



- possible action
- 11.4 Improvement projects status reports – West Hall street sign, Joe Mackie Hall improvements, West Hall parking lighting, Joe Mackie Hall chiller
  - 11.5 COVID-19 developments
  - 11.6 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, MARCH 17, 2021

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, March 17, 2021 with Chairman Terry Boyle presiding.

In accordance with Governor Sisolak’s Declaration of Emergency in Response to the COVID-19 epidemic, the Board’s meeting was conducted online via Microsoft Teams and in person. The configuration of the Board’s meeting room was set up to accommodate 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.

2. **Pledge of Allegiance.**

3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Motel Representative
Brian Stone	Vice Chairman and Hotel Representative
Jim Billingsley	Treasurer and City Representative
Ron Cerri, via Microsoft Teams	County Representative
John Arant	Business 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:*

Craig Walters	Mucca 44-Hour Softball Tournament
Kyle Walters	Mucca 44-Hour Softball Tournament
Jess Jones	Outlaw Broncs
Michelle Allen	LHS Sober Grad Party
Reece Kalkoske	LHS Sober Grad Party
Kayleen Urain	LHS Sober Grad Party

**4. Public Comment.**

None.

**5. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, February 12, 2021 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.** Chairman Boyle 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.

***Terry Boyle made a motion that there appears to be no business impacting fee matter on today’s agenda. The motion carried, 5-0.***

**7. Minutes, Review & Action**

Prior meeting minutes of February 17, 2021.

***Jim Billingsley made a motion to accept the minutes of the February 17, 2021 meeting. Motion carried, 5-0.***

**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 February 17, 2021:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	25112 - 25172	\$348,259.03

*John Arant made a motion to approve all claims submitted for March 17, 2021. The motion carried, 5-0.*

## **9. General Business, for discussion & possible action**

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

**Yeo (\$581.94), Garrett (\$993.60), Smirnes (\$1,036.80), Primeaux (\$662.40)**

*Terry Boyle made a motion to approve the accommodation tax 9-months deemed to be a permanent resident refunds for Casie Yeo (\$581.94), Ben Garrett (\$993.60), Andrew Smirnes (\$1,036.80), Kellie Primeaux (\$662.40). Motion carried, 5-0.*

### **9.2 Brenda Keating, retirement recognition**

Kim and Terry presented Brenda with an engraved vase and flowers in recognition of her sixteen years with the Convention Center and all her efforts in making our events as successful as possible. Thank you, Brenda!

### **9.3 Michelle Hammond Allen, 2021 Lowry Senior Parents Sober Grad Party, June 10, 2021, donation request, for possible action**

Michelle is here today, along with graduating seniors Reece and Kayleen, to make the request for this event. The WCVA board has supported the sober grad party for many years. Due to the pandemic, last year's funds were re-directed to other ways to support the graduating seniors since the all-night grad party was canceled. This year the senior parents are working to ensure that as long as there are no spikes in local covid cases in the next few months, that this year's graduating seniors have a grad party celebration. The senior parents are also hosting other events this spring for their students since these kids haven't had a lot of opportunity to be together in class or during extracurricular activities that were suspended over the past year. These additional senior events include a movie night, bowling, a Cruise the Mucc Night and others. Some of the events may have an attendance limit so that safety concerns are addressed, but they are working to include as many seniors as possible. This year's grad party is to be held at the Exhibit Hall at the Winnemucca Events Complex so the request is for a cash donation (grant) as well as payment of the rental fee for the Exhibit Hall. *Jim Billingsley made a motion to approve a \$3,500 grant and payment of the WEC Exhibit Hall rental fee (\$450) for the 2021 Lowry Sober Grad Party, June 10, 2021. Motion carried, 5-0.*

### **9.4 Jess Jones, Outlaw Broncs New Years Bronc Bash & Runnin' 4 the Money, December 31, 2020 – January 3, 2021, grant & underwriting refund for canceled event, for possible action**

Last September and October Jess came before this board to request funding for this event. At that time, this board expressed their concern that Covid-19 restrictions would hinder his ability to produce the event safely and spectators may not attend. Conversations were held between Jess and this board when Jess made his request that due to the pandemic, it was risky to plan for an event of this size and that cancelation was a possibility, possibly at the last minute. The board was also concerned because in past years the attendance has been primarily local, so the number of hotel/motel rooms rented to participants and spectators was very minimal. This board funds events they feel will fill hotel/motel rooms with visitors so funding an event that is mostly attended by locals causes concern. Even so, in an attempt to bring visitors to town and spur hotel/motel room rentals and other positive economic impact for our community over this holiday, the board approved a \$10,000 grant and \$10,000 underwriting on October 21, 2020. The check for this funding was issued in the November check run, which has been our usual procedure. As we know, in the weeks that followed the local Covid-19 cases increased substantially and mandates from the governor were put in place. These mandates were very fluid at this time and changed every few weeks. In December, after consulting with Ag #3 legal counsel Kent Maher, the Ag District #3 closed the Winnemucca Events Complex (WEC) to all events until further notice. Kent Maher had told Kim that the mandates that Jess was following were the wrong ones as they were not the most current. Kim contacted Jess via USMail to notify him of this decision and to also request that he (Jess) return the WCVA funds that were advanced for this event. Jess responded by meeting with Kim and demanding that the event be allowed to proceed and that the mandates DID allow him to produce his event, but Kim reiterated again that the Winnemucca Events Complex was closed to all events until further notice and the event funding was to be returned to WCVA. On February 2, Kim again sent Jess a memo (via certified mail) requesting WCVA funds be returned but we received no response and no repayment of funds.

Jess was notified of this agenda item since we have not had any contact with him or return of WCVA funds to date and he is in attendance to discuss this issue. Jess is still of the opinion, and operators of the Spring Creek facility agreed, that he could follow the governor's mandates and safely produce his event. Jess saw no reason for Ag #3's decision to close the Winnemucca Events Complex and was determined to go forward with his rodeo events. He is of the opinion that he should have been allowed to produce his event and then this wouldn't be an issue. Jess did hold his event at the Spring Creek Horse Palace and told the board that there were a reduced number of competitors and no spectators. He presented a profit and loss statement for this board's review. Jess admitted that the funds from WCVA were used to produce the Spring Creek event and he does not have the funds available to return them to WCVA. According to the financial information provided, the

event lost \$10,000 but it did not include the \$20,000 from WCVA that Jess used to produce the event in Spring Creek. Jess stated that there were some expenses not included in this information and that he did not make any money on the event. Board members were not happy to hear their funds were used in Spring Creek. Why would they fund an event in another community with no spectators? These were funds to be used in Winnemucca. Why would Jess think it was appropriate to use them to fund an event somewhere else? In order to come up with some kind of solution, Jess agreed to come back next month with more complete financial information. Board members also thought that Ag #3 needs to be in the conversation since the WEC is under their direction. Do they even want this event to return? At the April meeting this board will discuss recovery of their funds up to, and possibly accepting, a payment plan.

NOTE: At the end of the meeting the board decided that, in accordance with the information required with the funding form but not previously provided, they want to see the bank statements for December, January and February plus receipts for expenses for this event. Shelly will email Jess and request this additional information.

#### **9.5 McDermitt Rodeo Board, request for Small Community Grant funding, for possible action**

The McDermitt Rodeo Board, with approval by the McDermitt Community Board, is requesting \$7,000 of their Small Community Grant funding to be used for improvements to the McDermitt Rodeo Grounds. This is within the requirements for these funds. *John Arant made a motion to approve \$7,000 of the McDermitt Community Board's Small Community Grant funding for the McDermitt Rodeo Board to be used for improvements to the McDermitt Rodeo Grounds. Motion carried, 5-0.*

#### **9.6 Craig and Kyle Walters, Mucca 44-Hour Softball Tournament, June 4-6, 2021, tournament update and discussion of tournament awards, for possible action**

Craig started the discussion by showing the board some of the awards they have presented to tournament participants the past two years. He stated, as he has in the past, that the awards package offered at this tournament is above and beyond any other awards at area softball tournaments. Craig wanted this board to see the great items they were able to award with WCVA funding.

Since Kyle is now the tournament director for this event, he took over the conversation from here. He stated that he did not want to talk about the past. He is here to discuss the funding that was awarded in February, \$2,500 grant and \$2,500 underwriting. He does not feel that this level of funding is fair, and he would like to discuss receiving an additional \$5,000 in WCVA

funding so that the awards can remain at the same caliber as they have been in the past. Kyle stated that he continues to make contact with teams in an effort to make this tournament as successful as possible for everyone. To date, he has 82 teams committed to participating in the tournament and he expects to have 100 teams participating by the tournament date. When asked how many of these teams have paid the entry fee he stated that, so far, none of them have paid but he expects to start receiving team deposits and entry fees in the next couple of weeks.

Board member John Arant stated that he was not comfortable with approving additional funds and that the past most definitely did affect this year's funding decisions. As far as he is concerned, this event is "on probation" due to the management of the past two tournaments. John told Kyle that he could be the hero by stepping up to the task and producing an event that everyone can be proud of.

Board member Jim Billingsley agreed with Mr. Arant that he still had major concerns that precluded him from supporting additional funding. If there are 82 teams committed to this tournament – with the probability of this increasing to 100 teams – then the tournament expenses would all be easily covered (including the outstanding awards package) since the fixed costs of the tournament would remain the same. Jim also stated that the financial information that was previously presented contained some expense items that caused concern and could be reduced or eliminated, further adding to the bottom line. He is of the opinion that this board has been burned twice by this tournament and how problems have been managed (or not) and he is not willing to invest further at this time.

Board member Brian Stone commented that he feels that if instead of excuses some initiative to address previous concerns was shown there may be some additional support. Also, Brian stated that it is his opinion that they need to start collecting entry fees ASAP so that they have some income to start up with.

Chairman Terry Boyle would be amenable to increase funding next year IF this year's tournament is successful without the negativity and lack of transparency.

In the end, the board declined to approve additional funding for this year's tournament. They want to see how everything goes. They did leave the door open if there are unforeseen financial difficulties that occur. If this does happen, Kyle can make a request to this board, with proper documentation.

### **9.7 Convention Center West Hall fire alarm system upgrade, for possible action**

By law, we are required to make an upgrade to this system. Kim had hoped to have an estimate for this upgrade but since he does not, it will be on a future agenda.

**10. Director's Report.**

None.

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

**11.1 Chamber of Commerce Report for January 2021, for review**

No 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 Joe Mackie Hall elevators project, for review and possible action**

Bill is working on the specs so we can go out to bid.

**11.4 Improvement projects status reports –**

Melarkey Parking Lot lighting – work has begun on this project

West Hall signage project – no report

Joe Mackie Hall chiller – work is complete, waiting for state inspector

West Hall street sign – no report

**11.5 COVID-19 developments**

The governor's March update went into effect on March 15 – maximum capacity of 250 or 50% of fire code, whichever is less. All other requirements still apply.

**11.6 Other Recent developments**

Bill recently realized that our hotel, motel and business rep terms ended in January. The commissioners usually make these appointments at their January meeting. Bill spoke with Abel and this item will be on the next commission agenda. He encouraged current board members to write a letter and submit it to the county and request to be appointed again for another two-year term.

**12. Board Administrator.**

**12.1 Financial Reports, for discussion**

Room tax cash is still down slightly. Our investment account is holding steady.

The 2022 WCVA tentative budget has been prepared. Kendall handed out copies to board members to review. A special meeting is scheduled for tomorrow to approve this budget.

**13. Other reports**

**13.1 Health board direction**

With the latest updates from the state, Kim is trying to get guidelines for Convention Center event producers. He is planning to login to the Health Board meeting tomorrow to see if he can get this information.

**14. Public Comment**

None.

**15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, April 21, 2021, 4:00 pm.**

**16. Adjournment. *John Arant made a motion to adjourn this meeting. Motion carried, 5-0.***

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 \_\_\_\_\_, 2021

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

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

Winnemucca Convention & Visitors Authority Board

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TERRY BOYLE  
Chairman and  
Motel Representative

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BRIAN STONE  
Vice Chairman and  
Hotel Representative

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JIM BILLINGSLEY  
Treasurer and City Representative

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RON CERRI  
County Representative

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JOHN ARANT  
Business Representative

Attest:

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BILL MACDONALD  
Board Secretary and Counsel

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KENDALL SWENSEN  
Board Administrator