

WHITE PINE COUNTY
NEVADA AGRICULTURAL DISTRICT 13
MINUTES OF **FEBRUARY 5, 2020**

Members Present

Kathryn Brunson
(Chairman)
Sterling Wines
Jimmy Jordan
Martin Troutt
Pete Mangum
Danielle Foley
Karen Wines

Members Absent

Travis Godon (Liaison)
Pete Mangum
Bill Panagopoulos (Co.
Chairman)

Guests Present

Kayla Couch (Secretary)
Ceily Highberger
Tabatha Hamilton
Bill Calderwood
Kyle (WP Tour and
Rec.)
Carol Gardner (Beta
Sigma)

A. Call to order-- Called to order at 6:01pm by Chairman Kathryn Brunson

B. Pledge of Allegiance-- 6:02 pm

C. Public Comment Period -None

D. Approval of Agenda/Flexible Agenda -(for possible action)-- A motion was made by Jimmy Jordan to approve the agenda/flexible agenda, Danielle Foley seconded and the motion was carried.

E. Review and Approve Minutes (for Possible Action)-- A motion was made by Danielle Foley to approve the minutes for **January 8, 2020 meeting** with correction and missed section for nomination of Chairman and Co Chairman, Jimmy Jordan seconded and the motion was carried.

F. Resignation/ Exit Interview-(for possible action)--Bill Calderwood was

confused with the agenda item title and did not think it would be appropriate to discuss an exit interview publicly. Kathy explained that it was more a discussion on what the Ag. Board could do to improve the position of the fairgrounds host, rather than an exit interview. Ceily provided a list of duties for the host Position and relayed that when she arrived in this position she had nothing to go by as far as responsibilities. She believed this would be beneficial for both the Ag. Board and the incoming fairgrounds host. Kathy asked Bill Calderwood where they were at in the hiring process. Bill C. replied that the position had already closed internally and is due for closure externally on February 11, 2020. Kathy and Ceily mentioned to the board how the position does not have set days off. They talked about how it was up to the host to put in requests for the days they wanted off and generated into a schedule for those needing the host's services. Kathy asked the board if they would like to structure the position with a certain day off every week. The Ag. Board agreed to structure the days off once the employee was hired and the new budget comes out in July. Bill C. asked if members of the Ag. Board would like to be a part of the interviewing process. Kathy agreed that having the board members in the interview would be a great idea.

G. Replacement of Fairgrounds Host with Possible Modifications to the budgeted Hours. (For Possible Action)- The Ag. Board discussed their options on having a full or part time employee for the fairgrounds host position and what they could afford budget wise. Bill Calderwood suggested increasing the position's hours from 1,040 hours to 1,600 hours with a possible seasonal employee. He also mentioned that last year the board budgeted for 860 hours of seasonal help. Ceily agreed with Bill C. Jimmy Jordan asked if it was possible to get a full time seasonal person that could be shared among the golf course and other entities. Bill said he could certainly try but the bigger issue was actually finding someone to fill a seasonal position and that last year they had a hard time finding temporary help. Bill told the Ag. Board that they should announce their future plans for this position in the interview for the fairgrounds host. Danielle Foley felt the recommendations were a great idea. Kathy had concerns about cutting into the capital improvement budget to increase hours, but felt it was inevitable and needs to happen with all the goals the board wants to accomplish and asked for thoughts. Jimmy Jordan asked for Ceily's opinion regarding the hours. Ceily responded that if given more hours she probably could have used less seasonal help. Kathy asked

if 40 hours/week for the host and 16 hours/ week for seasonal would be sufficient enough and keep the employees busy. Ceily said there could be plenty of work for a seasonal worker if projects were allocated properly. Jimmy moved to increase the hours budgeted for the fairgrounds host to 1,600 hours with a pay rate of \$16.50/hr also including housing benefits, along with 16 hours/week for 24 weeks for a seasonal temp. position. Danielle Foley seconded the motion and the motion was carried.

H. Payment of Bills (For Possible Action)-- \$100.00 for secretary services (Kayla Couch)

I. Request for supplemental funding from the County Commission for White Pine County Horse Races. (For Possible Action)-- Kathy Brunson has been in touch with Travis Godon, he encourages the Ag. Board to ask the county commission for the \$30,000.00 as they did last year, to help fund the horse races. Bill Calderwood announced that he would put this item in the budget. Jimmy Jordan moved that the Board ask for the \$30,000.00 again this year. Sterling Wines seconded the motion and the motion was carried.

J. Correspondence-- 3 Work orders

K. Social Media (for Possible Action)-- Ceily reported that there was nothing new.

J. Reports-- Kathy asked if anyone had an issue with letting Beta Sigma Phi and Tour and Rec. report first, that was they didn't have to stay through budget and financial discussions. no one objected.

a. Financial Statements- Financial statements came from Courtney via email. Bill asked how they liked the shorter version. Kathy and Danielle both voice that they liked the new version.

b. Budget- \$17,000.00 in a lump sum will go to Beta Sigma Phi. Bill Calderwood passed around budget packets to everyone. With the packets

was an email from Martin Troutt with requests which will be implemented into the budget. Bill C. explained salary and wages is already taken care of by the financial department. Central service allocations are expenses that the Ag. Board has, for human resources and financial services. Bill continued down each line item in the budget from 2019 adjust changes for the upcoming fiscal year's budget. The operating expense was at 36% and asked the Board if they would like to make any changes. The line item stayed the same for 2020. Bill mentioned that most committee meetings are paying their secretaries between \$80-\$150 a meeting and asked if they would like to increase the budget for 2020 raising the secretary to \$150 from \$100. Kathy agreed as she felt the secretary pay for costs in printing agendas and minutes for the meeting. Danielle Foley also approved. Engineering cost of \$10,000 was added to the budget for the planning of projects at the fairgrounds along with an additional \$3,500 for tree trimming near the Host's residence under the line item operating expense. Other than these changes the budget stayed the same for the fiscal year of 2020.

- c. Updates from Tour and Rec./ Possible upcoming event.-** Kyle the representative for White Pine County Tour and Rec. announced that he works with a promoter who has had an interest in hosting a bull riding event in Ely. He said this promoter has done events in Lovelock and Winnamaca. Kyle said the Promoter throughout the date of May 23, 2020 to host the bull riding event during their tour. Kyle reported that Tour and Rec. would be covering the majority of the costs and was seeking information on using the fairgrounds facility that weekend. Jimmy Jordan said he would get with Kyle and go over a few things as well as the packet and report back to the Ag. Board. Bill Calderwood recommended that he sees Courtney at the county for available dates and rates.
- d. Updates from Commission Liaison-** No new reports.
- e. Updates from White Pine Horse Races-**Kathy reported that she and Marietta Henry have been corresponding and said that Marietta has submitted the application for the gaming license to put on the horse race event. The dates have been set for August 21st, 22nd, 23rd, 2020. Kathy said the horse race committee anticipates having 6 races on the first day, 10 races on the second day and 6 races on the third day. The committee wants more

help with photography of the winning horses and the item the state steward requested be fixed. Those items included Speakers in the barn area, Steps near the licensing room upgraded, and break away furlong poles. She also relayed that Marietta was the new chairman, Brian Godon was the new co. chairman and DeeDee Sandoval was the new treasure for the committee.

- f. Updates from Beta Sigma Phi-** Carol Gardener introduced herself as the new chairman of Beta Sigma Phi and announced her co chairman as Shannon Cessford. Carol provided an invoice to the Ag. Board for \$17,000.00. Carol asked if there was any way to put new fans in the blue building. The Board responded with the issue of upgrading the power. There were concerns that the fans will trip breakers and the power was not sufficient enough support fans just yet. Bill Calderwood reported that he has not yet heard back from Juan yet on his fans. Kathy informed Carol that the power upgrade is on their capital improvements list and will keep her in the loop on it. Carol also asked about the watering system for the grass around the Blue Building. She asked if maintainence could install it. Bill Calderwood replied it's not likely with the amount of work the maintenance department has to do already. Bill also mentioned that the board could add this to their capital improvements list as well. It was asked if the fairgrounds host or seasonal help could put it in. No one objected, since the fairground host is responsible for the watering of lawns and agreed it needed to be supervised by someone with experience.
- g. Updates from White Pine Ranch Rodeo-**No new reports.
- h. Fireman's Dinner-**.No new reports.
- i. Updates From 4H-** Saturday February 15, 2020 there will be a livestock conference at the Bristlecone convention center.

L. SNPLMA (For Possible Action)-- Kathy reported that the presentation was near complete and ready for final review by the rest of the Ag. Board members. She announced that they had titled the project "Preserving the past, Promoting the future." Kathy said Danielle Foley will present an introduction letter on the title of

the project. Pete Mangum suggested to the Board maybe getting as many letters of support, from all the different entities including different diversity groups that the SNPLMA project could benefit. Kathy said she would collect these letters to present before the county commission meeting.

In the presentation, Kathy broke the project into five phases. Phase one would include grandstand upgrade, concession remodel, construction of showers. Phase two would be the inside track railing replacement, vaulted bathrooms, north arena lighting, upgrade south arena lighting, RV hook-ups. Phase Three would be the event center, and upgrade to the power supply. Phase four, replace overnight barns, construction of corrals, construction of the start gate storage building. Phase five would finally include the finished park area and construction of a walking trail. Kathy continued to go into detail with each stage of the project helping viewers envision what the Ag. Board anticipates doing regardless of the funding from SNPLMA. Kathy asked for thoughts and opinions before presented it to the county commissioners.

M. Capital Improvements (for Possible Action) -- No new changes.

- a. Concession Remodel-**
- b. Barn Replacement-**
- c. South Arena Improvements-**
- d. Highway signage-**
- e. Grand Stands-**

N. Next meeting date (for Possible Action) Anticipating the next meeting to be scheduled on the date of **March 4, 2020**

O. Public Comment Period-None

P. Adjournment--(for possible Action) Kathy Brunson adjourned the meeting at 8:10 PM.

WHITE PINE COUNTY
NEVADA FAIR AND RODEO GROUNDS ADVISORY BOARD
MINUTES OF FEBRUARY 5, 2020

Members Present

Kathryn Brunson
(Chairman)
Sterling Wines

Members Absent

Travis Godon (Liaison)
Pete Mangum
Bill Panagopoulos (Co.

Guests Present

Kayla Couch (Secretary)
Ceily Highberger
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Chairman)

Bill Calderwood
Kyle (WP Tour and
Rec.)
Carol Gardner (Beta
Sigma)

A. Call to order-- Called to order at 8:10 pm by Chairman Kathryn Brunson

B. Public Comment Period -- None.

C. Approval of Agenda/Flexible Agenda -(for possible action)-- A motion was made by Jimmy Jordan to approve the agenda/flexible agenda, Danielle Foley seconded and the motion was carried.

D. Review and Approve Minutes (for Possible Action)-- A motion was made to approve the minutes for **January 8, 2020 meeting** by Danielle Foley, seconded by Pete Mangum, and the motion was carried.

E. Correspondence--None

F. Monthly stall rentals-rates/contract agreements-- Ceily said she would submit suggested changes she would like to see in the updated contract. The Board had a short discussion on increasing the monthly rate for stall rentals from \$75 to \$100 per month. Danielle made a motion to increase the rates as discussed, Jimmy Jordan seconded the motion and the motion was carried.

G. Reports (for Possible Action)

a. Update on High/ Jr. High School Rodeo-- Nothing new to report.

b. Update from Maintenance Department- Nothing new to report.

c. Safety Issues- Nothing new to report except the alley ways are still being worked on.

d. Special Events-- The White Pine High School's snow fest dance will not take place at the fairgrounds. The 4H Club will be holding a livestock conference at the convention center February 15th.

H. Public Comment Period- None

I. Next Meeting Date--(for Possible Action) Anticipating the next meeting to be scheduled on the date of **March 4, 2020**

J. Adjournment-(for possible Action) Kathy Brunson adjourned the meeting at 8:18pm