

Joe Lombardo  
Governor

STATE OF NEVADA



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Chairman  
YALE YEANDEL

Vice Chairman  
ANTHONY TIMMONS

PATRICIA OLMSTEAD  
E'SHA HOFERER  
ANTOINETTE CAVANAUGH  
MAGGIE FARRELL

DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES  
COMMISSION FOR CULTURAL CENTERS AND HISTORIC PRESERVATION

MEETING MINUTES  
Monday, November 27, 2023,  
1:00pm

*The Commission for Cultural Centers and Historic Preservation (CCCHP) meeting is open to the public and may be attended in person or via Zoom. Only the first floor of the Bryan Building is open to the public without an escort. If any member of the public plans to attend in person, they must arrive at least 10 minutes prior to the start of the meeting and wait in the lobby of the Bryan Building. A staff member will escort attendees to the meeting.*

Location:

The Richard Bryan Building  
Bristlecone Conference Room  
901 S. Stewart Street, Suite 5004  
Carson City, NV 89701

Please click the link below to join the webinar as an attendee:

<https://us06web.zoom.us/j/88248756949?pwd=dYl1eGVrcmQvS0lxVmp6TGxPckpOQT09>  
Passcode: 954137

**NOTE:** *This option does not require a computer with audio and video capabilities. The public may also join the meeting by dialing the following:*

669-900-6833 or  
253-215-8782 or  
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*Additionally, public comment or testimony can be submitted via email to [ccloud@shpo.nv.gov](mailto:ccloud@shpo.nv.gov) or leaving a voice message at: (775) 684-3448. Voice messages received during the meeting will be transcribed and read to the Commissioners during the meeting. The Commission will make reasonable efforts to include all comments received by email and voicemail into the record. Please try to provide email or voicemail comments by 9:00am September 19, 2022. Comments are limited to 3 minutes per person.*

**Meeting Notice and Agenda**  
**November 27, 2023, 1:00 pm**

**Items on this agenda may be taken in a different order than listed. Before any action or vote is taken, the Chairman will ask for public comment. Public comment will be allowed after Commission discussion of each action item on the agenda.**

1. Call to order by Rebecca Palmer, CCCHP Staff.
2. Roll call of Commissioners and determination of quorum.

Commissioners:

Anthony Timmons, **Present**  
Patricia Olmstead, **Present**  
Maggie Farrell, **Present**  
Yale Yeandel, **Present**

***Chair determined a quorum was present.***

3. Discussion and determination of the last agenda item that received a vote by the Commission with a quorum at the November 14, 2023 meeting (**FOR POSSIBLE ACTION**)  
Chair Yeandel asked staff for help determining how and when the Commission lost quorum at the November 14, 2023 meeting.

Rebecca Palmer indicated that the Commission lost quorum when Commissioner Farrell needed to leave the meeting, and that this happened at Agenda Item 10a. Ms. Palmer further noted that Agenda Item 10 appears twice on the agenda. Ms. Palmer asked Commissioner Farrell if she could confirm for the Commission at what point she needed to leave the meeting.

Commissioner Farrell confirmed that she needed to leave during Agenda Item 10a, and apologized for needing to leave and attend another meeting.

Chair Yeandel indicated that this item will count as 11a as there are two item 10s on the agenda.

4. Election of Chair and Vice Chair consistent with NRS 383.500.2 (a) (**FOR POSSIBLE ACTION**).  
This agenda item was addressed at the November 14, 2023 meeting.
5. Public Comment  
Public comment will be taken at the beginning and end of the meeting and may be taken at the discretion of the Chair on agenda items listed for possible action. Public comments may be limited to 3 minutes per person at the discretion of the Chair. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. Persons making comment will be asked to begin by stating their name for the record.

There was no public comment.

6. Approval of minutes from previous meetings (**FOR POSSIBLE ACTION**).
  - a) September 19, 2022

**Meeting Notice and Agenda**  
**November 27, 2023, 1:00 pm**

This agenda item was addressed at the November 14, 2023 meeting.

7. Update of the status of the Commission grants for the FY19-20 cycle that were previously granted an extension of time. (FOR POSSIBLE ACTION)

This agenda item was addressed at the November 14, 2023 meeting.

8. Review of all Grantee Requests for additional funding (in order of receipt of documentation by staff or by requested by the Commission in their June 14, 2022 meeting. (**FOR POSSIBLE ACTION**).

This agenda item was addressed at the November 14, 2023 meeting.

- a. Discussion and decision to approve or deny the set aside funding in the open amount of \$234,442.50 for Washoe County Regional Parks and Open Space, Galena Creek Schoolhouse Restoration Project. (CCCHP-21-06).
- b. Review of the Goldfield Historical Society's request for additional funding in the amount of \$154,462.33 to their grant (CCCHP-21-22) to cover increased costs from recent contractor quotes that exceed the grant award.
- c. Review of the White Pine Community Choir Association's request for additional funding in the amount of \$80,459.81 to their grant (CCCHP-21-10) to cover the increased costs in construction due to severe weather damage on the building.
- d. Review of the Brewery Art Center's request for additional funding in the amount of \$38,250.00 to their grant (CCCHP-21-09) to cover unexpected costs due to the replacement of damaged and missing bricks that was not included in the original proposal.
- e. Review of the City of Ely's request for additional funding in the amount of \$118,100.00 to their grant (CCCHP-21-13) to convert the shortfall of funding to complete specification and construction drawings.
- f. Review of the Nevada Northern Railway's request for additional funding in the amount of \$164,668.00 to their grant (CCCHP-21-20) to cover increased costs from recent contractor quotes that exceed the grant award.

9. Discussion and decision for an extension of time for the City of Carlin, old Church on Main Project. (CCCHP-21-18) **FOR POSSIBLE ACTION**)

This item was addressed at the November 14, 2023 meeting.

10. Discussion and decision for an extension of time for the Carlin Historical Society, Carlin Schoolhouse Project. (CCCHP-21-23) (**FOR POSSIBLE ACTION**)

This item was addressed at the November 14, 2023 meeting.

11. Review and approval of two draft documents required or the Commission for Cultural Centers and Historic Preservation grant cycle of fiscal years 2023 and 2024 (**FOR POSSIBLE ACTION**):

Rebecca Palmer indicated that as part of the preparation of all of the documents associated with the Commission, both the application and the handbook have been reorganized.

**Meeting Notice and Agenda**  
**November 27, 2023, 1:00 pm**

- a. Commission for Cultural Centers and Historic Preservation Handbook  
Chair Yeandel called for a vote on this agenda item.

Motion to approve the Commission for Cultural Centers and Historic Preservation Handbook: Commissioner Olmstead; second by Vice Chair Timmons. No Commissioner comments.

**Motion passed unanimously.**

- b. Commission for Cultural Centers and Historic Preservation Application and associated forms.  
Rebecca Palmer informed the Commission that Rayette Martin, the author of the application and associated forms, is available at today's meeting for questions. Ms. Palmer indicated that the forms have been made more accessible with the creation of an Adobe product that could not be entered or an Excel product that could be entered but not altered. Ms. Palmer explained that staff felt very strongly that by including a form that could be inadvertently or innocently altered in prior years, this made it difficult for the Commission to ensure that all documents remained consistent.

Vice Chair Timmons indicated his concern with ensuring ADA accessibility on the forms.

Rayette Martin explained that the font and contrast used in the forms is within ADA guidelines. Ms. Martin further noted that Adobe was specifically chosen as it is free to download online for anybody who wishes to do so, as opposed to other programs that may not be compatible with people's free versions.

Motion to approve the Commission for Cultural Centers and Historic Preservation Application and associated forms: Commissioner Farrell; second by Commissioner Olmstead. No Commissioner comments.

**Motion passed unanimously.**

12. Discussion and scheduling of application submission deadline and grant hearing for CCCHP grants for fiscal years 2023 and 2024 **(FOR POSSIBLE ACTION)**

Rebecca Palmer indicated that staff did provide a proposed schedule on the supplementary materials identified as Agenda Item 10a from the November 14, 2023 meeting. Ms. Palmer indicated that in Agenda Item 10a, page 13 through 14, staff suggested a possible schedule that the Commission might choose to consider for this grant cycle.

Motion to approve the recommended timeline: Commissioner Olmstead; second by Commissioner Farrell. No Commissioner comments.

**Motion passed unanimously.**

13. Discussion and decision to approve the CCCHP 10 year plan. **(FOR POSSIBLE ACTION)**

Rebecca Palmer explained that the Commission is required by law to have a 10-year plan in place that is intended to guide its granting decisions, and that the plan should be reflective of the time in which it's written and the Commissioners' desires at the time in which it's prepared. Ms. Palmer indicated staff's

**Meeting Notice and Agenda  
November 27, 2023, 1:00 pm**

belief that both of these goals have been accomplished in that the plan reflects the 30 years of granting experience of the Commission and staff and the desires of the Commission as expressed through the Commissioners over the last decade. Ms. Palmer noted that Rayette Martin, author of the document, is available for Commissioner questions, and further indicated that staff would be happy to make any edits, deletions, or additions that the Commission desires at this time.

Rayette Martin explained that this document has been a work in progress and indicated that in its compilation, Ms. Martin interviewed previous commissioners, went to different counties and held public meetings, and sat down for many discussions with staff to determine what has been evolving over time. Ms. Martin further noted that the appendices have some more specifics from the public.

Chair Yeandel noted his belief that this document is very thorough and consistent.

Commissioner Olmstead concurred.

Commissioner Farrell concurred.

Motion to approve the CCCHP 10 year plan: Commissioner Olmstead; second by Commissioner Farrell. No Commissioner comments.

**Motion passed unanimously.**

14. Public Comment:

Public comment will be taken at the beginning and end of the meeting and may be taken at the discretion of the Chair on agenda items listed for possible action. Public comments may be limited to 3 minutes per person at the discretion of the Chair. Comment will not be restricted based on viewpoint. No action will be taken on any matters raised during the public comment period that are not already on the agenda. Persons making comment will be asked to begin by stating their name for the record.

There was no public comment.

15. Adjournment **(FOR POSSIBLE ACTION)**.

Motion to adjourn the November 27, 2023 CCCHP meeting: Vice Chair Timmons; second by Commissioner Olmstead. No Commissioner comments.

**Motion passed unanimously.**

The meeting was adjourned.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the State Historic Preservation Office in writing at 901 South Stewart Street, suite 5004 Carson City, Nevada 89701, or by calling (775) 684-3448 no later than **9:00 am September 19, 2022.**

Supporting documents for agenda items will be available on **September 14, 2022.** Please call Carla Cloud if you wish to obtain copies prior to the meeting at (775) 684-3441 or email her at [ccloud@shpo.nv.gov](mailto:ccloud@shpo.nv.gov).

**Meeting Notice and Agenda  
November 27, 2023, 1:00 pm**

This notice will be posted on or before 9:00 am on the third working day before the meeting at:

- <https://notice.nv.gov>; and
- <http://shpo.nv.gov/services/commission-for-cultural-centers-and-historic-preservation-ccchp>; and in the following locations:
  - Department of Conservation and Natural Resources, 901 South Stewart Street, Richard H. Bryan Building, First Floor, Carson City; and
  - State Historic Preservation Office, 901 South Stewart Street, Richard H. Bryan Building, 5th Floor, Carson City; and
  - Carson City Culture & Tourism Authority, DBA Visit Carson City, 716 N. Carson St. Carson City; and
  - Southern Nevada SHPO Office, 4747 W. Vegas Drive, Las Vegas, NV.

**Meeting Notice and Agenda  
November 27, 2023, 1:00 pm**