

Mem # 6

City of Carson City  
Agenda Report

Date Submitted: January 8, 2008

Agenda Date Requested: January 17, 2008

To: Board of Supervisors

Time Requested: 5 minutes

From: Supervisor Pete Livermore

**Subject Title:** Action to adopt, on second reading, Bill No. 101 an ordinance amending the Carson City Municipal Code, Title 2, Administration and Personnel, by adding Chapter 41, Carson City Cultural Commission, and adding Section 2.41.010, Purpose of the Carson City Cultural Commission, Section 2.41.020, Findings Supporting the Creation of the Carson City Cultural Commission, Section 2.41.030, Creation of the Carson City Cultural Commission, Section 2.41.040, Membership and terms of office of the Carson City Cultural Commission, Section 2.41.050, Requirements for Membership on the Carson City Cultural Commission, Section 2.41.060, Duties of the Carson City Cultural Commission, Section 2.41.070, Functions of the Carson City Cultural Commission, Section 2.41.080, Cooperation of Carson City Cultural Commission with other private and public entities, Section 2.41.090, Duties of Carson City to support the Carson City Cultural Commission and other arts and cultural entities, and other matters properly relating thereto.

**Staff Summary:** The purpose of this ordinance is to create the Carson City Cultural Commission to serve as the Board of Supervisors' principal advisor on all arts and cultural matters as they pertain to the betterment of our community. The Commission will ensure that the citizens of Carson City benefit from the grassroots efforts of the Carson City Arts and Culture Coalition and far-reaching cultural programs sponsored by the National Endowments for the Arts and Humanities and the Nevada Department of Cultural Affairs.

**Type of Action Requested:** (check one)  
 Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to adopt, on second reading, Bill No. 101 an ordinance amending the Carson City Municipal Code, Title 2, Administration and Personnel, by adding Chapter 41, Carson City Cultural Commission, and adding Section 2.41.010, Purpose of the Carson City Cultural Commission, Section 2.41.020, Findings Supporting the Creation of the Carson City Cultural Commission, Section 2.41.030, Creation of the Carson City Cultural Commission, Section 2.41.040, Membership and terms of office of the Carson City Cultural Commission, Section 2.41.050, Requirements for Membership on the Carson City Cultural Commission, Section 2.41.060, Duties of the Carson City Cultural Commission, Section 2.41.070, Functions of the Carson City Cultural Commission, Section 2.41.080, Cooperation of Carson City Cultural Commission with other private and public entities, Section 2.41.090, Duties of Carson City to support the Carson City Cultural Commission and other arts and cultural entities, and other matters properly relating thereto.

**Explanation for Recommended Board Action:** Pursuant to the provisions of Section 2.320 of Article 2 of the Carson City Charter, the Board of Supervisors by ordinance may establish this Cultural Commission to serve as the community's specific advisor on all matters relating to the cultural enrichment of its citizens.

**Applicable Statue, Code, Policy, Rule or Regulation:** Section 2.320 of Article 2 of the Carson City Charter

**Fiscal Impact:** n/a

**Alternatives:** Not adopt this ordinance

**Supporting Material:** Proposed ordinance

**Prepared By:** Pete Livermore

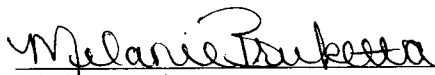
**Reviewed By:** \_\_\_\_\_ Date: \_\_\_\_\_

(Department Head)



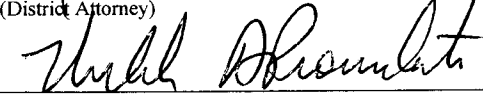
(City Manager)

Date: 1-8-08



(District Attorney)

Date: 1-8-08



(Finance Director)

Date: 1/8/08

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_ \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

ORDINANCE NO. \_\_\_\_\_

BILL NO. 101

AN ORDINANCE AMENDING THE CARSON CITY MUNICIPAL CODE, TITLE 2, ADMINISTRATION AND PERSONNEL, BY ADDING CHAPTER 41, CARSON CITY CULTURAL COMMISSION, AND ADDING SECTION 2.41.010, PURPOSE OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.020, FINDINGS SUPPORTING THE CREATION OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.030, CREATION OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.040, MEMBERSHIP AND TERMS OF OFFICE OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.050, REQUIREMENTS FOR MEMBERSHIP ON THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.060, DUTIES OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.070, FUNCTIONS OF THE CARSON CITY CULTURAL COMMISSION, SECTION 2.41.080, COOPERATION OF CARSON CITY CULTURAL COMMISSION WITH OTHER PRIVATE AND PUBLIC ENTITIES, SECTION 2.41.090, DUTIES OF CARSON CITY TO SUPPORT THE CARSON CITY CULTURAL COMMISSION AND OTHER ARTS AND CULTURAL ENTITIES, AND OTHER MATTERS PROPERLY RELATING THERETO.

THE BOARD OF SUPERVISORS OF CARSON CITY DOES ORDAIN:

SECTION I: Chapter 2.41 of the Carson City Municipal Code is hereby added to Title 2 as follows:

2.41.010 Purpose of the Carson City Cultural Commission

2.41.020 Findings supporting the creation of the Carson City Cultural Commission

2.41.030 Creation of the Carson City Cultural Commission

2.41.040 Membership and terms of office of the Carson City Cultural Commission

2.41.050 Requirements for membership on the Carson City Cultural Commission

2.41.060 Duties of the Carson City Cultural Commission

2.41.070 Functions of the Carson City Cultural Commission,

2.41.080 Cooperation of Carson City Cultural Commission with other private and public entities

2.41.090 Duties of Carson City to support the Carson City Cultural Commission and other arts and cultural entities

SECTION II: Section 2.41.010 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.010 Purpose of the Carson City Cultural Commission.

The Carson City Cultural Commission will act as the primary advisory body for the Carson City Board of Supervisors for matters relating to arts and culture and will serve as the coordinator and catalyst bringing government, the arts and cultural community and public together for the cultural benefit of all Carson City's citizens.

SECTION III: Section 2.41.020 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.020 Findings supporting the creation of the Carson City Cultural Commission.

The Carson City Board of Supervisors finds that:

1. The creation of the Carson City Cultural Commission:

a. Is necessary to further develop our community's heritage as it relates to culture, history, the Arts and the Humanities.

b. Will enhance the interests of the peace, health, safety and welfare of the community.

2. The professions relating to the performing, fine arts and the humanities are essential to human needs and enhance the city's physical beauty, economic health and quality of life.

3. An increase in cultural amenities is crucial to further stimulate economic development and redevelopment.

SECTION IV:Section 2.41.030 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.030 Creation of the Carson City Cultural Commission.

1. There is hereby established the Carson City Cultural Commission.

2. The creation of the Carson City Cultural Commission is consistent with the objectives of the community at large as those objectives relate to arts and culture in Carson City.

SECTION V: Section 2.41.040 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.040 Membership and terms of office of the Carson City Cultural Commission.

1. The Carson City Cultural Commission shall consist of seven members appointed by the Board of Supervisors.
2. Except as otherwise provided in this subsection, members shall be appointed for a term of three years which commence and end on January 1<sup>st</sup> and may serve for unlimited consecutive terms. For the initial terms of the members of the Commission, two members shall be appointed to serve a term beginning on the date of appointment and ending on January 1, 2009; three members shall be appointed to serve a term beginning on the date of appointment and ending on January 1, 2010 and two members shall be appointed to serve a term beginning on the date of appointment and ending on January 1, 2011.
3. A member shall continue in office for the term for which that member was appointed or until a successor is appointed.
4. If a member has three unexcused absences from regularly scheduled meetings of the Carson City Cultural Commission in a single calendar year, the office of the member shall be declared vacant. Carson City staff assigned to assist the Commission shall advise the Carson City Board of Supervisors of any member with three absences from regular meetings. Attendance at meetings called outside the regular schedule, are not subject to absence quotas.
5. The Board of Supervisors may remove any member of the Commission for cause.
6. Vacancies, whether scheduled or unscheduled, shall be filled, by appointment by the Board of Supervisors.

SECTION VI: Section 2.41.050 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.050 Requirements for membership on the Carson City Cultural Commission.

Members of the Commission must meet the following qualification criteria:

1. Be residents of Carson City.
2. Have a broad and informed perspective of the arts along with a demonstrated knowledge and responsiveness to the existing arts community and community at large.
3. Represent a cross section of the city's age, multi-cultural, socio-economic, professional, artistic and volunteer diversity.
4. Have an appreciation for Carson City's rich cultural tradition.

SECTION VII: Section 2.41.060 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.060 Duties and powers of the Carson City Cultural Commission.

1. At the first meeting of the Carson City Cultural Commission, and thereafter at its first meeting of each subsequent year, the members shall elect a chair and a vice chair. In the absence or disability of the chair and vice chair, the Commission may designate a temporary chair.

2. The Commission shall meet at least quarterly and all its meetings shall be open to the public pursuant to the Open Meeting Law.
3. The Commission's chair or a majority of the Commission may call special meetings.
4. A seat will be deemed filled once the city clerk has sworn in a nominee.
5. The Commission shall keep minutes, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions.
6. The Commission shall adopt and amend, by the affirmative vote of a majority of the members, rules and regulations for the conduct of the Commission's business. Such rules and regulations shall be submitted to the Board of Supervisors and shall not become effective until approved and ordered.
7. The Commission shall submit an annual report and work-plan to the Board of Supervisors no later than May 1 of each year. Attendance records of members shall be included as part of the annual report.
8. Members of the Commission shall be required to file annual statements of economic interest pursuant to the city's conflict of interest requirement pursuant to Nevada Revised Statutes. Members are expected to declare their conflicts of interest on associated agenda items and must abstain from any votes taken in relation to declared conflicts of interest.
9. The Commission may create committees and subcommittees to advise the Commission on any of the functions, duties or responsibilities of the Commission.

SECTION VIII: Section 2.41.070 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.070 Functions of the Carson City Cultural Commission.

The functions of the Carson City Cultural Commission include, but are not limited to:

1. Advising the Board of Supervisors on matters pertaining to the city's arts and cultural programming.
2. Fostering public and private partnerships for providing arts and cultural programs for the citizens of Carson City, without directly engaging in program management deemed in competition with existing constituent organization programming.
3. Promoting access and awareness for the public to the highest quality arts opportunities possible.
4. Promoting an environment that supports the work and advancement of artists and arts groups and celebrate the city for its ethnic diversity, creativity and its leadership in arts and culture.
5. Making recommendations to the Board of Supervisors regarding grants-in-aid to individual and group of artists, cultural groups and arts organizations.
6. Encouraging the provision of cultural and artistic facilities and features in public and commercial construction.
7. Facilitating and promoting the establishment of an Art in Public places policy that supports the installation of publicly significant art installations, and encourage the inclusion of public art components in private development.

8. Helping to identify and designate cultural districts, neighborhoods and landmarks throughout the City.
9. Promoting a cultural environment that stimulates economic development, cultural tourism and enhanced public participation.
10. Promoting greater arts education in the schools and through programs accessible to the public.

SECTION IX: Section 2.41.080 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.080 Cooperation of Carson City Cultural Commission with other private and public entities.

1. The Commission may act in the capacity of a peer panel:
  - a. To select public art and art in public places,
  - b. To review and evaluate requests for funding; and
  - c. To advise on the allocation of funds from a cultural trust fund and other general fund revenues appropriated to the arts.
2. From time-to-time, the Commission shall make recommendations to the Board of Supervisors on the selection of professional management firms and staff to administer the city's arts and cultural program and initiatives.
3. The Commission will work with its partners in the community including, but not limited to, the Carson City Arts & Culture Coalition, Western Nevada College, Nevada Department on Cultural Affairs, Carson City's Convention & Visitors Bureau, the Carson City Redevelopment Authority and Carson City's future Downtown Business Improvement District.

SECTION X: Section 2.41.090 of the Carson City Municipal Code is hereby added to Chapter 41 of Title 2 as follows:

2.41.090 Duties of Carson City to support the Carson City Cultural Commission and other arts and cultural entities.

Carson City shall provide staff support to the Carson City Cultural Commission, local and regional philanthropic organizations and foundations, and various partner organizations affiliated with the Carson City Arts & Cultural Coalition.

SECTION XI:

That no other provisions of the Carson City Municipal Code are affected by this ordinance.

PROPOSED on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 2008.

PROPOSED by Supervisor Pete Livermore

PASSED \_\_\_\_\_ (month) \_\_\_\_\_ (day), 2008.

VOTE: AYES: SUPERVISORS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_  
Marv Teixeira, Mayor

ATTEST:

\_\_\_\_\_  
ALAN GLOVER, CLERK/RECORDER.

This ordinance shall be in force and effect from and after the \_\_\_\_\_ day of the month of \_\_\_\_\_ of the year, 2008.