

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

November 15, 2017

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MINUTES, NOVEMBER 15, 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 4:00 PM on Wednesday, November 15, 2017 with Chairman Terry Boyle presiding.

After last month's meeting, Herb Ross resigned as the Hotel Representative on the WCVA Board. The information on the board vacancy was published in The Humboldt Sun and anyone interested in serving the remainder of Herb's term was directed to write a letter to the Humboldt County Commission so that they could make a decision on who to appoint at their November 6 meeting. At that meeting, Brian Stone was appointed to serve the remainder of Herb's term, which expires December 31, 2018. Bill Macdonald swore Brian in as a member of this board on Monday, November 13, 2017 at his office.

Herb was present at today's meeting and Terry presented him with a plaque and thanked him for his time and service to the Winnemucca Convention & Visitors Authority.

2. **Pledge of Allegiance.**

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

Terry Boyle	Chairman and Motel Representative
Brian Stone	Hotel Representative
Jim Billingsley	Treasurer and City Representative
John Arant	Business Representative
Ron Cerri	County Representative
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Bill Macdonald	Secretary and Counsel
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Deanna Eastman	LHS Drug Free Grad Committee
Jadyn Eastman	LHS Class of 2018
Trent Ingle	Winnemucca Motocross
Mike Sheppard	Michael Clay Corp.
Kent Maher	Ag District #3
Stan Rorex	Wmca Ministerial Association

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, November 9, 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 November 15, 2017 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, 5-0.*

7. Minutes, Review & Action

Prior meeting minutes of October 18, 2017
Jim Billingsley made a motion to accept the minutes of the October 18, 2017 meeting. Motion carried, 4-0. Brian abstained because he was not present at this meeting.

8. Claims, Review & Action The following claims were submitted for payment and approved on November 15, 2017:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	22230-22300	\$421,950.63

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

9. General Business, for discussion & possible action

9.1 Accommodations tax 9-month refund requests

Williams (\$685.78), Simonette (\$281.61), Fitzwater (\$766.80), Lynch (\$383.10), Hicks (\$475.20), Stewart (\$360), Peterson (\$383.10), Flume (\$512.70), Garrett (\$864.90), Householder (\$390.94), Torrence (\$648)

Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Kaletti Williams (\$685.78), Bill Simonette (\$281.61), Andrew Fitzwater (\$766.80), Jim Lynch (\$383.10), Randy Hicks (\$475.20), Jack Stewart (\$360), Brian Peterson (\$383.10), Michael Flume (\$512.70), Ben Garrett (\$864.90), Justus Householder (\$390.94), Rodney Torrence (\$648). Motion carried, 5-0.

9.2 Deanna Eastman, 2018 LHS Drug Free Grad Party Committee, request for donation, for possible action

This is an annual event for all of Lowry High School's graduating seniors. It has become one of the most anticipated events for our local seniors. This board has shown its support each year with a donation and Mrs. Eastman, along with her daughter and graduating senior Jadyn, are here today to make this request. For the past several years, WCVA has donated \$3,500 and that is the amount being requested by this year's committee. *Jim Billingsley made a motion to donate \$3,500 to the 2018 Lowry High School Drug Free Grad Party, June 7, 2018. Motion carried, 5-0.*

9.3 Demo Herrera, Winnemucca Motocross, activity update & possible funding request, for possible action

Demo was unable to be here today but Trent Ingle was present to speak with the board. He informed board members that Demo has a check for the WCVA in the amount of \$7,500, which is the balance due on a 5-year, no interest loan that WCVA made to Winnemucca Motocross in 2013 so that they could purchase a water truck. Demo will deliver the check to the Convention Center in the next few days. At this time, the Winnemucca Motocross organization would like to request that WCVA again assist them in purchasing a piece of equipment necessary to maintain their track. They would like to purchase a used, track mounted skid steer. Cashman Equipment has rented or donated the use of a skid steer on and off in the past but availability has become a real issue recently. Demo and his board have been doing some research and there are not many used skid steers in our area but there are some available for sale at out of state auctions that are in the price range they are looking at, \$22,000-\$30,000. At this time, Winnemucca Motocross is requesting a \$12,500 grant and a \$12,500 5 year, no interest loan. Currently, Winnemucca Motocross hosts four events each year with an average of 240 participants. Most of the participants travel

from other northern Nevada locations to compete here. They are still looking at other events they could host that would bring people to town and the on-going availability of this skid steer to maintain their track would be an essential part of growing their events. ***Jim Billingsley made a motion to approve a \$12,500 grant and a \$12,500 5 year, no interest loan to the Winnemucca Motocross for the purchase of a used skid steer. Motion carried, 5-0.***

9.4 2018 WCVA Cooperative Funding/Convention Center Facility Grant requests, for possible action

Board members received hard copies of the 2018 facility grant requests that we have received so far. Since there are quite a few of them, Kim has made his recommendations on a separate sheet that was available at the meeting here today.

Note:

Stan Rorex is here today representing the Winnemucca Ministerial Association and their request for the use of the West Hall for their Public Safety Employees Banquet, April 11, 2018. The board reviewed this request and ***Terry Boyle made a motion to approve a \$460 West Hall facility grant to the Winnemucca Ministerial Association for the annual Public Safety Employees Banquet, April 11, 2018. Motion carried, 5-0.*** The Winnemucca Ministerial Association is responsible for any customary Convention Center charges.

The remainder of the requests were discussed. They are annual events that this board is familiar with and supports. ***John Arant made a motion to approve the 2018 Cooperative Funding/Convention Center Facility Grant requests as presented in the Director's Recommendations. These are:***

<i>Lions Club Festival of Trees</i>	<i>\$1,800 JMH Facility Grant</i>
<i>Western Art & Craft Show</i>	<i>\$1,800 JMH Facility Grant</i>
<i>Safe Haven Wildlife Sanc Fundraiser</i>	<i>\$ 800 WH Facility Grant</i>
<i>Humb Hosp Auxiliary Awards Night</i>	<i>\$ 390 WH Facility Grant</i>
<i>Rocky Mtn Elk Found Annual Banquet</i>	<i>\$ 600 WH Facility Grant</i>
<i>FFA Alumni Scholarship Dinner</i>	<i>\$ 750 WH Facility Grant</i>

Motion carried, 5-0.

9.5 2018 WCVA Cooperative Funding requests, for possible action

As with the Facility Grant requests, board members received hard copies of the 2018 funding requests we have received. A spreadsheet with Kim's recommendations was presented at the meeting. Most of the requests and recommendations are similar to past years. The only change is that for a few of the events the WCVA in the past has issued a check and then the event turns around and pays their rental fees to the Winnemucca Events Complex. Kim proposes taking out the extra step and having WCVA pay the county

directly to streamline the process. There are three events this would affect – Nevada Christian Motorcyclists, High Desert Challenge and Winnemucca Summer Cutting. There was some discussion on the level of funding for Run-A-Mucca and Winnemucca Wheels but since WCVA pays for all of these event expenses anyway and Kim did not want to discourage the committees from trying new things to improve the events, no changes will be made. Nevada State High School Rodeo was discussed. Kim has been told that some of the funds that we allocate to the Humboldt County High School Rodeo Club may go to the state organization, which does not benefit our community so this could be a concern. ***Ron Cerri made a motion to approve the 2018 WCVA Cooperative Funding requests as presented in the Director’s Recommendations.***

These are:

<i>Nev Christian Motorcyclists Assoc. Rally</i>	<i>\$1,250 WEC Fac</i>
<i>777 Barrel/Hairy Horse Race</i>	<i>\$4,000 G</i>
	<i>\$2,000 U</i>
	<i>\$2,400 WEC Fac</i>
<i>Buckaroo Wrestling/High Desert Challenge</i>	<i>\$2,800 WEC Fac</i>
<i>Tri-County Fair</i>	<i>\$4,500 G</i>
<i>Run-A-Mucca</i>	<i>\$50,000 U</i>
<i>Winnemucca Wheels</i>	<i>\$5,000 U</i>
<i>Humb Co Chamber of Commerce/Operations</i>	<i>\$15,000 G</i>
<i>Winnemucca Balloon Festival</i>	<i>\$1,500 G</i>
<i>WRRR Stock Car Racing</i>	<i>\$10,000 G</i>
	<i>\$5,000 U</i>
<i>NABO Convention & Basque Festival</i>	<i>\$1,500 G</i>
	<i>\$4,200 EH/WH</i>
	<i>Fac</i>
<i>Winnemucca Summer Cutting</i>	<i>\$7,500 G</i>
	<i>\$3,000 WEC Fac</i>
<i>Winnemucca Labor Day Rodeo</i>	<i>\$15,000 U</i>
<i>Nev State High Sch & Jr High Sch Rodeo</i>	<i>\$2,500 G</i>
	<i>\$2,500 U</i>

Motion carried, 5-0.

9.6 McDermitt Community Board, request for Small Community Grant funding, for possible action

McDermitt Community Board is requesting \$3,000 of their annual grant funding to be used for the purchase of chairs for their community hall. ***Jim Billingsley made a motion to approve \$3,000 of the McDermitt Small Community Funding to the McDermitt Community Board for the purchase of chairs for their community hall. Motion carried, 5-0.***

9.7 Request for payment of WEC facility fees – Cody Louk Invitational Wrestling, December 8 & 9, 2017, for possible action
 Each year Lowry Wrestling hosts this tournament at the Event Center. It is a good weekend that brings wrestling families to town and this board has, traditionally, paid the facility fees, \$2,500. *Terry Boyle made a motion to approve the payment of facility fees at the Winnemucca Events Complex for the Cody Louk Invitational Wrestling Tournament, December 8 & 9, 2017. The total for two days at the Event Center plus installation/removal of the floor is \$2,500. Motion carried, 5-0.*

9.8 Review and possible approval of heating and cooling system proposal from RHP Mechanical for the pre-engineered covered arena metal building at Winnemucca Events Center, for possible action
 The proposal from RHP Mechanical includes 4 large cooling units on the freeway side of the building. Louvers on the opposite side of the building are opened and closed utilizing variable frequency drives to control cooling. Also included in the proposal are radiant heaters which will be located over the seating areas. The total for this work is \$225,865.
 Prior to this proposal, approximately \$2,631,000 was committed for this building. This work brings the total amount committed to approximately \$2.9 million. This amount is approximately \$700,000 over the budget we were working with originally. The biggest budget buster was the concrete for the foundation. There were also other changes made that added additional expenses. Ron asked Kent about Ag District #3's commitment to help cover expense overages and if they have seen the latest cost projections. Kent stated that the Ag District #3 board has not seen the latest cost information but that they are willing to use their capital improvement funds to cover any overages. Ron asked that the Ag District #3 be informed of the most current cost information on the new building before any of the HVAC work starts. There was a discussion about the necessity of utilizing this facility as much as possible once it is built. *Jim Billingsley made a motion to accept the RHP Mechanical heating and cooling proposal for the pre-engineered covered arena metal building at Winnemucca Events Center, as presented, with the contingency that work is not to commence until the Ag District #3 board has been fully informed of the most up-to-date building costs. Motion carried, 5-0*

Kim and Mike encouraged board members to go and look at the progress on the building foundation. It is quite impressive.

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.

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

11.1 Review report for November

Bill was not present at the meeting but submitted his report for review.

12. Board Administrator.

12.1 Financial Reports, for discussion

Room taxes continue to be up.

Kendall is in contact with the representative from our investment account.

At this time, some of the funds have been rolled over into a holding account in anticipation of our need for a large amount as some of the larger payments for the work on the new WEC building come due.

13. Other reports

13.1 WCVA audit

Kendall reported that the 2017 audit is still scheduled for our December 20, 2017 meeting.

13.2 WCVA Vice Chairman

With Herb's resignation we are without a Vice Chairman. The duties are usually minimal, but we do need to have someone in place in case Terry is unable to attend a meeting. The board felt that since Brian took Herb's place as the Hotel Rep he should also take over the Vice Chairman duties. ***Jim Billingsley made a motion that Brian Stone serve as the Vice Chairman of the WCVA for the remainder of his term. Motion carried, 4-0.***

13.3 Boys and Girls Club donation

While attending a meeting at the Winnemucca Boys and Girls Club earlier this week, Kim noticed that on their walls listing donors to the project the City, County and WCVA were not listed. He wondered if he just overlooked it. Jim will check into it.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 20, 2017, 4:00 pm.

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

The meeting was adjourned at 5:50 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 _____, 2017

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:

ABSENT

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator