

**City of Carson City
Agenda Report**

Date Submitted: July 26, 2011

Agenda Date Requested: August 4, 2011

Time Requested: 45 minutes

To: Mayor and Supervisors

From: Larry Werner, City Manager

Subject Title: For possible action: To appoint one member to the Convention & Visitor's Bureau representing the Hotel/Motel Industry for a two-year term expiring July 2013. *(Larry Werner)*

Staff Summary: Nevada Revised Statute (NRS) 244A.599 provides for the Board of Supervisors to appoint five representatives to the fair and recreation board, known as the Convention & Visitor's Bureau. The categories for representatives are as follows: two members to represent the hotel and motel operators in the city; one member to represent the other commercial interests in the city; one member who is a member of the Board of Supervisors; one member to represent the city at large. There is one position open due to expiration of the current member's term in the Hotel/Motel Industry.

Type of Action Requested: (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to appoint _____ to the Carson City Convention & Visitor's Bureau to represent the Hotel/Motel Industry for a two-year term expiring July 2013.

Explanation for Recommended Board Action: There is one opening on the Carson City Convention & Visitor's Bureau due to a current member's term expiring.

There are three applicants:

Linda Barnett

Jaswinder Dhami

Terrie McNutt – reappointment request

Applicable Statute, Code, Policy, Rule or Regulation: NRS 244A.599

Fiscal Impact: None

Explanation of Impact: n/a

Funding Source: n/a

Alternatives: Reopen the position announcement for additional applicants.

Supporting Material: Announcement, Roster, Applications, NRS 244A.599

Prepared By: Laura A. Banks, Executive Offices

Reviewed By: _____
(City Manager)

Date: 7/26/11

(District Attorney)

Date: 7/26/11

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)



CARSON CITY CONVENTION AND VISITORS BUREAU BOARD

The Carson City Board of Supervisors is seeking applications from persons interested in serving on the Carson City Convention and Visitor's Bureau Board. This Committee oversees all tourism matters within Carson City. Meetings are held the 2nd Monday of every month at 4:00 p.m. at the Community Center in the Sierra Room. Applicants must be willing to serve approximately six to eight hours a month. **There is currently one position open for a two year term set to expire July, 2013:**

Hotel/Motel Industry

The Board of Supervisors shall appoint qualified persons to the board. Members must be residents and registered voters of Carson City. **Applications will be accepted until July 1, 2011.**

Let it be known that all applications submitted to this office for these positions will be considered public information.

Volunteer applications may be obtained from our website or by contacting:

CARSON CITY EXECUTIVE OFFICES

201 N. Carson Street #2

Carson City, Nevada 89701

(775) 887-2100 FAX 887-2286

E-Mail lbanks@carson.org

Web Page <http://www.carson.org>

AN EQUAL OPPORTUNITY EMPLOYER

INTERNAL USE ONLY - NOT FOR DISTRIBUTION

UPDATE: 01/13/11

CONVENTION AND VISITOR'S BUREAU MEMBERSHIP

MEMBER

Stephen Lincoln Chair (Business)
5600 Goni Road
Carson City, NV 89706
841-1000 (w) 884-0453 (h) 742-2858
Stephen@carsoncityhomes.com

APPOINTMENT

Initial Term 7/06
Reappt. 7/08, 7/10

TERM EXPIRES

7/2012

Molly Walt (BOS)
201 N. Carson #2
Carson City, NV 89701
887-2100 (w) 883-0342 (h) 297-5007 (c)
mwalt@carson.org

Initial Term 1/09

12/2012

Per NRS244A.500-The terms of all elected officials are coterminous with term of office.

Terrie McNutt (Motel/Hotel)
525 Pioche St.
Carson City, NV 89701
887-9900 (w) 882-4181 (h) 560-5740 (c)
terriem@intermtn.biz

Partial Term 1/09
Reappt 7/09

7/2011

Delsye Mills (Citizen-at-large)
3967 Southpointe Dr.
Carson City, NV 89701
886-7410 (w) 883-1532 (h) 772-5237
cdmilesccnv@aol.com

Initial Term 7/08

7/2012

Dwight Millard (Hotel/Motel)
Millard Realty
2989 Hwy 50 East
Carson City, NV 89701
882-5000 (w) 882-1618 (fax)
Dwight@millardrealty.com

Initial Term 1/92
Reappt. 7/94, 6/96, 7/98
7/00, 6/02, 7/04; 7/06, 7/08
7/10

7/2012

ADVISOR

Charlie Cockerill, Attorney
415 W. Second Street
Carson City, NV 89703

EXECUTIVE DIRECTOR

Candace Duncan
1900 S. Carson St. #200
Carson City, NV 89701
687-7410 (w) 883-5818 (h)
candace@visitcarsoncity.com

AUTHORITY: N.R.S. 244A.09 requires 2-year terms with five members. One representative from the Board of Supervisors, two from the hotel/motel industry, one from other commercial interests, and one citizen-at-large.

MEETINGS: Meets 2nd Monday of every month at 4:00 p.m. in the Sierra Room.

PURPOSE: To establish Carson City as a destination in order to draw more visitors and increase their length and frequency of stay and additionally to enhance revenues to provide funding and facilities for the local recreation.

TYPICAL DUTIES:

- Attend meetings every month for approximately two hours to approve monthly operating bills & activities.
- Hear and decide on requests for funding of special projects and grant requests & establish policies and procedures.
- Assist in the development of marketing and public relation plans.
- May be required to attend public functions on behalf of the Convention and Visitors Bureau.

Coordinator: Candace Duncan, Carson City Convention and Visitors Bureau. 687-7410, candace@visitcarsoncity.com

CO. e.andy
7.1.11

RECEIVED

JUL 01 2011

Carson City Application for Appointive/Volunteer Position

CARSON CITY
EXECUTIVE OFFICES

Please print or type

Title of Board or Commission: Tourism Board / C C C V B

Title of Position: Tourism Board Member

Name: Barnett Linda M
Last First Middle Initial

Address: 4191 Furgerson Ranch Rd Carson City NV 89706
Street City State Zip

Occupation/Business: Hotel Manager

Telephone: Work (775) 885-8800 Home _____ Cell (916) 769-0276

E-mail: Linda.Barnett@hilton.com

How long have you lived in Carson City: 4 yrs Are you an active Carson City Registered Voter: Yes

Note: only complete if a degree is required for this position

College, professional, vocational or other schools attended	Major Subject	Degree Conferred
<u>Not required</u>		

List any professional license(s) and or certification(s):

License/Certification	License/Certification #
<u>Hilton Certified GM</u>	<u>no # required</u>

1. Briefly describe the qualifications you possess which you feel would be an asset to this board/commission/committee.

Over 33 years in the hospitality industry including positions of Director of Sales, Regional Sales, Regional VP Operations. Have worked in tourism in cities such as San Francisco, Sacramento, Los Angeles, San Diego & New York City.

2. List the community organizations in which you have participated and describe participation.

Chamber of Commerce - community events

3. List your affiliation with professional or technical societies. (if required for the Position)

Not required

4. Do you anticipate any potential conflicts of interest? **NO** If yes, please explain.

Business in Carson City Service Area: Hampton Inn & Suites

Length of time in Business: 6 yrs

Personal/Professional References:

Name	Address	Telephone #
David Friedrich		775-624-8846
Terrive McNutt		775-887-9900
Jonathan Boulware		775 885-9000

I have sufficient time to devote to this community and plan to attend the required meetings if I am appointed to fill this or a future vacancy. I understand that if I am appointed to a Board/Commission or Committee where a disclosure of Assets Statement is required by State Law or Council Policy I shall do so, and that I may not assume office until 10 days after statement is filed. I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

Leida Barnett

Signature of Applicant

7/1/11

Date

You may attach more information.

All applications are public information.

Applications not acted upon will expire after two years from date submitted unless renewed by applicant.

Mail directly to Carson City Executive Offices
201 N. Carson Street #2, Carson City NV 89701
(775)887-2100 Fax(775)887-2286

RECEIVED

JUL 01 2011

CARSON CITY EXECUTIVE OFFICES

Carson City Application for Appointive/Volunteer Position

Please print or type

Title of Board or Commission: CC CONVENTION & VISITORS BUREAU BOARD

Title of Position: MEMBER

Name: DHAMI JASWINDER SINGH

Address: 2689 WELLINGTON S CC NV 89703

Occupation/Business: HOTEL DEVELOPER / OPERATOR

Telephone: Work- 283-4055 Home- _____ Cell- 790-2177 E-mail- JAS.DHAMIZ @GMAIL.COM

How long have you lived in Carson City: 15 YRS Are you an active Carson City Registered Voter: YES

NOTE: ONLY COMPLETE IF A DEGREE IS REQUIRED FOR THIS POSITION

College, professional, vocational or other schools attended	Major Subject	Degree Conferred

- Briefly Describe the Qualifications You Possess Which You Feel Would Be An Asset to this Board/Commission/Committee. MY VAST EXPERIENCE IN THE HOTEL / MOTEL BUSINESS & KNOWLEDGE OF LOCAL HOSPITALITY MARKET. MANAGED & OPERATED 4 DIFF LOCAL HOTELS IN LAST 15 YEARS.
- List the Community Organizations in Which You Have Participated and Describe Participation. MEMBER OF SIKH TEMPLE COMMITTEE IN RENO, MEMBER OF SPORTS & CULTURAL PUNJABI COMMITTEE.

3. List Your Affiliation With Professional or Technical Societies. (if required for the Position)

4. Do You Anticipate Any Potential Conflicts of Interest? NO If Yes Please Explain.

Business in Carson City Service Area: HOLIDAY INN EXPRESS

Length of time in Business: 15 YEARS (ALL IN CARSON CITY)

Personal/Professional References:

Name	Address	Telephone #
<u>JANE RICHMOND</u>	<u>4055 N CARSON ST CC</u>	<u>283-4055</u>
<u>DEBRA LANG</u>	<u>1659 HWY 88 MINDEN</u>	<u>782-7500</u>

I have sufficient time to devote to this community and plan to attend the required meetings if I am appointed to fill this or a future vacancy. I understand that if I am appointed to a Board/Commission or Committee where a disclosure of Assets Statement is required by State Law or Council Policy I shall do so, and that I may not assume office until 10 days after statement is filed. I hereby declare that all statements given by me on this form are truthful and complete to the best of my knowledge.

[Signature]
Signature of Applicant

7/1/11
Date

You May Attach More Information

All Applications are Public Information

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Mail directly to Carson City Executive Offices

Carson City Executive Offices, 201 N. Carson Street #2, Carson City NV 89701
Phone (775)887-2100 Fax (775) 887-2286

FWD TO
Candy D. 6/8/11**Laura Banks - CC Convention & Visitors Bureau Board Volunteer position**

From: Terrie McNutt <TerrieM@intermtn.biz>
To: "lbanks@carson.org" <lbanks@carson.org>
Date: 6/7/2011 4:48 PM
Subject: CC Convention & Visitors Bureau Board Volunteer position
CC: "candace@carson-city.org" <candace@carson-city.org>

June 7, 2011

Carson City Board of Supervisors,

As per the instructions from the Carson City Executive Offices, please accept this email as my formal request to reapply for a second term on the Carson City Convention and Visitors Bureau Board. I understand that the two year term will begin on July 1, 2011 and the volunteer position will be the representative for the Hotel/Motel Industry in Carson City.

It has been my pleasure and honor to serve the past two years in this capacity. Thank you for this opportunity.

Respectfully Submitted,

Terrie

Terrie McNutt
Courtyard by Marriott
Director of Sales & Marketing
3870 South Carson Street
Carson City, NV 89701
(775) 887-9900
Fax: (775) 887-9909
Marriott.com/RNOCC
terriem@intermtn.biz
(775) 560-5740 (cell)

NRS 244A.599 County fair and recreation boards: Creation; number, appointment and terms of members in county whose population is less than 100,000.

1. Whenever the board of county commissioners of any county or the Board of Supervisors of Carson City desires the powers granted in NRS 244A.597 to 244A.655, inclusive, to be exercised, it shall, by resolution, determine that the interest of the county and the public interest, necessity or desirability require the exercise of those powers and the creation of a county fair and recreation board therefor, pursuant to the provisions of NRS 244A.597 to 244A.655, inclusive. After approval of the resolution, the county or city clerk shall:

(a) Cause a copy of the resolution to be published promptly once in a newspaper published in and of general circulation in the county or city; and

(b) In the case of a county, cause a certified copy of the resolution to be mailed by registered or certified mail to the mayor or other chief executive officer of each incorporated city within the county.

2. In counties whose population is 100,000 or more, the county fair and recreation board must be selected as provided in NRS 244A.601 or 244A.603.

3. In counties whose population is less than 100,000, and in which there are more than two incorporated cities, each incorporated city, except an incorporated city which is the county seat, must be represented by one member and any incorporated city which is the county seat must be represented by four members. Within 30 days after the day of publication of the resolution or the day on which the last of the copies of the resolution was mailed, whichever day is later, the mayor or other chief executive officer shall, with the approval of the legislative body of the city, appoint a member or members of the city council or board of trustees to serve on the board for the remainder of his, her or their terms of office. The clerk or secretary of the city shall promptly certify the appointment by registered or certified mail to the county clerk.

4. In counties whose population is less than 100,000, and in which there are only two incorporated cities, each incorporated city must be represented by one member who must be appointed and certified as provided in subsection 3, and the board of county commissioners shall appoint four representatives as follows:

(a) Two members to represent the hotel or motel operators in the county.

(b) One member to represent the other commercial interests in the county.

(c) One member to represent the county at large.

5. In counties whose population is less than 100,000, and in which there are fewer than two incorporated cities, any incorporated city which is the county seat must be represented by one member, who must be appointed and certified as provided in subsection 3, and the board of county commissioners shall appoint three representatives as follows:

(a) One member to represent the motel operators in the county.

(b) One member to represent the hotel operators in the county.

(c) One member to represent the other commercial interests in the county.

6. In all counties whose population is less than 100,000, one member of the board of county commissioners must be appointed by the county commissioners to serve on the board for the remainder of his or her term of office.

7. In all counties whose population is less than 100,000, and in which there is no incorporated city, the board of county commissioners shall appoint one member to represent the county at large.

8. In Carson City the Board of Supervisors shall appoint five representatives to the fair and recreation board established as provided in subsection 1 as follows:

(a) Two members to represent the hotel and motel operators in the city.

(b) One member to represent the other commercial interests in the city.

(c) One member who is a member of the Board of Supervisors.

(d) One member to represent the city at large.

9. Members who are not elected officials shall serve for 2-year terms.

10. The terms of all elected officials are coterminous with their terms of office. Any such member may succeed himself or herself.

[2:383:1955]—(NRS A 1961, 300, 453; 1963, 100, 791; 1965, 10; 1967, 1377; 1969, 95, 322, 1535; 1971, 337; 1977, 819; 1979, 515; 1991, 60; ~~2001, 484; 2003, 2263~~)

NRS 244A.605 Vacancies; reorganization of board.

1. Whenever a vacancy occurs among the members of any county fair and recreation board by reason of resignation, death, expiration of a member's elected term of office, an increase in population, or otherwise, the vacancy must be filled by the board of county commissioners, in case of county members, and by the chief executive with the approval of the legislative body of the city, in case of city members.

2. Except as otherwise provided in subsection 3, during January of each odd-numbered year, each county fair and recreation board in this State shall reorganize by electing the officers designated in subsection 1 of NRS 244A.611.

3. During July of each even-numbered year, each county fair and recreation board in any county whose population is 100,000 or more, but less than 400,000, shall reorganize by electing the officers designated in subsection 1 of NRS 244A.611.

4. The officers elected pursuant to subsections 2 and 3 hold office for the ensuing biennium, or until their successors are elected and qualified. Any vacancy among such officers occurring between biennial elections must be filled by the county fair and recreation board to serve out the unexpired term of his or her predecessor.

[3:383:1955]—(NRS A 1957, 365; 1987, 943; 1989, 1904)