



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: 07/21/16

Staff Contact: Nick Marano, City Manager

Agenda Title: For Possible Action: To appoint three members to the Carson City Visitors Bureau as representatives for the following positions: Other Commercial Interests, Hotel/Motel Industry and Citizen-at-Large all for two year terms that expire July 2018. (Nick Marano, nmarano@carson.org)

Staff Summary: NRS 244A.599 provides for the Board of Supervisors to appoint five representatives to the fair and recreation board, known as the Visitors Bureau. The categories for representatives are as follows: two members to represent the hotel and motel operators in the city; one member to represent the other commercial interests in the city; one member who is a member of the Board of Supervisors; one member to represent the city-at-large. There are three positions open due to the expiration of the current member's term. Jonathan Boulware has applied for reappointment to the Hotel/Motel Industry position, Renee Plain has applied for reappointment to the Other Commercial Interests position. A new application was received from Sandra Nagel for the Citizen-at-Large position.

Agenda Action: Formal Action/Motion

Time Requested: 15mins

Proposed Motion

I move to ratify the City Manager's recommendation to reappoint Jonathan Boulware and Renee Plain to their respective positions each for a term that expires July 2018. I move to appoint Sandra Nagel to the Citizen-at-Large position for a term that will expire July 2018.

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

NRS 244A.599

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: N/A

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: N/A

Alternatives

Re-open the position for additional applicants

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)



Carson City Application for Appointive/Volunteer Position

Title of Board, Committee or Commission and position applying for:

Carson City Visitors Bureau
reappointment: Hotel/Motel Industry

CONTACT INFORMATION

FIRST NAME

Jonathan

LAST NAME

Bowlware

STREET ADDRESS

7260 Clearsky Rd

STREET ADDRESS LINE 2

CITY

Sparks, NV

STATE

NV

ZIP CODE

89436

PREFERRED CONTACT PHONE NUMBER

702-300-0954

EMAIL ADDRESS

j.bowlware@bhwvl.com

OCCUPATION/BUSINESS

General Manager / Gold Dust West Hotel/Carson

PREFERRED METHOD OF CONTACT

702-300-0954

Are you currently a registered voter in Carson City? Yes No

*Not required if applying for Convention & Visitors Bureau

Are you currently a member on any Carson City Board, Committee or Commission? Yes No

If yes, please list:

Carson City Visitors Bureau

Term expiration:

July/2016

Conflict of Interest:

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? Yes No

Do you currently have a contract with Carson City for services/goods? Yes No

*Please refer to the BCC Policies & Procedures page 5 Item C for more information

If yes, please provide contract details:
i.e. Name of contract, services provided.

[Empty box for contract details]

Criminal Record:

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes
 No

*Please refer to the BCC Policies & Procedures page 5 item B for more information

Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools attended

Major Subject

Degree Conferred

Stanford University

Sociology

1990

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

I have served on the Carson City Visitors Bureau Board for the past four years. I feel that my experience on the board and my active participation in the CCVB's efforts to increase tourism to Carson City will be a valuable asset to our board.

List the community organizations in which you have participated and describe participation:

List your affiliation with professional or technical societies, IF required for position:

Personal/Professional References - Please list three (3)

Name	Address	Telephone Number
Mike Howe Sheryl Barwig Steve Fierro	530 E. Patriot Blvd, Reno NV 1348 Patricia Drive Gardville, NV 89460 160 Ring Road, Dayton NV 89403	775.230.1620 775.721.7833 775.720.9374

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Board, Committees and Commissions Policies and Procedures (online at www.carson.org/volunteer)

I agree

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Signature of Applicant



Printed Name

Jonathan Baulmore

Date

6/6/16

You may attach more information.

Deliver, mail, fax or email signed and completed application to:
Carson City Executive Offices
201 N. Carson St Suite 2
Carson City, NV 89701
Office: (775) 887-2100 Fax: (775) 887-2286
cceo@carson.org



Carson City Application for Appointive/Volunteer Position

Title of Board, Committee or Commission and position applying for:

Carson City Visitors Bureau Board
reappointment to: Other Commercial
Interests position

CONTACT INFORMATION

FIRST NAME

K. Renee

LAST NAME

Plain

STREET ADDRESS

515 W Fourth St

STREET ADDRESS LINE 2

Suite B

CITY

Carson City

STATE

NV

ZIP CODE

89703

PREFERRED CONTACT PHONE NUMBER

7754436660

EMAIL ADDRESS

rene@inplainsightllc.com

OCCUPATION/BUSINESS

Marketing Consultant/In Plain Sight Marketing LLC

PREFERRED METHOD OF CONTACT

EMAIL

Are you currently a registered voter in Carson City? Yes No

*Not required if applying for Convention & Visitors Bureau

Are you currently a member on any Carson City Board, Committee or Commission? Yes No

If yes, please list: Carson City Visitors Bureau

Term expiration: July 2016

Conflict of Interest:

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? Yes No

Do you currently have a contract with Carson City for services/goods? Yes No

*Please refer to the BCC Policies & Procedures page 5 item C for more information

If yes, please provide contract details:
i.e. Name of contract, services provided.
Carson City Sheriff's Office
Social Media Services (Facebook/Twitter)

Criminal Record:

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

- Yes
- No

*Please refer to the BCC Policies & Procedures page 5 Item B for more information

Education (note: only complete below if a degree is required for this position)

College, Professional, Vocational or Other Schools attended

Major Subject

Degree Conferred

University of California, Davis

English, Major Communications, Minor

2004

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

The CCVB has spent the past few years re-branding and marketing Carson City as an outdoor recreation destination and the hub of the region, often using marketing platforms that are outside of the "traditional" media box. Having spent a decade in the marketing and communications industry - the last 4+ years owning my own marketing and public relations company in Carson City, I keep up to date with the ever changing trends in social media, video, graphics, public and media relations, blogging, etc and am considered a trusted marketing advisor in our area. I have a comprehensive understanding of our community through my work with local businesses, government agencies and leaders, as well as the many years of volunteer work with multiple organizations. This in-depth understanding of marketing and our community is an absolute asset to the CCVB and the direction they are taking with the city's tourism re-brand, and shows my

List the community organizations in which you have participated and describe participation:

Please see attached document.

List your affiliation with professional or technical societies, IF required for position:

Personal/Professional References - Please list three (3)

Name

Address

Telephone Number

Katie Leao, CPO, Boys & Girls Clubs of
Western Nevada

1870 Russell Way, Carson City, NV

775-882-8820

Michele Lewis, CTE Administrator, Carson
High School

1111 N Saliman Rd, Carson City,
NV

775-283-1600

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Board, Committees and Commissions Policies and Procedures (online at www.carson.org/volunteer)

I agree

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Signature of Applicant

Printed Name

Date

K. Renee Plain

K. Renee Plain

07/06/2016

You may attach more information.

Deliver, mail, fax or email signed and completed application to:

Carson City Executive Offices
201 N. Carson St Suite 2
Carson City, NV 89701
Office: (775) 887-2100 Fax: (775) 887-2286
cceo@carson.org

List the community organizations in which you have participated and describe participation:

Carson City Visitors Bureau – Board Member, 2014-Current

- Attend monthly meetings to approve operating bills and activities
- Hear and decide on requests for funding of special projects and grant requests
- Establish policies and procedures
- Assist in the development of marketing and public relation plans

Partnership Carson City – Executive Board Member, 2015-Current; Board Secretary, 2016-Current

- Attend bimonthly meetings to discuss operating bills, strategic plan and activities
- Approve Board Meeting minutes
- Review Youth Services Grant Applications and make recommendations/approvals
- Attend public functions on behalf of Partnership Carson City

The Greenhouse Project (TGP) – Action Committee Member, 2013-Current

- Assist TGP in marketing major fundraising events – Concert Under the Stars (2013, 2014, 2015) and Harvest Dinner (2013, 2014, 2015) – As well as other events, such as plant sales, etc.; assist in set up of Concert Under the Stars; attend monthly Action Committee meetings to lend expertise and assist with growth of the organization, planning for future events, etc.
- Revitalized and maintained the TGP website from 2013-May 2016

Friends In Service Helping (FISH) – Board Member, 2012-2014; Marketing Committee, 2012-2014

- Attend monthly Board meetings; Give direction to Executive Director on large organizational decisions; organize fundraising events
- Managed marketing efforts for fundraisers and increasing community awareness of services provided to clients and organization needs; updated social media accounts and gave tutelage to chosen staff member on maintaining

Carson City Chamber of Commerce – Member (representative), 2008-2011, Member 2012-Current; Ambassador, 2010-2013; Young Business Professionals Committee (YBP, 2010-2014

- Attend monthly breakfast meetings, lunches and mixers
- Promoted the Chamber of Commerce to local businesses and try to recruit new members; Assisted new members at events and helped connect them to other community business owners
- Planned and executed monthly YBP membership meetings – which included an educational speaker; shared expertise on social media for business at multiple membership meetings
- Presented Social Media Dos and Don'ts during Soup's On luncheon May 2015

Downtown Business Association - Member, 2008-2011; Board Member, 2008-2010

- Attend all monthly membership meetings and Executive Board meetings; helped plan and execute monthly events, such as the Wine Walk; assisted with advertising events (newspaper, television, billboards, etc.) and increased monthly attendance by over 60%; helped grow business memberships, including Associate Members outside of the downtown area; assisted with planning the first annual Legends of the West event, including advertising the event – both in the Carson area and Northern Nevada region

Boys & Girls Club – Annual BBQ & Auction Planning Committee, 2009-2011

- Acted as media liaison between the Boys & Girls Club and the local newspaper and provided expertise in marketing their annual event
- Assisted in the content creation, layout and design of the event publication highlighting all auction items, sponsors, information about the organization, as well as secured advertising from local businesses



Carson City Application for Appointive/Volunteer Position

Title of Board, Committee or Commission and position applying for:

Carson City Visitor's Bureau
Citizen-at-Large

CONTACT INFORMATION

FIRST NAME

Sandra

LAST NAME

Nagel

STREET ADDRESS

1435 Northhill Drive

STREET ADDRESS LINE 2

CITY

Carson City

STATE

NV

ZIP CODE

89706

PREFERRED CONTACT PHONE NUMBER

7756854984

EMAIL ADDRESS

sgrigsby824@gmail.com

OCCUPATION/BUSINESS

General Manager/Hampton Inn & Suites by Hilton

PREFERRED METHOD OF CONTACT

EMAIL

Are you currently a registered voter in Carson City? Yes No

*Not required if applying for Convention & Visitors Bureau

Are you currently a member on any Carson City Board, Committee or Commission? Yes No

If yes, please list:

Term expiration:

Conflict of Interest:

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)? Yes No

Do you currently have a contract with Carson City for services/goods? Yes No

*Please refer to the BCC Policies & Procedures page 5 item C for more information

If yes, please provide contract details:
i.e. Name of contract, services provided.

Registered voter ✓

Criminal Record:

Have you been convicted of a felony, domestic violence or gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?

Yes
 No

*Please refer to the BCC Policies & Procedures page 5 item B for more information

Education (note: only complete below if a degree is required for this position)

College, Professional,
Vocational or Other Schools
attended

Major Subject

Degree Conferred

Truckee Meadows Community
College

Kaplan Real Estate

Paralegal

Real Estate/Broker

In progress

In progress

Briefly describe the qualifications you possess which you feel would be an asset to this Board/Committee/Commission:

I have been in the hospitality business for almost nineteen years and have lived in Carson City for about 6 years. I have attended a lot of the CCVB meetings over the last four years so I am familiar with procedures and what is discussed during the meetings. I would love to be a part of the positive impacts and changes within Carson City!

List the community organizations in which you have participated and describe participation:

AFSP (American Foundation for Suicide Prevention) Out of the Darkness Walk
Relay for Life walks

List your affiliation with professional or technical societies, IF required for position:

National Association of Professional Women
AFSP Field Advocate for Nevada

Personal/Professional References - Please list three (3)

Name	Address	Telephone Number
Andy Friedrich Stuart Wexler Angela Lakey	Reno, NV Carson City, NV Renton, WA	(215) 279-3036 (775) 315-3058 (206) 474-7205

I understand that my submitted application is considered public information. I understand the Board of Supervisors may require a pre-appointment background check for any position if deemed warranted.

I have read and understand the Carson City's Board, Committees and Commissions Policies and Procedures (online at www.carson.org/volunteer)

I agree

I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Signature of Applicant

SNagel

Printed Name

Sandra Nagel

Date

05/17/2016

You may attach more information.

Deliver, mail, fax or email signed and completed application to:
Carson City Executive Offices
201 N. Carson St Suite 2
Carson City, NV 89701
Office: (775) 887-2100 Fax: (775) 887-2286
cceo@carson.org

NRS 244A.599 County fair and recreation boards: Creation; number, appointment and terms of members in county whose population is less than 100,000.

1. Whenever the board of county commissioners of any county or the Board of Supervisors of Carson City desires the powers granted in [NRS 244A.597](#) to [244A.655](#), inclusive, to be exercised, it shall, by resolution, determine that the interest of the county and the public interest, necessity or desirability require the exercise of those powers and the creation of a county fair and recreation board therefor, pursuant to the provisions of [NRS 244A.597](#) to [244A.655](#), inclusive. After approval of the resolution, the county or city clerk shall:

(a) Cause a copy of the resolution to be published promptly once in a newspaper published in and of general circulation in the county or city; and

(b) In the case of a county, cause a certified copy of the resolution to be mailed by registered or certified mail to the mayor or other chief executive officer of each incorporated city within the county.

2. In counties whose population is 100,000 or more, the county fair and recreation board must be selected as provided in [NRS 244A.601](#) or [244A.603](#).

3. In counties whose population is less than 100,000, and in which there are more than two incorporated cities, each incorporated city, except an incorporated city which is the county seat, must be represented by one member and any incorporated city which is the county seat must be represented by four members. Within 30 days after the day of publication of the resolution or the day on which the last of the copies of the resolution was mailed, whichever day is later, the mayor or other chief executive officer shall, with the approval of the legislative body of the city, appoint a member or members of the city council or board of trustees to serve on the board for the remainder of his, her or their terms of office. The clerk or secretary of the city shall promptly certify the appointment by registered or certified mail to the county clerk.

4. In counties whose population is less than 100,000, and in which there are only two incorporated cities, each incorporated city must be represented by one member who must be appointed and certified as provided in subsection 3, and the board of county commissioners shall appoint four representatives as follows:

(a) Two members to represent the hotel or motel operators in the county.

(b) One member to represent the other commercial interests in the county.

(c) One member to represent the county at large.

5. In counties whose population is less than 100,000, and in which there are fewer than two incorporated cities, any incorporated city which is the county seat must be represented by one member, who must be appointed and certified as provided in subsection 3, and the board of county commissioners shall appoint three representatives as follows:

(a) One member to represent the motel operators in the county.

(b) One member to represent the hotel operators in the county.

(c) One member to represent the other commercial interests in the county.

6. In all counties whose population is less than 100,000, one member of the board of county commissioners must be appointed by the county commissioners to serve on the board for the remainder of his or her term of office.

7. In all counties whose population is less than 100,000, and in which there is no incorporated city, the board of county commissioners shall appoint one member to represent the county at large.

8. In Carson City the Board of Supervisors shall appoint five representatives to the fair and recreation board established as provided in subsection 1 as follows:

(a) Two members to represent the hotel and motel operators in the city.

(b) One member to represent the other commercial interests in the city.

(c) One member who is a member of the Board of Supervisors.

(d) One member to represent the city at large.

9. Members who are not elected officials shall serve for 2-year terms.

10. The terms of all elected officials are coterminous with their terms of office. Any such member may succeed himself or herself.

[2:383:1955]—(NRS A 1961, 300, 453; 1963, 100, 791; 1965, 10; 1967, 1377; 1969, 95, 322, 1535; 1971, 337; 1977, 819; 1979, 515; 1991, 60; [2001, 484](#); [2003, 2263](#))

NRS 244A.605 Vacancies; reorganization of board.

1. Whenever a vacancy occurs among the members of any county fair and recreation board by reason of resignation, death, expiration of a member's elected term of office, an increase in population, or otherwise, the vacancy must be filled by the board of county commissioners, in case of county members, and by the chief executive with the approval of the legislative body of the city, in case of city members.

2. Except as otherwise provided in subsection 3, during January of each odd-numbered year, each county fair and recreation board in this State shall reorganize by electing the officers designated in subsection 1 of [NRS 244A.611](#).

3. During July of each even-numbered year, each county fair and recreation board in any county whose population is 100,000 or more, but less than 400,000, shall reorganize by electing the officers designated in subsection 1 of [NRS 244A.611](#).

4. The officers elected pursuant to subsections 2 and 3 hold office for the ensuing biennium, or until their successors are elected and qualified. Any vacancy among such officers occurring between biennial elections must be filled by the county fair and recreation board to serve out the unexpired term of his or her predecessor.

[3:383:1955]—(NRS A 1957, 365; 1987, 943; 1989, 1904)

CONVENTION & VISITORS BUREAU

<u>MEMBER</u>	<u>APPOINTMENT</u>	<u>TERM EXPIRES</u>
<u>Other Commercial Interests</u>		
Renee Plain 1641 Sonoma St Carson City, NV 89701 443-6660 (c) renee@inplainsightllc.com	Initial Appt. 07/2014	07/2016
<u>BOS</u>		
Karen Abowd 201 N Carson St. Ste. 2 Carson City, NV 89701 283-7582 (w) 882-6424 (h) 232-8626 (c) kabowd@carson.org	Initial Appt. 01/13 Reappt: 01/15	12/2018
<u>Hotel/Motel</u>		
Jaswinder Dhami 2689 Wellington S. Carson City, NV 89703 790-2177 (c) jas.dhami2@gmail.com renoairporthotel@yahoo.com	Initial Appt. 08/11 Reappt: 07/13, 07/15	07/2017
Jonathan Boulware (Chair, elected 01/2013) 2171 E. William St. Carson City, NV 89701 671-3410 (w) 626-7699 (h) 702-300-0954 (c) jboulware@gdwgaming.com	Initial Appt. 07/12 Reappt: 07/14	07/2016
<u>Citizen-at-Large</u>		
Stan Jones PO Box 2471 Carson City, NV 89702 883-6233 (w) 883-7964 (h) 342-8372 (c)	Initial Appt. 07/12 Reappt: 07/14	07/2016

AUTHORITY: Per NRS 244A.599, section 8 the BOS appoints five representatives to the CCCVB as follows:

1. Two members to represent the hotel and motel operators in the city.
2. One member to represent the other commercial interests in the city.
3. One member who is a member of the BOS.
4. One member to represent the city at large.

Each member serves a 2-year term (reappointment OK). Per NRS 244A.500, the BOS representative's term is coterminous with the term of office.

Continued next page ...

MEETINGS: Every second Monday of each month starting at 4:00 pm. Meetings are held in the Sierra Room.

PURPOSE: (See NRS 244A.597 for exact powers) To establish Carson City as a destination in order to draw more visitors and increase their length and frequency of stay. In addition, to enhance revenues to provide funding and facilities for local recreation.

Liaison: Joel Dunn, Executive Director 687-7410 jdunn@visitcarsoncity.com

Attorney Assignment: Charlie Cockerill, Attorney 884-4300 nevadalaborlaw@aol.com

- END DATA -