



Commission for the Las Vegas Centennial Minutes

1. Call to Order

Minutes:

CHAIR GOODMAN called the meeting to order at 2:01 p.m.

PRESENT: CHAIR GOODMAN and COMMISSIONERS COFFIN (excused at 2:23 p.m.), BRYAN, ARNOLD, STOLDAL, BROWN, MOWBRAY, TRUESDELL (excused until 2:16 p.m.), DARNOLD and BRANDENBURG

EXCUSED: COMMISSIONERS FELDMAN, HELTON and SINNOCK

Subsequent to the roll call, CHAIR GOODMAN welcomed COMMISSIONER BRANDENBURG who, at the request of the Chair, introduced himself.

CHAIR GOODMAN complimented and COMMISSIONER STOLDAL spoke briefly about the Boyd Production documentary which would be discussed later in the meeting.

2. Announcement Regarding: Compliance with Open Meeting Law

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations: City Hall, 495 South Main Street, 1st Floor; Clark County Government Center, 500 South Grand Central Parkway; Grant Sawyer Building, 555 East Washington Avenue; City of Las Vegas Development Services Center, 333 North Rancho Drive.

3. Public Comment: Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

None.

4. For possible action to approve the Final Minutes by reference of the Regular Meeting of March 27, 2019

Motion made by Bob Coffin to Approve

Passed For: 9; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 4

For-Bob Coffin, Richard Bryan, Ryan Arnold, Robert Stoldal, Hannah Brown, John Mowbray, Krista Darnold, Mark Brandenburg, Carolyn Goodman; Excused-Alan Feldman, Louise Helton, Hugh Sinnock, Ric Truesdell;

5. CLC-76405 – ABEYANCE ITEM – Report by Michael Mann, Facilities Project Manager, City of Las Vegas Operations and Maintenance, regarding an update on the Blue Angel Motel sign renovation and relocation project

Minutes:

JERRY WALKER, Director of Operations and Maintenance, stated that an agreement, which had a two-year term on it, was signed on March 1, 2017, for the Blue Angel Motel sign. An RFP (Request for Proposal) for the sign was in its final stages in the Purchasing and Contracts Division and would advertise in the newspaper soon with the bid advertising shortly after. MR. WALKER expected a field review at the end of June or in early July. He believed the restoration of the Blue Angel Motel sign would take approximately three to four months to complete, and the installation of the sign would be contingent upon the holidays.

He displayed images of the statue and explained that in mid-March 2017 the statue was pulled down the day before a big windstorm. The Blue Angel was taken down in addition to her wand and the Blue Angel crescent as well as a small motel sign. The signs were not picked up at that time but after a phone call was received, MR. WALKER picked up these and several other signs. Shortly after obtaining the Blue Angel, the civil plans were completed. MR. WALKER pointed out on an aerial map where the Blue Angel statue will be placed near Charleston Boulevard, Fremont Street, and Eastern Avenue.

MR. WALKER briefly explained the next steps in the process including working with NDOT (Nevada Department of Transportation) on a transfer agreement which will make the parcel a city-owned right-of-way after which MR. WALKER will pull a city permit. He showed on a presentation board where the Blue Angel statue will stand and explained that the pavers on the site will be removed and the landscaping would be redone.

CHAIR GOODMAN asked if floodlights will be placed on the site to which MR. WALKER confirmed. Concrete will be placed around the base of the statue as well as desert landscaping. The statue will stand in the air but staff would allow the contractor to determine how high. He hoped to have the statue standing by January.

COMMISSIONER STOLDAL stated that he drove past the Welcome to Las Vegas sign and asked if there would be an opportunity for a photo opportunity at the Blue Angel statue. MR. WALKER would set up the area to allow for photos but noted that there is no adjacent parking designated to photograph the statue. The Commissioner cited concerns of traffic posing a hazard and thought it would be better to plan a designated parking area.

MR. WALKER confirmed for COMMISSIONER STOLDAL that he also needed a two-year extension to the agreement with the Centennial Commission. DEPUTY CITY ATTORNEY SETH FLOYD clarified that the item was only agendaized for a report to which MR. WALKER replied that he would return with a request. MR. FLOYD noted that the next meeting would be held July 29th and offered to review the agreement after this meeting.

COMMISSIONER BRYAN asked who the agreement was between. MR. WALKER said the Centennial Commission and the City of Las Vegas.

MR. WALKER explained that the reason for the two-year extension is when the statue was removed there were no plans to save it as it was an emergency removal. Time was spent looking for an appropriate location for the statue.

COMMISSIONER STOLDAL believed there needed to be an educational plaque somewhere within the area. COMMISSIONER COFFIN was unsure where anyone would see it. MR. WALKER stated that a memorial plaque would be put up at the location.

MR. WALKER stressed that the Department of Operations and Maintenance does a lot of special projects; however, the restoration of neon signage is not something it has ever done before.

COMMISSIONER STOLDAL wondered why the statue was stored outside and not inside. MR. WALKER explained that he did not have any inside facilities, but a tarp was placed on the statue. He assured the statue was being stored in a well-lit, low traffic area and a place where he could see it on a daily basis. It has remained on frames and has not touched the ground.

CHAIR GOODMAN acknowledged COMMISSIONER STOLDAL'S comments regarding location and asked if the property could be reviewed to allow for parking. MR. WALKER replied that there were surrounding commercial parking lots available; however, there are no city parcels in that area.

After taking the time to review it, MR. FLOYD informed the Commission that the agreement was approved for about \$140,500 for the restorations. MR. WALKER stated that he would not request any additional funding and has median island funding; he would finish the project as necessary.

CHAIR GOODMAN wondered if a special meeting could be held. With regard to the two-year extension, ROBERT SUMMERFIELD, Director of Planning, believed nothing should hold up moving the project forward.

MR. WALKER invited the Commissioners to come and see the statue up close and noted that awarding of the contract should occur around the same time he returns to request a two-year extension.

COMMISSIONER ARNOLD asked what the vacant lands around the area were. MR. WALKER replied that he would have to verify.

COMMISSIONER MOWBRAY asked staff if a timeline could be developed for two-year extensions so that reminders could be given. MR. SUMMERFIELD stated that this was something his staff is working on as part of the Centennial Commission's transition under the Department of Planning.

MR. WALKER shared a story of an elderly woman who visited the Blue Angel statue and, because of the importance of the statue to her and her husband, donated \$5,000. He noted that the money was deposited into the median island fund account, and he would track the amount explicitly.

ZACH BUCHER, Special Assistant to the Mayor, confirmed the donation was received and a thank you letter has been sent. The elderly woman will be invited to the groundbreaking ceremony.

6. CLC-76406 – Discussion for possible action regarding a grant request by Jonathan Ullman, President and CEO of The Mob Museum, in the amount of \$39,400 for a Mob Museum mobile app

Minutes:

ADRINA RAYMOS-KING, Manager of Strategic Partnerships at The Mob Museum, introduced herself, CRISTIN HAUGHT, Project Manager at The Mob Museum, and JOE HENRIOD, Web Developer for The Mob Museum. MS. RAYMOS-KING appeared on behalf of JONATHAN ULLMAN who sent his highest regards to the Centennial Commission as he was out of town attending the American Alliance of Museums Conference.

She stated that the museum is a 501c3 non-profit with a mission to preserve and advance the story of organized crime and law enforcement. The museum is located in an iconic building within the heart of Downtown Las Vegas. She acknowledged the support of the City of Las Vegas, FORMER MAYOR OSCAR GOODMAN and the Centennial Commission.

MS. RAYMOS-KING spoke of the support of the Centennial Commission in the past with the development of multi-module audio tours. The museum has begun to offer three languages for those tours and to date, there are seven tours for visitors to choose from. Visitors have purchased over 65,000 audio tours since the inception of the program. In the spring of 2016, the museum came before the Centennial Commission to roll out its educational outreach program which has reached over 13,000 students, two-thirds of which are from Title 1 schools. The museum has also implemented a senior outreach program. To date over 400 seniors have been reached.

In order to grow, the museum must continue to develop; therefore, the group was present to announce the museum's latest venture which is the development of The Mob Museum mobile app.

Through a PowerPoint presentation, which has been submitted and attached as backup, MS. HAUGHT stated that grant funding for this project would allow the museum to develop a free mobile app for iPhones and Android devices which will feature three key components. There will be a historic context and wayfinding aspect, loyalty and reward program, and the Doppelgangster facial recognition feature. She discussed some of the primary objectives of the project. The mobile app is set to launch on November 15th in conjunction with the museum's

celebration of Key Fobber Day which is a free admission day for Nevada residents and commemorates the 1950 key fobber hearing held in the museum's historic courtroom and also contributed to the museum's designation on the National Register of Historic Places.

MS. HAUGHT provided a broad overview of what the app would do for the museum which would help to reach a broader audience and would create an easily accessible platform to highlight Las Vegas-centric artifacts and exhibits. She showed an image of the landing page of the app which would highlight the historic significance of the museum building and feature the Centennial Commission's logo.

The app will also have a wayfinding function which will help visitors to navigate through the museum. The historic context feature will help guests to organize their visits based upon their individual interests. It would have a strong Las Vegas history focus and, with the Centennial Commission's support, several self-guided tours would be able to be crafted a sample of which was illustrated in the PowerPoint. Staff was most excited about this component as it will allow repeat visitors to experience the museum in a new way. These repeat visitors are the reason the loyalty and reward program was conceived as it will allow for incentives with discounts and prizes through a point system based upon visitor engagement. Guests will have the option to create a user profile which will help them to accrue points through calendaring events.

Additionally, the app will feature a doppelgangster facial recognition feature which will use facial recognition technology to match visitors to an organized crime criminal and will also include a historic component. This feature will also be available to guests who may have never visited the museum before to serve as an entry-level engagement to expose them to content related to Las Vegas history.

MS. HAUGHT reviewed the key personal associated with the project and its timeline. The museum has committed over \$50,000 to the project in addition to over \$150,000 from donors, and she explained the importance of the Centennial Commission grant.

COMMISSIONER TRUESEDELL supported The Mob Museum but thought this request seemed like a request for an operational exhibit to the museum. He expressed concern about setting a precedent for other organizations.

COMMISSIONER STOLDAL thought the Centennial Commission had a duty of helping non-profits to continue to be successful. He did not have a problem with the app and would support it although he understood COMMISSIONER TRUESEDELL'S concerns.

COMMISSIONER BROWN asked if the app would be free. MS. HAUGHT replied yes adding that what will be featured in the app is not inclusive of everything in the museum. As it relates to the tours, beacons will be installed within the museum so the tour function will only be available on site.

COMMISSIONER ARNOLD agreed with COMMISSIONER TRUESEDELL. He believed the Centennial Commission has supported the museum for a long time. He thought the museum had the budget and believed such a project should be something focused on internally. MS. HAUGHT explained that with the museum funding and the in-kind funding, as listed on the budget slide of the PowerPoint, would allow staff to build out the functionality aspects of the museum. She asserted the museum was committed to ensuring the app is something to be created; unfortunately, without the Centennial Commission's support, the amount of historic content that could be included will suffer. COMMISSIONER ARNOLD believed the museum would choose to include that functionality within the app at some point.

COMMISSIONER STOLDAL understood the Commissioner's thoughts but believed the app to be a history piece and emphasizes the value and history of the building. COMMISSIONER BROWN agreed with COMMISSIONER STOLDAL stating that The Mob Museum is a vital part to the history of the city.

As he is on the Board of Directors of The Mob Museum, COMMISSIONER MOWBRAY asked if he could participate in the discussion. DEPUTY CITY ATTORNEY SETH FLOYD stated that if the Commissioner is

recusing himself from the vote, he probably should not be part of the substantive discussion. He acknowledged that discussions regarding The Mob Museum have occurred in the past; however, he was not the legal counsel for the Centennial Commission at that time. He advised that the first step, if applicable, was for a Commissioner to disclose their affiliation and to then recuse themselves if necessary. Given the disclosures, it was his opinion that those Commissioners on the Board of Directors recuse themselves from voting.

COMMISSIONER BRYAN wondered if these Commissioners could still be included as part of the quorum to which MR. FLOYD stated that the quorum would consist of those who have not recused themselves.

CHAIR GOODMAN asked for staff's recommendation on the grant application.

ROBERT SUMMERFIELD, Director of Planning, said staff reviewed the grant application and found that the lion's share of the requested funds is for the educational material or the licensing of the images that would be presented as a part of the education of historic material. As the Centennial Commission's mandate is education and preservation of history, both the educational and historic preservation components were present. The commercial or operational components were out of The Mob Museum's portion of funding and not what was being requested from the Centennial Commission. Staff was in support of the request given the Centennial Commission's mandate.

As he wondered to what extent funding need was weighted, MR. FLOYD read from the statute pertaining to the use of funds generated by the Centennial Commission license plate for COMMISSIONER BRANDENBURG. He pointed out that the enabling language for the Centennial Commission is pretty broad with the key component being that the project commemorates Las Vegas history.

Subsequent to the vote, MS. RAYMOS-KING gave her thanks to the Commissioners and stated that in the past, Commissioners affiliated with The Mob Museum have voted after having determined with legal counsel that there was no financial gain. She wished to clarify the direction given by MR. FLOYD.

MR. FLOYD explained that the process was two-step. The first step is to provide disclosure with respect to four different criteria one of which is a commitment in a private capacity which includes employment. He noted that on a Board of Directors where an individual is not paid, it is not considered employment; however, the Attorney General provided some clarification which, in MR. FLOYD'S view, the Commissioners' various affiliations fall into that category. He offered the item to be trailed while he researches additional information. COMMISSIONER BRYAN believed an in-depth response was needed as there could be unintentional consequences.

It was confirmed the applicant could resubmit the grant application to be reconsidered. COMMISSIONER STOLDAL believed in the Commissioner's providing declaration as to also follow the Open Meeting Law.

MS. RAYMOS-KING stated that she had meeting minutes showing members of the Commission voting in the past on items of The Mob Museum; she would provide the documents to MR. FLOYD for review.

NOTE: CHAIR GOODMAN and COMMISSIONERS MOWBRAY, STOLDAL, BRYAN, and DARNOLD disclosed their various affiliations with the Board of Directors of The Mob Museum and, per direction from DEPUTY CITY ATTORNEY SETH FLOYD, would be abstaining on this item.

Motion made by Hannah Brown to Approve (Motion for Approval failed due to a tie vote)

Failed For: 2; Against: 2; Abstain: 5; Did Not Vote: 0; Excused: 4

For-Hannah Brown, Mark Brandenburg; Against-Ryan Arnold, Ric Truesdell; Abstain-Richard Bryan, Robert Stoldal, John Mowbray, Krista Darnold, Carolyn Goodman; Excused-Bob Coffin, Alan Feldman, Louise Helton, Hugh Sinnock;

7. CLC-76407 – Report and discussion for possible action by Joe Williams, Senior Financial Analyst, City of Las Vegas Finance Department, regarding the labor budget breakdown for work performed by the Historic Preservation Officer and the Executive Director of the Commission for the Las Vegas Centennial

Minutes:

JOE WILLIAMS, Senior Financial Analyst, provided a report, which has been attached as backup, regarding the labor budget breakdown for work performed by the Historic Preservation Officer and the Executive Director of the Commission for the Las Vegas Centennial. In the past, the Centennial Commission has contributed internal charges for these two positions specifically for ESTHER REINKE and COURTNEY MOONEY. MR. WILLIAMS stated that over the past 14 years, the Centennial Commission has contributed \$1,234,490; the average amount spent each year is \$91,794. MR. WILLIAMS provided a further breakdown of hours worked noting from 7/1/2018 to 4/30/2019, MS. REINKE spent 737 hours as the Executive Director and the costs associated with that was \$59,976; PAUL BENGTON spent 75.5 hours at the cost of \$5,490; MICHAEL HOWE spent 174.5 hours at the cost of \$17,087; and SIDNEY NOYCE spent 46.5 hours at the cost of \$2,527. MR. WILLIAMS estimated the remaining amount for the remainder of the year which should be approximately 206 hours spent for a total of 1,240 hours at a total cost of approximately \$94,000. He stated that this was in line with the average of what has been spent each year.

MR. WILLIAMS explained that the Historic Preservation Officer and Executive Director positions only spent 60 percent of their working hours on the Centennial Commission and Historic Preservation Commission (HPC) related operations. He said if the position is made full-time, an additional 40 percent of working hours could be spent to make the amount 100 percent. MR. WILLIAMS directed the Commissioners' attention to the second page of the report which listed the salary and benefits for the Senior Management Analyst position for Fiscal Years 2019 and 2020. The amounts have been reduced for this position from Fiscal Years 2019 to 2020 as the duties have been reduced. He noted that the position for Historic Preservation Officer was budgeted for \$106,470 with additional funds budgeted for a four percent increase in Fiscal Years 2021 and 2022. The total for the three years to fund this position would total \$332,356. What has been approved by the Centennial Commission for the position is \$322,333, MR. WILLIAMS pointed out this amount was approximately \$10,000 short and funds would have to come out of the Department of Planning's budget.

CHAIR GOODMAN believed someone with knowledge and experience in the field was needed.

ROBERT SUMMERFIELD, Director of Planning, stated that the amount presented assumes an individual is hired from the top of the range. Beyond this, staff believed there was a shortfall and the grant amount that was awarded by the Centennial Commission to help fund a Historic Preservation Officer had the potential to be short and MR. SUMMERFIELD would continue to work with city management staff to augment that amount with funds from the General Fund; this had always been expected.

CHAIR GOODMAN asked if the salary range advertised had an interest to which MR. SUMMERFIELD said he would explain this during his item.

COMMISSIONER ARNOLD asked if there was a request on the table for more funding. MR. WILLIAMS replied that this was just a report as requested by the Commission.

COMMISSIONER STOLDAL asked if 60 percent of the Historic Preservation Officer's responsibilities would be for the Centennial Commission and the remaining 40 percent would be for the Historic Preservation Commission. MR. SUMMERFIELD confirmed this and provided a brief explanation of how time has been allocated amongst the two board through the Executive Director role and the Historic Preservation Officer role. MR. WILLIAMS referred to his breakdown on the first page of the report which illustrated the percentage.

COMMISSIONER STOLDAL complimented MS. REINKE but acknowledged that she had experienced some challenges as it relates to the grant application, invoices and such. He was under the impression, from a

previous meeting, that these administrative functions would be absorbed by MR. SUMMERFIELD'S staff. MR. SUMMERFIELD confirmed this.

8. CLC-76491 – Report by Joe Williams, Senior Financial Analyst, City of Las Vegas Finance Department, regarding the Commission for the Las Vegas Centennial budget for Fiscal Year 2018-2019

Minutes:

Referring to the budget worksheet attached in the backup, JOE WILLIAMS, Senior Financial Analyst, reported that \$1,539,745 has been received from license plate revenue. MR. WILLIAMS also acknowledged the attached worksheet detailing the quarterly license plate revenue. He pointed out that revenue was ahead in July by \$20,000 and in the second quarter, revenue was ahead by \$18,000. The third quarter began in January and there was a loss of \$2,000. With the addition of the Golden Knights license plates, revenue has decreased by \$34,000 in the fourth quarter. Considering these figures, license plate revenues for the Centennial Commission were still up by \$1,419; however, MR. WILLIAMS anticipated that revenues could still decrease as the Golden Knights license plate will have been available for a full year as well as the Raiders license plate becomes available.

For the 10 months ended April 30, 2019, MR. WILLIAMS stated that a total of \$1,082,912 had been expended on five major projects which he listed as funding to the Nevada Preservation Foundation (\$56,802), funding for the Whole Enchilada Project (\$662,000), an education grant to the Junior League of Las Vegas (\$50,000), funding to Boyd Production for the historic film (\$159,926), and administrative costs (\$85,000).

MR. WILLIAMS noted that the period ended with an ending fund balance of \$3,490,925. There is \$1,334,769 in committed projects already voted upon and approved by the Commissioners. If all projects were to be paid for today, there would be an ending fund balance of \$2.1 million.

9. CLC-76408 – Report by Stacie Lang, Junior League of Las Vegas, regarding the educational mini-grants

Minutes:

STACIE LANG, Junior League of Las Vegas, stated that at the last meeting a request was made for the Junior League of Las Vegas to provide an official letter requesting an extension on the remaining funds awarded by the Centennial Commission. She had the letter available and stated that they were currently awaiting their Board of Directors' approval. MS. LANG would provide the letter to ROBERT SUMMERFIELD, Director of Planning. MR. SUMMERFIELD explained that the Centennial Commission had requested the Junior League of Las Vegas return with an official request to the extension based upon the lengthy discussion at the March meeting. He noted that the grant application was not received in time to be included on this agenda; therefore, a future item would be included on the July agenda for approval.

COMMISSIONER BRYAN pointed out that the City Council has items on the agenda identified as part of the Consent Agenda and asked if the Centennial Commission should consider having a Consent Agenda which he believed would save time on non-controversial items. MR. SUMMERFIELD stated that he would verify this but did not see any reason why this could not happen for standard items such as the budget report. The Commissioner thought that staff should still be present for these items in the event someone has a question.

MR. SUMMERFIELD indicated that MS. LANG would be present at the July meeting, and she confirmed she would e-mail MR. SUMMERFIELD a copy of the letter.

See Item 11 for related discussion.

10. CLC-76409 – Report by David Riggleman, City of Las Vegas Director of Communications, regarding the Boyd Production documentary and distribution plan

Minutes:

DAVID RIGGLEMAN, Director of Communications, was present with JENNIFER DAVIES, Senior Public Information Officer, and stated that a premier event was held for The City of Las Vegas, The Early Years

documentary as well as a ceremonial item was had at a City Council meeting. The premier event was held at the Charleston Heights Arts Center where there was ample (TV) television coverage, social media attention, and a good turnout of people. He acknowledged those in attendance and that a positive response was received by the public. CHAIR GOODMAN acknowledged the Council had had a long meeting that day.

MR. RIGGLEMAN stated that the quality of the film turned out well and complimented Boyd Production on bringing the photographs in the documentary to life.

COMMISSIONER ARNOLD asked if the film would be aired again. MR. RIGGLEMAN replied it was on the City of Las Vegas website, www.lasvegasnevada.gov, and on KCLV Channel 2.

Because there was interest in what was next, several COMMISSIONERS STOLDAL, HELTON, BRYAN, and MR. RIGGLEMAN met with JENNIFER BOYD to discuss the next steps. He wondered how the Commission wanted to distribute information to the local audience about the production of the documentary. He explained that there were several options like social media advertising, and he reviewed the costs of advertising on Facebook and YouTube which he believed was relatively inexpensive.

Additionally, MS. BOYD mentioned her concept called the nine lives of a project which encourages the project to live on through other means such as a website, a social media presence, etc. MS. BOYD also offered her consultant services which would be an opportunity for her to create a vision a utilize the concept of the nine lives. MR. RIGGLEMAN stated that staff had the means of reaching out through the City's website and social media but was unaware of the content of the documentary. He thought MS. BOYD'S concept was an intriguing idea; however, he could not speak to the costs of the consultant services.

CHAIR GOODMAN asked if an icon could be placed on the City of Las Vegas website. MR. RIGGLEMAN replied that this could be done but believed MS. BOYD could help to provide additional, in-depth information.

COMMISSIONER STOLDAL believed the opportunities presented by MS. BOYD would be wonderful to expand the history of the city. He asked staff if DVD (digital versatile disc) copies of the film could be made.

CHAIR GOODMAN did not believe the documentary to be complete as she believed there was more history to tell. COMMISSIONER STOLDAL stated that he would present a topic for discussion under Item 12 regarding the approval of another documentary specific to 1920-1930. COMMISSIONER ARNOLD wished to finish such an overall package of documentaries prior to focusing on advertising.

COMMISSIONER STOLDAL explained the goal of having one documentary completed every May 15th.

COMMISSIONER MOWBRAY wondered if the school district could be contacted to which COMMISSIONER STOLDAL confirmed it has been.

COMMISSIONER BRYAN supported advertising the current segment if there was something that could be done at a minimal cost.

MS. DAVIES indicated that free advertisement could be done on social media as is being done currently. The additional advertisement was dependent upon how much the Commissioners wished to spend as advertising could target a specific age, demographic, and interest groups.

MR. RIGGLEMAN confirmed for the Chair that an icon could be added to the City of Las Vegas website but believed MS. BOYD'S concept was geared toward featuring the documentary on other websites.

COMMISSIONERS STOLDAL and ARNOLD thought there were many avenues of free advertising such as Netflix and Hulu. MR. RIGGLEMAN commented that the City also has programming on Apple TV, Roku and Amazon Fire.

The Commissioners directed staff to research additional free advertisement as well as to mention the documentary in the sewer bill insert.

MR. RIGGLEMAN stated that the way the contracts are written, new future installments could be added. He agreed to update the sewer bill insert.

See Item 12 for related discussion.

11. CLC-76410 – Report by Robert Summerfield, Executive Director of the Commission for the Las Vegas Centennial, regarding completed and current projects and announcements relative to the Commission for the Las Vegas Centennial

Minutes:

ROBERT SUMMERFIELD, Director of Planning, pointed out that the agenda looks different as each report and action item has a case number. The Centennial Commission has begun to be transitioned into the Department of Planning; therefore, the Centennial Commission will be standardized similarly to what the Department does for the Planning Commission, City Council, the Historic Preservation Commission, and the Downtown Design Review Committee. Staff has found that case numbers needed to be created so that an item's history can be tracked. He noted that case numbers will be on every item and staff is in the process of identifying all current contracts, the end dates, and whether or not a confirmation of completion has been received so that if an extension is needed, the item can come before the Centennial Commission.

He acknowledged COMMISSIONER BRYAN'S idea of a Consent Agenda for these types of items which he thought was a good idea. He would verify with the Office of the City Clerk and the Office of the City Attorney about this.

MR. SUMMERFIELD distributed and submitted as backup a copy of the job description for the Historic Preservation Officer. He noted that the job description focussed heavily on what was needed in regards to historic preservation and not as much direct content related to the Centennial Commission.

He asked the Commissioners to provide him with anything they felt needed to be incorporated into the job description as it relates to the Centennial Commission. MR. SUMMERFIELD thanked COMMISSIONER STOLDAL for participating in the interview process. Candidates were segmented into tier groups based upon qualifications. Of the six selected to interview, five of them found other employment while the interview process was being set up. The individual who made the interview accepted an employment position close to home. Based upon this and review of the requested salary requirements, about one-third of qualified candidates were outside of the published salary range.

In response to concerns from some of the Commissioners regarding the salary range, MR. SUMMERFIELD explained that the published salary range was \$49,576 to \$57,000; however, approval has been received from the city's management team to augment the salary range with funds from the General Fund should a candidate meet all qualifications. MR. SUMMERFIELD has been authorized to repost the position at a salary range of \$52,991 to \$90,085; this salary range offers some flexibility. He indicated that the City would be supplementing, through its General Fund obligation, any amount above what the Centennial Commission has already funded. CHAIR GOODMAN clarified that the salary range is not inclusive of PERS (Public Employees' Retirement System of Nevada) and other benefits such as medical insurance.

MR. SUMMERFIELD explained the difference between the titles of Secretary and Executive Director. COMMISSIONER ARNOLD suggested removing the title Secretary from the job description.

CHAIR GOODMAN asked MR. SUMMERFIELD to contact those Commissioners absent from the meeting with a copy of the job description as well as to inquire about any feedback they may have.

MR. SUMMERFIELD hoped to have the position posted by June and recruitment would be open for 10 days. He hoped to have COMMISSIONER STOLDAL participate in interviews again which he anticipated would be held in July.

Acknowledging a previous question by COMMISSIONER STOLDAL, MR. SUMMERFIELD indicated that additional administrative tasks would not be billed to the Centennial Commission as there was dedicated staff within the Department of Planning that handles all boards and commissions staffed by the Department. CHAIR GOODMAN added that the previous Executive Director of the Commission for the Las Vegas Centennial, ESTHER REINKE, held another position that pertained to special events and that responsibility has been removed from the Executive Director's duties.

Regarding administrative tasks, COMMISSIONER ARNOLD wondered if paper copies of backup documentation could be printed to which MR. SUMMERFIELD stated that backup documentation is provided via electronically. CHAIR GOODMAN offered for those who would like a hardcopy of backup documentation to contact the Office of the Mayor.

The Commissioners continued the discussion on the possibility of a working group to ensure applications are completed with sufficient information prior to coming before the Centennial Commission. MR. SUMMERFIELD explained that staff already reviews the criteria as established by the bylaws and the Grant Application. Staff then provides a technical review of that with a recommendation with regard to the information provided. If information is omitted, staff will return the application back to the applicant without having it go before the Centennial Commission. Rather than giving a specific recommendation, MR. SUMMERFIELD stated that staff may just indicate that staff has reviewed the application and believes the application is sufficient and merits discussion. Additionally, submittal deadlines have been established so that in the case of a working group, applications are received with enough time for review. With this process explained, some of the Commissioners felt staff could supplant the need of a working group.

See Item 9 for related discussion.

12. **Discussion regarding topics for future agenda items.** Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Commission and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

Minutes:

COMMISSIONER STOLDAL wished to have an action item for a documentary regarding the city of Las Vegas from 1920-1930. In addition, he would like discussion to be held on whether or not to go with the same production company. ROBERT SUMMERFIELD, Director of Planning, suggested these be two separate items. He confirmed for COMMISSIONER BRYAN the items would be structured for action by the Centennial Commission.

COMMISSIONER STOLDAL also wished for a list of the videos the Centennial Commission has approved and whether it has the rights to use those videos.

Lastly, because there was discussion of new tenants to occupy the Reed Whipple Building, the Commissioner wondered if the Centennial Commission should be concerned with a historic register nomination. MR. SUMMERFIELD believed this to be a Historic Preservation Commission question.

MR. SUMMERFIELD reviewed what he had identified, through this meeting, for the next agenda.

Discussion ensued regarding July's meeting date and it was determined that the meeting date be changed to July 15th.

See Item 10 for related discussion.

13. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Commission. No subject may be acted upon by the Commission unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

JOE WILLIAMS, Senior Financial Analyst, stated that staff filed the June 30, 2018 Tax Return Form I-90 on May 15th. He wondered if the Commissioners were interested in a copy to which COMMISSIONER MOWBRAY wished to have a copy.

ROBERT SUMMERFIELD, Director of Planning, confirmed that COMMISSIONER COFFIN would continue to serve on the Centennial Commission after his term as Councilman. Currently, there were two open seats between the current membership and the maximum membership, and the bylaws do not require a certain number of members of the Council. However, if the Centennial Commission feels the need for more members of the Council to participate, there is room. COMMISSIONER BRYAN wished for other members of the Council to participate.

14. **Adjournment**

Minutes:

The meeting was adjourned at 4:32 p.m.

Respectfully submitted:

Ashley Foster, Deputy City Clerk

Robert Summerfield, Executive Director
Commission for the Las Vegas Centennial

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

City Hall, 495 South Main Street, 1st Floor
Clark County Government Center, 500 South Grand Central Parkway
Grant Sawyer Building, 555 East Washington Avenue
City of Las Vegas Development Services Center, 333 North Rancho Drive