

**RENO-SPARKS CONVENTION AND VISITORS AUTHORITY
NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, October 25, 2018
9:00 A.M.
Reno-Sparks Convention and Visitors Authority
4001 S. Virginia Street, Board Room
Reno, Nevada**

**BOARD OF DIRECTORS:
Commissioner Bob Lucey, Chairman**

Mr. Nat Carasali
Mr. Lee Dillard
Councilman Ed Lawson
Mr. Rick Murdock

Mayor Hillary Schieve
Mr. Mark Sterbens
Mr. Bill Wood
Mr. Vick Wowo

THIS MEETING IS IN COMPLIANCE WITH THE NEVADA OPEN MEETING LAW AND HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

Reno-Sparks Convention & Visitors Authority (RSCVA)
Reno City Hall
Sparks City Hall
National Bowling Stadium
RSCVA Website: www.rscva.com/public-meetings

Reno-Sparks Convention Center
Washoe County Administration Bldg.
Washoe County Courthouse
Online at <http://notice.nv.gov/>

Items on the agenda are for possible action by the Board of Directors unless stated otherwise. Items will not necessarily be considered in the order listed. The Board may combine two or more agenda items for consideration, may remove an item from the agenda or may delay discussion relating to an item on the agenda at any time. Support materials are made available when they are provided to the Board, or if provided during the meeting, support materials will be made available at the meeting at the same time as they are made available to the Board. Support materials are also available at the RSCVA administrative offices and at the scheduled meeting. The designated contact to obtain support materials is Corie Carlsen, 4001 South Virginia Street, Suite G, Reno, NV (775) 827-7618.

AGENDA

A. OPENING CEREMONIES

Call to Order
Pledge of Allegiance
Roll Call

B. COMMENTS FROM THE FLOOR BY THE PUBLIC

Public comment is limited to three minutes. The public is encouraged to comment on all agenda items as well as issues not on the agenda during the Public Comment period, or on "action" items immediately before board discussion of such "action" items. Members of the public desiring to speak must complete a "Request to Speak" form and return it to the RSCVA clerk at the meeting. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comments may not be accepted after the Chairman closes any period for public comment.

C. APPROVAL OF THE AGENDA

For possible action.

D. APPROVAL OF MINUTES OF SEPTEMBER 27, 2018 BOARD OF DIRECTORS' REGULAR MEETING

For possible action.

E. PRESENTATIONS

E1. Hobbs Ong and Associates Presentation

Guy Hobbs of Hobbs/Ong & Associates will present a report on potential financial strategies and data and return on investment models regarding the possible expansion of the Reno Sparks Convention Center.

This is an information item. Not an action item.

E2. SMG Presentation

Gregg Caren, Executive Vice President of SMG, will provide the Board with a report on the current state of the national trade show industry with an emphasis on the western United States. Several case studies of other cities, their economic revitalization, and how convention centers play a role in the economic vitality of a tourism-based community will be addressed.

This is an information item. Not an action item.

E3. OnStrategy Presentation

Erica Olsen, COO/Co-Founder of OnStrategy, will discuss the upcoming RSCVA Board Retreat and solicit Board Member input regarding items to be included on the agenda for the Board Retreat. The Board retreat is currently scheduled for December 6, 2018.

This is an information item. Not an action item.

E4. RSCVA Staff Update

Phil DeLone, President/CEO, and RSCVA staff will deliver updates on Executive Office, Marketing, Sales, and Finance, including the Corporate Scorecard.

This is an information item. Not an action item.

F. FINANCE DIVISION

F1. Review and possible approval of joinder to contract for foodservice equipment

The Board is being asked to review and approve the RSCVA's joinder to the National Cooperative Purchasing Alliance contract for foodservice equipment, small wares, parts, design and/or installation with TriMark in accordance with NRS 332.195, and to authorize the Finance Department to execute purchase orders related to the foregoing not to exceed the previously budgeted amount of \$500,000.

For discussion and possible action.

F2. Review and possible approval of roofing repairs at the Reno-Sparks Livestock Event Center

The Board is being asked to review and approve of a bid award and contract for RFP 2019-02 (PWP WA 2018 214) to Kodiak Roofing & Waterproofing for the repair of the Main Arena Roof and Pavilion Roof at the at the Reno-Sparks Livestock Events Center in the amount not to exceed Two Hundred Ninety-Nine Thousand Five Hundred Sixty Dollars (\$299,560).

For discussion and possible action.

G. HUMAN RESOURCES DIVISION

G1. Review and possible approval of RSCVA 2019 Benefit Plan.

The Board is being asked to review and approve the of the Employee Benefit plans for 2019.

For discussion and possible action.

H. RSCVA COMMITTEE MEMBER REVIEW

H1. Review of RSCVA Committees and Committee Members.

The Board is being asked to review the existing RSCVA committee structure and the RSCVA's use of committees. The RSCVA Board has previously formed the following advisory committees: (i) Personnel/Finance; (ii) Facilities; (iii) Marketing; and (iv) Legislative. The Board will discuss and may take action to: define and/or revise the subject matter addressed by each committee; create one or more new committees as the Board deems necessary; abolish existing committees; bifurcate existing committees; combine existing and/or newly created committees; and/or implement policies/guidelines regarding committee meetings and operations on a going forward basis.

For discussion and possible action.

I. BOARD MEMBER COMMENTS REGARDING ITEMS FOR FUTURE MEETINGS

This is an information item. Not an action item.

J. COMMENTS FROM THE FLOOR BY THE PUBLIC

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K. ADJOURNMENT

For possible action.

Persons are invited to submit written remarks for all matters, both on and off the agenda. Written remarks presented for inclusion in the Board of Directors' minutes must be flat, unfolded, on paper of standard quality, and 8 ½ by 11 inches in size. Written remarks shall not exceed five (5) pages in length. The RSCVA will not accept for filing any submission that does not comply with this rule. On a case-by-case basis, the Board of Directors may permit the filing of noncomplying written remarks, documents, and related exhibits under NRS 241.035(1)(e). Board of Directors' meeting rooms are accessible to persons with disabilities. If special arrangements are required, please contact Corie Carlsen at 775-827-7618.

For information or questions regarding this agenda, please contact:

The RSCVA Executive Office
P.O. Box 837, Reno, NV 89504
775-827-7618