

**Humboldt County Rodeo Board  
Agricultural District #3 – Regular Meeting  
November 8, 2023**

**Board Members Present in Person:** Kent Maher, Dale Owen. Fergus Laughridge and Tom Brown

**Board Members Present via Teleconference or Videoconference:** Ginny Hawkins

**Board Members Absent:** Chris Bengoa and Becky Hill

**Staff Present in Person:** Kim Petersen, Charlene Fetterly and Darrel Field

**Staff Absent:** None

**Others Present in Person:** None

**Others Present via Teleconference or Videoconference:** None

**CALL TO ORDER**

Kent called the meeting to order at 5:53 pm.

**PUBLIC COMMENT**

No public comment was presented at the meeting.

**MINUTES CORRECTION - APPROVAL**

Dale moved to approve the minutes of October 11, 2023 as submitted.

The motion passed unanimously.

**EVENTS UPDATES, REPORTS AND SCHEDULING**

- a. Ranch Hand Rodeo – Ranch Hand of the year.

The board discussed nominating persons for the Ranch Hand of the Year to possibly include Suzanne (Susie) Montero, nominated by her daughter in law Susan Montero and Frosty Tipton nominated by Dave Louk.

The board agreed to place the item on the next agenda for a decision.

No action was taken.

**WINNEMUCCA EVENTS COMPLEX (WEC)**

- a. Review and approval of WEC Stall and Campsites Management Procedures and Policies.

Kim reported that several years ago WEC staff managed all stalls and RV spaces on the Fairgrounds. A short time ago we did not have the staff to effectively manage stalls and RV spaces. We are now staffed up to handle the events complex but some events want their own control of stalls and RV spaces. While we would like to try to accommodate them, Kim notes that we need some guidelines in order to effectively manage the facility.

Kim read the proposed document and board members suggested additions.

Fergus suggested adding walk ins to the "Shavings" section.

Fergus suggested clarifying the policy where promoters may take advance draws only from reservations that have been confirmed.

Fergus moved to approve the policies after the proper changes have been made according to WEC council.

The motion passed unanimously.

### **2023 - 2024 BUDGET REVIEW – MODIFICATION**

Kim presented the budget report as of 11-7-23. At approximately 35% of elapsed time, tax revenue is at 26.36% and room tax revenue is at 25.00%.

Ag District #3 revenue is at 52.63%, wage and benefit expenses are at 34.01%, service and supply expenses are at 18.52% and capital outlay is at 31.59%.

Event Center revenue is at 33.66%, wage and benefit expenses are at 29.80% and services and supplies are at 22.95%.

Kim commented that Temporary Employee expenses are high but we have not used the Contracts and Agreements account from which we would have paid the honor camp. He notes that our budget is currently on track.

No action was taken.

### **VOUCHERS – EXPENDITURES APPROVAL**

Fergus moved to approve the outstanding vouchers consisting of the following:  
\$13,509.11 for Ag District #3 through October 31, 2023  
\$24,624.79 for the Event Center through October 31, 2023

The motion passed unanimously with Kent abstaining on items from Communication Creations since his wife operates the business.

Charlene noted that the current format contain the totals to be paid to each vendor and not individual invoices to be paid.

**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**

Kim reports that the new rubber mats have been installed in the block stalls. He notes that they look great and should last a very long time.

Kim also reported that Darrel directed the audio / video production of the WSRRA rodeo last weekend. He commented that Darrel did a good job and we are working to do better at the next event. We have gathered some data and should be able to supply an hourly rate to further events asking for streaming and audio / video production. He also notes that Kevin Cooley of WSRRA was happy with the outcome and was invoiced \$11,000.00. He commented that he wants to add more "Winnemucca, Nevada" signage to the Event Center so we are noticed from different camera angles.

Fergus suggested adding local advertising to head pads in the chutes.

Kim notes that the new shower / restroom facility is working well with heat for our customers.

Kim also reports that we had a good crew of temporary labor throughout the summer. We were able to accomplish lots of good projects.

No action was taken.

**PUBLIC COMMENT**

No public comment was presented at the end of the meeting.

**ADJOURNMENT**

Dale moved to adjourn the meeting at 6:20 pm. The motion passed unanimously.

Respectfully submitted,

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Darrel Field, Secretary