

**MINUTES**  
**Regular Meeting**  
**Carson City Cultural Commission (CC)**  
**Monday, March 8, 2021 ● 5:30 PM**  
**Community Center Robert “Bob” Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Barbara D’Anneo</b>	<b>Vice Chair – Karen Abowd</b>
<b>Commissioner – Elinor Bugli</b>	<b>Commissioner – Christopher Leyva</b>
<b>Commissioner – Stan Jones</b>	<b>Commissioner – Amy Clemens</b>
<b>Commissioner – Sierra Scott</b>	

**Staff**

Nancy Paulson, City Manager  
Todd Reese, Deputy District Attorney  
Danielle Howard, Public Meetings Clerk

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

An audio recording of this meeting is available on [www.carson.org/minutes](http://www.carson.org/minutes).

**1. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM.**

(5:30:26) – Chairperson D’Anneo called the meeting to order at 5:30 p.m. Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Barbara D’Anneo, Chair	Present	
Karen Abowd	Present	
Elinor Bugli	Present	
Christopher Leyva	Present	
Stan Jones	Present	
Sierra Scott	Present	
Amy Clemens	Absent	

**2. PUBLIC COMMENT AND DISCUSSION (THREE-MINUTE TIME LIMIT)**

(5:31:34) – Chairperson D’Anneo entertained public comments. Sharon Rosse from the Capital City Arts Initiative (CCAI) introduced herself and announced that the CCAI monthly newsletter had gone out. She stated that the exhibition titled *Entitled to the Sun* by artist Rachel Stiff was still being displayed in the Carson City Courthouse Gallery and that the new Nevada Neighbors Talk on “Archaeology on the North Coast of Peru” by Hal Starratt was available on YouTube. She also announced that the *Mimic* exhibition by artist Ahren Hertel had just opened at the Western Nevada College (WNC) Bristlecone Gallery, and the CCAI’s *Photo Finished 2021* Exhibition was still being displayed at the Business Resource Innovation Center (BRIC) through March 25, 2021.

(5:33:30) – Commissioner Abowd wished to extend her condolences to the Navarro family after Desi Navarro’s passing during the prior week, and she extended special condolences to Desi Navarro’s wife, Tammy Navarro, and their children. She added that Desi Navarro would be missed.

**3. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MAY 11, 2020, MAY 19, 2020, AND NOVEMBER 19, 2020**

(5:34:29) – Chairperson D’Anneo introduced the item and entertained corrections and a motion for the May 11, 2020 regular meeting minutes. Commissioner Bugli pointed out that she was incorrectly identified as the Mile High Jazz Band Association Director on page #3 and identified her position as Treasurer.

**(5:35:47) – MOTION: Commissioner Jones moved to approve the May 11, 2020 minutes as corrected.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Jones
<b>SECONDER:</b>	Bugli
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

(5:35:57) – Chairperson D’Anneo entertained corrections and a motion for the May 19, 2020 special meeting minutes. She pointed out that the “Greetings Tour” referenced twice on page #4 was incorrect and stated that the Carson City mural was the correct project that should have been indicated.

**(5:37:14) – Commissioner Abowd moved to approve the May 19, 2020 minutes as corrected.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Abowd
<b>SECONDER:</b>	Jones
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

(5:37:24) – Chairperson D’Anneo entertained corrections and a motion for the November 19, 2020 Culture and Tourism Authority (CTA) and CC joint meeting minutes.

**(5:37:55) – Commissioner Bugli moved to approve the November 19, 2020 minutes as presented.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Bugli
<b>SECONDER:</b>	Jones
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

**4. FOR POSSIBLE ACTION: ADOPTION OF AGENDA AS PRESENTED.**

(5:34:08) – Chairperson D’Anneo entertained requests to modify the agenda and a motion to accept the agenda.

**(5:34:16) – MOTION: Commissioner Jones moved to adopt the agenda as presented.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Bugli
<b>SECONDER:</b>	Abowd
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

**5. FOR POSSIBLE ACTION ITEMS:**

**5.a FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ELECT A CHAIR AND VICE-CHAIR FOR THE CARSON CITY CULTURAL COMMISSION (COMMISSION).**

(5:39:25) – Chairperson D’Anneo introduced the item and entertained nominations for CC Chair and Vice Chair.

**(5:39:37) – Commissioner Abowd moved to nominate Barbara D’Anneo to the position of CC Chair.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Abowd
<b>SECONDER:</b>	Jones
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

**(5:40:12) – Commissioner Jones moved to nominate Karen Abowd to the position of CC Vice Chair.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Jones
<b>SECONDER:</b>	Scott
<b>AYES:</b>	D’Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

(5:40:56) – Per Mr. Reese’s recommendation, Chairperson D’Anneo entertained a motion to appoint Barbara D’Anneo to CC Chair and Karen Abowd to CC Vice Chair.

**(5:41:00) – MOTION: Commissioner Jones moved to appoint Barbara D’Anneo to the position of CC Chair and Karen Abowd to the position of CC Vice Chair for calendar year 2021.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Jones
<b>SECONDER:</b>	Scott
<b>AYES:</b>	D'Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

**5.b FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING RATIFICATION OF ALL OFFICIAL ACTION TAKEN IN 2020 BY THE CARSON CITY CULTURAL COMMISSION (COMMISSION).**

(5:41:30) – Chairperson D'Anneo introduced the item. Mr. Reese briefly presented the Staff Report, which is incorporated into the record, and responded to clarifying questions. Chairperson D'Anneo entertained a motion.

**(5:44:46) – MOTION: Vice Chairperson Abowd moved to ratify all official actions taken by the Carson City Cultural Commission in 2020.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Abowd
<b>SECONDER:</b>	Leyva
<b>AYES:</b>	D'Anneo, Abowd, Bugli, Leyva, Jones, Scott
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Clemens

**5.c FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO UPDATE/AMEND THE FISCAL YEAR 2021/2022 REDEVELOPMENT SPECIAL EVENT GRANT GUIDELINES, APPLICATION AND FINAL REPORT TO REFLECT UPDATED PROCEDURES AND A POSSIBLE INCREASE OF THE MAXIMUM AWARD AMOUNT TO \$10,000 PER ORGANIZATION.**

(5:45:29) – Chairperson D'Anneo introduced the item. Ms. Paulson briefly presented the Staff Report and the accompanying documents, all of which are incorporated into the record.

(5:48:25) – Chairperson D'Anneo entertained Commissioner comments. Commissioner Bugli commented that a new event sometimes needs only a small amount of money for funding, and with \$25,000 being allocated towards supporting arts and culture special events, it is possible for three organizations to use up all the money, which would discourage other organizations from applying. She noted that there had been many more than four applicants in the past.

(5:49:23) – Chairperson D'Anneo and Ms. Paulson clarified that unused grant funds could not be used past the given time limit, and the grant fund amounts allocated for events that were cancelled for 2020 would be added back into the 2021 funding for a total of approximately \$32,000.

(5:50:39) – Vice Chairperson Abowd was in favor of the tiered system because of a “check and balance system,” and it would allow for newer events to flourish while still providing some income to long-standing events.

Commissioner Jones added that the consensus among the Board of Supervisors (BOS) was that there should be a tiered system. He also agreed with Commissioner Bugli that raising the maximum amount awarded to \$10,000 could restrict the number of applicants and recommended a maximum amount of \$5,000 as a more reasonable award.

(5:52:24) – Chairperson D’Anneo suggested determining the intent of the grant and how the Commission believes it should be administered. Commissioner Scott was in favor of the tiered system and commented that there should be a \$10,000 level for new events, which she suggested calling “Emerging Events grants.” She recommended implementing the tiered system in the next fiscal year and continuing with the \$5,000 maximum amount for the remainder of the year due to the current year being “a wild card for so many organizations.” She agreed with Chairperson D’Anneo that written objectives for the grant were necessary, and she presented the following objectives she believed were applicable to the grant award:

- “Increasing community access to and/or participation in the arts”
- “Supporting the work of local artists”
- “Celebrating the unique cultural diversity of Carson City”
- “Inspiring creativity and innovation”
- “Stimulating economic development”

Commissioner Scott also believed that the existing evaluation criteria for the grant did not work for arts and culture, and she proposed categorizing the criteria as project planning, project management and feasibility, community impact, and artistic merit, with community impact being weighted more heavily than the other criteria. She noted that the Carson City Redevelopment Authority’s (RACC’s) mission through the CC is “to enhance the cultural vibrancy of these communities,” which she believed the CC should “hone in on” using the grant funds.

(5:56:10) – Vice Chairperson Abowd agreed with Commissioner Scott regarding the suggested criteria and the \$10,000 level because, for example, if someone is introducing a sculpture into the community, it would command a different price tag than some of the other events. She believed that the economic engagement was important because of the partnership with the CTA to attract tourists to the City, and the more an event attracts tourists, the more the CC is succeeding with that intention.

(5:58:28) – Chairperson D’Anneo believed that a smaller, informal group should convene and come up with some objectives and reevaluate the guidelines. Commissioner Scott agreed but added that it would depend on the timeline. Ms. Paulson stated that the Commission had the option to form a work group to go through Chairperson D’Anneo’s suggested process and come back at another time with the proposed objectives and the criteria, and the notices could be sent out later. Chairperson D’Anneo was in favor of this idea, and she believed some of the language in the guidelines should be clarified.

(6:01:38) – Mr. Reese advised that it would be appropriate to give Ms. Paulson the authority to organize a work group; however, he cautioned that having more than four of the Commissioners from the CC sitting in that group would make Open Meeting Law (OML) applicable. Commissioner Bugli believed that it was important to have representatives sitting in the group that are not Commissioners, and Chairperson D’Anneo suggested recruiting Sharon Rosse for the work group due to how much she does for the City relating to arts and culture. She also recommended that Commissioner Scott, Commissioner Jones, Vice Chairperson Abowd, and Commissioner Bugli sit on the work group. The consensus among the Commission was to table this item for the next meeting, and no formal action was taken on this item.

**6. FOR DISCUSSION ONLY ITEMS:**

**6.a FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE CONTINUATION OF THE 1% TRANSIENT LODGING TAX (TAX) DEDICATED TO THE ARTS AND CULTURE PROGRAM CURRENTLY ADMINISTERED BY THE CARSON CITY CULTURE AND TOURISM AUTHORITY (CTA).**

(6:04:14) – Chairperson D’Anneo introduced the item. Ms. Paulson presented the Staff Report, which is incorporated into the record.

(6:07:22) – Chairperson D’Anneo entertained Commissioner comments, and Ms. Paulson and CTA Executive Director David Peterson responded to clarifying questions. Commissioner Abowd thanked the lodging properties for supporting the amendment process of the Carson City Municipal Code (CCMC) to remove the expiration of the existing tax.

**6.b FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE TRANSITION OF THE ADMINISTRATION OF THE 1% TRANSIENT LODGING TAX (TAX), DEDICATED TO THE IMPLEMENTATION OF THE CARSON CITY ARTS & CULTURE MASTER PLAN AND THE DEVELOPMENT OF A CULTURAL TOURISM CAMPAIGN, BACK UNDER THE AUTHORITY OF THE CARSON CITY CULTURE AND TOURISM AUTHORITY (CTA).**

(6:10:00) – Mr. Peterson referenced the Staff Report, which is incorporated into the record, and noted that the CTA was “at a stopgap” with the Brewery Arts Center (BAC), which has been under contract with the CTA officially since February 8, 2021. He mentioned that the CTA planned to release a job posting for the Arts and Culture Program Manager position. Mr. Peterson added that recruitment for the position would begin during April 2021, and the interview process would take place during May 2021. He also responded to clarifying questions. Mr. Peterson informed the Commission about the tasks his team was planning to work on, including marketing campaigns and strategies during fiscal year 2022, which involved how to do some pre-event marketing.

(6:19:58) – Chairperson D’Anneo offered the Commission’s support and assistance with Mr. Peterson’s team and the future plans, and Vice Chairperson Abowd was thankful for the approach that the CC and the CTA was taking.

(6:21:16) – Ms. Paulson noted that the Arts and Culture Program balance, as of December 21, 2020, was \$214,981, which was due to an accumulation from the last five years of unspent funds as well as the Arts and Culture Program Manager position vacancy. She stated that there were a projected \$84,000 from the transient lodging tax revenue from January through June 30, 2021 and what would go away from that would be \$17,143 for the contracts for the Arts and Culture Program Services with the BAC and \$35,000 for the CTA Visitor Information Center mural. She informed the Commission that there was a potential grant match after having applied for a National Endowment for the Arts (NEA) grant for the South Carson Gateway Monument, and \$50,000 had been requested from the grant. Ms. Paulson also mentioned that the Rotary Club of Carson City was providing approximately \$46,000 for the “Welcome to Carson City” mural.

**6.c FOR DISCUSSION ONLY: DISCUSSION AND PRESENTATION REGARDING THE INTRODUCTION OF THE CARSON CITY CULTURE AND TOURISM AUTHORITY (CTA) ARTS & CULTURE PROGRAM SERVICES CONTRACTED VENDOR AND AN UPDATE ON THE TASKS TO BE COMPLETED.**

(6:25:37) – Chairperson D’Anneo introduced the item. BAC Executive Director Gina Lopez introduced herself as the representative for the BAC, which is the CTA Arts and Culture Program contracted vendor, and she presented the scope of work indicated in the CTA Independent Contractor Agreement, which is incorporated into the record. She and Mr. Peterson also responded to clarifying questions.

(6:29:28) – Chairperson D’Anneo suggested that the Commissioners notify community arts organizations of the potential space at the Reno-Tahoe International Airport, and Ms. Lopez agreed to inform the Commission once she received an answer from having coordinated with the Reno-Tahoe International Airport on whether space would be made available for use.

(6:32:09) – Bobbi Rahder introduced herself as the Museum Director of the Stewart Indian School Cultural Center and Museum and noted that it was a part of an exhibit showing in Concourse B of the Reno-Tahoe International Airport. She explained that the idea behind the Sierra Arts Foundation and the Cultural Alliance Nevada (CAN) was to feature the art of each of the Nevada legislative districts, and the Stewart Indian School Cultural Center and Museum was representing District #16.

(6:34:25) – In response to Chairperson D’Anneo’s inquiry, Mr. Peterson stated that he and his team have discussed methods of measuring viewer feedback of exhibits, including incorporating an interpretive kiosk in the actual artwork and brochure racks as a part of the display.

(6:38:10) – Ms. Lopez suggested doing some work with the Nevada Arts Council because of its Legislative eXhibition Series (LXS) and noted that there were plenty of opportunities in order to target the Legislature.

## **7. FOR DISCUSSION ONLY:**

### **a. CITY MANAGER’S REPORT**

(6:48:05) – Chairperson D’Anneo introduced the item. Ms. Paulson informed the Commission that she had intended to bring the “speaking of the public arts policy” to the meeting, but because of the many revisions that were necessary for the policy, she wished to work with the future CTA Arts and Culture Program Manager before it was presented to the Commission.

### **b. COMMISSIONER REPORTS/COMMENTS**

(6:48:48) – Chairperson D’Anneo introduced the item and entertained Commissioner reports and comments. Vice Chairperson Abowd announced that The Greenhouse Project had a successful Flower Basket Sponsorship, and Jon@carsoncitygreenhouse.org could be contacted regarding the two baskets available for downtown Carson City. She also stated that The Greenhouse Project would be hosting a Plant Sale through April 2021, during which individuals could pre-order, Saturdays would be pickup days, and the in-person Plant Sale would be on May 8, 2021.

(6:50:08) – Commissioner Bugli informed that the Carson City Symphony Association’s Carson Chamber Singers were working on their third virtual choir, and the virtual choir was projected to be released in a week. She stated that the Carson City Historical Society had started a series of monthly lectures, and it had an exhibit in the Carriage House behind the Foreman-Roberts House Museum (1207 North Carson Street) regarding notable women of Carson City. She announced that the Mile High Jazz Band would be starting another virtual “Jazz and Poetry” event.



(6:52:31) – Commissioner Scott informed the Commission that the BOS was seeking feedback on the draft Carson City 2021-2025 Strategic Plan during February 2021, and the latest draft had 10 “Priority 1 Objectives,” with “exploring opportunities to fund arts and culture” ranking as #5 out of 10. She proposed that the Commission do what it can to support that ranking.

**c. FUTURE AGENDA ITEMS**

(6:53:56) – Chairperson D’Anneo entertained requests for future agenda items. Commissioner Scott wished to agendaize an item relating to discussion on creative placemaking.

(6:55:13) – Chairperson D’Anneo wished to agendaize an item regarding the issues of the Carson City Arts and Culture Master Plan, including issues with public art policy and the Redevelopment funds and criteria.

**d. UPCOMING MEETINGS AND EVENTS**

(6:55:50) – Chairperson D’Anneo introduced the item, and Ms. Paulson assured that she would calendar a date and time for May 2021 for the next CC meeting.

**8. PUBLIC COMMENTS AND DISCUSSION (THREE-MINUTE TIME LIMIT)**

(6:57:13) – Chairperson D’Anneo entertained public comments; however, none were forthcoming.

**9. FOR POSSIBLE ACTION: TO ADJORN.**

**(6:57:26) – Chairperson D’Anneo adjourned the meeting at 6:57 p.m.**

The Minutes of the March 8, 2021 Carson City Cultural Commission meeting are so approved this 20<sup>th</sup> day of July 2021.