

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
November 17, 2021  
Winnemucca Convention Center  
50 West Winnemucca Boulevard  
Winnemucca, Nevada 89445

The meeting was held at the date and place described above at the time scheduled on the posted meeting notice and agenda. The attendees in-person and via remote technology and absences were as follows:

*Convention and Visitors Authority Board Officials Present:*

Terry Boyle, in-person	Chairman and Motel Representative
Brian Stone, in-person	Vice Chairman and Hotel Representative
John Arant, in-person	Business Representative
Kent Maher, in-person	Board Counsel
Kendall Swensen, in-person	Board Administrator

*Convention and Visitors Authority Board Officials Absent:*

Jim Billingsley	Treasurer and City Representative
Ron Cerri	County Representative

*Staff Members Present:*

Kim Petersen, in-person	Director
Liz Barnard, in-person	Administrative Clerk

*Staff Members Absent:*

None

*Others Present:*

Brooke Esquibel, in-person	Frontier Community Coalition
Chad Peters, in-person	Lowry Sober Grad Party
Cal Peters, in-person	Lowry Sober Grad Party
Bailey Hughes, in-person	Lowry Sober Grad Party
Kent Arrien, in-person	Humboldt County Shooting Park
Nancy Samon, via remote technology	Nevada Reined Cow & Cutting Horse Association
Flint Lee, via remote technology	Nevada Reined Cow & Cutting Horse Association

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL, DETERMINATION OF QUORUM

The meeting was called to order at 4:05 pm with three board members present constituting a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Boyle reported that meeting notice and agenda was posted by staff prior to 9:00 am Friday, November 12, 2021, at the Convention Center West Hall (the place of the meeting), online at [notice.nv.gov](http://notice.nv.gov), online at [winnemucca.com](http://winnemucca.com), online at [humboldtcounty.nv.gov](http://humboldtcounty.nv.gov), as well as the Humboldt County Court House and Winnemucca City Hall. No persons have requested mailed notice during the past six months.

4. BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a “business,” as the term is defined by statute, the Board agreed, and **Chair Boyle moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation, or expansion of a business. Motion carried, 3-0.**

5. CLAIMS REVIEW & ACTION

The following claims were submitted in list form to the board members with the meeting notice and agenda, with the opportunity to review and obtain further information before or at the meeting:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	25667 - 25721	\$ 210,757.30

**Brian Stone moved to approve all claims submitted for November 17, 2021. Motion carried, 3-0.**

#### 6. CONSENT AGENDA

##### 6.1. WCVA Meeting Minutes

WCVA Meeting Minutes October 20, 2021

WCVA Special Meeting Minutes November 2, 2021

##### 6.2. 2022 WCVA Cooperative Funding Requests

a. Humboldt County Chamber of Commerce Request for Cooperative Funding 2022

b. FFA Alumni Dinner Request for Cooperative Funding 2022

c. Winnemucca Archery 3D Indoor Challenge Cooperative Funding Request 2022

d. NRCCHA Dave Grashuis Memorial Spectacular and Derby Cooperative Funding Request 2022

e. NRCCHA Spring Spectacular Show and Derby Cooperative Funding Request 2022

f. NRCCHA Winnemucca Summer Cutting Cooperative Funding Request 2022

**John Arant moved to approve the consent agenda through item 6.2.d. Motion carried, 3-0.**

**John Arant moved to rescind the previous motion. Motion carried, 3-0.**

**John Arant moved to approve the consent agenda items 6.1 and 6.2.a., b., c. and f. Motion carried, 3-0**

Discussion was held regarding items 6.2.d. and e. Flint Lee and Nancy Samon explained that they are requesting more funding than they have in past years with the goal of bringing more people to town and ultimately expanding both shows to become week-long events. Director Petersen his recommendations (noted on the funding request form) and explained the difference between grant and underwriting funding, that is, underwriting funding is expected to be repaid if the event shows a profit, and grant funding is not repaid. Both events made a profit last year and the underwriting funding was repaid. The club is planning to use the profits from last year and any WCVA funding to add more prize money to help draw people. Flint shared that the Spring Show had a very positive response with many participants pledging to return next year. Chair Boyle suggested that in order to support the goals of growing the shows, the grant funding could remain at the same level as in the past and the amount of the underwriting funding could be increased to meet the total funding request.

**Terry Boyle moved to approve the Director's recommendation for grant funding for item 6.2.d. of \$5,000 and underwriting funding in the amount of \$10,000 to meet the club's total request for funding for the event. Motion carried, 3-0.**

**Terry Boyle moved to approve the Director's recommendation for grant funding for item 6.2.e. of \$7,500 and underwriting funding in the amount of \$12,500 to meet the club's total request for funding for the event. Motion carried, 3-0.**

#### 7. GENERAL BUSINESS

7.1. Accommodation Tax 9-month refund requests as follows: Herriage (\$566.86), McColl (\$1,257.00)

**Terry Boyle made a motion to approve refunds of the accommodation tax for occupancy in excess of 9-months for Herriage (\$566.86) and McColl (\$1,257.00). Motion carried, 3-0.**

7.2. Snake River Paint Horse Club Show, update on recent horse show and financials

Director Petersen advised that a letter was sent requesting an update from the club regarding the September show; however, the letter did not go out with enough time for them to make appropriate plans to be present at this meeting. The club is sending a check today to pay for the stalls, RV spots and shavings used at the September show.

**No action taken.**

7.3. Kent Arrien, Humboldt County Shooting Park, request for Cooperative Funding underwriting

Kent Arrien explained that the Humboldt County Shooting Park had been approved for a grant to expand the ADA parking and build retaining walls at the parking lot outside the education building to help with water management. The work has been performed and there may be a delay with the payment of the grant award, leaving the bill as outstanding. The underwriting funding is sought to pay now the bill that is due and it will be repaid when the grant is awarded. The grant award also has a requirement of in-kind funding of 10%. The board acknowledged that the continued work to improve the shooting park benefits the community and is an attraction to people from out of the area.

**John Arant moved to approve underwriting funding in the amount of \$31,050. Motion carried, 3-0.**

**Terry Boyle moved to approve 10% in-kind funding in the amount of \$3,450. Motion carried, 3-0.**

7.4. Brooke Esquibel, Frontier Community Coalition, request for cooperative funding facility grant for event December 1, 2021.

Brooke Esquibel shared that the Frontier Community Coalition will be conducting a free Naloxone training on December 1, 2021. They are bringing a trainer in from the University of Nevada, Reno. She is requesting a grant for the use of the two rooms in the West Hall totaling \$240. The board agreed that this training will benefit the community.

**Terry Boyle moved to approve the grant for the use of two rooms in the West Hall for December 1, 2021. Motion carried, 3-0.**

7.5. Chad Peters, chair Lowry Sober Grad Party, request for Cooperative funding for 2022

Chad Peters, Cal Peters and Bailey Hughes presented planned details for the 2022 Lowry Sober Grad Party, which gives the graduating seniors a safe and secure venue to celebrate graduation. Chair Boyle noted the event has received grant funding in the past.

**John Arant moved to approve a grant of \$3,500 to the 2022 Lowry Sober Grad Party. Motion carried, 3-0.**

7.6. Request for payment of WEC facility fees for the Cody Louk Invitational High School Wrestling Tournament, December 2021

Discussion was held regarding the positive impact this event has on the community, noting it is a good event for the town, bringing a lot of people and spectators in during an otherwise slow time.

**Terry Boyle moved to approve a facility grant for the Winnemucca Events Complex in an amount not to exceed \$2,900. Motion carried, 3-0.**

7.7. Request for approval of the option to close the Convention Center facilities December 27-30, 2021, and allow staff to use personal leave for the days not worked

**John Arant moved to approve the administrative option to close the Convention Center facilities December 27-30, 2021 and to allow staff to use personal leave time for any days not worked. Motion carried, 3-0.**

## 8. DIRECTOR'S REPORT

Director Petersen reported he is looking into procuring a new basketball floor for the Event Center. The floor currently in use was purchased used and is near the end of its useful life. With the NIAA Regional Basketball Tournament scheduled for February, it may be necessary to make a purchase sooner than anticipated.

## 9. COUNSEL REPORT

None

## 10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Investment options with potential for better returns for funds currently in the Local Government Investment Pool

Administrator Swensen said he has not received a response from Zion on the options they have, and he will continue to reach out and hopefully have information for the next meeting.

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10.2. Financial Reports

Reports were available in the board packet for review.

11. OTHER REPORTS

11.1. Miscellaneous reports

Reports were available in the board packet for review.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

**John Arant moved to adjourn the meeting at 4:58 p.m. Motion carried, 3-0**

The meeting was adjourned to the next regular meeting, or to the earlier call of the Chair or of any three (3) members of the Board.

Respectfully submitted,

Liz Barnard  
Administrative Clerk

**APPROVED:** December 15, 2021

**VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD**

**AYES:** Boyle, Stone, Arant  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** Billingsley, Cerri  
**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Terry Boyle, Chair

\_\_\_\_\_  
Liz Barnard, Administrative Clerk