

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
May 17, 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
John Arant, in-person	Vice Chair and Business Representative
Terry Boyle, in-person	Treasurer and Motel Representative
Theresa Mavity, in person	City Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

Convention and Visitors Authority Board Officials Absent:

Ron Cerri	County Representative
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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
Jason Dondero, via remote technology	Cumming Group
Kevin Kemner, via remote technology	TSK Architects
Carolina Dias da Silva, via remote technology	TSK Architects
Michelle Hammond Allen, via remote technology	LHS Sober Grad Party
Susan Montero, in person	LHS Sober Grad Party
Nick Winters, in person	Winnemucca Regional Raceway Assn.
Lindsey Hubred, in person	Winnemucca Regional Raceway Assn.
Nathan Green, in person	Boys & Girls Club of Winnemucca

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

The meeting was called to order at 3:03 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 12, 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

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, 4-0.

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	26767 - 26834	\$213,792.69

Brian Stone moved to approve all claims submitted for May 17, 2023. Motion carried, 4-0.

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes
Meeting Minutes April 19, 2023

6.2. Accommodation Tax 9-month refund requests as follows: Bias (\$421.20), Maumary (\$487.48), Taitague (\$324.00)

Brian Stone moved to approve the consent agenda as submitted. Motion carried, 4-0.

7. GENERAL BUSINESS

7.1) Public Hearing - WCVA FY2024 Tentative Budget and proposals to adjust the Tentative Budget
No member of the public presented any testimony regarding the WCVA FY2024 Tentative Budget.
No action taken.

7.2) Proposals to approve the WCVA FY2024 tentative budget, as adjusted if any adjustments are made, as the WCVA FY2024 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 there are no proposed changes to the tentative budget as prepared and submitted, and upon approval it will become the final budget.
Theresa Mavity moved to approve and authorize submittal of the WCVA FY2024 tentative budget as presented as the WCVA FY2024 final budget. Motion carried, 4-0.

7.3) 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 authorization to proceed with the project design and engineering phase
The team from Cumming Group and TSK presented and explained the Joe Mackie (East) Hall exterior renovation project updated elevations and design concepts and sought approval from the board.
Theresa Mavity moved to proceed with the design and proposals according to the discussion and explanation. Motion carried, 4-0.

7.4) Michelle Hammond Allen, Lowry High School Class of 2023 Sober Grad Party, request for Cooperative Funding, \$3,500 grant and payment of WEC Facility Fees not to exceed \$450
Susan Montero and Michelle Hammond Allen presented the request for funding for the all-night supervised party.
John Arant moved to approve the request for a cooperative funding grant of \$3,500 and payment of the WEC Facility Fees in the amount of \$450. Motion carried, 4-0.

7.5) Lindsey Hubred, Winnemucca Regional Raceway Association, request for additional Cooperative Funding, \$6,500 grant
Nick Winters and Lindsey Hubred, Winnemucca Regional Raceway Association representatives, presented the request for the balance of the cooperative funding requested earlier this year. There were approximately 140 drivers plus crew at the first race and about 300 paid admissions. The High Desert Classic coming up in June is their big race. There was discussion about the funding already granted including the underwriting funds not repaid from prior years.
Terry Boyle moved to award the additional \$6,500 of the original \$10,000 requested as a grant and to wait on sorting out any underwriting repayment from prior years funding until the end of this racing season. Motion carried, 4-0.

7.6) Denio Community Board, request for small community fund grant and possible cooperative funding for trap thrower at Denio Gun Range and Community Hall improvements, \$4,000

The board reviewed the request and discussed that there are not currently sufficient funds available to the Denio Community Board from the funding routinely allocated to the board in the small community fund to fully cover the request.

Brian Stone moved to authorize the \$4,000 request using the current remaining balance of the Denio board small community grant fund and the difference to be made as a grant. Motion carried, 4-0.

7.7) Nathan Green, Winnemucca Boys & Girls Club, request for Cooperative Funding for the Giving on the Green event, June 23-23, 2023, \$7,000

Nathan Green, Winnemucca Boys & Girls Club director, explained the Giving on the Green tournament is one of the club major fundraisers. This year they are looking to draw more teams from out of town. The plan is to use some of the grant funds to increase advertising. Funds will also be used to add items to the swag bags for each attendee. With the pre-party scheduled on Friday night the event encourages participants to come on Friday and stay a night at one of the local establishments.

John Arant moved to approve the \$7,000 grant as requested. Motion carried 4-0.

7.8) Kim Petersen, Winnemucca Quarter Midget Racing Club, update and request to authorize sale of barriers purchased by WCVA

Director Petersen explained that the Winnemucca Quarter Midget Racing Club will be closing. The monies left in their account will be returned to the WCVA, since the bulk of the funds were originally from WCVA. There will be no further need to use the safety barriers purchased by WCVA for QMA events. Petersen suggested WCVA could sell the barriers before they deteriorate from exposure to the elements or leave them at the racetrack for the safety of youth competing at WRRR events. If the barricades are needed for a possible QMA or similar event at the Fairgrounds, they can be moved.

Terry Boyle moved to leave the safety barriers at the WRR track for the time being, with the understanding that if WCVA needs to use them for another event they can be moved. Motion carried, 4-0.

7.9) WEC staff, proposal to add safety upgrades to bucking chutes at a cost not to exceed \$12,000

Director Petersen advised that there has been concern expressed by high school rodeo personnel about the safety of the current exit gate for contestants and stock at the Indoor Event Center. The stock handling facilities and gate setup was explained. A quote was obtained to do the proposed safety improvements work for the estimated sum of \$12,000.

Terry Boyle moved to authorize expenditure of \$12,000 on safety improvements to the chutes and handling facilities at the Indoor Event Center. Motion carried, 4-0.

7.10) WEC staff, proposals for changing the June WCVA regular meeting date

Director Petersen proposed that due to staff absences creating scheduling conflicts, the board consider moving the regular meeting date to Wednesday June 14, which is the week prior to the regularly scheduled Wednesday June 21 meeting date.

Brian Stone moved to schedule the June WCVA regular meeting on June 14 at 3:00 pm. Motion carried, 4-0.

7.11) WCVA staff, request to designate an area at the Winnemucca Convention Center as required by NRS 293.127565 for the gathering of signatures for petitions

John Arant moved to designate the planter area on the southwest corner of the lawn as the area to gather signatures. Motion carried, 4-0.

8. DIRECTOR'S REPORT

Director Petersen reported: a new restroom/shower facility will be installed at the Winnemucca Events Complex at the end of the month; stall and camping reservations are open for the Nevada State High School Rodeo Finals over Memorial Day weekend; Run-A-Mucca is gearing up to happen over the Memorial Day weekend; the Ag. District #3 Board is working on updating the WEC Facility Rental Handbook; Silver State International Rodeo is coming up during the week of the Fourth of July; and, confirmation was received that the local Honor Camp will be closing, which will greatly impact how some events are set up at the WEC.

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 explained that the debt report for the year is completed and there is no debt, so it is a pretty simple report. Board approval was requested.

Brian Stone moved to authorize the debt report as explained. Motion carried, 4-0.

11. OTHER REPORTS

11.1. Miscellaneous reports, updates and information

Reports were available in the board packet for review.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

The meeting was declared adjourned at 4:13 pm.

Respectfully submitted,

Liz Barnard
Administrative Specialist

APPROVED: June 14, 2023

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Stone, Boyle, Cerri, Mavity

NAYS: _____

ABSTAIN: _____

ABSENT: Arant,

APPROVED:

ATTEST:

Brian Stone, Chair

Liz Barnard, Administrative Specialist