

STATE OF NEVADA) April 17, 2019
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 COUNTY OF HUMBOLDT)

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MINUTES, APRIL 17, 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, East Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, April 17, 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
Ron Cerri	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

John Arant	Business Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

None
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, April 12, 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.

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 March 19, 2019.

Brian Stone made a motion to accept the minutes of the March 19, 2019 meeting. Motion carried, 3-0. Ron Cerri abstained because he was not present at this 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 April 17, 2019:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	23569 - 23626	\$122,539.41

Brian Stone made a motion to approve all claims as submitted. The motion carried, 4-0.

9. General Business, for discussion & possible action

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

Hubbard (\$598.91), Ackerman (\$915.73), Simonette (\$281.61)
Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Georgetta Hubbard (\$598.91), Travis Ackerman (\$915.73), Bill Simonette (\$281.61. Motion carried, 4-0.

9.2 Review and possible approval of Request for Proposal for feasibility study on the future of Joe Mackie Hall, for possible action

As directed at last month’s meeting, Kim went to the City Council and County Commissioner meetings to present this board’s tentative plan to proceed with procuring a Request for Proposal for this project before publishing the request. Both boards were supportive so Kim and Bill have moved ahead and published this request in the newspaper. Proposals are

due to the Convention Center by 3 pm on April 29. Since this board wants to proceed as quickly as possible, Kim would like to schedule a special WCVA meeting on May 1 to review proposals we receive and to, possibly, accept one of them. Board members agreed. Time to be determined.

9.3 McDermitt Community Board, request for Small Community Grant funding, for possible action

This request is for funds that would be utilized for improvements to the McDermitt Community Hall (\$1,250) and also for repairs to the McDermitt Rodeo grounds (\$6,000). McDermitt has not requested any funds this fiscal Year from their \$10,000 allocation. *Jim Billingsley made a motion to approve Small Community Grant funding to McDermitt Community Board in the amount of \$7,250. Motion carried, 4-0.*

10. Director's Report.

10.1 Financial reports on WCVA events

No report.

10.2 FY 2020 WCVA Capital Projects, for possible action

Kim presented the board with a list of proposed capital projects. They are:

- Plastic, removable floor for Event Ctr \$125,000
- WEC outdoor arena sound system retrofit \$ 40,000
(50% split w/ Ag #3)
- WEC Indoor Event Center electronic display \$ 90,000
- Convention Center West Hall outdoor \$ 40,000
electronic display sign

\$295,000

**Our current plastic floor is still serviceable but is showing signs of wear and tear from many years of use. Kim would like to purchase another floor that would be utilized in the Event Center and then the old floor could be moved to and installed in the Pavilion for events.

**Now that we have a very good sound system in the Event Center, it has come to our attention just how subpar the sound is in the outdoor rodeo arena. Kim would like WCVA to take a lead on this project now so that the retrofit can be completed by the time Silver State International Rodeo comes to town at the beginning of July. The cost of this project will be split with Ag #3.

**A new electronic display at the Event Center would have much better resolution and give us the ability to show multiple activities and also display sponsor information. This sign would be bigger than the current display. Our current controller is compatible with the new display and since Darrel has become familiar with the program and navigating the system, he could build displays for some of the events. If event producers want to have real-

time event results on the display, we would need to work something out and have personnel available to assist with this. As with the old floor, the current display sign would be installed in the Pavilion.

**The outdoor electronic display sign on Melarkey Street outside the West Hall was to be part of the project with Joe Mackie Hall but now since we are moving in a different direction with Joe Mackie Hall, Kim would like to get this sign replaced in the next fiscal year as a separate project.

10.3 Proposal to fund the modification of 100 existing stalls, to include gates and roof, and to extend the identical technology and components used in the indoor Event Center sound system retrofit to the outdoor arena, for possible action

Kim is asking that both of these projects be approved tonight so that the necessary cost estimates can be collected and the work completed in time for Silver State International Rodeo at the beginning of July.

For the stall modifications, Kim is planning to use the same company as last year so that the panels, gates, etc. are all the same, old and new would match in appearance, and can be used interchangeably throughout the facility. This project is in the 2020 Ag #3 budget so WCVA would coordinate the work and finance the expenditures. After the new fiscal year begins Ag #3 will reimburse WCVA for these expenses. *Jim Billingsley made a motion to fund the stall modifications as outlined by Kim at the Winnemucca Events Complex, up to \$90,000. After the beginning of the new fiscal year, the Ag District #3 will reimburse WCVA for these expenditures. Motion carried, 4-0.*

The feedback on the WEC sound system at the Event Center has been very good, both from spectators at the recent wrestling tournaments and Ranch Hand Rodeo, and also from the announcers and other people running the system. For years, the sound at the outdoor arena has been of poor quality and staff has tried different things to make it as good as it could be for the events that utilize it but now, with the great sound in the Event Center, Ag #3 would like to work with WCVA to make improvements to the sound system at the outdoor rodeo arena utilizing the same components as the Event Center. Again, we would want to have these improvements completed in time for SSIR. The cost of this project is estimated to be \$80,000 and would be split with Ag #3. *Jim Billingsley made a motion authorizing WCVA to coordinate and finance the sound retrofit at the outdoor rodeo arena/grandstands, at the request of Ag District #3, to be completed prior to the beginning of Silver State International Rodeo on June 29, 2019. Motion carried, 4-0.* Kim is to stay in contact with Bill throughout this process in case any concerns come up and the improvements need to be halted.

10.3 Funding for entertainment at 2019 Tri-County Fair, for possible action

Every year Darrel and the fair committee look for family entertainment to add to our lineup of entertainment. This has become more difficult in the past several years. This year Kim and the TCF committee would like to host a popular Hispanic band and dance in the Pavilion. After speaking with members of the local Hispanic community, and learning of their willingness to travel to Reno to attend this type of dance, he has begun to work with an agent to bring one of these popular bands to our fair. Ticket prices would be approximately \$45 in advance and \$60 at the door. Bringing one of these bands from southern California should attract attendees from Reno, Elko and other northern Nevada communities. Kim plans to roll and pack the Pavilion floor for dancing and there would be a VIP section with more expensive tickets. We would also host a bar, which would help offset expenses. Tri-County Fair does not have the funds for a band of this caliber so Kim is requesting a \$30,000 underwriting so that a band can be secured at this time. Board members were not familiar with this type of entertainment but were willing to assist the fair in their effort to bring new attractions to the fair. *Brian Stone made a motion to approve a \$30,000 underwriting for entertainment at the 2019 Tri-County Fair as described above. Motion carried, 4-0.*

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

11.1 Review report for April 2019, for information

Bill's report was emailed to board members for their review.

11.2 Chamber of Commerce report for March 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 – discussion and possible action on Request for Proposals (RFP) for preliminary study on design, financing and construction remodel or replacement

See item 9.2

11.5 Other projects status – West Hall roof project, West Hall carpet project, West Hall HVAC, West Hall signage project, for information

Carpet has been installed in the main part of the West Hall. The carpet in

the offices will be installed in a couple weeks. The West Hall roof and HVAC projects will be completed at the end of May.

12. Board Administrator.

12.1 Financial Reports, for discussion

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

13. Other reports

13.1 2019 Ranch Hand Rodeo

Kim reported that there are still a few bills left to be paid, but it looks like this year's event will break even.

13.2 2021 National Horseshoe Pitchers Association World Championship Tournament

Kim announced to the board that we have been awarded this event. The event dates are July 19-31, 2021. Participants and staff will begin to arrive on July 13. Statistics from past events show that the average stay is 6 days and the 1,200 participants bring 2 or more family members with them as this serves as their vacation. Kim expressed that one of his biggest concerns is that we will need to work with the properties to make sure that there are 500 rooms available each night. Terry expressed his opinion that as long as reservations are made at least 2 weeks prior to arrival, these arrangements may be possible. Kim will be arranging tours and entertainment for participants and family members and would like to hear any ideas board members may have for these activities. The addition of another plastic floor will be necessary so that we have floors and courts set up in the Event Center and the Pavilion. Also, we will need to purchase the type of clay that is required for this competition. Afterward, we should be able to sell some of it to other tournaments.

As part of this award, Kim is required to attend the world championship tournaments this year in Wichita Falls, Texas and Monroe, Louisiana in 2020. At those events Kim will distribute information about Winnemucca and Nevada to encourage participants to attend.

13.3 Equine virus

Brian asked if the equine virus that's been in the news has affected any events that were scheduled here. Kim informed the board that the cow horse show that they helped to fund and that was scheduled for later in the month has cancelled and is looking for alternative dates. Some of the barrel races have also cancelled. There is a 14-day incubation period for this virus so if horses do not travel for the next few weeks, future events should be able to go on as scheduled.

13.4 Fairgrounds Road

During the county's budget hearings, Kim was asked by the commissioners if there was a possibility of fencing off the rear portion of the lot directly in front of the Event Center as there are a lot of trucks and other equipment parked and this could be a safety issue and is also not visually pleasing. Kim has not spoken to the owner but will make a point to do so soon.

13.5 WCVA Budget

Kendall passed around copies of the 2020 tentative budget, that was approved in February, for board signatures. We need to have our public hearing for the 2020 budget in May and there are some date requirements set by NRS for this hearing. For this reason, Kendall suggested that we change our May meeting date to May 22 so that it could also be our public budget hearing in case any community members wanted to speak to the board about the budget. Board members agreed to do this. The board will also review and approve the final 2020 budget in May so that it can be submitted by June 1.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board set a special meeting on the Joe Mackie Hall study on May 1, 2019 at 4 pm and confirmed the next regular meeting date of Wednesday, May 22, 2019, 4:00 pm.

16. Adjournment. *Ron Cerri made a motion to adjourn this meeting. Motion carried, 4-0.*

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

ABSENT
JOHN ARANT
Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator