

## Carson City Agenda Report

**Date Submitted:** July 7, 2014

**Agenda Date Requested:** July 17, 2014

**Time Requested:** 1 hour

**To:** Mayor and Supervisors

**From:** Nick Marano, City Manager

**Subject Title:** For Possible Action: To appoint three members to the Carson City Visitors Bureau as representatives for the following positions: Other Commercial Interests, Hotel/Motel Industry and Citizen-at-Large all for two year terms that expire July 2016. *(Nick Marano)*

**Staff Summary:** NRS 244A.599 provides for the Board of Supervisors to appoint five representatives to the fair and recreation board, known as the Visitors Bureau. The categories for representatives are as follows: two members to represent the hotel and motel operators in the city; one member to represent the other commercial interests in the city; one member who is a member of the Board of Supervisors; one member to represent the city-at-large. There are three positions open due to the expiration of the current member's term. Diane Phillips has applied for: Hotel/Motel Industry. Robert Joiner has applied for: Other Commercial Interests. Renee Plain has applied for: Other Commercial Interests. A reappointment request was received from Jonathan Boulware for: Hotel/Motel Industry and Stan Jones for: Citizen-at-Large. No other applications were received.

**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 appoint \_\_\_\_\_ to the Hotel/Motel Industry position, \_\_\_\_\_ to the Citizen-at-Large position and \_\_\_\_\_ to the Other Commercial Interests position on the Carson City Visitors Bureau for two year terms that expires in July 2016.

**Explanation for Recommended Board Action:** See staff summary

**Applicable Statute, Code, Policy, Rule or Regulation:** NRS 244A.599

**Fiscal Impact:** None

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:** Re-open the position for additional applicants

**Supporting Material:** Announcement, Current Roster, Reappointment Request, Application, NRS 244A.599

**Prepared By:** Rachael Porcari, Executive Offices

Reviewed By: Nichols Marano Date: 7/8/14  
(City Manager)

Frank J. Ammend Date: 7/8/14  
(District Attorney)

David Paulson Date: 7/8/14  
(Finance Director)

**Board Action Taken:**

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

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



## CARSON CITY VISITORS BUREAU

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Carson City Visitors Bureau. This Board oversees all tourism matters within Carson City. Meetings are held the second Monday of every month at 4:00 p.m. at the Community Center, Sierra Room. Applicants must be willing to serve approximately six to eight hours a month.

**There is one (1) position open in the Hotel/Motel Industry category, one (1) position for the Citizen-at-Large category, and one (1) position in the Other Commercial Interests category. The terms will expire in July 2016.**

The Board of Supervisors will interview and appoint the qualified person to the Board. Applicants must be a representative of the Hotel/Motel operators as well as a resident of the City to qualify. All members will serve without compensation. The City's Boards, Committees, and Commissions Policy and Procedures can be viewed online at [www.carson.org/volunteer](http://www.carson.org/volunteer).

Volunteer applications may be obtained from and returned to the Carson City Executive Offices. *Let it be known that all applications submitted to this office will be considered public information.*

**Applications will be accepted until July 1, 2014.** Interviews for this volunteer position are tentatively planned to be held at the regularly scheduled Board of Supervisors meeting on Thursday, **July 17, 2014**.

Thank you for your interest in assisting Carson City.

### CARSON CITY EXECUTIVE OFFICES

201 N. Carson Street #2

Carson City, Nevada 89701

(775) 887-2100 FAX 887-2286

E-Mail: [rporeari@carson.org](mailto:rporeari@carson.org)

Web Page: <http://www.carson.org/volunteer>

AN EQUAL OPPORTUNITY EMPLOYER

## CONVENTION &amp; VISITORS BUREAU

MEMBERAPPOINTMENTTERM EXPIRESOther Commercial Interests

Stephen Lincoln (Vice-chair, elected 01/2013)  
 5600 Goni Rd.  
 Carson City, NV 89706  
 841-1000 (w) 884-0453 (h) 742-2858 (c)  
[stephen@carsoncityhomes.com](mailto:stephen@carsoncityhomes.com)

Initial Appt. 07/06  
 Reappt. 07/08; 07/10; 07/12

07/2014

BOS

Karen Abowd  
 201 N Carson St. Ste. 2  
 Carson City, NV 89701  
 283-7582 (w) 882-6424 (h) 232-8626 (c)  
[kabowd@carson.org](mailto:kabowd@carson.org)

Initial Appt. 01/13

12/2014

Hotel/Motel

Jaswinder Dhami  
 2689 Wellington S.  
 Carson City, NV 89703  
 283-4055 (w) 790-2177 (c)  
[jas.dhami2@gmail.com](mailto:jas.dhami2@gmail.com)  
[renoairporthotel@yahoo.com](mailto:renoairporthotel@yahoo.com)

Initial Appt. 08/11  
 Reappt. 07/13

07/2015

Jonathan Boulware (Chair, elected 01/2013)  
 2171 E. William St.  
 Carson City, NV 89701  
 671-3410 (w) 626-7699 (h) 702-300-0954 (c)  
[jboulware@gdwgaming.com](mailto:jboulware@gdwgaming.com)

Initial Appt. 07/12

07/2014

Citizen-at-Large

Stan Jones  
 PO Box 2471  
 Carson City, NV 89702  
 883-6233 (w) 883-7964 (h) 342-8372 (c)

Initial Appt. 07/12

07/2014

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

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

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

*Continued next page ...*

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

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

**Liaison:** Joel Dunn, Executive Director 687-7410 [director@visitcarsoncity.com](mailto:director@visitcarsoncity.com)

**Attorney Assignment:** Charlie Cockerill, Attorney 884-4300 [nevadalaborlaw@aol.com](mailto:nevadalaborlaw@aol.com)

**- END DATA -**

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Please print legibly or go online to [www.carson.org/volunteer](http://www.carson.org/volunteer) to submit a writable document JUN 05 2014

Title of Board, Committee or Commission: \_\_\_\_\_

Name: Jones Stan CARSON CITY  
EXECUTIVE OFFICES  
Last First Middle Initial

Home Address: 5603 Hells Bells rd CC, NV 89701  
Street City State Zip

Mailing Address (if different): PO Box 2471, Carson City, NV 89702  
PO Box/Street City State Zip

Occupation/Business: Retail

Contact: Work 775-883-6233 Home 775-883-7964  
Cell 342-8372 E-mail \_\_\_\_\_

Preferred method of contact: \_\_\_\_\_

Are you currently an active registered voter in Carson City\*?  Yes  No  
(\*Not required for the Convention & Visitors Bureau)

**Conflict of Interest:**

- a. Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?  Yes  No
- b. Do you currently have a contract with Carson City for services and/or goods?  Yes  No
- c. Are you currently on any other Boards, Committees or Commissions?  Yes  No

**Criminal Record:** Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?  Yes  No

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

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

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

Stan Jones  
Signature of Applicant

6-4-14  
Date

\*You may attach more information.

**Deliver, mail, fax or email signed and completed form to:**

Carson City Executive Offices  
201 N. Carson Street Suite 2  
Carson City, NV 89701  
(775) 887-2100 or 283-7125  
FAX (775) 887-2286

*Carson City Reappointment Application  
for Appointive/Volunteer Position  
Page 2 of 2 Revised 03/2014*

Please print legibly or go online to [www.carson.org/volunteer](http://www.carson.org/volunteer) to submit a writable document  
Title of Board, Committee or Commission: Carson City Visitors Bureau

Name: Boulware Jonathan E  
Last First Middle Initial

Home Address: 7260 Clarksy Rd Sparks Nv 89436  
Street City State Zip

Mailing Address (if different):

PO Box/Street City State Zip

Occupation/Business: General Manager

Contact: Work 775.671.3410 Home \_\_\_\_\_  
Cell 702.300.0954 E-mail j.boulware@gdwgaming.com  
Preferred method of contact: Cell

Are you currently an active registered voter in Carson City\*?  Yes  No (In Sparks)  
(\*Not required for the Convention & Visitors Bureau)

**Conflict of Interest:**

- Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?  Yes  No
- Do you currently have a contract with Carson City for services and/or goods?  Yes  No
- Are you currently on any other Boards, Committees or Commissions?  Yes  No

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JUN 10 2014

CARSON CITY  
EXECUTIVE OFFICES

**Criminal Record:** Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?  Yes  No

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

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

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

Signature of Applicant

\*You may attach more information.

6/9/14

Date

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

Carson City Executive Offices  
201 N. Carson Street Suite 2  
Carson City, NV 89701  
(775) 887-2100 or 283-7125  
FAX (775) 887-2286  
[cceo@carson.org](mailto:cceo@carson.org)

Carson City Reappointment Application  
for Appointive/Volunteer Position  
Page 2 of 2 Revised 03/2014

## Carson City Application for Appointive/Volunteer Position

*Please type or print legibly*

**Title of Board, Committee or Commission:** Carson City Visitors Bureau

Position Applying For (if applicable): Other Commercial Interests

**Mailing Address (if different):** \_\_\_\_\_

Occupation/Business: Real Estate/Nevada Premier Commercial, INC.

Contact: Work (775) 883-2290 x115 Home (775) 883-4540  
Cell (775) 721-4252 Email rjoiner2010@gmail.com  
Preferred method of contact: email / cell phone

**Are you currently an active registered voter in Carson City?  Yes  No**  
(\*Not required for the Convention & Visitors Bureau)

Are you currently a member on any Carson City Board, Committee, or Commission?  
 Yes  No If yes, please list: Charter Review

### Conflict of Interest:

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

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

c. Are you currently on any other Boards, Committees or Commission?  Yes  No

If yes, please list Charter Review Term Expiration 11/2014  
+ F will resign from this committee if appointed to CCCVB.

**Criminal Record:** Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?  Yes  No

*For Office Use Only:*

### Comments:

Voter registration

RECEIVED

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

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
See resume attached		

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

- Education & experience in Economic Development & Redevelopment.
- Assisted Hotels and Resorts in development and expansion.
- Managed special events geared to draw tourists to CC.
- Assisted planning for V&I Railroad reconstruction.
- Created programs for downtown & historic District
- Authored master plans focusing on history and unique characteristics of CC for attraction of business & tourism.

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

Please see resume, attached.

4. List your affiliation with professional or technical societies, if required for position:

Please see resume, attached.

5. Do you anticipate any potential conflicts of interest?  Yes  No

If yes, please explain:

My current business and volunteer activities & interests only compliment the new direction of the CCVB and I do not anticipate any conflicts. I am well aware of the local and state codes of ethics and will disclose, and where necessary, recuse myself from any direct or appearance of potential financial or personal gain.

6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
<u>Steve Driscoll</u>	<u>% Sparks City Hall 431 Prater Wy, Sparks, NV 89431</u>	<u>(775) 353-2397</u>
<u>William Arensdorf</u>	<u>2514 Simons Ct. CC, NV 89703</u>	<u>(775) 883-1063</u>

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

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

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

Robert Joiner  
Signature of Applicant

June 25, 2014  
Date

Robert Joiner  
Printed Name

You may attach more information.

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

Carson City Executive Offices  
201 N. Carson Street Suite 2  
Carson City, NV 89701  
(775) 887-2100 or 283-7125  
FAX (775) 887-2286  
[cceo@carson.org](mailto:cceo@carson.org)

**ROBERT F. JOINER**  
1162 Gold Meadow Court  
Carson City, NV 89703  
775-883-4540 (H)  
775-721-4252(C)  
rjoiner2010@gmail.com

### **Background Summary**

Over 31 years of highly progressive experience in government affairs management, land use planning, economic development, and strategic planning for local governments in Nevada and California. Specific expertise in consensus building and the Nevada legislative process. Three years private sector independent contractor assisting local business retention/expansion and recruitment of new industry.

### **Relevant Experience**

#### **Commercial Real Estate**

Carson City, Nevada

2011-Present

- Concentration on commercial sales, leasing and business recruitment

#### **Government Affairs Manager**

City of Sparks, Nevada.

2005-2010

- Developed first full-time and full-service government and intergovernmental affairs program for the city
- Responsible for managing all state and federal liaison activities including requests for federal appropriations and state programs affecting the city
- Developed comprehensive legislative platform and policies program establishing goals and objectives for staff, management, and the governing body and the rules of engagement for their implementation
- Coordinate all lobbying activities of the city elected and appointed officials and develop and manage contracts for consultant representation

#### **Advance Planning Manager**

City of Sparks, Nevada

2002-2005

- Managed all long range and strategic land use and transportation planning activities
- Liaison to regional, state, and local government agencies and related entities in coordination of land use planning, housing, economic development, grant programs, population estimation, and annexation activities and programs
- Assisted city manager in forwarding the city's state and federal legislative program, including lobbying the state legislature and conferring with Nevada's congressional delegation members and staff

**Economic Development Manager/Redevelopment Director**

City of Carson City

Carson City, Nevada

1998-2002

- Developed and managed economic development programs and policies
- Coordinated economic development strategic plan
- Developed policies, procedures, budget, and goals for the redevelopment authority
- Negotiated, developed, and maintained contracts for public/private and multi-agency redevelopment programs and activities
- Liaison to chamber of commerce, regional economic development authority, and state agencies
- Member, city lobby team

**Principal Planner /Redevelopment Director**

City of Carson City

Carson City, Nevada

1990-1998

- Managed current planning activities, as well as long range land use master plan updates
- Developed downtown land use district development standards, design standards, and design guidelines
- Developed financial analysis, budget, funding sources, and strategic planning for cultural resource and historic preservation programs
- Developed grant-funded cultural resource survey of historic properties
- Managed HUD Community Development Block Grant program

**Senior Planner**

City of Carson City

Carson City, Nevada

1984-1990

- Managed historic district programs
- Sought and obtained first in Nevada Certified Local Government grant program through State Historic Preservation Office
- Expanded scope, membership and responsibility of historic district governing board
- Developed zoning and master plan updates

**Education, Certificates, and Honors**

- M.S. Land Use planning and Policy Administration, Minor in Public Administration, ABT, University of Nevada
- B.A. Geography (emphasis in Urban Planning) University of California, Davis (Honors)
- A.A. Management, American River College, Sacramento, California (Highest Honors), received scholarship to attend UCD
- Member, American Institute of Certified Planners, American Planning Association
- Nevada Chapter, American Planning Association, Outstanding Planning Accomplishment-Public Sector, Carson City Off-premise and Billboard Sign Ordinance, 1988
- U.S. Housing and Urban Development, Joint Venture-Affordable Housing, Certificate of Recognition, 1988
- Nevada Chapter, American Planning Association, Outstanding Planning Accomplishment-Public Sector, Carson City Downtown Master Plan Development Program, 1989
- Nevada Chapter, American Planning Association, Certificate of Recognition, Carson City Business Park Ordinance, 1992
- Nevada Chapter, American Planning Association, Outstanding Planning Accomplishment, Revitalization/Historic Preservation, Carson City Civic Auditorium-Children's Museum, 1994
- Nevada Chapter, American Planning Association, President's Award of Excellence, Carson City Visual Preference Survey, 1995
- Nevada Chapter, American Planning Association, Honorable Mention, Carson City Land Use Master Plan Element, 1996
- Nevada Chapter, American Planning Association, President's Award of Excellence, Carson City Preservation /Archeology Master Plan Element, 1997
- Nevada League of Cities, Staff Person of the Year, 2008
- Reno Board of Adjustment 1988-1993, chairman 1989-1992
- Member of Tahoe Regional Planning Agency-Advisory Planning Commission 1991-1998, chairman 1991-1993
- Member State of Nevada Community Development Block Grant Program, Grant Award Committee 1989-1997, chairman 1990
- Certificate of Special Congressional Recognition, from Congressman Dean Heller, 2007
- Commendation from Senator John Ensign in 2007 for assistance to Congressional delegation

- Presenter, national conference of the American Planning Association 1996 and 1998
- Regular speaker before Reno/Sparks Chamber of Commerce Leadership Development Institute
- Member of board of directors and past chairman Greater Nevada Credit Union
- Member of board of directors Silver Oak Community Homeowners Association
- Graduate of Total Quality Management, Continuous Quality Improvement, and High Performance Management leadership management programs
- National League of Cities Leadership Certificate, 2007

# Carson City Application for Appointive/Volunteer Position

Please type or print legibly

**Title of Board, Committee or Commission:** CARSON CITY BOARD OF SUPERVISORS

**Position Applying For (if applicable):** CC VISITORS BUREAU, HOTEL/MOTEL INDUSTRY

**Name:** PHILLIPS DIANE G  
Last First Middle Initial

**Home Address:** 3103 S. EDMONDS DR, CARSON CITY, NV 89701  
Street City State Zip

**Mailing Address (if different):** \_\_\_\_\_  
PO Box/Street City State Zip

**Occupation/Business:** RETIRED MARKETING DIRECTOR

**Contact:** Work \_\_\_\_\_ Home (775) 884-0315  
Cell (818) 216-6052 Email dianegphillips@yahoo.com  
Preferred method of contact: EMAIL

**Are you currently an active registered voter in Carson City\*?**  Yes  No

(\*Not required for the Convention & Visitors Bureau)

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

Yes  No If yes, please list: \_\_\_\_\_

**Conflict of Interest:**

- Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?  Yes  No
- Do you currently have a contract with Carson City for services and/or goods?  Yes  No
- Are you currently on any other Boards, Committees or Commission?  Yes  No  
If yes, please list \_\_\_\_\_ Term Expiration \_\_\_\_\_

**Criminal Record:** Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?  Yes  No

**For Office Use Only:**

Comments:

*Voter registration ✓*

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**MAY 30 2014**

**CARSON CITY  
EXECUTIVE OFFICES**

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

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
COMPUTER LEARNING CENTER	COMPUTER OPS & MGMT	BS

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

FOR 13 YEARS WORKED FOR JIM BUTLER, A HOTEL LAWYER WITH THE LARGEST HOSPITALITY LAW PRACTICE IN THE WORLD. I HAVE NUMEROUS CONTACTS IN THE HOSPITALITY INDUSTRY WORLDWIDE. BOTH OF THOSE MAKE ME UNIQUELY QUALIFIED TO VOLUNTEER IN THE HOTEL / HOTEL INDUSTRY. CHECK OUT HOTELLAWSBLOG.COM.

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

GLENDALE ADVENTIST MEDICAL CENTER ASSOCIATES, CHARTER MEMBER. MADE DECISIONS ABOUT EXPANSION OF HOSPITAL SERVICES.

LEGAL MARKETING ASSOCIATION, L.A. CHAPTER, MEMBER.

LA COUNTY PEACE OFFICERS ASSOCIATION, MEMBER, CONTRIBUTED ARTICLES FOR MONTHLY NEWSLETTER.

4. List your affiliation with professional or technical societies, if required for position:

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5. Do you anticipate any potential conflicts of interest?  Yes  No

If yes, please explain:

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6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
JIM BUTLER	1900 AVE OF THE STARS, LOS ANGELES, CA. 90067	(310) 201-3526
CAROL JAMES	TWO EMBARCADERO CTR, 5 <sup>th</sup> FL, SAN FRANCISCO, CA. 94111	(415) 984-9654
JUDITH ELTISSTE	1286 E. INDIGO ST, GILBERT, AZ 85298	(480) 664-0009

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

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

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

Diane G. Phillips  
Signature of Applicant

5/29/14  
Date

DIANE G. PHILLIPS  
Printed Name

You may attach more information.

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

Carson City Executive Offices  
201 N. Carson Street Suite 2  
Carson City, NV 89701  
(775) 887-2100 or 283-7125  
**FAX (775) 887-2286**  
**cceo@carson.org**

## Carson City Application for Appointive/Volunteer Position

Please type or print legibly

**Title of Board, Committee or Commission:** Carson City Visitors Bureau

**Position Applying For (if applicable):** Board Position - Other Commercial Interests

**Name:** Plain

K. Renee

Last

First

Middle Initial

**Home Address:** 1641 Sonoma St

Carson City

NV

89701

Street

City

State

Zip

**Mailing Address (if different):**

PO Box/Street

City

State

Zip

**Occupation/Business:** Marketing Consultant / In Plain Sight Marketing LLC

**Contact:** Work

Home

Cell 775-443-6660

Email renee@inplain insightllc.com

Preferred method of contact: cell or phone

**Are you currently an active registered voter in Carson City\*?**  Yes  No

(\*Not required for the Convention & Visitors Bureau)

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

Yes  No If yes, please list:

### Conflict of Interest:

- Within the past twelve (12) months, have you been employed by Carson City (including as an elected official)?  Yes  No
- Do you currently have a contract with Carson City for services and/or goods?  Yes  No

**Criminal Record:** Have you been convicted of a felony, domestic violence or a gross misdemeanor involving moral turpitude (conduct contrary to community standards of justice, honesty and good morals)?  Yes  No

### For Office Use Only:

Comments:

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JUL 01 2014

CARSON CITY  
EXECUTIVE OFFICES

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

College, Professional, Vocational or Other Schools Attended	Major Subject	Degree Conferred
University of California, Davis	English, Communication Minor	2004

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

I believe in working and playing in the community I live in and setting down roots for myself and my family. I am passionate about the success of Carson City and have spent the last six years assisting local businesses grow and expand. I am a trusted advisor and consultant and have industry and audience specific marketing expertise, am strong in comprehensive strategic planning and relationship building, and have in-depth knowledge about the community. We are all in this community together, and I enjoy sharing my marketing knowledge for the good of growing the community.

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

Please see attached document

4. List your affiliation with professional or technical societies, if required for position:

Carson Area Marketing and PR Network, Member - 2010 to current; Leadership Team - 2011-2013

5. Do you anticipate any potential conflicts of interest?  Yes  No

If yes, please explain:

6. Personal/Professional References:

<u>Name</u>	<u>Address</u>	<u>Telephone Number</u>
Terrie McNutt - General Manager, Silver Oak Golf	1251 Country Club Rd, Carson City	775-841-7000
Linda Marrone - General Manager, 3rd & Curry Farmers Market	1105 Elm St Carson City	775-720-7789
Charlie Abowd - Owner, Cafe At Adeles	1112 N Carson St Carson City	775-882-3353

*Kirk Caraway, Owner, Carson Now* (775) 230-3806

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

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

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

K. Renée Plain  
Signature of Applicant

7/1/14  
Date

K. Renée Plain  
Printed Name

You may attach more information.

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

Carson City Executive Offices  
201 N. Carson Street Suite 2  
Carson City, NV 89701  
(775) 887-2100 or 283-7125  
**FAX (775) 887-2286**

[CCCO@CARSON.ORG](mailto:CCCO@CARSON.ORG)

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

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

- Assist TGP in marketing major fundraising events – Concert Under The Stars (2013 & 2014) and Harvest Dinner (2013) – as well as other events, such as Green Thumb Fun Run, Plant Sales, etc; Used marketing expertise to increase reach of 2014 Concert event into entire Northern Nevada area, as well as Northern California; Attend monthly Action Committee Meetings to lend expertise and assist with growth of the organization, planning for future events, etc.
- Revitalized the TGP website to be more user friendly on all viewing platforms (computer, tablet, mobile), with a brand new look, updated information
- Assisted in creating and maintaining a Social Media strategy to spread the word about the organization and generate more engagement from the community

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

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

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

- Attend monthly breakfast meetings, lunches and mixers
- Promote the Chamber of Commerce to local businesses and try to recruit new members; Assisted new members at events and helped connect them to other community business owners
- Planned and executed monthly YBP membership meetings which included an educational speaker; shared expertise on Social Media for Business at multiple membership meetings

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

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

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

- Acted as Media liaison between the Boys & Girls Club and the local newspaper and provided expertise in marketing their annual event
- Assisted in the content creation, layout and design of the event publication highlighting all auction items, sponsors, information about the organization, as well as secured advertising from local businesses (part of all advertising sales went back to the Boys & Girls Club as a donation)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**NRS 244A.605 Vacancies; reorganization of board.**

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

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

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

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

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