

- 11. Board Administrator
 - 11.1 June Financial reports
 - 11.2 Room tax audit report
 - 12. Other Reports
 - 13. Next Meeting Date
 - 14. Adjournment
-

MINUTES, JULY 20, 2016

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, July 20, 2016 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
Ron Cerri	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:

Cory Case	Winnemucca Goldrush Softball
Nicole Bengochea	Winnemucca Goldrush Softball
Massey Mayo	Winnemucca Goldrush Softball
Kent Arrien	Humb Co Shooting Park
Chad Peters	Boys & Girls Club of Winnemucca

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 15, 2016 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.

5. Business Impact Determination. After review of the July 20, 2016 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.

6. Minutes.

Prior meeting minutes of June 15, 2016.

Ron Cerri made a motion to accept the minutes of the June 15, 2016 meeting. Motion carried, 4-0. John Arant was not present for this vote.

7. Claims. The following claims were submitted for payment and approved on July 20, 2016:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	21078-21182	\$250,972.13

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

8. General Business.

8.1 Kent Arrien, Humb Co Shooting Park, request for funding, for possible action

Since its inception, this facility has continually expanded and made improvements so that it could be utilized by as many people as possible. This board has shown their support by funding a portion of many of the projects, as well as financial support of the annual maintenance that is necessary.

Kent is here tonight to request the annual maintenance portion of our support, which is \$1,500. Board members discussed ways to promote this facility in order to bring more competitions to our community. Archery events and acquiring life-size 3D silhouettes were discussed. *Jim Billingsley made a motion to approve a \$1,500 grant to the Humb Co Shooting Park to be used for general maintenance. Motion carried, 4-0.* John Arant was not present for this vote.

8.2 Winnemucca Goldrush Softball Tournament, July 13-15, 2016, request for funding, for possible action

Cory Case, Nicole Bengochea and Massey Mayo are here tonight to request funding for their tournament, which was the state finals for this travel softball organization and took place last weekend. There were 27 teams that participated, ages 6-16. Three were local. Massey estimated that there were approximately 1,000 people in town associated with the tournament since most participants brought multiple family members with them to watch the games. The tournament started Friday morning so many of the teams arrived Thursday. Depending on their win/loss record teams would have left on either Saturday or Sunday. The tournament ran smoothly and our community definitely saw the benefit as these families utilized lodging, restaurants, grocery stores, fuel, etc. Board members were interested in the possibility of Winnemucca being the host for future state tournaments. The representatives were hopeful that the tournament would be returning but have to attend state meetings to express their interest in hosting again. Since it was the state tournament, there were some additional expenses that were incurred and Winnemucca Goldrush is requesting a grant to cover these expenses and leave them with a modest amount in their account to start the 2017 season. *Jim Billingsley made a motion to approve a grant in the amount of \$7,000 for the Winnemucca Goldrush State Softball Tournament, July 13-15, 2016. Motion carried, 5-0.*

8.3 Accommodations tax 9-month refund requests, for possible action, Hawkins (\$870), Provost (\$479.96), McSweeney (\$552), Prestwich (\$504), Biggs (\$442.02), Smirnes (\$909), Leary (\$475.20)

Jim Billingsley made a motion to approve the accommodation tax 9-month refunds for Mary Hawkins (\$870), Jared Provost (\$479.96), Terry McSweeney (\$552), Alexandra Prestwich (\$504), Christy Biggs (\$442.02), Andrew Smirnes (\$909), Jeremy Leary (\$475.20). Motion carried, 5-0.

9. Director's Report.

9.1 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.

9.2 Joe Mackie/East Hall parking lot project update, approval of payment of final costs increase, for discussion and possible action

As soon as the parking structure is inspected, hopefully next week, and the city paints the parking stripes, the project will be completed. Kim is hoping it will be completed in time for Superior Livestock the first week in August. Walt Lee of Z & Development (low bidder) made a clerical error for one

portion of the project, the crack sealing, so there is an increase in cost above the original bid amount. Right after Mr. Lee was awarded the project and had started the work, he caught the error and discussed it with Kim, who told him to proceed. Bill has prepared a memo showing the timeline, explaining the error and Kim's approval early on in the project to proceed. Copies were distributed to board members. Even with this increase, the overall total of the project is less than half of the other bid amount that was received for this project. ***Jim Billingsley made a motion to accept the final invoice presented by Z 7 Development in the amount of \$30,000 for the additional costs incurred for crack sealing above the original bid amount of \$26,400. Motion carried, 5-0.***

9.3 WEC covered arena update, for discussion

Kim is waiting on a final bid from Michael Clay for repairs that would be necessary in order to bring the arena up to code. It is still Kim's opinion that the cost to repair will be prohibitive and that demolition is the most likely outcome but he has not heard from the insurance people yet. He has been working with Kent Maher on bid specs for demolition in preparation for this. The timeline will be close in order for a new structure to be completed in time for the 2017 Ranch Hand Rodeo Weekend.

9.4 Tri-County Fair entertainment, request for funding, for possible action

Kim presented board members with a copy of the layout of the Winnemucca Events Complex for this year's fair. This new layout was approved by the Ag District #3 Board at their meeting earlier this month. The Event Center will have the home arts exhibits that have, traditionally, been in the Exhibit Hall. The Exhibit Hall will be used for small 4H animals. Also located in the Event Center will be the stages for entertainment and some of the food vendors. Other food vendors and displays will be in the parking lot directly in front of the Event Center. The carnival will be located in the parking lot on the east side of the Event Center. As in past years, the Main Arena will host Pig Wrestling, Bulls & Broncs Rodeo and Truck Pulls. Since we are not having a "big name" concert this year it was suggested by Ag #3 Board Member, Dave Louk, that we have a tribute band honoring and emulating a "big name" as our Saturday night entertainment after the rodeo. He recently saw a Garth Brooks tribute that was quite good and asked that Kim check into this. Kim has done the research and the Garth Brooks tribute, along with a Shania Twain tribute, are available for this date at a cost of \$7,500 plus we would be responsible for the lights and sound at a cost of \$2,500. They would perform for about 1 hour and 45 minutes total. We would have the concert immediately following the rodeo performance, so would it would start around 8 pm. Ticket price would be \$10 in advance and \$12 at the door and Kim is hoping for concert attendance of 1,000 to 1,200. The Downtown Business Association is also having a street dance that night and we would promote

activities downtown at the concert so that people would be sure to know that there are more things to do after the concert. The Tri-County Fair will fund the concert but Kim would like to request an underwriting from this board to help out with the cost. ***Jim Billingsley made a motion to approve a \$2,500 underwriting to assist with expenses associated with fair entertainment, September 3, 2016. Motion carried, 5-0.***

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

Bill reviewed his report.

10.2 Chamber of Commerce report, for discussion

This was included in Bill's report.

10.3 Update on delinquencies, possible request for authorization of disclosure of confidential information of one or more licensees & possible action

No report.

10.4 Possible update on Intersection Beautification, Winnemucca Recreation project, Winnemucca Arts Center & Visitor Center, Events Complex riding arena, for discussion & possible action

No report.

10.5 End of fiscal year action, if any, for information & possible action

No report.

11. Board Administrator.

11.1 June Financial Reports, for discussion

Overall, room tax collections are down for the year. The cash investments are doing well.

11.2 Room tax audit report

Kendall has completed two of the audits and will complete the other two soon.

Days Inn have not paid their County property taxes for the past two years and are on the county's list to be sold at the County's annual delinquent property tax auction. It was noted that they have not been delinquent in their monthly payment of room tax collections to the WCVA. They continue to operate and Kendall will keep an eye on this situation and report any action he becomes aware of.

12. Other Business.

12.1 Chad Peters, Boys & Girls Club of Winnemucca, update

Chad is here to give an update to this board and answer any questions that they have. The construction of the building is coming right along and should be completed in late 2016 or early 2017. It will be 36,000 square feet and includes a 9,000 square foot gym. The BGC is operating their program this summer utilizing space at Lowry High School. The cost is \$75/week and is available from 7:30 am to 5:30 pm, Monday thru Friday. There are academic and physical activities along with those that are just for fun. This program will operate through the end of July. At some point, the BGC board would like to host an event for City, County and WCVA officials so they can see the progress of the building and the different types of activities that will take place there. Chad stated that his goal is for this complex to be used all day, every day by all age groups in the community. On August 6, BGC will be hosting their 2nd Annual Golf Tournament and Dinner/Dance at the Little League Field in Vesco Park. This was one of their main fundraisers last year and they are looking forward to making this year's event bigger and better.

12.2 Fifties Fever concern

Jim stated that he had someone talk to him regarding the reason that there will be no Street Drags this year during Fifties Fever. It was this person's understanding that the reason for this change is that the WCVA would not grant that organization (NNRA) the funds for the required insurance. Kim reminded the board that for the past couple of years the number of volunteers has dwindled along with the number of participants in the drags. This year NNRA had planned to race at their facility on Jungo Road during Fifties Fever but did not get their request for that date submitted in time and another race took that date. So, there are a lot of variables involved with the Street Drags no longer taking place during Fifties Fever, but the WCVA's lack of funding is not one of them. Board members asked about the number of registered participants in our event. Kim reported that registrations continue to decline. Board members would like the committee to bring some new activities to the event. Jim attended a classic car event in LaGrande, Oregon recently and they had 180 cars participate. Board members thought that maybe the Fifties Fever Committee might want to look at what kind of activities are bringing people to the car shows that seem to be growing, like La Grande, Oregon and Wells, Nevada.

12.3 West Hall audio/visual upgrades

Kim reported that we have received quite a few compliments on the new audio/visual equipment that was recently installed in the West Hall.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 17, 2016, 4:00 pm.

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

The meeting was adjourned at 6:25 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 _____, 2016

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