

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
May 22, 2024  
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:*

Brian Stone, in-person	Chair and Hotel Representative
John Arant, in-person	Vice Chair and Business Representative
Terry Boyle, in-person	Treasurer and Motel Representative
Theresa Mavity, in-person	City Representative
Ron, Cerri, in-person	County Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

*Convention and Visitors Authority Board Officials Absent:*

None

*Staff Members Present:*

Kim Petersen, in-person	WCVA Director
Shanna Dangel, in-person	Administrative Clerk

*Staff Members Absent:*

None

*Others Present:*

Josh Burchette, in-person	Friends of the NRA
Jody Lemmel, in-person	Friends of the NRA
Jake Rorex, in-person	Senior Sober Grad Party
Rhona Lecumberry, in person	Humboldt County Treasurer & CFOA
Gina Rackley, in-person	Humboldt County Comptroller & CFOA
Tia Lange, in-person	Humboldt County Recorder & CFOA
Nate Green, in-person	Boys & Girls Club of Winnemucca
Kristin Hilmer, via remote technology	Cumming Group

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

The meeting was called to order at 3:10 pm, the board members in attendance constituted a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, May 17, 2024, at the Convention Center East Hall, 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), and online at [humboldtcountynv.gov](http://humboldtcountynv.gov). No persons have requested mailed notice during the past six months.

**No action taken.**

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

**John Arant moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or to directly restrict the formation, operation, or expansion of a business. Motion carried, 5-0.**

5. CLAIMS REVIEW

The following claims were submitted in list form to the board members with the meeting notice and agenda; there was 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	27490 - 27532	\$239,834.82

**Theresa Mavity moved to approve all claims submitted for May 22, 2024. Motion carried, 5-0.**

6. CONSENT AGENDA

6.1) Accommodation Tax 9-month refund requests as follows: Miner (\$419.98).

6.2) WCVA Meeting Minutes  
Meeting Minutes May 22, 2024

**John Arant moved to approve the consent agenda as submitted. Motion carried, 5-0.**

7. GENERAL BUSINESS

7.1) Public Hearing – WCVA FY 2024/25 tentative budget and proposals to adjust the tentative budget. Chair Brian Stone called for public comment. No member of the public commented or presented any testimony regarding the WCVA FY 2024/25 tentative budget.

**No action taken.**

7.2) Request to approve the WCVA FY 2024/25 tentative budget, as adjusted if any adjustments are made, as the WCVA FY 2024/25 final budget, and adopt the 5-Year Capital Improvement Plan and Debt Report, and authorize submittal of the approved budget, plan and report to the State.

Board Administrator Swensen explained that the tentative budget was adjusted to increase the capital projects budget by \$4,000,000 in anticipation of incurring the expenses for the East Hall exterior renovation project. There were no other changes to the tentative budget. The capital improvement plan and debt report will be discussed at a later date. There were no questions or comments from the board.

**Chair Brian Stone moved to approve and authorize submittal of the WCVA FY 2024/25 tentative budget with the adjustment to increase the capital projects budget to \$4,000,000 as presented as the WCVA FY 2024/25 final budget. Motion carried, 5-0.**

7.3) Josh Burchette, Friends of the NRA, Friends of the NRA Banquet, October 26, 2024, request for facility fee grant for all rooms of West Hall, not to exceed \$900.

Josh Burchette and Jody Lemmel presented the request on behalf of the Friends of the NRA for payment of West Hall facility fees to hold their annual banquet on October 26, 2024. Burchette noted that the Friends of the NRA is a 501(c)(3) organization that will put 100% of the funds earned from the banquet back into the community.

**Terry Boyle moved to approve the request for the West Hall facility fee grant for the Friends of the NRA Banquet on October 26, 2024, not to exceed \$900.**

7.4) Gina Rackley, Humboldt County Comptroller, County Fiscal Officers Association of Nevada annual conference, September 17-19, 2024, request for \$1,500 sponsorship.

Humboldt County Officials Gina Rackley, Rhona Lecumberry, and Tia Lange presented the request for \$1,500 sponsorship of the 2024 County Fiscal Officers Association of Nevada annual conference. Rackley noted that Humboldt County previously hosted the event seven times and will be co-hosting with Pershing County this year. The request is for a \$1,500 platinum sponsorship which includes a full-page ad in the event brochure. About 90% of the attendees will be from out of town.

**John Arant moved to approve the sponsorship request for the County Fiscal Officers Association of Nevada annual conference in the amount of \$1,500. Motion carried, 5-0.**

7.5) Nathan Green, Winnemucca Boys and Girls Club, Giving on the Green Golf Tournament, June 21 – 22, 2024 request for cooperative funding grant of \$7,000.

Nathan Green requested a \$7,000 cooperative funding grant for the Boys and Girls Club Giving on the Green golf tournament fundraiser that will be held on June 21-22, 2024. Green said the funds will be used for catering services and golf course fees. The funds generated from the event will be used to assist low-income families with the fees for the B&G Club programs. Out of town golfers made up 45% of the participants of the 2023 event.

**Theresa Mavity moved to approve the cooperative funding request for the Boys and Girls Club of Winnemucca Giving on the Green June fundraiser in the amount of \$7,000. Motion carried, 5-0.**

7.6) Jake Rorex, Sober Grad Party & Activities Parent Committee, LHS Class of 2024 Sober Grad Party, June 6, 2024, request for facility fee grant for the exhibit hall/meeting room/kitchen not to exceed \$450, and request for cooperative funding grant of \$3,500.

Sober Grad Party and Activities Parent Committee representative Jake Rorex requested a facility fee grant for the exhibit hall/meeting room/kitchen not to exceed \$450 and a cooperative funding grant of \$3,500, and noted the WCVA historically assists with the annual event.

**Ron Cerri moved to approve the request for a facility fee grant not to exceed \$450 and a cooperative funding grant for \$3,500 for the 2024 LHS Sober Grad Party. Motion carried, 5-0.**

7.7) Kim Petersen, WCVA Director, request to determine that the 1997 Ford 9-passenger bus is no longer required for public use and that it is in the best interest of WCVA to dispose of the property by authorizing the sale thereof at the Humboldt County property auction.

Director Petersen explained that the 9-passenger van was originally acquired for use as a shuttle for an event, and it has not been used for many years and will not be used in the future. Petersen requested that the property be declared no longer required for public use and that authorization be given to sell the van at the upcoming Humboldt County surplus property auction.

**Chair Brian Stone moved to approve the request to determine that the 1997 Ford 9-passenger van is no longer required for public use and that it is in the best interest of the WCVA to dispose of the**

**property by authorizing the sale thereof at the Humboldt County property auction. Motion carried, 5-0.**

7.8) Kim Petersen, WCVA Director, request to determine the clay used in the 2021 National Horseshoe Tournament held in Winnemucca is no longer required for public use and that it is in the best interest of WCVA to dispose of the property for the sum of \$8,000 to the organizer of the 2024 National Horseshoe Tournament who is interested in purchasing the clay.

Director Petersen explained the clay was purchased for the national horseshoe tournament for \$7,000 plus the shipping costs and has been in storage since the tournament concluded. There is no consideration being given to having the tournament return and the clay has no other use. The current organizer of the national horseshoe tournament, which is being held in another state, indicated a desire to purchase the clay for the sum of \$8,000, and the organizer will be responsible for the transport of the clay. Petersen requested that it be determined the clay is no longer required for public use and that it is in the best interest of WCVA to dispose of the property as explained.

**John Arant moved to approve the request to determine the clay used in the 2021 National Horseshoe Tournament held in Winnemucca is no longer required for public use and that it is in the best interest of the WCVA to dispose of the property for the sum of \$8,000 to the organizer of the 2024 National Horseshoe Tournament. Motion carried, 5-0.**

7.9) Kim Petersen, WCVA Director, Cumming Group East Hall exterior renovation project planning-proposals update, and request for direction to staff on proceeding with the renovation proposals.

Director Petersen explained that after the only bid received was rejected as too costly, he discussed with the Cumming Group reducing the project scope and it is believed a scaled down project can be accomplished for about \$1.5M. Petersen suggested that the project as bid was primarily cosmetic improvements and although those improvements are desired, there are several functional improvements and other projects which are needed that would be a better way to spend the funds. Kristin Hilmer with Cumming Group reported they have been reworking the numbers for a change in the scope of the work on the East Hall exterior renovation. The primary focus is to have the roof portion of the project done properly. Hilmer stated that the architect TSK is too busy to start work soon and it will not be cost effective to change architects, thus it is likely construction will not begin until next summer.

**No action taken.**

## **8. DIRECTOR'S REPORT**

Director Peterson reported that he was moving forward with Cumming Group to develop a proposal for a concession expansion to the Winnemucca Events Complex event center building.

## **9. COUNSEL REPORT**

No report.

## **10. BOARD ADMINISTRATOR FINANCIAL REPORTS**

(10.1) Administrator Swensen reported that room tax revenue was \$6,000 lower than collection from the previous year. The yield from the Local Government Investment Pool was 5.4% and the investment account yield was 5.1%.

Swensen reported that the figures for the current year budget will be ready for the June WCVA board meeting and if any transfers or augments are necessary, they can be made at that time.

## **11. OTHER REPORTS**

Chair Brian Stone gave an update on the upcoming 2024 Run-a-Mucca event and reported there will be several different music acts. Attendance is expected to remain consistent with previous years.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

John Arant moved to adjourn the meeting at 4:18 pm. Motion carried, 5-0.

Respectfully submitted,

Shanna Dangel  
Administrative Clerk

**APPROVED:** June 12, 2024

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

**AYES:** Stone, Arant, Boyle, Mavity, Cerri

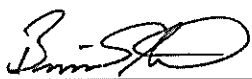
**NAYS:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

  
\_\_\_\_\_  
Brian Stone, Chair

  
\_\_\_\_\_  
Shanna Dangel, Administrative Clerk