

- 10.6 Possible recommendation for Business Representative vacancy & possible report to County Administrator, for discussion
 - 10.7 Possible election to fill vacancy in Treasurer position, for discussion & possible action
 - 10.8 Update on Joe Mackie/East Hall parking deck repair project, for discussion
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MINUTES, APRIL 20, 2016

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, April 20, 2016 with Chairman Terry Boyle presiding.
2. **Pledge of Allegiance.**
3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Motel Representative
Herb Ross	Vice Chairman and Hotel Representative
Jim Billingsley	City Representative
Ron Cerri	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Position Vacant	Business Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Lori Timko	Young Life
Mike Timko	Young Life
Jonathan Green	Young Life
Maria Soto	Young Life
Celeste Arellono	Young Life
Sean Mentaberry	Humb Co Rodeo Club
Other Rodeo Club members	

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, April 15, 2016 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 April 20, 2016 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *Jim Billingsley 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, 4-0.*

6. Minutes.

Prior meeting minutes of March 23, 2016.

Jim Billingsley made a motion to accept the minutes of the March 23, 2016 meeting. Motion carried, 3-0. Ron Cerri abstained because he was not present at that meeting.

7. Claims. The following claims were submitted for payment and approved on April 20, 2016:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	20858-20929	\$211,353.02

Herb Ross made a motion to approve all claims as submitted. The motion carried, 4-0.

8. General Business.

8.1 Lori Timko, Young Life Winnemucca, request for WH facility grant, October 15, 2016, for possible action

This request is for their second annual fundraising banquet. Funds are used to send kids to camp and provide other faith-based activities for area youth. Previously it was open only to high school age students but this past year a junior high age group was started up locally and is open to all young people

in our community. The other major fundraiser for them is a golf tournament. Last year's banquet wasn't as successful as they had hoped, but it was still beneficial for the organization and they look forward to improving this year's event. ***Terry Boyle made a motion to approve a \$700 West Hall facility grant (\$600 for the hall, \$100 for the kitchen) for the Young Life Winnemucca Annual Banquet, October 15, 2016. Motion carried, 4-0.*** Young Life Winnemucca is responsible for any other customary Convention Center charges.

8.2 Dale Owen, Humb Co High School Rodeo, April 29-May 1, 2016, request for funding, for possible action

Sean Mentaberry and other members of the Humb Co High School Rodeo Club presented their request to the board. Sean read a statement outlining the rodeo club's use of donated funds and the local economic impact of their event. It was noted that in reviewing their financial information from 2015, the local rodeo event was quite profitable for the club. The major impact to their finances was the expenses to send competitors to the state and national high school rodeos. Board members reminded rodeo club that the WCVA allocates funds that are to be used to promote local tourism and bring people to Winnemucca/Humboldt County, not fund rodeo competitors at state and national high school rodeos held elsewhere. Even so, the board continues to support this event as it does have a positive impact during their local rodeo weekend. ***Jim Billingsley made a motion to approve a \$5,000 grant to the Humboldt County High School Rodeo, April 29-May 1, 2016. Funds are to be used for awards at this rodeo. Motion carried, 4-0.*** Board members asked that "Sponsored by Winnemucca Convention & Visitors Authority" be put on awards that are funded by this grant.

8.3 Change of May meeting date, for possible action

Per NRS, this board must have their public budget hearing for the next fiscal year on the 3rd Thursday in May, May 19. Instead of having this hearing plus the regular board meeting on the 3rd Wednesday in May, the board discussed having one meeting on the date of the budget hearing. Mr. Cerri is leaving town on May 19 but is available in the morning so the board agreed to meet at 10 am on May 19.

8.4 Accommodations tax 9-month refund requests, for possible action, Hamlin (\$304.80)

Terry Boyle made a motion to approve the accommodation tax 9-month refund for Lloyd Paul Hamlin (\$304.80). Motion carried, 4-0.

9. Director's Report.

9.1 Financial reports on WCVA events

The bank reconciliations for the Ranch Hand Rodeo and Tri-County Fair were included in the board packets for review.

Kim reported that the Ranch Hand Rodeo numbers are just about all in and that weekend has a profit of approximately \$14,575. The barrel race was a good addition to the weekend bringing in over 200 competitors and the horse sale prices were up this year compared to the past few years.

9.2 Tony Sanchez retirement recognition, discussion only

On May 2 Tony will be retiring from the Convention Center after almost 19 years of service. Chairman Boyle and Kim thanked Tony for his hard work and presented him with a plaque showing the board's appreciation.

9.3 Joe Mackie/East Hall elevator repair update, discussion only

It seems that anything that can go wrong with this project, will go wrong. When the Schindler personnel came to do repairs to the elevator after the necessary piece of equipment was manufactured for it, they discovered that instead of a foot or two of sand to hold the casing in place, there was 40 feet of sand. So, before any work could be started, a special vacuum truck from Boise was necessary to remove the sand. The elevator shaft is below the water table so Schindler has been able to utilize a different piece of equipment that will cover the elevator shaft so that they can complete their work and so that the shaft doesn't rust. Kim hopes that the elevator will be operational in the next week or so.

9.4 Status of WEC covered arena, for discussion and possible action

Just a reminder, during the Ranch Hand Rodeo barrel race, Kim noticed that one of the roof trusses was coming apart and had thought that after the event he could get it welded together at that spot. A few days later we had winds up to 49 mph which caused substantially more damage to other trusses. The arena appeared, to Kim, to be unsafe. Kim contacted the building department which "red tagged" it and it has been closed ever since. This arena is used a lot by local riders as well as in conjunction with many of our western events at the fairgrounds. Today Kim accompanied the county's insurance representative and engineer on another tour of the arena. A report will be prepared on the course of action they recommend. Since the company that manufactured this structure, along with the engineers involved, are all out of business due to some failures, and our insurance carrier has balked at making any repairs in the past, it is Kim's opinion that it does not make sense, financially, to make any repairs to the current structure. He would like the county, and this board, to consider a different kind of arena/livestock facility. Legacy Building Solutions offers an option that has buildings with steel framing and walls and a concrete foundation with a non-corrosive PVC

fabric membrane for the roof. Our current arena is 140' x 200'. Kim proposes that the new arena be 169' x 300' and estimates that the total cost for this type of building would be \$1.2 million. With the amount of people that utilize this arena, Kim is confident that there will be support from the Ag #3 Board as well as the commission. He would like this board's support and commitment of funds that were to have been used for the Event Center addition to now be committed to this project. Board members agreed that with the number of locals that use this arena, along with annual western events, this was a project they could support but they do not want to be the sole funding source. WEC has some funds available for projects and these need to be committed once there's a plan in place on moving forward. Kim will keep this board updated as information is received from the county and/or insurance agency.

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 Report on Commissioners' change of positions of Hotel & Motel Representatives creating Business Representative vacancy, for information

At their meeting on Monday, the commissioners changed designations on our board in the hope that it would open up a wider pool of interested individuals. Terry Boyle is now the Motel Representative. Herb Ross is the Hotel Representative. The Business Representative position will be advertised in The Humboldt Sun. Mr. Mendiola encouraged the board to give their input once those that are interested have submitted their letters of interest.

10.6 Possible recommendation for Business Representative vacancy & possible report to County Administrator, for discussion

See item 10.5.

10.7 Possible election to fill vacancy in Treasurer position, for discussion & possible action

After some discussion, board members will wait to elect a Treasurer until after the new board member has been appointed.

10.8 Update on Joe Mackie/East Hall parking deck repair project, for discussion

Work has started. The engineer should be here next week and the xray work for the tension cables will be completed soon.

10.9 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 March Financial Reports, for discussion

Room taxes continue to decline but the gap between last year and this year is narrowing.

11.2 Room tax audit report

No report.

12. Other Business.

12.1 Board vacancies

Don served as the WCVVA representative on two boards. These were the Board of Trustees for the Western Art Roundup and the Buckaroo Hall of Fame. Bill will add these designations to next month's agenda so action may be taken.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Thursday, May 19, 2016, 10:00 am.

14. Adjourn. *Jim Billingsley made a motion to adjourn this meeting. Motion carried, 4-0.*

The meeting was adjourned at 5:20 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 _____, 2016

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Motel Representative

HERB ROSS
Vice Chairman and
Hotel Representative

Position Vacant
Treasurer and
Business Representative

JIM BILLINGSLEY
City Representative

RON CERRI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator