

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

July 17, 2019

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MINUTES, JULY 17, 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, July 17, 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
Jim Billingsley	Treasurer and City Representative
John Arant	Business Representative
Ron Cerri	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:
None

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:
None

Others Present:

Heidi Hull	Omicron Delta Kappa Gamma
Maria Miller	Omicron Delta Kappa Gamma
Pilar Herrera	Omicron Delta Kappa Gamma
Steve Nielsen	P3 Partners
Dave Garrison	First Baptist Church
Jason Brogan	First Baptist Church
Michelle Brogan	First Baptist Church
Zach Brogan	First Baptist Church
Jackie Riggan	Omicron Delta Kappa Gamma
Cody Jensen	First Baptist Church

4. Public Comment

None.

5. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 12, 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.

Ron Cerri made a motion that there appears to be no business impacting fee matter on today’s agenda. The motion carried, 5-0.

7. Minutes, Review & Action

Prior meeting minutes of June 19, 2019.

Brian Stone made a motion to accept the minutes of the June 19, 2019 meetings. Motion carried, 5-0.

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 July 17, 2019:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	23799 - 23892	\$232,659.48

Terry Boyle made a motion to approve all claims as submitted. The motion carried, 5-0.

9. General Business, for discussion & possible action

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

Stewart (\$360), Reeves (\$596.40), Winsor (\$530.40), Palmer (\$561.60), Matheson (\$544.32)

Terry Boyle made a motion to approve the accommodation tax 9-month refunds for Jack Stewart (\$360), Brandon Reeves

(\$596.40), Erron Winsor (\$530.40), James Palmer (\$561.60), and Dave Matheson (\$544.32). Motion carried, 5-0.

9.2 Heidi Hull, DKG Adult Spelling Bee, November 16, 2019, request for Joe Mackie Hall facility grant, for possible action

This event is a fundraiser produced by a local teachers organization. Proceeds help to support various projects within our local school district. The first spelling bee was held last year at the Boys & Girls Club. Since that location is focused on youth, and this event serves alcohol as part of the fundraising efforts, the organization would like to hold it here at the Convention Center. Last year's spelling bee was successful with adult teams competing for bragging rights and this group hopes to make this an annual event. *Ron Cerri made a motion to approve a \$600 Joe Mackie Hall facility grant for the DKG Adult Spelling Bee, November 16, 2019. Motion carried, 5-0.* Delta Kappa Gamma is responsible for any other customary Convention Center charges.

9.3 Jason Brogan, First Baptist Church, Rock the Block, July 27, 2019, request for Cooperative Funding, for possible action

This event was first held last year in the Winners parking lot and featured Christian musical groups. It was well received and attracted about 500 spectators. This year's event will again be in the Winners parking lot and they are expecting a much larger crowd since they have contracted with three popular Christian bands. Members of the First Baptist Church have raised funds and Mr. Brogan is hopeful that WCVA will assist with covering expenses so that they can continue to offer this as a free concert. Mr. Brogan is expecting spectators from Reno and Salt Lake City since the performers that will be here have regional appeal. This will be a family-friendly event that everyone is invited to attend and is planned to be over by 11 pm. Mr. Brogan hopes to grow this into a 2 or 3 day Christian concert event. *John Arant made a motion to approve a \$5,000 grant to the First Baptist Church for their Rock the Block concert, July 27, 2019. Motion carried, 5-0.*

10. Director's Report.

10.1 Financial reports on WCVA events

No report.

10.2 Purchase of Event Center plastic floor, discussion and possible action

We received one bid for this floor in the amount of \$173,966.45 from Macro Plastics, Inc. As discussed in May, this floor will be more heavy duty than the one we're currently using. The old floor will be used in the Pavilion, when necessary (horseshoe tournaments, etc.). *Jim Billingsley made a*

motion to accept the bid from Macro Plastics, Inc. for the plastic floor to be used in the Event Center in the amount of \$173,966.45. Motion carried, 5-0.

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

11.1 Review report of July 2019, for information

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

11. Chamber of Commerce report for June 2019, for review

No report.

11.3 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.

11.4 Annual room tax report to Taxation

This is a report due by August 15 to the state. Bill will get with Kendall to get the information he needs to complete the report and get a copy to each board member.

11.5 Improvements project status reports

-West Hall carpet project is completed with the exception of Darrel's upstairs office. Bill will prepare Notice of Completion.

-West Hall roof project is completed.

-West Hall HVAC project is completed.

-Joe Mackie Hall study – Steve Nielsen addressed the board to discuss the process and some of the many options that have been discussed. Almost all of the options have come in significantly more expensive than expected. It is for this reason that Mr. Nielsen will continue to research other options that would be more in line with what this board requires and at a cost that they are comfortable with. Kendall will run some numbers to see what kind of monthly payment we would need to consider at various cost levels.

11.6 Recent developments

No report.

12. Board Administrator.

12.1 Financial Reports, for discussion

Room tax collections continue to be up slightly for the year.

13. Other reports

13.1 WEC outdoor arena sound system

The sound system is completed and worked very well at Silver State International Rodeo earlier this month.

13.2 WEC stall project

This project is completed, as well, so SSIR participants could utilize these covered stalls during this event.

13.3 2018/2019 audit

Kendall reported that the audit prep has begun and he will move forward with the audit in the upcoming weeks.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 21, 2019, 4:00 pm.

16. Adjournment. *Ron Cerri made a motion to adjourn this meeting. Motion carried, 5-0.*

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

JIM BILLINGSLEY
Treasurer and City Representative

RON CERRI
County Representative

JOHN ARANT
Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator