

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
July 20, 2022  
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	Vice Chairman and Hotel Representative
John Arant, in-person	Business Representative
Jim Billingsley, in-person	Treasurer and City Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

*Convention and Visitors Authority Board Officials Absent:*

Terry Boyle	Chairman and Motel 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:*

Chad Peters, in-person	Boys & Girls Club of Winnemucca
Jasmyne Hughes, in-person	Winnemucca Motocross Association
Tamara McCord, in-person	Winnemucca Motocross Association
Tink Richardson, in-person	Winnemucca Motocross Association

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

The meeting was called to order at 4:10 pm; the three board members in attendance constituted a quorum.

2. PUBLIC COMMENT

Chad Peters submitted a review of the financials for the Giving on the Green fundraiser and offered thanks for the support.

3. MEETING NOTICE REPORT

Board Vice-Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, July 15, 2022, 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 [humboldtcountynv.gov](http://humboldtcountynv.gov), and at 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

**Brian Stone 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.**

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5. CLAIMS REVIEW

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	26147 - 26239	\$ 270,220.08

**John Arant moved to approve all claims submitted for July 20, 2022. Motion carried, 3-0.**

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes  
Meeting Minutes June 15, 2022

6.2. Accommodation Tax 9-month refund request as follows: Turner (\$447.00), Lopez (\$705.60), Feighner (\$513.18), Brock (\$572.16), Johnston (\$419.40), Heater (\$877.50)

**Jim Billingsley moved to approve the consent agenda as presented. Motion carried, 3-0.**

7. GENERAL BUSINESS

7.1. Jasmyne Hughes, Winnemucca Motocross, cooperative funding request for BMX Round 7 event, September 3-4, 2022, \$7,000.

Jasmyne Hughes, Tink Richardson and Tamara McCord presented the request. The gates for the track finally got to a point where they were not working properly and replacement gates were purchased. Now funding is needed to complete the installation.

**John Arant moved to approve the request for cooperative funding as a \$7,000 grant. Motion carried 3-0.**

7.2. Denio Community Club, request for Small Community grant funding in the sum of \$1,900.

**Jim Billingsley moved to approve the request for Small Community grant funding in the sum of \$1,900. Motion carried 3-0.**

7.3. Request to authorize Hunewill Construction to remove and replace asphalt in alley between East Hall and West Hall, \$10,407.

Director Petersen reported that the alleyway between the Convention Center East Hall and West Hall is showing wear and tear and has become a safety concern due to the cracks and uneven surface.

**John Arant moved to approve the removal and replacement of the asphalt in the alley between the Convention Center East Hall and West Hall for \$10,407 as quoted. Motion carried, 3-0.**

7.4. Request to authorize purchase of stall mats from R&M Supply for Winnemucca Events Complex barns #4 and #5, \$45,005.22.

Director Petersen explained the asphalt base in Events Complex barns 4 and 5 is appealing to some horse event users, but not all. Adding mats will facilitate a broader use of the stalls and help with the concerns some horse owners have with using the asphalt base stalls. The quote is for enough mats to do both barns, plus the estimated shipping costs.

**John Arant moved to approve the request to purchase stall mats from R&M Supply for Winnemucca Events Complex barns #4 and #5 in an amount not to exceed \$45,005.22. Motion carried 3-0.**

7.5. Designation of persons authorized to sign checks on event accounts at Nevada State Bank and US Bank utilizing WCVA EIN number

Due to staff changes, it is necessary to update the authorized signers for some of the WCVA accounts. A list of current and proposed signers was included with meeting packet for board review.

**Jim Billingsley moved to approve the list of account signers as proposed. Motion carried, 3-0.**

8. DIRECTOR'S REPORT

8.1. Update on East Hall Exterior Renovation Project

Director Petersen reported that he met with Cumming and TSK to review concepts and will keep the board updated on the progress of the discussions.

Petersen also reported that he is seeking additional opportunities to help fund the proposed addition to the west side of the Event Center. The idea is to ensure Winnemucca remains appealing for many types of events. Petersen and the staff are also working to update the sales kit.

9. COUNSEL REPORT

No report.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Financial Reports

Reports were available in the board packet for review.

Board Administrator Swensen reported it appears room tax revenue will be about 25% higher than last year.

11. OTHER REPORTS

11.1. Miscellaneous reports, for information

Jim Billingsley reported the Covid relief funds which were supposedly earmarked for rural projects to be administered by the State Treasurer have been reported to be appropriated by the Governor to use for social programs, notwithstanding that the original award was for other purposes.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

**John Arant moved to adjourn the meeting at 5:04 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:** August 17, 2022

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

**AYES:** Stone, Arant, Billingsley.

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

**ABSTAIN:** Boyle, Cerri

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

**APPROVED:**

**ATTEST:**

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Terry Boyle, Chair

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Liz Barnard, Administrative Clerk