



Alternatives: N/A

Supporting Material: Current Roster, CVB Meeting Agenda April 13, 2015 Item #9, C.C.M.C.  
2.41.040 - .080

Prepared By: Rachael Porcari, Executive Offices

Reviewed By: hickman Date: 4/28/15  
(City Manager)  
[Signature] Date: 4/28/15  
(District Attorney)  
[Signature] Date: 4/28/15  
(Finance Director)

Board Action Taken:

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

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

CULTURAL COMMISSION

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
<p><b><u>Citizen-at-Large</u></b>                      Terri McBride                      1424 Ladera                      Carson City, NV 89703                      450-6247 (c)  <a href="mailto:tmcb627@earthlink.net">tmcb627@earthlink.net</a></p>	Initial Appt. 04/14	01/2017
<p>Barbara D'Anneo                      1721 Andorra Dr                      Carson City, NV 89703                      884-9728  <a href="mailto:bdanneo@aol.com">bdanneo@aol.com</a></p>	Initial Appt. 03/15	01/2018
<p>Danielle Cook                      1701 Mountain St.                      Carson City, NV 89703                      883-7800 (w) 378-8472 (c)  <a href="mailto:danielleinnv@hotmail.com">danielleinnv@hotmail.com</a></p>	Initial Appt. 02/13 Reappt: 3/15	01/2018
<p><i>*Appointees listed below have been recommended by the entity in <b>bold</b></i></p>		
<p><b><u>Convention &amp; Visitors Bureau</u></b>                      Jaswinder (Jesse) Singh Dhami                      2689 Wellington S.                      Carson City, NV 89703                      283-4055 (w) 790-2177 (c)  <a href="mailto:jas.dhami2@gmail.com">jas.dhami2@gmail.com</a></p>	Initial Appt. 01/13	01/2016
<p><b><u>Nevada Dept. of Cultural Affairs</u></b>                      Peter Barton                      4822 Purple Sage Ct.                      Carson City, NV 89706                      Work Address:                      Administrator, NV Division of Museums &amp; History                      708 N. Curry St.                      Carson City, NV 89703                      687-4341 (w) 885-9657 (h) 721-8918 (c)  <a href="mailto:pbarton@nevadaculture.org">pbarton@nevadaculture.org</a></p>	Initial Appt. 07/08 Reappt. 01/10; 01/13	01/2016
<p><b><u>CC Arts &amp; Culture Coalition</u></b>                      Elinor Bugli (Vice Chair, elected 3/14)                      191 Heidi Circle                      Carson City, NV 89701                      883-4154 (h)</p>	Initial Appt. 08/13	01/2017

Continued next page...

**CC BOS**

Karen Abowd  
201 N. Carson St. Ste. 2  
Carson City, NV 89701  
283-7582 (w) 232-8626 (c)  
[kabowd@carson.org](mailto:kabowd@carson.org)

Initial Appt. 01/2011  
Reappt. 01/13

12/2015

**AUTHORITY:** CCMC Chapter 2.41.030-.040 provides for creation and organization of a seven member commission appointed by the BOS. Members are appointed to a 3-year term (reappointment OK) which commence and end on January 1<sup>st</sup>.

**MEETINGS:** Quarterly on the third Tuesday of March, June, September and December starting at 5:30 pm. Meetings are held in the Sierra Room.

**PURPOSE:** CCMC 2.41.010 states the Carson City cultural commission will act as the primary advisory body for the CC BOS 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.

**Liaison:** Roger Moellendorf, Parks and Recreation 283-7345 [rmoellendorf@carson.org](mailto:rmoellendorf@carson.org) \*Copy to Vern Krahn also: 283-7343 [vkrahn@carson.org](mailto:vkrahn@carson.org)

**Attorney Assignment:** Tina Russom 283-7050 [trussom@carson.org](mailto:trussom@carson.org)

- END DATA -



**Carson City Visitors Bureau  
Board of Directors  
Regular Meeting**

**DATE:** April 13, 2015  
**TIME:** 4:00 p.m.  
**LOCATION:** Carson City Community Center - Sierra Room  
851 E. William St. Carson City, NV 89701

**AGENDA**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. **Public Comments and Discussion (five minute time limit):** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Carson City Visitors Bureau Board (Bureau). In order for members of the public to participate in the Bureau's consideration of an agenda item, the Bureau strongly encourages members of the public to comment on an item during the item itself, subject to a five minute limit. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.
5. **For Possible Action:** Adoption of Agenda
6. **For Possible Action:** Approval of Minutes – March 9, 2015 Board Meeting.

7. **For Possible Action:** Approval of the adjusted FY15 budget report
8. **For Possible Action:** Approval for ratification of monthly bills
9. **For Possible Action:** Approval for the appointment of a representative from the Carson City Visitors Bureau Executive Board to serve on the Carson City Cultural Commission.
10. **For Discussion Only:** Presentation on the CCVB FY16 *-DRAFT-* Budget to be sent to Nevada Dept. of Taxation for review.
11. **For Discussion Only:** Presentation of quarterly report for direct expenses for special events/sports tournaments – *Roger Moellendorf*
12. **For Discussion Only:** Update on Multi Athletic Center and operating agreement with Boys & Girls Club/CCVB – *Roger Moellendorf*

**Non-Action Items:**

- a. All World Sports Letter – *Joel Dunn*
- b. Executive Directors Report – *Joel Dunn*
- c. Marketing Report – *Kyle Horvath*
- d. *May Meeting 5/11/15*

13. **Public Comment (five minute time limit)**  
The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.
14. **Board Comments or Announcements:** Topics not relating to current Agenda.
15. **For Possible Action:** To Adjourn

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Visitors Bureau in writing at 716 N. Carson Street, Carson City, NV, 89701, or by calling (775)687-7410 at least 24 hours in advance. If a person willfully disrupts a meeting, to the extent that its orderly conduct is made impractical, the person may be removed from the meeting. NRS 241.030(5)(b) and Nevada Attorney General Open Meeting Law Manual, section 8.06. This notice has been posted in the following locations on Wednesday, April 8th, 2015: Office of the Carson City Visitors Bureau – 716 N. Carson St.; Carson City Hall – 201 N. Carson St.; Carson City Community Center – 851 E. William St.; Carson City Library – 900 North Roop St. and on the Carson City Visitors Bureau web site: [www.visitcarsoncity.com](http://www.visitcarsoncity.com)



April 27<sup>th</sup>, 2015

To whom it may concern,

Please be advised that during the April 13<sup>th</sup>, 2015 Carson City Visitors Bureau's Board meeting, Stan Jones was unanimously selected as the nominee to represent the CCVB as a member of the Carson City Cultural Commission. Mr. Jones will be replacing outgoing member Jesse Dhami.

If you have any further questions, or if I can be of any further assistance, please feel free to contact me at (775) 687-7410.

Sincerely,

A handwritten signature in blue ink that reads 'Joel Dunn'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Joel Dunn,  
Executive Director  
Carson City Visitors Bureau



## **Chapter 2.41 CARSON CITY CULTURAL COMMISSION**

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 and powers 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.

### **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. (Ord. 2008-4 § 2, 2008).

### **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. (Ord. 2008-4 § 3, 2008).

### **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. (Ord. 2008-4 § 4, 2008).

### **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 3 years which commence and end on January 1st and may serve for unlimited consecutive terms. For the initial terms of the members of the commission, 2 members shall be appointed to serve a term beginning on the date of appointment and ending on January 1, 2009; 3 members shall be appointed to serve a term beginning on the date of appointment and ending on January 1, 2010 and 2 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 3 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. (Ord. 2008-4 § 5, 2008).

#### **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. (Ord. 2008-4 § 6, 2008).

#### **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. (Ord. 2008-4 § 7, 2008).

#### **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. (Ord. 2008-4 § 8, 2008).

#### **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. (Ord. 2008-4 § 9, 2008).

#### **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. (Ord. 2008-4 § 10, 2008).

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