

NOTICE OF PUBLIC MEETING  
WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Winnemucca Convention & Visitors Authority Regular Meeting  
May 22, 2024  
3:00 PM:

Winnemucca Convention Center  
West Hall  
50 West Winnemucca Boulevard  
Winnemucca, NV 89445

All times on this agenda are approximate. Consideration of items may require more or less time than is scheduled. Items on the agenda may be heard in any order and at any time unless a time is specified; if a time is specified, the time may be the approximate time; two or more items may be combined for consideration; an item may be removed from the agenda; or discussion relating to an item may be delayed at any time. Public comment is designated for discussion only. The public has the opportunity to address the Board on any matter not appearing on the agenda; however, no action may be taken on a matter raised until the matter itself has been specifically included on the agenda as an item upon which action may be taken. Public comment may be heard on any item listed on the agenda. Persons are invited to submit or make comments on any agenda item in writing and/or virtually and/or in-person at the meeting.  
All public comment may be limited to three (3) minutes per person, at the discretion of the Board.

**Agenda - Wednesday, May 22, 2024**

**VIRTUAL and IN PERSON**  
Convention Center West Hall Meeting Room is Open

**FOR TELECONFERENCE OR VIDEO CONFERENCE ACCESS**

[Click here to JOIN](#)

Telephone (audio only): 1-775-446-0241, Conference ID: 360 719 434#

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL CALL, QUORUM DETERMINATION
2. PUBLIC COMMENT - Discussion only - This period is for comments by the public. No action may be taken on a matter raised until it is placed on an agenda for action.
3. MEETING NOTICE REPORT - Discussion and possible action – This period is to determine that the meeting agenda and notice for this meeting were timely and properly posted and distributed according to the requirements of NRS Chapter 241.
4. BUSINESS IMPACT DETERMINATION - Discussion and possible action – Determination whether or not any agenda item proposes the adoption of any rule which would impose, increase or change the basis for the calculation of a fee that is paid in whole or in substantial part by a business, 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.
5. CLAIMS-EXPENDITURES – Discussion and possible action - Claims, warrants, expenditures, and payment requests will be considered under this item.
  - 5.1) WCVA Claims through the May 2024 meeting date.
6. CONSENT AGENDA - Discussion and possible action - The items may be approved in a single motion; however, upon Board member request, any consent item may be discussed separately from the other items and other action, including postponement or denial of the item, may take place.
  - 6.1) Accommodation Tax 9-month refund requests as follows: Milner (\$419.98).

- 6.2) WCVA meeting minutes for: April 2, 2024, April 17, 2024, and May 1, 2024.
7. GENERAL BUSINESS - Discussion and possible action, unless otherwise noted.
- 7.1) Public Hearing – WCVA FY 2024/25 Tentative Budget-proposals to adjust the Tentative Budget.
- 7.2) Request to approve the WCVA FY 2024/25 Tentative Budget, as adjusted if any adjustments are made, as the WCVA FY 2024/25 Final Budget, and adopt the 5-Year Capital Improvement Plan and Debt Report, and authorize submittal of the approved budget, plan and report to the State.
- 7.3) Josh Burchette, Friends of the NRA, Friends of the NRA Banquet, October 26, 2024, request for facility fee grant for all rooms of West Hall, not to exceed \$900.  
[Friends of the NRA Request.pdf](#)
- 7.4) Gina Rackley, Humboldt County Comptroller, County Fiscal Officers Association of Nevada Annual Conference, September 17–19, 2024, request for event sponsorship in the amount of \$1,500; the request is in addition to the previously approved facility fee grant for the West Hall of \$2,400.  
[County Fiscal Officers Sponsorship Request.pdf](#)  
[2023 Membership Conference.xls](#)
- 7.5) Nathan Green, Winnemucca Boys & Girls Club, Giving on the Green event, June 2024, request for cooperative funding grant of \$7,000.  
[Boys and Girls Club Cooperative Funding Request.pdf](#)  
[Giving on the Green Funds.xls](#)  
[2024 Giving on the Green Fundraiser Summary.xls](#)
- 7.6) Tanya Fentress, Sober Grad Party & Activities Parent Committee, LHS Class of 2024 Sober Grad Party, June 6, 2024, request for facility fee grant for the exhibit hall/meeting room/kitchen not to exceed \$450, and request for cooperative funding grant of \$3,500.
- 7.7) Kim Petersen, WCVA Director, request to determine that the 1997 Ford 9 passenger bus is no longer required for public use and that it is in the best interests of WCVA to dispose of the property by authorizing the sale thereof at the Humboldt County property auction.
- 7.8) Kim Petersen, WCVA Director, request to determine the clay used in the 2021 National Horseshoe Tournament held in Winnemucca is no longer required for public use and that it is in the best interest of WCVA to dispose of the property for the sum of \$8,000 to the organizer of the 2024 National Horseshoe Tournament who is interested in purchasing the clay.
- 7.9) Kim Petersen, WCVA Director, Cumming Group East Hall exterior renovation project planning-proposals update, and request for direction to staff on proceeding with the renovation proposals.
- 7.10) Kim Petersen, WCVA Director, proposal to reschedule or cancel the scheduled regular WCVA Board meeting of June 19, 2024 which is a legal holiday in Nevada (Juneteenth).
8. DIRECTOR'S REPORT - Discussion only - This item is for receiving reports, updates and information from the WCVA Director which are relevant to WCVA activities and functions. No action may be taken on a matter raised until it is placed on an agenda for action.
9. COUNSEL REPORT - Discussion only - This item is for receiving reports, updates and information from the WCVA Legal Counsel which are relevant to WCVA activities and functions. No action may be taken on a matter raised until it is placed on an agenda for action.
10. BOARD ADMINISTRATOR FINANCIAL REPORTS – Discussion and possible action - This item is for receiving reports, updates, and information from the WCVA Board Administrator which are

relevant to WCVA finances and budget activities and functions. The action may include recommendations regarding the investing of funds.

10.1) Financial Reports

[WCVA Investment Account April 2024.pdf](#)  
[local Government Investment Pool April 2024.pdf](#)  
[Room Tax Revenue March 2024.pdf](#)  
[Statement of Estimated Funds May 2024.pdf](#)

11. OTHER REPORTS - Discussion only – This item is for receiving reports, department updates and information from the board or staff which may be relevant to WCVA activities and functions. No action may be taken on a matter raised until it is placed on an agenda for action.
12. PUBLIC COMMENT - Discussion only - This period is for comments by the public. No action may be taken on a matter raised until it is placed on an agenda for action.
13. ADJOURNMENT

NOTICE: The WCVA Board may by law receive information from legal counsel regarding potential or existing litigation involving a matter over which the WCVA Board has supervision, control, jurisdiction or advisory power, and such gathering does not constitute a meeting.

**CERTIFICATE OF POSTING**

PLACES POSTED: Winnemucca Convention Center: 50 W. Winnemucca Blvd. at \_\_\_\_\_ A.M. By: \_\_\_\_\_  
Winnemucca Convention Center Website: [www.winnemucca.com](http://www.winnemucca.com) at \_\_\_\_\_ A.M. By: \_\_\_\_\_  
Humboldt County Website: [www.hcnv.us](http://www.hcnv.us) at \_\_\_\_\_ A.M. By: \_\_\_\_\_  
State of Nevada Website: [www.notice.nv.gov](http://www.notice.nv.gov) at \_\_\_\_\_ A.M. By: \_\_\_\_\_

MEETING DATE: April 17, 2024 POSTED BY: *Shanna Dangel* DATE POSTED: April 12, 2024

**NOTE FOR SUPPORTING MATERIAL:** A copy of the supporting material for the meeting may be obtained at County Commission meeting/agendas on the Humboldt County website: [www.hcnv.us](http://www.hcnv.us) or by contacting Shanna Dangel, Administrative Support, at 50 W. Winnemucca Blvd., Winnemucca, Nevada 89445, (775) 623-5071, ext. 106.

**NOTICE TO PERSONS WITH DISABILITIES** - Reasonable efforts will be made to assist and accommodate physically disabled persons desiring to attend the meeting. Please call the Winnemucca Convention & Visitor Authority Office at 623-5071 in advance so that arrangements may be conveniently made.

**EQUAL OPPORTUNITY NOTICE** - Humboldt County is an Equal Opportunity Employer and will not discriminate against employees or applicants for employment or services in an unlawful manner.

**NON-DISCRIMINATION STATEMENT** - In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-9339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7422; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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