

11. Board Secretary & Counsel Report for discussion & possible action
 - 11.1 Review report for February
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 - 11.3 Gaming Control Board approval of Run-A-Mucca motorcycle raffle charitable lottery, for information
 - 11.4 Allocation of 2018 Run-A-Mucca charitable lottery proceeds, for discussion & possible action
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 - 12.1 Financial reports, for discussion
 - 12.2 Approval of WCVA Tentative Budget, year ending June 30, 2019, for possible action
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15. Adjournment

MINUTES, FEBRUARY 21, 2018

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, February 21, 2018 with Chairman Terry Boyle presiding.
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
John Arant	Business Representative
Ron Cerri	County 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:

John Brooks	Buckaroo Wrestling
Lynda Sugasa	Safe Haven Wildlife Sanctuary
Brett Worsham	No Nev Arts Council
Leann Barta	No Nev Arts Council

4. Public Comment

No public comment.

5. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Thursday, February 15, 2018 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.** After review of the February 21, 2018 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, ***Jim Billingsley 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, 4-0.*** John Arant was not present for this vote.

7. Minutes, Review & Action

Prior meeting minutes of January 17, 2018.

Jim Billingsley made a motion to accept the minutes of the January 17, 2018 meeting. Motion carried, 4-0. John Arant was not present for this vote.

- 8. Claims, Review & Action** The following claims were submitted for payment and approved on February 21, 2018:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	22433-22506	\$759,899.51

Ron Cerri made a motion to approve all claims as submitted. The motion carried, 4-0. John Arant was not present for this vote.

9. General Business, for discussion & possible action

9.1 Accommodations tax 9-month refund requests Miller (\$255.27), Hawkins (\$455.76), Harber (\$388.80)

Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Loretta Panelli Miller (\$255.27), Mary Hawkins (\$455.76), Michael Harber (\$388.80).2. Motion carried, 4-0. John Arant was not present for this vote.

9.2 Lynda Sugasa, Safe Haven Wildlife Sanctuary Annual Fundraiser, May 19, 2018, request for Cooperative Funding, for possible action

Lynda is, again, requesting assistance to fund the entertainment (Antsy McClain and the Trailer Park Troubadours) at their event. The amount originally requested was \$2,200 but she has been able to secure some other sponsors, so today she is requesting \$1,500. At this level, WCVA would get a sponsor table and Lynda is hoping to see some board members attend. She also invited the board to come out for a tour to see the animals and all the improvements they have made over the past several years. Please call ahead if you would like a tour so they can have staff available. *Jim Billingsley made a motion to approve a \$1,500 grant for the Safe Haven Wildlife Sanctuary's Annual Fundraiser, May 19, 2018. Motion carried, 5-0.* Lynda will get event tickets to the Convention Center office. Please let Shelly know if you are interested in attending.

9.3 Kent Arrien, Humboldt County Shooting Park, request for Cooperative Funding, for possible action

Kent is not here today but since this is their annual request for funds to assist with general maintenance of the shooting park, board members wanted to go ahead and take action on his request. *John Arant made a motion to approve a \$1,500 grant to be used by the Humboldt County Shooting Park for general maintenance. Motion carried, 5-0*

9.4 John Brooks, Buckaroo Wrestling Club's High Desert Challenge, February 16 & 17, 2018, request for Cooperative Funding, for possible action

At last month's meeting, Jim informed this board that this year's High Desert Challenge was going to be much larger than it has in the past. For this reason, John has had to hire the wrestling group out of Reno to run the tournament, which cut into his funds for awards. We pay the facility fees for this event, but John was unaware that he could request additional funding. Jim encouraged him to make this request even though the event is over for this year. John reported that the number of participants wasn't as high as he had anticipated, but it was still double what he usually sees at this

tournament, approximately 400 wrestlers. Wrestlers and their families were impressed with the tournament and he expects that next year it will be even larger. John is requesting \$3,000 to help offset the cost of bringing the Reno group to run the electronics and also to assist with quality awards. The board agreed that this is a good event for the community and would like to see it grow. ***John Arant made a motion to approve a \$3,000 grant to the Buckaroo Wrestling Club to assist with expenses incurred for the High Desert Challenge. Motion carried, 5-0.***

9.5 Bryan Waters, Humboldt River Friends of NRA Fundraising Banquet, May 12, 2018, request for West Hall facility grant, for possible action

Bryan was not in attendance today and so the board discussed whether or not to take action on this request since they like to speak with a representative of groups requesting these types of grants. Ultimately, ***Terry Boyle made a motion to approve a \$600 West Hall facility grant for the FNRA Fundraising Banquet, May 12, 2018. Motion carried, 5-0.*** FNRA is responsible for any other customary Convention Center charges. Also, if any future requests are made the board would like someone from this group to attend our meeting and make that request.

9.6 Brett Worsham, No Nev Arts Council “The Last Gold Run”, September 7-9, 2018, request for West Hall facility grant, for possible action

Brett Worsham and Leann Barta from the Northern Nevada Arts Council (NNAC) are here today to request the use of the West Hall for a theatrical performance that they hope will be the first of many. It will be a history of Jarbridge titled “The Last Gold Rush”. It will utilize live action, music and documentary footage to tell the story of this country’s last gold rush, which took place in the northern Nevada region near Jarbridge. The performances here of this play will be the first ones but they will also be performing in Virginia City and Elko. Their budget shows how expensive it is to produce something like this so there will be a \$15-20 ticket price to attend. ***Terry Boyle made a motion to approve a \$1,800 West Hall facility grant for the Northern Nevada Arts Council’s production of “The Last Gold Rush”, September 7-9, 2018. Motion carried, 5-0.*** NNAC is responsible for any other customary Convention Center charges.

9.7 Destiny Crane, Xtreme Barrel Race, July 30-August 5, 2018, request for Cooperative Funding, for possible action

Kim recently met with Ms. Crane to discuss bringing this event here. It has been in Reno for several years. Destiny was in town a few weeks ago to tour the new pavilion and was very impressed. She is looking forward to moving the event here. Her request is for a \$10,000 grant plus facility fees at the WEC. Kim is proposing a 2-year commitment which would include

\$6,000 annually along with payment of WEC facility fees each year. The grant funds would be used as added money for the competitors. A rental fee has not been established for the new pavilion, but Kim estimates it will be \$600/day. Destiny will have her staff coming in on July 30, but the barrel race will run from August 2-5. ***John Arant made a motion to approve a \$6,000 grant plus WEC facility fees each year for two years for the Xtreme Barrel Race. This year's dates are July 30-August 5, 2018. Motion carried, 5-0.***

9.8 Donation to City of Winnemucca Special Events Fund, for possible action

For the past several years, this board has approved this donation to the city to help offset additional expenses incurred due to some of our events. The board is aware that this does not even come close to covering the actual costs but want to show that they do appreciate all the help the city provides. ***Brian Stone made a motion to approve a \$10,000 donation to the City of Winnemucca Special Events Fund. Motion carried, 5-0.***

10. Director's Report.

10.1 Financial reports on WCVA events

The bank reconciliations for Ranch Hand Rodeo and Tri-County Fair were included in the board packets for review.

10.2 Approval to dispose of surplus property – 1969 Ford refrigerated truck, VIN COOLUF70606, for possible action

Several years ago the WCVA had a Model Dairy truck donated to them to be used to hold ice at special events. It never really worked very well and has been sitting, unused, at the Winnemucca Events Complex for many years. Kim would like to utilize the county's process to dispose of it. ***John Arant made a motion to approve the disposal of the 1969 Ford refrigerated truck, VIN COOLUF70606 by utilizing the county's surplus process. Motion carried, 5-0.***

10.3 Update on Winnemucca Events Complex building project, for discussion

The new pavilion is coming along very quickly and Kim encouraged board members to go out and look at it. Power and heaters have been installed and the line for natural gas is dug. The swamp coolers are in and doors are being installed. The fire alarm/system is being fine-tuned. The building inspector will be giving us a temporary occupancy permit for the RHR Barrel Bash next week and Kim has been contacted by prospective event producers, who will be in town for the Ranch Hand Rodeo, that they are interested in seeing the new facility and how it can be used.

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

11.1 Review report for February

Bill's report was included in the meeting packets available online.

11.2 Delinquencies review; request for authorization of disclosure of confidential information of one or more licensees, status of delinquent tax liens & request for city business license action, for discussion and possible action

The tax liens were prepared and recorded on January 30, 2018. The liens remain in effect for two years and have to be foreclosed by lawsuit before January 30, 2020. Copies were mailed to the motels owners listed on our room tax license applications. Copies were also sent to the Deed of Trust holders on these properties.

11.3 Gaming Control Board approval of 2018 Run-A-Mucca motorcycle raffle charitable lottery, for information

Our application has been approved and we can now start to sell raffle tickets.

11.4 Allocation of 2018 Run-A-Mucca charitable lottery proceeds, for possible action

Last year there were no proceeds from the motorcycle raffle but we must anticipate that this year there may be so this board needs to determine how these proceeds will be distributed. Past designations have been to LHS Drug Free Graduation, Cody Louk Youth Wrestling, high school basketball tournaments, community blood drives and the annual Lions health fair. Bill will prepare a resolution for next month's meeting designating Drug Free Graduation, Cody Louk Wrestling and the community blood drives equally split any proceeds from the 2018 Run-A-Mucca lottery.

11.5 Update on electronic marquee project on Joe Mackie Hall, for discussion

Kim continues to work on the necessary bid specs for this project, but with Ranch Hand Rodeo coming up next week, he has not been able to devote much time to it lately.

12. Board Administrator.

12.1 Financial Reports, for discussion

Room tax cash collections were up again for December and are up 11% for the year.

12.2 Approval of WCVA Tentative Budget, year ending June 30, 2019, for possible action

Kendall and Kim have worked on next year's tentative budget. Copies were distributed to board members today. As in past years, they have taken a conservative approach when preparing this budget. One change to that budget is that the significant insurance receipts we had this year will not be available in the next year. This tentative budget must be approved at the March meeting and then filed with the state. If any board members have questions or would like to discuss any of the numbers, please contact Kendall. *Jim Billingsley made a motion to accept the WCVA tentative budget for year ending June 30, 2019 as presented. Motion carried, 5-0.* Bill will prepare a resolution reflecting this action for the board's signatures at next month's meeting.

13. Other reports

13.1 Department of Taxation meeting

Kendall reported that he attended the meeting with the Department of Taxation on January 30, 2018 and that it went very well. We are in compliance with all NRS at this time.

13.2 NIAA State Tournament

We have been notified that the 2019 Nevada high school wrestling tournament will be here next February. It has been several years since this tournament has been held here and we are looking forward to it. This is a very large event that is a great boost for our community.

13.3 Upcoming events

Kim reminded the board that on the weekend immediately after Ranch Hand Rodeo we will be hosting our second archery tournament in the Event Center. And then we go right into the Underground Mine Rescue Competition at the Event Center. These are both good events for March, along with the annual Shooting the West Photography Symposium

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, March 21, 2018, 4:00 pm.

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

The meeting was adjourned at 5:15 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 _____, 2018

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Motel Representative

BRIAN STONE
Vice Chairman and
Hotel Representative

JIM BILLINGSLEY
Treasurer and City Representative

RON CERRI
County Representative

JOHN ARANT
Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator