

STATE OF NEVADA                    )  
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 COUNTY OF HUMBOLDT            )

November 28, 2018

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## MINUTES, NOVEMBER 28, 2018

**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 28, 2018 with Vice Chairman Brian Stone presiding.

**2. Pledge of Allegiance.**

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

Brian Stone	Vice Chairman and Hotel Representative
Jim Billingsley	Treasurer and City Representative
Ron Cerri	County Representative
Bill Macdonald	Secretary and Counsel

*Convention and Visitors Authority Board Officials Absent:*

Terry Boyle	Chairman and Motel Representative
John Arant	Business Representative
Kendall Swensen	Board Administrator

*Staff Members Present:*

Kim Petersen	Director
Shelly Noble	Administrative Clerk

*Staff Members Absent:*  
None

*Others Present:*

Mike Sheppard	Wmca Trap Club
Stephanie McGilvrey	GBC Student Nursing Organization
Robert Rives	GBC Student Nursing Organization
Yolanda Gardner	GBC Student Nursing Organization
Katie Strong	GBC Student Nursing Organization

Natalie Boundase  
Kylie Lewis  
Stacy Rust  
Tammy Mariluch  
Kent Arrien  
Jeff Thompson  
Bryan Grote  
Tim Samaniego

GBC Student Nursing Organization  
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GBC Student Nursing Organization  
Wmca Trap Club  
Humb Co Shooting Park  
No Nev Reptiles & Exotic Pet Show  
Desert Family Pets  
Garland/DBS Inc.

**4. Public Comment**

No public comment.

**5. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Wednesday, November 21, 2018 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.** Vice Chairman Stone 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 Vice Chairman called for board or public input thereon; there was none. 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, 3-0.*

**7. Minutes, Review & Action**

Prior meeting minutes of October 17, 2018.

No action taken. There was not a quorum present tonight that had also been present at the October 17, 2018 meeting.

- 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 November 28, 2018:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	23242 – 23310	\$190,961.50

*Jim Billingsley made a motion to approve all claims as submitted. The motion carried, 3-0.*

## 9. General Business, for discussion & possible action

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

Stone (\$404.70), Schick (\$628.05), Briggs (\$532.99), Harber (\$382.16), Elliott (\$1,134), Petzold (\$576.60)

*Jim Billingsley made a motion to approve the accommodation tax 9-month refunds for Bryon Stone (\$404.70), Sam Schick (\$628.05), James Briggs (\$532.99), Michael Harber (\$382.16), Ryan Elliott (\$1,134), Jacob Petzold (\$576.60). Motion carried, 3-0.*

### 9.2 Yolanda Gardner, Great Basin College SNO Bingo/Family Night Fundraiser, January 18, 2019, request for Joe Mackie Hall facility grant, for possible action

Representatives from the Great Basin College Student Nursing Organization are here tonight to request the use of Main Floor of Joe Mackie Hall for a fundraiser that will support their organization. Funds raised will be used for uniforms, scholarships, graduation and pinning ceremony expenses. *Jim Billingsley made a motion to approve a \$600 Joe Mackie Hall facility grant for the Great Basin Student Nursing Organization Bingo/Family Night on January 18, 2019. Motion carried, 3-0.*

Great Basin College SNO is responsible for any other customary Convention Center charges.

### 9.3 Bryan Grote, No Nevada Reptile & Exotic Pet Show, March 30 & 31, 2019, request for Joe Mackie Hall facility grant and Cooperative Funding, for possible action

Mr. Grote and his wife own and operate Desert Family Pets store here in Winnemucca. They have been attending shows like this and are confident that this show will attract people from surrounding states. There will be vendors selling reptiles and exotic pets and admission will be charged. Any funding they are awarded will be used for advertising to attract vendors and attendees. This will be a family-friendly event that they hope to produce annually. Bryan is confident that there are a lot of people interested in these types of shows and since Reno no longer hosts one, this show could fill a niche. *Ron Cerri made a motion to approve a \$1,200 Joe Mackie Hall facility grant and a \$3,000 underwriting for the Northern Nevada Reptile & Exotic Pet Show, March 30 & 31, 2019. Motion carried, 3-0.* Northern Nevada Reptile & Exotic Pet Show is responsible for any other customary Convention Center charges.

### 9.4 Tammy Mariluch, Winnemucca Trap Club, request for Cooperative Funding, for possible action

In 2017 the Winnemucca Trap Club hosted the Nevada PITA State Shoot. They requested funding from WCVA to help with the fees for renting a large

tent since the majority of the participants come from out of the area. The volunteers have made a lot of improvements to the facility but a tent is required for these large shoots to protect participants from inclement weather (hot or cold). A list of some of their current shooting events is included with their funding request. Over the past several months they have been approached to host other large trap events. Since the large event tent would also be required for additional events and they would probably come to WCVA for help with this cost, Kim has been in discussions with Tammy Mariluch about the possibility of constructing a building on the site of the trap club. Since the property is owned by the county, members of the trap club have secured permission from the Humboldt County Commission to build a structure and the commission also agreed to waive any fees that the building department may require. Since then, Tammy has been working with Mike Shephard and Kent Arrien to get a tentative building design and estimated cost. Mike believes that a 50' x 50' metal building with an office and restrooms can be constructed for \$209,000. The goal would be to have the building completed in time for the PITA shoot in May. Tammy has letters of support from several of the conservation and trap groups around the state. The trap club has \$60,000 available to put up towards this cost and Kim is proposing that WCVA award Winnemucca Trap Club a \$25,000 grant (\$5,000/year for 5 years) up front and an underwriting of \$124,000 that the trap club would be required to pay back in 5 years, interest free. The board agreed that with this group of volunteers and their willingness to work hard to produce successful shooting events, this investment would be good for the community and would attract visitors from all over the west. Additionally, the trap club is also requesting that WCVA sponsor hats that will be given out to all the shooters at the May PITA shoot. The approximate cost of these hats is \$2,000. ***Jim Billingsley made a motion to approve a \$25,000 (\$5,000/year, 5 years) grant to be paid up front and a \$124,000 underwriting to be paid back to WCVA in 5 years, interest free to the Winnemucca Trap Club to be used in the construction of a building on the trap club facility. In addition to this funding, WCVA will also sponsor hats for each of the participants at the May 2019 Nevada PITA Shoot. Motion carried, 3-0.***

#### **9.5 Dave Grashuis, Wmca Stock Horse Classic, June 21-23, 2019, request for Cooperative Funding, for possible action**

Dave has recently been released from the hospital and is unable to attend tonight's meeting. Kim reported that this is one event that has seen an increase in participation, reflected in the increase in stall rental fees. The majority of the funding received for this event is applied to prize money. Dave saw a slight profit so will be returning part of his 2018 underwriting to WCVA. ***Jim Billingsley made a motion to approve a \$8,000 grant and \$8,000 underwriting to the Winnemucca Stock Horse Classic, June 21-23, 2019. Motion carried, 3-0***

**9.6 Review and possible approval of bids for Winnemucca Convention center West Hall roof replacement, for possible action**

Tim Samaniego is here representing Garland Company to answer any questions the board has on this project. Kim and Bill were directed to him through state purchasing as he could assist with the bid specs and making contact with qualified bidders who may be interested in this project. The bids were due at 2:30 pm today. We received two bids. One was in the amount of \$92,200 and the other in the amount of \$67,881. ***Jim Billingsley made a motion to accept the bid from Ponderosa Roofing in the amount of \$67,881 for the Convention Center West Hall roof replacement. The cost of materials is \$61,380 so the total project cost will be \$129,261. Motion carried, 3-0.*** The work will probably not start until spring. This contractor will coordinate with A-1 Commercial Service since Alan has new air conditioning units that need to be installed over part of the roof that is to be replaced. Bill will prepare the Bid Award letter. Once the project gets started, Tim will be inspecting it on a regular basis to make sure that the new roof is being properly installed.

**10. Director's Report.**

**10.1 Financial reports on WCVA events**

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

**10.2 Joe Mackie Hall retrofit update, for discussion & possible action**

For the past several months Kim and Bill have been working on bid specs for the Joe Mackie Hall exterior updates. Recently, there has been some discussion about the viability of this building and if some major remodeling may be prudent to make this building as functional as possible, or maybe even a discussion about tearing the building down and starting over may be the best way to go. Since these conversations, Kim has had a demolition company come and give a rough estimate on the cost to demolish the building. They gave Kim a verbal estimate of \$400,000 to demolish Joe Mackie Hall and a time frame to complete it as one week. Additionally, Kim has been talking with a representative from Core Construction who assisted the Elko Convention Center in securing funding for their major remodel recently. All of this is in preparation to bring options to this board to consider before any more work is done on the exterior retrofit. Hopefully Kim will have more information at next month's meeting.

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

**11.1 Review report for October, for information**

Bill's report was included in the meeting packets available online.

**11.2 Chamber of Commerce report**

No report.

**11.3 Complaints, for information**

None.

**11.4 Delinquencies review, for information**

None.

**11.5 Improvement projects reports – Event Center sound retrofit, Joe Mackie Hall exterior project, West Hall roof project, for possible action**

The West Hall carpet specs are being prepared at this time. This project should be ready to go out to bid soon.

**11.5 2018 election impacts, for information**

As you all know, the recreation tax did not pass in November. Bill just wanted this board to be aware that at some time in the future they may be approached about participating in the funding of recreation projects.

**11.6 Run-A-Mucca – proposed Gaming Application for 2019 Charitable Lottery Registration, for information**

A copy of this application was included in Bill's packet for the board's review.

**12. Board Administrator.****12.1 Financial Reports, for discussion**

No report.

**13. Other reports****13.1 Horseshoe Tournament Bid**

Brian asked about the progress on the preparation of the bid for hosting the national horseshoe tournament in 2021. Kim reported that he is reviewing other bids that have been submitted and plans to have a PowerPoint presentation, along with additional information, ready to be submitted in March.

**13.2 Motorcycle Race**

Kim reported that he continues to work with Curtis Calder on a race that will take place during Run-A-Mucca weekend. It will be more of a poker run format that will use GPS to guide the riders to different locations. They will be meeting with the Bureau of Land Management and Forest Service personnel to see if there is any additional paperwork that needs to be done before the course is set. This will bring in more riders and spectators to this

event.

**14. Public Comment**

None.

**15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 19, 2018, 4:00 pm.**

**16. Adjournment. *Jim Billingsley made a motion to adjourn this meeting. Motion carried, 3-0.***

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 \_\_\_\_\_, 2018

As written \_\_\_\_\_

As corrected \_\_\_\_\_

Winnemucca Convention & Visitors Authority Board



ABSENT  
TERRY BOYLE  
Chairman and  
Motel Representative

BRIAN STONE  
Vice Chairman and  
Hotel Representative

JIM BILLINGSLEY  
Treasurer and City Representative

RON CERRI  
County Representative

ABSENT  
JOHN ARANT  
Business Representative

Attest:

BILL MACDONALD  
Board Secretary and Counsel

ABSENT  
KENDALL SWENSEN  
Board Administrator