

15. Adjournment

MINUTES, MARCH 21, 2018

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, March 21, 2018 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
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

John Arant	Business Representative
Ron Cerri	County Representative

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:
None

Others Present:

Dave Selesnick	Wmca KOA/Hi-Desert RV Park
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4. **Public Comment**
No public comment.
5. **Meeting Notice Report.**
Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, March 16, 2018 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.** After review of the March 21, 2018 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *Jim Billingsley made a motion*

that no proposed agenda item is likely to impose a direct and significant economic burden on a business or directly restrict formation, operation, or expansion of a business. The motion carried, 3-0.

7. Minutes, Review & Action

Prior meeting minutes of February 21, 2018.

Jim Billingsley made a motion to accept the minutes of the February 21, 2018 meeting. Motion carried, 3-0.

8. Claims, Review & Action The following claims were submitted for payment and approved on March 21, 2018:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	22506-22582	\$334,313.21

Jim Billingsley made a motion to approve all claims as submitted. The motion carried, 3-0.

9. General Business, for discussion & possible action

**9.1 Accommodations tax 9-month refund requests
Garst (\$443.61), Knighton (\$396.40)**

Terry Boyle made a motion to approve the accommodation tax 9-month refunds for James Garst (\$443.61) and George Knighton (\$396.40) Motion carried, 3-0.

9.2 Nicole Bengochea, Winnemucca Goldrush Softball, request for Cooperative Funding, for possible action
No action taken.

9.3 Mike Scott, Wmca Regional Raceway Assoc., request for Cooperative Funding, for possible action
No action taken.

9.4 Shooting the West Photography Symposium reorganization, for discussion and possible action

As part of the meeting packet, Kim shared an email he received from M.D. Welch, an individual he has been speaking with about taking over as the coordinator of this event since Brenda Heintz is resigning her position. Mr. Welch is from Reno but has no desire to see the event leave Winnemucca. He has new ideas and a different approach and is excited to get going on next year's event. He is affiliated with UNR and has contact with students and other individuals who will be assisting him. Also, Kim has been working with Bill as they research exactly what the structure of the organization will

look like and how to transfer over the non-profit status and keep the event viable since its attendance has been on the decline in recent years.

10. Director's Report.

10.1 Financial reports on WCVA events

The bank reconciliations for Ranch Hand Rodeo and Tri-County Fair were included in the board packets for review.

10.2 Proposal to fund the construction of additional camping sites and stalls on the Winnemucca Events Complex, for possible action

Kim presented a memo to the board outlining his request for WCVA's assistance with projects on the Winnemucca Events Complex. . These include additional stalls and campsites on the east end of the facility, construction of a permanent restroom/shower house adjacent to the east end campsites, an improved sound system for the Event Center, additional safety lighting around the complex and permanent bleachers in the Pavilion. The most pressing of these projects are the additional stalls and campsites on the east end of the WEC since SSIR is expecting a significant increase in the number of participants at their event this summer and completely utilized all WEC stalls and campsites during their 2017 event. At this point, Mr. Selesnick asked to speak to the board. Utilizing the aerial map of the WEC that Kim had on the screen for all to view, he pointed out that the portion of his mobile home park that is directly east of the complex has quite a few vacancies. He attributed this to the on-going urine and manure smell emanating from the portion of the property east of the Event Center. He demanded that the waste be properly managed on a continuing basis before any changes or improvements on that end of the property are approved by this board and/or Ag District #3. Mr. Selesnick is here tonight because he feels it is his duty to represent his residents as they deal with this unpleasant issue. Mr. Selesnick claims that this is not a new problem since a few years ago the fairgrounds was issued a cease and desist order from the health department when the manure smell and flies became unbearable to his mobile park residents. Kim indicated that he did not recall ever receiving a citation. The only issue he remembered was when the first phase of the east end campsites were being constructed, there was a complaint regarding excessive dust that was quickly remedied with the frequent use of the water truck, per the guidelines presented by the Nevada Health Department. Additionally, Mr. Selesnick disagrees with the agenda item that the board voted on earlier where they stated that "no items on this meeting agenda have an impact on area businesses" since he feels that the proximity of livestock to his mobile home park does affect his business, especially during the warm summer months.

Kim respectfully disagreed with many of Mr. Selesnick's claims. Event Center staff and Honor Camp inmates are utilized immediately after each

event to clean stalls and remove stall bedding. Stall bedding is not allowed to remain in the stalls. Lime is also used regularly indoors to help remove any smell. Kim will research other products that may be available to help combat livestock smell. The majority of our events utilize the west end stalls and campsites. There are only one or two events each year that are large enough to use the east end facilities as well at this time. Therefore, Kim feels that the claims of on-going issues with odor adjacent to Mr. Selesnick's mobile home park east of the WEC are exaggerated. As seen on the aerial map, there are other mobile homes adjacent to the WEC. These lots appear to be completely occupied and we have received no complaints from those tenants. The request tonight regarding plans for campsite and stall expansion to the east of the Event Center will not only help to keep SSIR returning to Winnemucca (where it has a significant economic impact on Winnemucca and Humboldt County) but it will also help with recruiting additional large equine events. At this time, Kim is proposing that the cost of these improvements be split with Ag District #3. However, Ag #3 will not have their budget hearing with the County Commissioners until April 2 and then will not have funds available until July 1. Kim would like WCVA to "front" the funds for these improvements and then be reimbursed by Ag #3 for 50% of the costs in the new fiscal year. The first of these projects to be tackled in order to be ready for SSIR by July 1 are:

- Construction of 50 new campsites with full hook-ups to the east of the existing campsites on the east end of the WEC. These would be pull-through sites since we are getting larger and larger living quarter horse trailers utilized by participants traveling to these events. Estimated cost is \$120,000.
- Construction of an additional 100 stalls. The current stalls on the east end of the WEC have shade fabric that we have to install every summer and remove every fall. These stalls would be moved to the freeway side of the property and new stalls with permanent metal covers would be constructed where the current stalls are located, to the east of the Event Center. In an effort to help ease Mr. Selesnick's concerns, it was mutually agreed upon by Mr. Selesnick and the WCVA Board that the new stalls would be located as close to the northwest corner of the parcel as possible. Estimated cost is \$100,000.
- Addition of sewer to the existing east end campsites. With the addition of the new campsites with sewer, this would be the time to add sewer to these 100 existing campsites. Estimated cost is \$40,000.

Board members thanked Mr. Selesnick for attending and expressing his concerns. They have not heard any complaints about the smell from residents or visitors to the WEC, but agreed to pay more attention as they attend events and also asked Kim and his staff to keep up their efforts as they work to keep the facility as clean as possible throughout the year. They also directed Bill to investigate Mr. Selesnick's claim regarding a cease and

desist order against the WEC and will not begin construction until any issues with the health department have been investigated and resolved.

Kim is asking for this board's support tonight so that when he meets with the commissioners at his budget hearing on April 2 he can report that WCVA is willing to assist with 50% of the projects he is proposing for the Winnemucca Events Complex. ***Brian Stone made a motion approving WCVA's participation in funding 50% of the following projects on the Winnemucca Events Complex:***

- ***Addition of 50 full hook-up campsites, \$120,000.***
- ***Addition of 100 stalls, \$100,000.***
- ***Addition of sewer to the 100 existing east end campsites, \$40,000.***
- ***Public address system at the Event Center refurbished, \$120,000.***

The total estimated amount of these projects is \$380,000. WCVA will "front" the funds for these improvements and then be reimbursed by Ag #3 for 50% of these costs in the new fiscal year once their 2019 funds are available.

In the future, WCVA will also consider supporting the following projects, no cost estimates available at this time:

- ***Construction of a permanent shower/restroom house adjacent to the east end campsites.***
- ***Additional safety lighting throughout the facility.***
- ***Improvements to roadways and traffic flow.***
- ***Permanent bleachers in the Equestrian Pavilion.***

Kim is also directed to begin establishing bid specs for the campsite and stall projects so that they can go to bid as soon as possible. Motion carried, 3-0.

10.3 WEC Equestrian Pavilion update, for discussion

No report other than everyone that used it during the Ranch Hand Rodeo Barrel Race was very impressed and we have had a lot of interest expressed by various organizations who want to use it.

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

11.1 Review report for March, for information

Bill's report was included in the meeting packets available online.

11.2 Delinquencies review; status of delinquent tax liens, for information

The tax liens have both been paid off and released.

11.3 Discuss allocation of 2018 lottery proceeds, for possible action

At this board direction, Bill prepared a resolution designating this year's lottery proceeds go to Lowry's Drug Free Graduation Celebration and also for payment of facility fees for the Cody Louk Invitational Wrestling Tournament. *Jim Billingsley made a motion to accept the resolution designating 2018 lottery proceeds as prepared by Bill Macdonald. Motion carried, 3-0.*

11.4 Update on electronic marquee on Joe Mackie Hall, for discussion

No report.

11.5 Discuss April list of officers filing with Secretary of State for Shooting the West, for discussion and possible action

Since it appears that this board will be involved in the future of Shooting the West (STW), there needs to be organization directors designated on the Annual list of officers of the corporation to be filed with the state each April. It must be a minimum of three people. It could be WCVA board members or Convention Center staff. This item will be added to the April WCVA meeting agenda for action. STW has a bank account and the signers will need to be updated, too, but first we need to determine how to handle that since it's in the name of a non-profit organization. Also the STW trademark needs to be protected.

12. Board Administrator.

12.1 Financial Reports, for discussion

Room tax cash collections were up again for January. For the year we are ahead of each of the last three years in room tax collections.

13. Other reports

13.1 Archery Tournament

Kim reported that this year's archery tournament was very well attended. We had 210 participants, compared to 104 in 2017. The new targets worked great. The Friday night reception at Winners was enjoyed by many of the archery enthusiasts. Jim Billingsley reported that he is working to have vendors next year on both days.

There will be another archery tournament in May. This one will be at the shooting range on Mother's Day weekend.

13.2 2019 WCVA budget

The tentative 2019 WCVA budget is ready to be signed and sent to the state. The final budget will be approved in May and will have some items to be augmented at that time.

13.3 Lowry High School metal work

Students doing metal work at Lowry High School have made items that will be displayed around town. Jim was asked by Mayor Putnam if WCVA would allow one of these pieces to be displayed on their parking lot on the corner of Winnemucca Blvd and Melarkey Street. At this time there are no plans for that lot and the board agreed that this would be a nice addition.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, April 18, 2018, 4:00 pm.

16. Adjourn. *Jim Billingsley made a motion to adjourn this meeting. Motion carried, 3-0.*

The meeting was adjourned at 6:05 pm 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 _____, 2018

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

ABSENT
RON CERRI
County Representative

ABSENT
JOHN ARANT
Business Representative
Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator