “Time & Materials” basis. These incidents must be handled within a 24-hour period.	As directed
Clean decorative boulder seating areas	Use proper cleaning agent, scrub seats, wash down, and remove standing water. Notify owner of vandalism or safety concerns.	Steam cleaning or similar method as directed by the City on “Time & Materials” basis.	As Directed
Pest Control	Identify and control pests through chemical, biological or mechanical means.  No restricted use pesticides shall be used.	As needed	Year round.
Additional Greenbelt Turf Area – Mowing	The recommended height of cut for the turf is 3”.	Additional cost for mowing above the minimum 1 time a week during the growing season.	Year Round  Mowing as directed by the City on “Time & Materials” basis.
Irrigation – Operation	Monitor and adjust system for proper operation.	Maintenance Contractor will notify the Carson City Parks Department if repairs are necessary. City staff to determine whether to fix ourselves or pay quoted irrigation repair rate on “Time & Materials” basis.	During irrigation season or whenever system is operational.
Irrigation – Valves & Boxes	Repair valves, wires and solenoids, and boxes; maintain visible box lids, replace or raise when necessary. Keep all valve boxes bolted down with stainless steel bolts to provide security and deter vandalism.	As needed whenever damage is present	During irrigation season or whenever system is operational.
Irrigation – Upgrades and New Installation	Upgrade/install new drip systems.	As directed by the City. The Maintenance Contractor will be compensated on a “Time & Materials” basis.	As necessary.

<b>Task</b>	<b>Description</b>	<b>Frequency</b>	<b>Season</b>
Additional Aerification of Turf Area	A hollow tine aerification to promote growth and combat compaction of the turf area.	Additional aerifications may be recommended by City staff based on overall condition of turf. These instances will be charged on a “Time & Materials” basis.	As Necessary.
Repair & Replace Heads	Broken heads and lateral line leaks/breaks to be repaired or replaced before next watering cycle by Maintenance Contractor, includes material failures, vandalism etc. All repairs performed by Maintenance Contractor. On a preventative basis, replace all heads at each site with new or reconditioned sprinkler heads.	Based on system inspections.	April 15-November 1