

**MINUTES OF THE ARTS & HISTORICAL PRESERVATION
ADVISORY BOARD FOR THE MEETING HELD ON
JANUARY 7, 2025**

1 Call meeting to order and establishment of a quorum

The meeting was called to order at 10 AM

2 Roll Call

Present: Chair Branum, Vice Chair Corlie, BM Surinder, BM Cawthon, BM Everling and Ex-Officio Council Member Alex Porretto

Absent: BM Finklea and BM Boening

Staff: Assistant City Secretary Nellie De La Fuente, Senior Administrative Assistant Martha Alvarez, Assistant City Attorney Mehran Jadidi, and Antoinette Lynch, Cultural Coordinator

3 Approval of December 3, 2024, minutes

Motion to approve the Minutes from December 3, 2024 by BM Cawthon

Second by Everling

Motion carried by those present

4 Public Comment

N/A

5 Discuss, finalize and approve Rubric scoring table

Discussion and finalization of the Rubric was discussed by BM Everling.

She stated that she did not change the first page but did change the rest of it to coincide with the Application.

Motion to approve the Rubric by Vice-Chair Corlie

Second by BM Cawthon

Motion carried by those present

6 Discuss, review, finalize and approve AHP Application

Motion to approve the AHP Application presented by the City Secretary with all of the Boards recommendations and changes by BM Everling

Second by BM Cawthon

Motion carried by those present

7 Discuss and facilitate online application for 2025/2026 funding

Discussion took place on the facilitation of the online application and the City Secretary stated that the process is at its end stages and just a few minor tweaks are left to do. She told the board that she would contact Chair Branum as to when the application will actually go live on the website.

**8 Discuss and approve percentage funding for Cultural Arts Commission
(Subject to CAC approval of percentage funding)**

Antoinette stated that the Cultural Arts Commission approved to go to a percentage from a set amount, but they want to discuss the percentage for Reserve recommended to Council.

BM Everling made the motion that the Arts & Historic Preservation Advisory Board recommends that they accept a percentage funding of 20% that includes a minimum Reserve of 3% and Assistant City Attorney Mehran wanted to make it clear for the record that 20% of the 6/8's of the penny that is currently allocated.

Second by Vice-Chair Corlie

Motion carries by those present.

9 Discuss AHP Manual for recipients

Chair Branum stated that BM Finklea has volunteered to work on the Manual. The Manual will cover what is in the Ordinance when the reports are due, copies of the report and including the Rubric. Chair Branum mentioned that she would like to have the Manual completed by August around the signing of the contracts.

10 Review and discuss Reserve and Surplus funds language for future disposition

Chair Branum passed out a copy of the monies allowed for Arts & Historical Preservation Advisory Board. According to the copy that Paru from Finance provided, it had a Grand Total of \$2,819,211.16 but from that we deducted the Cultural Arts Commission balance of \$16,194.23 and deducted the Interest Earned of \$79,055.11 and you get a grand total of \$2,723,961.82.

The question was asked, "Where did or how did we come up with the \$2,723,961.82?"

Chair Branum went on to explain that by adding the Balance prior to FY22 of \$722,878.59, adding the Reserve of \$322,770.16, and the Surplus of \$1,678,313.07 the total amount the Board is in control is \$2,723,961.82.

Chair Branum also stated that there is a need for proper language in order to access the Reserve. She also explained that no one can touch the Surplus.

BM Everling asked, "If no one can touch the Surplus, then what happens to the Surplus?" Assistant City Attorney Mehran stated that is for Council to decide but recommendations can be made but it is ultimately up for Council to decide. Ex-Officio CM Alex Porretto said that the recommendation in his opinion should be that any lesser amount that should go to the Recipients of this board first, for that funding, we are talking about losing our trickle-down convention center hot funding eventually in the next 4 or 5 years maybe it should go into the HOT pot or maybe into the Surplus.

11 Proposed future agenda items

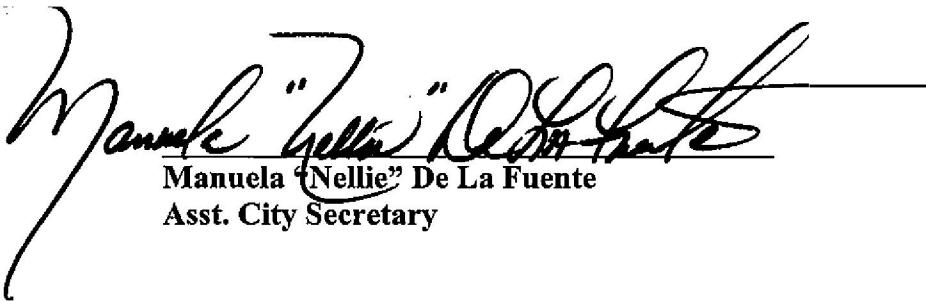
- a) Reserve*
- b) Surplus*
- c) Manual*
- d) Limited Cycles for funding*

12 Proposed future meeting date

February 4, 2025 at 10:00 AM in Room 204

13 Adjourn Meeting

Meeting adjourned 11:37 AM



Manuela "Nellie" De La Fuente
Asst. City Secretary