

CARSON CITY REDEVELOPMENT AUTHORITY CITIZENS COMMITTEE

Minutes of the February 4, 2013 Meeting

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A regular meeting of the Carson City Redevelopment Authority Citizens Committee was scheduled for 5:30 p.m. on Monday, February 4, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Jed Block
Vice Chairperson Lorraine Bagwell
Member Ronni Hannaman
Member Dan Neverett
Member Jean Perpich

STAFF: Lee Plemel, Planning Director
Randal Munn, Chief Deputy District Attorney
Tamar Warren, Recording Secretary

NOTE: A recording of these proceedings, the Committee's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting, are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

1. **CALL TO ORDER** (5:32:05) – Chairperson Block called the meeting to order at 5:32 p.m.
2. **ROLL CALL** (5:32:11) – Roll was called and a quorum was present.
3. **PUBLIC COMMENTS AND DISCUSSION** (5:33:01) – Chairperson Block entertained public comments; however, none were forthcoming.
4. **FOR POSSIBLE ACTION: APPROVAL OF MINUTES FROM OCTOBER 1, 2012.** (5:33:15) – Chairperson Block introduced the item. **Member Hannaman moved to approve the minutes of the October 1, 2012 meeting. The motion was seconded by Member Neverett. Motion carried 5-0.**
5. **AGENDA ITEMS:**

5-1 FOR POSSIBLE ACTION: TO ELECT A RACC CHAIR AND VICE-CHAIR FOR 2013. (5:34:22) – Chairperson Block introduced the item. **Member Neverett nominated Jed Block for another term as Chairperson. Member Hannaman nominated Lorraine Bagwell for the position Chairperson. Chairperson Block entertained other nominations; however none were forthcoming. Chairperson Block called for a vote on his nomination of for the position of Chairperson. Motion failed 2-3. Chairperson Block called for a vote on the nomination of Lorraine Bagwell for the position of Chair. Motion carried 3-2.**

(5:35:40) – Chairperson Block entertained nominations for the position of Vice Chair. **Member Hannaman nominated Jed Block for the position of Vice Chair. The motion was seconded by Chairperson Elect Bagwell.** Chairperson Block called for additional nominations, and when none were forthcoming a vote. **Motion carried 5-0.** Mr. Plemel clarified that the officers elected today would serve for the duration of the calendar year, adding that these elections were not held in January due to the cancellation of that meeting.

5-2 FOR POSSIBLE ACTION: TO MAKE RECOMMENDATIONS TO THE REDEVELOPMENT AUTHORITY TO AMEND SECTION 3.2 OF THE CARSON CITY REDEVELOPMENT AUTHORITY POLICIES AND PROCEDURES REGARDING FINANCIAL ASSISTANCE FOR SPECIAL EVENTS, CHANGING THE SUBMITTAL DEADLINE FOR REDEVELOPMENT SPECIAL EVENT APPLICATIONS FROM FEBRUARY 15 TO APRIL 15, AND OTHER MATTERS RELATED THERETO. (5:38:08) – Chairperson Bagwell introduced the item. Mr. Plemel referred to the Staff Report which is incorporated into the record, and explained that this recommendation to the Redevelopment Authority regarding their Policies and Procedures would amend the timing of the application submittals and requests for special events funding. He clarified that now the application submittal deadline would be in mid-April for a May review by this Commission. Mr. Plemel also noted that the

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applicants had questioned the reason why financial and tax information were requested for special event funding. Member Hannaman suggested removing the items related to banking relationships. Member Neverett inquired about potential timing conflicts between the Committee's meetings and the application deadlines, and Mr. Plemel recommended changes to eliminate these conflicts. Member Perpich clarified that the funding should not be for long-term needs; however, it would serve as seed money for events that would eventually become self-sustaining. Discussion ensued regarding financial statements and Member Hannaman suggested applicants provide organizational financial statements and not ones only pertaining to a specific event, and recommended to forgo the tax returns. Mr. Plemel suggested that he work with Chairperson Bagwell to include appropriate details in the application form. Chairperson Bagwell entertained public comments; however, none were forthcoming. **Member Hannaman moved to have line item I read "current organizational financial statements including a balance sheet and profit and loss statement" and to eliminate item J, identification of current banking relationships and major credit references, as they were unneeded, and to move the date from February 15 to April 15. Member Neverett suggested amending the motion to specify that the changes be linked to an affirmation statement on the application. Chairperson Bagwell recommended adding the other recommendations to Staff, as previously discussed, to the motion as well. The motion was seconded as amended by Member Perpich. Motion carried unanimously.**

6. NON-ACTION ITEMS:

a. STAFF REPORTS AND UPDATE ON MATTERS RELATING TO THE RACC. (6:05:35) – Mr. Plemel reported that the LED sign funding had been approved by the Board of Supervisors and that Public Works had assigned a project manager to work on it. Member Hannaman explained that it was planned to have the sign completed by Memorial Day.

b. RACC MEMBER REPORTS AND COMMENTS. – There were no reports from RACC members.

c. FUTURE AGENDA ITEMS FOR THE NEXT MEETING ON MARCH 4, 2013. – Member Neverett suggested discussing the revised application form. It was agreed to have the form completed by the application deadline.

7. PUBLIC COMMENTS – Chairperson Bagwell entertained public comments; however, none were forthcoming.
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8. FOR POSSIBLE ACTION: ACTION TO ADJOURN (6:09:40) – Chairperson Bagwell introduced the item. **Vice Chairperson Block moved to adjourn. The motion was seconded by member Neverett. The meeting was adjourned at 6:10 p.m.**

The Minutes of the February 4, 2013 Carson City Redevelopment Authority Citizens Committee meeting are so approved this 6th day of May, 2013.

Lorraine Bagwell, Chair