

MINUTES, JULY 18, 2017

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 11:00 am on Tuesday, July 18, 2017 with Chairman Terry Boyle presiding.

2. **Pledge of Allegiance.**

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

Terry Boyle	Chairman and Motel Representative
Herb Ross	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:

Darrel Field	WCVA/Run-A-Mucca Committee
Kent Maher	Ag District #3

4. **Public Comment**
No public comment.

5. **Meeting Notice Report.**
Chairman Boyle reported that notice, including meeting agenda, was posted by Brenda Keating by 9:00 am Thursday , July13, 2017 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 July 18, 2017 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, ***Herb Ross 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, 5-0.

7. Minutes.

Prior meeting minutes of June 21, 2017.

Jim Billingsley made a motion to accept the minutes of the June 21, 2017 meeting. Motion carried, 5-0.

8. Claims. The following claims were submitted for payment and approved on July 18, 2017:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	21929-22028	\$691,462.92

Jim Billingsley made a motion to approve all claims as submitted. The motion carried, 5-0.

9. General Business.

9.1 Accommodations tax 9-month refund requests, for possible action, McSweeny (\$604.80), Phillips (\$580.35), Coe (\$323.01)

Ron Cerri made a motion to approve the accommodation tax 9-month refunds for Terry McSweeny (\$604.80), Gary Phillips (\$580.35) and Kendall Coe (\$323.01). Motion carried, 5-0.

9.2 Run-A-Mucca Committee, 2017 Run-A-Mucca event report, for discussion

Darrel Field is here today to present his report and answer board questions. Darrel has prepared a couple of spreadsheets comparing budget with actual income and expenses, along with a report on how funds for marketing and entertainment were spent. Winners contributed \$20,000 to help with higher than expected entertainment costs (sound and lighting required by Foghat) but even with these additional funds the event showed a loss of \$16,849. The motorcycle raffle did not generate the funds it has in the past, but it did cover the cost of the bike. Still, Herb and Terry both felt that the event was one of the best ones in recent history since their properties were full and there were a lot of people in town at local businesses. Darrel reported 401 motorcycle registrations, with all but 90 from out of town, and 720 motorcycles counted in town on Saturday night. The Paradise Valley bar-be-que served over 400 people and went well thanks to our crew of volunteers. The weekend weather was beautiful and the town had an influx of visitors not only from Run-A-Mucca, but also participants and families here for the Nevada State High School & Junior High Rodeo Finals that were held the same weekend at the Winnemucca Events Complex. As far as anyone knows, there were no

problems or incidents involving law enforcement. It was a good weekend and the committee is planning on building on its success for the 2018 event.

9.3 Request for agreement between WCVA and Humboldt County/Ag #3 re: construction of WEC arena project, for discussion

At last month's meeting, Ron had expressed his concern about the process we are following in order to complete the WEC arena project and stated that he would like some sort of written agreement worked out between the county and WCVA. Since that time, Kent Maher has spoken with the assistant district attorney and other officials with the county to explain the process to them. Kent reported that they are feeling more comfortable with the process but all agreed that having the details in a written agreement would be advantageous to everyone. Kent will work with the assistant district attorney on a draft to present to this board at their August 3 special meeting.

10. Director's Report.

10.1 Financial reports on WCVA events

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

11. Secretary and Counsel, Monthly report.

11.1 Review monthly report, for discussion

Bill reviewed his report.

11.2 Chamber of Commerce report, for discussion

This was included in Bill's report.

11.3 Delinquency Report, for discussion

The property that Bill thought we may have to file a room tax lien on for non-payment of room taxes is now current with their taxes so no action is required at this time.

11.4 Annual Debt Report, for discussion

Bill will work with Kendall to prepare this and get it to the county's Debt Management Committee next month.

11.5 Annual Room Tax Revenue Report, for discussion

This report will be prepared and filed with the state.

12. Board Administrator.

12.1 June Financial Reports, for discussion

Room taxes continue are up slightly for the month and also the year.

12.2 Room tax audit report

Kendall has not conducted this audit yet. The records are in Kim's office. He hopes to complete this by the August board meeting.

13. Other reports

13.1 Horseshoe tournament at St. George, Utah

Kim went to St. George, Utah to meet with the people producing the world championships there this month. He was able to learn a lot about the tournaments and what is required to host. He also learned how to properly set up the courts to the specifications of the tour. One concern expressed by this board was the July date for the world championships. Typically, our motel rooms are almost at capacity during that month so possibly hosting the world tournament that requires 600-800 rooms could be challenging. Kim will work to see if there is any flexibility on the date.

Our own horseshoe tournament events in August will give us a chance to really learn the details of producing a tournament. The courts that this board contracted to have built according to tournament rules have arrived and will be quite a job to install in the Event Center. We have a lot of interest from the locals in the amateur tournament on August 12 & 13. The national competition on August 19 & 20 will bring in competitors from all over the country. We do not have an estimate of participants at this time, but we should know more as the date gets closer. Winners Hotel will host a reception on Friday night before the tournament. We are working to advertise locally and regionally.

13.2 Silver State International Rodeo

At this year's event all of our stalls and camping sites on the Winnemucca Events Complex were completely full. In fact, we ended up building additional pens on the first day of the event for late arrivals. Adding the junior high age competitors really increased participation. There were some issues with power (blown circuits) and some minor damage to the facility, but overall it appears that the event was very successful.

13.3 Mackie Hall exterior

John asked Kim on the progress of the reader boards on Mackie Hall. Kim continues to work with Bill on the specs so that this can go out to bid. As you can imagine, technical specifications are constantly changing which makes working on a project like this quite challenging. Still, the façade, reader boards and re-painting the Mackie Hall exterior is a project that Kim will continue to work towards completion.

13.4 West Hall kitchen

John wanted to make sure Kim knew that the last time he catered an event in the West Hall the kitchen was the cleanest he has ever seen it. Our current maintenance staff has worked hard to get it into this condition and appreciated the fact that their hard work has been noticed.

13.5 Artistic Fence

Kim is working with Artistic Fence on a bid to replace the dilapidated chain link fencing around the Mackie Hall parking structure. He will report back when he has more information.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 16, 2017, 4:00 pm.

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

The meeting was adjourned at 11:50 am 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 _____, 2017

As written_____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Motel Representative

HERB ROSS
Vice Chairman and
Hotel Representative

JIM BILLINGSLEY
Treasurer and City Representative

RON CERRI
County Representative

JOHN ARANT
Business Representative

Attest:

KENDALL SWENSEN
Board Administrator

BILL MACDONALD
Board Secretary and Counsel