

**Humboldt County Rodeo Board  
Agricultural District #3 - Regular Meeting  
February 13, 2019**

**Board Members Present:** Kent Maher, Dale Owen, Dave Louk, Tom Brown and Fergus Laughridge

**Board Members Absent:** Chris Bengoa, Becky Hill and Chantelle Nielson

**Staff Present:** Kim Petersen, Darrel Field and Holly Gallian

**Others Present:** None

**CALL TO ORDER**

Kent called the meeting to order at 5:53 p.m. at the West Hall Convention Center.

**PUBLIC COMMENT**

No public was present at this meeting.

**MINUTES CORRECTION - APPROVAL**

Dale moved to approve the January 9, 2019 minutes as submitted. The motion passed unanimously.

**CORRESPONDENCE REVIEW**

None

**EVENTS UPDATES, REPORTS AND SCHEDULING**

a. Ranch Hand Rodeo

Kim reports that the event is shaping up nicely. We have filled the dog trial and Ranch Hand Rodeo Teams and we have about 60 horses in the sale, pre-sift.

Kim has contacted a Canadian company who works with large display boards like ours. Staff will be training next week and should be up to speed in displaying results on the board by the following week during the Ranch Hand Rodeo.

No action was taken

b. Silver State International Rodeo

Dale reports that the rodeo committee will be meeting tomorrow night to discuss the event. He mentions that a promoter is interested in hosting a roping on the Friday before the event.

Kim notes that depending on how many over nighters the event draws that staff may have trouble turning over stalls in time to accommodate SSIR participants who will start arriving on the following Sunday.

No action was taken

c. Tri-County Fair

- i. Parade Grand Marshal  
Darrel will bring a list of recommendations to the next meeting.

No action was taken.

### **WINNEMUCCA EVENTS COMPLEX (WEC)**

- a. Facility Usage Fee Adjustments  
After some discussion and clarification, Tom moved to approve the new fee schedule as submitted by the Director.  
The motion passed unanimously.
  
- b. Facility master plan & project review  
The board reviewed a letter from the Director mailed to each board member last week.  
Kim recommends prioritizing the following items:
  - Relocating the stall/camping check in from its current location between Campgrounds A & B to the edge of the main paved parking lot adjacent to the Complex caretaker residence. The move will require the set up of a portable office and good signage.
  - Leveling the small pasture area located between the parking lot east of the Event Center and the neighboring campground. We can also cover the area with base rock suitable for parking for \$30,000. The area may eventually be paved.
  - Adding safety lighting and signage.
  - Improving the pasture area adjacent to A-1 towing for added parking and possible future structures.
  - Securing the facility on a regular basis, possibly closing Fair Grounds road to through traffic where it passes through the Events Complex.
  - Alleyways or roads to safely move participants on horseback from the various stall areas to the various building and arenas.
  - Consider water rights proofing or sale since as we pave pasture areas we are using less water.

No action was taken.

- c. Request by the Grange organization for free facility usage.  
Darrel reports that Kasandra Salvino has requested to postpone her presentation to the next meeting due to illness.

No action was taken.

### **2018 - 2019 BUDGET REVIEW – MODIFICATION**

At approximately 60% of elapsed time property tax revenues are at 89.4% and room tax revenues are at 78.77%.

Fairgrounds revenues are at 108.21%, wages and benefit expenses are at 69.42%, services and supply expenses are at 66.31% and capital outlay expenses are at 56.8%.

Event Center revenues are at 75.69%, wages and benefit expenses are at 45.63%, service and supply expenses are at 55.62% and capital outlay expenses are at 0%.

Kim comments that Fairgrounds service and supply expenses are high due to a second year of insurance premiums which will be corrected by the auditors in the near future. He also notes that Fairgrounds wage expenses are high due to the additional amount of temporary help required during the Fair last August and September.

No action was taken.

## **2018 - 2019 CAPITAL PROJECTS BUDGET REVIEW**

The board discussed the Capital Projects Budget for 2019. The Director was asked to prioritize the following items:

- \$80,000 to Crack and chip seal all parking lots in conjunction with other county chip seal projects.
- Stripe the parking lots following the chip seal.
- \$250,000 Remodel of the Exhibit Hall restrooms to comply with ADA standards.
- \$120,000 for another plastic floor for use in the new pavilion.
- Alley way construction
- Additional facility safety lighting
- Replace Event Center parking lot lights with LED bulbs.

Other items the board would like added to future budget requests include:

- \$65,000 to install a sound system in the outdoor arena
- \$62,000 to cover about 60 additional stalls. Kim notes that we have about half of our 700 stalls covered and installing shade cloth leaves only about 120 stalls uncovered
- Directional signage
- \$62,000 to construct a covered horse tie-up at the east end of the Event Center
- \$90,000 to install sewer and water hookups in our original 50 space RV camp
- \$50,000 to add bleachers in the pavilion
- \$30,000 for a video system installed at the Event Center

No action was taken.

## **FAIRGROUNDS REPAIRS AND MAINTENANCE**

No repair or maintenance requests were submitted.

## **VOUCHERS – EXPENDITURES APPROVAL**

Dale moved to approve the outstanding vouchers consisting of:  
\$10,912.22 for Ag District #3 through February 13, 2019  
\$7,963.89 for the Indoor Event Center through February 13, 2019

The motion passed unanimously with Kent abstaining on items from Communication Creations.

**INFORMATION, PROPOSALS AND OR REQUESTS BY BOARD MEMBERS AND STAFF MEMBERS FOR CONSIDERATION AT FUTURE MEETINGS, INCLUDING COMMUNICATIONS AND DEALINGS WITH OTHER BOARDS AND DEPARTMENTS AND PLANNING AND SCHEDULING FUTURE EVENTS**

Fergus submitted an idea to produce a New Years Eve event ourselves instead of renting the facility out to a private party.

The board discussed the idea but most were in favor of allowing private promoters to produce New Years Eve events so long as they are interested in doing so.

Fergus asked if the High School Rodeo invoice has been paid.

Kim reports that it has been paid and that we are processing the check for the sorting chute.

**PUBLIC COMMENT**

No public was present at this meeting.

**ADJOURNMENT**

Dave moved to adjourn the meeting at 7:07 pm. The motion passed unanimously.

Respectfully submitted,

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Darrel Field , Secretary