

**RENO-SPARKS CONVENTION AND VISITORS AUTHORITY
NOTICE OF PUBLIC MEETING
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, September 24, 2020, at 9:00 a.m.**

**MEETING VIA TELECONFERENCE/VIDEOCONFERENCE
ONLY PURSUANT TO NRS 241.023**

**BOARD OF DIRECTORS:
Mayor Hillary Schieve, Chair**

Mr. Andy Chapman
Mayor Ed Lawson
Ms. Shannon Keel
Mr. Don Kornstein

Mr. Daniel Farahi
Commissioner Bob Lucey
Ms. Ann Silver
Mr. Mark Sterbens

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

RSCVA Website: www.rscva.com/public-meetings

Online at <http://notice.nv.gov/>

Public Notice

Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies held via teleconference or videoconference where members of the public are permitted to attend and participate has been suspended. Moreover, pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. This agenda has been electronically posted in compliance with Directive 006, NRS 241.020(3) at www.visitrenotahoe.com/about-us/public-meetings and NRS 232.2175 at <https://notice.nv.gov/>.

Please see the section below regarding public comment. Members of the public may view the meeting live at <https://www.youtube.com/channel/UCaqIm2OShuhzc5Lw1w6HkcA>.

Supporting Materials

Pursuant to Section 5 of Directive 006, the requirement contained in NRS 241.020(3)(c) that physical locations be available for the public to receive supporting material for public meetings has been suspended. Supporting materials for the meeting are available on the RSCVA's website at www.visitrenotahoe.com/about-us/public-meetings.

Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Board. The designated contact to obtain support materials is Corie Carlsen, 4001 South Virginia Street, Suite G, Reno, NV (775) 827-7618.

Public Comment

Pursuant to Section 2 of Directive 006, if a public body holds a meeting by means of teleconference or videoconference and a physical location where members of the public can attend is not provided, the public body must provide a means for the public to provide public comment, and post that means on the public notice agenda. Pursuant to Section 2 of Directive 006, the public may provide public comment by emailing comments to boardclerk@renotahoeusa.com or by leaving a voicemail (limited to three minutes) at (775) 827-7602 (note this is not a live call-in line). Comments received before 4:00 p.m. on Wednesday, September 23, 2020, will be transcribed and given to the Board for review and will be included with the minutes of the meeting.

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 of Directors 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.

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. 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.

C. APPROVAL OF THE AGENDA OF THE SEPTEMBER 24, 2020 BOARD OF DIRECTORS' MEETING

For possible action.

D. APPROVAL OF THE MINUTES OF THE AUGUST 27, 2020 BOARD OF DIRECTORS' MEETING

For possible action.

E. PRESENTATIONS

E1. Team Reno Tahoe/Big Business

Chair Hillary Schieve will present Team Reno Tahoe/Big Business. Topics discussed under this agenda item will include recent successes, new and exciting business opportunities, and the introduction of a team member that is making a difference in the organization.

This is an information item. Not an action item.

E2. Reno-Sparks Convention and Visitors Authority Staff Update

Jennifer Cunningham, Interim President/CEO, and RSCVA staff will deliver updates on Executive Office, Marketing, Sales, Facilities, and Finance.

This is an information item. Not an action item.

E3. Legal Counsel Update.

RSCVA Legal counsel will deliver updates on any pending legal matters.

This is an information item. Not an action item.

F. FINANCE DIVISION

F1. Review, discussion, and possible approval of the Fiscal Year 2019-2020 Room Tax Department Performance

The Board of Directors is being asked to review and possibly approve the Fiscal Year 2019-2020 Room Tax Department Performance.

For possible action.

F2. Discussion and possible approval to purchase and install touchless lavatory faucets for the Reno-Sparks Convention Center from Michael's Plumbing Heating & Air, Inc in the amount of \$56,812

Staff recommends purchasing the fixtures from Michael's Plumbing Heating & Air, Inc, as the lowest cost, for a price of \$54,107, with a contingency of 5% equal to \$2,705, for a total contract amount not to exceed \$56,812. The Board of Directors is being asked to approve the foregoing expenditure.

For possible action.

G. SALES/MARKETING DIVISION

G1. FY 2020/2021 Group Sales Room Night Goals

Michael Larragueta, Vice President of Sales, will present the Fiscal Year 2020/2021 Group Sales Room Night Goals for review and possible approval by the Board of Directors.

For possible action.

G2. Group Cancellations due to COVID-19

Michael Larragueta, Vice President of Sales, will present Group Sales cancellations due to the COVID-19 Pandemic. The Board is being asked to review and may take possible action to provide direction related thereto.

For possible action.

G3. Financial Support for New Air Service – Alaska Airlines/Reno-Palm Springs Service

Staff is requesting the Board of Directors review and approve risk mitigation funding for Alaska Airlines in the amount of up to \$100,000 to mitigate any revenue shortfalls in the Alaska Airlines operations between Reno/Palm Springs during the period of December 2020 through April 2021.

For possible action.

H. HUMAN RESOURCES DIVISION

H1. Employee Benefits

Julie Williams, Human Resources Manager, will present a recommendation to renew the RSCVA Employee and Retiree Benefit Plan. The Board of Directors is being asked to review and possibly renew the Employment Benefit Plan for the calendar year 2021 on the terms presented, to include retiree benefits and an optional retiree buyout provision.

For possible action.

I. BOARD MATTERS

I1. Approval of President/CEO Employment Agreement

The Board of Directors is being asked to review and approve the Employment Agreement of the President/CEO of the RSCVA selected at the September 21st Special Meeting of the Board of Directors (Jennifer Cunningham, Marc Anderson or Charles Harris). The Board may take action to approve or revise the Employment Agreement.

For possible action.

J. 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. 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.

K. ADJOURNMENT

For possible action.

For information or questions regarding this agenda please contact:
The RSCVA Executive Office
P.O. Box 837, Reno, NV 89504
775-827-7618