

- 11.2 Update on Room Tax delinquencies, possible request for authorization for disclosure of confidential information of one or more licensees, for possible action
- 11.3 Annual city & County room tax report, for information
- 11.4 Improvement projects status reports –,
Melarkey Parking Lot lighting, West Hall signage project, Joe Mackie Hall chiller update, Coronavirus COVID-19 update
- 11.5 Other Recent developments
- 12. Board Administrator Report, for discussion & possible action
 - 12.1 Financial reports, for information
- 13. Other Reports
- 14. Next Meeting Date
- 15. Adjournment

MINUTES, AUGUST 19, 2020

- 1. Time, Place and Date.** The Winnemucca Convention & 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, August 19, 2020 with Vice Chairman Brian Stone presiding.

In accordance with Governor Sisolak’s Declaration of Emergency in Response to the COVID-19 epidemic, the configuration of the Board’s meeting room was doubled in size to accommodate a set-up of a minimum of 6 feet between each Board and Staff member at the head table. The audience chairs were set up not closer than 6 feet to the head table, with seats not less than a minimum of 6 feet apart in all directions. Board members and staff observed face covering and social distancing covid emergency regulations. Audience did likewise. A total of 7 persons were present at one time, within the room emergency limit of 22 persons in the combined Sonoma Mountain and Jackson Mountain meeting rooms.

- 2. Pledge of Allegiance.**

- 3. Attendance.** *Convention and Visitors Authority Board Officials Present:*
- | | |
|-----------------|--|
| Brian Stone | Vice Chairman and Hotel Representative |
| Jim Billingsley | Treasurer and City Representative |
| John Arant | Business Representative |
| Bill Macdonald | Secretary and Counsel |
| Kendall Swensen | Board Administrator |

Convention and Visitors Authority Board Officials Absent:

Terry Boyle	Chairman and Motel Representative
Ron Cerri	County Representative

Staff Members Present:

Kim Petersen
Shelly Noble

Director
Administrative Clerk

Staff Members Absent:

None

Others Present:

None

4. Public Comment.

None

5. Meeting Notice Report.

Vice Chairman Stone reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, August 14, 2020 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.

6. Business Impact Determination. Vice Chairman Stone asked whether any agenda item proposes the adoption by the city or by the county or by the WCVA of any rule, including any ordinance or resolution which would impose, increase or change the basis for the calculation of a fee that is paid in whole or in substantial part by businesses, which would impose a direct and significant economic burden upon a business or directly restrict the formation or expansion of a business, pursuant to NRS Chapter 237? The Chairman called for board or public input thereon; Counsel reported there was no agenda problem; there was no public comment thereon. Action taken.

Brian Stone made a motion that there appears to be no business impacting fee matter on today's agenda. The motion carried, 3-0.

7. Minutes, Review & Action

Prior meeting minutes of July 15, 2020.

Jim Billingsley made a motion to accept the minutes of the July 15, 2020 meeting. Motion carried, 3-0.

8. Claims, Review & Action. The following claims, which had been submitted in list form to the board members for review with their 3-day meeting notice and agenda, with the opportunity to obtain further information before or at the meeting, were submitted for payment on August 19, 2020:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	24743 – 24824	\$249,713.16

Jim Billingsley made a motion to approve all claims submitted for August 19, 2020. The motion carried, 3-0.

9. General Business, for discussion & possible action

9.1 Accommodations tax 9-month refund requests, for possible action

Duggan (\$596.16), London (\$503.75), Biggs (\$933.33)

Brian Stone made a motion to approve the accommodation tax 9-months deemed to be a permanent resident refunds for Sam Duggan (\$596.16), Alan London (\$503.75) and Christy Biggs (\$933.33). Motion carried, 3-0.

9.2 Lindsey Tregellas, Last Dash 4 Cash Barrel Race, Oct. 30 – Nov. 1, 2020, request for Cooperative Funding, for possible action

As Terry reported last month, Marc Page has decided to cancel this year's WSRRA Ranch Rodeo Finals that are usually held here on these dates. Last year Lindsey produced this barrel race in conjunction with Marc's rodeo. She was able attract between 200-300 barrel racers. Lindsey was unable to be here today, but she has decided to go ahead with the barrel race on this weekend even though there will not be a rodeo. She is confident that she will still be able to attract the same number of participants as she had last year. Since most of our annual events at the Winnemucca Events Complex have had to cancel due to COVID-19 concerns, the board was pleased to hear that this event will move forward. *John Arant made a motion to approve a \$7,500 grant for the Last Dash 4 Cash Barrel Race, October 30 – November 1, 2020 at the Winnemucca Events Complex. Motion carried, 3-0.*

9.3 Approval of those persons authorized to sign checks on event accounts utilizing WCVA EIN number, for possible action

WCVA has some small checking accounts that utilize their EIN number. Due to changes in WEC personnel, the people authorized to sign on these accounts needs to be updated. In their online meeting packets, board members had a list of accounts, the current signers and proposed signers. The proposed signers on these accounts are:

- WCVA Petty Cash Account, Nevada State Bank, account #2026523
Kim Petersen, Michelle Noble, Kendall Swensen (no changes)
- Ranch Hand Rodeo, Washington Federal, account #2297003101
Kim Petersen, Michelle Noble, Kendall Swensen
- Tri-County Fair & Stampede, U S Bank, account #153700282178
Kim Petersen, Darrel Field, Michelle Noble, Kendall Swensen
- Wmca Labor Day Rodeo Committee, Washington Fed, account #2297006237, Kim Petersen, Michelle Noble, Darrel Field

Jim Billingsley made a motion to approve the account signers on the event accounts that utilize the WCVA EIN as outlined above. Motion carried, 3-0.

10. Director's Report.

10.1 Financial reports on WCVA events

No report.

10.2 Nevada-Idaho ACTRA Finals, September 17-20, 2020, request for payment of WEC facility fees, for possible action

Kim placed this item on the agenda after discussions with the event producers. In the past, they have requested Cooperative Funding intermittently and have not made any requests for the past several years. We are not sure why they haven't made any requests, but this is one of our larger events and consistently brings a sizeable group of participants to town. Now they would like to move their event from the outdoor arena to the Event Center and Pavilion so that they can accommodate even more competitors. Kim would like to this board to consider payment of these facility fees so that this organization can see what an excellent facility we have here so when the opportunity comes to make a proposal to host the national ACTRA finals event, we will be considered. The total for four-day rental of the Event Center and Pavilion is \$6,400. *Brian Stone made a motion to approve payment of the Winnemucca Events Complex facility fees for the Nevada-Idaho ACTRA Finals, September 17-20, 2020. The total rental fees for the Event Center and the Pavilion for this event are \$6,400. Motion carried, 3-0.*

10.3 Nevada State High School Rodeo Association Finals, 2021, 2022 and 2023 sponsorship and facility fees, for possible action

In January Kim spoke with this board about a change in the way the Nevada State High School Rodeo Association (NSHSRA) chooses their state finals host sites. Instead of individual rodeo clubs around the state taking turns and running the event, the NSHSRA decided that they would accept proposals from locations who wish to host the event and the NSHSRA would be responsible for the production of the finals. Kim requested approval from this board to prepare a proposal for consideration by the NSHSRA and this board agreed. Kim had already spoken to the county commissioners and they committed \$5,000 per year for three years, if we were awarded the finals. This was included as part of the proposal that Kim created. Details of this proposal were included in the online meeting packet to board members. Today, Kim reported that he has been notified by NSHSRA that we were successful in securing this event for the next three years. Kim would like a formal vote from this board approving the proposal details:

- Payment of WEC facility fees by WCVA, estimated at \$5,800 per year, depending on the facilities utilized
- WCVA cash sponsorship – year one: \$13,000, year two: \$14,000, year three: \$15,000
- Commitment of \$5,000 sponsorship per year from Humboldt County for three years

John Arant made a motion to approve the Nevada State High School Rodeo Association three-year cash sponsorship and payment of WEC facility fees as outlined above for 2021, 2022 and 2023 NSHSRA High School & Junior High School Rodeo Finals. Motion carried, 3-0.

Kim will work with Bill to prepare a 3-year contract for this event.

10.4 2020 Silver State International Rodeo update – reimbursement of stall purchase, for information

As we are all aware, this year’s Silver State International Rodeo (SSIR) set a record for the number of participants. As a result, every stall and campsite on the Winnemucca Events Complex was full and we built additional stalls and campsites with materials we had on the grounds. These were still not enough so Terry authorized WCVA to purchase livestock panels to create additional stalls. Having the flexibility to take this action on short notice made a big difference. Kim wanted to let this board know that the funds expended for the purchase of these panels was repaid to WCVA out of the stall and camping fees. This year was the final year of a 5-year contract with SSIR and Kim and Bill will be working on a new contract with SSIR for an additional 3 or 5 years.

10.5 National Horseshoe Pitchers Association World Championship Tournament, update

Kim reported that work has begun to promote next year’s tournament. He has been working with motel/hotel owners to secure blocks of room for tournament participants and their families throughout the tournament dates. Right now, he has 443 rooms committed for these dates. He is aiming for at least 500 rooms to be “blocked” for tournament attendees. Coeur Rochester has donated approximately eleven pounds of silver and Kim is having two silver horseshoes produced as a promotion. Coeur will keep one and the other one will be awarded in a drawing of tournament participants. Kim is trying to find a unique host for the tournament’s opening ceremony. If anyone has suggestions, please let him know. He is also working to get a Mark Twain or Sarah Winnemucca Chautauqua for appearances at the museum. Since competitors will be coming in every two or three days and then leaving as others arrive, activities that are planned need to be on-going throughout the dates of the tournament. Some of these activities may be mine tours, visits to Safe Haven, side-by-side rides at the sand dunes, etc.

11. Secretary and Counsel, Monthly report, for discussion & possible Action

11.1 Chamber of Commerce Report for June & July 2020, for review

This report is included in Bill's report.

11.2 Update on delinquencies, possible request for authorization for disclosure of confidential information of one or more licensees, for possible action

No report.

11.3 Annual city & County room tax report

Bill and Kendall are working on this report. It will be done soon.

11.4 Improvement projects status reports – Melarkey Parking Lot lighting, West Hall signage project, Joe Mackie Hall chiller update, Coronavirus COVID-19 update

Included in Bill's packet is the governor's latest directive, 030, regarding the state's efforts to stop the pandemic. Also included, was the latest "Road to Recovery", dated August 3, 2020. The board discussed our situation in Humboldt County. The numbers that the news sources report each day have remained steady but then when the staff at the state level calculate positivity rates and other calculations, they include the positive COVID cases on the reservation near McDermitt (currently 82) which puts us in a worse position as far as state restrictions go. The local health board is working on this.

11.5 Other Recent developments

No report.

12. Board Administrator.

12.1 Financial Reports, for discussion

Room taxes are down approximately 20% from the same period last year.

The investment account is doing well.

The 2019/2020 audit will start soon.

13. Other reports

13.1 44-Hour Softball Tournament

Jim Billingsley reported that he had gone down to the Softball Complex during the tournament and by looking at the posted bracket, there was no way that there were as many teams participating as we were told at last month's meeting by Craig and Lyle Walters. If that is the case, they should not have received the level of funding that this board provided. He also reported was that even though this board was assured that all COVID

protocols would be followed and enforced by tournament staff, there was no social distancing around the playing fields or concession stand, masks were not being worn by spectators or participants, the bleachers were full of spectators and camping was allowed at the complex. This last item is completely opposite of what this board was told in July. At that time, Craig Walters said there was no interest from the participants in camping at the complex. When the Walters were asked about the campers on the facility, they dropped Jim Billingsley and Terry Boyle's names as having approved the camping even though they did not. Jim also reported that there was an excessive amount of trash throughout the complex, even though a dumpster was available in the parking lot, and the restrooms were vandalized. Brian Stone reported they had only a few rooms rented to tournament team members. Rumor has it that Crain and Lyle Walters want to produce the tournament again in 2021 but this board was not sure if they want to fund an event produced by them. For two years now it has felt that there have been a lot of promises made but not very many of them have come to fruition.

13.2 2020 Superior Livestock Auction

This year's auction and appreciation dinner that was held at the Event Center went off well. The Superior Livestock contingent really liked the facility and want to have their auction there again next year.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, September 16, 2020, 4:00 pm.

16. Adjournment. *John Arant made a motion to adjourn this meeting. Motion carried, 3-0.*

The meeting was adjourned 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 _____, 2020

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

ABSENT

TERRY BOYLE
Chairman and
Motel Representative

BRIAN STONE
Vice Chairman and
Hotel Representative

JIM BILLINGSLEY
Treasurer and City Representative

ABSENT

RON CERRI
County Representative

JOHN ARANT
Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator