

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
July 19, 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
Ron Cerri, via remote technology	County Representative
Theresa Mavity, via remote technology	City Representative
Kent Maher, in-person	Board Counsel

*Convention and Visitors Authority Board Officials Absent:*

Kendall Swensen	Board Administrator
-----------------	---------------------

*Staff Members Present:*

Kim Petersen, in-person	Director
Liz Barnard, in-person	Administrative Specialist

*Staff Members Absent:*

None

*Others Present:*

Travis Petersen, in-person	Nevada Safety Olympiad
Kent Arrien, in-person	Humboldt County Shooting Park
Kristin Hillmer, via remote technology	Cumming Group
Kevin Kemner, via remote technology	TSK Architects
Carolina Dias da Silva, via remote technology	TSK Architects

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

The meeting was called to order at 3:02 pm, the board members in attendance constituted a quorum.

2. PUBLIC COMMENT

Travis Petersen explained to the board that after 35 years of being held in Elko, the 2023 Nevada Safety Olympiad is being hosted in Winnemucca. It is a surface mine rescue competition sponsored by the Western Mine Rescue Association. Of the 11 teams signed up for the upcoming event, ten are from out of town. Each team typically has about 10 people in addition to the team managers and vendors that are anticipated to stay in town for three or four nights. The event will be held August 16-18, 2023 at the Winnemucca Events Complex. The first day of the competition falls on the date of the August board meeting and Petersen wanted to give the board information about the event now. There will be a cooperative funding request on the August agenda.

3. MEETING NOTICE REPORT

Board Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, July 14, 2023, at the Convention Center West Hall, the Convention Center East Hall (the place of the meeting), online at [notice.nv.gov](http://notice.nv.gov), online at [winnemucca.com](http://winnemucca.com), and online at [humboldtcountynv.gov](http://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, 5-0.**

#### 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	26898 - 26974	\$251,935.66

**Brian Stone moved to approve all claims submitted for July 19, 2023. Motion carried, 5-0.**

#### 6. CONSENT AGENDA

6.1) WCVVA Meeting Minutes

6.2) Accommodation Tax 9-month refund requests as follows: Lacey (\$710.20), LaGrand (\$673.86)

**John Arant moved to approve the consent agenda as submitted. Motion carried, 5-0.**

#### 7. GENERAL BUSINESS

7.1) 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, update on timeline

The team from Cumming and TSK presented two updated design options based on the input received from the board and staff at prior meetings. The board members expressed their preference for the option which has Winnemucca and East Hall lettering on the sides of the building facing Winnemucca Boulevard and Bridge Street. The Cumming Group/TSK team explained they will update the preliminary design documents and revise the cost estimates and present them at the August meeting.

**No action taken.**

7.2) Kent Arrien, Humboldt County Shooting Park, 2023 cooperative funding request, \$2,000  
Kent Arrien, shooting park representative, requested funds to assist with the maintenance expenses at the shooting park. Arrien reported they are working on expanding the long-distance bay to 1,000 yards now that additional land from the BLM.

**John Arant moved to approve awarding a \$2,000 grant as requested. Motion carried, 5-0.**

7.3) Presentation, review and proposals for a capital improvement plan for the fiscal year ending on June 30, 2024 and the ensuing 5 fiscal years and authorization to submit the approved plan

**No action taken.**

#### 8. DIRECTOR'S REPORT

Director Petersen reported: the Silver State International Rodeo was well attended and the new restroom/shower facility at the Winnemucca Events Complex was well received; a cutting show scheduled for mid-July at the WEC was cancelled due to not being able to procure cattle for the event; the Superior Livestock Auction is scheduled for the first of August; and, the Nevada State High School Rodeo Association received a protest to their approval of the multi-year agreement to host the event in Winnemucca, however, it is Petersen's understanding the protest has no merit since it was not properly made and it is anticipated to be finally settled at the NSHSRA meeting later in July.

#### 9. COUNSEL REPORT

No report.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Financial Reports

Reports were available in the board packet for review.

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 3:36 pm.**

Respectfully submitted,

Liz Barnard  
Administrative Specialist

**APPROVED:** August 16, 2023

**VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD**

**AYES:** \_\_\_\_\_ Stone, Arant, Boyle, Cerri, Mavity  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Brian Stone, Chair

\_\_\_\_\_  
Liz Barnard, Administrative Specialist