



Commission for the Las Vegas Centennial Minutes

1. **Call to Order and Roll Call**

Minutes:

CHAIR GOODMAN called the meeting to order at 2:01 p.m. and called for the Roll after Item 2.

PRESENT: CHAIR GOODMAN and COMMISSIONERS BRYAN, STOLDAL, ARNOLD, BROWN, COFFIN, HELTON, SINNOCK, MOWBRAY, BRANDENBURG, CREAR, MILLS, PRATO and DIAZ

EXCUSED: COMMISSIONER TRUESDELL

ALSO PRESENT: DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial; VAL STEED, Chief Deputy City Attorney; and GABRIELA PORTILLO-BRENNER, Deputy City Clerk

2. **Announcement Regarding: Compliance with Open Meeting Law**

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations in accordance with the noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; the City of Las Vegas website – www.lasvegasnevada.gov; and the Nevada Public Notice website – notice.nv.gov.

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 Special Meeting of September 26, 2023

Minutes:

CHAIR GOODMAN called for a motion.

Motion made by Robert Stoldal to Approve

Passed For: 14; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

For-Richard Bryan, Ryan Arnold, Robert Stoldal, Hannah Brown, Carolyn Goodman, Bob Coffin, Louise Helton, Hugh Sinnock, John Mowbray, Mark Brandenburg, Cedric Crear, Kevin Mills, Thomas Prato, Olivia Diaz;
Excused-Ric Truesdell;

5. Report by City of Las Vegas Finance Department staff regarding the Commission for the Las Vegas Centennial budget for Fiscal Year 2023

Minutes:

QUINN OSZAKIEWSKI, Finance Services Manager, distributed the Statement of Activities, Revenues Projections and an Active Vehicle and Motorcycle Special Plates Abstract to the Commissioners, copies of which were submitted for the record. He mentioned revenue projections at \$1.8 million, outstanding awards of \$2.9 million, budgeted general administrative costs of \$231,000 and expenditures of approximately \$1.4 million, leaving \$5.2 million for Fiscal Year ending June 2023. Revenue for the year was \$544,000, with \$455,000 from plate sales alone, and the remainder from interest revenue of \$85,000.

COMMISSIONER STOLDAL questioned the paid-out amount for the Hellsdorado documentary, to which MR. OSZAKIEWSKI replied that the budget line item is the amount paid out for the fiscal year, and the Commissioner confirmed this. MR. OSZAKIEWSKI explained that the original grant was for \$259,000 and of the \$235,000 carried over, only \$18,000 was disbursed. CHAIR GOODMAN clarified this was for the fiscal year.

COMMISSIONER STOLDAL said that including a column in the budget sheet showing the total disbursements for the fiscal year to the applicant would make it easier for the Commissioners.

COMMISSIONER BRYAN observed that the remaining budget after expenditures was quite generous and asked if cash flow was holding steady from plate sales and renewals. MR. OSZAKIEWSKI said he would report on that.

COMMISSIONER ARNOLD asked what would trigger bringing back a grant for reconsideration if invoices are not being submitted. DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, advised that every grant has a completion deadline and some organizations request reimbursements at the completion of their project. This is not a problem because payouts are based on submittal of receipts. With respect to a standard, MS. SIEBRANDT said that would be up to the Commission. The applicants are typically given one year for project completion, and the Commission could extend that.

SETH FLOYD, Community Development Director, added that COVID-19 caused many delays for projects, so it was decided to include a timeline to the agreements and allow the Commission the discretion to extend them.

COMMISSIONER STOLDAL discussed with MS. SIEBRANDT that the grant guidelines allow 12 months. Several multi-year grants have been approved, but funds are paid out upon submittal of receipts for reimbursement. To the question of whether extensions can be given administratively, MS. SIEBRANDT replied that applicants are asked to submit a request for the Commission's consideration.

COMMISSIONER HELTON confirmed with MS. SIEBRANDT that a project must be completed each year for multi-year grants.

MR. OSZAKIEWSKI continued with his report and said that revenue projections are steady at approximately \$2 million yearly. He explained to CHAIR GOODMAN the abstract indicates plate sales have held at approximately 23 percent, even with the addition of the Las Vegas Raiders and the Vegas Golden Knights plates. COMMISSIONER COFFIN interjected that there is always the chance to switch to another plate every month of the year.

COMMISSIONER HELTON appreciated the report and questioned other revenue opportunities, such as from YouTube for the documentaries. MS. SIEBRANDT said that revenue has not been reflected because of issues with the bank, but it should be updated and included in January's budget report, and she confirmed for COMMISSIONER STOLDAL that the documentary films are generating revenue. COMMISSIONER STOLDAL asked for an update on the issue of the frequency of commercials on YouTube.

6. **23-0603-CLC1** - Final report by staff from the Community Development Department regarding the report on Where the Living Is Easy: An Architectural Survey of the Charleston Heights Neighborhood, an area roughly bounded by South Rainbow Boulevard, West Charleston Boulevard, Vegas Drive and South Valley View Boulevard, funded by the Commission for the Las Vegas Centennial - Ward 1 (Knudsen)

Minutes:

DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, stated this is the final report of a large survey area consisting of over 4,000 parcels, including residential and commercial properties. The results showed that the neighborhood is relatively intact and some potential districts were identified, including the Cliff May Ranch Homes built in 1955. Contact will be made with the property owners about listing the properties as historical. She submitted a PowerPoint presentation for the record.

COMMISSIONER STOLDAL questioned the cost of the survey, and MS. SIEBRANDT replied that it roughly cost \$65,000 and only about \$35,000 of the \$50,000 grant approved by this body was expended. She advised the Commissioner that a link could be provided to review the survey online. COMMISSIONER STOLDAL emphasized that it should be done automatically. MS. SIEBRANDT commented that she does not receive many requests to view the surveys, but the City is working on making more surveys available on the City's website. CHAIR GOODMAN said it is a question of time, and MS. SIEBRANDT conceded it is a work in progress.

COMMISSIONER ARNOLD said the matter of making surveys available online should be discussed under Item 10. COMMISSIONER STOLDAL insisted that if the documentary films are easily made available online, the City should be providing the surveys online and sending out news releases to the residents in the area, which would probably gain public interest.

7. **23-0604-CLC1** - Discussion for possible action regarding approval of Contract Number 240081-DG with KME Architects to create the Historic Westside Design Guidebook for commercial and residential properties located in the Historic Westside, an area roughly bounded by Owens Avenue, Interstate 15 and Martin Luther King Boulevard - Ward 5 (Crear)

Minutes:

DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, said the \$209,255 funding request was approved at the last meeting, and this item is to approve the contract as written. She advised the Chair the item was in order.

Motion made by Cedric Crear to Approve

Passed For: 14; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

For-Richard Bryan, Ryan Arnold, Robert Stoldal, Hannah Brown, Carolyn Goodman, Bob Coffin, Louise Helton, Hugh Sinnock, John Mowbray, Mark Brandenburg, Cedric Crear, Kevin Mills, Thomas Prato, Olivia Diaz; Excused-Ric Truesdell;

8. **23-0605-CLC1** - Discussion for possible action regarding funding in the amount of \$1,450,760.68 to Boyd Productions to produce Part VII through Part X of the documentary film series, The City of Las Vegas, covering the years 1970-2005

Minutes:

DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, referenced the PowerPoint presentation submitted for the record showing multi-year funding requests to complete the subject parts of the documentary film series. Multi-year funding was a push by the Commission.

CHAIR GOODMAN asked if any residue for each year would go back to the Commission's budget. MS. SIEBRANDT explained that upon completion of each part for each year, receipts would have to be submitted for reimbursement. Regarding the increases, they are COLAs (cost of living adjustments) proposed by Boyd Productions for each year, and if the proposed yearly budgets are approved, that is what would be reimbursed. Any additional funding would have to be requested through a contract modification. She would have to confer with the Finance Department about the possibility of rolling back any COLA funding not used. The total amount requested would not be paid out in the first year; however, the Commission has the discretion to earmark the funding requested for each year, if the total amount is approved, and payouts will be made upon submittal of invoices for each project year.

COMMISSIONER BRYAN asked if the COLA is included in the contract, to which MS. SIEBRANDT replied that the requested COLA would be included in the contract if approved. CHIEF DEPUTY CITY ATTORNEY VAL STEED clarified that the applicant built into the budget request the amount they think the COLA will be, but the contract amount will not be raised if the COLA comes in higher. The Commissioner said he was trying to find out if the original contract provides that the applicant is entitled to a COLA. MR. STEED did not believe the contract included it, which prompted the Commissioner to wonder why the Commission would be obligated to pay for a COLA if it is not contractual. MR. STEED said the applicant is merely including the estimated increase as a COLA for each year, but the contract will not refer to the increases as COLAs; it will have the amounts. He noted that the Commission has the ultimate discretion.

COMMISSIONER MOWBRAY said it is just a projection, and MS. SIEBRANDT confirmed this, adding that it is a request for approval of proposed funding for the next four films. The Commission could opt to deny the request and ask for a revised proposal. The Commissioner asked if the actual grant requests for the four years were not a part of this item for approval. CHAIR GOODMAN clarified that the four years are included and if the COLA comes in higher than the requested amount, the applicant will have to bear the cost.

COMMISSIONER COFFIN mentioned that COLAs are built into budgets and not separated by an amount.

COMMISSIONER ARNOLD was puzzled as to why the COLA was included and wondered how the Commission ended up with this multi-year proposal, although he acknowledged the Commission approved multi-year contracts for other applicants. MS. SIEBRANDT said that since the Commission started approving multi-year grants, and if the Commission wishes to continue contracting with Boyd Productions to produce the documentary films, it would simplify things to approve multi-year funding; however, the Commission has full discretion and can opt against a multi-year grant.

COMMISSIONER SINNOCK said the requested grant amount is a significant increase, given the first contract was in the \$200,000 range.

COMMISSIONER STOLDAL could not support the request as it stands, noting that the Commission had three basic goals that were supposed to be included in each contract with Boyd Productions. He listed those goals, emphasizing that the third goal was for Boyd Productions to turn over, after each contract, to the City of Las Vegas' Office of Communications and KCLV Channel 2 the raw video assets the City paid for, including the interviews, photographs and historic footage. The City would have the rights to all this material to use in any video productions important to the City. However, from reviewing the proposal in the backup documentation, toward the bottom of Page 2 and the top of Page 3, it states that Boyd Productions has the material, yet the Commission paid for it. On Page 19, the Boyd Productions letter does not list the requirement that all gathered video assets for each documentary are to be turned over to the City. Until this goal is satisfied, he could not support further funding to Boyd Productions. MS. SIEBRANDT assured the Commissioner that she has the material, as Boyd Productions sends the material in DVD or hard drive format after completion of each documentary. She added that each grant contract includes the requirements and the contracts have to go through the City Attorney's Office for legal sufficiency. The Commissioner said that DVDs are not acceptable, insisting that he could not support funding until he has a full accounting of the materials.

After COMMISSIONER MOWBRAY motioned to table, CHAIR GOODMAN discussed with SETH FLOYD, Community Development Director, that it would be helpful to staff to get an idea of the information the Commission would like before bringing the item back. COMMISSIONER ARNOLD suggested adding to the agenda an item for specific Commission priorities, because it seems previously discussed key elements are missing. COMMISSIONER HELTON said it would be appropriate to have the applicant present to answer any questions, especially when such an exorbitant amount of money was requested. The Chair mentioned the Commission did opt to consider multi-year grants at the suggestion of COMMISSIONER CREAR.

COMMISSIONER STOLDAL stated he would not be comfortable approving a multi-year contract in this case. He asked if a one-year contract could instead be approved when the item comes back to the Commission. MR. STEED said there are options, and staff could place a different item on the agenda when this matter comes back and strike this item. The Commission could even approve a lesser amount and less time when this matter comes back.

COMMISSIONER PRATO said he would like an explanation on the increase, and COMMISSIONER CREAR agreed, adding that a representative of Boyd Productions should have been present to answer questions.

COMMISSIONER CREAR asked if tabling the item would hinder any timelines. MS. SIEBRANDT answered that the premieres are typically held on the Saturday closest to the City's anniversary, which is May 15, and this deadline is typically adhered to. She noted that the contract will require the Council's approval as well, which will add to the timeline, perhaps as late as April 2024 if the item comes back for consideration in January. She added that to her understanding from Boyd Productions, the 10,000 images are for research and background knowledge; however, she does have the material in her office. For COMMISSIONER BRYAN, MS. SIEBRANDT said Boyd Productions is obligated by contract to turn over the information.

CHAIR GOODMAN asked that the applicant be prepared to explain the difference in costs from the first year of production to the years included in the grant request. She asked when the item would come back. MR. STEED explained that tabling would require the item to come back when someone requests it for an agenda; holding in abeyance will require a specific date to come back. The Chair asked that any questions be submitted to TERESA SMITH, Administrative Support Assistant.

COMMISSIONER MOWBRAY withdrew his initial motion to table.

Motion made by Carolyn Goodman to Hold in Abeyance to 1/22/2024

Passed For: 14; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

For-Richard Bryan, Ryan Arnold, Robert Stoldal, Hannah Brown, Carolyn Goodman, Bob Coffin, Louise Helton, Hugh Sinnock, John Mowbray, Mark Brandenburg, Cedric Crear, Kevin Mills, Thomas Prato, Olivia Diaz; Excused-Ric Truesdell;

9. **23-0606-CLC1** - Discussion for possible action regarding approval of the 2024 Commission for the Las Vegas Centennial Meeting Schedule

Minutes:

DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, said the only meeting out of the regular schedule is in May.

Motion made by Robert Stoldal to Approve

Passed For: 14; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

For-Richard Bryan, Ryan Arnold, Robert Stoldal, Hannah Brown, Carolyn Goodman, Bob Coffin, Louise Helton, Hugh Sinnock, John Mowbray, Mark Brandenburg, Cedric Crear, Kevin Mills, Thomas Prato, Olivia Diaz; Excused-Ric Truesdell;

10. Report by the Executive Director of the Commission for the Las Vegas Centennial regarding completed projects and announcements relative to the Commission for the Las Vegas Centennial

Minutes:

Using a PowerPoint presentation, a copy of which was submitted for the record, DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, provided a report. She said all the projects listed on the left side of the first slide are in progress and the projects listed on the right were completed. Boyd Productions is asking for home movies or photos from the 1960s and 1970s for inclusion in the documentaries. The information should be submitted to her office. Additionally, she said all boards and commissions are required to be on the City's website, and all information is updated as often as possible and through the Office of Communications.

SETH FLOYD, Community Development Director, said this Commission and the Historic Preservation Commission (HPC) have a lot of content and a lot of the information can be placed on the landing page, such as the list of members, funded projects and events and links to the YouTube videos for the documentary films. He

offered to have the links to the landing pages provided to the Commissioners. He acknowledged there has been prior discussion about the Commission's desire to have a website independent of the City, which would be challenging due to branding and security, making it easier to manage the website. However, he offered to submit any desired changes or suggestions to the Office of Communications to help improve the website.

CHAIR GOODMAN conceded it makes sense to have high-security measures given numerous cyber-theft attempts.

COMMISSIONER STOLDAL said there are significant opportunities for improvement, as some of the facts are incorrect, some of the reports are not printable and updates are not made frequently. As a person who is very proud of serving the City, he believes a better, more user-friendly website is necessary with the ability to upload reports, documents, etc., automatically, and to provide links. Perhaps the Commission needs to fund another source to handle the website.

COMMISSIONER HELTON was concerned that the Commissioners were not consulted about what they think should be on the website, despite the parameters for security. She emphasized that the website should be dynamic with links to projects, not just a list of projects funded by the Commission.

COMMISSIONER ARNOLD was frustrated to see the list of great projects but no links to them. Perhaps they should form side groups to discuss ideas outside of the regular meetings and what the Commission wants on the website and make it productive.

CHAIR GOODMAN said all the Commissioners have ideas, so she asked them to submit their suggestions to MS. SIEBRANDT'S office, understanding that security is important given the issues with cyber theft. MR. FLOYD commented that a list of concepts would be helpful, and he could confer with the Office of Communications about it. He could certainly come back with a request for funding if it is determined that staff needs assistance.

As someone who owns a company that does web designing, COMMISSIONER CREAR suggested holding a workshop to map out the desired website, obtain a better idea of the cost and maybe explore the concept of also creating an online City museum. He agreed that everyone has ideas and although Office of Communications staff have their expertise, they are not in the business of web designing. Once the site map is created, the Commissioners can consider whether to contract someone to create the website with the assistance of an expert. It may be necessary to have a website independent of the City due to the restrictions. COMMISSIONER ARNOLD agreed and added that as funding becomes available, the website could expand into an online museum. COMMISSIONER CREAR noted that it could be a part of the entire website plan and phased in.

CHAIR GOODMAN said a working group could be created, and COMMISSIONERS STOLDAL, HELTON, CREAR, COFFIN and ARNOLD volunteered. The Chair asked that the workshop meeting be scheduled for early December and electronically if possible.

MR. FLOYD mentioned that since the City acquired the Helldorado name, it will be used for future rodeos handled by the Plaza Hotel and Casino. The Chair thanked COMMISSIONER BRYAN for his assistance in acquiring the name.

MS. SIEBRANDT asked for the Commissioners' input on topics for strategic planning before hiring a company to assist.

11. **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:

CHAIR GOODMAN asked if there were any suggestions.

COMMISSIONER STOLDAL verified with DIANE SIEBRANDT, Executive Director of the Commission for the Las Vegas Centennial, that the website and Commission-funded documents will be discussed at the next meeting.

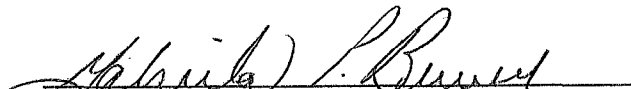
12. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Commission. No subject may be acted upon by the Commission unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward 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:
None.

13. **Adjournment**

Minutes:
The meeting was adjourned at 3:24 p.m.

Respectfully submitted:



Gabriela Portillo-Brenner, Deputy City Clerk



Diane Siebrandt, Executive Director of the
Commission for the Las Vegas Centennial

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – www.lasvegasnevada.gov
The Nevada Public Notice website – notice.nv.gov
City Hall, 495 South Main Street, 1st Floor