

ELKO CONVENTION & VISITORS AUTHORITY
SPECIAL SESSION BOARD MEETING
TUESDAY, MARCH 08, 2011
ELKO CONVENTION CENTER
TIMBERLINE ROOM
8:00 A.M.

1. Roll call

Board Members Present: Charlie Myers
Connie Campbell
Ruben Abeyta
Jay Elquist
Gary Morfin

ECVA Staff Present: Don Newman, Executive Director
Delynn Jones, Comptroller
Tom Lester, Convention & Tourism Manager
Juli Nelson, Marketing Coordinator
Ami Simpson, Administrative Assistant
Steve Wehde, Facility Maintenance Manager

Visitors: No Visitors

2. Call to order and Pledge of Allegiance

Chairman Gary Morfin called the meeting to order at 8:10 am

3. Public Comments- Non- Action Item

Pursuant to N.R.S 241.020, 2(c) (3), 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.

There was no public comment at this time.

4. NEW BUSINESS:

4A-0308-11 Workshop to review and discuss the tentative 2011/2012 fiscal year tentative budget – Non - Action Item

Mr. Don Newman reviewed the Facility Expansion Worksheet which is included in the Budget Workshop Packet.

Mr. Don Newman stated that \$66,200.00 is what the City of Elko is reporting in excess to the Airport debt service. He further stated that \$25,000.00 has been committed to the Fire Science Academy however the term for that commitment has expired.

Mr. Newman stated that the Facility Expansion excess came in a total of \$21,100.

Mr. Newman inquired if the Board felt the ECVA needed to continue funding the Fire Science Academy.

Mr. Charlie Myers stated that ECVA absolutely need to continue with its 25,000.00 commitment to the Fire Science Academy.

Mr. Newman stated that he agreed with continuing the commitment.

Mr. Tom Lester pointed out that the Fire Science Academy brings in a lot of room nights.

Mr. Don Newman stated that this past fiscal year was the ECVA's third year for funding to the Fire Science Academy. He further stated that the \$25,000.00 will be included in the 2011/2012.

Mr. Tom Lester stated that the ECVA does tour busses to the Fire Science Academy that helps bring in additional business.

Mr. Don Newman questioned if the ECVA should budget to bring in an Architect to draw up a proposal for Convention Center building expansion and reinvasion.

Mr. Charlie Myers stated that EVCA is putting aside money to start the expansion and that those funds should be used.

Mr. Jay Elquist stated that he felt the EVCA should bring in an Architect.

Mr. Charlie Myers stated that EVCA needs to make sure that there are not issues in upgrading the current facility such as the expense would not be grandfathered into the actual cost of expanding.

Mr. Don Newman then reviewed the Capital Budget Worksheet and asked Ms. Delynn Jones to review the revenue.

Ms. Delynn Jones reviewed the Capital Budget Worksheet with the Board and explained how the tentative budget figure of \$299,868 for 2011/2012 was reached.

Mr. Don Newman reviewed the Capital Fund Improvement included on the Capital Outlay worksheet.

Mr. Gary Morfin inquired what all is involved carrying over funds allotted for the Geothermal Upgrade.

Mr. Don Newman stated that the fund is a someday "what if" fund whenever the EVCA will need to upgrade the geothermal.

Mr. Newman further stated that improvements would be to recover the theatre seating, remodel the stage dressing room, replace the theater's HVAC units, paint the interior of the building and repave the parking lot.

Mr. Jay Elquist asked if the EVCA would be willing to invest in interactive conference systems.

Mr. Don Newman reviewed the 2011/2012 General Budget Worksheet with the board.

Ms. Delynn Jones reviewed the 2011/2012 Budget Salaries and COLA.

Ms. Delynn Jones stated that the cost of living per the Department of Labor for the twelve months ending in January 2011 was 1.6% and the PERS contribution rate will be increasing from 21.5% to 23.75% effective 7/1/11.

Ms. Jones stated that the increase in EVCA employee's PERS contributions could be applied as a wage increase in lieu of the annual cost of living increase.

Mr. Charlie Myers stated that he does not totally agree with the EVCA employee's not receiving a cost of living increase because they are doing a very good job. He further stated that the cost of living increase should be budgeted for in the 2011/2012 Budget.

A discussion of how the increase of PERS might affect City and County employees took place at this time.

Mr. Don Newman reviewed the General Fund and the Marketing and Advertising Fund for 2011/2012.

Mr. Charlie Myers question if \$2,700 was enough budgeted for automobile fuel costs with the national cost of gas going up.

Mr. Steve Wehde replied that ECVA goes to the highway department to fuel the equipment then they bill the ECVA.

Mr. Charlie Meyers stated amount for the automobile fuel budget should be more due to the higher prices in gas.

Mr. Charlie Meyers inquired the reason for bad debt being high.

Ms. Delynn Jones replied that the ECVA wrote off half of Irish Enterprises amount owed. She further stated that procedures are being taken to collect the balance.

Mr. Charlie Myers stated we need to keep trying to promote Motorcycle events in both Elko and Carlin.

Mr. Tom Lester stated that he is already working on the Carlin Motorcycle event and that he will reach out to the one in Spring Creek as well.

Mr. Don Newman stated if we do local advertising it comes out of the General fund and not the Marketing fund.

Mr. Charlie Myers stated ECVA needs to look out of the box and reach out to different kinds of events.

Mr. Don Newman stated that the ECVA has done more grants thru Cowboy Country and Tom has saved ECVA a lot of money by incorporating ECVA directly with the over all picture with Cowboy Country.

Mr. Charlie Myers inquired if there was to be a good snow year what was budgeted for winter events.

Mr. Tom Lester replied that the amount that ECVA has budgeted will roll on to the next year.

Mr. Charlie Myers stated that if ECVA was to do more local adverting that more people would attend events.

Mr. Don Newman stated that we do local adverting with KENV. He further stated that maybe we can do more with the local radio stations.

Mr. Don Newman stated that Juli Nelson is doing a great job creating ads and is very busy with these projects.

Mr. Charlie Myers stated that we need to do more with the electronic sign so that it will be noticed by people driving by.

Mr. Don Newman stated that classes are available in training on how to operate the electronic sign. He further stated that the ECVA may to upgrade the sign which has been budgeted for in the Capital fund.

Mr. Jay Elquist inquired if funds could be allotted for in the Capital Fund to modernize the facility within a two or three year plan.

Mr. Don Newman stated ECVA can start out with little thing to make the facility look more modernized.

5. **Board Comments** – Non - Action Item

There were no additional comments at this time.

6. **Adjournment**

Mr. Gary Morfin made a motion to adjourn the special session budget workshop at 9:27 a.m. The motion passed unanimously.