

**White Pine County Tourism and Recreation Board
Bristlecone Convention Center – White Pine Room
Regular Meeting – June 27, 2023 - 4 pm**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

Chairman McIntosh called to order the White Pine County Tourism and Recreation Board regular meeting at 4 pm. Member Wright led in the pledge of allegiance.

2. ROLL CALL

Board Members Present	Chairman McIntosh, Kurt Carson, Marietta Henry, Janet Van Camp, Sandra Wright
Board Members Absent:	None
Staff Present	Kyle Horvath, Errol Porter, Nicole Collard
Legal Counsel	McKinzie Hilton
Public Present in Person	George N. Christensen III, Wayne Cameron, Mary Eldridge, Michael Nelson, Jason Hutchens, Thomas Bath, Rachael Hamlin, Dallas Graham, Alan Reed, Bill Wilson, George Chachas

3. PUBLIC COMMENT

George Chachas spoke. On agenda item 9.c and 10.i, you are considering grants to the Nevada Northern Railway Foundation; those requests need to be denied. On agenda item 10.c, you are considering a grant to the Community Choir Association. That facility is not a public building. It belongs to a private club. On agenda item 10.k, you are considering a grant to White Pine Main Street Association for signage. The signage needs to clearly show distance to each location. On agenda item 10.l, you are to consider granting the Renaissance Society a walking labyrinth. In stead of this new project, they need to focus on preserving the wood buildings at the Renaissance village. He has yet to see anything on the agenda regarding Heritage Park. Time called.

4. PRESENTATION – Centennial Fine Arts Center – Mary Eldridge and Chris Christensen

Chairman McIntosh said we have these presentations every month from the people that have applied for grants, and we really appreciate hearing from everyone on their updates.

Chris Christensen spoke. He said in their request the Centennial Fine Arts Center used to be the LDS tabernacle stake center. It was constructed in 1927. It is a large building that has considerable historical knowledge. Their mission has been to get this facility restored and to continue to allow the people of the community to gather. We currently have approximately 150 students that are utilizing this facility every month. Our ADA project has gone forward. We have completed new sidewalks. We are planning an elevator delivery. Because of COVID, what was a three-month delivery turned into a twelve-month delivery. Our next portion we will be moving forward on is the roof repair. The asbestos based shingles must be removed along with the other layers of shingles underneath as well as structural reinforcement that needs to be done to meet current guidelines.

Chairman McIntosh thanked Chris for opening the Centennial Fine Arts Center during the Ely film festival. Director Horvath asked if more events are planned. Chris said they hope to have something around Christmas time. The question is where we will be in the construction phase at that time. Director Horvath

said they will be leaning on facilities such as the Centennial Fine Arts Center to assist in hosting larger events.

5. ACTION ITEMS

A. Approval of Agenda, Including Removal of Agenda Items – Chairman McIntosh

Motion: Member Henry moved to approve the agenda as presented.

Motion Seconded: Member Van Camp **Motion carried**

B. Approval of Minutes: May 23, 2023, 4pm Regular Meeting and May 31, 2023, 3pm Special Meeting and Final Budget Hearing for Fiscal Year 2023-2024

Motion: Member Henry moved to approve the minutes.

Motion Seconded: Member Van Camp **Motion carried**

C. NEW BUSINESS

1. Approval to Ratify Payment of Bills

Member Van Camp had some questions. The first being Sandoval Solutions for the cleanup by the fire station. Director Horvath said it was to clean up the rubble from fire and ice bond fire. The second question was the mailer for \$4,100. Director Horvath said that was part of the Travel Nevada grant. The third was for two influencers at the Holiday Inn. Director Horvath said we brought in two influences for two different events. The expense was for the media people that were in town. Next was the several charges for the BJ Bike Across America. Director Horvath said Tour and Rec were sponsors and he would need to research the specific charges that would have been spent before the trip.

Motion: Member Henry moved to pay check nos. 11498 through 11544 minus the bill to Bath Lumber in the amount of \$180,906.05.

Motion Seconded: Member Van Camp **Motion carried**

2. Approval to Ratify Payment of Bill to Bath Lumber

Chairman McIntosh disclosed she has an interest in Bath Lumber and will abstain from voting.

Motion: Member Carson moved to pay check no. 11519 in the amount of \$222.61 to Bath Lumber.

Motion Seconded: Member Van Camp **Motion carried with one abstention**

3. Presentation from Parallel Lines on Progress of Bristlecone Convention Center Renovation Design

Thomas Bath, the architect for Parallel Lines, started by introducing the design team – Rachael Hamlin, the interior designer; Dallas Graham, the branding guru; and Michael Nelson, the AV guru. He said we will take turns going through the presentation digitally following along with the presentation that is represented in the handout.

Dallas Graham started by saying they have been thinking about this project a lot and they are extremely glad to be here. The team has been dialoging a great deal with Kyle. He took the Board through the concept. The first step was to learn the current and future uses of the convention center. They first wanted to recognize what is happening in Ely but also what is happening in Nevada, the region and why people come here. From talking with the Board, they learned that the hope is to change this more into an event space versus just a convention space. Going into the branding and story, part of what they leaned into is the myth of Prometheus with the meaning of Prometheus being the forethought. The next part is to do a

rebranding of the space. Instead of calling it the Bristlecone Convention Center, just simply call it the Bristlecone. He went through the words, marks and colors that would further enhance the name and its multifunctional uses by including the three words "Conventions. Events. Community." The goal is to rebrand it within the community as a space that is an opportunity for people to make events and togetherness and to connect better with the people that are using it.

Rachael Hamlin shared with the Board more of the concrete ideas they have for the space. She said in the handout are representations of the space types they hope to one day see in this building. The main space would be transformed into a large black box that is highly adaptable and multifunctional that can become whatever it needs to be, whether it is a large event or broken down into smaller spaces. A beautiful blank canvas. It is a room where most of the surfaces are muted so there is this idea that it can be transformed into anything it needs to be. It tends to be darker. It is an ultra-flexible space.

They are also looking at the east side of the building being broken down into smaller spaces. A lounge space and smaller conference spaces that can allow for 8 to 10 person meetings or even smaller groups than that. They can be rented separately or used to support the main hall.

They are drawing inspiration from the history of this area and the natural beauty around us. You will see rust colors and iron colors and dark colors represented in the flooring. They want to bring in rich textural materials on the walls. They had on the table samples of the first general pallet of what they hope to see in this space. They hope to create a space that is warm and inviting and modernized a bit that allows for a variety of events to happen here. Another layer of this idea is how they treat the ceiling in the main lobby space and main circulation paths by incorporating wood slats which elevate the space in texture and wood. In the spaces where you need higher functionality, they would be looking at removing all the ceiling tiles in the main hall for potentially three additional feet of space and really capping that as the top of the black box that could house trusses, lighting systems, drapes and all sorts of things that could seamlessly be added into that. In the east wing there would be acoustical ceiling tiles that are more practical and help with the sound.

Another opportunity that they see is to remove some of the solid parts of the wall and allow potentially operable doors or large windows that allow connection between this space and the street and the outside. One day dream toward events in the street that are adjacent that can double the size of the events that can be accommodated. An event space can be looked at as connecting to the community around it. That is one of the things that is missing. Thomas Bath interjected with one side of the building where snow was completely covering the sidewalk was totally incapacitated. That look and the idea that we are brought on to solve problems as well as propose innovative ideas gives us the opportunity to address what that feels like. To him that has always been a blank wall that is deactivated. This whole space which is about outreach and connectivity is completely turning its back on the rest of the area around it except for the front entry. He has the idea that we could reach beyond the walls of the existing space and have events that are better connected to the types of events that are already going on. This idea comes with the possibility of the city vacating that street for the entire block.

Thomas now went into the initial schematic plan where they would like to take their ideas. What struck them immediately was how disconnected the meeting rooms within the existing facility are. The only

access to the entire east wing of the building, which is fifty percent of the square footage, is only by two portals - one that exists in the back of the house by the kitchen and one that is just adjacent to the bar area. The lobby that is meant to provide access from the street for those rooms is completely disconnected from everybody else that works in the building. One of our big ideas is that we need to unify the entire facility, so it works together. That is accomplished by putting in a hallway. Everyone's attention was directed to the drawing on the screen. The restrooms would be completely redone, the office space would be relocated while still providing them with direct visual access to the lobby area and turns the lobby space into a grand space that is capable of handling mingling and serves as an extension of the main space called the Bristlecone room. The new hallway would reorganize the interior space and provides for the expansion of space next door. The east wing rooms would be set up all the time. They are always ready to go. The Bristlecone Room is where all the transition happens. Rachael said Prometheus would be placed in the lobby area at the main entrance. Also, one of the big moves would be removing all the carpet from the lobby spaces and hallways and polishing the concrete slab so it would be a concrete finish you would come in on.

Rachael went over six event configuration possibilities. Thomas then went over the diagrams showing existing storage/meeting spaces and proposed storage/meeting spaces and said they are increasing storage by about three hundred square feet. Meeting space square footage is slightly decreased but that comes at the cost of making nicer, more functional meeting spaces. We are using quality over quantity. The last diagram shows existing and proposed circulation which allows staff to better maintain spaces during events and allows the restrooms more functionality. Also incorporated into the drawing is a large coat area along the hallway across from one of the restrooms.

Rachael briefly went over the inspirations for the bathrooms by utilizing the walls to paint or display our history. Show the history of events in the community and give people the idea that this is a long string of history pearls of all the types of events that have happened in this community. We would add a window to let in some natural light.

Michael Nelson spoke to the AV component of these concepts and referred to various diagrams of suggested placement. The future comes with technology. Part of coming into a space like this is hearing and seeing. For the visual side there are flat panels that can be permanent and mounted. Dual or single monitors could be put in the board rooms for all the zoom and facetime. Speakers are mounted in the ceiling. The audio and visual would be wireless.

Thomas said if you can hold onto just one idea, that idea would be that this is the transformation of the space into something that is not only beyond just a convention center, but it would also allow for all different events to serve as a gathering space.

Chairman McIntosh thanked Thomas Bath and the team for their presentation.

Chairman McIntosh called for a ten-minute break at 5:23 pm.

Chairman McIntosh called the meeting back to order at 5:32 pm.

Chairman McIntosh next took Item 6 out of order to accommodate Mr. Reed who is here to give the Board a presentation on their insurance renewal premium.

6. Approval of the Warren Reed (Pool Pact) Insurance Premium for Fiscal Year 2023/2024

Chairman McIntosh said Alan Reed is here from Warren Reed Insurance to give a pool/pact update for our insurance renewal. He referred to the letter sent to the Board outlining the carrier summation showing the six companies that are in the program. He said they started this program with 138 public entities in Nevada and they are now up to 141. They currently insure about 98 percent of all the eligible public entities in Nevada. He said the state of the insurance industry today is challenging. He said the grant program in pool/pact is open to everyone. The grants are set up for anything that has to do with risk reduction, loss prevention, and loss mitigation. The employee assistance program is available to all members of the pool/pact. It is a confidential program. He mentioned the coverages available through the program – property, liability, cyber risk, and environmental. He then spoke to our program costs for this year which are \$15,810.37, a 19.7 percent increase. The two main drivers are payroll and property values. Payroll showed a 42.29 percent increase and property values covered increased 14.27 percent. He briefly went over the risk management benefits and services with emphasis on cybersecurity training and policies and a brand new program called enterprise risk management excellence program. He pointed out the approved budget and expenses totaling \$26,341,188 with approximately 85 percent going to insurance/claims. The last section of the report is the summary of insurance. It shows the buildings and contents covered on the pool side. On the pact side there is an assessment letter outlining payroll and workmen’s compensation. On the pact side there was an increase of 5.9 percent in the payroll rate.

Chairman McIntosh thanked Mr. Reed for his presentation.

Motion: Member Van Camp moved to approve the Warren Reed (Pool Pact) insurance premium for fiscal year 2023/2024.

Motion seconded: Member Carson

Motion carried

4. Pool/Pact Personnel Policy Manual Update

Chairman McIntosh introduced Nicole Collard, our HR specialist. Chairman McIntosh said for a few years we did have White Pine County, but they no longer have an HR specialist dedicated so it was suggested by the Pact that Nicole take over these responsibilities.

Nicole said pool/pact looked at our policy manual. She has been working with Neal Freitas. An item under discussion is on page 47 – Rest Periods. The FLSA recommends at least ten minutes every couple hours. Neal recommends ten to fifteen minutes. The other item deals with sick leave. The current policy states you will be paid out at 50 percent rate after \$7,500. This was left blank in case the Board wanted to revisit this section or leave it at the current rate/amount. This does not apply to termination; only if you quit under good terms. Neal did not have a recommendation on this item. He did indicate the Board may want to add a clause in that section that would say after five years of service to receive that. Nicole said she just received the County’s new paid leave policy today. That may have to be looked at too. Page 76 deals with collective bargaining. We do not have a collective bargaining agreement so those can be removed. Also remove on Page 77 the entire section 11.4 – Dispute Resolution Process. Because we have such a small entity, we do not have a big chain of command. Everything is already covered in Section 10.1.3 which says that if there were an HR issue the employee would go to the Executive Director. If there is an HR

complaint about the Director, the employee would file their complaint with the Chairman of the Board. Nicole said those are the only issues she had for the Board to consider at this time.

Chairman McIntosh thanked Nicole for taking on this responsibility. The Chairman said that after the legislative session ends, starting July 1 we will have new NRS, and we will continue to revisit these issues. Of the items discussed, Chairman McIntosh would propose a rest break of ten minutes, sick leave paid out at 50 percent after five years of service, remove Section 11.4 in its entirety entitled Dispute Resolution Process, complaints about the Executive Director are directed to the Chairman of the Board. Legal counsel Hilton addressed Section 2.1.3 – Reporting Officer Designated. There is a blank there as to who that reporting officer should be. Chairman McIntosh felt Nicole should be the first person designated and then the alternate would be the Director. Legal counsel Hilton then mentioned the issue of vacation leave. Chairman McIntosh also felt we should match the County’s vacation leave policy.

Motion: Member Henry moved that a rest break of ten minutes be adopted, sick leave would be paid out at 50 percent after five years of service, section 11.4 would be removed in its entirety, complaints about the Executive Director would be directed to the Chairman of the Board, Nicole would be the reporting officer designated in Section 2.1.3 with the Executive Director as the alternate, and we will match the County’s vacation leave policy which is shown as the County’s Article 18 – Vacation Leave.

Motion Seconded: Member Van Camp

Motion carried

5. Budget Augmentation for Fiscal Year 2022-2023 and Approval of Resolution to Augment

Director Horvath said what is proposed is exactly what has already been discussed.

Motion: Member Henry moved to approve the resolution to augment the budget for fiscal year 2022-2023 as presented.

Motion seconded: Member Van Camp

Motion carried

7. Approval of Meeting Dates for Second Half of 2023

Chairman McIntosh will not be available for the meeting date of July 25. Vice Chair Henry will need to take the gavel. Member Van Camp will not be available on September 26, 2023. Member Carson will not be available on July 25, 2023.

Motion: Member Henry moved to accept the proposed meeting dates for the second half of 2023; namely, July 25, August 22, September 26, October 24, November 28, and December 26 all at 4pm.

Motion seconded: Member Carson

Motion carried

8. Update on Great American Eclipse

Director Horvath said all the posters are printed and in. He said the Nevada Northern Railway has sold out on their eclipse train. They added another car, and it sold out as well. Hotel Nevada is sold out for that eclipse weekend as well as the Four Sevens.

9. Outdoor Recreation Facilities Grants

Director Horvath said we have \$65,000 budgeted for outdoor recreation. That number is determined by what the City ordinance is based on a half percent of 13.5 percent collected through city properties. We projected what the city room tax would be for next year; it came out to \$65,000. The Board approved \$60,000 to be spent for capital improvement grants. We had \$114,000 in requests for capital

improvements but only \$55,000 in requests for outdoor recreation with one of those requests being withdrawn. Director Horvath has made recommendations to move some of the capital improvement requests over to the outdoor recreation side that have an outdoor recreation component so we can utilize a larger pool of money for those and try to spread as much as money out to as many organizations as possible.

	\$
a. ORF 0001-23 – Awarding Grant to White Pine County Golf Course	16,500
Member Van Camp disclosed she is a member of the golf course advisory board. She does not benefit personally or financially in any way from the awarding of or denying this grant; therefore, it is legal counsel Hilton’s recommendation that she can vote.	ORF
Motion: Member Carson moved to grant \$16,500 to White Pine County Golf Course.	
Motion seconded: Member Henry	Motion carried

b. ORF 0002-23 – Awarding Grant to Steptoe Valley Trap Skeet & Target	Withdrawn
This grant request was withdrawn.	

c. ORF 0003-23 – Awarding Grant to Nevada Northern Railway Foundation	20,000
Motion: Member Henry moved to grant \$20,000 to Nevada Northern Railway Foundation.	ORF
Motion seconded: Member Carson	Motion carried

10. Capital Improvement Grants

a. CAP 001-23 – Awarding Grant to White Pine BMX	12,000
Director Horvath recommends moving this grant request to Outdoor Recreation Facilities. He said this will be contingent on them providing their non-profit status to the Board.	ORF
Motion: Member Van Camp moved to grant \$12,000 to White Pine BMX contingent on them providing the Board with their non-profit status. Per Director Horvath’s recommendation, these funds will be disbursed from the available ORF grant money.	
Motion: Member Henry	Motion carried

b. CAP 002-23 – Awarding Grant to White Pine Jr. Livestock Committee	9,000
Motion: Member Carson moved to grant \$9,000 to White Pine Jr. Livestock Committee	CAP
Motion seconded: Member Henry	Motion carried

c. CAP 003-23 – Awarding Grant to White Pine Community Choir Association	12,000
Motion: Member Van Camp moved to grant \$12,000 to White Pine Community Choir Association.	CAP
Motion seconded: Member Henry	Motion carried

d. CAP 004-23 – Awarding Grant to White Pine Horse Races	6,000
Member Henry disclosed she is the chairman of the White Pine Horse Races. She does not benefit either personally or financially in any way from awarding of or denying this grant; therefore, it is legal counsel Hilton’s recommendation that she can vote.	ORF
Director Horvath recommends moving this grant request to Outdoor Recreation Facilities. He recommended \$5,000 be funded; the Board recommended full funding at \$6,000.	

Motion: Member Wright moved to grant \$6,000 to White Pine Horse Races. Per Director Horvath's recommendation, these funds will be disbursed from the available ORF grant money.

Motion seconded: Member Henry **Motion carried**

e. CAP 005-23 – Awarding Grant to McGill Drug Store Museum 5,000

Member Van Camp disclosed she is a member of the McGill Drug Store Museum which is under the White Pine Public Museum. She does not benefit either personally or financially in any way from the awarding of or denying this grant; therefore, it is legal counsel Hilton's recommendation that she can vote. **CAP**

Motion: Member Carson moved to grant \$5,000 to McGill Drug Store Museum.

Motion seconded: Member Henry **Motion carried**

f. CAP 006-23 – Awarding Grant to Lund Rodeo Association 4,500

Director Horvath recommends moving this grant request to Outdoor Recreation Facilities. **ORF**

Motion: Member Henry moved to grant \$4,500 to Lund Rodeo Association. Per Director Horvath's recommendation, these funds will be disbursed from the available ORF grant money.

Motion seconded: Member Van Camp **Motion carried**

g. CAP 007-23 – Awarding Grant to White Pine County Golf Course 1,500

Member Van Camp disclosed she is a member of the golf course advisory board. She does not benefit personally or financially in any way from the awarding of or denying this grant request; therefore, it is legal counsel Hilton's recommendation that she can vote. **ORF**

Director Horvath recommends moving this grant request to Outdoor Recreation Facilities.

Motion: Member Henry moved to grant \$1,500 to White Pine County Golf Course. Per Director Horvath's recommendation, these funds will be disbursed from the available ORF grant money.

Motion seconded: Member Van Camp **Motion carried**

h. CAP 008-23 – Awarding Grant to White Pine Public Museum 7,000

Member Van Camp will abstain from voting on this item since she is listed as the contact person for the grant. **CAP**

Motion: Member Henry moved to grant \$7,000 to White Pine Public Museum

Motion seconded: Member Wright **Motion carried with one abstention**

i. CAP 009-23 – Awarding Grant to Nevada Northern Railway Museum -0-

Director Horvath recommends not funding.

Motion: Member Henry moved to not fund the Nevada Northern Railway Museum request.

Motion seconded: Member Van Camp **Motion carried**

j. CAP 010-23 – Awarding Grant to White Pine Main Street Association 10,000

Chairman McIntosh disclosed she is a member of the White Pine Main Street Association board. She does not benefit personally or financially in any way from the awarding of or denying this grant request; therefore, it is legal counsel Hilton's recommendation that she can vote. **CAP**

Motion: Member Carson moved to grant \$10,000 to White Pine Main Street Association

Motion seconded: Member Van Camp

Motion carried

k. CAP 011-23 – Awarding Grant to White Pine Main Street Association **7,000**
CAP

Chairman McIntosh disclosed she is a member of the White Pine Main Street Association board. She does not benefit personally or financially in any way from the awarding of or denying this grant request; therefore, it is legal counsel Hilton’s recommendation that she can vote.

Motion: Member Carson moved to grant \$7,000 to White Pine Main Street Association.

Motion seconded: Member Henry

Motion carried

l. CAP 012-23 – Awarding Grant to Ely Renaissance Society **10,000**
CAP

Chairman McIntosh disclosed she is not a board member of that organization but that her sister is the president of the Ely Renaissance Society. Neither Chairman McIntosh nor her sister receive any benefit personally or financially in any way from the awarding of or denying this grant request; therefore, it is legal counsel Hilton’s recommendation that she can vote.

Motion: Member Henry moved to grant \$10,000 to Ely Renaissance Society.

Motion seconded: Member Van Camp

Motion carried

m. CAP 013-23 – Awarding Grant to White Pine Corral Association **4,500**
ORF

Director Horvath recommends moving this grant request to Outdoor Recreation Facilities.

Motion: Member Carson moved to grant \$4,500 to White Pine Corral Association contingent on them providing to the Board their non-profit status. Per Director Horvath’s recommendation, these funds will be disbursed from the available ORF grant money.

Motion seconded: Member Henry

Motion carried

Director Horvath said Outdoor Recreation Facilities grant awards total \$65,000 and Capital Improvement Project grant awards total \$60,000.

6. DISCUSSION/INFORMATION ITEMS

A. Executive Director’s Report

B. Marketing Director’s Report

Marketing Director Porter supplied copies of the recent posters printed. He reported that Facebook, Instagram, and Twitter followers were all up. For our targeted digital through Reach Local, everything was consistent. Errol gave the top five pages visited on the website. He said we had a sizable portion of returning visitors. Device breakdown shows people using their mobile devices. He gave the top posts per page.

Director Horvath said he had been gone for the past two weeks on BJ’s crew for Race Across America. He and his brother functioned as documentarians for that race. He thanked White Pine County Tourism and Recreation for sponsoring this race. He also thanked his team and the support group that was here while he was gone. He said the Prometheus display is getting worked on; there were some sizing issues that are being fixed. There are two murals being worked on. One is brand new, and one is being refreshed. Our new visitors’ guide is now ready. As a bonus we were sent a large poster of the cover showing the White Pine County horse races which was presented to Vice Chair Henry.

Nicole mentioned that the Convention Center is hosting the Fourth of July community breakfast on July 4th from 8 to 10:45 am. Cash donations are accepted. Volunteers are needed. Breakfast items are purchased from local restaurants.

7. PUBLIC COMMENT

Mary Eldridge thanked the Board for their support and for the support given to community organizations to improve their facilities and events.

George Chachas referred to the list for refreshing the murals. He wanted Kyle to look at the Liberty mural. In the past he has asked for but has not received an updated copy of the inventory list. He has asked in the past whether Silver State Motel is properly licensed. He is still concerned regarding the kiosk across from Sport's World being covered and not being available to be seen from both sides. He is still concerned with different areas he sees RVs parked in. He is still concerned with Community Choir not returning the pigeon control money. He is still concerned with the center walkway on the new parking lot. He is still concerned regarding the information he has asked for about Mr. Ed Spear. He has another request for information regarding how many conventions the convention center has hosted in the last three years. He has also asked how many events the convention center has generated since the hiring of Kyle Horvath. His concern continues regarding the Nevada Northern Railway. They do not operate under the Open Meeting Law. He still has no information regarding. Time called.

8. ADJOURNMENT

Chairman McIntosh adjourned the meeting at 6:53 pm.

Minutes submitted by: Judi Bourbeau

Minutes approved by:

Sandra D Wright _____ *7.25.2023* _____
Name Date