

STATE OF NEVADA                    )  
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 COUNTY OF HUMBOLDT            )

May 16, 2013

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### MINUTES, MAY 16, 2013

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 3:00 pm on Thursday, May 16, 2013 with Chairman Terry Boyle presiding.
2. **Pledge of Allegiance.**
3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Hotel Representative
Rodd William Stowell	Vice Chairman and Business Representative
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

  
*Convention and Visitors Authority Board Officials Absent:*

Don Stoker	Treasurer and Motel Representative
Dan Cassinelli	County Representative

  
*Staff Members Present:*

Kim Petersen	Director
Shelly Noble	Administrative Clerk

  
*Staff Members Absent:*  
 None
- Others Present:*

Carmen Kofoed	Winnemucca Publishing
Holly Rudy James	Winnemucca Publishing
JoAnn Casalez	Winnemucca Little League
Jeff Dawson	Winnemucca Little League
Ian White	Watchfire Signs
Sunny Johnson	Frontier Community Coalition

Rob Johnson  
Dee Holzel

Frontier Community Coalition  
Silver Pinyon Journal

**4. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Monday, May 13, 2013 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 May 16, 2013 agenda, *Rodd William Stowell 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.*

**6. Minutes.**

Prior meeting minutes of April 17, 2013.

Jim Billingsley will abstain from this vote since he was not at the April 17, 2013 WCVA meeting.

Since Jim was not at the April 17 meeting and we have only two other board members present to vote on the approval of these minutes, we do not have a quorum so this item will be included on the June WCVA agenda.

**7. Claims.** The following claims were submitted for payment and approved on May 16, 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	18202-18280	\$184,799.35

*Rodd William Stowell made a motion to approve all claims as submitted. Jim Billingsley will abstain from voting on check #18223 since it is a payment to his business. The motion carried, 3-0.*

**8. General Business.**

**8.1 Public comment on WCVA FY 2014 Tentative Budget, for possible action**

No public comment.

**8.2 Approval of WCVA FY 2014 Final Budget and 5-Year Improvement Plan, for possible action**

Even though the heading on the agenda had the correct meeting time of 3:00, the agenda items did not show the correct times so this item will be postponed until 4:05 pm today, as listed on the WCVA agenda.

### **8.3 New Vision Development-E. Winnemucca Blvd., Accommodation Tax status, for possible action**

At a meeting earlier this week with representatives from New Vision Development, the WCVA and Ag District #3, the arrangement that Allied Nevada Gold Corp/Hycroft Mine has with New Vision Development for the “man camp” tri-plex units at this location was discussed. This portion of the development will not be subject to room tax because the land owner has leased the land to the developer who, in turn, has contracted with Hycroft for use of Units 1 through 70 and Units 128 through 137 of the RV Park, with Hycroft owning the man-camp tri-plexes. None of these units will be open to the public to rent, and so, are not transient housing with rentals and subject to room tax. If, at some point, those spaces are available for rent to the general public then they would be transient housing and subject to room tax.

### **8.4 Watchfire Sign, discussion and possible request to purchase electronic sign replacement for Indoor Event Center, for possible action**

Ian White came before the board with three proposals for the electronic sign at the Event Center.

#### **Option 1:**

Keep the existing frame (including advertising boards) and scoreboard portion of the electronic sign and replace the inoperable message center only. All displays are one color.

Estimated cost: \$29,500.

#### **Option 2:**

Keep the existing frame (including advertising boards). Replace inoperable message center and scoreboard. This sign would be capable of running videos and streaming advertising. Displays are in full color.

Estimated cost: \$84,300.

#### **Option 3:**

This option replaces the entire sign structure with a larger unit. This sign can be configured in variety of ways to maximize scoreboard or sponsor requirements depending on the event, maximize advertising opportunities, run videos of live and recorded events or sponsor commercials to monitors placed around the building as well as the main video screen in the arena. Displays are in full color.

Estimated cost: \$117,910.

Board members all agreed that Option #3 seemed to be the best choice at this time with the disclaimer that if this sign was chosen we would need to make sure that it is utilized for advertising opportunities as much as possible so that some of the cost could be recouped. Due to the dollar amount that was estimated for this project it will have to go out to bid. **Jim**

***Billingsley made a motion authorizing Director Petersen and Bill Macdonald to work together and get the bid specs together for Option #3 as presented today for the electronic billboard replacement at the***

*Indoor Event Center. Motion carried 3-0.*

**8.5 Carmen Kofoed, Just Desserts Bookmobile Fundraiser, request for WH facility grant, September 14, 2013, for possible action**

Ms. Kofoed would like to request use of the West Hall for this event. The organizers are planning for a family-friendly event. Tickets will be sold and there will be raffle prizes as well. Local businesses will be asked to make donations of desserts and raffle prizes. *Terry Boyle made a motion approving a facility grant in the amount of \$600 (West Hall) for the Just Desserts Bookmobile Fundraiser to be held on September 14, 2013. The Humboldt Sun/Carmen Kofoed will be responsible for any other customary Convention Center charges. Motion carried, 3-0.*

**8.6 Jim Rackley, Winnemucca Little League, request for Cooperative Funding, WLL All-Star Tournament, July 5-12, 2013, for possible action**

Jim was unable to be here today so JoAnn Casalez and Jeff Dawson are representing Winnemucca Little League and make this request. WLL will host the 11-12 year old Nevada District 3 All-Stars Tournament June 30-July 7, 2013 (the date has changed since the request form was turned in). It is expected that 8 or 9 baseball teams plus families and coaches will be in town for this event. Ms. Casalez and Mr. Dawson would like to request that WCVA sponsor the tournament program that will be given to each team member. The program will contain team pictures, rosters, autograph pages. The back page will have a city map showing restaurants, motels, parks, etc. Little League will be hosting a welcome bbq for all of the participants and their families. To date, they have received cash donations from the county and the hospital. The hospital will also provide an ambulance at each game, as required by the Little League organization. The city will provide field maintenance. *Jim Billingsley made a motion approving a \$1,000 grant to Winnemucca Little League to be used for expenses related to the 2013 11-12 Nevada District 3 Little League All-Stars Tournament, June 30-July 7, 2013. Motion carried, 3-0.*

Board members asked JoAnn and Jeff if they were aware that this is also the week that Silver State International Rodeo will be in town. This will make it a very busy week in Winnemucca. A lot of the SSIR families stay in their living quarter-horse trailers but, as everyone here knows, there are not a lot of motel rooms available due to the mining activity, so WLL reps may want to get the word out so people can book their rooms as soon as possible. Also, the restaurants will, most likely, be quite busy.

**8.7 Discussion of possible application to NV Energy for renewable energy projects for Convention Center proposed by Upstar Energy, LLC, for possible action**

Due to an application deadline that would pass before this month's meeting, and after consultation with Board Chairman Boyle, Board Treasurer Stoker and two different NV Energy officials, Director Petersen and Bill Macdonald completed the applications to be part of a renewable energy lottery, which would include the Convention Centers, in a grant program for solar generation projects. Since there would be no expense to the WCVA, a special meeting was not called to discuss the application details with the entire board. Some of these details were discussed at this meeting but we do not even know if we will be chosen to participate in the program. This agenda item is to notify board members that these applications have been submitted and this may come before this board for further action if we are chosen.

***Terry Boyle made a motion authorizing Director Petersen and Bill Macdonald to continue their efforts to reduce our cost for power to the East and West Halls of the Winnemucca Convention Center, including these energy lottery applications as presented here tonight. Motion carried, 3-0.***

**8.8 Accommodations tax 9-month refund requests, for possible action, Murray (\$577.17), Biggs (\$585), Knight (\$407.40), Kusener (\$826.50), Dean (\$405), Wrede (\$549).**

***Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Audey Murray (\$577.17), Russell Biggs (\$585), Carol Knight (\$407.40), Jared Kusener (\$826.50), David Howard Dean (\$405) and Duane Wrede (\$549). Motion carried, 3-0.***

## **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 Purchase of pipe and materials for stall shade at Winnemucca Events Complex, for possible action**

Last year this board agreed to cover additional stalls as required by Silver State International Rodeo. The fabric was not installed rigidly enough and when the wind caught it, over time, it ripped. Kim is requesting that this board replace the ripped shade cloth and some of the pipe supporting the cloth. He will make sure that this time it is installed very tightly. ***Rodd William Stowell made a motion approving up to \$5,000 for materials for replacement of the shade structure for stalls at the Winnemucca Events Complex. Motion carried, 3-0.***

## **Return to item 8.2 – Approval of WCVA FY 2014 Final Budget and 5-Year Improvement Plan, for possible action**

Bill read in to the record the resolution he prepared explaining

the mix-up at The Humboldt Sun with the notice of the budget hearing and accepting the FY 2014 Budget as presented to this board. ***Jim Billingsley made a motion accepting the WCVA FY 2014 Budget and 5-Year Improvement Plan as presented. Motion carried 3-0.***

**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 Approval of internal policy authorizing Nevada State Bank to act on behalf of WCVA for investment purposes, for possible action**

This policy has not been prepared yet. Kendall and Bill will meet to discuss this further.

**11. Board Administrator.**

**11.1 April Financial Reports, for discussion**

Room taxes continue to be strong.

**11.2 Approval to fund Nevada State Bank investment account, for possible action**

No report.

**11.3 Status of room tax audits, for possible action**

No report.

**12. Other Business.**

**12.1 Frontier Community Coalition Cultural Diversity Dinner**

Sunny Johnson presented the WCVA with a token of their appreciation for the facility grant that this board granted them for their event. She expressed how much the Community Coalition appreciates this board's continued support.

**12.2 Tri-County Fair concert**

Ticket sales for the Clay Walker concert are slow, but steady. Board members were given a "Ticket Snapshot" with the details. The opening act has been booked. It's Krystal Keith, daughter of Toby Keith. Kim feels the sales will get stronger as the event gets closer and we do additional advertising.

**12.3 Tri-County Fair Sunday event**

Kim has entered into a contract for a truck pull on Sunday of the fair weekend. With the rodeo on Saturday afternoon, concert on Saturday night and the truck pull on Sunday we will have a weekend full of events to keep people coming back each day to the fair.

**12.4 Recess**

Since this meeting is, officially, our public budget hearing and the public comment section is listed at 4:50 we will adjourn this meeting at this time. Board members agreed to stay and if anyone shows up for public comment this meeting will be re-opened.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, June 19, 2013, 4:00 pm.**

**14. Adjourn. *Rodd William Stowell made a motion to adjourn this meeting. Motion carried, 3-0.*** The meeting was adjourned at 4:20 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 \_\_\_\_\_, 2013

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

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

Winnemucca Convention & Visitors Authority Board



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

\_\_\_\_\_  
RODD WILLIAM STOWELL  
Vice Chairman and Business Representative

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

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

\_\_\_\_\_  
ABSENT  
DAN CASSINELLI  
County Representative

Attest:

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

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