

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
January 26, 2022
Winnemucca Convention Center
50 West Winnemucca Boulevard
Winnemucca, Nevada 89445

The meeting was held at the date and place described above at the time scheduled on the posted meeting notice and agenda. The attendees in-person and via remote technology and absences were as follows:

Convention and Visitors Authority Board Officials Present:

Terry Boyle, in-person	Chairman and Motel Representative
Brian Stone, in-person	Vice Chairman and Hotel Representative
John Arant, in-person	Business Representative
Jim Billingsley, in-person	Treasurer and City Representative
Ron Cerri, via remote technology	County Representative
Kent Maher, in-person	Board Counsel
Kendall Swensen, in-person	Board Administrator

Convention and Visitors Authority Board Officials Absent:

None

Staff Members Present:

Kim Petersen, in-person	Director
Liz Barnard, in-person	Administrative Clerk

Staff Members Absent:

None

Others Present:

Vanessa Davis, via remote technology	Steele & Associates, LLC
Shane Havens, in-person	Winnemucca Quarter Midget Racing Club
Laurel Wachtel, in-person	Nevada Quarter Horse Association
Jamie Armstrong, in-person	Nevada Quarter Horse Association
Cindy Clark, in-person	Nevada Quarter Horse Association
Janie Welch, in-person	Nevada Quarter Horse Association
Debbie Weisheim, via remote technology	Nevada Quarter Horse Association
Craig Walters, via remote technology	Access All Sports
Kyle Walters, via remote technology	Access All Sports
Don Walton, in-person	Lowry High School

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL, DETERMINATION OF QUORUM

The meeting was called to order at 4:05 pm with all five board members in attendance constituting a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Boyle reported that the meeting notice and agenda was posted by staff prior to 9:00 am Friday, January 21, 2022, at the Convention Center West Hall (the place of the meeting), online at notice.nv.gov, online at winnemucca.com, online at humboldtcountynv.gov, as well as the Humboldt County Court House and Winnemucca City Hall. No persons have requested mailed notice during the past six months.

4. BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a “business,” as the term is defined by statute, the Board agreed, and

Brian Stone moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation, or expansion of a business. Motion carried, 5-0.

5. CLAIMS REVIEW & ACTION

The following claims were submitted in list form to the board members with the meeting notice and agenda, with the opportunity to review and obtain further information before or at the meeting:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	25778 - 25841	\$ 227,109.53

Brian Stone moved to approve all claims submitted for January 26, 2022. Motion carried, 5-0.

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes

WCVA Meeting Minutes December 15, 2021

6.2. Accommodation Tax 9-month Refund Requests as follows: De Robles (\$271.04), Bazen (\$410.40), Yeates (\$450.00), Mabe (\$544.31), Reyes (\$1,390.20), Hannan (\$835.20)

6.3. Request to renew outdoor advertising contract for with YESCO for one year for the sum of \$7,800

6.4. Corrected funding request for High Desert Wrestling Challenge to include an additional \$900 for installation of plastic floor at the Winnemucca Events Complex

Brian Stone moved to approve the consent agenda. Motion carried, 5-0.

7. GENERAL BUSINESS

7.1. Steele & Associates, presentation and acceptance of Fiscal Year 2020/2021 WCVA audit report
Vanessa Davis presented the completed audit report for Fiscal Year 2020/2021. She reviewed key details and shared that there were no significant findings.

John Arant moved to accept the Fiscal Year 2020/2021 WCVA audit report. Motion carried, 5-0.

7.2. Winnemucca Quarter Midget Racing Association, requests for cooperative funding in the sum of \$10,000 for June 22-26, 2022 event promotion and up to \$20,000 for safety equipment

Shane Havens presented information about the newly formed club, including the 2022 series race dates and the dates for the Quarter Midget Association Dirt Grands. Since the club just started in August, 2021, they have grown to almost a dozen local participants, with more interested in joining. To hold the Dirt Grands, they will have to have appropriate safety equipment, instead of the current straw bales in use at the track. There is a lot of cooperation between regional clubs to have races not conflict with each other's dates. The board was impressed with the interest shown by the new club. The safety barriers are portable and can be moved and used at the Winnemucca Events Complex to hold races either at the parking lot or in the Indoor Event Center.

Brian Stone moved to approve the purchase of safety barriers, in the amount of \$20,000, for use at events by the Winnemucca Quarter Midget Racing Club. Motion carried, 5-0.

John Arant moved to approve the \$8,000 grant and \$2,000 underwriting request for cooperative funding. Motion carried 5-0.

7.3. Snake River Paint Horse Club (SRPHC), notice of irreversible revocation of the SRPHC charter with the American Paint Horse Association (APHA) and proposal to discontinue the sponsorship and funding of the 2022, 2023 and 2024 SRPHC events scheduled at the Winnemucca Events Complex (WEC) due to the inability of the SRPHC to provide APHA sanctioned events as contemplated by the SRPHC Agreement with the WCVA and the terms of the SRPHC License Agreement with the WEC
Legal Counsel Maher confirmed that the Snake River Paint Horse Club charter has been revoked by the American Paint Horse Association, and will be unable to produce any approved APHA shows in the future.

The WEC License Agreement contemplates the SRPHC will put on a sanctioned event, but without a charter, sanctioning and compliance with the license are not possible. No one was present from the SRPHC although notice was sent to the most recently responsive email contact.

Brian Stone moved to discontinue sponsorship and funding of the Snake River Paint Horse Club future events planned for the Winnemucca Events Complex. Motion carried, 5-0.

7.4. Nevada Quarter Horse Association, request for cooperative funding for July 28-31, 2022 Horse Show and proposal for 3-year contract for the event

Laurel Wachtel, along with other officers and board members of the Nevada Quarter Horse Association presented their request for cooperative funding. Last year the show was held in Elko, but the lack of indoor facilities had a negative impact on overall turnout. Debbie Weisheim and Wachtel are American Quarter Horse Association Directors for the State of Nevada. The group members at the meeting have over 20 years' experience producing horse shows. The show is scheduled for the last weekend competitors can obtain qualifying points for the World Show. The competition draws a variety of competitors. The NQHA is interested in a multi-year commitment. Ron Cerri commented that even though this event will push up to the beginning of the Superior Livestock Auction event, the two events will work well together. The people this event draws tend to spend money while they are in town.

John Arant moved to approve the \$5,000 grant and \$5,000 underwriting request for cooperative funding by the Nevada Quarter Horse Association for their Silver State Circuit. Motion carried, 5-0.

7.5. Access All Sports/Craig Walters/Kyle Walters, review of the production and carrying out of past softball tournaments in Winnemucca and funding requests for the production of future softball tournaments in Winnemucca

Craig Walters reviewed the 2021 event profit and loss report and explained that he is requesting cooperative funding for a 44 Hour Softball Tournament this year. Staff has not received a funding request from him as of the date of this meeting. Walters is still waiting to get confirmation of his requested dates, prior to submitting the request. Walters stated that the tournament has gone from 24 to 48 to 72 teams over the past few years, with last year having 72 teams. He understands that last year the event was on probation due to issues with garbage and overnight camping at the ballfields. The board informed him that without a request and no event dates they cannot consider a request at this time.

No action taken.

7.6. Yost Events National Team Roping, request for cooperative funding for August 6-7, 2022 event

The board agreed that this has been another good event for the community with competitors spending money at many locations in town.

Brian Stone moved to approve the request to pay the facility fees for the Pavilion at the Winnemucca Events Complex at \$600 per day for the two days of the event. Motion carried, 5-0.

7.7. 3A Regional Basketball Tournament, request for cooperative funding for February 17-19, 2022 event

Don Walton presented the request from Lowry High School, the host for the NIAA 2A and 3A Regional Basketball Tournaments this year. Walton explained that the tournaments rotate to different communities; they tried to have it in Winnemucca last year, but due to COVID-19 the event was cancelled. The tournament has expanded to now be 6 teams each for girls and boys in the 2A division and 8 teams each for girls and boys in the 3A division. Because of the increase in teams they are requesting \$6,500 for the hospitality suite. The board discussed how this event brings in a lot of visitors at an otherwise slow time. The total facility fees at the Event Center, including the installation and removal of the floors, amount to \$4,600. The WCVA will also provide office trailers to use as team meeting rooms. Two 40-foot in length, two-room trailers are reserved at a quoted cost of just under \$5,400.

Brian Stone moved to approve the request to pay the WEC facility fees, the office trailers and the hospitality suite in the amount of \$16,500. Motion carried 5-0.

7.8 JR Productions/Legacy Championships-Cow Country Classic Team Penning, request for cooperative funding for July 22-24, 2022 event

Director Petersen recommended the same funding this year as last year when the WCVA paid the WEC facility fees and awarded a \$5,000 grant. The board discussed that this has grown to be a good event, the people who attend seem to spend money throughout the community while they are in town. The board agreed that the funding they have provided in the past seemed to be sufficient for this event.

John Arant moved to pay the WEC facility fees in the amount of \$3,000 and award a grant of \$5,000. Motion carried 5-0.

7.9 Nevada Muleys, request for cooperative funding for March 19, 2022 event

Director Petersen explained the event is held at the Event Center, but WCVA staff help with the set-up. The board discussed that because the catering fees go to the WEC maybe the County Commission should hear this request. It was noted that this event draws people from out of town at a time when things are otherwise slow.

Jim Billingsley moved to approve the payment of the WEC facility fees for the Nevada Muleys 2022 Banquet in the amount of \$700. Motion carried 5-0.

7.10 Request for approval to fill the vacant Facilities Attendant position

Director Petersen explained that in the past there have been three full-time facilities attendant positions. Recently, they have been operating with two permanent employees and one temporary person through an agency. About the time they get trained and understand the flow here, they move on to another job with better compensation. Only having two people is challenging if either of the regular full-time employees are off. Additionally, having three people helps with event turn around time, especially as it gets busier.

Brian Stone moved to approve filling the vacant Facilities Attendant position. Motion passed 5-0.

7.11 Request to designate an area at the Winnemucca Convention Center as required by NRS 293.127565 for the gathering of signatures for petitions

Discussion was held confirming the area that has been designated in the past.

Brian Stone moved to approve the described area as the designated area for the gathering of signatures. Motion passed 5-0.

8. DIRECTOR'S REPORT

None

9. COUNSEL REPORT

None

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Financial Reports

Kendall said his big item for the meeting was the audit report. Next month the tentative budget will be on the agenda. He will continue to work with the investment advisor to help ensure the money invested by the board gets the best returns possible.

11. OTHER REPORTS

11.1. Miscellaneous reports

Reports were available in the board packet for review.

John Arant had asked for information on the improvements to the East Hall. Director Petersen provided copies of the original packet from P3 and the revised concepts documents.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

Brian Stone moved to adjourn the meeting at 6:20 p.m. Motion carried, 5-0.

The meeting was adjourned to the next regular meeting, or to the earlier call of the Chair or of any three (3) members of the Board.

Respectfully submitted,

Liz Barnard
Administrative Clerk

APPROVED: February 16, 2022

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Boyle, Stone, Arant, Billingsley, Cerri
NAYS: _____
ABSTAIN: _____
ABSENT: _____

APPROVED:

ATTEST:

Terry Boyle, Chair

Liz Barnard, Administrative Clerk