

STATE OF NEVADA)
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COUNTY OF HUMBOLDT)

January 20, 2016

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MINUTES, JANUARY 20, 2016

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 20, 2016 with Chairman Terry Boyle presiding.

2. **Pledge of Allegiance.**

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

Terry Boyle	Chairman and Hotel Representative
Herb Ross	Vice Chairman and Business Representative
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Don Stoker	Treasurer and Motel Representative
Ron Cerri	County Representative

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Jerry Fox	Winnemucca Motocross
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4. **Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Thursday, January 14, 2016 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 20, 2016 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *Jim Billingsley 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, 3-0.*

6. Minutes.

Prior meeting minutes of December 16, 2015.

Jim Billingsley made a motion to accept the minutes of the December 16, 2015 meeting. Motion carried, 3-0.

7. Claims. The following claims were submitted for payment and approved on January 20, 2016:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	20638-20703	\$146,057.58

Jim Billingsley made a motion to approve all claims as submitted. The motion carried, 3-0.

8. General Business.

8.1 Presentation and acceptance of FY 2015 audit report, Steele & Associates, for possible action

The auditors were unable to complete our audit in time for this meeting. They will present their report at next month’s meeting.

8.2 Demo Herrera, Winnemucca Motocross, request for funding, for possible action

Demo was delayed at work and unable to attend our meeting. Jerry Fox, who works with Demo on the Motocross events, discussed their request with the board. As with a lot of local groups, insurance continues to be one of their greatest expenses each year and policy costs continue to rise. They are working with other groups in the area to utilize assets at their disposal as much as possible and try to keep costs down. Last year’s racing season was a little disappointing but they are working to make this year more successful.

Terry Boyle made a motion to approve a \$5,000 grant to Winnemucca Motocross to help with 2016 race season expenses. Motion carried, 3-0.

8.3 Discussion regarding possible purchase of property located at 180 Melarkey Street, for possible action

Chairman Boyle would like the entire board to be present for this discussion so it will be tabled until next month’s meeting.

8.4 Kathy Breckenridge, NCHA Days, June 1 – 4, 2016, request for funding, for possible action

Ms. Breckenridge is not able to be here tonight. This is an event produced by Nevada Reined Cow & Cutting Horse Association who produces the Winnemucca Summer Cutting each summer. This event is open to participants from all over the west and rotates between several different locations. Kim prepared a brief estimate of economic impact of this event using the participant information provided by Ms. Breckenridge and is recommending that WCVA pay the facility fees for the event (\$4,800) and also approve a \$5,000 grant. Board members feel that this would be a good event for this weekend now that we no longer have the Mule Show. ***Terry Boyle made a motion to accept the recommendation of Director Petersen and approve a \$5,000 grant and also WCVA will pay the facility fees (\$4,800) for NCHA Days, June 1- 4, 2016. Motion carried, 3-0.***

8.5 Accommodations tax 9-month refund requests, for possible action, Fait (\$388.51), Venable (\$444.60), Scow (\$531), Coe (\$353.01), Woods (\$246.17)

Terry Boyle made a motion to approve the accommodation tax 9-month refund for James Fait (\$388.51), James Venable (\$444.60), Tracy Scow (\$531), Kendall Coe (\$353.01), John Woods (\$246.17). Motion carried, 3-0.

9. Director's Report.

9.1 Financial reports on WCVA events

Bank reconciliations for the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review.

9.2 WEC additional stall shade covering for SSIR, request for funding, for possible action

As part of our contract with SSIR, we are required to have a certain number of covered stalls for their event at the Winnemucca Events Complex. We need to have an additional 50 covered stalls to comply with the contract. Kim asked for bids from local contractors for this project. We got three bids but one was from a local contractor who is not licensed so we cannot accept it. The other two came from Sweeney Construction (\$16,964) and Stoney Basin (\$13,085). Kim's recommendation is to accept the bid from Stoney Basin. Ag District #3 has agreed to contribute \$6,500 towards this project leaving the balance of \$6,585 to be covered by WCVA. ***Herb Ross made a motion to accept the bid from Stoney Basin, in the amount of \$13,085, for the construction of shade covers for 50 livestock pens/stalls at the Winnemucca Events Complex. Ag District #3 will contribute \$6,500***

towards this project. WCVA will contribute the balance of \$6,585 towards this project. Motion carried, 3-0.

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

Bill reviewed his report.

10.2 Chamber of Commerce report, for discussion

This was included in Bill's report.

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

No report.

10.4 Possible standardized delinquency procedure, timetable & forms, for discussion & possible action

No report.

10.5 East Hall Parking deck repair status; for discussion action

The bid packages have been sent to contractors requesting them, along with three addendums. During the walk-through some issues came up which will delay the bid deadline to February 19 and the bid opening will now be at the WCVA meeting on March 16, 2016.

10.6 Possible update on Intersection Beautification, Winnemucca Recreation project, Winnemucca Arts Center & Visitor Center, Events Complex riding arena, for discussion & possible action

No report.

11. Board Administrator.

11.1 December Financial Reports, for discussion

Room taxes continue to decline. We are in line for total taxes this year to be about the same as last year.

11.2 Room tax audit report

No report.

12. Other Business.

12.1 WEC Indoor Event Center expansion

As this board has discussed, we want to try to make sure that any improvements made to the Indoor Event Center and/or Winnemucca Events Complex bring the most long-term benefits. A rough estimate provided by Michael Clay for a 200' x 300' arena building comes in at \$2.8 million. This is over the amount discussed and approved by the County Commissioners and this board for the addition to the Indoor Event Center. More discussion is necessary on all options for site improvements.

12.2 Truck parking on Fairgrounds Road

Jim Billingsley asked if A-1 Auto Repair & Towing removes their trucks that are parked all along Fairgrounds Road when we have events at the Winnemucca Events Complex. Kim affirmed that they do remove their trucks during these times.

12.3 TCF Concert

Herb Ross asked if the WCVA will produce a concert at this year's Tri-County Fair & Stampede. Due to losses incurred by the TCF concert the past two years, Kim informed this board that he is not actively pursuing a concert for this year's event.

12.4 2016 Run-A-Mucca Motorcycle Lottery

Bill has submitted the paperwork for approval of our Run-A-Mucca motorcycle raffle. He should have it any day now and will have a resolution prepared for next month's meeting.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, February 17, 2016, 4:00 pm.

14. Adjourn. *Terry Boyle made a motion to adjourn this meeting. Motion carried, 3-0.*

The meeting was adjourned at 4:55 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 _____, 2015

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Hotel Representative

HERB ROSS
Vice Chairman and Business Representative

ABSENT
DON STOKER
Treasurer and Motel Representative

JIM BILLINGSLEY
City Representative

ABSENT
RON CERRI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator