



- 10.2 Purchase of Event Center plastic floor, discussion and possible action
- 10.3 Possible relocation of Buckaroo Hall of Fame, Wildlife Exhibit and Humboldt County Chamber of Commerce, for possible action
- 11. Board Secretary & Counsel Report for discussion & possible action
  - 11.1 Budget procedural compliances report
  - 11.2 Chamber of Commerce report for May 2019
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- 12. Board Administrator Report, for discussion & possible action
  - 12.1 Financial reports, for information
- 13. Other Reports
- 14. Next Meeting Date
- 15. Adjournment

## MINUTES, MAY 22, 2019

**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, May 22, 2019 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:*

Katherine Hall

Winnemucca Little League

Sharon Barton

Nev 4-H Expo

Claire Buchanan

Fast Times Full Hearts Roping

Ryan Dufurrena

Denio Community Club

**4. Public Comment**

None.

**5. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, May 17, 2019 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.** Chairman Boyle asked whether any agenda item proposes the adoption by the city or by the county or by the WCVA of any rule, including any ordinance or resolution which would impose, increase or change the basis for the calculation of a fee that is paid in whole or in substantial part by businesses, which would impose a direct and significant economic burden upon a business or directly restrict the formation or expansion of a business, pursuant to NRS Chapter 237? The Chairman called for board or public input thereon; Counsel reported there was no agenda problem; there was no public comment thereon. Action will be taken.

*Jim Billingsley made a motion that there appears to be no business impacting fee matter on today's agenda. The motion carried, 4-0.* John Arant was not present for this vote.

**7. Minutes, Review & Action**

Prior meeting minutes of April 17, 2019 and May 1, 2019.

*Brian Stone made a motion to accept the minutes of the April 17, 2019 and May 1, 2019 meetings. Motion carried, 4-0.* John Arant was not present for this vote.

- 8. Claims, Review & Action** The following claims, which had been submitted in list form to the board members for review with their 3-day meeting notice and agenda, with the opportunity to obtain further information before or at the meeting, were submitted for payment on May 22, 2019:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	23628 - 23721	\$389,289.37

*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 WCVA 2019-2020 Tentative Budget hearing, for possible action

There were no questions, input or public comment this on tentative budget. The Nevada Department of Taxation has given its approval for this tentative budget.

### 9.2 Approval of WCVA FY 2020 Final Budget, 5-Year Improvement Plan and Debt Report by Resolution, for possible action

The final WCVA FY 2020 budget presented is the same as the tentative budget previously discussed. *Jim Billingsley made a motion to approve the WCVA FY 2020 final budget as presented. Motion carried, 5-0.*

### 9.3 Accommodations tax 9-month refund requests, for possible action

Hicks (\$388.80), Simpson (\$475.20), Bergman (\$453.60), Nichols (\$400.38), Liefeld (\$586.62), Brown (\$501.16), Smith (\$686.40), Daly (\$388.80), Rhodes (\$388.80), Maumary (\$385.74), Higley (\$388.80)  
*Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Randy Hicks (\$388.80), Larry Simpson (\$475.20), John Bergman (\$453.60), Rebecca Nichols (\$400.38), Codie Liefeld (\$586.62), Virginia Brown (\$501.16), David Smith (\$686.40), Robert Daly (\$388.80), Diane Rhodes (\$388.80), David Maumary (\$385.74), Monty Higley (\$388.80). Motion carried, 5-0.*

### 9.4 Kent Arrien, Humb Co Shooting Park, request for Cooperative Funding, for possible action

Kent was unable to attend our meeting but this is an annual request made to help with on-going maintenance of the shooting park. The board agreed that this is a first-rate shooting park and is an asset to the community. *Terry Boyle made a motion to approve a \$1,500 grant to the Humboldt County Shooting Park to be used for on-going maintenance. Motion carried, 5-0.*

### 9.5 Katherine Hall, Winnemucca Little League, request for Cooperative Funding, Nevada District 3 Little League Tournament, July 1-7, 2019, for possible action

Winnemucca Little League will host the 12U All-Star Tournament for Nevada District 3. There will be approximately eight teams (and their families) in town from around the state competing to go to the state tournament. They will play from July 1-7 at the city fields. The requested funds will be used to help offset costs such as umpire fees, pins, player

breakfast expense. This tournament rotates between different communities each summer. ***Jim Billingsley made a motion to approve a \$5,000 grant to Winnemucca Little League to help offset expenses incurred as they host the 2019 Nevada District 3 All Stars Tournament, July 1 – 7, 2019. Motion carried, 5-0.***

**9.6 Sharon Barton, 2019 Nevada 4-H Expo, request for West Hall facility grant, October 6, 2019, for possible action**

In September a request was made to this board to pay the WEC facility fees for this expo to be held at the Winnemucca Events Complex October 3-6. It will be a large event with participants competing in all facets of 4H. The board agreed to pay these facility fees. At the end of the event there will be an awards brunch and Sharon would like to request the use of the West Hall as these youth are recognized for their achievements. ***Ron Cerri made a motion to approve a \$600 West Hall and \$150 kitchen rental facility grant for the Nevada 4-H Expo Awards Brunch, October 6, 2019. Motion carried, 5-0.*** Nevada 4-H is responsible for any other customary Convention Center charges.

**9.7 Claire Buchanan, Fast Times Full Hearts Roping Weekend, June 15 & 16, 2019, request for Cooperative Funding, for possible action**

Ms. Buchanan is here to make a request for funding for her event that will take place at the Winnemucca Events Complex Main Arena (outside) on June 15 & 16, 2019. The events run all day Saturday and Sunday and include ACTRA and WSRRA qualifiers, as outlined on the schedule provided. Claire has not produced a similar event in the past but has surrounded herself with knowledgeable people. The board was a little hesitant about the funding level requested (\$8,500 grant) since it appeared that she was requesting that the majority of her event be funded by WCVA even though she does not have any prior experience in putting together a weekend like this. Even so, the board encouraged Claire in her efforts and were willing to assist with making this event as successful as possible. ***John Arant made a motion to approve a \$3,000 grant and \$3,000 underwriting for the Fast Times Full Hearts Roping Weekend, June 15 & 16, 2019. Motion carried, 5-0.***

**9.8 Ryan Dufurrena, Denio Community Board, request for Small Community Grant funding, for possible action**

Ryan is here to request funds for electrical repairs that were necessary for the Community Hall in the amount of \$2,168.33. This request is in line with what this board requires to receive this funding. ***Terry Boyle made a motion to approve a \$2,168.33 Small Community Grant to the Denio Community Board for electrical repairs to the Community Hall. Motion carried, 5-0.***

**9.9 Jim Davis, Superior Livestock Auction, July 31 – August 2, 2019, request for Cooperative Funding and West Hall facility grant, for possible action**

This is an annual request for an event that continues to be one of our largest each year. *Jim Billingsley made a motion to approve a \$15,000 grant and \$7,200 West Hall facility grant for the Superior Livestock Auction, July 31 – August 2, 2019. Motion carried, 5-0.*

**10. Director's Report.**

**10.1 Financial reports on WCVA events**

No report.

**10.2 Purchase of Event Center plastic floor, discussion and possible action**

This was discussed in April as a capital project. Since then, Kim has received a quote on two different floors. One is identical to the one we currently have. The other one is more heavy duty and would be more durable. After some discussion, and Kendall reviewing this year's expenditures, the board would like this item placed on the July agenda for formal action to be taken. They are in favor of replacing the floor with the one that is more heavy duty but need to take that action in the next fiscal year.

**10.3 Possible relocation of Buckaroo Hall of Fame, Wildlife Exhibit and Humboldt County Chamber of Commerce, for possible action**

As we begin discussions on the remodel/replacement of Joe Mackie Hall one of the first considerations needs to be where to locate the Buckaroo Hall of Fame, Wildlife Exhibit and Chamber of Commerce. Kim has spoken with Director Dana Toth from the Humboldt Museum and Director Debbie Stone from the Chamber of Commerce and both seem amenable to moving the Chamber to the Humboldt Museum, along with the other displays. Of course, we would work with them to enlarge their facility to accommodate these additions. There may be grant funds available to assist with funding. Dave Mendiola has agreed to let us work with the county's newly hired grant writer to accomplish this. All of this will be included in discussions with P3 and CORE Construction as they move forward with their proposal.

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

**11.1 Budget procedural compliances report**

We are in compliance with final budget action taken at this meeting.

**11.2 Chamber of Commerce report for April 2019, for information**

No report.

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

We have two small properties, one rural and one in town that are delinquent at this time. One is an NSF check that will not clear.

**11.4 Joe Mackie Hall – status report**

See item 10.3

**11.5 Fairgrounds Road appearance**

Bill commented that there are several options for making this road more pleasing to look at as you approach the fairgrounds, especially near the wrecking yard. His comments are outlined in this report.

**11.6 Other projects status – West Hall roof project, West Hall carpet project, West Hall HVAC, West Hall signage project, WEC projects funding, for information**

No report.

**12. Board Administrator.**

**12.1 Financial Reports, for discussion**

Room tax collections continue to be up slightly for the year.

**13. Other reports**

None.

**14. Public Comment**

None.

**15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, June 19, 2019, 4:00 pm.**

**16. Adjournment. *Ron Cerri made a motion to adjourn this meeting. Motion carried, 5-0.***

The meeting was adjourned 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 \_\_\_\_\_, 2019

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