

STATE OF NEVADA) March 18, 2015
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COUNTY OF HUMBOLDT)

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MINUTES, FEBRUARY 18, 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, East Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, March 18, 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
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:
None

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Joey Dendary	Winnemucca Golf Course
Brad Bauman	Wmca Youth Football League
Tim Connors	Lowry High School

Taua Cabatbat
Nicole Maher
Doris Phillips
Alan DuVall

Lowry High School
HGH EMS/Lowry High School
Humb Co H S Alumni
A-1 Commercial Service

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, March 13, 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 March 18, 2015 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *Jim Billingsley 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, 3-0.* Ron Cerri and Don Stoker were not present for this vote.

6. Minutes.

Prior meeting minutes of March 18, 2015.
Don Stoker made a motion to accept the minutes of the February 18, 2015 meeting. Motion carried, 4-0. Jim Billingsley abstained from this vote since he was not present at this meeting.

7. Claims. The following claims were submitted for payment and approved on March 18, 2015:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	19915-19990	\$458,129.53

Herb Ross made a motion to approve all claims as submitted. The motion carried, 3-0. Ron Cerri and Don Stoker were not present for this vote.

8. General Business.

8.1 Care and maintenance of American flag near DeLong Ford, for possible action

For several years, WCVA has maintained the American flag that is on the hill coming into town from the west, near DeLong Ford. This includes the cost of flags, repairs and the occasional rental of the YESCO large cherry-picker when the top of the pole needs to be reached. Even so, there are individuals around town who are quick to phone the Convention Center any time the flag appears to be slightly tattered or when it is not flying. At times an immediate response is not possible due to work duties at the Convention

Center and more phone calls are received by Convention Center staff that can feel like harassment. We used to fly the large 20' x 30' U. S. flag, at a cost of about \$900 each, but the constant wind and weather destroyed these flags in only a few weeks so we changed to a smaller size, 12' x 18', which seem to hold up a little better over time. Kim would like to ask this board if they would be willing to delegate the responsibility for this flag to a local group in town, possibly a veterans group. WCVA would still purchase the flags and pay for any repairs to the flag pole. This group could insure that the flag receives the proper attention throughout the year. Don Stoker said he would speak to Mr. Les Harmon, one of the community members who makes calls about the flag, to see if he can organize a group to take on this job. Either way, board members would like to see a larger flag fly on this flag pole.

8.2 Doris Phillips, Humb Co High School Alumni Reunion, August 15, 2015, request for facility grant, for possible action

These reunions are held every five years and bring alumni to town from all over the west. Doris is here to request a facility grant for the West Hall for August 15, 2015. *Jim Billingsley made a motion to approve a \$600 facility grant (West Hall) for the Humb Co High School Alumni Reunion, August 15, 2015. Motion carried, 4-0.* The Humb Co High School Reunion Committee is responsible for any other customary convention center charges. Don Stoker was not present for this vote.

8.3 Nicole Maher, HGH EMS/Lowry High School, Every 15 Minutes, May 19, 2015, request for facility grant, for possible action

This is a program sponsored by the hospital that they present to Lowry students every other year. Students “disappear” every 15 minutes from school to bring home the point that a teenager is killed every 15 minutes due to an alcohol or drug-related accident. They then spend the night away from their friends and do not have contact with anyone throughout the night. This request is for the East Hall, Comstock and Silver State Rooms which is where these students will spend the night, along with chaperones. *Herb Ross made a motion to approve a \$425 facility grant (Comstock Room \$250, Silver State Room \$175) for HGH EMS/Lowry High School’s presentation of Every 15 Minutes, May 19, 2015. Motion carried 4-0.* Don Stoker was not present for this vote.

8.4 Joey Dendary, Winnemucca Golf Course, request for funding, for possible action

This board has granted funding for these tournaments for the past few years. Once again, this funding will be put towards added prize money for three golf tournaments this spring and summer. These are the Spring Pro-Am, Senior-Senior and Fall Pro-Am tournaments. They will be held on Monday-Tuesday in order to attract more pros for the tournaments, since they are busy most weekends. Joey is confident that even though these will be held during the

week he will have participants willing to play in all tournaments. ***Jim Billingsley made a motion to approve a \$7,500 grant to be used as added prize money for the Winnemucca Golf Course and their Spring Pro-Am, Senior-Senior and Fall Pro-Am Golf Tournaments. Motion carried, 4-0.*** Don Stoker was not present for this vote.

8.5 Tim Connors, Wmca Youth Football, request for funding, for possible action

Tim and Brad Bauman are here to request funding to assist with transportation for the Eastern Oregon University football team and staff. They would like to play a scrimmage at Lowry High School on May 1 and host a football clinic for Winnemucca youth football players and coaches on Saturday, May 2. They estimate that with families of players traveling to town, along with the team, that there may be up to 500 out-of-town visitors generating 50-100 room nights. They are requesting a \$5,000 grant and \$5,000 underwriting. There will be a suggested donation of \$5 at the gate for the scrimmage and a fee of \$20 for youth players to participate in the camp on Saturday. They plan to apply these fees, along with a \$2,000 commitment from Century Club, to re-pay the underwriting. The funding will be used for transportation for the team and staff. The EOU coach is confident he can find funding from alumni to cover the cost of the motel rooms. Board members felt that since this activity is scheduled for a weekend that is traditionally slow, this might be a good use of funds to bring the team, and their friends and families to town for a night or two. ***Herb Ross made a motion to approve a \$5,000 grant and a \$5,000 underwriting to help fund transportation for the Eastern Oregon University football team's transportation to Winnemucca for a scrimmage and football camp May 1 & 2, 2015. Motion carried, 5-0.***

8.6 Accommodations tax 9-month refund requests, for possible action, Regan (\$403.40), Anderson (\$450), McDuffy(\$1,160.70), Checketts (\$396)

Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Cassie Regan (\$403.40), Jeff Anderson (\$450), Lola McDuffy (\$1,160.70), Sandra Checketts (\$396). Motion carried, 5-0.

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 Ranch Hand Rodeo update, for discussion

Kim reported that, once again, the event was very successful. Attendance at the rodeo on Saturday was up. Wild Horse Racing was a nice addition to the rodeo weekend and the crowd really seemed to enjoy it. The number of bulls and horses in the sales were down, but the average sale price was up. While discussing the high number of bulls that were sifted prior to the sale, Mr. Cerri felt that the bulls consigned for the sale were of low quality and to make this sale a success there needs to be some changes made. The accident early Monday morning on Interstate 80 was a sad way to end such a great event. Ten cattle went through a hole in the chain link fence along the interstate. A car heading east hit one, killing it. It totaled the car but, luckily, no one in the car was injured. A semi heading west hit four more cattle, killing three of them. The fourth cow was located later in the day and had to be put down due to its injuries. There was some damage to the semi but the driver was able to get it to one of the truck stops. Someone from the Department of Transportation was the first person on the scene and was able to cut a hole in the fence on the north side of the interstate and get the remaining cattle through it and on to private land. Someone also put a panel over the hole in the fence that the cattle escaped through so that none of the other cattle being held could get out. These cattle were part of a group of cattle that we had leased for use during the Ranch Hand Rodeo. The owner of the cattle was immediately contacted and per our lease agreement, was paid fair market value for five cattle, \$6,250. Kim has received all the accident reports and has filed a claim with our insurance company to try to recoup some of this expense. He has spoken with our WEC personnel and none of them reported seeing any kind of hole in the fence during the event as they moved cattle into and out of the holding areas all weekend long. The fairgrounds will now build an additional fence inside the one owned by the Department of Transportation as an additional layer of protection against this type of incident.

9.3 WEC Indoor Event Center expansion, for possible action

Kim has made a presentation to the Ag District #3 and they voted to include this item in their budget request for FY 2016. He would like this board's official support before the county budget hearing. The benefits to our community over the past 14 years since the construction of the Event Center have been proven over and over again as we are able to attract and retain major events throughout the year, especially during the slower winter months. Even so, the larger events consistently maximize capacity of this building. This expansion will address the capacity issue and also allow greater flexibility of the facility use as it can be rented for private parties on a "stand alone" basis when other facilities in town are not available. The conceptual drawing that the WCVA had drawn up by an architect includes an additional concession stand/kitchen, additional seating for 230 people, ADA restrooms and a storage area. Mr. Billingsley asked about

including shower facilities in the plans since this became an issue during the state high school wrestling tournament when there was no place for wrestlers and officials to shower after the tournament. Kim will do some more research into this. The cost estimate is \$1.6 million. He would like to see this split between WCVA and the Ag District #3 utilizing their reserve funds that are to be used for projects like this (this fund is not Humboldt County General Fund money; it is chiefly the 2% room tax which the WCVA transfers to Ag District #3). Board members were in agreement that they would like to move forward with this request at the county's budget hearings later in the month. ***Don Stoker made a motion to approve up to \$800,000 in matching funds with the Agricultural District #3 for the construction of an expansion to the Indoor Event Center on the Winnemucca Events Complex. Motion carried, 5-0.*** Kim asked that the county budget hearing on Monday, March 30 at 2 pm, be posted as a special meeting of the WCVA so that board members could all attend and lend their support.

9.4 East Hall parking structure update, for discussion & possible action

A few months ago this board approved an amount not to exceed \$19,000 for exploratory work to discover what needs to be done to repair the East Hall parking structure. To date, we have expended a little over \$9,000. Kim has received an email estimating the next phase of this work will cost about \$10,000. Since this is within the \$19,000 previously approved, Kim will see that this additional work is done in a timely manner so that we can move on with the preparation of the design work and bid specs.

9.5 West Hall addition, for discussion & possible action

Kim placed this item on the meeting agenda to see if this board would have any objection to him exploring some options for the Convention Center West Hall offices. With the way it is organized now, the office is not conducive to conducting business. There is no area for people that have business to take care of, the copier is in the way right inside the door, and the overall arrangement does not present a professional organization. He would like to consult with someone to see if it would be possible to extend the southern wall and re-configure the layout of desks and other office furniture. Kim would also like to incorporate a counter where customers would conduct their business. Board members had no objections to Kim looking into some options and reporting back to them at a later date.

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

No 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 property that still owes penalties and interest for a month when their room tax payment was delinquent. We have another property that wrote two bad checks to us (for room tax). Shelly re-deposited them and, so far, they have not come back again. Bill will prepare the paperwork on the penalties and interest for this property, as well as for the NSF checks if they are returned again from the bank.

10.4 Report on standardized delinquency procedure, discussion & possible action

No report.

10.5 Status of renaming East Hall to Joe Mackie Hall, possible accommodations to make, possible action

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 February Financial Reports, for discussion

Room tax revenue continues to decline.

11.2 Designation of Auditor for FY 2015, 2016, 2017, discussion and possible action

We have received a proposal from Steele & Associates for audit services for FY 2015, 2016 and 2017 at the same rate they have charged us the past few years, \$18,000 per year. Kendall feels they do a very thorough job and are easy to work with. He would recommend accepting their proposal. ***Don Stoker made a motion to accept the proposal from Steele & Associates for audit services for FY 2015, 2016 and 2017 at a rate of \$18,000 per year. Motion carried, 5-0.***

11.3 Approval of WCVA Tentative Budget, FY 2016, for possible action

Kendall has prepared next year's tentative budget with input from Kim. There are no major changes from last year. ***Jim Billingsley made a***

*motion to approve the WCVA 2016 tentative budget as presented.
Motion carried, 5-0.*

12. Other Business.

12.1 NIAA State High School Wrestling Tournament

Officials from the NIAA were very impressed with our facility and the running of the state wrestling tournament at the Event Center last month. They may consider having it in Winnemucca every year that this tournament is in the north (every 2 years).

12.2 Allied Nevada Gold/Hycroft

We recently received a letter from Allied Nevada Gold officially notifying us of their company's chapter 11 bankruptcy and reorganization. We have also received correspondence from companies wanting to buy Allied's outstanding debt at 65%-71% of what is owed to us. At this time the board will not respond to any of these companies and will wait to see how this reorganization works out.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, April 22, 2015, 4:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 5-0.* The meeting was adjourned at 6:05 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

Convention & Visitors Authority Board Meeting

March 18, 2015

TERRY BOYLE
Chairman and
Hotel Representative

HERB ROSS
Vice Chairman and Business Representative

DON STOKER
Treasurer and Motel Representative

JIM BILLINGSLEY
City Representative

RON CERRI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator