

STATE OF NEVADA)

August 18, 2021

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COUNTY OF HUMBOLDT)

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MINUTES, August 18, 2021

- 1. Time, Place and Date.** The Winnemucca Convention & 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, August 18, 2021 with Vice Chairman Brian Stone presiding.

The Board's meeting was conducted online via Microsoft Teams and in person.

2. Pledge of Allegiance.

- 3. Attendance.** *Convention and Visitors Authority Board Officials Present:*
- | | |
|--------------------------|--|
| Brian Stone | Vice Chairman and Hotel Representative |
| Ron Cerri | County Representative |
| John Arant | Business Representative |
| Jim Billingsley (online) | Treasurer and City Representative |

Convention and Visitors Authority Board Officials Absent:

Terry Boyle	Chairman and Motel Representative
Kendall Swensen	Board Administrator

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk
Liz Barnard	Administrative Clerk

Staff Members Absent:
None

Others Present:
Manuel Souza, by phone

- 4. Public Comment.**
Kim introduced new staff member Liz Barnard. Shelly is training Liz to take over her job once she retires.

5. Meeting Notice Report.

Vice Chairman Stone reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, August 13, 2021 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. Action taken.

Ron Cerri made a motion that there appears to be no business impacting fee matter on today's agenda. The motion carried, 4-0.

7. Minutes, Review & Action

Prior meeting minutes of July 21, 2021.

There were not enough members present from the July meeting to approve the minutes. Approval will be continued to next 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 August 18, 2021:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	25456 - 25556	\$217,360.33

Ron Cerri made a motion to approve all claims submitted for August 18, 2021. The motion carried, 4-0.

9. General Business, for discussion & possible action

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

The following refund requests, which were provided to the board members, were submitted for payment: Williams (\$511.10), Fuller (\$424.73), Palmer (\$396.00), Stevens (\$531.36), Hurst (\$432.00), Taitague (\$324.00), Ulmer (\$1,016.87)

John Arant made a motion to approve the accommodation tax 9-months deemed to be a permanent resident refunds for Kaletti Williams (\$511.10), Richard Fuller (\$424.73), James Palmer (\$396.00), Reed Stevens (\$531.36), Jacob Hurst (\$432.00), Bernadette Taitague (\$324.00), Lucas Ulmer (\$1,016.87). Motion carried, 4-0.

9.2 Lindsey Tregellas, Last Dash 4 Cash Barrel Race, November 5-7, 2021, Request for Cooperative Funding, for possible action

Lindsey Tregellas was not present. Kim presented her request for Cooperative Funding. Lindsey produced this event last year as a standalone event after the WSRRA finals were forced to cancel due to the pandemic. This event attracts barrel racers from out of the area and has a positive impact on the local economy. If the WSRRA Finals proceed this year, this event will coincide with it as it has in the past.

John Arant made a motion to approve the request for \$7,500 in grant funds for the Last Dash 4 Cash Barrel Race being held November 5-7, 2021. Motion carried, 4-0.

9.3 Darrel Field, Tri-County Fair, event account utilizing WCVA tax ID compromised, request to close existing account and open new account at U.S. Bank, for possible action.

Director Petersen explained that the checking account for the Tri-County Fair, which utilizes the WCVA EIN Number, has been compromised. It is necessary to close the old account and open a new one at US Bank.

John Arant made a motion to approve closing the current Tri-County Fair US Bank account and opening a new account at US Bank for Tri-County Fair. Motion carried, 4-0.

9.4 Jess Jones, Outlaw Broncs, update on status of 2020 funding repayment, for possible action

Jess Jones was not present, but he was notified of this agenda item and the meeting by e-mail. At the May 19, 2021 WCVA meeting, Jones agreed to repay the \$10,000 underwriting by August 1, 2021. The remaining \$10,000 grant was proposed to be the total funding for a possible 2021 event. Board members discussed that Jones did not meet the repayment commitment. The WCVA has not had any direct communication with Jones since the May 19 meeting. The Ag #3 Board postponed approving Jones' proposed 2021 event until the WCVA repayment matter is resolved. It was noted that Jones now may owe the entire 2020 funding amount of \$20,000.

No action was taken.

9.5 Manuel Souza, Souza's Bucking Bulls, proposal for PBR Event at Winnemucca Events Complex, possible request for cooperative funding, for possible action.

Manuel Souza was present on the Teams meeting by phone. The board is interested in considering a proposal from Souza for a possible New Years Eve event at the Events Complex. Souza explained that either a Bulls & Broncs event or a PBR event is possible. The board requested Souza submit a written proposal both for a Bulls & Broncs event and a PBR event as well as available dates for a possible PBR event aside from New Years.

No action was taken.

9.6 Discussion of solicitation for Board Counsel, discussion and possible action

Director Petersen explained that with the resignation of Bill Macdonald the board has no legal counsel. Discussion was held about whether or not it is necessary to have an attorney present at every meeting, but we would benefit from having legal counsel available as the need arose. Director Petersen will look into possible options, including contacting Kent Maher to find out if he might be available, or if he could recommend someone.

No action was taken.

9.7 Approval of those persons authorized to sign checks on event accounts utilizing WCVA EIN number, for possible action

Due to staff changes, it is necessary to update the authorized signers for some of the WCVA's accounts. A list of current and proposed signers was included with meeting back-up for the board's review.

John Arant made a motion to approve the list of signors as proposed. Motion carried, 4-0.

9.8 Review and Authorize 3 Year Audit Proposal from Steele & Associates for Fiscal Years ending June 30, 2021 through June 30, 2023, for possible action.

There is a need to renew the contract for year-end audits. Kendall Swensen was not present with a proposal from the auditors.

No action was taken.

10. Director's Report.

10.1 National Horseshoe Pitchers Association World Championship Tournament update, for information

Director Petersen reported that overall the event was a success with very positive reviews from participants. During the set-up and throughout the event, a lot of additional efforts were required that are not normally experienced with other events. Staff encountered requests from the NHPA personnel, many were outside of their usual job duties. Some of the challenges encountered were a shortage of available temporary help, the presence of excessive flies, inadequate cooling and some excess moisture under the floors causing soft spots. The next opportunity to host the event will be in 2024. This board will need to make a decision on whether to bid on this event very soon as the proposals are due by January, 2022.

10.2 Nevada-Idaho ACTRA Finals, September 16-19, 2021, request for payment of WEC facility fees, for possible action

Director Petersen presented a request for payment of the Winnemucca Events Complex facility fees for this event. He noted this is a great event, bringing a large number of people to town.

John Arant made a motion to approve the request for payment of the Winnemucca Events Complex facility fees in the amount of \$6,400 for the Nevada-Idaho ACTRA Finals, being held September 16-19, 2021. Motion carried, 4-0.

10.3 Discussion regarding the difficulty of finding personnel to assist with event preparation and the possible impact this may have on future events, for information

Director Petersen let the board know about the challenges encountered with event turn-over by the inability to get consistent temporary help. The state has changed how the honor camp jobs are prioritized. This has dropped the WEC to a lower priority, so the crews are not as available as they were in the past. Petersen is concerned that the regular full-time employees are getting burned out, because they are picking up the slack by working overtime and getting minimal days off. On behalf of the Ag #3 Board, Petersen has written a letter to the County Commission requesting two additional employees at the Fairgrounds. Without additional help, staff may be forced to cancel or eliminate events at the WEC. It was noted that temporary help will still be required at times.

10.4 Joe Mackie Hall renovation update, for possible action

In June, Director Petersen reported on a possible funding source for the Joe Mackie/East Hall renovations that was brought to his attention by Jan Morrison, County Economic Development Officer. Morrison pursued the funding as part of downtown revitalization effort. The state will determine who the funds are awarded to, but it is unclear how they will make the funding decision. There will be a meeting September 1 at the Boys & Girls Club to provide further information. The more often this is discussed in different meeting venues the better the chances are for funding. So far it appears to be a lengthy timeline before funds will be distributed. Every effort to get the project closer to being "shovel-ready" increases the likelihood of funds being awarded. Petersen will reach out to possible contractors to get RFPs going.

10.5 Shooting The West update and status of future events, for possible action

Discussions were held regarding this event and if it has exhausted its lifespan. Attendance and interest has been waning and expenses keep increasing. There are ongoing monthly costs associated with STW as well as significant staff hours. Investigation will be made into who owns the name/trademark.

John Arant made a motion that WCVA will discontinue producing the Shooting The West event. Since this is a WCVA event utilizing our EIN, any leftover funds will go to the WCVA primary checking account. Motion carried, 3-0. Jim Billingsley left the meeting just prior to this item.

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

11.1 Secretary Report, for information

With Secretary Macdonald's resignation last month there is no report this month.

12. Board Administrator

12.1 Financial Reports, for discussion

Administrator Swensen was not present. Reports were available in the board packet for review.

13. Other reports

13.1 Miscellaneous reports, for information

Reports are available in the board packet for review.

13.2 Board member Cerri reported that he has heard there was a construction incident in McDermitt and the sewer system was somehow compromised for the Diamond A Motel. It appears the Diamond A will be closed indefinitely.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, September 15, 2021, 4:00 pm.

16. Adjournment.

Ron Cerri 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,

Liz Barnard
Administrative Clerk

APPROVED: September 15, 2021

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Stone, Billingsley, Cerri, Arant _____
NAYS: _____
ABSTAIN: _____
ABSENT: Boyle _____

APPROVED:

ATTEST:

Terry Boyle
Chair

Liz Barnard
Administrative Clerk