

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
March 15, 2023
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
Theresa Mavity, via remote technology	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:

John Arant	Vice Chair and Business Representative
Terry Boyle	Treasurer and Motel Representative

Staff Members Present:

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

Staff Members Absent:

None

Others Present:

Kristin Hillmer, via remote technology	Cumming Group
Kevin Kemner, via remote technology	TSK Architects
Carolina Dias da Silva, via remote technology	TSK Architects
Patricia Setzer, in-person	Winnemucca Host Lions Club
Lindsey Hubred, in-person	Winnemucca Regional Raceway Association
Martin Paris, in-person	Nevada Cattlemen's Association
Kati Harmon, in-person	Nevada Little League District 3

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

The meeting was called to order at 3:00 pm; the three 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, March 10, 2022, at the Convention Center West Hall (the place of the meeting), online at notice.nv.gov, online at winnemucca.com, and online at 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

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 to directly restrict the formation, operation, or expansion of a business. Motion carried, 3-0.

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	26645 - 26695	\$219,389.71

Ron Cerri moved to approve all claims submitted for March 15, 2023. Motion carried, 3-0.

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes
Meeting Minutes February 15, 2023

6.2. Accommodation Tax 9-month refund requests as follows: Martinez (\$538.56), Mihalus (\$501.21), Flume (\$1,002.00), Langston (\$911.83), and Feighner (\$508.87)

Ron Cerri moved to approve the consent agenda as submitted. Motion carried, 3-0.

7. GENERAL BUSINESS

7.1) WCVA board-staff, WCVA tentative budget review and proposals for the fiscal year ending June 30, 2024

Board Administrator Swensen presented and explained the proposed tentative budget for fiscal year 2023-2024. There were no modifications by the board or staff.

Ron Cerri moved to approve the tentative budget for the fiscal year ending June 30, 2024, as presented. Motion carried, 3-0.

7.2) Cumming Group/TSK, Joe Mackie (East) Hall exterior renovation project, presentation and review of project design proposals, and possible approval of design concepts for exterior building improvements and direction to WCVA staff on the next steps for the renovation project

Kristin Hillmer highlighted changes to the cost estimate due to requested and required design changes. The current cost estimate is \$3,012,047. The increase over the prior estimate is due to the addition of the brick veneer, changes to the storefront doors and windows, adding the parapet to the roof to comply with current OSHA standards, and digital signage. The renditions presented do not reflect the elevation change from the East Hall to the Nixon Lawn. There was discussion of the need to include a civil engineer in the design process to help determine options for the existing sidewalk and planters (on the west side of the building) to make informed decisions regarding the overall effect the project will have on the property. Kevin Kemner explained that a civil engineer is necessary to allow the team to explore the flatwork options, especially with the utility easements along the west side of the building and the south side bordering on a state route highway. The board also discussed whether the proposed brick veneer will achieve the goal of maintaining a consistent appearance for the East Hall and West Hall. Hillmer explained that the brick was proposed to allow room to run necessary electrical conduits behind the veneer, but there are other options.

Brian Stone moved to direct the design team to explore removing the brick veneer and redesigning the lower part of the building to allow room for electrical service and add civil engineering to the scope of work to consider the flatwork possibly involved with the renovation. Motion carried, 3-0.

7.3) Robert Johnson, Winnemucca Host Lions Club, District 46 Lions Cabinet meeting, August 25-27, 2023, request for Facility Grant, \$2,400

Patricia Setzer presented the request on behalf of the Winnemucca Host Lions Club and explained the District 46 Cabinet meeting will bring about 150 people from all parts of the state to participate in the multi-day meeting. The club asked for a facility grant for three days use of the West Hall.

Ron Cerri moved to approve the facility grant request as presented. Motion carried, 3-0.

7.4) Martin Paris, Nevada Cattlemen's Association, 88th Annual Nevada Cattlemen's Association Convention and Trade Show, November 16-18, 2023, request for Facility Grant, \$4,800

Martin Paris, Executive Director of Nevada Cattlemen's Association, presented the request on behalf of the Nevada Cattlemen's Association. Paris stated that they try to hold this annual event in Winnemucca every

three or four years as the location is centrally located for many of their members. The event typically draws around 200-300 people from the entire state. They requested a facility grant for three days for both halls.

Brian Stone moved to approve the facility grant request as presented. Motion carried, 3-0.

7.5) Kati Harmon, Nevada Little League District 3, Nevada State Little League Baseball Tournament, July 19-23, 2023, request for Cooperative Funding, \$15,000

Kati Harmon, District 3 Administrator, presented the request on behalf of Nevada Little League District 3. Harmon explained that the state tournament is held in Winnemucca every fourth year. This year baseball and softball are combined. An estimated 1,000 persons will attend the multi-day event. The tournament rules do not allow the host to charge a registration fee for the event, it must be funded solely by grants and sponsors.

Ron Cerri moved to approve the cooperative funding grant request of 15,000. Motion carried, 3-0.

7.6) Lindsay Hubred, Winnemucca Regional Raceway, 2023 Race Season, request for Cooperative Funding, \$10,000

Lindsey Hubred presented the request on behalf of the Winnemucca Regional Raceway Association (WRRRA). Hubred said she is the new secretary-treasurer and the entire WRRRA board is new this year. The schedule is set for the 2023 season, with races happening one weekend each month from April through September. Chair Stone expressed concern that four of the six scheduled dates are in conflict with the track dates for the Fallon group and that could decrease the attendance at the local races. The current WRRRA board was not aware that there were any outstanding loan balances or underwriting due to WCVA when they took over. Hubred explained that getting grant funding from the WCVA will allow them to offer better payouts for the races. Director Petersen suggested granting the WRRRA part of the requested funding, and they can come back to request additional funds once they have held a couple of races, which will show the financial impact on the community.

Ron Cerri moved to approve the cooperative funding grant request in the amount of \$3,500. Motion carried, 3-0.

7.7) WCVA staff, East Hall garage repair project proposal, review of responses to request for proposals, discussion of project scope and cost, and possible approval or rejection of bid(s) received and direction to WCVA staff for the repair project

Director Petersen presented the only bid that was received and explained that at \$490,460 the proposal came in considerably higher than anticipated. The engineer who helped develop the RFP was shocked at the high bid cost. Petersen explained possible reductions to the scope of the project work which could reduce the cost. The suggestion from the engineer and legal counsel is to consider rejecting the current bid and issuing a new RFP with a reduced scope of work.

Brian Stone moved to reject the bid for the East Hall garage repair project and direct staff to prepare a bid and solicit proposals with a reduced scope of work. Motion carried, 3-0.

7.8) WCVA staff, Nevada State High School Rodeo Finals, review and possible approval, modification or rejection of the terms and conditions of a proposal for a multi-year agreement to host the annual event
Director Petersen presented a summary of the proposal which will be offered to the Nevada State High School Rodeo Association in response to their request for bids to host the state finals. Ron Cerri mentioned that it would be good to keep the event in Winnemucca for as long as possible. Theresa Mavity commented that the event is well received and benefits the community.

Ron Cerri moved to direct staff to submit for consideration to the NSHRA Board the Nevada State High School Rodeo Finals proposal as presented. Motion carried, 3-0.

7.9) WCVA staff, Run-A-Mucca event, review of the event budget and possible approval of an increase of funding for the annual event

Director Petersen explained the current Run-A-Mucca budget.

No action taken.

8. DIRECTOR'S REPORT

Director Petersen gave a brief summary of the Ranch Hand Rodeo Weekend. He mentioned that there were issues with the wait time for access to the food concessions several times during the weekend and

that if the community continues to host events of this size, an addition to the Event Center to accommodate an additional concession area is needed. Petersen highlighted a couple of upcoming events at the Winnemucca Events Complex, the Underground Mine Rescue Competition, and Monster Trucks.

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 noted that revenue is slightly ahead of this time last year.

11. OTHER REPORTS

11.1. Miscellaneous Reports

Reports were available in the board packet for review.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

The meeting was declared adjourned at 5:18 pm.

Respectfully submitted,

Liz Barnard
Administrative Specialist

APPROVED: April 19, 2023

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Stone, Arant, Boyle, Mavity, _____

NAYS: _____

ABSTAIN: _____

ABSENT: Cerri _____

APPROVED:

ATTEST:

Brian Stone, Chair

Liz Barnard, Administrative Specialist