Agenda Item No: 17.A



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** February 18, 2021

Staff Contact: Nancy Paulson, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding the appointment of six

members to the Carson City Cultural Commission, three members for terms that will expire in January 2022, two members for terms that will expire in January 2023, and one

member for a term that will expire in January 2024. (Nancy Paulson,

npaulson@carson.org)

Staff Summary: Chapter 2.41 of the Carson City Municipal Code ("CCMC") provides for the creation and organization of a seven-member Cultural Commission. CCMC requires that the terms of the seven members be staggered. On January 7, 2021, the Board of Supervisors appointed Supervisor Stan Jones for a term that will expire in January 2024. There are six other vacancies due to expirations of terms. Reappointment requests have been submitted by Barbara D'anneo, Guadalupe Ramirez, Christopher Leyva, Karen Abowd and Elinor Bugli. New applications have been submitted by Aprilina Faave, Amy

Clemens and Sierra Scott.

Agenda Action:	Formal Action / Motion	Time Requested: 30
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Proposed Motion	
I move to appoint	_, & each for a term that expires in January 2022.
I move to appoint	& each for a term that expires in January 2023.
I move to appoint	for a term that expires in January 2024.

Board's Strategic Goal

Quality of Life

Previous Action

On January 7, 2021, the Board of Supervisors appointed Supervisor Stan Jones to the Cultural Commission for a term that will expire in January 2024.

Background/Issues & Analysis

Under CCMC 2.41.040, the Carson City Cultural Commission was established with seven members. Each member serves a three-year term, and the terms are staggered. Currently, three terms will expire in January 2022, two terms will expire in January 2023, and two terms will expire in January 2024; however, six positions are currently vacant. On January 7, 2021, the Board of Supervisors appointed Supervisor Stan Jones for a three-year term that will expire in January 2024.

Applicable Statute, Code, Policy, Rule or Regulation

CCMC 2.41.040

Financial Information Is there a fiscal impact? No	
If yes, account name/number:	
Is it currently budgeted?	
Explanation of Fiscal Impact:	
Alternatives 1. Re-open the positions for additional applicants. 2. Provide other direction to staff.	
Attachments: CC Packet 2-18-21.pdf	
Elinor Bugli App.pdf	
Board Action Taken: Motion: 1) 2)	Aye/Nay
(Vote Recorded By)	



Board Details

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.

Overview

L Size 7 Seats

Term Length 3 Years

Additional

Meetings

•5:30 p.m. •Bimonthly on the 2nd Monday of January, March, May, July, September and November •Community Center, Sierra Room 851 East William Street, Carson City, Nevada

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



Board Roster



Karen Abowd

2nd Term Jan 01, 2015 - Dec 31, 2020

Position Citizen at Large



Elinor Bugli

2nd Term Jan 18, 2018 - Jan 01, 2021

Position Citizen at Large



Barbara M D'anneo

2nd Term Mar 31, 2015 - Jan 01, 2021

Position Citizen at Large



Stan Jones

1st Term Jan 07, 2021 - Jan 01, 2024

Position Board of Supervisors



Christopher I Leyva

1st Term Oct 04, 2018 - Jan 01, 2022

Position Citizen at Large



Guadalupe Ramirez

2nd Term May 04, 2017 - Jan 01, 2021

Position Citizen at Large Office/Role Vice Chair



Vacancy

Cultural Commission Page 1 of 1

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:**

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.

Unload a Resume

Degree Conferred:

Declaration to Accept Terms & Conditions

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 *

Boards, Committees & Commi	ISSIONS			S
Profile				
Sierra		Scott		
First Name	Middle Initial	Last Name		
sierramegan@gmail.com				
Email Address				
791 Kingsley Lane				
Street Address			Suite or Apt	
Carson City			NV	89701
City			State	Postal Code
Mobile: (314) 709-0755	Home:			
rimary Phone	Alternate Phone			
Which Boards would you I	ike to apply for?	?		
None Selected				
volle Selected				
Question applies to multiple boards				
Vhy would you like to serv	e of this Board	/Committee/Con	nmission?	
harrie harrie authorit describer d'i	1l	ontine life and Law		
have been actively involved in participation, and investment in	•		•	-
nvolved in the arts here from a			•	•
xisted here inspired me to pu				
erforming artist in New York				
levada doing exciting work in			•	•
levada Arts Council. When I r			~	-
and culture community still thri	-		•	
and also driving more growth i 2 grade vouth to seniors. Add			•	•

arts and culture sector both locally and around the world. As part of this Commission, I would like to drive rebuilding/recovery efforts in this sector as the arts are essential to the health and well-being of a community and they are also integral to economic development. On a more personal note, my father, Jeffrey Scott, was a former member of the Cultural Commission, and this would be an amazing opportunity to carry on his passion and vision for the arts and culture community in Carson City.

Question applies to multiple boards

Are you currently a registered voter in Carson City?

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:
Webster University - St. Louis, MO (Dean's List, Daniel Webster Academic Scholarship, Graduated with Honors)
Major Subject:
Theater Arts
Degree Conferred:
Bachelor of Fine Arts (BFA)

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

I believe my experience working in both the public and private sectors of arts and culture here in Nevada and around the country will be an asset the the Cultural Commission. Through my work with Wild Horse Productions, Tahoe Regional Arts Foundation, and the Nevada Arts Council, I am very involved in the arts and culture community in Northern Nevada. At the start of the COVID-19 pandemic, I created the Northern Nevada Theatre Collective to bring local performing arts groups together to discuss our shared challenges and ways to move forward through collaboration. Because of this experience, I have a solid understanding of the local arts community, including the current needs, underserved populations, and areas of opportunity. Conversely, due to my experience working in large cultural centers such as New York City and Los Angeles, I can also bring a different point of view and innovative ideas to our community. As Cultural Commission is a grant-making entity, my experience and training in arts and culture grant-making as the Grants and Project Analyst for the Nevada Arts Council would be an asset to the Commission. I stay current on national trends and policies by attending the "Grantmakers in the Arts" conference every year and attending other national grant writing and management seminars throughout the year. Working at the Nevada Arts Council also provides me with a unique perspective as I get to interact on a daily basis with arts organizations and artists throughout the state. This gives me a high-level overview of the state of the arts in Nevada so I can see the ways in which Carson City fits into that big picture and also how Carson City can be an arts and culture leader in the state. Finally, I currently serve as the National Endowment for the Arts' Accessibility Coordinator at the Nevada Arts Council, so I am actively involved in creating new policy and procedures around Inclusion, Diversity, Equity, and Accessibility. I would like to use this experience to cultivate greater awareness around these issues in the arts and culture community in Carson City.

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

1. Wild Horse Productions: Board member and Managing Director (volunteer), created Wild Horse Stage Company, the young adult performing arts division in 2019. Responsibilities include: writing grants, managing full production budget for shows, coordinating all volunteer and contracted administrative and artistic staff, creating technical design and concept for shows, casting, directing and/or choreographing productions, working with producer on all aspects of the production run including marketing, ticket sales, and scheduling. 2. Brewery Arts Center: Collaborated on various projects, currently working to create a safe drive-in performance experience for the Fall of 2020 3. Tahoe Regional Arts Foundation: Board Member, Executive Advisory Committee Member, Fundraising Committee Member, Grant writer

List your affiliation with profess	ional or technical societies: *if required for the position.	
N/A		
Upload a Resume		

Declaration to Accept Terms & Conditions

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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 *

EXPERIENCE

GRANTS AND PROJECTS ANALYST II (1/2018 – Present)

NEVADA ARTS COUNCIL - Carson City, NV

Oversee and manage all aspects of the agency's grants program. This includes implementation, assessment and review of all NAC grants and subgrantees which includes effectively processing between 700-1,000 applications per year in various grant categories and awarding over 1M in grant funds annually. Responsible for managing all aspects of the various subgrantee programs from creating guidelines, to reviewing applications, to the full lifecycle of grants management. Assist in writing and reporting for the National Endowment for the Arts Partnership Grant for the agency. Develop and manage program budget and assist with managing/assessing the overall grant budget for the agency. Research, develop, recommend and implement long-range plans and projects to maximize and enhance services provided. Provide assistance to subgrantee applicants, recipients, panelists and staff in grant programs including assistance as needed to use/access to grants online system. Conduct workshops throughout the state to provide guidance to program applicants regarding grant requirements, policies, and grant writing.

MANAGING DIRECTOR - Volunteer Position (1/2019 - Present)

WILD HORSE STAGE CO. - Carson City, NV

Created Wild Horse Stage Company, a division of the nonprofit Wild Horse Productions in 2019. Produce both small and large scale contemporary theater productions geared towards adult and young adult performers and audiences in Northern Nevada. Responsibilities include: manage full production budget for shows, coordinate all volunteer and contracted administrative and artistic staff, create technical design and concept for shows, cast, direct and/or choreograph productions, work with producer on all aspects of the production run including marketing, ticket sales, and scheduling.

- HEATHERS THE MUSICAL Director
- NEWSIES Choreographer, Assistant Director

ASSOCIATE CASTING DIRECTOR (2014-2017)

VARIOUS (FREELANCE) – Los Angeles, CA

Responsibilities included: writing and posting breakdowns for all roles, scheduling and running audition sessions independently, creating master lists for director and producers, setting up studio tests, managing local and/or overseas casting teams for multiple projects, coordinating with studio/network to make offers, working with Business Affairs to close deals for all roles, and liaising with department heads regarding all details for the cast including international travel.

- X-MEN: DARK PHOENIX (Feature): 20th Century Fox (Alyssa Weisberg Casting)
- THE 15:17 TO PARIS (Feature): Dir. Clint Eastwood (Geoff Miclat Casting)
- NO TOMORROW (S1): CBS Studios / CW (Ulrich/Dawson/Kritzer Casting)
- EMERALD CITY (Pilot): NBC Studios / NBC (Ulrich/Dawson/Kritzer Casting)
- ALL NIGHTER (Feature): Dir. Gavin Wiesen (Liz Dean Casting)
- MAJOR CRIMES (S4): Warner Bros. / TNT (Ulrich/Dawson/Kritzer Casting)
- THE FAMILY (Pilot): ABC Studios / ABC (Ulrich/Dawson/Kritzer Casting)
- AMERICAN SNIPER (Feature): Dir. Clint Eastwood (Geoff Miclat Casting)
- CLAN OF THE CAVE BEAR (Pilot): Fox 21/Imagine/Lionsgate/Lifetime (Ulrich/Dawson/Kritzer Casting)
- RESURRECTION (S2): ABC Studios / ABC (Ulrich/Dawson/Kritzer Casting)

CASTING MANAGER, DOCU-SERIES/UNSCRIPTED TELEVISION (2012-2014)

VARIOUS (FREELANCE) - Los Angeles, CA & New York, NY

Responsibilities included: managing and hiring the casting staff of over 50 people in NY and LA (casting directors, casting coordinators and production assistants), writing one-sheets for network pitches, booking travel and hotels for casting searches across the country, creating and implementing systems to track thousands of applicants for the show, worked closely with production team to coordinate all contestant needs from pre-production through the live broadcast.

- **CRY WOLFE (S1)**: Investigation Discovery (Karga 7 Pictures)
- THE MILLION SECOND QUIZ (S1): NBC (All3 Media/Universal Television)
- BEST INK (S3): Oxygen (Bunim-Murray Productions)
- THE WINNER IS (S1): NBC (Smart Dog Media)
- FUTURESCAPE WITH JAMES WOODS (S1): Science Channel (Karga 7 Pictures)
- ALIEN ENCOUNTERS (S2 & S3): Science Channel (Karga 7 Pictures)

CASTING ASSISTANT (2011-2012)

VARIOUS (FREELANCE) - Los Angeles, CA

Responsibilities included: managing heavy phones, scheduling audition sessions, editing and uploading audition video, keeping the master lists up to date with all information, coordinating schedules and availabilities with agents and managers, and assisting in running audition sessions.

- POINT OF HONOR (Pilot): ABC Studios / Amazon (Sheila Jaffe Casting)
- BURYING THE EX (Feature): Dir. Joe Dante (Brad Gilmore Casting)
- **SAKE-BOMB** (Feature): Dir. Junya Sakino (*Brad Gilmore Casting*)

ASSISTANT TO TALENT MANAGER (2010-2011)

STRONG MANAGEMENT - Beverly Hills, CA

Responsibilities included: submitting clients, working with casting directors to confirm appointments, coordinating meetings, travel and coaching sessions for clients, and organizing/maintaining database of client materials and reels.

TEACHING ARTIST (2008-2017)

VARIOUS (FREELANCE) - Nationwide

- Contracted to teach workshop intensives on "Acting for Film and TV" at various acting studios in the Los Angeles area including: Actors Artistry, Actors Connection, TVI Actor's Studio, Castaway Studios, ITA, and Beverly Hills Playhouse.
- Taught workshop intensives on acting and the business of acting for graduating students of Webster University's Conservatory of Theater Arts during their Los Angeles showcase trip.
- Taught dance and acting workshops throughout the country at various acting schools and dance studios while on tour with Oklahoma!
- Taught regular musical theater and contemporary dance classes as well as special intensives at studios in New York, NY and Los Angeles, CA

PERFORMING ARTIST (2003-2011)

Member of Actor's Equity Association. Performed professionally as an actor, singer and dancer for theatrical productions around the country and all over the world. Choreographed original dance works for performance in New York City. Productions included:

- **OKLAHOMA!** 1st Nat'l Tour of Broadway revival (Swing, u/s Ado Annie) NETworks Touring Company, Dir. Fred Hansen
- WHITE CHRISTMAS (Ensemble, Dance Captain, u/s Betty)
 Arts Center of Coast Carolina, Dir. Russell Treyz
- THOROUGHLY MODERN MILLIE (Rita, u/s Dorothy)

Gateway Playhouse, Dir. John Macinnis

- NUNSENSE (Choreographer/Sister Leo) Allenberry Playhouse, Dir. David Caldwell
- CATS Regional Tour (Rumpleteazer)
 Prather Productions, Dir. Marc Robin
- ANYTHING GOES (Virtue)

Saint Louis Repertory Theatre, Dir. Victoria Bussert

• TITANIC (Bellboy)

Maine State Music Theatre, Dir. Charles Abbott

• VICTOR/VICTORIA (Featured Dancer)

Maine State Music Theatre, Dir. Bruce Lumpkin

• INTO THE WOODS (Little Red)

Arundel Barn Playhouse, Dir. Edward Reichert

• THE SECRET GARDEN - Regional Premier (Mary Lennox)

Maine State Music Theatre, Dir. Charles Abbott

BOARD MEMBERSHIP

2019-Present: Tahoe Regional Arts Foundation (The Stages at Northstar), Executive Advisory Committee

2019-Present: Wild Horse Productions

2018-2019: Piper's Opera House, Vice Chair

EDUCATION:

- Webster University (Conservatory of Theater Arts) BFA in Musical Theater (1999-2003) Graduated with Honors and received the Daniel Webster Award for Academic Excellence
- Carnegie Mellon University Summer Theater Program (1998)
- Walnut Hill Performing Arts School Summer Intensive (1997)

Profile				
Barbara	M	D'anneo		
First Name	Middle Initial	Last Name		
bdanneo@aol.com				
Email Address				
1721 Andorra Drive				
Street Address			Suite or Apt	
Carson City			NV	89703
City			State	Postal Code
Home: (775) 884-9728	Mobile: (7	75) 721-9525		
Primary Phone	Alternate Phone	· · · · · · · · · · · · · · · · · · ·		
Which Boards would you I	ike to apply for	?		
None Selected				
I am currently a member of the Was one of the members to up Chair of the commission and harts and culture in Carson City destination. Development of a	odate the Master I nelping to set a ne v. Very exciting to	Plan for the Carson w course for the Cu watch and help Car	City Arts and Cultural Commission. rson City develop ou	re. I am currently Critical time for
Question applies to multiple boards Are you currently a registe	ered voter in Car	rson City?		
⊙ Yes ⊜ No				
Question applies to multiple boards				
Are you currently a member	er on any other	Carson City Boar	d, Committee or	Commission?
○ Yes ⊙ No				
Question applies to multiple boards				
If yes, please list:				
Question applies to multiple boards				
Term expiration:				

Submit Date: Oct 03, 2020

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?

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:

4 yr. College Bay Area Cal State Hayward

Major Subject:

Special degree - Communication in the Non Profit Organization - Mix Business, Marketing and Speech Communication

Degree Conferred:

BA Cum Laude 3.97 GPA

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

Very interested in the Arts, Marketing and ability to present issues - across the board to most any group. I have many connections in Carson City and the surrounding area. My family live at SLT and i have a summer home at Fallen Leaf Lake. I have had a long and exciting singing career in the Bay area and here in Carson city.

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

9 boards and organization in the Bay area - CA Carson City Rotary - 18 years here Consistent board member and spokesperson for various serviced for the Rotary District F I S H Board member Brewery Art Center board WNC Foundation board St. Peter's Episcopal board CCCC Carson Tahoe Medical Center Foundation - Board member and chair

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

Americans For The Arts

Upload a Resume

Declaration to Accept Terms & Conditions

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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				
Amy		Clemens		
First Name	Middle Initial	Last Name		
amyrclemens@gmail.com				
Email Address				
832 Jenna Court				
Street Address			Suite or Apt	
Carson City			NV	89701
City			State	Postal Code
Mobile: (775) 721-7400	Home:			
Primary Phone	Alternate Phone			
Which Boards would you I	ike to apply for	?		
None Selected				
I live in Carson City and enjoy agencies in Carson City, and I capabilities. I have lived in Cacity. I believe that this commis done great deal of fundraising commission.	would love to be rson City since 19 sion can be pivota	a part of helping th 99 and have seen al in bringing busing	e Cultural Commissi the growth of the cul ess and tourism to o	on grow it's ture and art in our ur town. I have
Question applies to multiple boards Are you currently a registe	ered voter in Car	rson City?		
⊙ Yes ⊜ No				
Question applies to multiple boards Are you currently a member	er on any other	Carson City Boa	rd, Committee or	Commission?
○ Yes ⊙ No				
Question applies to multiple boards If yes, please list:				
Question applies to multiple boards Term expiration:				

Submit Date: Oct 12, 2020

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:
BS from Western Michigan University
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.

Declaration to Accept Terms & Conditions

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

✓ I Agree *

Profile				
Guadalupe		Ramirez		
First Name	Middle Initial	Last Name		
lupe.ramirez@wnc.edu				
Email Address				
1939 Yale Dr.				
Street Address			Suite or Apt	
Carson City			NV State	89703 Postal Code
City			State	Postal Code
Mobile: (775) 297-5713	Home: (77	5) 297-5713		
Primary Phone	Alternate Phone			
Which Boards would you l	ike to apply for?	?		
None Selected				
I have enjoyed the experience strengthen our qualify of life in Question applies to multiple boards Are you currently a registe	our community.		to the objectives of th	e Board and
⊙ Yes ⊙ No				
Question applies to multiple boards Are you currently a member	er on any other (Carson City Boa	ard, Committee or C	Commission?
⊙ Yes ♂ No				
Question applies to multiple boards If yes, please list:				
Carson City School Board				
Question applies to multiple boards Term expiration:				
2022				

Conflict of Interest

Question applies to multiple boards

Within the past twelve (12) months,	have you	been employed	by Carson	1 City	(including	as
an elected official)?						

Correction: Guadalupe Ramirez is not employed by CC

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 underserved 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 have been beneficial in my role as a Commissioner. I am passionate about helping other families engage in activities and events offered to all members of Carson City and its surrounding areas. 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 Board - Trustee - Attend bi-weekly meetings Carson City Cultural Commission - Vice Chair - Attend meetings and support events City of Carson - Face Mask Campaign - Published a video to encourage using face masks - involved college students Partnership Carson City Board - Member - Attend meetings Nevada State Museum - Co-hosted Dia de Los Muertos festivities/involved college students

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

Upload a Resume

Declaration to Accept Terms & Conditions

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✓ I Agree *

Guadalupe Ramirez

Objective

Latino Outreach Coordinator: Serve as a liaison between the college and the Latino community. Serve the needs of the underrepresented population. Increase the number of Latinos completing a college degree. Empower first-generation students with essential skills and knowledge to be exemplary leaders of our community. Strengthening diversity initiatives and collaborating with other stakeholds. Represent the college with integrity. Treat everyone with respect.

Professional Accomplishments

Latino Outreach Coordinator

- Primary point of contact for the underserved population
- Each semester, oversee 105 students: monitor their progress and guide them to degree completion
- Create and manage programs to increase Latino student access and success
- Founder and Program Coordinator of the Latino Leadership Academy (formerly Latino Cohort)
- Hire, train and supervise student employees
- 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
- Community Engagement: Cultural Commission and Nevada State Museum: Co-hosted El Dia de los Muertos

Additional Professional Activities

- Founder, WNC Associated Latin-American Students (Original name: Latino Student Club)
- Member, Diversity and Inclusion Committee
- Member, NSHE All-Access Committee
- Member, NSHE Hispanic Serving Institutions Committee
- Member, NSHE Equity and Diversity Inclusion Committee
- Hiring Committees
- Member, Jump Start College Advisory Board
- Volunteer, Carson High School Safe Grad
- Vice-Chair, Carson City Cultural Commission
- Member, Partnership Carson City Board
- Member, Carson City School Board

Guadalupe Ramirez

Employment History

January, 2017 – Present	Latino Outreach Coordinator	Western Nevada College		
		Carson City, NV		
2013 – 2017	Latino Outreach Coordinator/Assistant to the	Western Nevada College		
	Dean/Athletic Director	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				
2014 – 2018	Bachelor of Science Business Management	Western Governors University		
2005-2013	Transfer Courses	Western Nevada College		
05/2005	Associate of Applied Science General Business	Western Nevada College		

Professional Development

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

Submit Date: Nov 06, 2020

N/A

Question applies to multiple boards Term expiration:
N/A
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:
N/A
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 was a member of band growing up for 4 years performing on stage and marching in multiple parades which introduced me to the performing arts. For a period of time I became a musician and wrote/recorded my own music which led to me performing on stage locally. I joined the Carson NJROTC program in high school and continued with the program all 4 years and ran the program as the second highest ranking officer being responsible for planning, participating, and running every event the program was involved in. While involved with the unit I was a member of the drill teams which performed in competitions and inspections by the Naval Command. I've worked in the photography industry locally as an assistant to the owner of E. Sierra Media and have worked on sets for shoots around Northern Nevada including Carson City utilizing the beauty of the city itself for some of the shots. As a member of a Nevada Native American Tribe I have always been immersed in the region's history and otherwise untold culture of the tribes. I was employed at The Washoe Tribe of NV & CA, who have such deep ties to the area including Carson City, and now work at the Bureau of Indian Affairs office here in town. I believe with my experience in the performing arts, Photography, and as a Native American/Latino I can be a valuable asset to the Commission.

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

Carson River Cleanup - led a large group of cadets to clean up area off of Deer Run Road following the dirt road along with other volunteers. Salvation Army Christmas Bell Ringing - Bell Ringer outside convenience stores to collect donations. Toys for Tots - Wrapped donated toys into packages for children based on age group and gender. Ron Wood's Women Infants & Children's Clinic - Stocked the food closet utilized by indigent families Carson NJROTC Color Guard - Presented the National and State flags for the national anthem for events set up by: Carson High Athletics, The American Legion, Retirement homes for Veterans, and the Governor's Office.

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

Declaration to Accept Terms & Conditions

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 *	•
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Christopher Leyva

Cell: (775) 291-7370 E-mail: chrisleyva7@gmail.com

Goal:

To showcase my abilities and allow an insight into my experience as a leader, my community service as a citizen, and dedication as a student.

Education:

Graduated from Carson High School Carson City, Nevada Attended from August 2009 and graduated June 2013 GPA-3.0

Teams/Leadership Roles/Positions/Experience:

- Participated in the Carson High Track & Field Team as a distance runner in 2011-2012, Unarmed Drill Team and Armed Drill Team 2010-2013(First place at Spanish Springs Drill Meet and Brigade Drill Meet), Orienteering Team 2011, Academic Team 2012, and Cannon Team.
- Attended Basic Leadership Training 2011 (Awarded Honor Platoon), and attended Leadership Academy in June 2012 (Awarded Honor Platoon).
- Appointed positions in NJROTC as a Squad Leader, Leading Petty Officer, Platoon Commander, and Executive Officer.
- Employed at *Route 50 Outlet* as a <u>Cashier</u> from September 2010 until August 2012. Experienced in customer service, sales, and inventory.
- Employed at *Walgreens* as a <u>Customer Service Associate</u> and a photo technician from September 2013 to January 2014. Experienced in computers, electronics, customer service sales, and photo developing.
- Employed at *Best Buy* as a <u>Customer Service Specialist</u> from July 2014 to October 2015. Experienced in customer service, sales, computer troubleshooting, Word, and Excel.
- Employed at *Harley-Davidson Financial Services* as a <u>Dealer Operations Support Associate</u> from October 2015 to August 2016 and as a <u>Collections Associate</u> from August 2016 to December 2016. Experienced in system troubleshooting, basic financial business and bank regulations, customer service, error verification, internal user program assistance, Microsoft Word and Excel, providing assistance over the phone, communicating clear directions, browser troubleshooting, and federal collections regulations.
- Employed at Washoe Tribe of NV & CA Social Services Department as the Administrative & Program Assistant from March of 2017 to November 2019. Managed Federal and Tribal programs (IGA, Burial Assistance, Washoe Tribe Emergency Assistance Program) along with community programs in cooperation with the Carson Valley Community Food Closet (Food Voucher Program) and the Antique & Thrift Shop (Thrift Store Voucher Program). Utilized data from programs to be made into logs, graphs, and presentations. Managed the supply and purchase of office supply as well as being the first point of contact for clients entering the building. Drafted and proofread official documents and letters to be filed or mailed out to the public. Managed confidential information within Social Services and working with other departments such as Tribal Police, Tribal Court, TANF, Domestic Violence, and Tribal Administration. Was insured and have driven GSA vehicles and Law Enforcement cruisers and trucks for the Washoe Tribe.

Have assisted in transports to correctional facilities as well as coordinated travel for work purposes. Excellent presentation skills being able to speak anywhere and to anyone from being in front of a Tribal Council and its audience, to connecting with an individual to explain instructions.

Currently employed with the **Bureau of Indian Affairs, Western Nevada Agency** as the Tribal Operations Secretary since November of 2019. Currently tasked with the maintenance of program files and confidential information, receiving phone calls from the general public and Tribal Governments, sorting incoming and outgoing mail for program and agency purposes, compiling data from and into worksheets, tracking forms, graphs, action plans, and calendars, drafting correspondence for review and signature, and creating requisitions for program needs. My position requires for me to be knowledgeable with the Code of Federal Regulations Title 25, specifically in relation to Secretarial Elections, and with the current affairs of Tribal Governments within WNA jurisdiction. During Secretarial Elections, my responsibilities include the mailing, reception, and compiling of Registration Forms to be then included with the creation of the Registered Voters List. The same tasks are applied to the Secret Ballots which are included with the official results that are published and sent to the Western Regional Office for approval. I have spent extensive time filling in as the Staff Assistant when she is unavailable, allowing me to crosstrain in that position and applying my knowledge and skills to fit the needs and duties required as Staff Assistant. I have spearheaded an effort to electronically maintain Tribal documents and correspondence, along with program and agency documents, in the established Tribal Operations Share Drive to conserve resources and physical space within the program.

Community Service:

- Participated in the Carson River Clean Up 2009, 2010, 2011, 2012, Salvation Army Christmas Bell Ringing 2009, 2010, 2012, Mills Park Clean Up 2011, 2012, Toys For Tots 2009, 2010, and volunteered at the Women Infants & Children's Clinic 2003-2010. Have participated in Color Guards for Nevada State Governor Brian Sandoval, Memorial Day at the Native American's Cemetery, 4th of July ceremony at Carson City Retirement Home. Carson High School Homecoming Assembly, Carson NJROTC Naval Ball (2011), Blood Donations Services Fundraiser, 10 Carson Football games, and 10 Basketball games. Sword Arches for the Carson High School Prom Assembly, and Carson NJROTC Naval Ball (2012).
 - Appointed by the **Carson City Mayor and Board of Supervisors** to the Carson City Cultural Commission in October 2018 currently serving my first 3 year term as Commissioner.

Awards:

Received a specialty ribbon and a medal for Academic Excellence from The American Legion. Received the Academic Award ribbon from the Carson High NJROTC Unit. Received a certificate of recognition from the Washoe Tribe of Nevada and California T.A.N.F. Education Department for continuance and success in education four separate times for the years of 2010, 2011, 2012 and 2013. Received the NS2, NS3, and the NS4 Outstanding Cadet ribbon and have also received the Unit Service, Participation, and the Community Service Ribbons accumulating 21 ribbons, 6 medals, and the rank of Cadet Lieutenant becoming the second highest ranking cadet in the Carson NJROTC Unit. Received awards from both Senator Harry Reid, and Senator Dean Heller. Received an Award of Excellence for outstanding performance from Washoe Tribal Chairman Neil Mortimer and Vice-Chair Deirdre Jones-Flood.

Profile				
Karen		Abowd		
First Name	Middle Initial	Last Name		
karenabowd@hotmail.com				
Email Address				
City Hall			201 N. Cars	on Street, #2
Street Address			Suite or Apt	
Carson City			NV	89701
City			State	Postal Code
Mobile: (775) 232-8626				
Primary Phone	Alternate Phone			
Which Boards would you like t	o apply for?	1		
None Selected				
Question applies to multiple boards Why would you like to serve of	this Board/	Committee/Co	ommission?	
I have been a part of the Cultural C is more to be done and would like t forth in the Arts and Culture Master	o serve one la	ast term to work		= -
Question applies to multiple boards Are you currently a registered	voter in Car	son City?		
⊙ Yes ⊖ No				
Question applies to multiple boards Are you currently a member or	n any other (Carson City Bo	oard, Committee or 0	Commission?
C Yes ⊙ No				
Question applies to multiple boards If yes, please list:				
Question applies to multiple boards Term expiration:				

Conflict of Interest

Submit Date: Dec 22, 2020

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?

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:

University of Santa Clara University of Nevada Reno

Major Subject:

Interior Design Art

Degree Conferred:

Bachelors degree from School of Business

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

My long standing participation on this commission with my arts and business background I feel is an asset.

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

President of the Board of Directors and co-founder of The Greenhouse Project for 13 years

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

Declaration to Accept Terms & Conditions

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 *

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:
 - 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.
- 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:

- 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.
- 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.
- 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 most 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.
- 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).

Conflict of Interest

Submit Date: Feb 11, 2021

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 experience as an artist and arts administrator (see next question) and also in working in teams and on several boards. I have communications skills and have headed a technical publications department. As a scientist in the federal government, I was selected for a national, award-winning, outreach committee.

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

I play violin in the Carson City Symphony and other music groups and I am a graduate of Leadership Carson City. I serve as Treasurer of the Mile High Jazz Band Association, President of the Carson City Symphony Assoc., Treasurer of the Carson City Arts and Culture Coalition, a past Chair of the Carson City Cultural Commission, a past president of the Brewery Arts Center, and have been docent chair and member of the Volunteers in Art executive committee at the Nevada Museum of Art. I have worked in temporary positions with the Nevada Arts Council.

List your affiliation with professional or technical societies: *if required for the position.			
Upload a Resume			
Declaration to Accept Terms & Conditions			
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✓ I Agree *