

RESOLUTION

NATIONAL LEAGUE OF CITIES

WHEREAS, the City of Las Vegas, Nevada hosted the 1965, 1979 and 1987 National League of Cities Conference and Exposition; and

WHEREAS, the City of Phoenix, Arizona agreed to host the 1991 National League of Cities Conference and Exposition; and

WHEREAS, the Board of Directors of the National League of Cities released the City of Phoenix, Arizona of its commitment to host the 1991 National League of Cities Conference and Exposition at its Board of Directors meeting held in Houston, Texas during the 1990 National League of Cities Conference and Exposition; and

WHEREAS, the Board of Directors of the National League of Cities formally requested the City of Las Vegas, Nevada host the 1991 National League of Cities Conference and Exposition;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Las Vegas:

1. That the City of Las Vegas accepts the request of the National League of Cities to host the 1991 National League of Cities Conference and Exposition.
2. That the dates of the 1991 National League of Cities Conference and Exposition will be December 12 through 16, 1991.
3. That the Management Services Coordinator, Barbara Jackson, of the City Manager's office, be responsible for all planning, coordinating and logistical requirements necessary for a successful 1991 National League of Cities Conference and Exposition.
4. That staff be authorized to identify within the FY'91 budget \$350,000 for conference related expenditures.
5. That the City Manager or designee has the authority to solicit funds, contributions and in-kind assistance and support from the private sector and other governmental entities in support of the 1991 National League of Cities Conference and Exposition.
6. That the Mayor is hereby authorized to execute such assurances, contracts or other documents as may be required of the City, and the City Clerk is hereby authorized to attest the same.

PASSED, ADOPTED AND APPROVED THIS 20th day of February, 1991.



 RON LURIE, MAYOR *OK 2-22-91 RAW*

ATTEST




 KATHLEEN M. TIGHE, CITY CLERK



INTER-OFFICE MEMORANDUM

January 29, 1991

TO: WILLIAM NOONAN CITY MANAGER	FROM: BARBARA JACKSON  MGMT. SERVICES COORDINATOR
SUBJECT: 1991 NATIONAL LEAGUE OF CITIES (NLC) CONFERENCE AND EXPOSITION	COPIES TO: LARRY K. BARTON RICHARD WELCH

The following is a list of items that should be accomplished in the immediate future in preparation for the 1991 NLC Conference:

1. The City should receive a letter from the National League of Cities requesting the City of Las Vegas to host the 1991 Conference. In addition, A resolution by the City Council accepting the 1991 NLC Conference has been prepared for consideration at the February 6, 1991 Council meeting.
 - a. Components of the Resolution will be:
 - The City's acceptance of the NLC request
 - The dates of the Conference : December 12-16, 1991
 - A budget amount of \$350,000 be set aside in the FY '91 Budget to cover NLC related expenses
 - Authority be granted for the solicitation of funds, contributions and in-kind services and support from the private sector and other governmental entities

Staff assigned: Barbara Jackson

2. Meeting with NLC Conference planning staff to discuss host city requirements
 - Meeting scheduled for Friday, February 8, 1991 at 9:00 am., West Conference room
 - Attendees: Mayor Ron Lurie
 - City Manager, William Noonan
 - City Staff: Barbara Jackson, Richard Blue
 - Convention Authority Rep, Marlis Moser
 - Negotiation of NLC's financial responsibility for the 1991 Conference.

Staff assigned: Barbara Jackson, Richard Blue

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1991 NLC Conference
January 29, 1991

3. Presentation by Mayor Lurie before the Las Vegas Convention and Visitor's Authority Board on February 12, 1991. Included in the presentation should be a request for:

- A waiver of fees
- Financial and staff assistance
- LVCVA to host a hospitality room in Washington, D.C. for NLC's Winter Conference
- Sponsorship of major catered events

Staff assigned: Barbara Jackson, Richard Blue

5. A formal request to NLC by the City of Las Vegas for a waiver of the following general requirement:

- Verification of no municipal election within 12 months of the Conference meeting date

Staff Assigned: Barbara Jackson

6. A meeting with a newly formed NLC Task Force to establish respective roles for the 1991 NLC Conference

- A date will be set immediately after the meeting with the NLC representatives

Staff assigned: Barbara Jackson

I am available to discuss this with you at your convenience.

nicevnt

NATIONAL LEAGUE OF CITIES CONFERENCE AND EXPOSITION
DECEMBER 12-16, 1991
LAS VEGAS, NEVADA

January 30, 1991

ACTIVITIES & COST SHEET (ESTIMATED) FOR DELEGATES AND SPOUSES

I.	<u>TRANSPORTATION</u>		
	Shuttle Bus	\$ 50,000	
	VIP Transportation (fuel)	<u>3,000</u>	
	Subtotal	\$ 53,000	\$ 53,000
II.	<u>RECEPTION AND ENTERTAINMENT</u>		
	NLC Board of Directors/VIP Dinner	\$ 32,000	
	Welcoming Reception and Entertainment	138,000	
	Annual Banquet Entertainment & Staging	<u>55,000</u>	
	Subtotal	\$225,000	\$278,000
III.	<u>HOSPITALITY</u>		
	Hospitality Lounge	\$ 2,500	
	Spouse/Youth Program	<u>6,000</u>	
	Subtotal	\$ 8,500	\$286,500
IV.	<u>PACKETS AND GIFTS</u>		
	Delegate Packets	\$ 12,000	
	Host City Portfolios	30,000	
	VIP Gifts	3,000	
	Gifts for the Mid Winter Congress of Cities Meeting - Washington, D.C.	<u>2,000</u>	
	Subtotal	\$ 47,000	\$333,500
V.	<u>COMMUNICATIONS</u>		
	Signs	\$ 5,000	
	Information Booths	1,500	
	Equipment (phones, walkie-talkie)	<u>10,000</u>	
	Subtotal	\$ 16,500	\$350,000
VI.	<u>DECORATIONS</u>		
	Decorations and Setup (subcontract)	\$ 25,000	\$375,000

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NLC ACTIVITIES & COST SHEET
January 30, 1991

VII.	<u>PROMOTIONS/MEDIA</u>		
	Printing Equipment	\$ 7,000	
	Paper Supplies	3,000	
	Typewriters	1,000	
	Copiers	2,000	
	Computers	2,000	
	Misc. Equipment	2,000	
	Reproduction Services	<u>3,000</u>	
	Subtotal	\$ 20,000	\$395,000
VIII.	<u>AUDIO VISUAL EQUIPMENT</u>		
	AV Equipment	\$ 45,000	
	AV Equipment for Opening Session	<u>25,000</u>	
	Subtotal	\$ 70,000	\$465,000
IX.	<u>MAILING</u>		
	Mailing	\$ 8,000	\$473,000
X.	<u>STAFF/VOLUNTEER</u>		
	Security	\$ 15,000	
	Staff Supplies	<u>2,000</u>	
	Subtotal	\$ 17,000	\$490,000
XI.	<u>CONTINGENCY</u>	\$ 10,000	\$500,000

OFFICE OF THE MAYOR

RON LURIE



February 11, 1991

The Honorable Paul J. Christensen
Clark County Commissioner
Clark County Commission Office
225 East Bridger, 5th Floor
Las Vegas, Nevada 89155

Dear Commissioner Christensen:

As you are aware, the City of Las Vegas has been asked, and has agreed, to host the National League of Cities Conference and Exposition. The City of Phoenix, Arizona was originally scheduled to host the 1991 Conference but was relieved of that commitment due to the failure of passage of the Dr. Martin Luther King, Jr. holiday.

The National League of Cities Conference for 1991 represents an anticipated attendance of 8,000 delegates and spouses, adding a significant amount of revenue to our local economy. This conference represents a gathering of our peers, elected and appointed officials from around the country. Hosting this conference provides us an opportunity to show off Las Vegas, not only for its reputation for entertainment, but as a rapidly growing community with progressive political and managerial leadership.

In order to insure a successful conference, it is necessary for me to make the attached request of the Las Vegas Convention and Visitors Authority Board.

Thank you for your consideration in this matter. Please contact me should you have any questions.

Sincerely,

RON LURIE
MAYOR

RL:BJ:clp

Attachments

cc: LVCVA Board Members
Las Vegas City Council
bcc: Marlis Moser/Frank Sain-LVCVA
William J. Noonan, City Manager
Barbara B. Jackson, Management Services Coordinator

PRESENTATION BEFORE LAS VEGAS
CONVENTION AND VISITORS AUTHORITY

FEBRUARY 12, 1991

MAYOR RON LURIE

- REQUEST 1 That the LVCVA waive fees associated with the rental of the Convention Center for the 1991 NLC Conference.
- REQUEST 2 A request of \$150,000 to assist in costs related to activities for the 8,000 delegates and spouses. A cost outline is provided in an attachment.
- REQUEST 3 Specifically request LVCVA support in hosting a Hospitality Suite in Washington, D.C. for the NLC Mid-Winter Congress of Cities Conference to host the NLC Board members. That the LVCVA provide promotional items in quantity for distribution to Mid-Winter conference delegates.
- REQUEST 4 Specifically request that Brenda Price and Mariis Moser be assigned to work with the City in promoting and coordinating the 1991 NLC Conference. We would also request that Brenda Price accompany staff at the Mid-Winter Conference in Washington beginning March 8, 1991 to assist in promoting Las Vegas.

FUNDING REQUEST FROM THE LAS VEGAS CONVENTION AND VISITORS AUTHORITY

NATIONAL LEAGUE OF CITIES

December 12-16, 1991

Las Vegas, Nevada

ESTIMATED COSTS FOR ANTICIPATED 8,000 DELEGATES AND SPOUSES:

1. NLC Board of Directors/VIP Dinner

This event is a sit-down dinner and cocktail hour hosted by the Mayor of the Host City. Approximately 300 people will be invited.

Estimated cost of meal	300 x \$65	\$19,500
Estimated cost of cocktails	300 x \$ 6	1,800
Estimated cost of decorations		2,400
Promotional costs		<u>3,800</u>

ESTIMATED TOTAL COST \$27,500

2. NLC Welcome Reception

This event is a convention-wide reception hosted by the City of Las Vegas. Estimated attendance is dependent upon delegate registration and is expected to be 8,000 people. Tentative plans are to combine this reception and the annual banquet as one event.

Estimated cost of hors d'oeuvres	8,000 x \$6	\$48,000
Estimated cost of wine/soft drinks	8,000 x \$2	16,000
Estimated cost of decorations		3,500
Estimated cost of entertainment		<u>20,000</u>
		\$87,500

3. Spouse/Youth Hospitality Lounge

This activity is a convention-wide hospitality suite, open to delegate's spouses during the convention.

Estimated cost of coffee and rolls/4 days		\$ 6,600
Estimated cost of snacks and punch/4 days		4,100
Estimated cost of decorations		<u>1,050</u>
		\$11,750

4. Southern Nevada Cities Staff Refreshments

This request includes the daily refreshments for approximately 90 staff volunteers supporting convention activities; these volunteers are from the Cities of Las Vegas, Henderson, North Las Vegas and Boulder City.

Estimated cost of coffee and rolls/5 days	\$ 1,300
Estimated cost of soft drinks and milk/5 days	1,000
Estimated cost of sandwiches/5 days	<u>950</u>
	\$ 3,250

5. Mid-Winter Conference Promotional Items/Hospitality Suite

The Annual NLC Mid-Winter Congress of Cities Conference will be held March 9-12, 1991 in Washington, D.C. The host city for the upcoming fall conference is expected to provide promotional items/giveaways for the conference delegates and to provide a hospitality suite for VIP's and delegates as an additional inducement to come to Las Vegas.

Estimated cost of hors d'oeuvres	2,500 x \$6	\$15,000
Estimated cost of wine/soft drinks	2,500 x \$2	<u>5,000</u>
		\$20,000

TOTAL REQUEST FROM THE LAS VEGAS
CONVENTION AND VISITORS AUTHORITY **\$150,000**

Resolution
JJ

CITY COUNCIL MINUTES

MEETING OF

FEBRUARY 20, 1991

AGENDA *City of Las Vegas*

CITY COUNCIL

COUNCIL CHAMBERS • 400 EAST STEWART AVENUE

PHONE 386-6011

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ITEM	ACTION
IV.(a) ADMINISTRATIVE AGENDA WILLIAM J. NOONAN CITY MANAGER	
A. ABEYANCE ITEM: DISCUSSION AND POSSIBLE ACTION ON A RESOLUTION IN SUPPORT OF NATIONAL LEAGUE OF CITIES' REQUEST OF THE CITY OF LAS VEGAS TO HOST THE 1991 NATIONAL LEAGUE OF CITIES CONFERENCE AND EXPOSITION	ADOPTED
B. DISCUSSION AND POSSIBLE ACTION ON THE 1991-92 LAS VEGAS METROPOLITAN POLICE DEPARTMENT FISCAL AFFAIRS APPORTIONMENT PLAN	APPROVED

RECEIVED
FEB 21 1991
CITY CLERK

AGENDA DOCUMENTATION

TO:
The City Council

FROM:
WILLIAM J. NOONAN
CITY MANAGER

SUBJECT: DISCUSSION AND POSSIBLE ACTION ON A RESOLUTION IN SUPPORT OF NATIONAL LEAGUE OF CITIES' REQUEST OF THE CITY OF LAS VEGAS TO HOST THE 1991 NATIONAL LEAGUE OF CITIES CONFERENCE AND EXPOSITION

PURPOSE/BACKGROUND

The Board of Directors of the National League of Cities has officially requested that the City of Las Vegas host the 1991 Congress of Cities Conference on the available dates of December 12-16, 1991.

This request was precipitated by the fact that the City of Phoenix, who had previously been expected to host the 1991 Congress of Cities, was released from their commitment due to the State of Arizona's failure to adopt the Dr. Martin Luther King, Jr. holiday.

Attached for review is a general outline of the sequence of events that need to occur in the immediate future. It should be noted that Items #2 and #3 of that outline have been completed at this point. An estimated budget of total costs for the conference also accompanies the outline.

A meeting was held with representatives of the Convention Authority and National League of Cities in order to discuss responsibility areas of each entity and to secure their commitments. This agenda item was presented to the board of the Las Vegas Convention and Visitors Authority (LVCVA) at their meeting of February 12, 1991. The LVCVA did approve the City's request for \$150,000 to be used to defray some of the cost of the major catered events of the conference.

Included in the City's presentation to LVCVA was the request that the Convention Authority provide the promotional items which are distributed at the Mid-Winter Conference as well as host a Hospitality Suite for those conference delegates. Those measures help to sell the City and will provide a significant cost savings. The Convention Authority also agreed to waive any fees relative to the rental of the Convention facilities. The LVCVA request is attached for your reference.

Due to the City's willingness to accept the National League of Cities Conference at this late date, National League of Cities' officials have expressed a willingness to assist in minimizing some of the major cost functions. The NLC Planning Staff hopes to let the Las Vegas conference set the precedent for productive yet cost efficient ways to provide a successful conference and exposition.

(CONTINUED)

FISCAL IMPACT

\$350,000

RECOMMENDATIONS

It is the recommendation of the City Manager that the City of Las Vegas host the 1991 National League of Cities Conference and Exposition and that the accompanying Resolution be adopted.

Agenda Item

IV.(a) A

PURPOSE/BACKGROUND (CONTINUED)

Some suggested cost cutting measures include: 1) deleting the Delegate's gift; and 2) combining the opening and closing festivities as one major event at the start of the conference. Tentative plans for that combined event include blocking off portions of Fremont Street downtown for a "Festival of Cities" which will showcase member NLC cities who wish to participate.

An estimated budget for the 1991 National League of Cities Conference will be approximately \$500,000. With the financial commitment (\$150,000) from the Convention Authority, the hard dollar commitment by the City at this point is estimated to be \$350,000. With Council approval, staff will continue to reduce this amount through financial donations from the private sector and the implementation of cost cutting measures.