

- relating to Covid-19 pandemic and its effects on the viability of hosting this event, for discussion
11. Board Secretary & Counsel Report for discussion & possible action
 - 11.1 Secretary and Counsel Report, for information
 - 11.2 Resolution accepting Nevada State High School Rodeo Association Agreement for finals to be held on the Winnemucca Events Complex in 2021, 2022 and 2023, for possible action
 12. Board Administrator Report, for discussion & possible action
 - 12.1 Financial reports, for information
 13. Other Reports
 14. Next Meeting Date
 15. Adjournment

MINUTES, OCTOBER 21, 2020

1. **Time, Place and Date.** The Winnemucca Convention & 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 21, 2020 with Vice Chairman Brian Stone presiding.

In accordance with Governor Sisolak's Declaration of Emergency in Response to the COVID-19 epidemic, the configuration of the Board's meeting room was doubled in size to accommodate a set-up of a minimum of 6 feet between each Board and Staff member at the head table. The audience chairs were set up not closer than 6 feet to the head table, with seats not less than a minimum of 6 feet apart in all directions. Board members and staff observed face covering and social distancing covid emergency regulations. Audience did likewise.

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

Convention & Visitors Authority Board Meeting October 21, 2020

Staff Members Absent:

None

Others Present:

Jeff Garijo	Humb Co H S Rodeo Club
Jaci Garijo	Humb Co H S Rodeo Club
Various Rodeo Club members	
Jess Jones	Outlaw Broncs

4. Public Comment.

None

5. Meeting Notice Report.

Vice Chairman Stone reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, October 16, 2020 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.** Vice Chairman Stone 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 taken.

Jim Billingsley made a motion that there appears to be no business impacting fee matter on today's agenda. The motion carried, 4-0. Terry was not present for this vote.

7. Minutes, Review & Action

Prior meeting minutes of September 16, 2020.

Jim Billingsley made a motion to accept the minutes of the September 16, 2020 meeting. Motion carried, 4-0. Terry was not present for this vote.

Prior meeting minutes of September 29, 2020.

Ron Cerri made a motion to accept the minutes of the September 29, 2020 special meeting. Motion carried, 3-0. Terry was not present for this vote. Jim abstained because he did not attend that meeting.

- 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 21, 2020:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	24878 – 24932	\$195,148.01

Jim Billingsley made a motion to approve all claims submitted for October 21, 2020. The motion carried, 4-0. Terry was not present for this vote.

9. General Business, for discussion & possible action

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

Hoth (\$462.91), Rodger (\$2,958), Segura (\$475.80), Williams (\$681.48), Simonette (\$281.61)

Ron Cerri made a motion to approve the accommodation tax 9-months deemed to be a permanent resident refunds for Cole Hoth (\$462.91), Anderson Rodger (\$2,958), Timothy Segura (\$475.80), Kaleti Williams (\$681.48), Bill Simonette (\$281.61). Motion carried, 4-0. Terry was not present for this vote.

9.2 Jess Jones, New Years Eve Bronc Bash & Runnin 4 for the Money, December 31, 2020 – January 3, 2021, request for Cooperative Funding, for possible action

At last month's meeting Jess made a request for funding in the amount of \$40,000 for his event as he was planning to add Xtreme Bronc riding, which required additional funds. He was confident this event would bring in top-notch competitors plus increase the number of spectators. The WCVA Board was less enthusiastic with all the Covid-19 concerns and the chance for dicey weather in December which could hinder the ability to travel. Also, Jess has not provided any financial information to this board to review as they discussed his request. Jess agreed to provide this information (which he did, it was available to the board today) and to return to this month's meeting to further discuss his funding request. At today's meeting, Jess explained that after more thought and planning he has concluded that including the Xtreme Bronc event is not prudent at this time. He is still planning to produce his other rodeo events throughout the weekend and there will also be a barrel race. He did not rule out the possibility of adding Xtreme Broncs in the future. Jess is requesting funding at the same level as last year, which was a \$10,000 grant and \$10,000 underwriting. Again, the board was hesitant about funding this event at the level they have in the past but also agreed that people may be ready to get out and enjoy attending this type of event since a lot of these events have been canceled in the past several months.

Jim Billingsley made a motion to approve a \$10,000 grant and \$10,000 underwriting for the New Years Eve Bronc Bash & Runnin 4 the Money, December 31, 2020 – January 3, 2021. Motion carried, 4-0.

Terry was not present for this vote.

9.3 2021 WCVA Cooperative Funding/Winnemucca Convention Center Facility Grant requests, for possible action

See item 9.4.

9.4 2021 WCVA Cooperative Funding requests, for possible action

In September of each year Shelly sends out Cooperative Funding forms for the upcoming year to events that WCVA has supported. The idea was that this board would have information that would be helpful when preparing their annual budget. As expected, with all of this year's uncertainty, the number of completed forms that were returned was down. They will probably keep coming in when we have an idea what kinds of events will move forward. Usually the board discusses and takes action on these requests without representatives from the requesting groups present. But today members of the Humboldt County High School Rodeo Club, along with advisors Jeff and Jaci Garijo, attended this meeting to make their request in person. The 2020 HCHSRC event was canceled due to Covid-19. The club is moving forward with their plans for the 2021 rodeo. Their event usually utilizes both outdoor arenas and the Exhibit Hall. This year's request included a waiver for the use of the entire Winnemucca Events Complex, in case of inclement weather, plus a \$5,000 grant. Since Shelly did not know which facilities the HCHSRC had in mind, the calculation of \$8,880 was for all buildings on the Winnemucca Events Complex for three days. It was explained that this board cannot waive the fees at the Winnemucca Events Complex. The WCVA actually pays the fees to Humboldt County. Camping and stall fees, along with the cost to install the bucking chutes, are not included. This event brings participants and their families to town for the weekend and has been beneficial to the community for many years. ***John Arant made a motion to approve a \$5,000 grant plus payment of the WEC facility fees for the 2021 Humboldt County High School Rodeo, April 30 – May 2, 2021. Motion carried, 4-0.*** Terry was not present for this vote.

Chairman Boyle arrived.

The remainder of the requests we have received so far were presented to the board, along with Director Petersen's recommendation. They are all events that the WCVA has supported in past years. After reviewing the amounts requested and Kim's recommendations which were consistent with past funding, ***Jim Billingsley made a motion to approve the 2021 WCVA Cooperative Funding requests, as recommended by Kim, as follows:***

2021 WCVA Funding Requests Organization	2021 Request		Director Recomm	
	\$ 2,000	U	\$ 2,000	U
	\$ 5,000	G	\$ 5,000	G
777 Barrel Racing-Hairy Horse Race	\$ 1,800	WEC Fac	\$ 1,800	WEC Fac
Run-A-Mucca	\$ 52,150	U	\$ 50,000	U
Tri-County Fair	\$ 5,000	G	\$ 5,000	G
	\$ 2,300	WEC Fac	\$ 2,300	WEC Fac
High Desert Challenge	\$ 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
	\$ 5,000	G	\$ 5,000	G
Humb Co High School Rodeo Club	\$ 8,880	WEC Fac	\$ 8,880	WEC Fac

2021 WCVA Facility Grant Requests

Wmca Ministerial - Public Safety Banquet	\$ 510	WH Fac	\$ 510	WH Fac
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U – Underwriting which must be repaid if event is profitable

G – Grant, not repayable

Fac – Rental payment fees for WEC facilities are paid by WCVA to County, not repayable

Motion carried, 5-0.

10. Director's Report.

10.1 Financial reports on WCVA events

No report.

10.2 Purchase of asphalt for Barns 4 and 5 at the Winnemucca Events Complex, discussion and possible action

This discussion came out of the September 29 special WCVA meeting when representatives of the Snake River Paint Horse Club came before this board to request funding for their shows next year. Members of this club were impressed with our facility with the exception of the stalls so this board agreed to go out to bid for new box stalls with privacy panels. The bid process has been completed (item 10.4) but Kim would now like to discuss the possibility of installing concrete or asphalt in these barns to replace the dirt floors. Having this type of base would make cleaning up after events much more efficient since debris could be removed and the floor hosed down. Also, the decreased turnaround time between events could allow for additional events to utilize these stalls. There was some discussion in the Ag District #3 meeting about the benefits and drawbacks of asphalt vs concrete for this purpose. Mary Anne Black of the Snake River Paint Horse Club sent Kim an email outlining her opinions of dirt, concrete and asphalt barn floors after competing at various venues over the years. A copy of her correspondence was given to each board member. Ultimately, she supports asphalt due to the ease of cleaning and its “give” which allows for less stress on the horse’s feet and legs. Additionally, it can be patched if it does require repair whereas concrete must be replaced. It is for these reasons that Kim would like to move forward with installing asphalt floors in Barns 4 and 5. Kim acquired an informal estimate for this job. This would have to go out to bid due to the dollar amount of the project, but his informal estimates were: asphalt – not to exceed \$60,000 and concrete – not to exceed \$70,000. Board members agreed that if we were going to proceed with this it made more sense to do it now before the new box stalls arrive. Since this board may approve one of the bids for new stalls today, Kim thought that we may want to approach the county about helping with the expense of the asphalt floors. Kim was directed to move forward with preparing the bids. Once we have a written bid this board can make the final decision on whether or not to proceed.

10.3 Approval of 2021-2025 Silver State International Rodeo sponsorship offer, for possible action

This summer’s rodeo was the final one under our current contract. There have been some ups and downs over the years but, overall, this is a good event. Kim prepared a new agreement for the next five years and is bringing it to this board for approval. A copy of the draft agreement was presented to the board members. The main points are:

- A slight increase in the cash sponsorship each year, from \$16,000 in 2021 to \$20,000 in 2025
- Payment of Winnemucca Events Complex facility fees, approximately \$10,000 per year
- WCVA to work with local properties to secure complimentary hotel/motel rooms for SSIR staff

There are also some minor modifications such as requiring them to secure their own office copy machine and the option to utilize our online stall and

camping reservation system. *Jim Billingsley made a motion to approve the 2021-2025 Silver State International Rodeo sponsorship offer as presented. Motion carried, 5-0.*

At next month's meeting Bill will have a resolution prepared for this board to sign.

10.4 Review of bids received and approval of bid to purchase 138 portable box stalls to replace existing panel stalls under the cover of Barns 4 and 5 on the Winnemucca Events Complex (WEC), for possible action

Six bid packages were received by the deadline. Board members each received a packet with a list of the companies that prepared a bid and the bid amounts. The lowest bid for the product in the bid specifications was Hoof Beat Gates out of Fallon, Nevada in the amount of \$154,248 for ivory panels. The highest bid amount we received was from S & S Barns and Buildings in the amount of \$292,200. Hoof Beat Gates is a company that we have been doing business with for several years. They have a good product and have always delivered in a timely manner. Kim would like to recommend that this board accept the bid from Hoof Beat Gates in the amount of \$154,248 for the ivory box stalls. Ag #3 may be able to reimburse part of this expense at a later date. *Ron Cerri made a motion to accept the bid from Hoof Beat Gates in the amount of \$154,248 for 138 portable box stalls to replace existing panel stalls under the cover of Barns 4 and 5 on the Winnemucca Events Complex. Motion carried, 5-0.* Kim and Bill will follow up with the necessary paperwork and notifications to Hoof Beat.

10.5 2021 NHPA World Championship Tournament, issues relating to outlook of Covid-19 pandemic and its effects on the viability of hosting this horseshoe pitching event, for discussion

Kim wanted to have a discussion with this board since we have a substantial investment in this event. With Covid-19 concerns he has been considering the process of who is in the position to make a decision on moving forward with this event if infection rates do not decline and what information do they rely on when making this decision? When will the decision be made to hold the tournament or cancel? Also, this is a championship tournament. If people are unable to qualify at other tournaments in the upcoming months, how will competitors be selected? Kim was directed to write a letter to the NHPA outlining his concerns, asking for direction and to be kept updated as these discussions are being held.

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

11.1 Chamber of Commerce Report for September 2020, for review

This report is included in Bill's report.

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

Bill has been in contact with the owner of the motel property in McDermitt that is delinquent and has not paid room tax for several months. The owner lives in California and has had trouble with the property manager. She assured Bill that she will get her reports and payments in next week. Bill informed her that if they were not received, WCVA would start the lien process to collect these taxes. Before this process can be started, however, Bill needs to notify the property owner 25 days before any action is taken. Tonight Bill would like this board to authorize him to send her this notice so that action on the lien may be taken at the November meeting if these payments are not received. *Brian Stone made a motion authorizing Bill to notify the owner of the motel in McDermitt that is delinquent in payment of room tax, by certified mail, that lien procedures will be started if payment of these taxes is not received within the 25 day period as stated in NRS. Motion carried, 5-0.*

11.3 Improvement projects status reports – Melarkey Parking Lot lighting, West Hall signage project, Joe Mackie Hall chiller update, Coronavirus COVID-19 update

No report.

11.4 Other Recent developments

No report.

12. Board Administrator.

12.1 Financial Reports, for discussion

No report.

13. Other reports

13.1 Softball tournament

Jim reported that last weekend there was a softball tournament in town. It was very well run and followed the Covid-19 protocols as outlined by Governor Sisolak. Chad Peters spoke to the organizers about the possibility of taking over our 44-Hour Tournament in July. Community leaders and this board have not been impressed with Craig and Lyle Walters the past two years they have organized the 44-Hour Tournament. Board members would like to sever ties with them. Jim will get with Chad and get more information before we contact the Walters.

13.2 Manhole testing

Jim reported that the city is taking sewer samples from five manholes in Winnemucca trying to gather information on potential outbreaks of Covid-19. The waste in these samples shows up several days before the testing results can show a positive case. It has proven very accurate. Residents in areas where samples predict an outbreak are given flyers with information on symptoms and testing locations.

14. Public Comment

None.

15. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, November 18, 2020, 4:00 pm.

16. Adjournment. *John Arant 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 _____, 2020

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

ABSENT
KENDALL SWENSEN
Board Administrator