

# CULTURAL COMMISSION STAFF REPORT

**Meeting Date:** March 18, 2014

**Agenda Item Number:** 3D

**Applicant:** Vern L. Krahn, Park Planner

**Request:** **For Possible Action:** To recommend to the Board of Supervisors approval of the Cultural Commission's annual report for 2013/14 and work plan for 2014/15.

## **General Discussion:**

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 1st of each year. The Parks and Recreation Department has developed the below list of items worked on by the Cultural Commission from May 2013, to the present for the Commission's 2013/14 annual report to the Board of Supervisors. In addition, staff has developed a number of initiatives for the Commission's consideration for its 2014/15 work plan. City staff is seeking comments from the Commission on these items before submitting a finalized annual report and work plan to the Board of Supervisors for approval.

The following is a list of items worked on by the Cultural Commission from May 2013, to present.

- 1) The Commission presented a Public Art Program Ordinance to the Board of Supervisors on September 5, 2013. The Board rejected on a 2 to 3 vote the Cultural Commission's proposed amendments to the Carson City Municipal Code, Title 2, Chapter 2.41 and requested the Commission returns at a future date with a new funding mechanism for the Public Art Program.
- 2) On August 1, 2013, the Board of Supervisors approved the Commission's mission statement and meeting bylaws with a few minor changes.
- 3) On June 18, 2013, the Commission recommended to the Board of Supervisors to support art and cultural components in the Carson City Downtown 20/20 Action Group's plan for downtown revitalization.
- 4) The Commission reported on and supported several arts and cultural events including:
  - A. Nevada Academy for the Performing Arts
  - B. Greenhouse Project
  - C. State of Nevada's Sesquicentennial (Nevada 150) Celebration
- 5) There was an increase in constructive communication and liaison activities between the Cultural Commission and the Carson City Arts and Culture Coalition.
- 6) The Commission reviewed and approved the Carson City Visitor Bureau's banner designs for Fairview Drive based on their "The Experience Starts Here" marketing message that would include various images of the City's arts/cultural events, activities, and experiences instead of using the existing streetlight poles along Fairview Drive for either a location of public art or replacing the old cultural banners.

- 7) The Commission discussed possible ideas to honor Jeffery Scott, Former Commission Chairperson upon passage of the Public Art Program Ordinance.
- 8) The Commission began to investigate the creation of a Cultural Strategic Plan for Carson City by receiving a presentation from the City of Reno staff's on that community's Public Art Master Plan and Cultural Master Plan.

City staff anticipates the following initiatives for the Cultural Commission's 2014/15 work plan.

- 1) Pursue formal adoption of a Public Art Program Ordinance by the Board of Supervisors with a new funding mechanism.
- 2) Begin to develop a frame work for a future Cultural Strategic Plan for Carson City.
- 3) Continue to support efforts to preserve the decommissioned Nevada State Prison as a historic place and possibly a museum.
- 4) Continue to explore the possibility of expanding the Cultural Commission's role to review grant applications for the visual/performing arts, capital arts projects, and other arts and cultural programs, including the implementation of any ordinance and code changes to accomplish this initiative.
- 5) Develop a City resolution to honor Jeffery Scott for his vision and contribution to the development of a Public Art Program Ordinance.
- 6) Create a grant application process for review and award monies as a part of the Public Art Program Ordinance.

City staff has provided the Commission with last year's approved Board of Supervisors annual report and work plan dated April 4, 2013 (Exhibit A) and the Cultural Commission's 2013 meeting index (Exhibit B). These documents are being provided to the Commission as reference materials to assist in the development of the 2013/14 annual report and 2014/15 work plan.

In addition to the above information, CCMC 2.41.060 (7) requires that Commission members attendance records be included as part of the annual report to the Board of Supervisors.

**Recommended Action:** I move to recommend to the Board of Supervisors approval of the Cultural Commission's annual report for 2013/14 and work plan for 2014/15.

## City of Carson City Agenda Report

**Date Submitted:** March 26, 2013

**Agenda Date Requested:** April 4, 2013  
**Time Requested:** 15 Minutes

**To:** Mayor and Supervisors

**From:** Parks and Recreation Department

**Subject Title:** For Possible Action: To accept the Cultural Commission's 2012/13 annual report and approve the Commission's 2013/14 work plan. (Vern L. Krahn / Karen Abowd)

**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.

**Type of Action Requested:** (check one)

Resolution                       Ordinance  
 Formal Action/Motion    Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes    No

**Recommended Board Action:** I move to accept the Cultural Commission's 2012/13 annual report and approve the Commission's 2013/14 work plan.

**Explanation for Recommended Board Action:** Refer to Exhibit A - Staff memorandum dated March 22, 2013.

**Applicable Statute, Code, Policy, Rule or Regulation:** C.C.M.C. 2.41, Cultural Commission

**Fiscal Impact:** Not Applicable

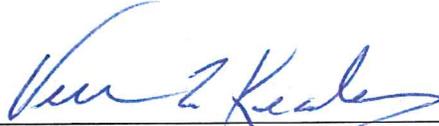
**Explanation of Impact:** Not Applicable

**Funding Source:** Not Applicable

**Alternatives:**

- 1) Refer the annual report and work plan back to the Cultural Commission for further consideration.
- 2) Make changes to the annual report and work plan.

**Supporting Material:** Exhibit A – Staff Memorandum

**Prepared By:** 

Vern L. Krahn, Park Planner

**Date:** 3/22/13

**Reviewed By:** \_\_\_\_\_ Date:    /    /     
Roger Moellendorf, Parks & Recreation Director

\_\_\_\_\_ Date:    /    /     
Lawrence A. Werner, City Manager

\_\_\_\_\_ Date:    /    /     
District Attorney's Office

\_\_\_\_\_ Date:    /    /     
Finance Department

**Board Action Taken:**

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

2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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



# CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

## MEMORANDUM

DATE: March 22, 2013

TO: Board of Supervisors  
Meeting of April 4, 2013

FROM: Roger Moellendorf, Parks and Recreation Director *[Signature]*  
Vern L. Krahn, Park Planner *[Signature]*

SUBJECT: Cultural Commission's 2012/13 Annual Report and 2013/14 Work Plan

The Cultural Commission is required by Carson City Municipal Code (C.C.M.C.) 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.

The following is a list of items worked on by the Cultural Commission from May 2012 through March 2013.

- 1) Developed a DRAFT Public Art Program Ordinance. The Commission has requested City staff to begin a public review process involving the local arts and cultural community, developers, community and business leaders, and the public.
- 2) Supported Assemblyman Pete Livermore and the Nevada State Prison Preservation Society's efforts to preserve the decommissioned Nevada State Prison as an historic place.
- 3) Began the process to update the Commission's mission statement and bylaws based on the Board of Supervisor's "Boards, Committees, and Commissions Policies and Procedures" manual.
- 4) Updated the Cultural Commission's webpage.
- 5) Supported several arts and cultural events:
  - a. Arts @ the Heart Convening
  - b. The Wild Horses of Carson City
  - c. State of Nevada's Sesquicentennial (NV 150) Celebration
- 6) Began outreach efforts to the Carson City Arts and Cultural Coalition through the Parks and Recreation Department to enhance communication regarding the Coalition's events and activities.
- 7) Explored the arts and cultural aspects of the Carson City Freeway's Landscape and Aesthetic Treatment project.
- 8) Supported the staffing transition from the Office of Business Development to the Parks and Recreation Department.

**PARKS & RECREATION DEPARTMENT** • 3303 Butti Way, Building #9 • 89701 • (775) 887-2262  
*Parks • Recreation • Open Space • Facilities • Lone Mountain Cemetery*



Also, the C.C.M.C. 2.41.060 (7) requires that the attendance records of the members shall be included as a part of the annual report. Parks and Recreation Department staff has provided below that information for the Board of Supervisors' review.

<b>2012 Member Attendance</b>				
<b>Member</b>	<b>March 26</b>	<b>June 19</b>	<b>September 18</b>	<b>December 18</b>
Karen Abowd	X	X	X	X
Peter Barton	X	X	X	X
Delsye Mills		X	X	X
Eugene Paslov	X	X	X	X
Jim Shirk	X	X	X	
Jeffrey Scott		X		X
Robert Stansbury	X		X	X

<b>2013 Member Attendance</b>	
<b>Member</b>	<b>March 19</b>
Karen Abowd	X
Peter Barton	X
Jesse Dhami	
Eugene Paslov	X
Danielle Cook	X
Jeffrey Scott	
Robert Stansbury	X

The Cultural Commission anticipates the following initiatives for the 2013/14 work plan:

- 1) Pursue formal adoption of a Public Art Program Ordinance and the Commission's mission statement and bylaws by the Board of Supervisors.
- 2) Begin to develop a Cultural Strategic Plan for Carson City.
- 3) Continue to support efforts to preserve the decommissioned Nevada State Prison as an historic place.
- 4) Continue to explore the possibility of expanding the Cultural Commission's role to review grant applications for certain special events and other arts and cultural programs, and implement any recommended changes.
- 5) Pursue the possible use of public art on the streetlight poles along Fairview Drive instead of replacing the old cultural banners.
- 6) Support the development of community design concepts for the permanent placement of the World Trade Center I-beam at Mills Park.
- 7) Collaborate with the Carson City Convention and Visitors Bureau's events planning to include the Carson City Arts and Cultural Coalition's arts and cultural events in the promotion of tourism.

If you have questions regarding the Cultural Commission's 2012/13 annual report and the 2013/14 work plan, please contact Roger Moellendorf at 283-7345 ([rmoellendorf@carson.org](mailto:rmoellendorf@carson.org)) or Vern L. Krahn at 283-7343 ([vkrahn@carson.org](mailto:vkrahn@carson.org)).

## CARSON CITY CULTURAL COMMISSION 2013 INDEX

### MARCH 19, 2013

- Introduction of the new and re-appointed Cultural Commission members: Peter Barton, Nevada Department of Tourism and Cultural Affairs representative; Danielle Cook, Citizen-at-Large representative; and Jesse Singh, Carson City Convention and Visitors Bureau representative.
- For possible action to elect a Chairperson and Vice-Chairperson for the Cultural Commission for 2013 calendar year.
- For possible action to recommend to the Board of Supervisors approval of a resolution dated January 25, 2013, requesting the State of Nevada to preserve the decommissioned Nevada State Prison as an historic place without obligating Carson City to any financial commitments for this effort until the State of Nevada and its community partners have developed a comprehensive plan, including projected costs for the prison's historic preservation and its future uses.
- For possible action to approve a Public Art Program Ordinance and request staff to begin a public review process involving the local arts and cultural community, developers, community and business leaders, and the public.
- Discussion only regarding the Board of Supervisors "Policies and Procedures for Boards, Committees, and Commissions."
- For possible action to recommend to the Board of Supervisors approval of the Cultural Commission's Mission Statement and Bylaws.
- For possible action to approve an outline for the Cultural Commission's annual report for 2012/13 and work plan for 2013/14 to the Board of Supervisors.
- Update on the Arts @ the Heart Convening on April 22 and 23, 2013, in Reno, Nevada.
- Carson City Arts and Culture Coalition activities.
- Carson City Freeway Landscape Project ribbon-cutting ceremony on April 19, 2013.
- Update on the State of Nevada's planning efforts for Nevada's sesquicentennial (NV150) celebration.
- Update on "The Wild Horses of Carson City" event.
- Update on the Nevada Academy for the Performing Arts.

### JUNE 18, 2013

- Introduction of the new Cultural Commission member, Jesse Singh, Carson City Convention and Visitors Bureau representative.
- For Possible Action: To recommend to the Board of Supervisors to support including art and cultural components in the Carson City Downtown 20/20 Action Group's plan for downtown revitalization.
- For Possible Action: To support in concept the Brewery Arts Center's planning efforts to bring the Arts Incubator of the Rockies Workshop to Carson City, Nevada.
- Discussion only regarding the Nevada State Legislature's final action to preserve the decommissioned Nevada State Prison.
- For Possible Action: To recommend to the Board of Supervisors approval of a Public Art Program Ordinance.
- For Possible Action: To recommend to the Board of Supervisors approval of the Cultural Commission's Mission Statement and Bylaws.
- For Possible Action: To schedule a tour of the City of Reno's public art for Cultural Commission members.
- Update on the Carson City Art-Slam presented by the Brewery Arts Center and the Carson City Arts and Cultural Coalition at the Arts @ the Heart Convening on April 22 and 23, 2013, in Reno, Nevada.

### SEPTEMBER 17, 2013

- Introduction of the new Cultural Commission member, Elinor Bugli, Carson City Arts and Culture Coalition representative.
- For Possible Action: To approve a staff recommendation to allow the Carson City Convention and Visitors Bureau to design the overhead banners on Fairview Drive's light poles to present a consistent tourism marketing message for Carson City instead of using the light poles as a venue for public art.
- Presentation and discussion only on the City of Reno's Public Art Master Plan and Cultural Master Plan.
- For Possible Action: To schedule a tour of the City of Reno's public art displays for the Cultural Commission.
- Update on the Brewery Arts Center's efforts to host an Arts Incubator of the Rockies Workshop in Carson City, Nevada.
- For Possible Action: On the Board of Supervisors rejection of the Public Art Program and the development of a new approach and funding source for the ordinance.

**SEPTEMBER 17, 2013 (Continued)**

- For Possible Action: To recommend to the Board of Supervisors to amend the Carson City Municipal Code, Title 2, Chapter 2.41 to conform with the Board of Supervisors' "Policies and Procedures for Boards, Committees, and Commissions" approved on September 5, 2012.
- For Possible Action: To develop a Cultural Commission's project to honor the memory of Jeffery Scott, Former Commission Chairperson.
- Update on the Board of Supervisors approval of the Cultural Commission's Mission Statement and Bylaws.
- Update on the Carson City Arts and Culture Coalition activities
- FYI Items.
- Update on the Greenhouse Project located at Carson High School.
- Update on the Nevada Academy for the Performing Arts.
- Update on the State of Nevada's planning efforts for the Nevada' sesquicentennial (NV 150) celebration.

**DECEMBER 16, 2013**

- For Possible Action: To approve a new approach for a Public Art Ordinance and request City staff to develop an ordinance based on this new funding structure approach.
- Presentation and discussion only on the Nevada Open Meeting Law requirements by the Carson City District Attorney's Office.
- Update on scheduling a tour of the City of Reno's public art displays for the Cultural Commission.
- Update on naming the Public Art Program Ordinance in honor of the memory of Jeffrey Scott, former Commission Chairperson.
- Update on the Carson City Arts and Culture Coalition activities.
- FYI Items.
- Update on the Nevada Academy for the Performing Arts.
- Update on the State of Nevada's planning efforts for the Nevada' sesquicentennial (NV 150) celebration.
- Update on the Greenhouse Project.