



- 10.6 Confirm distribution of charitable lottery proceeds designation of recipients for report to Gaming Control Board for 2013, for possible action
  - 11. Board Administrator
    - 11.1 June Financial reports
    - 11.2 Approval to fund Nevada State Bank investment account, for possible action
    - 11.3 Status of room tax audits, for possible action
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### MINUTES, JULY 17, 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, West Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, July 17, 2013 with Vice Chairman Rodd William Stowell presiding.
2. **Pledge of Allegiance.**
3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

Rodd William Stowell	Vice Chairman and Business Representative
Don Stoker	Treasurer and Motel Representative
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel

  
*Convention and Visitors Authority Board Officials Absent:*

Terry Boyle	Chairman and Hotel Representative
Dan Cassinelli	County Representative
Kendall Swensen	Board Administrator

  
*Staff Members Present:*

Kim Petersen	Director
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*Staff Members Absent:*

Shelly Noble	Administrative Clerk
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*Others Present:*

Joyce Sheen	Humboldt Sun
KC Kubichek	Wmca Regional Raceway Assoc
Cameron Echave	Wmca Regional Raceway Assoc
Mike Scott	Wmca Regional Raceway Assoc

**4. Meeting Notice Report.**

Vice Chairman Stowell reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 12, 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 July 17, 2013 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, 3-0.*

**6. Minutes.**

Prior meeting minutes of June 19, 2013.  
*Don Stoker made a motion to accept the minutes of the June 19, 2013 meeting. Motion carried, 3-0.*

**7. Claims.** The following claims were submitted for payment and approved on July 17, 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	18369-18453	\$212,913.59

*Rodd William Stowell made a motion to approve all claims as submitted. The motion carried, 3-0.*

**8. General Business.**

**8.1 Paradise Valley Community Board, request for Small Community Grant funding, for possible**

Paradise Valley Community Board is requesting Small Community Grant funding of \$4,000, which is the annual amount allocated to this community, to be used for re-graveling and repairs to the RV park. All of the appropriate paperwork was submitted with their request. *Rodd William Stowell made a motion approving Paradise Valley Community Board’s request for \$4,000 in Small Community Grant funding which will be used for improvements to the Paradise Valley RV Park. The motion carried, 3-0.*

**8.2 K.C. Kubichek, Wmca Regional Raceway Association, event report, for discussion only**

Mr. Kubichek and members of the Wmca Regional Raceway Association reported that their dwarf car event in June was very successful and they have completed the various projects that they requested WCVA funding for in January. There were not as many cars at their June event as they had

hoped for (43 cars participated, 80 were planned for) but the races went well and they hope for a larger event in 2014. In January part of the funding received by WRRRA was a \$7,000, no-interest, 5-year loan. This event was so successful that they presented the WCVA Board with a check in the amount of \$7,000 so that this loan is repaid in full.

### **8.3 2013 Winnemucca Mule Races & Show, event report and update, discussion and possible action**

The final event report is not yet completed but Kim wanted to let this board know that next year, most likely, there will be races this weekend, but not the mule show. There are just not enough participants to make it feasible to continue with the show. Kim will have more information at next month's meeting.

### **8.4 Request for sponsorship of the 2014 Nevada Junior High School Rodeo Finals, for possible action**

Kim has been in contact with this event producer and they are interested in bringing this event to Winnemucca. At this time, it is not anywhere near the size of the high school rodeo finals but it is growing. They would like to hold this event either Memorial Day weekend or the following weekend. As this board knows, Memorial Day weekend we host the Run-A-Mucca Motorcycle Rally but board members did not feel that this would prevent us from hosting a western event at the Winnemucca Events Complex. To assist with the plans to bring the event here, Kim is requesting that WCVA pay the facility fees of \$1,050 (Main Arena, 3 days @ \$350/day) plus a \$2,000 grant to be used for prizes, probably saddles. As he talks further with this organization he will attempt to negotiate a multi-year agreement. *Don Stoker made a motion approving a \$2,000 grant and payment of facility fees to the Winnemucca Events Complex in the amount of \$1,050 on behalf of the 2014 Nevada State Junior High Rodeo Finals. Motion carried, 3-0.*

### **8.5 Accommodations tax 9-month refund requests, for possible action, Kompier (\$616.20), Eve (\$720), Watkins (\$297), Linton (\$434.07), Skeen (\$756.84)**

*Don Stoker made a motion to approve the accommodation tax 9-month refund requests for Nathan Kompier (\$616.20), Jeff Eve (\$720), Kevin Watkins (\$297), Jim Linton (\$434.07), Mindy Skeen (\$756.84). 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 WH office a/c unit replacements, for possible action**

In the meeting packets was a proposal from A-1 Commercial Service for WH office a/c system replacement. The office system is the original system installed when the building was constructed. During the hottest times of the summer months it struggles to keep the office comfortable since the outer wall was moved to enlarge the office work area. *Don Stoker made a motion accepting the proposal made by A-1 Commercial Service for replacement of the WH office a/c system. The cost of this project is \$12,280. Motion carried 3-0.*

### **9.3 Change to August meeting date, for possible action**

Kim has a conflict with our regular August meeting date, August 21. He would like to request that the meeting be moved to Thursday, August 15 or Wednesday, August 28. Board members agreed to move the meeting date next month to Wednesday, August 28.

## **10. Secretary and Counsel, Monthly report.**

### **10.1 Review monthly report, for discussion**

No report.

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

No report.

### **10.3 Review of East Hall LED Video Marquee specs for bidding, for discussion & possible action**

No report

### **10.4 Update on Indoor Event Center electronic sign replacement, for discussion & possible action**

No report.

### **10.5 Review final form Resolution which adopted end of year budget augmentations and transfers actions at June – for signing**

Bill read the resolution into the record and the board members present at tonight's meeting signed.

### **10.6 Confirm distribution of charitable lottery proceeds designation of recipients for report to Gaming Control Board for 2013, for possible action**

Bill presented the income and expenses for the Run-A-Mucca motorcycle raffle. Proceeds were down a little this year. Even so, there were still proceeds for local youth activities. This year's allocation will be put towards rental fees for the Lowry High School Drug-Free Graduation Celebration. *Don Stoker made a motion confirming the allocation of 2013 Run-A-*

*Mucca lottery proceeds for rental fees incurred by the Lowry High School Drug-Free Graduation Celebration. Motion carried, 3-0.*

**11. Board Administrator.**

**11.1 June Financial Reports, for discussion**

No report.

**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.

**11.4 Approval of Capital Improvement Plan, for possible action**

No report.

**12. Other Business.**

None.

**13. Regular Business. Next Meeting.** The Board confirmed the next regular meeting date of Wednesday, August 28, 2013, 4:00 pm.

**14. Adjourn.** *Don Stoker made a motion to adjourn this meeting. Motion carried, 3-0.* The meeting was adjourned at 5:45 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

ABSENT

TERRY BOYLE  
Chairman and  
Hotel Representative

RODD WILLIAM STOWELL  
Vice Chairman and Business Representative

DON STOKER  
Treasurer and Motel Representative

JIM BILLINGSLEY  
City Representative

ABSENT

DAN CASSINELLI  
County Representative

Attest:

BILL MACDONALD  
Board Secretary and Counsel

ABSENT  
KENDALL SWENSEN  
Board Administrator