

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

January 18, 2012

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MINUTES, JANUARY 18, 2012

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, January 18, 2012 with Chairman Terry Boyle presiding.

2. Pledge of Allegiance.

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

Terry Boyle	Chairman and Hotel Representative
Don Stoker	Treasurer and Motel Representative
Dan Cassinelli	County Representative
Joyce Sheen	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Rodd William Stowell	Vice Chairman and Business Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Lynda Sugasa	Safe Haven Rescue Zoo
Debbie Whittaker	HGH EMS Rescue
Ken Whittaker	HGH EMS Rescue
Jeffrey Andersen	Humb Co H S Rodeo Club
Bobby Hoenck	Humb Co H S Rodeo Club
Glynn Montero	Humb Co H S Rodeo Club
Michelle Pasquale	Humb Co H S Rodeo Club
Christine Chabez	WRRRA
Shawn LaRocque	WRRRA
Drew Jenkins	WRRRA
KC Kubichek	WRRRA
Melinda Roysdon	WRRRA

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Thursday, January 12, 2012 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.

- 5. Business Impact Determination.** After review of the January 18, 2012 agenda, *Don Stoker made a motion that no proposed agenda item is likely to impose a direct and significant economic burden on a business or directly restrict formation, operation, or expansion of a business. The motion carried unanimously, 4-0.*

6. Minutes.

Prior meeting minutes of November 16, 2011.

Don Stoker made a motion to accept the minutes of the November 16, 2011 meeting. Motion carried, 4-0.

Prior meeting minutes of December 21, 2011.

Due to Rodd's absence at tonight's meeting, there was not a quorum present tonight to approve the December 21, 2011 minutes. They will be included in the February agenda items.

- 7. Claims.** The following claims were submitted for payment and approved on January 18, 2012:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	16965-17030	\$138,245.60

Dan Cassinelli made a motion to approve all claims as submitted. The motion carried unanimously, 4-0.

8. General Business.

8.1 Nicole Maher, Humboldt General Hospital EMS, EH facility grant request, April 30 & May 1, 2012, for possible action

Nicole was unable to be here today. Ken and Debbie Whittaker are present today to make this request. HGH EMS is sponsoring a program called “Every 15 Minutes” signifying how often someone is killed in an alcohol-related accident. The program will involve Lowry juniors and seniors who will be spending the night of April 30 in the East Hall, if their grant is approved. Approximately 35 students and chaperones will participate. There will be a simulated vehicle accident on April 30 and an assembly for Lowry students on May 1. ***Dan Cassinelli made a motion approving a facility grant for the East Hall, Comstock Room (2 days @ \$250/day) for April 30 and May 1, 2012 in support of the Humboldt General Hospital EMS “Every 15 Minutes” drunk driving presentation. Motion carried unanimously, 4-0.***

8.2 Marc Page, WSRRA, Ranch Rodeo Finals, event report and request for funding, for possible action

Marc was unable to be here tonight. This item will be placed on the February agenda.

8.3 KC Kubichek, Wmca Regional Raceway Association, additional funding request, for possible action

Last month the WRRRA made a funding request in the amount of \$25,000 for their 2012 race season. The board members present wanted the input of the entire board before going forward with a grant for that large amount of money. But, since the WRRRA were on a tight deadline to be able to commit to a couple of their 2012 events, the WCVA did approve a \$10,000 grant and requested that they return this month and make their presentation and request for the additional \$15,000. The WRRRA plans to use these funds to upgrade and expand the bleachers, improve lighting and make improvements to the tech area, assist with water truck maintenance and for advertising. The WRRRA will be making funding requests from other organizations, as well as this board. Board members recognized all the hard work of many individuals and area businesses but expressed concern that this enterprise could turn in to a “money pit” and that the amount requested was high compared to the return this board receives in the form of room tax generated by these events. KC acknowledged that this was a significant amount of funding but he and his WRRRA board believe that these events will generate not only room tax, but an increase to area businesses on the days there are races going on. They have received positive feedback from those racing here and expect to expand all of their events. ***Don Stoker made a motion approving a grant in the amount of \$15,000 to the Winnemucca***

Regional Raceway Association for the 2012 racing season. This amount is for one year only and the WCVA board expects to hear a season-end report next fall. Motion carried unanimously, 4-0.

8.4 Lynda Sugasa, Safe Haven Rescue Zoo, WH facility grant request, May 19, 2012, for possible action

This will be the fifth year for this fundraiser in support of the Safe Haven Rescue Zoo, located west of Winnemucca. Over the years, the facility has expanded and added several exhibits and they plan to continue their expansion as funding permits. ***Dan Cassinelli made a motion to approve a WH facility grant (\$600), for the Safe Haven Rescue Zoo Annual Fundraiser, May 19, 2012. Motion carried unanimously, 4-0.***

8.5 Glynn Montero, Humb Co High School Rodeo Club, request for funding, for possible action

This year's high school rodeo will take place at the Winnemucca Events Complex on May 4-6, 2012. Our local cowboys and cowgirls put a lot of effort into hosting this event and usually do quite well as competitors. They are requesting a grant in the amount of \$7,500. ***Dan Cassinelli made a motion approving a grant to the Humboldt County High School Rodeo Club in the amount of \$5,000. Motion carried unanimously, 4-0.***

8.6 Accommodation tax 9-month refund requests, Sargent (\$721.14), Hurtado (\$1,003.20), for possible action

Don Stoker made a motion to approve the accommodation tax 9-month refund requests for Jason Sargent (\$721.14) and John Hurtado (\$1,003.20). Motion carried unanimously, 4-0.

9. Director's Report.

9.1 Financial reports on WCVA events

These are included in the board packets.

9.2 February meeting date change, for possible action

WCVA will have a trade show booth that Kim will be working at during the World Ag Expo in Tulare, California during the week of our regular board meeting. He would like this board to consider changing the meeting date to February 22, 2012. ***Don Stoker made a motion changing the February 2012 WCVA meeting date to February 22, 2012. Motion carried unanimously, 4-0.***

9.3 Proposal for East Hall and West Hall security systems, for possible action

With the increase use of the Convention Center over the past few years, Kim feels it is important to document what is going on in our buildings, especially

after regular business hours. The system he is proposing is used by local casinos and will cover all exits. It can also be expanded, if necessary, in the future. The computer in Kim's office will be able to view all cameras in the system. Kim has received a proposal from a reputable security that has done work in this community, Desert Hills Fire & Security Systems in the amount of \$14,999.14. ***Joyce Sheen made a motion to accept the proposal from Desert Hills Fire & Security Systems for equipment and installation of a security system in the West Hall and East Hall of the Winnemucca Convention Center. Motion carried unanimously, 4-0.***

9.4 WEC Covered Arena update, for possible action

Over the course of the past few months, Kim has learned that the Covered Arena was never in compliance with area building codes. The plans were stamped by an engineer, that they were in compliance with codes, and the local building department accepted this advice. Kim is now trying to get an estimated cost to retrofit the entire structure. There is no recourse with the manufacturer since they are bankrupt and out of business. The arena has been approved for use as long as the winds do not exceed 35 mph. Kim has a weather station installed at the arena that sends warnings to him and Sheree Tibbals when the winds exceed this speed and they are then required to close it.

9.5 WEC Event Center building expansion update, for possible action

Kim presented a preliminary drawing which showed an addition to the west end of the Event Center. The primary purpose of the addition would be to help handle overflow from concessions at large events. This area could also be rented for various private parties and meetings year-round since it is self-contained with a kitchen and restroom facilities. The estimated cost is \$500,000. Kim will work on "fine tuning" the details to try to get the cost down and present the idea to the County Commission.

10. Secretary and Counsel, Monthly report.

10.1 Chamber of Commerce report

No report.

10.2 Porcupine Creek 2-sided billboard space lease renewal, for possible action

This is an annual renewal that comes up on a billboard we own on U.S. 95 near the junction with Highway 140, the Denio-Lakeview Highway. This is a payment to the landowner in the amount of \$400. ***Don Stoker made a motion approving the payment of \$400 for the annual renewal of lease space for our billboard on U.S. 95 near the Denio Junction. Motion carried unanimously, 4-0.***

10.3 Report on Gaming approval of 2012 charitable lottery, no action required

The Gaming Commission has approved our application for the charitable lottery that we hold each year, the Run-A-Mucca motorcycle raffle.

10.4 Update on East Hall carpet project & possible change in type of carpet base, for possible action

In December a rep from the carpet company came to Winnemucca to look at the East Hall and make sure that the carpet we had selected would be compatible with our needs. After looking at the Main Floor, he determined that it would be best to upgrade to a better base in order to even out the surface of that floor. This would add approximately \$3-\$4 per square yard to the cost of the carpet. The board discussed the advantages of installing this better carpet base to the entire carpet project in the East Hall. *Don Stoker made a motion to install the upgraded base with all of the carpet previously approved by this board for the East Hall. This will add an additional \$3-\$4 per square yard to the cost of the carpet. Motion carried unanimously, 4-0.*

10.5 Update on Tri-County Fair “big name” concert, for possible action

Tickets for the Jake Owen concert will go on sale February 1, 2012 for the September 1, 2012 concert. They will be available on-line and for purchase in person at the Convention Center office. Kim is contacting area mines to try to get some sponsor funding and promote the concert internally with the employees. There will be no free or complimentary tickets given away for promotion or otherwise as we will need to sell them all in order to break even.

10.6 New Ethics Commission outline on conflicts of interest, disclosure & abstention, discussion only

No report.

10.7 Counsel’s 2011 audit rep letter, no action required

No report.

10.8 Convention Center parking lots regulations, for possible action

No report.

10.9 Report on delinquencies, for possible action on liens

No report.

10.10 Report on mule races jockey insurance, for possible action

Since this event was cancelled last year due to the equine disease epidemic, we sought to get a refund. In order to give us a refund, the policy was cancelled. We need to have some type of coverage in place before the event

this year in June. Bill will check in to what is available and proceed with its purchase.

11. Board Administrator.

11.1 December Financial Reports

No report.

12. Other Business.

12.1 East Hall displays

Dan brought up a discussion he has been hearing about moving the East Hall displays, the animals and Buckaroo Hall of Fame, to the County Museum. Since the museum now has a director who is open to rotating and expanding displays, board members felt this is really the location that these displays should be at. There are many days and times that the public is unable to view these items since we have meetings and other events using the East Hall Main Floor. Possible inclusion of the Winnemucca Propane exhibit racer was also brought up. The board looks forward to these discussions with the appropriate personnel if/when these talks proceed.

12.2 Winnemucca Blvd beautification project

Don brought a concept drawing of the sidewalks and adjacent areas at the intersection of Winnemucca Blvd. and Melarkey Street. Some of the items included in the drawing were pavers, 18" walls, landscaping, etc. This is just the first step and Don will keep this board updated to any future progress of this project.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, February 22, 2012, 4:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried unanimously, 4-0.* The meeting was adjourned at 6:15 pm 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 _____, 2012

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Hotel Representative

ABSENT

RODD WILLIAM STOWELL
Vice Chairman and Business Representative

DON STOKER
Treasurer and Motel Representative

JOYCE SHEEN
City Representative

DAN CASSINELLI
County Representative
Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator