

**RENO-SPARKS CONVENTION AND VISITORS AUTHORITY
NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, May 23, 2019, at 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
Ms. Ann Silver
Mr. Mark Sterbens
Mr. Bill Wood

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 APRIL 25, 2019 BOARD OF DIRECTORS' REGULAR MEETING

For possible action.

E. PRESENTATIONS

E1. Legislative Update

A representative of the law firm of Fennemore Craig will provide an update on the Legislative Session and issues of interest to the RSCVA. The Board may discuss and provide direction to staff regarding legislative issues as may be deemed by the Chair or Board of Directors to be of critical significance to the RSCVA.

For possible action.

E2. 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.

E3. RSCVA Annual Plan 2019/20 Fiscal Year

Phil DeLone, President/CEO and RSCVA staff to present the Annual Plan and Goals for the organization for FY19/20 for discussion and approval.

For possible action.

E4. Visitor Origination Analysis Presentation

Erica Olsen of OnStrategy will present highlights from the 2018 Visitor Origination Analysis.

This is an information item. Not an action item.

F. FINANCE DIVISION

F1. Public Hearing: Review and Adoption of the Reno-Sparks Convention and Visitors Authority 2019-2020 Fiscal Year Budget (Resolution 586)

There will be a public hearing on the RSCVA 2019-2020 Fiscal Year Budget. The Board is being requested to review and discuss the budget and approve Resolution #586 to adopt the 2019-2020 Fiscal Year Budget.

For possible action.

F2. Review, discussion and possible approval of an agreement for government affairs representation with Fennemore Craig for a total amount of Eighty Thousand Dollars (\$80,000.00)

Staff issued a Request for Proposal (RFP) 2018-03 on November 29, 2017, for Government Affairs for the Authority. In January 2018, the Board awarded an agreement to Fennemore Craig for the period of February 1, 2018 through June 30, 2019. Staff is seeking approval to extend the term of the existing agreement with Fennemore Craig through June 30, 2021, at the same rate and scope as the existing agreement.

For possible action.

F3. Board review and possible approval to utilize the U.S. Communities Government Purchasing Alliance contract to purchase Herman Miller furniture from Henriksen Butler Nevada for the Reno-Sparks Convention Center in accordance with NRS 332.195 in an amount not to exceed \$250,837

RSCVA staff is requesting approval to utilize the National IPA Contract (Omnia Partners) for furniture for the Reno-Sparks Convention Center (RSCC) to purchase Herman Miller furniture from Henriksen Butler Nevada in accordance with NRS 332.195 in an amount not to exceed \$250,837.

For possible action.

F4. Review, discuss and possible approval of a service agreement with Avalon Geothermal Inc for the purchase, delivery, and service of geothermal hot water service for the Reno-Sparks Convention Center

RSCVA staff is proposing the Board review, discuss and possibly approve the form of service agreement and direct staff to finalize and execute such agreement work with Avalon Geothermal for the implementation of geothermal hot water for heating the RSCC.

For possible action.

F5. Review and possible approval of the RSCVA Fiscal Year 2019-20 Property, General Liability, Automobile, Umbrella, Workers' Compensation, Public Officials' Liability, Crime and Internet Liability, and associated Insurance Coverage

RSCVA staff is recommending the Board of Directors approve of obtaining the following insurance policies: Property, General Liability, Automobile, Umbrella, Workers' Compensation, Public Officials' Liability, Crime and Internet Liability, and associated insurance coverage. The new insurance program recommended premiums are estimated to be \$312,841, an increase of \$43,760. The Board of Directors will review, discuss and possibly approve the foregoing coverage.

For possible action.

F6. Public Hearing: Review, discussion and possible action regarding recommendation to the Reno-Sparks Convention and Visitors Authority Board of Directors to adopt proposed amendments to the Authority's Transient Lodging Tax Rules and Regulations

RSCVA staff is proposing certain updates and proposed changes to the Transient Lodging Tax Rules and Regulations to address changes in credit card numbers used to determine whether certain fees are exempt for transient lodging tax, as well as additional clean-up and other minor clarifications.

For possible action.

F7. Review, discussion and possible action regarding FY 2019/20 proposal for Strategic Performance Management contract with OnStrategy

RSCVA staff is seeking board approval of the continuance of work provided by OnStrategy for fiscal year 2019/20 in an amount not to exceed: \$148,600, to provide dedicated consulting services to support an effective strategy implementation management process.

For possible action.

G. BOARD MEMBER COMMENTS REGARDING ITEMS FOR FUTURE MEETINGS

This is an information item. Not an action item.

H. 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.

I. 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