

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

July 15, 2009

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MINUTES JULY 15, 2009

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, East Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, July 15, 2009 with Chairman Terry Boyle presiding.

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

Terry Boyle	Chairman and Hotel Representative
Patty Herzog	Vice Chairman and City Representative
Don Stoker	Treasurer and Motel Representative
Rodd William Stowell	Business Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Dan Cassinelli	County Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Others Present:

Kent Arrien	Humboldt Shooting Park
Patti Albisu	McDermitt Community Board
Gary Wilson	McDermitt Community Board
Chris Freed	USTRC/Load 'Em in the Dark

3. Pledge of Allegiance.

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 10, 2009 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. Minutes.

Prior meeting minutes of June 17, 2009 were reviewed. *Don Stoker made a motion to accept the minutes of the June 17, 2009 meeting. Motion carried unanimously, 4-0.*

6. Business Impact Determination. After review of the July 15, 2009 agenda, *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 unanimously, 4-0.*

7. Claims. The following claims were submitted for payment and approved on July 15, 2009:

CHECK NUMBERS	AMOUNT
14826-14895 Nevada State Bank	\$88,107.44

Patty Herzog made a motion to approve all claims as submitted. The motion carried unanimously, 4-0.

8. General Business.

8.1 Stott Outdoor Advertising, renewal of billboard contract, W. Winnemucca

At last month's meeting, the Board asked Kim to speak with a representative from the Humboldt Museum to see if they would be interested in taking over the Stott billboard rental on I-80 west of Winnemucca. The museum representative felt that there was no positive business impact from this billboard and were not interested in taking over its rental. Kim will send a notice to Stott Outdoor Advertising that we will not be renewing this lease.

8.2 Kent Arrien, Winnemucca Gun Range/Humboldt Shooting Park

Through grants, private contributions, in-kind donations and volunteer hours this organization has completed the construction of a 1,200 square foot pre-fab building at the shooting park, along with a toilet facility. Originally, Kent had planned to come to this board to request that the Convention Center take over the rental calendar and issuing of keys to those parties who rent this new building, located north of town. Recently, the Nevada Department of Wildlife (NDOW) has agreed to take over these duties so Kent would like to request that WCVA contribute funds towards flooring of this building. Now that the building is complete, it has become apparent that the inside of the building echoes pretty badly. Kent has quotes for vinyl flooring

for \$3,400 and commercial carpet squares for \$2,800. The board may be interested in supporting Mr. Arrien's request but since this action was not on the agenda, it will be addressed again at the August meeting.

8.3 USTRC Sponsorship Proposal

Chris Freed is here tonight to make a proposal that he feels will improve attendance at the USTRC Regional Finals here in August. Competitors at this event have participated in other USTRC ropings in order to qualify for this event. If they do well enough here they can qualify for the USTRC National Finals. Historically, this event drew a much larger group of participants and their families when it first started, about 15 years ago. For a variety of reasons, the USTRC Regional Finals has gotten smaller over the years and Mr. Freed is trying to attract a larger group of participants for this year and future years. He is proposing that WCVA subsidize the entry fees, up to \$15,300. Chris feels that by making this offer to those ropers who have qualified to come here, they will make the trip to compete with their buddies and will bring along their families. The board discussed the cost/benefit of this event and expressed their concern that this amount is not justified by the room taxes that are collected. Also, this event is already receiving a \$7,500 grant for this year's event along with payment of its facility fees by WCVA, \$3,200. Mr. Freed then proposed that he split this amount with WCVA in order to cover the entry fees. ***Patty Herzog made a motion to authorize up to \$7,650 to subsidize the USTRC Regional Finals entry fees for this year's event only. The motion carried unanimously, 4-0.***

8.4 McDermitt Community Board, request for funds

Patti Albisu and Gary Wilson are here this afternoon to discuss the Small Community Grant and how the new caps approved at last month's meeting will affect their on-going projects at the McDermitt Community Hall. In June this board authorized payment of receipts totally \$9,638 that were used for improvements for the outside of the McDermitt Community Hall. Since that check was written in the last fiscal year, they have an additional \$10,000 available for this fiscal year. They are projecting that it will cost approximately \$7,000 to finish the outside portion of the Community Hall projects and were concerned that would not be able to access any more funds this year. In order to access this year's funds they will need to submit receipts, as they've done in the past. Once this project is completed, there is another group of people that want to begin improvements to the inside of the hall. Even if the entire \$10,000 allocated for this fiscal year is spent, the Community Board can still come before this board and request funds for other special projects.

8.5 Update on USA Wrestling 2010 and 2011 proposal

Jim Billingsley was not successful in bringing this event to Winnemucca for the next two years. We cannot compete with the Idaho State University facility, residence halls and availability of motel rooms. The Board appreciates all of Jim's efforts to bring these major events to Winnemucca.

8.6 Accommodations tax refund request, Storm (\$396.00)

8.7 Accommodations tax refund request, Weatherly (\$324.50)

8.8 Accommodations tax refund request, Morrell (\$362.50)

Sandra Storm (\$396.00), Winn Weatherly (\$324.50) and Ron Morrell (\$362.50) have submitted receipts and the proper paperwork to receive their room tax rebates. *Terry Boyle made a motion to approve the accommodations tax refunds as presented. Motion carried unanimously, 4-0.*

8.9 East Hall repairs and upgrades

Last week the EH chiller died. Alan has been in town to try to repair it before this weekend. He is trying to utilize parts from old coolers that the county has. The new one that was ordered will not be here for another 6 weeks so we need to get something working since we have many events booked for the remainder of the summer, including Superior Livestock in about a week.

9. Director's Report.

9.1 Financial reports on WCVA events

Financial reports from WCVA accounts were included in the board packets for review.

9.2 Purchase of special event tents

Each year we rent the large tents that are put up for Superior Livestock and 50's Fever. The cost to do this is approximately \$3,000-4,000 per year and over the years the condition of these tents has declined. Kim is requesting that WCVA purchase their own tents that could be used for Superior and 50's Fever, along with Run-A-Mucca, Ranch Hand Rodeo (Bull Sale and vendors) and other events as well. Kim presented a proposal which includes 2-40' x 60' tents, 1-40' x 20' tent section, 20 sidewalls, 4-jacks to raise the tents and a semi-trailer to store these tents in. The total cost is estimated at \$31,000. The Board asked Kim to get an estimate from another company so that the two could be compared. Also, they would like Bill to check NRS to make sure

we follow the correct procedures when making a purchase of this amount. This will be an agenda item next month.

9.3 Facility fee adjustments, Winnemucca Convention Center

It has been almost seven years since any of the convention center rates have been adjusted. Kim started to compare our facility fees with those of other convention centers nearby, since our operational costs continue to rise, and he found that we are consistently charging less than comparable convention centers for all the services we offer. Kim prepared a spreadsheet showing our current rates as well as those that he is proposing that this board adopt. After some discussion, the Board agreed that these increases were reasonable and necessary. *Patty Herzog made a motion to approve the Winnemucca Convention Center facility fee rate changes as presented and reviewed by the WVCA Board. These changes will go into effect September 1, 2009. The motion carried unanimously, 4-0.*

9.4 Long-term capital improvements

Kim asked Board member to contact him if they have any suggestions for Convention Center capital improvements. Kim prepared a list of projects that he would like to see completed. It was included in the board packets.

10. Secretary & Counsel, Monthly Report.

10.1 Monthly report including compliances

Bill presented reports from the Chamber of Commerce for the month of June.

10.2 Authorize appropriations for FY 2009-2010 EH repairs

These appropriations were approved at a previous meeting and Kendall has submitted them to the state.

10.3 Delinquent accounts – possible lien

Bill is preparing a lien on McDermitt Motel for non-payment of room taxes for the months of January – May 2009. He has notified the owner, who lives in Sparks, that if we do not receive these tax payments this lien will be filed on July 24, 2009. Kendall will ask to be placed on the next County Commission agenda and will request that the county revoke their business license.

Bill and Kendall met with the Gosal Brothers, owners of the Economy Inn, regarding the non-payment of room taxes for December and January by their former manager. With the cooperation of the Winnemucca Police Department, the bank records from those months were subpoenaed. These records showed the credit card transactions and were used to calculate the estimated amount of taxes due for those months. Room taxes for these months were agreed upon and they wrote post-dated checks to cover these

payments. No lien will be filed on this property.

10.4 Water truck title

No report.

10.5 Winnemucca Regional Raceway

No report.

10.6 Room tax agreement status

The cooperative agreement has been signed by all 3 entities and has been sent to the Nevada Attorney General for approval.

10.7 Delinquent caterers fee

No report.

10.8 Kings River annual grant – construction loan payment

Their annual request for the funds from their Small Town Community grant was submitted to Bill and is included in this month's check run.

10.9 Resolution approving cooperative funds appropriation for July 2009 – December 2010

This item will be placed on the August agenda.

11. Board Administrator.**11.1 June financial reports**

Room taxes were down this month.

11.2 Approval of WCVA Indebtedness Report

Kendall has prepared this report and will file it with the state by August 1.

11.3 Approval of WCVA Capital Improvement Plan

Kendall has prepared this report and will file it with the Indebtedness Report by August 1.

12. Other reports.

12.1 After presenting his proposal, Chris Freed expressed an interest in bringing another roping event to Winnemucca, possibly in June. He will get with Kim to discuss dates.

12.2 Just after last month's regular Board meeting, Kim was contacted by Steve West about the possibility of some of the EH retrofits being submitted to receive stimulus money since they will significantly reduce our energy consumption. Kim collected the information that Steve requested and now we are just waiting for a decision.

12.3 The hospital board is sponsoring training for all public boards by the Nevada Ethics Commission. There have been some changes in the ethics law and they encourage all those people serving on our local boards to attend. It will be Tuesday, July 28, 2009 at 5:30 pm in the Convention Center East Hall, Silver State Room. Shelly will send notices to all WCVA board members as a reminder.

12.4 Over the past several years it has become more and more difficult to get volunteers for the events we sponsor. Kim has been made aware of the possibility of hiring an AmeriCorps employee. The cost is \$7,800 per year and is shared with the government. This is significantly less expensive than hiring a person on as a permanent employee. The board had many questions and asked Kim to get more information before proceeding.

12.5 Kendall has continued to try to contact the owner of Val-U Motel regarding the estimated room taxes they owe WCVA from the audit Kendall performed several months ago. To date, he has not received any response. Kendall will ask to be placed on the agenda of the next City Council meeting and request that their business license be revoked.

12.6 As an FYI, the Regency Inn has recently been sold so Kendall will be doing an audit on their financial records. Also, he will be performing an audit on the Santa Fe Inn.

12.7 Terry has been hearing about a gas line project here that may be on-line for next summer. It could require 400 rooms per night and 120 RV spots. This could have a significant impact on weekends where we are already full, such as Superior Livestock.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 19, 2009.

14. Adjourn. The meeting was adjourned at 7:20 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 _____, 2009

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Hotel Representative

PATTY HERZOG
Vice Chairman and City Representative

DON STOKER
Treasurer and Motel Representative

RODD WILLIAM STOWELL
Business Representative

ABSENT

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Counsel and Secretary

KENDALL SWENSEN
Board Administrator