



- 12. Other Reports
  - 13. Next Meeting Date
  - 14. Adjournment
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### MINUTES, JULY 15, 2015

- 1. Time, Place and Date.** The Winnemucca Convention and Visitors Authority met in regular session in full conformity with the law at the Winnemucca Convention Center, West Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, July 15, 2015 with Chairman Terry Boyle presiding.

**2. Pledge of Allegiance.**

**3. Attendance.** *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Hotel Representative
Herb Ross	Vice Chairman and Business Representative
Don Stoker	Treasurer and Motel Representative
Ron Cerri	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

*Convention and Visitors Authority Board Officials Absent:*

Jim Billingsley	City Representative
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*Staff Members Present:*

Kim Petersen	Director
Shelly Noble	Administrative Clerk

*Staff Members Absent:*

None

*Others Present:*

Wayne Beene	Humb Republican Central Committee
Arloa Woolford	Humb Republican Central Committee

**4. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 10, 2015 at Humboldt County Library, Court House, Post Office, City Hall and Convention Center West Hall. No persons have requested mailed notice during the past six months.

- 5. Business Impact Determination.** After review of the July 15, 2015 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, ***Don Stoker made a motion that no proposed agenda item is likely to impose a direct and significant***

*economic burden on a business or directly restrict formation, operation, or expansion of a business. The motion carried, 4-0.*

**6. Minutes.**

Prior meeting minutes of June 17, 2015.

Since Jim is absent tonight, we do not have a quorum of board members present tonight who were also present at last month's meeting. This item will be on the August agenda for a vote to approve.

**7. Claims.** The following claims were submitted for payment and approved on July 15, 2015:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	20229-20322	\$200,757.23

*Don Stoker made a motion to approve all claims as submitted. The motion carried, 4-0.*

**8. General Business.**

**8.1 Steve Tibbals, Humb Co Republican Central Committee Meeting, August 29, 2015, request for facility grant, for possible action**

Steve was unable to be here tonight so Arloa Woodford and Wayne Beene will answer any questions the board has about their request. This meeting is to complete some business that was not concluded during the last legislative session. It will be the first time it is to be held in Winnemucca. Those attending this meeting are from all over the state. Since it will begin at 7 am on Saturday, Arloa believes that many of these people will arrive on Friday and stay until Sunday morning. *Don Stoker made a motion to approve a facility grant for \$600 (West Hall, one day) for the Nevada State Republican Central Committee Special Meeting, August 29, 2015. Motion carried, 4-0.* Humboldt County Republican Central Committee is responsible for any other customary Convention Center charges.

**8.2 Accommodations tax 9-month refund requests, for possible action, Simonette (\$281.61), Baumgras (\$810), Kimerer (\$398.14), Wild (\$665.77)**

*Herb Ross made a motion to approve the accommodation tax 9-month refund for Bill Simonette (\$281.61), Karl Baumgras (\$810), Kenneth Kimerer (\$398.14) and Rick Wild (\$665.77). Motion carried, 4-0.*

**9. Director's Report.****9.1 Financial reports on WCVA events**

Bank reconciliations for the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review.

**9.2 East Hall parking structure update, for discussion & possible action**

Kim is waiting to receive information Tectonics is putting together on how they will fix the drains without damaging the inner tension cables.

**9.3 WEC Indoor Event Center expansion update, for possible action**

Kent Maher is working to get the bid specs together.

**10. Secretary and Counsel, Monthly report.****10.1 Review monthly report, for discussion**

Bill reviewed his report.

**10.2 Chamber of Commerce report, for discussion**

This was included in Bill's report.

**10.3 Update on delinquencies, possible request for authorization of disclosure of confidential information of one or more licensees & possible action**

We have one NSF check that Bill is working on to collect, along with penalties and interest, along with other penalties and interest that are due from past NSF checks.

**10.4 Possible standardized delinquency procedure, timetable & forms, for discussion & possible action**

No report.

**10.5 Report on end of year budget compliances**

No report.

**10.6 Update on Intersection Beautification, Winnemucca Recreation project, Winnemucca Arts Center & Visitor Center, Events Complex riding arena, for discussion & possible action**

No report.

**11. Board Administrator.****11.1 June Financial Reports, for discussion**

Room tax revenues were up slightly for May but are still down for the year.

### **11.2 Corrective action plan per Department of Taxation review of FY 2014 audit report, for possible action**

In the meeting packets is a letter, prepared by Kendall, which details his corrective actions for a couple of minor issues that were revealed when our audit report was submitted to the state. These involve the report not being submitted in a timely manner (even though we asked for and received extensions of the deadline) and an unexpected increase in our expenditures for projects that came up during this time period. ***Don Stoker made a motion to accept the corrective action plan, as presented by Kendall Swensen, for exceptions to the audit report for FY 2014. Motion carried, 4-0.***

## **12. Other Business.**

### **12.1 WCVA marketing**

Kim presented board members with a copy of the WCVA Marketing & Sales Goals as prepared by Michelle Urain earlier this spring. Kim went briefly through the items in this report. This is a “work in progress” as we continue to define our plan and determine what’s effective and what is not. We will also be tracking phone calls and inquiries made at the office. Each month Kim will provide the board with the results of this tracking.

### **12.2 East Hall exterior**

Herb expressed concern about the appearance of the exterior of the East Hall. Some of the downtown businesses have begun to paint their buildings on Bridge Street which is going to make the East Hall look even more tired. Room taxes are down and this board has committed funds elsewhere, but Herb wanted to know if there were any plans for a facelift of the building. This project is in the budget and Kim has asked Nevada Advertising for a proposal to remove the old façade and install new electronic signs on both corners of the building that are on Winnemucca Boulevard.

### **12.3 Silver State International Rodeo**

Participation in this year’s event was up by approximately 50 contestants. Stall and camping fees were up slightly. This was the fifth and final year of the current contract. Kim will begin to work on a new contract soon. Kim will be sending letters to Winnemucca Inn, Winners and Model T asking them for the continued support in providing rooms for the SSIR staff for the duration of the event. This is one item that is very important to the SSIR board as they consider our proposal.

### **12.4 44-Hour Softball Tournament**

After many years, this weekend’s tournament will be the last one. When it first began it was the only one of its kind with over 100 teams playing softball non-stop from Friday afternoon until Sunday night. Since then, other cities

have started their own and participation has been steadily declining each year. Don reported that this year's tournament will only have about 45 teams competing. It will be sad to see it end.

### **12.5 Run-A-Mucca citations**

After much discussion about the level of law enforcement in town during the Run-A-Mucca event in May, Bill has been collecting information on the number of citations issued compared to other weekends. He is still waiting for some data on the types of citations, but it seems that just the number of citations issued is approximately double of other weekends in May. The board would like Bill to continue to collect as much information as he can and then would like to meet with the police department to discuss this further.

### **12.6 Denio Junction Motel**

Georgia Perry, who is leasing the Denio property, went before the County Commissioners recently to let them know that she is currently renting motel rooms but the restaurant isn't open yet and there is still no gas available. She is working to make both of these services available soon. To date, our office has not received any room tax returns (which are sent to her each month) or our Operator's Application for Room Tax License that each property is required to complete and return every year.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 19, 2015, 4:00 pm.**

**14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0.*** The meeting was adjourned at 5:00 pm to the next regular meeting, or to the earlier call of the Chairman or to the call of any three (3) members of the Board on three (3) working days notice.

Respectfully submitted,

Shelly Noble

APPROVED ON \_\_\_\_\_, 2015

As written \_\_\_\_\_

As corrected \_\_\_\_\_

Winnemucca Convention & Visitors Authority Board

\_\_\_\_\_  
TERRY BOYLE  
Chairman and  
Hotel Representative

\_\_\_\_\_  
HERB ROSS  
Vice Chairman and Business Representative

\_\_\_\_\_  
DON STOKER  
Treasurer and Motel Representative

\_\_\_\_\_  
ABSENT  
JIM BILLINGSLEY  
City Representative

\_\_\_\_\_  
RON CERRI  
County Representative

Attest:

\_\_\_\_\_  
BILL MACDONALD  
Board Secretary and Counsel

\_\_\_\_\_  
KENDALL SWENSEN  
Board Administrator