

STATE OF NEVADA                    )  
   :ss  
 COUNTY OF HUMBOLDT            )

November 18, 2020

*Contents*

1. Time, Place and Date
2. Pledge of Allegiance
3. Attendance
4. Public Comment
5. Meeting Notice Report
6. Business Impact Determination
7. Prior Meeting Minutes, Review & Action  
       October 21, 2020
8. Claims & Budget Review & Action  
       Approval of checks (24933-24972)
9. General Business, for discussion & possible action
  - 9.1 Accommodations tax 9-month refund requests, for possible action  
       Matheson (\$648), Reed (\$324), Palmer (\$648), Brock (\$629.48)
  - 9.2 2021 WCVA Cooperative Funding requests, for possible action
10. Director's Report, for discussion & possible action
  - 10.1 Financial reports on WCVA events
11. Board Secretary & Counsel Report for discussion & possible action
  - 11.1 Secretary and Counsel Report, for information
  - 11.2 Chamber of Commerce Report for October 2020, for review
  - 11.3 Update on delinquencies, possible request for authorization for disclosure of confidential information of one or more licensees, for possible action
  - 11.4 Annual room tax report to Taxation
  - 11.5 Improvement projects status reports – West Hall street sign, Joe Mackie Hall improvements, West Hall parking lighting, Joe Mackie Hall parking, Joe Mackie Hall chiller
  - 11.6 COVID-19 developments
  - 11.7 Other recent developments
12. Board Administrator Report, for discussion & possible action
  - 12.1 Financial reports, for information
13. Other Reports
14. Next Meeting Date

## 15. Adjournment

---

**MINUTES, NOVEMBER 18, 2020**

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, November 18, 2020 with Chairman Terry Boyle presiding.

In accordance with Governor Sisolak's Declaration of Emergency in Response to the COVID-19 epidemic, the configuration of the Board's meeting room was doubled in size to accommodate a set-up of a minimum of 6 feet between each Board and Staff member at the head table. The audience chairs were set up not closer than 6 feet to the head table, with seats not less than a minimum of 6 feet apart in all directions. Board members and staff observed face covering and social distancing covid emergency regulations. Audience did likewise.

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:*

Teresa Courier	NeV Reined Cow & Cutting Horse Assoc
----------------	--------------------------------------

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, November 13, 2020 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 taken.

*Jim Billingsley made a motion that there appears to be no business impacting fee matter on today’s agenda. The motion carried, 5-0.*

**7. Minutes, Review & Action**

Prior meeting minutes of October 21, 2020.

*Brian Stone made a motion to accept the minutes of the October 21, 2020 meeting. Motion carried, 5-0.*

**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 18, 2020:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	24933 – 24972	\$215,863.66

*Terry Boyle made a motion to approve all claims submitted for November 18, 2020. The motion carried, 5-0.*

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

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

**Matheson (\$648), Reed (\$324), Palmer (\$648), Brock (\$629.48)**

*Terry Boyle made a motion to approve the accommodation tax 9-months deemed to be a permanent resident refunds for Dave Matheson (\$648), Leslie Reed (\$324), James Palmer (\$648), Norris Brock (\$629.48). Motion carried, 5-0.*

## 9.2 2021 WCVA Cooperative Funding requests, for possible action

Teresa Courrier is here tonight representing the Nevada Reined Cow & Cutting Horse Association (NRCCHA), who have submitted one of the funding requests being considered today. She thanked the board for their past support of the Winnemucca Summer Cutting with grant funding and payment of the WEC facility fees. NRCCHA is requesting funds to assist with the production of two events in 2021. The first one would be in April. The Masini Spring Cutting has previously been held in Yerington. The participants and organization members want to move it here due to our excellent facilities and central location. The second event is their Winnemucca Summer Cutting. Traditionally, this event is held in July but due to the NHPA World Championship Tournament, they were moved to August for 2021. The 2020 Winnemucca Summer Cutting was the only event they were able to produce this year due to pandemic restrictions at other locations. NRCCHA is requesting a total of \$10,000-20,000 in funding for both events. Director Petersen recommended a \$15,000 grant. This funding would be for both events and NRCCHA could determine the best use of these funds. After some discussion, it appears that the issue of acquiring cattle may determine the viability of the August event. *Jim Billingsley made a motion to award a \$7,500 grant to the Masini Spring Cutting, April 9-11, 2021 and a \$7,500 grant to the Winnemucca Summer Cutting, August 20-22, 2021. NRCCHA is responsible for payment of all fees due to the Winnemucca Events Complex. Motion carried, 5-0.* If either of these events are canceled all funds are to be returned to WCVA. It was also noted that there are members NRCCHA that produce another event later in April at the Winnemucca Events Complex, the NRCCHA Horse Show & Derby. Teresa does not represent that contingent and did not know if they were moving forward with this event for 2021.

The other two events requesting funding at this time are Cow Country Classic Team Penning, which has grown into quite a large event, and the Winnemucca Balloon Festival, which is successful if the weather cooperates.

*Terry Boyle made a motion to approve a \$5,000 grant and payment of WEC facility fees in the amount of \$3,000 for the Cow Country Classic, August 13-15, 2021 on the recommendation of Director Petersen.*

*Motion carried, 5-0.*

*Brian Stone made a motion to approve a \$2,000 grant for the Winnemucca Balloon Festival, May 14-16, 2021 on the recommendation of Director Petersen. Motion carried, 5-0.*

## 10. Director's Report.

### 10.1 Financial reports on WCVA events

No report.

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

**11.1 Chamber of Commerce Report for October 2020, for review**

This report is included in Bill's report.

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

Bill continues to be in contact with the owner of the motel property in McDermitt that has not paid room tax for several months. Once again, she assured Bill that she would get everything together in the next few days to get this delinquency cleared up.

**11.3 Annual room tax report to Taxation**

This is a report required by the Nevada Department of Taxation and shows how our funds are distributed for the year. It was completed and submitted by the due date.

**11.4 Improvement projects status reports – Melarkey Parking Lot lighting, West Hall signage project, Joe Mackie Hall chiller update, Coronavirus COVID-19 update**

No report.

**11.5 COVID-19 developments**

In his report Bill included the most recent press release from the state. Humboldt County has seen a significant spike in Covid cases and has been flagged for elevated transmission of the virus. Everyone is anxious to see if the governor will impose harsher restrictions in the coming days.

**11.6 Other Recent developments**

Recently, this board approved entering into multi-year agreements with Silver State International Rodeo (SSIR) for five years and Nevada State High School Rodeo Association (NSHSRA) for three years. Details of these agreements were presented to and approved by this board in August (NSHSRA) and October (SSIR). Since these agreements extend beyond the terms of our current board members, Bill has prepared resolutions for each of these events, to be signed by this board, authorizing the long-term agreements. *Jim Billingsley made a motion to accept the resolutions as presented for a five-year agreement with Silver State International Rodeo and a three-year agreement with the Nevada State High School Rodeo Association. Motion carried, 5-0.*

## 12. Board Administrator.

### 12.1 Financial Reports, for discussion

- Our room tax collections for the past couple of months have been encouraging, even though there has been so much unrest due to the pandemic. Kendall is optimistic that this trend will continue. Of course, that may depend on future actions taken by the governor.
- Kendall directed Shelly to move some of our funds from the checking account to the Local Government Investment Pool with the state.
- The audit report will be given at next month's WCVA meeting on December 16.

## 13. Other reports

### 13.1 West Hall parking lot lights

Kim is working with Bill to prepare a request for proposal to replace the parking lot lights on Melarkey Street. Once that project is completed, he would like to move forward with paving this lot.

### 13.2 2021 NHPA World Championship Tournament

At a previous meeting Kim reported that Coeur Rochester Mine had donated silver that would be made into a horseshoe to be won by a participant at the 2021 NHPA World Championship Tournament. Kim received the completed horseshoe earlier this week and showed it to the board members. It turned out really nice. Kim wants to get some photos of it to include in our event marketing. The tournament program is being designed and other activities finalized. NHPA feels that at least 50% of the participants at the 2021 World Championship Tournament will come from California since the tournament will be so close and participants can drive here. There was some discussion about qualifying for this tournament. With all of the upheaval that the pandemic has caused, the parameters to qualify may be loosened a bit.

### 13.3 Dirt bike event

John reported that he had quite a few customers over the weekend who were dirt biking at the sand dunes. He did not know if this was an organized event or just a casual group out riding. Other board members were not aware of an event but did agree that the sand dunes are a very popular area for locals and visitors alike.

## 14. Public Comment

None.

**15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 16, 2020, 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 \_\_\_\_\_, 2020

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