



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: May 4, 2017

Staff Contact: Nick Marano, City Manager

Agenda Title: For Possible Action: To appoint one member to the Cultural Commissions "Citizen-at-Large" position to fill a partial term expiring January 2018.

Staff Summary: Per Carson City Municipal Code Chapter 2.41 Section 2.41.040, "The Carson City Cultural Commission shall consist of seven (7) members appointed by the Board of Supervisors." There is one vacancy due to resignation of term. Applications were received from Guadalupe Ramirez, Kurt Meyer and Valerie Melendez.

Agenda Action: Formal Action/Motion

Time Requested: 45 mins

Proposed Motion

I move to appoint _____ to the Cultural Commissions "Citizen-at-Large" position for a term expiring January 2018.

Board's Strategic Goal

Quality of Life

Previous Action

N/A

Background/Issues & Analysis

N/A

Applicable Statute, Code, Policy, Rule or Regulation

C.C.M.C., Chapter 2.41, Section 2.41.040.

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 announcement for additional applicants.

Board Action Taken:

Motion: _____


- 1) _____
- 2) _____

Aye/Nay


(Vote Recorded By)




BOARD DETAILS




OVERVIEW



SIZE 7 Seats



TERM LENGTH 3 Years



TERM LIMIT N/A

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.



MEETINGS

- 5:30 p.m.
- Quarterly on the third Tuesday of March, June, September and December
- Community Center, Sierra Room
- 851 East William Street, Carson City, Nevada

DETAILS

POWERS & DUTIES

- 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.

ADDITIONAL INFORMATION

[Chapter 2.41 CARSON CITY CULTURAL COMMISSION.pdf](#)

ADDITIONAL INFORMATION

N/A



Carson City, NV

CULTURAL COMMISSION

BOARD ROSTER



KAREN ABOWD

2nd Term Jan 01, 2015 - Dec 31, 2017

Position Board of Supervisors



ELINOR BUGLI

1st Term Aug 31, 2013 - Dec 31, 2017

Position CC Arts & Culture Coalition



BARBARA D'ANNEO

1st Term Mar 31, 2015 - Jan 31, 2018

Position Citizen at Large



TERRI MCBRIDE

2nd Term Jan 05, 2017 - Jan 31, 2020

Office Chair

Position Citizen at Large

Appointed by Board of Supervisors



SANDRA NAGEL

1st Term Jan 30, 2017 - Jan 30, 2020

Position Convention & Visitors Bureau



CLAUDIA VECCHIO

1st Term Feb 26, 2016 - Jan 31, 2019

Position Nevada Dept. of Cultural Affairs

Appointed by Nevada Dept. of Cultural Affairs



VACANCY

Profile

Guadalupe

First Name

Ramirez

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Street Address

Suite or Apt

Carson City

City

NV

State

89703

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Which Boards would you like to apply for?

Cultural Commission

Question applies to multiple boards.

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards.

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards.

If yes, please list:

Question applies to multiple boards.

Term expiration:

Conflict of Interest

Question applies to multiple boards.

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

Question applies to multiple boards.

Do you currently have a contract with Carson City for services/good?

Yes No

Question applies to multiple boards.

If yes, please provide contract details:

Question applies to multiple boards.

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

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

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

I have been a resident of Carson City for over 30 years. I am very involved in the community promoting higher education to the Latino population. As a member of this community, I am very engaged with the Latino culture and the community as a whole. I feel that my relationships I have established over the years would help me contribute to the mission of this committee. I am passionate about helping other families engage with activities and events that will help their children excel as individuals. I believe that a diverse community is a strong community.

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

Carson City School District Parent Engagement Committee - committee member - engaged in discussions to engage parents in school activities
Quality of Life Committee - committee member - coordinated events for the community
United Latino Community - Served as a committee member and conducted presentations
Latino Parent Committee - member - assisted with school events

List your affiliation with professional or technical societies: *if required for the position.

Hispanic Association of Colleges and Universities Alliance of Hispanic Serving Institution Education

[resume_assistant_to_the_dean_Latino_Outreach_Coordinator_revised_4.21.17.docx](#)

Upload a Resume

Personal/Professional References

Name, Telephone Number:

Ina Funke (personal) - 775-883-5126

Name, Telephone Number:

Connie Capurro (professional) - 775-882-2444

Name, Telephone Number:

Diane Nungary (personal) - 775-720-2551

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

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Guadalupe Ramirez

Objective

Latino Outreach Coordinator and Assistant to the Dean of Student Services: Serve as a liaison between the college and the Latino community. Serve the needs of the underrepresented population. Represent the dean's office in a professional manner. Assist every student with accurate information respectfully and cordially.

Professional Accomplishments

Latino Outreach Coordinator

- Create and manage programs to increase Latino student access and success
- Develop, manage and supervise the "Latino Cohort Program"
- Develop and coordinate the college Latino outreach efforts
- Implemented the Latino Student Club
- Hire students and provide training to assist with student retention
- Attend conferences to learn about best practices on Latino Student Retention
- Promote higher education in the School Districts from our service areas and in the community
- Collect and provide data to evaluate the success of the programs
- Serve on committees in the community to build partnerships
- Conduct presentations to the Latino Community, leaders in the community, the Chancellor, and to the Board of Regents

Assistant to the Dean of Student Services

- Office Manager: manage the dean's budgets, develop reports, manage the dean's calendar
- Provide assistance with the implementation of dual-credit programs
- Hire and supervise student employees
- Serve as a liaison between other departments, students and the community
- Establish procedures for the dean's office
- Provide assistance to the dean with student's disciplinary actions
- Provide guidance/direction to the directors and their staff from the Student Services Division

Additional Professional Activities

- Founder, WNC Associated Latin-American Students (former name: Latino Student Club)
- Founder, WNC Latino Cohort
- Member, Carson City School District Parent Engagement Committee
- Member, Nexus Advisory Board Committee
- Chair, Refund Exceptions Committee
- Member, Student Grievance Committee
- Commencement Committee
- Hiring Committees
- ACE Women's Network

Employment History

Guadalupe Ramirez

January, 2013 - Present	Latino Outreach Coordinator/Assistant to the Dean	Western Nevada College Carson City, NV
2007- 2012	Executive Assistant to the Dean of Student Services	Western Nevada College Carson City, NV
2004-2007	Administrative Assistant IV/Administrative Assistant to the Dean of Student Services	Western Nevada College Carson City, NV
2002-2003	Administrative Assistant III/Scheduler/Assistant to the AA IV	Western Nevada College Carson City, NV
2001-2002	Administrative Assistant II/Typing Pool	Western Nevada College Carson City, NV
1989-2000	Administrative Assistant I/Receptionist - Educational Services	Western Nevada College Carson City, NV





Education

2013 – Present	Bachelor of Science Business Management	Western Governors University
2005-2013	Transfer Courses	Western Nevada College
05/2005	Associate of Applied Sciences	Western Nevada College

Professional Development

- Hispanic Association of Colleges and Universities Conference
- HACU Institute
- NEW Leadership Nevada Institute
- Carson City Leadership Institute
- ACT Conference
- Alliance of Hispanic Institute Education Conference

Profile

<u>Kurt</u> First Name	<u>L</u> Middle Initial	<u>Meyer</u> Last Name		
				
<u>Email Address</u>				
				
<u>Street Address</u>			<u>Suite or Apt</u>	
<u>Carson City</u> City			<u>NV</u> State	<u>89703</u> Postal Code
				
<u>Primary Phone</u>		<u>Alternate Phone</u>		

Which Boards would you like to apply for?

Cultural Commission

Question applies to multiple boards.

Are you currently a registered voter in Carson City?

Yes No

Question applies to multiple boards.

Are you currently a member on any other Carson City Board, Committee or Commission?

Yes No

Question applies to multiple boards.

If yes, please list:

Question applies to multiple boards.

Term expiration:

Conflict of Interest

Question applies to multiple boards.

Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?

Yes No

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Do you currently have a contract with Carson City for services/good?

Yes No

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If yes, please provide contract details:

Question applies to multiple boards.

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

Education

Note: only complete this section if a degree is required for this position

College, Professional, Vocational or Other Schools attended:

TMCC UNR WNC

Major Subject:

General Studies Art

Degree Conferred:

WNC, Associate of Arts

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

I have lived and worked in Carson City for over 25 years. I rode my bike through downtown Carson City almost everyday during this time, and always wondered and day dreamed what a strong artistic culture would do for the community. In the past few years I have seen small projects completed and only want to help progress this further. With the new room tax dedicated to the art here in Carson City, I see those day dreams coming true. Art is created to please the viewer and make them question things that they have never thought to question before, something that I believe Carson City needs desperately. I have heard only wonderful and praising remarks about the new murals behind the Bike Smith and behind the McDonalds. If chosen to this position, I will work hard to help further progress these small steps Carson City has made and get art from behind buildings to in front of buildings. We need not look far as Reno's art scene is a wonderful guide. Reno has become overcome with art of all kinds, and that atmosphere is felt while in those areas; thus creating investment within these once blighted areas. Art brightens peoples' day on their way to work, eases their stress, and when they get to work, facilitates thoughtful decisions. Carson City has been the same brown, sandstone color for years; I believe it is time to brighten up the color palette. In the words of Bob Ross, "We artists are a different breed of people. We're a happy bunch", and I want nothing more in the world to bring that attitude into Carson City's forefront. I paint and I love photography but most of all, I love ART. With my many years as a community volunteer and organizer here in Carson City, I can bring passion for Carson City - passion for the arts and an understanding of how to get things done here in our community. Respectfully, Kurt Meyer

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

Boys and Girls Club Board of Directors, Western Nevada, 6years Carson City Youth Sports Association, 6years Laxalt Building Clock and Carillon Committee, 8 years Carson City Little League Board of Directors, 11 years Bethlehem Lutheran Church and School, School Board Chairman, 10 years

List your affiliation with professional or technical societies: *if required for the position.

[Upload a Resume](#)

Personal/Professional References

Name, Telephone Number:

Sharon Rosse, sharonrosse2001@yahoo.com

Name, Telephone Number:

Bob Crowell, 775-230-1311

Name, Telephone Number:

Jim Cavilla, 775-721-3056

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

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Profile

Valerie

First Name

Meléndez

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Street Address

Suite or Apt

Carson City

City

NV

State

89701

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

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Term expiration:

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Yes No

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College, Professional, Vocational or Other Schools attended:

Major Subject:

Degree Conferred:

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

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

List your affiliation with professional or technical societies: *if required for the position.

Upload a Resume

Personal/Professional References

Name, Telephone Number:

Barbara D'Anneo, 775-884-9728; Carson City Rotary

Name, Telephone Number:

Robert Hooper, 775-883-4413; Northern Nevada Development Authority

Name, Telephone Number:

Jim Gray, 775-841-6316; Carson City Rotary

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

I have read and understand the Carson City's Boards, Committees and Commissions Policies and Procedures.

I Agree *

Chapter 2.41 - CARSON CITY CULTURAL COMMISSION

Sections:

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).

From: [Joel Dunn](#)
To: [Rachael Porcari](#)
Subject: FW: CCCC
Date: Wednesday, March 29, 2017 7:57:17 AM

FYR

From: danielle c [mailto:danielleinnv@hotmail.com]
Sent: Friday, March 17, 2017 4:52 PM
To: Joel Dunn; Mark Salinas
Subject: CCCC

To Whom It May Concern:

Effective immediately, I resign from my Member-at-Large Position on the Carson City Cultural Commission

Danielle Cook