

CULTURAL COMMISSION STAFF REPORT

Meeting Date: March 15, 2016

Agenda Item Number: 3G

Applicant: Vern L. Krahn, Senior Park Planner
Roger Moellendorf, Parks and Recreation Director

Request: **For Possible Action:** To recommend to the Board of Supervisors approval of the Cultural Commission's annual report for 2015/16 and work plan for 2016/17.

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 that the Cultural Commission has worked on from March, 2015 to the present for their 2015/16 annual report to the Board of Supervisors. In addition, staff has taken the liberty to develop a number of initiatives for the Commission's consideration for its 2016/17 work plan. Also, staff is assuming with these initiatives that the Board of Supervisors will adopt the Arts and Culture Master Plan and pass the 1% Room Tax increase. 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 their approval.

The following is a list of items that the Cultural Commission has worked on from March 2015 to present.

- 1) With the assistance of Ms. Kendall Hardin (Idea Factory) the Commission developed an Arts and Culture Master Plan for Carson City. This plan was adopted by the Board of Supervisors on March 17, 2016.
- 2) For the first time the Commission was given the opportunity to recommend to the Redevelopment Authority funding for arts and culture special events.
- 3) City staff applied for and received a Nevada Arts Council's Circuit Rider Grant to hire Ms. Kendall Hardin to assist the Commission with the development of the Carson City Arts and Culture Master Plan.
- 4) In addition to the above major accomplishments, the Commission addressed the following issues:
 - A. Approved the final graphic designs for street banners as a part of the Carson City Visitors Bureau's "The Experience Starts Here" marketing campaign.
 - B. Stayed engaged with the Downtown Streetscape Project related to incorporating public art into the fabric of the project.
 - C. Supported the Downtown Business Association's mural project.
 - D. Received a presentation from the Nevada Department of Transportation on the aesthetic features for the Carson City Freeway Phase 2B-3.

- E. Received a presentation from Ms. Erica Gallegos on the completion of her Fulstone Wetlands Mural Project.

Also, during the past year the Commission continued to support community arts and cultural organizations in the following manner:

- 1) There was an increase in constructive communication between the Committee and the City's staff liaison with the following organizations.
 - A. Carson City Arts and Culture Coalition
 - B. Brewery Arts Center
 - C. Capital City Arts Initiative (CCAI)
 - D. International Film Festival
 - E. Carson City Visitors Bureau
 - F. Nevada Arts Council
- 2) The Commission reported on and actively supported a number of arts and cultural events including:
 - A. Greenhouse Project
 - B. Stewart Indian School's Cultural Center
 - C. CCAI's Art Exhibition Venue in the Community Center's Sierra Room

The Cultural Commission anticipates the following initiatives for its 2016/17 work plan and is seeking Board of Supervisors approval on the below tasks prior to moving forward with these projects.

- 1) Transition from Parks and Recreation Department support to the Carson City Visitors Bureau.
- 2) Begin to work with the Arts and Culture Coordinator to implement the public art initiatives and programs in the Arts and Culture Master Plan.
- 3) Assist Ms. Kendall Hardin to revise the Carson City Municipal Code (CCMC) Chapter 2.41 – Carson City Cultural Commission Ordinance (Public Art Ordinance); develop City guidelines for best practices, policies, and procedures; and assist City staff to revise the Commission's bylaws.
- 4) Make award recommendations to the Redevelopment Authority on arts and culture special event funding requests.
- 5) Develop a grant application with Community Development to evaluate arts and cultural special events grant applications.
- 6) Continue to support efforts to preserve the Historic Nevada State Prison as a historic place and a museum.
- 7) Continue to support the State of Nevada's efforts to create the Stewart Indian School's Cultural Center.
- 8) Continue to provide a public forum for discussions and partnership building with various organizations on community art and culture issues, projects, and/or upcoming art and culture events.

City staff has provided the Commission with last year's annual report and work plan approved by the Board of Supervisors on May 21, 2015 (Exhibit A – Dated April 23, 2015) and the Cultural Commission's 2015 meeting index (Exhibit B). These documents are being provided to the Commission as reference materials to assist in the development of the 2015/16 annual report and 2016/17 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 (Exhibit C).

ATTENDANCE POLICY

All board, commission, and committee members shall attend at least seventy-five percent (75%) of all meetings in the preceding twelve (12) month period. No differentiation is made between excused or unexcused absences of members. (Excerpt from the Board of Supervisors' Policies and Procedures manual for Boards, Committees, and Commissions (Amended February 4, 2016).

Recommended Action: I move to recommend to the Board of Supervisors approval of the Cultural Commission's annual report for 2015/16 and work plan for 2016/17.

Exhibit A



CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM

DATE: April 23, 2015

TO: Board of Supervisors
Prepared for May 7, 2015 Meeting

FROM: Vern L. Krahn, Senior Park Planner / Staff Liaison to the Cultural Commission
Roger Moellendorf, Parks and Recreation Director

SUBJECT: Cultural Commission's 2014/15 Annual Report and 2015/16 Work Plan

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.

The following is a list of items worked on by the Cultural Commission from May 2014 through March 2015:

- 1) On June 17, 2014, the Commission arranged a walking tour to review the City of Reno's indoor public art collection and outdoor public art in the downtown area with Ms. Christine A. Fey, AICP Resource Development & Culture Affairs Manager.
- 2) On September 16, 2014, the Cultural Commission and Historic Resources Commission held a joint meeting to hear a presentation on the Nevada State Prison Steering Committee's final DRAFT report for the Nevada State Legislature entitled "The Future of the Nevada State Prison" pursuant to Assembly Bill 356.
- 3) On December 16, 2014, the Commission recommended to the Board of Supervisors that the Cultural Commission pursue the development of a Cultural Master Plan for Carson City and take the lead on developing a scope of work and funding implementation strategy for the Cultural Master Plan, including seeking Nevada Art Council grants and other grant funding opportunities. (This recommendation has not been taken to the Board of Supervisors by City staff at this time.)
- 4) On March 15, 2015 The Commission addressed the following issues:
 - A. Approved the final graphic designs for City street banners as a part of the Carson City Visitors Bureau's "Your Experience Starts Here" marketing campaign.
 - B. Recommended to the Board of Supervisors that they recognize the Carson City Arts Assessment and the Creative Capital Arts Plan as the Cultural Master Plan for Carson City.
 - C. Listened to a presentation on the future plans for the Stewart Indian School's Cultural Center and Welcome Center by Ms. Sherry L. Rupert, Executive Director of the Nevada Indian Commission.

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During the past year, the Commission continued to support community arts and culture in the following manner:

- 1) There was an increase in constructive communication and Committee/City staff liaison activities with the following organizations:
 - A. Carson City Arts and Culture Coalition
 - B. Brewery Arts Center
 - C. Carson City Arts Initiative (CCAI)
 - D. International Film Festival

- 2) The Commission reported on and actively supported a number of arts and cultural community events including:
 - A. Greenhouse Project
 - B. State of Nevada's Sesquicentennial (Nevada 150) Celebration
 - C. Fulstone Wetlands Mural Project
 - D. CCAI's Art Exhibition Venue in the Community Center's Sierra Room
 - E. Downtown "Refresh" Project for Carson Street, Curry Street, and 3rd Street.

The CCMC 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 that information below for the Board of Supervisors' review.

2014 Cultural Commission Member's Attendance Record				
Member	March 18 th	June 17 th	September 16 th	December 16 th
		Reno Art Tour	Joint Mtg w/HRC	
Karen Abowd	X	X	X	X
Peter Barton	X		X	X
Elinor Bugli	X	X	X	X
Danielle Cook		X	X	X
Jesse Dhami	X			
Terri McBride	N/A	X	X	X
Eugene Paslov	X	N/A	N/A	N/A
Robert Stansbury	X		X	X

Note: Terri McBride replaced Eugene Paslov as of the June 17th meeting/tour date.

2015 Cultural Commission Member's Attendance Record	
Member	March 17 th
Karen Abowd	X
Peter Barton	X
Elinor Bugli	X
Danielle Cook	X
Barbara D'Anneo	X
Jesse Dhami	
Terri McBride	X

Note: Robert Stansbury was replaced by Barbara D'Anneo as of the March 17th meeting. Also, the Carson City Visitor's Bureau replaced Jesse Dhami with Stan Jones on April 13th pending approval by the Board of Supervisors on May 7, 2015.

ATTENDANCE POLICY

All board, commission and committee members shall attend at least seventy-five percent (75%) of all meetings in the preceding twelve (12) month period. No differentiation is made between excused or unexcused absences of members. (Excerpt from the Carson City, Nevada Boards, Committees, and Commissions Policies and Procedures Approved by the Board of Supervisors on September 6, 2012).

The Cultural Commission anticipates the following initiatives for its 2015/16 work plan and is seeking Board of Supervisors approval on the below tasks prior to moving forward with these projects:

- 1) Pursue having the Board of Supervisors adopt the Carson City Arts Assessment and the Creative Capital Arts Plan as the Cultural Master Plan for Carson City (see attachments).
**** If the Board of Supervisors approves the Cultural Commission's 2015/16 work plan, City staff will submit the Carson City Arts Assessment and the Creative Capital Arts Plan as the Cultural Master Plan Element for consideration by the Planning Commission and Board of Supervisors for formal adoption as an element of the City's Master Plan. ****
- 2) Make recommendations to the Board of Supervisors on funding for various arts and culture events using Redevelopment Authority funds.
- 3) Coordinate a grant application process with Community Development / Planning Division for using Redevelopment Authority Funds to award arts and cultural grant for events.
- 4) Continue to support efforts to preserve the decommissioned Nevada State Prison as a historic place and possibly a museum.
- 5) Support the State of Nevada efforts to create the Stewart Indian School's Cultural Center and Welcome Center.
- 6) Continue to provide a public forum for discussions and partnership building with various community organizations on community art and culture issues and/or upcoming art and culture events.
- 7) Reach out to Carson High School's AP Art Class for future senior mural projects.
- 8) Continue to support the inclusion of art and cultural components to the 1/8 Cent Sales Tax Infrastructure projects that include Downtown Carson Street, Curry Street, North/South Carson Street corridors, and East William Street/US Highway 50 (East) corridor.
- 9) Continue to support the inclusion of art and cultural components to the 3rd Street Plaza Project.

If you have questions regarding the Cultural Commission's 2014/15 annual report and the 2015/16 work plan, please contact Vern L. Krahn at 283-7343 (vkrahn@carson.org).

**CARSON CITY CULTURAL COMMISSION
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Exhibit B

MARCH 17, 2015

- Introduction of new/re-appointed Cultural Commission members.
- For Possible Action: To elect a Chairperson and Vice-Chairperson for the Carson City Cultural Commission for the 2015 calendar year.
- For Possible Action: To approve the final graphic designs for City street banners as part of the Carson City Visitors Bureau's "The Experience Starts Here" marketing campaign that includes various images of the City's arts/culture events, activities, and experiences.
- Presentation and discussion only on the history of the Stewart Indian School and future plans for a Stewart Indian School Cultural Center and Welcome Center.
- Presentation and discussion only on the Capital City Arts Initiative's Community Center / Sierra Room art exhibition venue, current exhibits and events, and future direction, including the organization's recent receipt of an Andy Warhol Foundation grant and a National Endowment for the Arts grant.
- Presentation and discussion only on the successful International Film Weekend that occurred on February 5-7, 2015 in the Bob Boldrick Theater.
- For Possible Action: To recommend to the Board of Supervisors to use the Carson City Arts Assessment (A Current Reflection of the Arts / Dated: June, 2001) and the Creative Capital (Carson City Community Arts Plan / Dated: February, 2002) as the basis for pursuing the development of a Cultural Master Plan for Carson City.
- For Possible Action: To recommend to the Board of Supervisors approval of the Cultural Commission's annual report for 2014/15 and work plan for 2015/16.
- Update on the Downtown Carson Street, 3rd Street Plaza, and Curry Street Project's upcoming public meetings and project schedule.
- Update on the Cultural Commission's special meeting on Wednesday, May 6, 2015, to allocate Redevelopment Authority funds for art and cultural events.
- Update on the upcoming Parks and Recreation Department's PowerPoint presentation to Carson High School's AP Art class for future senior project murals.
- Update on the Fulstone Wetlands mural project.
- Update on the Greenhouse Project.

MAY 6, 2015

- Presentation and discussion only on the completed Fulstone Wetlands Mural Project by Ms. Erica Gallegos.
- For Possible Action: To recommend to the Redevelopment Authority approval of the expenditure of \$26,000 from the Fiscal Year 2015-16 Revolving Fund to support the special event requests, distributed to the applicants as identified in Alternative ____ as approved by the Cultural Commission, as an expense incidental to the carrying out of the redevelopment plan that has been adopted by the Carson City Board of Supervisors, and based upon the findings that there is a causal connection between this redevelopment effort and the need for the expenses, the expenses are needed to ensure the success of the redevelopment plan and that the amount of the expenses to be given are minor in comparison to the money required for the overall redevelopment plan.
- For Possible Action: To support a request by Capital City Arts Initiative (CCAI) to allow them to research funding and the feasibility of acquiring a piece of public art to be located in the traffic circle of the Aquatic Facility's west parking lot located at 841 North Roop Street.
- For Possible Action: To replace the Cultural Commission's existing logo with a new logo and to use this new logo for the graphic banners along Fairview Drive in the Carson City Visitors Bureau's "Your Experience Starts Here" marketing campaign.
- Update on the Parks and Recreation Department's PowerPoint Presentation to Mr. Mike Malley's Carson High School's AP Art Class on a Senior Project opportunity to do another mural project for the City.
- Update on the Cultural Commission's annual report and work plan presentation to the Board of Supervisors scheduled for Thursday, May 7, 2015.
- Update on the Greenhouse Project.
- Update on the Stewart Indian School's Cultural Center.

JUNE 16, 2015

- Introduction of Stan Jones, Carson City Visitor Bureau Representative, as the new member of the Cultural Commission.
- Presentation and discussion only by the Nevada Department of Transportation on the Carson City Freeway's Phase 2B-3 Aesthetic Features.
- For Possible Action: To make changes to the Carson City Arts Assessment (A Current Reflection of the Arts / Dated: June, 2001) and the Creative Capital (Carson City Community Arts Plan / Dated: February, 2002) to create a Cultural Master Plan for Carson City.
- For Possible Action: To appoint three committee members to serve on a subcommittee to update the Carson City Arts Assessment (A Current Reflection of the Arts / Dated: June, 2001) and the Creative Capital (Carson City Community Arts Plan / Dated: February, 2002) and bring back recommendations to the Cultural Commission to create a Cultural Master Plan for Carson City.
- Update on the results from the Downtown Carson Street Design Theming Workshop held on April 20, 2015 and the upcoming 30% Design Concepts Presentation scheduled for Monday, June 22, 2015.
- Update on the Greenhouse Project.
- Update on the Stewart Indian School's Cultural Center.

JULY 1, 2015

- For Possible Action: To develop a Carson City Arts and Culture Master Plan.

JULY 15, 2015

- For Possible Action: To elect a Chair person for the Carson City Cultural Commission Subcommittee. (Commission Members / Roger Moellendorf / Vern L. Krahn)
- For Possible Action: To develop a Carson City Arts and Culture Master Plan. (Commission Members / Roger Moellendorf / Vern L. Krahn)

JULY 29, 2015

- Discussion only on the Brewery Arts Center's progress on their strategic plan and the role they want in the City's Arts and Culture Master Plan. (Gina Hill, Executive Director / Kyle Horvath, President, Board of Director / Vern L. Krahn)
- For Possible Action: To develop a Carson City Arts and Culture Master Plan. (Subcommittee Members / Vern L. Krahn)
- For Possible Action: To select a date in August for a Cultural Commission workshop on the City's Arts and Culture Master Plan. (Subcommittee Members / Vern L. Krahn)
- For Possible Action: To cancel the Subcommittee's August 12 and/or August 26, 2015 meetings. (Subcommittee Members / Vern L. Krahn)

AUGUST 12, 2015

- For Possible Action to identify topics and/or issues in the Draft/Un-adopted Carson City Cultural Commission's Strategic Plan (Dated January 2011) for use in the Carson City Arts and Culture Master Plan. (Subcommittee Members / Roger Moellendorf / Vern L. Krahn)

AUGUST 26, 2015

- Notice of Cancellation

SEPTEMBER 15, 2015

- Notice of Cancellation

SEPTEMBER 24, 2015

- The public is invited to attend a workshop on the development of an Arts and Culture Master Plan for Carson City. The public is notified that a quorum of the Carson City Cultural Commission will be in attendance at this workshop. However, no formal action will be taken.

OCTOBER 26, 2015

- **For Possible Action:** To support the Downtown Business Association's mural project located at the northeast Corner of Curry Street and Ann Street. (Kyle Horvath / Vern L. Krahn)
- **For Possible Action:** To recommend to the Planning Commission and Board of Supervisors approval of an Arts and Culture Master Plan for Carson City. (Committee members / Kendall Hardin / Roger Moellendorf / Vern L. Krahn)
- **For Possible Action:** To convene a special meeting of the Cultural Commission on Monday, November 23, 2015 to review written comments and take public testimony on the DRAFT Carson City Arts and Culture Master Plan. (Roger Moellendorf / Vern L. Krahn)

November 23, 2015

- **For Possible Action:** To recommend to the Planning Commission and Board of Supervisors approval of an Arts and Culture Master Plan for Carson City. (Committee Members / Kendall Hardin / Roger Moellendorf / Vern L. Krahn)
- **For Possible Action:** To cancel the regular scheduled meeting of the Cultural Commission on Tuesday, December 15, 2015. (Roger Moellendorf / Vern L. Krahn)

December 15, 2015

- Notice of Cancellation

EXHIBIT C

2015 Cultural Commission Member Attendance				
Member	March 17th	May 6th (Spec. Mtg.)	June 16th	July 1st (Spec. Sub. Comm. Mtg.)
Karen Abowd	X	X	X	N/A
Peter Barton	X	X	X	N/A
Elinor Bugli	X	X	X	N/A
Danielle Cook *	X	X	X	Absent
Barbara D'Anneo *	X	X	X	X
Jesse Dhami	Absent	Absent	N/A	N/A
Stan Jones	N/A	N/A	X	N/A
Terri McBride *	X	X	X	X
Robert Stansbury	X	X	N/A	N/A

1. Jesse Dhami was replaced by Stan Jones
2. Robert Stansbury was replaced by Barbara D'Anneo

Member	July 15th (Spec. Sub. Comm. Mtg.)	July 29th (Spec. Sub. Comm. Mtg.)	August 12th (Spec. Sub. Comm. Mtg.)	September 24th (Spec. Workshop)
Karen Abowd	N/A	N/A	N/A	X
Peter Barton	N/A	N/A	N/A	X
Elinor Bugli	N/A	N/A	N/A	X
Danielle Cook *	X	X	X	X
Barbara D'Anneo *	X	X	X	X
Stan Jones	N/A	N/A	N/A	X
Terri McBride *	X	X	X	X

Member	October 26th (Spec. Mtg.)	November 23rd (Spec. Mtg.)	March 15, 2016
Karen Abowd	X	X	
Peter Barton **	Absent	Absent	
Elinor Bugli	X	X	
Danielle Cook *	Absent	Absent	
Barbara D'Anneo *	X	X	
Stan Jones	X	X	
Terri McBride *	X	X	

* The Cultural Commission's Subcommittee members were as follows:

- 1.) Terri McBride, Chairperson
- 2.) Danielle Cook
- 3.) Barbara D'Anneo

** Peter Barton has chosen not to be reappointed to the Commission by the Nevada Department of Tourism and Cultural Affairs.