



Elko Convention & Visitors Authority
BOARD OF GOVERNORS REGULAR MEETING
Elko Convention Center, Cedar Room
700 Moren Way, Elko, NV 89801.

TUESDAY, AUGUST 27, 2024 8:30AM P.S.T

MINUTES

NOTICE: In accordance with NRS 241, the Board may: 1) Change the order of the agenda, 2) Combine two or more agenda items for consideration, 3) Remove an item from the agenda or delay discussion relating to an item on the agenda at any time, 4) If the agenda is not completed, recess the meeting, and continue on another specified date and time. The public can comment on any agenda item by being acknowledged by the Chair while the Board considers that agenda item. This Agenda, for this meeting of the Elko Convention and Visitors Authority, has been properly posted for this date and time in accordance with NRS 241 requirements.

I. CALL TO ORDER

Board of Governors Vice Chair Andreozzi called the meeting to order at 8:30AM.

II. ROLL CALL

*ECVA Board Members Present: Marissa Lostra
Delmo Andreozzi, Vice Chair
Pat Anderson
Dave Zornes*

ECVA Board Members Absent: Chip Stone, Chairman

*ECVA Staff Present: Annette Kerr, Executive Director
Michelle Cromwell, Events & Marketing Coordinator
Selina Morales, Administrative Assistant*

*Visitors: Jenna Campbell, Boys & Girls Club
Jeff Masters, Roe Painting
Martin Johnson, JNA Consulting Group, LLC~Zoom*

III. PLEDGE OF ALLEGIANCE

IV. COMMENTS BY THE GENERAL PUBLIC

Pursuant to NRS 241, this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

No public comment was received.

V. APPROVAL OF MINUTES

- A. Approval of July 23, 2024 Minutes

FOR POSSIBLE ACTION

Board Member Anderson moved to approve July 23, 2024 Minutes. Board Member Zornes seconded. Motion carried (3-1) Board Member Lostra abstained.

No public comment was received.

VI. OLD BUSINESS

- A. Presentation by various organizations in regard to the success of their events or sponsorships. These organizations received marketing funds and/or sponsorship funding from the ECVA. Presentations are required as outlined in the Notice of Funding Opportunity, and by the ECVA Board of Governors.

FOR POSSIBLE ACTION

Jenna Campbell with the Boys & Girls Club of Elko gave a presentation on the outcome of the Stampede Country Kickoff Concert. No action was taken.

No public comment was received.

- B. Discussion and consideration to award the bid for the ECVA Convention Center building exterior painting project to Roe Painting, Inc., NV License #0077157 in the amount of \$79,998, including the Wrought Railing at Patio in the amount of \$2,888 for a total award of \$82,886.

FOR POSSIBLE ACTION

Jeff Masters with Roe Painting, Inc. presented the bid for the ECVA Convention Center building exterior painting project. Board Member Anderson asked Mr. Masters if he anticipates anything other than what is in the quote. Mr. Masters said he does not think so as he and Rafael took a trip around the entire building, including the rooftops and thinks everything is outlined in the quote, unless they get into a situation where during the prepping of an area it begins to deteriorate or coming apart more than they anticipated, this would be the only thing and they call this an unforeseen condition, that cannot be determined at the time of the estimate. Vice Chair Andreozzi thanks Mr. Masters for the warranty included. Board Member Lostra asked what the life expectancy of this will be and when will this need to be repainted. Mr. Masters stated that it all really depends on winters, summers and wind, a high quality material can realistically give about 10 plus years and in about 15-20 years a touch up might be needed. Board Member Lostra moved to approve the bid for the ECVA Convention Center building exterior painting project to Roe Painting, Inc in the amount of \$79,998, including the Wrought Railing at Patio in the amount of \$2,888 for a total award bid of \$82,886. Board Member Anderson seconded. Motion carried (4-0).

No public comment was received.

- C. Discussion and consideration to award the bid for the ECVA Theater House Lighting Upgrades to Bench Electric in the amount of \$52,666.52 to include components, materials and professional services.

FOR POSSIBLE ACTION

Executive Director Kerr explained the bid received from Bench Electric was a single source bid as no other bids were submitted. Vice Chair Andreozzi stated that if item C. is awarded then item D. would also need to be awarded therefore both items can be done together. Board Member Anderson moved to approve both item C. and D. approving the bid for the ECVA Theater House Lighting Upgrades to Bench Electric in the amount of \$52,666.52 to include components, materials and professional services and the attached purchase from Codale for supplies and the bid for the scaffolding services for the Theater House Lighting Upgrades to DP Industrial, Inc. in the amount of \$28,248 for labor, material, mobe, demobe, and manlift. Board Member Lostra seconded. Motion carried (4-0).

No public comment was received.

- D. Discussion and consideration to award the bid for the scaffolding services for the Theater House Lighting Upgrades to DP Industrial, Inc. in the amount of \$28,248 for labor, material, mobe, demobe, and manlift.

FOR POSSIBLE ACTION

No public comment was received.

VII. NEW BUSINESS

- A. Discussion, consideration, and possible action to enter into a contract with JNA Consulting Group, LLC, an independent Registered Municipal Advisor, for services in regards to the development of a refinancing plan and bond issuance not to exceed \$60,000.00.

FOR POSSIBLE ACTION

Martin Johnson with JNA Consulting Group, LLC introduced himself via Zoom. Executive Director Kerr stated that she has been in contact with Mr. Johnson, and he has been extremely helpful. Vice Chair Andreozzi asked Mr. Johnson if this fee for his services will get the ECVA to the finish line or if he anticipates additional fees between now and getting the financing in place. Mr. Johnson said the only way the fee would be adjusted would be if something unforeseen happens but does not see that this will be an issue. Vice Chair Andreozzi stated that he will circulate some potential dates with the Board Members to schedule a workshop with Mr. Johnson. Board Member Anderson moved to approve a contract with JNA Consulting Group, LLC for the purposes of working out a refinance plan for the balloon payment, fee not to exceed \$60,000 without reconvening of the committee and authorize Executive Director Kerr to sign the contract. Board Member Lostra seconded. Motion carried (4-0).

No public comment was received.

- B. Discussion, consideration, and possible action to enter into a contract with Sherman & Howard, a legal firm, as special counsel, whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of bonds. The contract amount is not to exceed \$45,000 for each series of Bonds, plus reimbursement for travel and other necessary office expenses.

FOR POSSIBLE ACTION

Vice Chair Andreozzi stated that this is related to item A., the ECVA must have a bond counsel to issue municipal bonds and is something that needs to be done to go through the financing process to refinance the facility. Board Member Anderson moved to approve to enter into a contract with Sherman & Howard, a legal firm, as special counsel, whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of bonds. The contract amount is not to exceed \$45,000 for each series of Bonds, plus reimbursement for travel and other necessary office expenses. Board Member Lostra seconded. Motion carried (4-0)

No public comment was received.

- C. Discussion, consideration, and possible action to direct staff to send out requests for proposals (RFPs), for canopy/tent contractor services at the Elko Mining Expo. The RFP will request bids for a three (3) year contract.

FOR POSSIBLE ACTION

Executive Director stated that our 2024 contract is now completed and the ECVA would like to go back out to bid and lock in a contract for the next three (3) years. Board Member Anderson moved to approve the ECVA office staff and Executive Director to put out request for proposals (RFPs) for canopy/tent contractor services at the Elko Mining Expo, the RFPs will request bids for a three (3) year contract for this event. Board Member Lostra seconded. Motion carried (4-0).

No public comment was received.

- D. Discussion, consideration, and possible action to purchase new ceiling-mounted Paragon E Electric Projection Screen for the theater from Moon Lighting & Sound in the amount of \$17,150.00.

FOR POSSIBLE ACTION

Executive Director Kerr stated that the current screen is ripped and due to the increase of usage it needs to be replaced. Board Member Lostra moved to approve the purchase of a new ceiling-mounted Paragon E Electric Projection Screen for the theater from Moon Lighting & Sound in the amount of \$17,150.00. Board Member Anderson seconded. Motion carried (4-0).

No public comment was received.

- E. Discussion, consideration, and possible action to purchase a used Skyjack electric scissor lift with a one-year covered parts and labor warranty in the amount of \$11,172.00.

FOR POSSIBLE ACTION

Executive Director Kerr stated that included in the packet there is a sales quote for two (2) different scissor lifts and explains that that our current lift was purchased in 1979, it is red tagged out and no longer working. Board Member Lostra moved to approve the purchase of a used Skyjack electric scissor lift identified as #185549AH as outlined in the agenda with a one-year covered parts and

labor warranty in the amount of \$11,172.00. Board Member Anderson seconded. Motion carried (4-0).

No public comment was received.

- F. Discussion, consideration, and possible action to approve a bid to install a single ply membrane, including installation of new roof drain on the storage/mechanical room of the Convention Center in the amount of \$44,150.00 to Wetmore Construction.

FOR POSSIBLE ACTION

Vice Chair Andreozzi stated that he is very glad to be seeing all this preventative maintenance and for the record, there is only one bid, it is maintenance and does not require going out to formal 388 bid because it is under \$100,000. Board Member Lostra moved to approve the bid to install a single ply membrane, including installation of new roof drain on the storage/mechanical room of the Convention Center from Wetmore Construction in the amount of \$44,150.00. Board Member Anderson seconded. Motion carried (4-0)

No public comment was received.

- G. Discussion, consideration, and possible action to approve the bid proposal from Charles Chester Plumbing and Heating in the amount of \$50,690.00 to replace one of the coils on the MAU (RT-2) for the ECVA Convention Center heating and air-conditioning unit and matters related there too.

FOR POSSIBLE ACTION

Executive Director Kerr explained that they have decided to try and leave the unit on the roof and only take out the coil, but a crane is still needed, and this bid includes the crane cost of \$6,676. Board Member moved to amend her motion to approve the bid proposal from Charles Chester Plumbing and Heating in the amount of \$50,690.00 to replace one of the coils on the MAU (RT-2) for the Convention Center heating and air-conditioning unit and matters related there too, which includes Sterling Crane, and authorize the Executive Director to sign the agreement. Board Member Lostra seconded. Motion carried (4-0).

No public comment was received.

VIII. REPORTS

A. Financial Reports

FOR POSSIBLE ACTION

Executive Director Kerr presented the financial reports. Board Member Zornes moved to approve the financial reports. Board Member Anderson seconded. Motion carried (4-0).

B. Marketing Report

NON-ACTION ITEM

Michelle Cromwell presented the marketing report.

IX. ECVA BOARD AND STAFF COMMENTS:

This time is devoted to comments by the Elko Convention and Visitors Authority Board of Directors/and or Staff for general information or update purposes. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

No public comment was received

X. COMMENTS BY THE GENERAL PUBLIC

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NON-ACTION ITEM

No public comment was received.

XI. MEETING SCHEDULE

The next Board of Governor’s meeting is scheduled for September 24th, 2024 at 8:30am.

FOR POSSIBLE ACTION

No action was taken.

XII. ADJOURNMENT

FOR POSSIBLE ACTION

Chairman Stone adjourned the meeting at 9:29 A.M.

ELKO CONVENTION AND VISITORS AUTHORITY IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.

Mission

The Elko Convention and Visitors Authority is a public asset and destination marketing organization, providing first-class facilities, marketing our communities and the region, and supporting various activities, events, and attracting conferences and conventions that improve our community’s overall quality of life and contributes to broader economic development and vitality efforts.

Vision

We are committed to the continued modernization of competitive facilities, the positive marketing of our communities and region, and the hosting of activities and events that serve the current and future needs of the community. The Elko Convention and Visitors Authority is dedicated to a high quality of life which includes building a positive community identity, increasing overall tourism and visitation, creating quality future employment opportunities, wealth creation and economic vitality, and future value for everyone that we serve.