



ASIAN-AMERICAN PACIFIC ISLANDERS COMMUNITY COMMISSION

Clark County Commission Chambers, Government Center
500 South Grand Central Parkway

Las Vegas, Nevada 89106

Wednesday, October 9, 2019

7:00 pm

MINUTES

Commission Members: Marietta Gonzales, Chairwoman-**PRESENT** Arlene Anita Markthepharack- **PRESENT**
Tuan Pham, Vice-Chairman - **PRESENT** Divya Narala- **PRESENT**
Dorinda Burnet - **PRESENT** Fayyaz Raja- **PRESENT**
Arun Gupta- **PRESENT** Rica Tamura- **PRESENT**
Jeannie Kim- **PRESENT** Craig Valdez- **PRESENT**
Daniel Lee- **PRESENT** Sonny Vinuya- **PRESENT**
Vida Chan Lin- **PRESENT** Sharifa Wahab- **PRESENT**
Allen Mallari- **PRESENT**

Secretary: Gloria Wells, (702) 455-3503, Gloria.Wells@ClarkCountyNV.gov

County Liaison: Beatriz Martinez, (702) 455-0560, Beatriz.Martinez@ClarkCountyNV.gov

- I. Call to Order, Pledge of Allegiance, Roll Call (see above), and County Staff Introductions: Gloria Wells, Secretary; Beatriz Martinez, County Liaison; Katie Walpole and Alex Ortiz, Administrative Services; Chris Wardlaw, Finance; Steven Sweikert, District Attorney

The meeting was called to order at 7:00 pm.

- II. Public Comment- This is a period devoted to comments by the general public about items on this agenda. No discussion, action, or vote may be taken on this agenda item. You will be afforded the opportunity to speak on individual Public Hearing Items at the time they are presented. If you wish to speak to the Commission about items within its jurisdiction but not appearing on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If any member of the Commission wishes to extend the length of a presentation, this will be done by the Chair or the Commission by majority vote.

Commissioner Tick Segerblom – Congratulated everyone on the commission and thanked them all for serving.

Kathy Sisolak – Congratulated members of the commission for being appointed to the commission, as well as thanking them for serving. Also, on behalf of herself and her husband, Governor Steve Sisolak, she thanked Commissioner Tick Segerblom for re-establishing the commission.

III. Approval of the Agenda for October 9, 2019, and Hold, Combine, or Delete any Items. (For possible action)

IV. Informational Items

- a. Review the Clark County Ordinance that re-established the Asian-American Pacific Islanders Community Commission and the duties set-forth. (For discussion only)

Commission Chair, Margie Gonzales read the duties that the commission shall be responsible for. Opened the floor to anyone on the commission to ask question of Alex Ortiz and Katie Warpole.

- Question from Tuan Pham, Vice-Chair regarding donation, Commission Chair asked that question be held until after Finance Department presented presentation regarding donations.

- b. Receive a presentation from the Clark County District Attorney's Office regarding Nevada's Open Meeting Law (NRS Chapter 241) and the Nevada Ethics Law (NRS Chapter 281A). (For discussion only)

Received as recommended a presentation from Deputy District Attorney, Steven Sweikert of office regarding Nevada's Open Meeting Law, and Nevada's Ethics Law.

- Tuan Pham, Vice-Chair asked for clarification regarding how commission should handle conversation about business outside of regular scheduled meetings.
- Deputy D.A. emphasized that only a "few" members could engage in such conversations, and to avoid having a quorum or a walking quorum.

- c. Receive a presentation from the Clark County Finance Department regarding donations for the benefit of the Asian-American Pacific Islanders Community Commission and Clark County fiscal procedures. (For discussion only)

Received as recommended a presentation from Chad Wardlaw from the Finance Department.

- Somny Vinuya asked who should commission members refer individuals to who would like to make a donation.
- Chad asked that they refer donations to the Finance Department through Administrative Services which are over \$1,000. Donation under \$1,000 should be reported to the commission's liaison, Beatriz Martinez.
- Tuan Pham, Vice-Chair asked what if land was donated
- Chad Wardlaw responded that he'd have to get back to him on that question.
- Beatriz Martinez, Commission Liaison clarified that all donations should be reported to her, and that a report would be filed with the Finance Department every quarter.

V. General Business

- a. Set and approve the 2019-2020 scheduled meeting dates, times, and locations of the Asian-American Pacific Islanders Community Commission. (For possible action)

Commissioner Chair, Margie Gonzales noted that the commission meeting scheduled in November of 2020 falls on a holiday. Opened discussion to reschedule the meeting.

- **Motion by:** Chair Margie Gonzales to change November 11, 2020 meeting date to November 18, 2020.
- **Motioned PASSED /Unanimous**
- **Motion by:** Chair Margie Gonzales to approve commission meetings from November 2019 through June 2021.
- **Motioned PASSED /Unanimous**

- b. Discuss the creation of Bylaws of the Asian-American Pacific Islanders Community Commission. (For possible action)

- Item held per commission chair until the next meeting on November 13, 2019.

- VI. Comments by the General Public- A period devoted to comments by the general public about matters relevant to the Commission's jurisdiction will be held. No vote may be taken on a matter not listed on the posted agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If any member of the Commission wishes to extend the length of a presentation, this will be done by the Chair or the Commission by majority vote.

- Rozita Lee – Congratulated the commission, as well as Commissioner Tick Segerblom on re-establishing the commission.

- VII. Next Meeting Date: November 13, 2019

- VIII. Adjournment: 7:46 p.m.

**CLARK COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM**

Petitioner: Yolanda T. King, County Manager

Recommendation:

Approve the Cultural District Designation Policy to establish a formal process to create cultural districts throughout unincorporated Clark County. (For possible action)

FISCAL IMPACT:

| | | | |
|----------------------|-----|-------------------|-----|
| Fund #: | N/A | Fund Name: | N/A |
| Fund Center: | N/A | Funded PGM/Grant: | N/A |
| Amount: | N/A | | |
| Description: | N/A | | |
| Additional Comments: | N/A | | |

BACKGROUND:

Due to Clark County’s rapid growth, the population of the County is becoming more and more diverse. Clark County has benefited and will continue to benefit in countless ways from the contributions of its many ethnic communities. Many of the visitors to Clark County immerse themselves in the unique cultures, aesthetic, and artistic traditions found across the County.

At the August 6, 2019 Clark County Board of County Commissioners (County Commission) meeting, the County Commission directed staff to develop a process to establish cultural districts within unincorporated Clark County. Other major cities around the country have formally recognized ethnic communities through the establishment of cultural areas, including “Little Italy” in San Diego and the “Calle 24: Latino Cultural District” in San Francisco.

The Cultural District Designation Policy seeks to preserve, strengthen, and promote our cultural assets and diverse communities, so that individuals, families, businesses, non-profit organizations, community arts, places of religious worship, and educational institutions are able to live, work, and prosper within the County. Formal designations of cultural districts will require the adoption of a resolution by the County Commission.

The County Commission is asked to adopt the Cultural District Designation Policy to establish a formal process to create cultural districts throughout unincorporated Clark County.

ACTION: APPROVED WITH DIRECTION THAT PUBLIC NOTIFICATION BE PROVIDED INTO AREA BEING CONSIDERED FOR DESIGNATION, AND PAYMENT OF COSTS FOR ANY CHANGES SUCH AS SIGNAGE NOT BE RESTRICTED AS TO SOURCE AS RECOMMENDED

Cleared for Agenda

9/17/2019

Agenda Item #

65.



Clark County, Nevada

Cultural District Designation Policy

Due to Clark County's rapid growth, the population of the County is becoming more and more diverse. Clark County has benefited and will continue to benefit in countless ways from the contributions of its many ethnic communities. Many of the visitors to Clark County immerse themselves in the unique cultures, aesthetic, and artistic traditions found across the County. Clark County has the ability to create an effective strategy strengthen areas of the County that represent unique cultural heritages.

Purpose:

The Clark County Cultural District Designation Policy (Policy) seeks to preserve, strengthen, and promote our cultural assets and diverse communities, so that individuals, families, businesses, non-profit organizations, community arts, places of religious worship, and education institutions are able to live, work, and prosper within the County.

For the purpose of this Policy, cultural district shall mean a well-defined geographic area within unincorporated Clark County that embodies a unique cultural heritage because it contains a high concentration of cultural resources and activities.

Goals:

The County shall have the ability to create cultural districts to advance the following goals:

1. Promoting unique cultural assets such as buildings, business organizations, traditions, practices, events, works of art, and public facing physical elements or characteristics that have contributed to the cultural heritage of Clark County and its people, or are associated with the lives of persons important to Clark County history; and
2. Celebrating, strengthening, and sharing the unique cultural and ethnic identity specific to communities, and providing opportunities for community neighbors and supporters to participate.

Process Designating a Cultural District:

The Clark County Board of County Commissioners (County Commission) intends to follow the process set forth herein when considering the establishment of a cultural district.

1. The County Commissioner(s) for which the proposed cultural district will reside may request an agenda item to discuss the creation of a cultural district in his or her Commission District.
 - a. The following information shall be presented to the County Commission for consideration in determining applicability of creating a cultural district:
 - i. Proposed cultural district name; and
 - ii. Description or map of proposed cultural district geographic boundaries; and
 - iii. Describe how the proposed geographic area is distinguished by a concentration of cultural resources (e.g. structures, residents, businesses, non-profit organizations, community arts, places of worship, educational institutions, or cultural activities) that play a vital role in the lives and cultural development of the community; and
 - iv. Describe if there are signature events and/or festivals that highlight the community's unique cultural identity; and
 - v. Any other pertinent information.
2. If the County Commission determines there is a high concentration of cultural resources and activities in the proposed cultural district that meets the purpose and goals of this Policy, the County Commissioner(s) may direct staff to prepare a resolution designating the proposed area as a cultural district.
 - a. The Clark County Comprehensive Planning Department shall notify all residents and business owners within the proposed cultural district in advance of the adoption of a resolution by the County Commission.
3. The resolution shall include the following information:
 - a. Name of the cultural district, and describe its geographic boundaries.
 - i. The boundaries of newly established cultural districts should be contiguous and should not overlap with other cultural districts.
 - ii. The boundaries shall be located in unincorporated Clark County.
 - iii. The boundaries shall contain a variety of cultural resources (e.g. structures, residents, businesses, non-profit organizations, and community arts, places of worship, educational institutions, or cultural activities) that play a vital role in the lives and cultural development of the community.

- iv. The boundaries should be small enough to develop a sense of identity and community among residents, businesses and organizations.
 - v. The boundaries shall not encompass any portion of the Las Vegas Strip Corridor.
- b. Describe the cultural values and contributions that the establishment of the cultural district would help to preserve, and a description of how the establishment of a cultural district would address the goals and purpose outlined herein.

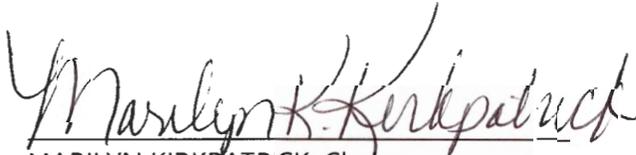
Process for Modification or Removal of a Cultural District:

1. The County Commission shall have the ability to remove a cultural district designation via a resolution at a regularly scheduled County Commission meeting.
2. The County Commission may adopt subsequent resolutions changing the geographic boundaries at a regularly scheduled County Commission meeting after seeking input from community neighbors, businesses, and supporters.
3. If a cultural district migrates to a different geographic location within unincorporated Clark County, the County Commission shall have the ability to re-establish the cultural district in the new geographic location as long as the requirements set forth herein are complied with.

Responsibilities of the Clark County Manager's Office and the Clark County Department of Administrative Services:

In addition to the responsibilities set forth in the previous section, the Clark County Manager's Office and Clark County Department of Administrative Services shall:

1. Provide information upon request to individuals or community organizations inquiring about the process of establishing a cultural district; and
2. As applicable, accept monetary donations made for the benefit of designating the cultural district with the enactment of public infrastructure; and
3. Develop any necessary operating procedures to implement this Policy.


MARILYN KIRKPATRICK, Chair
Board of County Commissioners



Cultural District Designation Application

(Note: This document and accompanying materials become public record once it is received by Clark County.)

Due to Clark County's rapid growth, the population of the County is becoming more and more diverse. Clark County has benefited and will continue to benefit in countless ways from the contributions of its many ethnic communities. Many of the visitors to Clark County immerse themselves in the unique cultures, aesthetic, and artistic traditions found across the County. Clark County has the ability to create an effective strategy to strengthen areas of the County that represent cultural heritages.

In September 2019, the Clark County Board of County Commissioners (County Commission) adopted the Clark County Cultural District Designation Policy (Policy). The Policy seeks to preserve, strengthen, and promote our cultural assets and diverse communities, so that individuals, families, businesses, non-profit organizations, community arts, places of worship, and education institutions are able to live, work, and prosper within the County.

For the purpose of the Policy and this application, cultural district shall mean a well-defined geographic area within unincorporated Clark County that embodies a unique cultural heritage because it contains a high concentration of cultural resources and activities.

If you or an organization that you are a member of wishes to apply for a cultural district designation, please complete this application. Following receipt of the application, a representative from Clark County will be in touch to discuss the next steps and answer any questions.

If you have any questions related to the Policy or this application, please email AdministrativeServices@ClarkCountyNV.gov.

Section I: Primary Contact

Name: _____

Home Address: _____

City/State/Zip Code: _____

Email Address: _____

Cell Phone: _____

Best Daytime Contact Phone: _____

Section II: Secondary Contact

Name: _____

Home Address: _____

City/State/Zip Code: _____

Email Address: _____

Cell Phone: _____

Best Daytime Contact Phone: _____

Section III: Proposed Cultural District

Proposed Cultural District Name: _____

Provide a description of the proposed cultural district boundaries. The description shall include the cardinal designations (north, east, south, and west) on any of the major cross streets listed. Please note that the proposed boundaries shall be small enough to develop a sense of identity and community among residents, businesses, and organizations. Additionally, please note that the proposed boundaries must be contiguous, not overlap with other cultural districts, and not encompass any portion of the Las Vegas Strip. (Reminder: The proposed cultural district boundaries must be in unincorporated Clark County.)

If applicable, please provide a map of the proposed cultural district upon submission.

Describe how the proposed geographic area is distinguished by a concentration of cultural resources that play a vital role in the lives and cultural development of the community. In your response, please provide details about structures, residents, businesses, non-profit organizations, community arts, places of worship, educational institutions, and cultural activities. If you need additional space, please attach an additional sheet of paper.

Describe if there are any significant events and/or festivals that highlight the community's unique cultural identity. If you need additional space, please attach an additional sheet of paper.

Describe the cultural values and contributions that the establishment of the cultural district would help to preserve. If you need additional space, please attach an additional sheet of paper.

Please provide any other additional comments or information related to the proposed cultural district that have not yet been provided. If you need additional space, please attach an additional sheet of paper.

Hand Deliver Application to:

**Clark County Department of Administrative Services
6th Floor
500 S. Grand Central Parkway
Las Vegas, NV 89155**

Fax Application to:

(702) 455-3558

Mail Application to:

**Department of Administrative Services-
6th Floor
P.O. Box 551712
Las Vegas, NV 89155-1712**

Email Scanned Copy to:

AdministrativeServices@ClarkCountyNV.gov

BYLAWS AND PROCEDURES

ASIAN-AMERICAN PACIFIC ISLANDERS COMMUNITY COMMISSION

Article I – Name

The name of this community commission shall be the Asian-American Pacific Islanders Community Commission (hereinafter the “Commission”) as created by the Clark County Board of Commissioners, pursuant to Clark County Ordinance No. 4709, adopted on July 16, 2019.

Article II – Purpose

The purpose of this Commission, pursuant to County Code, Chapter 3.64, is to:

- (a) Identify the various Asian-American and Pacific Islander communities in the county;
- (b) Identify the population of each community;
- (c) Research and describe the history of each community;
- (d) Identify the leaders and organizations of each community;
- (e) Identify the social and economic needs peculiar to each community and the Asian-American and Pacific Islander communities in general;
- (f) Have the ability to accept donations as authorized by the Board of County Commissioners to meet the research needs identified, as well as to host a resource conference and conduct a feasibility study regarding the development of a cultural center; and
- (g) Report the findings of the Commission and recommendations to address identified needs.

On or before June 30, 2020, the Commission shall provide a report to the Board of County Commissioners detailing the research conducted by the Commission and any recommendations to meet the identified needs of the communities. The report shall include a detailed summary of all donations received and how the donations were utilized by the Commission.

Article III – Members

- A. The Commission shall consist of fifteen members appointed by the Board of County Commissioners, all of whom shall be residents of Clark County. The term of office shall commence July 1, 2019 or upon appointment and be for a period that expires June 30, 2021.
- B. The members of the Commission shall serve at the pleasure of the Board of County Commissioners.
- C. The provisions of chapter 3.01 of Title 3 of the Clark County Code on absences of appointed members of boards shall apply to absences of members of the Commission. The Commission shall follow the procedure established by the County Manager or

his or her designee for the administration of chapter 3.01. The assigned staff member referred to in Clark County Code Section 3.01.10 shall be the County Liaison.

- D. Any member may resign his/her appointment by submitting a letter of resignation to the Board of Commissioners or Department of Administrative Services and sending a copy to the Chair of the Commission.
- E. When a vacancy occurs, the Commission shall, at the request of the Department of Administrative Services, post a public notice of the opening soliciting applications and may recommend to the Board of County Commissioners a qualified replacement for the position.

All Commission members shall observe the standards of ethical conduct outlined in NRS 281A, Clark County Code, Chapter 2.42 and any resolution on Ethics adopted by the BCC, and shall refrain from voting on any item that presents a conflict of interest.

Article IV – Officers

- A. Officers shall perform the duties prescribed by these bylaws.
- B. Officers of the Commission shall consist of a Chair and Vice Chair. The Board of County Commissioners shall appoint one member to serve as chairman and one member to serve as vice-chairman.
- C. The Commission shall have the ability to create subcommittees as desired by the Commission or the Board of County Commissioners to assist in meeting identified duties.
- D. The Officers' terms shall expire on June 30, 2021.
- E. The Chair shall act as presiding officer at all regular and special meetings of the Commission in accordance with the adopted Board of County Commission Rules of Procedure.
- F. The Vice Chair shall assume the responsibilities of the Chair in his/her absence.
- G. If a permanent vacancy occurs for the position of the Chair or Vice Chair, the Board of County Commissioners shall select a Chair or Vice Chair from among the members of the Commission to serve the remainder of the unexpired term, consistent with section IV. D.
- H. The Secretary of the Commission shall ensure that each meeting has been legally noticed and posted pursuant to the Nevada Open Meeting Law (NRS 241).

Article V – Meetings

- A. The Commission shall hold monthly meetings, unless holidays or other conflicts dictate moving the meeting dates.
- B. All meetings shall be held at Clark County Government Center, 500 S Grand Central Parkway, Las Vegas, NV, commencing at 7:00 p.m. or, in the case of an emergency or potential overcrowding, or at another location and/or time as determined by the Chair and properly noticed and posted pursuant to the Nevada Open Meeting Law (NRS 241).
- C. The regular meetings of the Commission shall be held no less than once per month pursuant to Clark County code 3.64.020(e) at the place, day and hour set forth in Sections A and B above.
- D. Any special meeting of the Commission may be held at the call of the Chair at the time, date and place posted, pursuant to the Nevada Open Meeting Law.
- E. Eight members of a fifteen-member Commission shall constitute a quorum, and a quorum will be required to conduct any official business of the Commission. Whenever a member abstains from voting because of a conflict of interest, the necessary quorum to act upon and the number of votes necessary to act upon the matter, as fixed by any statute, ordinance or rule, is reduced as though the abstaining member were not a member of the Commission.
- F. The Chair or Vice-Chair will coordinate with the Secretary and County Liaison to ensure actions and reasoning is accurately reported in the minutes.
- G. Each person appearing before the Commission shall receive a fair and impartial hearing based solely on the merits of his/her petition, without regard to race, religion, sex, sexual orientation, gender identity or expression, age, disability or national origin.
- H. Agendas
 - a. All business for consideration shall be included on the agenda. The Chair shall rule as “out of order” the consideration of any matter not on the agenda, or in conflict with the bylaws. If any information or discussion item is introduced at a meeting and action is to be taken thereon, it shall be placed on the agenda for the next regular meeting of the Commission.
 - b. The Commission Secretary shall, in accordance with the uniform agenda format provided by the Department of Administrative Services, prepare the agenda in cooperation with the Chair and County Liaison, and post by 9:00 a.m., three full working days (not counting the meeting date) before the meeting in compliance with the Nevada Open Meeting Law (NRS 241).
 - c. Items can be placed on an agenda by the Board of County Commissioners, Department of Administrative Services, and any Commission member, or as required by law. Citizens can request that an item be on an agenda, but whether the item appears on the

agenda is at the discretion of the Chair and the Department of Administrative Services based on the issue, circumstances, appropriateness and ability of the Commission to further the issue.

- d. Once action is taken on an item, the Commission shall not re-hear the item unless there is (1) a timely request for rehearing (within five working days by a member voting in the majority); (2) a change of circumstance; or (3) sufficient passage of time that it is reasonable to revisit the item.

Article VI – Compensation & Financial Powers

- A. The members of the Commission shall serve without compensation for their services. The Commission shall not incur expenses, hire or retain employees, nor enter into contracts.
- B. All donations received by this Commission shall be spent pursuant to Article II.