

STATE OF NEVADA                    )  
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COUNTY OF HUMBOLDT            )

October 16, 2019

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**MINUTES, OCTOBER 16, 2019**

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, October 16, 2019 with Chairman Terry Boyle presiding.
2. **Pledge of Allegiance.**
3. **Attendance.** *Convention and Visitors Authority Board Officials Present:*
- |                |  |
|----------------|--|
| Terry Boyle    | Chairman and Motel Representative      |
| Brian Stone    | Vice Chairman and Hotel Representative |
| John Arant     | Business Representative                |
| Bill Macdonald | Secretary and Counsel                  |
- Convention and Visitors Authority Board Officials Absent:*
- |                 |                                   |
|-----------------|-----------------------------------|
| Jim Billingsley | Treasurer and City Representative |
| Ron Cerri       | County Representative             |
| Kendall Swensen | Board Administrator               |
- Staff Members Present:*
- |              |                      |
|--------------|----------------------|
| Kim Petersen | Director             |
| Shelly Noble | Administrative Clerk |
- Staff Members Absent:*
- None
- Others Present:*
- |                  |                              |
|------------------|------------------------------|
| Dave Roden       | Great Basin College          |
| Shelley Leveille | 2020 LHS Sober Grad Party    |
| Virginia Parker  | 2020 LHS Sober Grad Party    |
| Barbara Sealy    | Wmca Ministerial Association |
| Patricia Setzer  | Wmca Host Lions Club         |
| Kent Arrien      | Humb Co Shooting Park        |
| Steve Nielsen    | P3 Partners                  |
| David Jones      | P3 Partners                  |

**4. Public Comment.**

Dave Roden spoke to the board to remind them of the Great Basin College Gala that will take place here in the West Hall on November 16. He distributed flyers to board members. These flyers contained ticket and additional information.

**5. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, October 11, 2019 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.

- 6. Business Impact Determination.** Chairman Boyle asked whether any agenda item proposes the adoption by the city or by the county or by the WCVA of any rule, including any ordinance or resolution which would impose, increase or change the basis for the calculation of a fee that is paid in whole or in substantial part by businesses, which would impose a direct and significant economic burden upon a business or directly restrict the formation or expansion of a business, pursuant to NRS Chapter 237? The Chairman called for board or public input thereon; Counsel reported there was no agenda problem; there was no public comment thereon. Action will be taken.

*Terry Boyle made a motion that there appears to be no business impacting fee matter on today's agenda. The motion carried, 3-0.*

**7. Minutes, Review & Action**

Prior meeting minutes of September 18, 2019.

Since Ron and Jim are absent today, and Terry and John were absent last month, the approval of these minutes was tabled and will be included on the next meeting agenda.

- 8. Claims, Review & Action** The following claims, which had been submitted in list form to the board members for review with their 3-day meeting notice and agenda, with the opportunity to obtain further information before or at the meeting, were submitted for payment on October 16, 2019:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	24021 – 24087	\$219,747.80

*Brian Stone made a motion to approve all claims submitted for October 2019. The motion carried, 3-0.*

**9. General Business, for discussion & possible action**

**9.1 Accommodations tax 9-month refund requests, for possible action**

**Phillips (\$594.66), Segura (\$450.73), Burton (\$691.20), Williams**

(\$738.27), Winter (\$642.86), Raya (\$440.14)  
*Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Gary Phillips (\$594.66), Timothy Segura (\$450.73), Michael Burton (\$691.20), Kaleti Williams (\$738.27), Joe Winter (\$642.86), Felix Raya (\$4401.14). Motion carried, 3-0.*

**9.2 Shelley Leveille, 2020 Lowry Sober Graduation Party, June 4, 2020, donation request, for possible action**

Shelley and Virginia are representing the parent committee for the 2020 event and are here to make this request and answer any questions the board may have. The board is familiar with this event since this is an annual request brought by parents of Lowry's graduation seniors who put on an all night party after graduation each spring. Donations are used to pay for the building rental, decorations, food and entertainment. An estimated event budget is included with their request. For the past few years WCVA has made a \$3,500 donation to this event. *Terry Boyle made a motion to approve a \$3,500 grant for the 2020 Lowry Sober Graduation Party, June 4, 2020. Motion carried, 3-0.*

**9.3 Kent Arrien, Humb Co Shooting Park, request for Cooperative Funding, for possible action**

Kent has been successful in securing a grant from the Nevada Department of Wildlife (NDOW) in the amount of \$23,202.67. This grant will be used for lithium batteries for the solar system on the education building and the construction of an enclosure on the front end of the education building. This enclosure has become necessary due to the starlings that create a large mess that keeps people from being able to use the picnic tables and other outdoor amenities near the education building. The Shooting Park volunteers have tried numerous ways to keep the starlings from roosting in the area but have been unsuccessful. This building is used a lot with hunter safety, conceal/carry and other classes. Of the total grant amount, 75% (\$17,402) is an outright grant from NDOW once the Shooting Park secures the remaining 25% (\$5,800.67) in outside or in-kind donations. Kent would like to request that WCVA underwrite the cost of this project so that it may be started in the near future. When the NDOW funds are received, the Shooting Park will reimburse WCVA. He is going to be requesting donations from the local conservation groups for the remaining \$5,800 and is confident that he will be able to secure this amount. Board members and Kent agreed that this is a top notch facility attracting users from all over the western U S who travel to Winnemucca specifically to use this facility. *Brian Stone made a motion to approve a \$2,000 grant and \$21,202.67 underwriting for the Humboldt County Shooting Park for the lithium batteries and construction project outside the education building as outlined above. Motion carried, 3-0*

#### **9.4 Steve Nielsen, P3 Partners, status update on Joe Mackie Hall renovation/construction project, for possible action**

Steve is here tonight with David Jones to discuss the history of this project and their latest proposal. This is the 8<sup>th</sup> or 9<sup>th</sup> version of possible building scenarios that would address the board's concerns with the current facility and its future use. The earlier versions were interesting but, in the end, the configurations this board was presented with were much more expensive than this board was comfortable with. Tonight Steve and David have what they consider to be the best of both worlds as far as providing larger banquet space and also keeping the existing Joe Mackie Hall structure for use as meeting/convention space or future remodeling for office and/or retail space. Since the existing structure stays intact, we would be able to utilize it throughout the construction of an additional facility and not have to worry about "bumping" events that have already reserved the space. Additionally, the \$1.1 – 1.4 million dollars required to demolish Joe Mackie Hall is eliminated. The ramp on the back of the building would be back-filled and a slab poured to match the existing parking deck. Restrooms would be installed where the existing loading dock is which would allow use by patrons who rent the Main Floor of Joe Mackie Hall. The new building on the parking structure would have four meeting rooms with moveable walls, a kitchen and more restrooms for patrons renting this portion of the facility. Also included was an enhancement of the exterior of the current Joe Mackie Hall. Steve and David are still working to finalize costs for this new structure and exterior improvements to Joe Mackie Hall. When asked about a realistic timeline, Steve stated that he would estimate design and building completion by late 2020 or early 2021. Since we have only three board members here today, this item will be put on the November agenda for more discussion. Again, the cost will be a driving factor so this information will be essential in making a decision on whether to move forward or not.

Note: Kim stated that possible Joe Mackie Hall future renovation ideas may be to move the Chamber and Buckaroo Hall of Fame to Humboldt Museum. We would also need to find an alternate location for the animal display and the propane car. Once these items are removed, we could make much better use of the space on the Main Floor.

#### **9.5 2020 WCVA Cooperative Funding/Convention Center Facility Grant requests, for possible action**

Two of the requests that were returned for consideration at this meeting have representatives here to make their request. They are Barbara Sealy for the Winnemucca Ministerial Association and Patricia Setzer for the Winnemucca Host Lions Club. These requests will be taken first before the remaining requests are considered.

1. Winnemucca Ministerial Association – Public Safety Banquet  
Barbara Sealy spoke with the board about this event which recognizes all public safety employees who protect the citizens of Humboldt County and

northern Nevada. These include WPD, WRFD, WCFD, HCSO, NHP, EMS, NDI, Fish & Wildlife, BLM, etc. It is a small token to show our community's appreciation for all that they do every day. The request is for three rooms in the West Hall plus the kitchen, \$510 WH facility grant. ***John Arant made a motion to approve a \$510 WH facility and kitchen grant for the Wmca Ministerial Association's Public Safety Banquet, April 16, 2020. Motion carried, 3-0.*** Winnemucca Ministerial Association is responsible for any other customary Convention Center charges.

2. Winnemucca Host Lions Club – Health & Safety Fair

Patricia Setzer has coordinated this event for many years. Community members are able to have various health tests performed at a reduced cost. In addition to the health tests, area non-profit organizations are invited to set up informational tables to get the word out about the services they provide. ***Brian Stone made a motion to approve a \$600 Joe Mackie Hall facility grant for the Winnemucca Host Lions Club Health & Safety Fair, March 21, 2020. Motion carried, 3-0.*** Winnemucca Host Lions Club is responsible for any other customary Convention Center charges.

The remaining 2020 facility requests and action taken:

**2020 WCVA Cooperative Funding Requests**  
**Convention Center Facility Grant Requests**  
**October 16, 2019**

Organization/Event	2020 Request		2020 Action	
<b>Superior Western Arts Sale</b>	\$ 1,800	Fac	\$ 1,800	Fac
<b>Safe Haven Wildlife Sanctuary Annual Fundraiser</b>	\$ 1,250	G	\$ -	
	\$ 800	Fac/Fees	\$ 800	Fac/fees
<b>HGH Auxiliary Annual Banquet</b>	\$ 240	Fac	\$ 240	Fac

***Terry Boyle made a motion to approve the 2020 facility requests as outlined above. Motion carried, 3-0.*** The event organizers are responsible for any other customary Convention Center charges.

### 9.6 2020 WCVA Cooperative Funding requests, for possible action

There were various requests presented to the board requesting funds for their 2020 events. Most are annual events that this board is familiar with. A spreadsheet, with the requests listed for easier reference, was presented to the board members. Of some concern was the request by the Winnemucca Wheels Committee for a \$15,000 underwriting. In the past they have been awarded a \$5,000 underwriting and this seemed like a large increase to the board. Terry and Brian, especially, noted that is a one day event and they do not see much of an impact on this weekend. The board would like to speak with committee chair Darrel Field before funding is finalized for this event. Another concern was the \$25,000 request from the Northern Nevada Racing Association. They have not made a funding request for a few years and there was very little backup information included with their funding form. This board would like to see attendance figures as well as a profit and loss statement from the past couple of years before making a decision on funding. Both of these events will be invited to send a representative to a future meeting to discuss these concerns.

Requests and action taken:

### 2020 WCVA Cooperative Funding Requests

October 16, 2019

Organization	Funds Due to WCVA	2020 Request		2020 Award	
Nevada Christian Motorcyclists Assoc.		\$1,350 WEC	G	\$1,350 WEC	G
		\$ 2,000	U	\$ 2,000	U
		\$ 5,000	G	\$ 4,000	G
777 Barrel Racing-Hairy Horse Race		\$1,800 WEC	G	\$1,800 WEC	G
	\$ 1,800 ** To be deducted from 2020 funding.			\$ 2,500	U
Humb Co High School Rodeo		\$ 5,000	G	\$ 2,500	G
No Nev Racing Association		\$ 25,000	G	\$ -	
Winnemucca Wheels		\$ 15,000	U	\$ -	
Run-A-Mucca		\$ 50,000	U	\$ 50,000	U

Tri-County Fair	\$ 5,000	G	\$ 5,000	G
Winnemucca Balloon Festival	\$ 3,000	G	\$ 2,000	G
Wmca Gold Rush Softball Tournament	\$ 7,500	G	\$ 7,500	G
Badger Baseball/Bombs for Moms Tourn	\$ 7,500	G	\$ 7,000	G
Cow Country Classic Penning & Sorting	\$ 10,000	G	\$ 3,000	G
			\$3,000 WEC	G
High Desert Challenge	\$ 10,000	G	\$ 3,000	G
	\$2,300 WEC	G	\$2,300 WEC	G
	\$ 3,000	G	\$ 3,000	G
Chamber of Commerce Visitor Center	\$ 15,000	G	\$ 15,000	G
Labor Day Rodeo & Great Basin Challenge	No am't on form		\$ 15,000	G

*Brian Stone made a motion to approve 2020 Cooperative Funding requests as outlined above. Motion carried, 3-0.*

**9.7 Marc Page, WSRRA National Finals Ranch Rodeo, October 31 - November 3, 2019, request for additional Cooperative Funding, for possible action**

At last month's meeting this board approved a \$10,000 grant and \$10,000 underwriting for his event, which begins later this month. He had requested \$25,000 but since the barrel race is now being produced by another individual, the board felt that the additional money he received to assist with expenses for last year's barrel race were not necessary. After Marc received notification of his award he wrote a letter to this board (included in the online agenda and backup). In it he outlines some additional expenses which he feels warrant this additional \$5,000 in funding assistance. Board members discussed the high level of funding that Marc receives for his event and that there will need to be a discussion as to what the limit is for his event. It is a good event at a slow time of the year but that should not mean that WCVA funding is unlimited. It was pointed out that with the state tourism grants you are awarded less each year as the event is expected to become more successful and less reliant on grant money. Is this a model that will work with Marc? *Brian Stone made a motion to approve an additional \$5,000 grant to Marc Page and the WSRRA National Finals Ranch Rodeo, October 31 - November 3, 2019. Motion carried, 3-0.*



**10. Director's Report.**

**10.1 Financial reports on WCVA events**

No report.

**11. Secretary and Counsel, Monthly report, for discussion & possible Action**

**11.1 Review report of October 2019, for information**

Bill's report was distributed to board members at today's meeting.

**11.2 Update on delinquencies, possible request for authorization for disclosure of confidential information on one or more licensees, for possible action**

Included in Bill's report.

**11.3 Annual room tax report to Taxation**

No report.

**11.4 Improvements project status reports**

-Joe Mackie Hall study – see item 9.4 above.

-Old WEC floor is stored in a semi trailer on the grounds. The new floor is stored under one of the mezzanines. Kim is working on a more permanent storage location.

-Event Center LED wall/board retrofit – Kim continues to work on the specs.

-West Hall street sign – Bill will try to get these specs finalized.

**11.6 Recent developments**

Scott Shady Court has been sold and new owners have taken over operations. The Hampton Hotel may be looking at an alternative location since parking restrictions brought the previous agreement to an end.

The lumber on the lot next to Wingers has been removed. There has been speculation that a new hotel will be constructed on this lot after all.

**12. Board Administrator.**

**12.1 Financial Reports, for discussion**

No report.

**13. Other reports**

**13.1 Cemetary sign**

There have been ongoing issues with the electronic sign at the cemetery for the past several months. Nevada Advertising has been here several times to fix it but the repairs are not fixing the problem. Kim has spoken with the

manufacturer and is working for a resolution.

**14. Public Comment**

None.

**15. Regular Business. Next Meeting.** The Board confirmed the next regular meeting date of Wednesday, November 20, 2019, 4:00 pm.

**16. Adjournment.** *John Arant made a motion to adjourn this meeting. Motion carried, 3-0.*

The meeting was adjourned 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 \_\_\_\_\_, 2019

As written \_\_\_\_\_

As corrected \_\_\_\_\_

Winnemucca Convention & Visitors Authority Board

\_\_\_\_\_  
TERRY BOYLE  
Chairman and  
Motel Representative

\_\_\_\_\_  
BRIAN STONE  
Vice Chairman and  
Hotel Representative

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**14. Public Comment**

None.

**15. Regular Business. Next Meeting.** The Board confirmed the next regular meeting date of Wednesday, November 20, 2019, 4:00 pm.

**16. Adjournment.** *John Arant made a motion to adjourn this meeting. Motion carried, 3-0.*

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Winnemucca Convention & Visitors Authority Board

\_\_\_\_\_  
TERRY BOYLE  
Chairman and  
Motel Representative

\_\_\_\_\_  
BRIAN STONE  
Vice Chairman and  
Hotel Representative

ABSENT  
JIM BILLINGSLEY  
Treasurer and City Representative

ABSENT  
RON CERRI  
County Representative

JOHN ARANT  
Business Representative

Attest:

BILL MACDONALD  
Board Secretary and Counsel

ABSENT  
KENDALL SWENSEN  
Board Administrator