

**White Pine County Tourism and Recreation Board  
Regular Meeting and Preliminary Budget Hearing FY 20/21 Minutes**

**Date:** March 24, 2020  
**Time:** 4 p.m. Regular; 4:30 p.m. Preliminary Budget Hearing FY 20/21  
**Location:** Bristlecone Convention Center – Main Room

<b>Members Present:</b> Caroline McIntosh – via phone Bryane Goeringer – via phone Kurt Carson – via phone Marietta Henry – via phone Ian Bullis – in person	<b>Staff Present:</b> Kyle Horvath James Beecher Errol Porter
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**Members Absent:** None

**Public Present:** Wayne Cameron, George Chachas

Chairman McIntosh called to order the meeting of the White Pine County Tourism and Recreation Board on March 24, 2020 in the Main Room at the Bristlecone Convention Center. Director Horvath led in the Pledge of Allegiance. Per the Governor’s order, all persons in attendance were the requisite six-foot distance apart. Chairman McIntosh opened the public comment with a limit to no more than three minutes per person. She stated that no action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on the agenda.

**I. Public Comment:** George Chachas commented that meeting packets are required to be ready three days prior to the meeting date. George commented on agenda Item II. 10 the proposed space agreement needs to be scrapped. The Chamber is a private club. If tourists are having trouble finding this facility try placing the distance indicator on the sign with your name on it showing only a small arrow. The signage on the front windows of the Convention Center have not been addressed which can hardly be seen. No open/close indicator and no hours of operation. There was nothing in the packet about putting back in the walkway in the convention center parking lot. There was nothing there re: meeting minimum ADA standards as well as putting in a cold patch over the trench that was dug in the road. The stop sign on the corner of Fifth and Lyons has not been replaced. Street lights have not been addressed for months. The surrounding area is dark. With all the money that this Board has given to the County golf course, I am asking again what the increase in play over the last three years is. The money that was given to the Community Choir for pigeon control needs to come back to this Board. NRS forbids

you from supporting a private business owner. They were not a 501c at the time they applied. Attorney Beecher advised Mr. Chachas it had been three minutes.

## **II. New Business:**

### **1. Approval of Agenda, Including Removal of Agenda Items-Chairman McIntosh:**

**Motion:** Member Carson moved to accept agenda as presented.

**Motion seconded:** Member Bullis. **Motion carried.**

### **2. Approval of Minutes:**

**Motion:** Member Henry moved to approve minutes of February 25, 2020 4pm meeting.

**Motion seconded:** Member Goeringer. **Motion carried.**

**3. Review of the Financial Report:** Director Horvath went over the Room Tax Report. For the hotel/motel revenue, \$74,911.90 was collected; for the RV Parks/Campgrounds, \$951.97 was collected giving a grand total of \$75,863.87 in room tax receipts. He then went over the expenses. The items that stand out are the ones that stand out every year. Dues and Subscriptions and Internet connection; the main reason for the Internet Connection being over is Mt. Wheeler Power used to donate the Wi-Fi for our electric sign. With our new internet company, that is not an option. Building Maintenance and repair were a little bit over. Everything you are looking at right now is not the augmented budget. That you will approve today and then you will be able to see how that changes in the three categories that we are augmenting. Essentially the \$22,329.62 deficit shown is not accurate to where we are when the budget has been augmented.

**4. Ratify Bills:** Director Horvath said one of the bills was shown for the Reck Bros., but it was to the Main Street Cmte. so that check has since been removed but not removed from the document. Kyle worked up the correct total.

**Motion:** Member Bullis moved to ratify bills in the amount of \$78,972.16, check nos. 24559 through 24603, excluding check no. 24576 to Bath Lumber and check no. 24588 to Reck Bros.

**Motion seconded:** Member Goeringer. **Motion carried.**

**5. Approval to Pay Bill to Bath Lumber:** Member McIntosh advised she will abstain from this item due to her interest in Bath Lumber.

**Motion:** Member Bullis moved to pay \$417.43 to Bath Lumber, check no. 24576.

**Motion seconded:** Member Henry. **Motion carried with Member McIntosh abstaining from vote.**

**6. Approval of Final Budget Augmentation FY 19/20:** Director Horvath said this was a continuation of the discussion at the last meeting which would be carrying the \$150,000 over for the parking lot bill, increasing the community marketing line item by \$20,000 bringing it up to \$90,000 and the augmentation recommendation in the income that was to adjust for the increase from the County in room tax in the amount of \$27,000. This was all discussed at the last meeting but the public notice in the newspaper was not done so it had to wait to this meeting for the vote. Kyle said Jeff will submit this to the State and he has all the documentation to send in once approved.

**Motion:** Member Bullis move to approve final budget augmentation FY 19/20.

**Motion seconded:** Member Carson. **Motion carried.**

**7. 4:30 pm – Adjourn Regular Meeting for Preliminary Budget Hearing FY 20/21:** At 4:30 p.m., Chairman McIntosh adjourned the Regular Meeting and opened the Preliminary Budget Hearing FY 20/21.

Director Horvath felt the budget he is proposing is very conservative. It has minimum gains in the income and there are some cuts that make the expenses a little less but will not adversely affect our mission regarding marketing. Kyle went over the detailed budgets items in several categories. T&R Events shows \$40,000 in current budget; he is proposing \$39,000. Billboard Advertising shows \$30,000; he suggests keeping it at that figure. Community Marketing shows \$70,000; he is suggesting an increase to \$88,000. Consulting Services shows \$40,000; he suggests decreasing to \$30,000. Printing shows \$5,000; he suggests increasing to \$8,000. Postage shows \$4,000; he suggests increasing to \$8,000. Internet Connection shows \$3,500; he suggests increasing to \$6,000. Capital Projects shows \$260,000. Kyle itemized what he felt the capital projects for this coming fiscal year should be. Bathroom ADA and sanitation: \$80,000; Chamber of Commerce: \$20,000; Parking Lot Landscaping: \$50,000; Technology Upgrades: \$10,000 for a total of \$160,000. Grant Reimbursable shows \$26,000; he is suggesting increasing to \$45,000 due to the increase in grants we have received from Travel Nevada. He does not have a good handle on payroll or benefit increases. He still needs to talk to Tim and Jeff about those items. As it stands right now, we have about \$136,660.82 of a surplus that we could still work into this budget for next year.

Member Bullis had a question about technology upgrades. He wanted to know if that was including sound system improvements. Kyle said yes. After further discussion, it was decided the proposed amount for technology should be increased from \$10,000 to \$20,000.

Chairman McIntosh said she would like to add onto capital projects lighting in the main room. She suggested Kyle get a quote before the final budget is approved. Hearing no

more comments by Board members, Chairman McIntosh opened the public hearing to the public.

George Chachas commented on the sound system that you need to do something basic.

Hearing no more public comments on the budget hearing, Chairman McIntosh closed the hearing for the preliminary budget and re-opened the regular board meeting for White Pine County Tourism and Recommendation and proceeded to Item 8.

**8. Approval of Budget for FY 20/21:** Director Horvath asked if we needed to approve anything. Attorney Beecher said you don't have to approve anything. You can approve the preliminary budget if you want to and continue to hold your hearings and make changes as you go. It is up to the pleasure of the Board whether they want to move on or approve the preliminary budget.

Chairman McIntosh suggested they move on.

**9. Selection of Auditor:** Director Horvath has started on the project but has not followed up with the responses from some of the auditors. We did get a list from the County and State. The deadline is coming up due. This is Kyle's top priority to make sure we are compliant with State requirements to announce our auditor in time.

**10. Update on Progress for Shared Space Agreement with Chamber of Commerce:** Attorney Beecher said he provided a draft lease agreement to the Board. Chairman McIntosh said if the Board has any changes or suggestions to please let Director Horvath know so he can forward them to Attorney Beecher. Wayne Cameron from the Chamber said the Chamber Board had questions on Item 4. Consideration; he said there was some language that needed to be discussed but at this time he does not have specifics from his Board. Attorney Beecher said the guidance he was given was general in nature. Obviously, there are certain legal requirements that must be adhered to. George Chachas said he felt this item should be tabled as he has not seen the draft lease. Attorney Beecher handed George a copy of the first draft of the lease agreement.

**11. Review of FY 20/21 Aid to Organization Grants:** Chairman McIntosh said usually applicants come and give their presentations as far as their application for Aid to Organization Grants; due to the Covid-19 and the Governor's recommendation of meetings no larger than ten people, she asked Director Horvath to remove the presentation part of the meeting. Each applicant was notified that their application will be considered on the grounds of their written grant request. We will determine the

amounts at the next meeting and evaluate them on return of investment, particularly looking for more room nights for our lodging establishments.

## **12. Executive Director's Report:**

### **a. Marketing; b. Events; c. Facilities**

Errol Porter gave update on social media, targeted digital and website activity. Chairman McIntosh asked that Errol's report be included in future packets when disseminated to the Board.

Director Horvath said we are taking this opportunity to deep cleanse the convention center. The staff is in the office in the morning, essentially by phone call, email or reservation. It is business as usual, although we are following the sanitary guidelines.

Member Bullis asked if we had a visitor count for February. Director Horvath said that is the missing piece of data that he would like to get from the hotels; he will work with the hotel properties on getting that information.

Member Henry said it would be good to have Errol's report in our packet.

## **III. Old Business:**

- 1. Parking Lot Subcommittee Report-Goeringer:** Kyle said the handicap parking spots will be put in closer to the Convention Center. The parking lights have been ordered and they will be installed at the same. There will be a crosswalk going across the street and the hot patch will be done.
- 2. White Pine Golf Course Update-McIntosh:** Randy long has advised the Golf Course Advisory Board that the golf course can be open. The club house is closed but they can sell items outside.
- 3. White Pine Trails Update-Goeringer:** Looking at grants for trail improvements. All postponed right now for Covid-19.
- 4. Nevada Northern RR Director's Report:** No report.
- 5. White Pine Public Museum Update:** No report.
- 6. Main Street Update:** No report.
- 7. Board Member Reports:** Member Henry is working on the horse races. Member Goeringer is working on trails. Member Carson no report. Member Bullis said he has made significant progress on getting a world class ski resort to our County. Chairman McIntosh said we do have our final budget hearing. She proposed that we have the final budget hearing on Wednesday, April 15, 2020 at 4 pm.

- IV. Public Comment:** George Chachas said the Nevada Northern Railroad is continually given additional grant money from this Board in addition to the money they

receive in room tax. They are not operating under the Nevada Open Meeting Law and the tax payer cannot see how the money is being spent. They have yet to report what their total debt is. They had an obligation to be debt free by the end of 2019. Mr. Chachas missed the last Board meeting and presented a letter to be read into the record. The minutes do not reflect that the letter was read into the record. My concerns were not properly reflected, and I want that letter in the record as others have been allowed in the past. I left off regarding to the Community Choir. I want to remind you again that they were not a 501c at the time they applied. They misled you. I have asked in the past and I am asking again. I have yet to receive any information regarding Mr. Spear who was a contractor with the Tour and Rec Board. Again, does he have a state business license, a city business license, a commercial location or a home occupation. He took over \$300,000 in bonus money from this facility alone. He was a contractor; he was not an employee.

**V. Adjournment:**

**Motion:** Member Bullis. To adjourn.

**Motion seconded:** Member Goeringer. **Motion carried.**

**Minutes submitted by: Judi Bourbeau**

**Minutes approved by:**

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**Name**

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**Date**