

STATE OF NEVADA                    )  
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 COUNTY OF HUMBOLDT            )

August 19, 2015

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## MINUTES, AUGUST 19, 2015

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, August 19, 2015 with Vice Herb Ross presiding.
2. **Pledge of Allegiance.**
3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

Herb Ross	Vice Chairman and Business Representative
Don Stoker	Treasurer and Motel Representative
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

*Convention and Visitors Authority Board Officials Absent:*

Terry Boyle	Chairman and Hotel Representative
Ron Cerri	County Representative

*Staff Members Present:*

Kim Petersen	Director
Shelly Noble	Administrative Clerk

*Staff Members Absent:*

None

*Others Present:*

Sunny Johnson	Wmca Host Lions Club
Becky Hill	777 Barrel Racing
Alicia Cramer	Humb Co Chamber of Commerce
Debbie Stone	Humb Co Chamber of Commerce
Joyce Sheen	The Humboldt Sun
4. **Meeting Notice Report.** Vice Chairman Ross reported that notice, including meeting agenda, was

posted by Shelly Noble by 9:00 am Friday, August 14, 2015 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 August 19, 2015 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *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, 3-0.*

**6. Minutes.**

Prior meeting minutes of June 17, 2015.

Since Terry is absent tonight, we do not have a quorum of board members present tonight who were also present at the June meeting. This item will be on the September agenda for a vote to approve.

Prior meeting minutes of July 15, 2015.

*Jim Billingsley made a motion to accept the minutes of the July 15, 2015 meeting. Motion carried, 3-0.*

**7. Claims.** The following claims were submitted for payment and approved on August 19, 2015:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	20323-20411	\$287,103.37

*Don Stoker made a motion to approve all claims as submitted. The motion carried, 3-0.*

**8. General Business.**

**8.1 Alicia Cramer, Humb Co Chamber of Commerce, request for equipment usage, Fall Farm Festival, October 2015, for possible action**

Chamber President Alicia Cramer and Executive Director Debbie Stone are here today to, once again, request the use of equipment owned by WCVA for at the 2015 Fall Farm Festival in October. Items they wish to use are: restroom trailers, electrical distribution boxes and cords, a small quantity of livestock panels and the portable sound system. The Fall Farm Festival is responsible for transporting and maintaining this equipment. This annual event has become a favorite event for locals and out-of-town visitors alike, along with the classes of school children that visit each year. There will be a Chamber mixer on October 2 to kick off this year's Fall Farm Festival. *Don Stoker made a motion approving the use of the WCVA equipment*

*listed above for the 2015 Fall Farm Festival at the Lazy P Adventure Farm during the month of October. Motion carried, 3-0.*

**8.2 Sunny Johnson, Wmca Host Lions Club, request for EH facility grant, Festival of Trees, November 27-29, 2015, for possible action**

This will be the third year that the local Lions Club has produced this event and it has quickly become a community favorite. Local businesses and individuals decorate Christmas trees which are auctioned off. All funds are used for local Lions projects and programs. This year they will be adding a breakfast with Santa and Mrs. Claus as an additional activity to raise funds. Last year they had an average daily attendance of 1,000 and raised approximately \$5,000. *Jim Billingsley made a motion to approve a facility grant (3 days @ \$600/day) for the Wmca Host Lions Club Festival of Trees, November 27-29, 2015 in the Convention Center East Hall. Motion carried, 3-0.*

Board members would like a report after this event showing daily attendance, local and out-of-area, each day along with a report of funds raised. This information will be required for future facility grant awards.

**8.3 Becky Hill, 777 Barrel Racing, request for funding, Gymkhana/Play Day, October 17, 2015, for possible action**

Becky and Lindsey Tregellas are requesting funding to cover expenses of putting together a play day for kids in the region, including awards and facility rental fees. There will be several horse/rodeo events including barrel racing, dummy roping, pole bending and goat tying. They would like to see this become an annual event. They are running it under the 777 Barrel Racing organization so that they may utilize their insurance. The 777 Barrel Racing group will have a race on Sunday, October 18, which will be an incentive to keep families in the area an additional night. Mr. Stoker suggested they go to the county to request funding for the facility rental fees. He also expressed some concern that funding this type of activity may open up requests from many other youth groups in the area who wish to produce a local competition. Mrs. Hill was confident that there would be out-of-town participants who would be spending the night here along with eating meals in restaurants and making other purchases. After some discussion, *Jim Billingsley made a motion to approve a \$1,000 grant and a \$1,000 underwriting for the 777 Barrel Racing Gymkhana/Play Day, October 17, 2015 at the Winnemucca Events Complex. Motion carried, 3-0.* After the event is concluded, this board will require a report showing the number participants, where they were from, and room nights generated.

**8.4 Accommodations tax 9-month refund requests, for possible action, Sweet (\$450), McRae (\$1,131.60), Harrington (\$405)**

*Jim Billingsley made a motion to approve the accommodation*

*tax 9-month refund for Linda Sweet (\$450), Donald McRae (\$1,131.60), and Leo Harrington (\$405). 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 East Hall parking structure update, for discussion & possible action**

Kim has received repair details from Tectonics and will now need to get with Bill to prepare bid specs. *Don Stoker made a motion authorizing Kim and Bill Macdonald to proceed with the bid process to complete the structural repairs to the East Hall parking structure. Motion carried, 3-0.*

**9.3 WEC Indoor Event Center expansion update, for possible action**

We are proceeding with the process to select a contractor and begin this project.

**9.4 Silver State International Rodeo, sponsorship level in proposed contract, for possible action**

Kim wrote a letter to the representatives from SSIR after their event about beginning the discussions to continue holding their event at the Winnemucca Events Complex. He also included a few items that we wanted to discuss. To date, we have not had any response. Kim does have a commitment from Model T, Winners and Winnemucca Inn to provide rooms for SSIR staff while they are in town. In the previous contract WCVA provided \$12,000 each year that was applied to the purchase of a horse trailer (one of their grand prizes) plus payment of the facility fees to the county, approximately \$7,500 each year. Since we haven't heard from anyone at SSIR we will postpone this agenda item until next month.

Besides the expenditures made by WCVA, there are other costs absorbed by the county each year. A few of these are Manpower (various day laborers as well as personnel to keep the restroom trailers clean), dumpster and portable toilet costs. SSIR does not see any of these invoices that are paid on their behalf so there are expenses that they are not aware of. The board would like a report outlining these costs paid by the county so that they have a more complete picture of all costs.

**9.5 2016 Run-A-Mucca concert, for discussion & possible action**

This item will be postponed until the September meeting.

**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 Apparent operation of lodging business without license from WCVA, for possible action**

Bill is investigating one of our rural properties. They have not been paying room tax but we have been informed that they are renting rooms.

**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 July Financial Reports, for discussion**

Room tax revenues were up slightly but are still down compared to a couple of years ago.

**12. Other Business.****12.1 Winnemucca Bull Sale**

Kim prepared a letter for board members informing them of his decision to discontinue the bull sale as part of the Winnemucca Ranch Hand Rodeo Weekend. This sale was added several years ago as an attempt to increase attendance at the rodeo and also to provide local ranchers with a venue for easier access to high quality bulls. Even after expending considerable time and resources these expectations have not been met so the decision was made to discontinue the sale. In its place Kim is considering a barrel race. As details are finalized he will keep this board informed.

**12.2 City Council action**

Jim informed the board that the City Council approved a request by the Winnemucca Girls & Boys Club for \$1 million of the Nixon Hall insurance funds. These funds are earmarked for the amphitheater and improvements to the stage/drama area at Lowry High School. It has also come to the attention of the Boys & Girls Club Committee that the Hot August Nights organization are big Boys & Girls Club supporters which may lead to discussions about bringing this event back to Winnemucca.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, September 16, 2015, 4:00 pm.**

**14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 3-0.*** The meeting was adjourned at 5:40 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

ABSENT

TERRY BOYLE  
Chairman and  
Hotel Representative

HERB ROSS  
Vice Chairman and Business Representative

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