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MINUTES, NOVEMBER 20, 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, November 20, 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
Don Stoker	Treasurer and Motel Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Dan Cassinelli	County Representative
Jim Billingsley	City Representative

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Joyce Sheen	Humboldt Sun
Dee Holzel	Silver Pinyon Journal
Paige Brooks	LHS 2014 Drug-Free Graduation
Jamie Uhlig	Bella Grazia
Susan Rorex	Humb Hospital Auxiliary
Stan Rorex	Humb Hospital Auxiliary
Judy Adams	Humb Hospital Auxiliary
Chris Aker	HCSO
Lee Dove	HCSO
Curtiss Kull	HCSO
Demo Herrera	Winnemucca MX
Jerry Fox	Winnemucca MX

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, November 15, 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 November 20, 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 October 16, 2013.
Don Stoker made a motion to accept the minutes of the October 16, 2013 meeting. Motion carried, 3-0.

7. Claims. The following claims were submitted for payment and approved on November 20 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
<i>Convention & Visitors Authority Board Meeting</i>		<i>November 20,</i>
<i>2013</i>		

Nevada State Bank

18719-18790

\$181,750.47

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

8. General Business.

8.1 Stan Rorex, Humb Hospital Auxiliary, Nevada Association of Auxiliaries Conference, April 30, 2014, request for WH facility grant, for possible action

Stan and Susan Rorex are here to request the use of the West Hall for the northern Nevada conference of hospital auxiliaries next year in April. This is a one day event attracting attendees from all over northern Nevada. Mrs. Rorex also wanted to make sure that this board was aware of the activities of the auxiliary since some just assume that they merely fundraise for the hospital. Over the past 40 years this organization has donated over \$2.5 million in hospital equipment, portable medical devices used throughout the community and in support of Harmony Manor. They have no paid personnel. All agreed that these people work very hard and are an asset to our community. ***Rodd William Stowell made a motion approving a \$600 WH facility grant for the Nevada Association of Auxiliaries Conference, April 30, 2014. Humboldt Hospital Auxiliary is responsible for any other customary Convention Center charges. Motion carried, 3-0.***

8.2 Lyle Avey, Rocky Mountain Elk Foundation Fundraising Banquet, March 15, 2014, request for WH facility grant, for possible action

Mr. Avey was not present to make this request but has submitted a funding form which outlines his request. Chairman Boyle noted that this is a good event and has some attendees that do spend the night in motels. Besides the building, Lyle is also requesting a grant to cover the rental equipment (PowerPoint projectors, portable bars, marquee, skirted tables). The board discussed the fact that, generally, they do not grant these items to organizations making facility requests. ***Rodd William Stowell made a motion approving a \$600 WH facility grant for the Rocky Mountain Elk Foundation Fundraiser on March 15, 2014. RMEF is responsible for any other customary Convention Center charges. Motion carried, 3-0.***

8.3 Paige Brooks, LHS 2014 Drug-Free Grad Night Celebration, request for donation, for possible action

Each year this committee, made up of parents of Lowry graduating seniors, makes this request for a donation. Funds are used for games, prizes for the

students and other expenses of the event. It is an excellent event that is a highlight of graduation festivities. Each year for the past three years WCVA has donated \$3,500. ***Don Stoker made a motion approving a donation of \$3,500 to the 2014 Lowry Drug-Free Grad Night Celebration. Motion carried, 3-0.***

8.4 Jamie Uhlig, Bella Grazia, Great Gatsby Ball, December 31, 2013, request for EH facility grant, for possible action

Jamie Uhlig and Lily Avalos are here tonight to make this request. Last year Bella Grazia put on a New Year's Masquerade Ball which had approximately 300 people attend. This year their theme is Great Gatsby and they would like to direct all the proceeds from the event to the Hope Tree, which is a group that offers support to children, teens and adults during times of bereavement. It operates under the Frontier Community Action Agency. A grant to offset the cost to rent the facility would allow that amount to be added to funds that would be donated to the Hope Tree. ***Don Stoker made a motion approving a \$600 EH facility grant for the Great Gatsby New Year's Ball, December 31, 2013. Bella Grazia is responsible for any other customary Convention Center charges. Motion carried, 3-0.***

8.5 Demo Herrera, Winnemucca Moto-Cross Racing Association, request for funding for water truck, for possible action

Mr. Herrera and Jerry Fox are here tonight to make this request and answer any questions this board may have about their organization. Currently, they must rent 3 water trucks on race weekends. At times this is difficult since these same trucks are in almost constant use on construction sites in the area. They get their water from Cyanco, which works well. They have a very committed volunteer base who put in many hours improving and maintaining the track on an on-going basis so that local riders have a competitive and safe facility. They are requesting \$25,000 from this board to purchase a re-furbished 4,000 gallon water truck from Smith Equipment & Welding, which is the same company that Winnemucca Regional Raceway Association purchased their water truck from a few years ago. At that time, WCVA approved a grant for half the purchase price and loaned the remaining amount to WRRRA for five years, at no interest. Winnemucca Moto-Cross would like to request the same arrangement. ***Rodd William Stowell made a motion approving Cooperative Funding to the Winnemucca Moto-Cross Racing Association, in the amount of \$25,000 for the purchase of a water truck. Of this amount, \$12,500 will be a grant and \$12,500 will be a no-interest loan to Winnemucca Moto-Cross, payable in five years. Bill Macdonald will prepare the necessary paperwork for the loan portion of this transaction and hold the title until the loan is paid in full. Motion carried, 3-0.***

8.6 Sgt. Lee Dove, HCSO, Nation 420 Conference, April 14-18, 2014, request for funding, for possible action

Lee Dove, along with Curtiss Kull and Chris Aker, came before the board to discuss the 420 Conference and request funding. This conference, which is five days and attracts 200-300 law enforcement personnel from all over the country, came to Winnemucca last spring and was very successful. Law enforcement officers that attended had nothing but compliments for the information provided in the training and the venue. This training will be offered again next spring and Sgt. Dove is looking for funds to offset the cost of some of the raffle prizes. No taxpayer money is being used to fund this event; it will come from funds realized from Humboldt County asset seizures throughout the year. However, these funds cannot be used for raffle prizes since Sgt. Dove is planning to purchase at least two firearms for these prizes. *Don Stoker made a motion approve a \$3,000 grant to the Humboldt County Sheriff's Office to be used to offset expenses at the annual 420 Conference to be held April 14-18, 2014. Motion carried, 3-0.*

8.7 Orovada Events and Recreation Board, request for Small Community Grant funding, for possible action

There was not a representative from the Orovada Events and Recreation Board present at this meeting, but they did send in the documentation for the project they are going to use the funds for and their board's support of the use of these funds for that project. They are requesting their entire annual funding of \$4,000 to be used for playground equipment at the community park. *Terry Boyle made a motion approving the Orovada Events and Recreation Board's request for \$4,000 in Small Community Grant funding which will be used for playground equipment at the community park. The motion carried, 3-0.*

8.8 WCVA 2014 Cooperative Funding update report, for possible action

In the board packets was a spreadsheet showing the 2014 requests that have been received so far. We know that there are more that will come in even though these requests were due back to the Convention Center on October 28. Kim and other board members had some concerns about amounts requested for some of the events whose attendance and economic impact on the community has been declining significantly in recent years. No action will be taken tonight. At next month's meeting Kim will make his funding recommendations and, hopefully, we will have more requests returned for consideration.

8.9 Accommodations tax 9-month refund requests, for possible action, Bartlett (\$540), Grannis (\$450), Meracle (\$573.54), Anderson (\$495), Hartzog (\$320.09), Bush (\$405), Baumgras (\$540), Ziegler

(\$464.28), Harrington (\$765), Howe (\$644.98)

Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Roger & Kathy Bartlett (\$540), Kevin Grannis (\$450), Robert Meracle (\$573.54), Roger Anderson (\$495), Harry Hartzog (\$320.09), Raymond Bush (\$405), Karl Baumgras (\$540), Dalton Ziegler (\$464.28), Leo Harrington (\$765), Jeremy Howe (\$644.98). 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 Event report, Fall Farm Festival, discussion and possible action

Overall, the event went very well for a first-time event. Of course, the unexpected snow storm before the last few (and potentially biggest) days which caused the event to be shut down prematurely, was a huge disappointment. There was some damage to one of WCVA's tents that collapsed under the weight of the heavy snow. Kim is working with the insurance company to get it replaced. The corn maze alone had over 5,200 people go through it. There were many positive comments and Kim expressed appreciation on behalf of the Humboldt County Chamber of Commerce for sponsoring the equipment, especially the restroom trailer. They are already making plans for next year's event.

9.3 Winnemucca Mule Races, event update, discussion and possible action

As everyone knows, the Mule Show has been eliminated. Ag District #3 is still evaluating whether or not to continue with the Mule Races. After speaking with individuals involved in racing, and other boards, it has become quite apparent that this industry is dwindling. Still, there is some interest in continuing this event with racing only. Kim will keep this board informed as the discussion continues.

9.4 Ranch Hand Rodeo, food concession status, discussion and possible action

For the past few years, the Cowpoke Café out of Lovelock has provided the food concession at this event. However, now the proprietor has moved to the midwest and Kim is having a hard time finding a replacement that he feels can handle the volume of food required. He does not feel that there are any local caterers who have the knowledge and experience to handle this event. Kim has a meeting scheduled with a caterer out of Fernley who appears to have the experience necessary to be successful as the food concessionaire. As

a last resort, we would do the concessions ourselves but Kim is not in favor of this option if we can avoid it. It's a huge job on top of everything else that must be coordinated for this week. He will have a decision on a food concessionaire for the board next month.

9.5 2014 Tri-County Fair concert budget approval, for possible action

In the board packets is the financial information from the fair concerts in 2012 and 2013. Between the profit in 2012 and the loss of 2013, it is pretty much a wash. Even though attendance (and so ticket sales) at this year's concert was disappointing, Kim feels these concerts are a great event for our fair weekend. Kim has been talking with the agency we have booked our concerts through the last two years. We have a first-class entertainer who has agreed to our 2014 date but Kim is unable to release the name until we receive and sign the contracts, which should be very soon. To get the caliber of entertainment this community is willing to support we need to increase the budget to \$120,000. Kim is requesting a 2014 concert budget of \$120,000, which is approximately \$20,000 more than we have spent the last two years. The board agreed that these concerts have been a welcome addition to the Labor Day activities. *Don Stoker made a motion approving \$120,000 as the budget for the 2014 Tri-County Fair concert. Motion carried, 3-0.*

9.6 2014 Labor Day Rodeo update, for possible action

Over the past decade the Ag District #3 has been trying different options to bolster the annual Labor Day Rodeo, which continues to have declining attendance. Each year this board approves significant funding just to produce a competitive event that is entertaining for spectators. However, nothing has reversed the declining trend. In fact, this year both Pig Wrestling and the Monster Truck event had more spectators than the rodeo. As the Ag District #3 Board discusses the options, Kim will keep this board "in the loop".

9.7 Proposal to raise radiant heaters in front of new EC scoreboard, for possible action

Now that we are moving forward with the new scoreboard in the Event Center, it has become apparent that the radiant heaters that drop down from the ceiling are in the way and the new scoreboard will be blocked if these heaters are not moved. Hams Heating has given us a proposal of \$4,200 to do this work. Board members felt that after spending the money for the scoreboard, this was something that needed to be done. *Rodd William Stowell made a motion approving \$4,200 to move the radiant heaters in front of the new EC scoreboard. Motion carried, 3-0.*

9.8 Authorize purchase of heavy duty livestock panels for Winnemucca Bull Sale, for possible action

The board packets included a memo from Kim regarding our purchase of livestock panels earlier this year for the Bull Sale and information on why he is requesting the purchase of more panels, including a drawing of the layout of the necessary bull pens. Basically, the BLM will not guarantee the panels that they have will be available for our sale. Due to this uncertainty, Kim would like to purchase enough to complete the set-up for the Bull Sale and not have to rely on the BLM. These are from the same company that we ordered from earlier this year. The total cost, including shipping is approximately \$42,000. Kim would like to request a grant from WCVA in the amount of \$25,000 and Ranch Hand Rodeo will pay the remaining \$17,000. *Don Stoker made a motion approving a \$25,000 grant to purchase livestock panels for the Winnemucca Bull Sale, as presented in the meeting packet. The total cost of this purchase is \$42,000. Ranch Hand Rodeo will pay the balance of \$17,000. Motion carried, 3-0.*

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

Report for October was reviewed by Bill.

10.2 Chamber of Commerce report, for discussion

October 2013 Report was included in Bill's report.

10.3 Update on Indoor Event Center Video LED Display/electronic scoreboard project, for discussion

The scoreboard is scheduled to be installed on December 2. This will include training on the programming of the scoreboard.

10.4 Update on City/NDPT request to relinquish part of driveway access to parking lot, for discussion

No report.

10.5 Update on USA-Nevada Wrestling Letter of Understanding, for discussion & possible action

No report.

11. Board Administrator.

11.1 October Financial Reports, for discussion

Room tax amounts are down slightly compared to last year.

12. Other Business.

12.1 Nevada State Bank Investment of LGIP funds

Kendall has been in touch with a representative of Nevada State Bank and they have everything set up to receive our funds, as discussed a few months ago. Initially, this board approved \$2 million to be divided up into four accounts with different maturity dates. Kendall suggested that since we have a large balance in our checking we should increase that amount to \$2.4 million so that each account will start with \$600,000. ***Terry Boyle made a motion authorizing Kendall to complete the transaction to invest \$2.4 million with Nevada State Bank. This amount will be distributed into four different investment options of \$600,000 per fund, each with a different maturity date. Motion carried, 3-0.***

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 18, 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 5:55 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

DON STOKER
Treasurer and Motel Representative

ABSENT
JIM BILLINGSLEY
City Representative

ABSENT
DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator