



NOTICE OF PUBLIC MEETING

CARSON CITY CULTURAL COMMISSION
Advisory Board to the
Carson City Board of Supervisors

MEETING LOCATION:
Carson City Community Center
Sierra Room
851 E. William St.
Carson City, NV 89701

Monday, March 13, 2017 – 5:30 PM

BOARD Members

Terri McBride, Chair
Danielle Cook, Vice Chair
Karen Abowd
Elinor Bugli
Barbara D’Anneo
Janet Geary
Sandra Nagel

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Carson City Visitors Bureau in writing at 716 N. Carson Street, Carson City, NV, 89701, or by calling (775)687-7410 at least 24 hours in advance. If a person willfully disrupts a meeting, to the extent that its orderly conduct is made impractical, the person may be removed from the meeting. NRS 241.030(5)(b) and Nevada Attorney General Open Meeting Law Manual, section 8.06.

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comments and Discussion (three minute time limit):** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Carson City Cultural Commission (Cultural Commission). In order for members of the public to participate in the Cultural Commission’s consideration of an agenda item, the Cultural Commission strongly encourages members of the public to comment on an item during the item itself, subject to a three minute limit. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.
- 4. For Possible Action:** Approval of Minutes – January 23, 2017 CCCC Meeting.
- 5. For Possible Action:** Adoption of Agenda - Action may be taken on those items denoted “For Possible Action”. Items on this agenda may be taken in a different order than listed. Two or more agenda items may be combined for consideration. An item may be removed from this agenda or discussion relating to an item on this agenda may be delayed at any time.

- 6. For Discussion:** Presentation on the Carson City Ghost Walk. “Supernatural Entertainment and Historical Folly”.

Staff Summary: Mary Bennett and Baylee Biber will provide an overview of the successful 2016 Ghost Walk season and what we can expect for 2017.
- 7. For Discussion:** A presentation of the Carson City Arts & Culture Organizational & Funding Chart draft.

Staff Summary: Mark Salinas will provide an overview of the Carson City Arts & Culture Organizational and Funding Chart draft. The chart will be introduced as part of the Carson City Policies and Procedures for Public Art at a later date.
- 8. For Discussion:** A presentation of the Carson City Public Art Proposal Form draft.

Staff Summary: Mark Salinas will provide an overview of a document which will provide guidance to public art applicants, create a system of record keeping for public art, and serve as secondary document in the current draft of Encroachment Permit Information for Outdoor Dining & Merchandise Display.
- 9. For Discussion and Possible Action:** Discussion and Possible Action to participate in the Redevelopment Authorities Citizens Committee and the Carson City Visitors Bureau’s collaborative redevelopment project “Re-Imagined Space.”

Staff Summary: The RACC and CCVB are partnered in a collaborative redevelopment project addressing vacant storefronts throughout the Redevelopment Area. The project will work with local art organizations and artists to provide property owners/managers with temporary art exhibits for their locations. The CCVB will provide a presentation on the project details.
- 10. For Discussion and Possible Action:** A draft of the Cultural Commission’s Annual Report for 2016-17 will be discussed and edited among the Cultural Commission and the Arts & Culture Coordinator in preparation for a presentation to the Carson City Board of Supervisors on April 6, 2017.

Staff Summary: The Cultural Commission is required by Carson City Municipal Code (CCMC) 2.41.060 (7) “to 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.”
- 11. For Discussion and Possible Action:** Discussion and Possible Action on the Cultural Commission’s grant procedures and allocation of funding for Arts & Culture Special Events.

Staff Summary: Since FY 2015/16, the Redevelopment Authority Citizens Committee allocates 40% of its Special Event Funding to the Cultural Commission for recommendation of grant allocation to Arts & Culture events in the Redevelopment Districts. Over the next 5 years this amount from the Redevelopment Authority Citizens Committee decreases incrementally, effecting Arts & Culture grant applicants. The Commission will discuss suggested changes to the granting procedures and allocation of funding for 2018/19.

Non-Action Items:

- a. Arts & Culture Coordinator Report – **Mark Salinas**
Staff Summary: The Carson City Arts & Culture Coordinator will provide an update on arts & cultural policies & procedures, grants, events and projects and his involvement and/or contributions.
- b. Marketing Update – **Kyle Horvath**
Staff Summary: The CCVB Marketing Manager will provide an update on the CCVB’s current marketing projects and analytics for social media platforms relating to Arts & Culture and Cultural Tourism.
- c. CCCC Municipal Code Revision Update – **Joel Dunn/Iris Yowell**
Staff Summary: The current CCMC 2.41 requires updates to accurately reflect the membership and responsibilities of the Cultural Commission.
- d. CCVB Update – **Joel Dunn**
Staff Summary: The CCVB Executive Director will provide an update on the CCVB’s Room Revenue and Occupancy.
- e. Future Agenda Items– **Mark Salinas**
- f. Upcoming Meetings
04/10/17 4:00 pm Carson City Visitors Bureau – Board of Directors
05/08/17 5:30 pm Carson City Cultural Commission

12. Public Comments and Discussion (three minute time limit): The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Carson City Visitors Bureau Board (Bureau). In order for members of the public to participate in the Bureau’s consideration of an agenda item, the Bureau strongly encourages members of the public to comment on an item during the item itself, subject to a three minute limit. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

13. Board Comments or Announcements: Topics not relating to current Agenda.

14. For Possible Action: To Adjourn

This notice has been posted in the following locations on Wednesday, March 8th, 2017: Office of the Carson City Visitors Bureau – 716 N. Carson St.; Carson City Hall – 201 N. Carson St.; Carson City Community Center – 851 E. William St.; Carson City Library – 900 N. Roop St. and on the Carson City web site: www.carson.org and the Carson City Visitors Bureau web site: www.visitcarsoncity.com

To request a copy of the supporting materials for this meeting, contact Chris McQueary at CMcQueary@visitcarsoncity.com or call (775) 687-7410. The agenda and supporting material are available on the Carson City Visitors Bureau web site: www.visitcarsoncity.com and at the office of the Carson City Visitors Bureau – 716 N. Carson Street, Carson City, Nevada.