



**RESOLUTION NO. 2020-RA-R-2**

**A RESOLUTION TO ADOPT THE CARSON CITY REDEVELOPMENT SIDEWALK IMPROVEMENT AND UTILITY EXTENSION ASSISTANCE PROGRAM FOR REDEVELOPMENT AREAS 1 AND 2.**

**WHEREAS**, a stated objective of the Redevelopment Area 1 Plan is to 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; and

**WHEREAS**, a stated objective of the Redevelopment Area 1 Plan is to improve the street, highway, bicycle and pedestrian circulation system to assure safe, convenient and aesthetically-pleasing access to and throughout the Area; and

**WHEREAS**, a stated objective of the Redevelopment Area 2 Plan is to assist in constructing necessary utility lines to serve new development on commercial properties within the Plan Project Area upon submittal of a plan for a project that would benefit the Redevelopment District; and

**WHEREAS**, Carson City requires a developer to improve sidewalks in the public right-of-way, including providing accessibility in accordance with ADA standards, when permits for new construction or a change of occupancy of an existing building are submitted; and

**WHEREAS**, Carson City requires a developer to extend off-site utilities to serve a property when permits for development of that property are submitted; and

**WHEREAS**, the Carson City Redevelopment Authority desire to create an incentive program to be an integral part of Carson City's private-public partnership initiatives to retain and expand businesses in Carson City.

**NOW THEREFORE**, the Carson City Redevelopment Authority do hereby resolve to establish the Carson City Redevelopment Sidewalk Improvement and Utility Extension Assistance Program for Redevelopment Project Areas 1 and 2, which includes the following guidelines.

1. **Eligible Properties:** To be eligible for the Program, a property must be:
  - (a) Located within Redevelopment Area 1 or Redevelopment Area 2; and
  - (b) Located in a non-residential zoning district or within the Residential Office zoning district with a non-residential use on the property.
2. **Ineligible Properties:** Ineligible properties include:
  - (a) Properties that already receive a sales tax incentive or other ongoing tax incentives from the City, excluding historic property tax deferments;
  - (b) Properties for which property taxes are not paid up to date;
  - (c) Properties with outstanding or unresolved code enforcement issues; or
  - (d) Properties on which the utilities extension or sidewalk reconstruction, as applicable, has started prior to the submittal of an application for the assistance program.

3. Eligible Improvements: The following improvements are eligible for Program application:

(a) Water main or sewer main extensions within the public right-of-way necessary to serve development of a property when constructed concurrently with building improvements on the property for which a building permit has been issued.

(b) New or replacement sidewalk curb ramps when required by City code as part of a construction project; and

(c) Replacement of sections of existing sidewalk when required by City code as part of a construction project.

4. Maximum Project Funding: The maximum funding that may be awarded per construction project is:

(a) \$5,000 for sidewalks or curb ramps; and

(b) \$20,000 for water and sewer utility extensions.

5. Required Property Owner Matching Funds: The property owner shall pay a minimum of 50% of the construction costs for the eligible improvements.

6. Application Review Process: Applications for project funding assistance shall be reviewed in accordance with the following:

(a) A property owner shall submit an application in the form provided by the Community Development Department prior to the start of construction of the improvements for which funding is being requested. The submitted application shall include all required information to show compliance with the standards of this policy, and shall include construction plans for proposed improvements for which funding is being requested.

(b) Authority to approve applications is granted as follows:

(1) The Community Development Director shall have authority to review and, if funds are available in the Program budget, approve an application for sidewalk or curb ramp funding; and

(2) The Redevelopment Authority Citizens Committee (RACC) shall have authority to review and, if funds are available in the Program budget, approve an application for water or sewer utility extensions.

(c) A denial of an application by the Director may be appealed by the applicant to the RACC and scheduled for its next available meeting. An appeal must be submitted not more than 10 days after the Director's decision.

(d) A denial of an application by the RACC may be appealed by the applicant to the Redevelopment Authority and scheduled for its next available meeting. An appeal must be submitted not more than 10 days after the RACC's decision.

(e) Should funding within the applicable fiscal year not be available to cover the application request, the application may be referred to the RACC for a recommendation and then to the Redevelopment Authority to request additional Program funding for the application.

(f) Applications for project funding within a given fiscal year (beginning July 1 each year) shall not be accepted for consideration prior to 15 days before the start of the fiscal year in which the funding will be used.

(g) Applications shall be accepted and considered on a first-come, first-served basis.

7. Completion of Improvements: The improvements for which the funding is requested must be completed within the following time periods to be eligible for reimbursement, unless additional time is granted by the RACC:

(a) Sidewalk and curb ramp improvements must be completed not more than 6 months from the date of application; and

(b) Water and sewer utility extensions must be completed not more than 1 year from the date of application.

Notwithstanding the time limits of this section, an applicant may submit a new application after the expiration date for construction completion provided that funding is available for the new application in accordance with these policies.

8. Reimbursement Process:

(a) Payments from the City shall be made on reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.

(b) Applicants must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, not more than 30 days after project completion.

(c) Reimbursement shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.

(d) To be eligible for reimbursement, all contractors must be registered and bonded by the State of Nevada and licensed to perform the applicable work in Carson City.

(e) Construction contracts shall be between the applicant and contractor. The contractor must obtain all required permits prior to commencing construction.

9. Discretionary Review: Notwithstanding any other provision contained herein, the Director and the RACC, as applicable, retain full discretion, based on a review of the overall merits of a proposed improvement, the beneficial impact of the improvement and the scope and purpose of the Program to deny an application without regard to eligibility.

10. Appropriation of Program Funding: The allocation of funding for this Program in the Redevelopment budget is at the sole discretion of the Redevelopment Authority, and implementation of the Program is subject to the availability of approved funding in the Redevelopment budget. The adoption of this Program in no way obligates the Redevelopment Authority to approve funding for the Program in the Redevelopment budget, nor does it obligate the Board of Supervisors to approve the expenditure of funds for the Program.

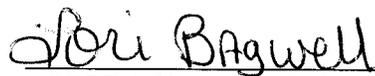
Upon motion by Vice Chair Stacey Giomi, seconded by Member Brad Bonkowski, the foregoing Resolution was passed and adopted this 19<sup>th</sup> day of March 2020 by the following vote:

AYES: Vice Chair Stacey Giomi  
Member Brad Bonkowski  
Member John Barrette  
Member Robert Crowell  
Chair Lori Bagwell

NAYES: None

ABSENT: None

ABSTAIN: None



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LORI BAGWELL, Chair  
Carson City, Nevada

ATTEST:



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AUBREY ROWLATT, Clerk  
Carson City, Nevada