

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
October 19, 2022
Winnemucca Convention Center
50 West Winnemucca Boulevard
Winnemucca, Nevada 89445

The meeting was held at the date and place described above at the time scheduled on the posted meeting notice and agenda. The attendees in-person and via remote technology and absences were as follows:

Convention and Visitors Authority Board Officials Present:

Terry Boyle, via remote technology	Chair and Motel Representative
Brian Stone, in-person	Vice Chair and Hotel Representative
Jim Billingsley, in-person	Treasurer and City Representative
John Arant, in-person	Business Representative
Ron Cerri, via remote technology	County Representative
Kent Maher, in-person	Board Counsel
Kendall Swensen, in-person	Board Administrator

Convention and Visitors Authority Board Officials Absent:

None

Staff Members Present:

Kim Petersen, in-person	Director
Liz Barnard, in-person	Administrative Specialist
Charlene Fetterly, via remote technology	Administrative Clerk

Staff Members Absent:

None

Others Present:

Laurel Wachtel, via remote technology	Nevada Quarter Horse Association
Tammy Mariluch, in-person	Winnemucca Trap Club
Katie DeLong, in-person	Humboldt County High School Rodeo Club
Becky Hill, in-person	Humboldt County High School Rodeo Club
Brynn Barto, in-person	Humboldt County High School Rodeo Club
Taylor Hill, in-person	Humboldt County High School Rodeo Club
Matti DeLong, in-person	Humboldt County High School Rodeo Club
Huntley Byrd, in-person	Humboldt County High School Rodeo Club
Wyatt Thomas, in-person	Humboldt County High School Rodeo Club
Lane Byrd, in-person	Humboldt County High School Rodeo Club
Billy DeLong, in-person	Humboldt County High School Rodeo Club
Louise DeLong, in-person	Humboldt County High School Rodeo Club
Macy Marvel, in-person	Humboldt County High School Rodeo Club
Jan Thomas, in-person	Humboldt County High School Rodeo Club
Mitch Pollack, in-person	New Year's Xtreme Broncs
Tina Wilson, in-person	Winnemucca Archer's Club

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL, DETERMINATION OF QUORUM

The meeting was called to order at 4:01 pm; the five board members in attendance constituted a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Vice Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, October 14, 2022, at the Convention Center West Hall (the place of the meeting), online at

notice.nv.gov, online at winnemucca.com, and online at humboldtcountynv.gov. No persons have requested mailed notice during the past six months.

4. BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a "business," as the term is defined by statute, the board agreed, and

John Arant moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or to directly restrict the formation, operation, or expansion of a business. Motion carried, 5-0.

5. CLAIMS REVIEW

The following claims were submitted in list form to the board members with the meeting notice and agenda, with the opportunity to review and obtain further information before or at the meeting:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	26375 - 26425	\$230,816.17

Brian Stone moved to approve all claims submitted for October 19, 2022. Motion carried, 5-0.

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes

Meeting Minutes September 21, 2022

6.2. Accommodation Tax 9-month refund requests as follows: Coen (\$622.46), Primeaux (734.40), Winsor (\$456.00), White (\$605.28), Puckett (\$482.28)

Jim Billingsley moved to approve the consent agenda as presented. Motion carried, 5-0.

7. GENERAL BUSINESS

7.1. Jenny Setzer, Winnemucca Host Lions Club, request for facility grant for the Festival of the Trees event, November 25-26, 2022, up to \$2,000

Rob Johnson and Sunny Johnson, representing Winnemucca Host Lions Club, requested a facility grant for use of the East Hall for two days for the Festival of Trees event.

Jim Billingsley moved to approve the request for facility grant funding not to exceed \$2,000. Motion carried, 5-0.

7.2. Mitch Pollack, King Rodeo Company, request for cooperative funding for the New Year's Eve Xtreme Broncs event, December 31, 2022, \$50,000

Mitch Pollack and Ken Tipton were present to explain the request. Pollack clarified that the total event budget is \$50,000, they are requesting a \$10,000 grant and \$10,000 underwriting for total funding of \$20,000. Board members expressed concern about out-of-area visitor attendance if the weather is bad at that time of year. Pollack advised the intent is to use the cooperative funding as added money only; if the event does not happen, that money will be returned to the WCVA. Board Chair Boyle commented that this event is sanctioned by the PRCA, which makes it different from past New Year's Eve events held in Winnemucca.

John Arant moved to approve the requests for \$10,000 grant funding and \$10,000 underwriting for a total of \$20,000 cooperative funding. Motion carried, 5-0.

7.3. Tina Wilson, Winnemucca Archer's Club, request for cooperative funding for the Nevada Open 2023 archery event, January 14-15, 2023, \$3,000

Tina Wilson presented the request. The board asked questions about both the January event and the March event (under item 7.4). The event in January will be a new event and the requested funding will be used for advertising and added money.

Jim Billingsley moved to approve the requests for \$3,000 grant funding for the January event and up to \$3,600 grant funding for WEC facility fees for the March event (item 7.4, below). Motion carried, 5-0.

7.4. 2023 WCVA Cooperative Funding requests – The requesting groups, organizations or events in this section are prior recipients of various types of funding from the WCVA and they are renewing their respective requests for annual funding with the relevant details included in the funding application linked to this agenda.

Humboldt County Chamber of Commerce 2023 Request for Cooperative Funding

John Arant moved to approve the request for \$15,000 grant funding. Motion carried, 5-0.

Winnemucca Trap Club 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$10,000 grant funding. Motion carried, 5-0.

High Desert Challenge 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$10,000 grant funding. Motion carried, 5-0.

Winnemucca Archers - Winnemucca 3D Indoor Archer Challenge 2023 Request for Cooperative Funding
Combined with item 7.3, above, and approved as noted.

777 Barrel Racing Hairy Horse Race 2023 Cooperative Funding Request

John Arant moved to approve the request for \$5,000 grant funding, \$2,000 underwriting and up to \$1,800 grant for WEC facility fees. Motion carried, 5-0.

Northern Nevada Exotic Pet Expo 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$2,000 grant funding and up to \$1,200 facility fees. Motion carried, 5-0.

Humboldt County High School Rodeo Club 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$3,000 grant funding for the January event and up to \$3,600 grant funding for WEC facility fees for the March event. Motion carried, 5-0.

Run-A-Mucca 2023 Request for Cooperative Funding

Brian Stone moved to approve the request for \$20,000 underwriting. Motion carried, 5-0.

Nevada Quarter Horse Assoc. Silver State Circuit 2023 Request for Cooperative Funding

John Arant moved to approve the request for \$5,000 grant funding and up to \$6,000 grant for WEC facility fees. Motion carried, 5-0.

Yost Events National Team Roping Tour 2023 Request for Cooperative Funding

John Arant moved to approve the request for \$3,000 grant funding and up to \$1,200 grant for WEC facility fees. Motion carried, 5-0.

Tri-County Fair 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$5,000 grant funding. Motion carried, 5-0.

Labor Day Rodeo, Parade and Great Basin Challenge 2023 Request for Cooperative Funding

Jim Billingsley moved to approve the request for \$15,000 grant funding. Motion carried, 4-0*.

7.5. 2023 Facility Grant Requests - The requesting groups, organizations or events in this section are prior recipients of facility grant funding from the WCVA and they are renewing their respective requests for annual facility grant funding with the relevant details included in the funding application linked to this agenda

Winnemucca Host Lions Club Speech Contest 2023 Facility Grant Request

Jim Billingsley moved to approve the request for a \$600 facility grant. Motion carried, 5-0.

Humboldt Hospital Auxiliary 2023 Facility Grant Request

Brian Stone moved to approve the request for a \$470 facility grant. Motion carried, 4-0*.

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Winnemucca Host Lions Club Health Safety Fair 2023 Facility Grant Request
Brian Stone moved to approve the request for a \$600 facility grant. Motion carried, 5-0.

- 7.6. Request for authorization to purchase video and sound system equipment replacement and upgrades for the Convention Center West Hall from Vision Control Associates of Nevada at an estimated cost not to exceed \$92,000

No action was taken.

- 7.7. Review of bids and possible award of contract to retrofit the Convention Center parking lot paving and other improvements located at 115 West 2nd Street at an estimated cost of \$150,000

Director Petersen informed the board that there had been one bid received in the amount of \$172,400 from Hunewill Construction. The one exception listed on the bid is that work will proceed weather permitting.

John Arant moved to approve the bid in the amount of \$172,400. Motion carried 4-0*.

- 7.8. Ag. District #3 request for approval of funding to assist with the retrofit of the Indoor Event Center lighting, not to exceed \$80,000

Director Petersen presented the request on behalf of Ag. District #3 and explained the challenges with the current lighting not being bright enough for some events, causing shadows and dark spots that create issues with handling stock. If the request is approved, Ag. District #3 will repay half of the cost to WCVA. Ron Cerri expressed concern that the lighting improvement is not currently in the Ag. District #3 budget and may not be approved by the County Commission.

John Arant moved to approve the request to purchase upgraded lighting for the Indoor Event Center in an amount not to exceed \$80,000. Motion carried 4-0*.

8. DIRECTOR'S REPORT

- 8.1 Update on East Hall garage repairs

Director Petersen updated the board on the status of the East Hall garage repairs. Staff is in the process of finalizing a request for proposals to undertake the work.

9. COUNSEL REPORT

Legal Counsel Maher provided the board with information and a status update regarding a public records request which was previously copied to the board by the requester.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

- 10.1. Financial Reports

Reports were available in the board packet for review.

Administrator Swensen noted that the investment account is earning roughly as much as it is losing right now. The audit is in process and the files for the auditor will be delivered next week. Swensen intends to request from the state an extension of time for submission of the audit report just in case it is needed.

11. OTHER REPORTS

- 11.1. Miscellaneous Reports

Reports were available in the board packet for review.

12. PUBLIC COMMENT

Brian Stone presented a plaque to Jim Billingsley thanking him and commemorating ten years of service for the WCVA. Billingsley noted that he may be at the November meeting, as the new appointments for City Council may not be selected by that date.

13. ADJOURNMENT

John Arant moved to adjourn the meeting at 6:41 p.m. Motion carried, 4-0*.

*Chair Boyle attended the meeting via remote audio connection which was interrupted near the end of the meeting and not re-established, resulting in Boyle not voting on the items marked with an asterisk.

The meeting was adjourned until the next regular meeting is convened, or to the earlier call of the Chair or of any three (3) members of the Board.

Respectfully submitted,

Liz Barnard
Administrative Clerk

APPROVED: November 16, 2022

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

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

APPROVED:

ATTEST:

Terry Boyle, Chair

Liz Barnard, Administrative Clerk