



CONVENTION AND VISITORS AUTHORITY

Regular Meeting of the Board of Directors
Tuesday, January 10, 2006
Minutes

The regular meeting of the Board of Directors of the Las Vegas Convention and Visitors Authority was held the 10th day of January 2006 at Cashman Center – Rooms 203-206, 850 Las Vegas Boulevard North, Las Vegas, Nevada. This meeting had been properly noticed and posted in compliance with the “Nevada Open Meeting Law”.

CALL TO ORDER Chair Oscar Goodman called the meeting to order at 9:00 a.m. On roll call the following Board members were present, constituting a quorum of the members thereof:

- Oscar Goodman, Chair
- Keith Smith, Vice Chair
- James Gibson, Secretary/Treasurer
- Glenn Christenson
- Tom Jenkin
- Kara Kelley
- Kevin Kelley
- Michael Montandon
- Bill Nicholes
- Mike Pacini

Absent at Roll Call Charles Bowling
 Larry Brown Entered the meeting after Roll Call
 Tom Collins
 Yvonne Atkinson Gates Entered the meeting after Roll Call

LVCVA Executive Staff in Attendance
 Rossi Ralenkotter, President/CEO
 E. James Gans, Senior Vice President – Operations Division
 Terry Jicinsky, Senior Vice President – Marketing Division
 Luke Puschnig, Legal Counsel

INVOCATION and FLAG SALUTE
 Pastor Jesse D. Scott presented the invocation.
 The invocation was followed by the flag salute.

APPROVAL OF THE AGENDA and APPROVAL OF THE MINUTES
 President Rossi Ralenkotter informed the Board that there were no items to be taken from the table or reconsidered, accordingly, the January 10, 2006 Agenda was in order, as were the Minutes of the December 13, 2005 Regular Meeting of the Board of Directors.

Member James Gibson moved and it was carried by unanimous vote of the members present to approve the January 10, 2006 Agenda and the minutes of the December 13, 2005 Regular Meeting of the Board of Directors as presented.

PRESENTATIONS

- MOST VALUABLE PLAYER PROGRAM** The Most Valuable Player ("MVP") program recognizes and rewards excellence in delivering on the Mission and the Brand promise, exemplifying the core values and/or providing above and beyond service to Las Vegas Convention and Visitors Authority internal and/or external customers. Vice President of Human Resources Mark Olson introduced **Client Services Supervisor James Giancaspro** as the MVP for the month of December 2005.
- NEVADA POWER AND SIERRA PACIFIC POWER COMPANY AWARD PRESENTATION** The Sure Bet Program is an incentive program offered by Nevada Power and the Sierra Pacific Power Company to encourage cost-effective energy efficiency improvements by businesses. Mr. Pat Shalmy, on behalf of KEMA, Inc., the organization that facilitates the program, presented a \$10,835.08 incentive check to the Las Vegas Convention and Visitors Authority in recognition of its energy efficiency upgrades.
- DISTINGUISHED BUDGET PRESENTATION AWARD** The Las Vegas Convention and Visitors Authority ("LVCVA") received the Distinguished Budget Presentation Award from the Government Finance Officers Association for the fiscal year beginning July 1, 2005. This award is the highest form of recognition in governmental budgeting and represents a significant achievement by the LVCVA. This is the fifteenth consecutive year that the LVCVA has received this prestigious award.
- INTERSTATE-15 CANAMEX CORRIDORS UPDATE** Mr. Tom Skancke, President of the Tom Skancke Company, presented an update on the Interstate-15 CANAMEX connecting corridors projects. He discussed the Las Vegas Convention and Visitors Authority's Transportation team accomplishments and the goals within the Vision Plan.

MEMBER YVONNE ATKINSON GATES ENTERED THE MEETING MEMBER LARRY BROWN ENTERED THE MEETING

- INTERSTATE-15 CANAMEX CORRIDORS UPDATE** (Continued) Mr. Skancke discussed the federal funding and reauthorization in California and Nevada, as well as some of the challenges in Washington DC. He briefly reviewed the California Transportation Plan through the year 2025 relative to California's population growth and its possible affect on California visitors to Las Vegas. He named the key players on the E-220 High Desert Corridor project, and concluded his report with a summary of the I-10 proposed projects for District 8 in California; and a brief description of the proposed improvements to the Cajon NB truck weigh station.

This is an information item. No Board action required.

STAFF REPORTS

MEMBER MIKE PACINI LEFT THE MEETING

MARKETING DIVISION

INTERNATIONAL
TOURISM
BOURSE TRAVEL
TRADE SHOW
(ITB)

The International Tourism Bourse ("ITB") Travel Trade Show is one of the premier trade shows held in Europe for the travel trade. This annual event attracts over 10,000 international delegates, including major international tour operators, travel agents, corporate/incentive buyers and trade press from all of Europe, the Middle East, Africa and the United Kingdom. The Las Vegas Convention and Visitors Authority ("LVCVA") has participated in this event for 23 years. This year's event will be held March 8-12, 2006 in Berlin, Germany. Approximately 15 Las Vegas hotels and allied Las Vegas suppliers will share the LVCVA booth: revenue contributions from allied Las Vegas suppliers are estimated to be \$15,000. The estimated expenditure for this event is \$100,000, which includes trade show booth space, booth construction/installation/show services, client dinner and entertainment, and food and beverage.

Member James Gibson moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$100,000 to exhibit at the International Tourism Bourse Travel Trade Show in Berlin, Germany, March 8-12, 2006.

MEMBER MIKE PACINI RETURNED TO THE MEETING

SOCIETY OF
INDEPENDENT
SHOW
ORGANIZERS
CEO SUMMIT
(SISO)

The Society of Independent Show Organizers ("SISO") membership consists of companies that produce over 3,000 trade shows throughout the world. The SISO's annual CEO Summit will be held April 2-4, 2006 in Charlotte, North Carolina. The Las Vegas Convention and Visitors Authority will sponsor a reception and gala banquet on April 3, 2006 at The Ballantyne Resort to promote the Las Vegas destination to an anticipated 260 company executives from this tradeshow market segment. The estimated cost of \$90,000 includes site fees/set charges, catering charges, premium giveaways, and entertainment.

Member James Gibson moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$90,000 to sponsor a reception and gala banquet at The Ballantyne Resort on April 3, 2006, during the Society of Independent Show Organizers CEO Summit in Charlotte, North Carolina.

MARKETING (Continued)

TRAVEL
INDUSTRY
ASSOCIATION
OF AMERICA
INTERNATIONAL
POW WOW

International visitation accounts for 13% of all visitors to Las Vegas. The Travel Industry Association of America ("TIA") International Pow Wow is the premier forum to update international tour operators and media from around the world about the Las Vegas destination. The format of this trade show includes one-on-one appointments to meet with the international tour operators. The Las Vegas Convention and Visitors Authority ("LVCVA") foreign office representatives from Japan, Korea, Australia, France, Mexico, Germany and the United Kingdom have attended this trade show in the past. This year's event will be held May 7-10, 2006, in Orlando, Florida, and the LVCVA will be sponsoring the Visit USA Committee luncheon for approximately 75 international tour operators. The estimated cost of \$117,000 includes booth/exhibit space/show services, Visit USA Committee lunch sponsorship, Pow Wow survival gift baskets for 200 top clients, client gifts for appointments, and a client dinner.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$117,000 for expenses associated with the Las Vegas Convention and Visitors Authority's exhibition and luncheon sponsorship at the Travel Industry Association of America International Pow Wow, May 7-10, 2006, in Orlando, Florida.

OPERATIONS DIVISION

CLARK COUNTY
FAIR GRANT

Ms. Susan Baker and Mr. Larry Moses, both on the Clark County Fair Board, addressed the LVCVA Board requesting a grant in the amount of \$75,000 to provide sponsorship for the annual Clark County Fair and Rodeo. The Clark County Fair and Rodeo has received financial support from the Las Vegas Convention and Visitors Authority since 1985.

Member Kara Kelley expressed concern regarding the Clark County Fair and Rodeo financial reporting, and more specifically, the lack of W-4 and I-9 Forms in the documentation that was presented to the LVCVA Board. Another matter of concern was the method of bookkeeping relative to the checking account not being reconciled since March 2005. Ms. Kelley said she would be uncomfortable supporting this item until Clark County Fair and Rodeo had their bookkeeping and financial reporting in order and could provide the LVCVA Board with the appropriate information.

Following discussion on these concerns, Chair Oscar Goodman suggested this item be tabled to the February 14, 2006 LVCVA Board meeting, at which time the Clark County Fair and Rodeo could present the appropriate documentation. He also suggested that the Clark County Fair Executive Director be present at that meeting to answer any questions the Board may have at that time.

Following the discussion, Chair Oscar Goodman moved and it was carried by unanimous vote of the members present to table this item to the February 14, 2006 Board of Directors' meeting.

OPERATIONS DIVISION (Continued)

MASTER PLAN
PROGRAM
UPDATE

Senior Vice President Jim Gans informed the Board that the Master Plan Program is currently running under budget. He introduced Mr. Mike Musgrave from MWH Global, Inc., who reported that the site tours with the individual Board members are expected to be completed this week. He said the major activity right now is the refining of the Master Plan Program, focusing on cost, and scheduling construction activities to minimize interferences with the conventions. There will be an in-depth presentation at the February 14, 2006 Board of Directors meeting.

This is an information item. No Board action required.

LAND TITLE
SURVEY FOR
THE LAS VEGAS
CONVENTION
CENTER
PROPERTIES

Since the inception of the Las Vegas Convention Center ("LVCC"), many new projects have been constructed, and additional properties purchased. The historical Records of Survey information for these projects have either not been provided, or if available, not integrated into a single site survey. A land survey would document existing utilities, facilities and newly acquired land boundaries as well as existing improvements, easements, rights-of-way and roadways. As the Las Vegas Convention and Visitors Authority ("LVCVA") prepares to embark on a site-wide development program, an updated Record of Survey is needed as a baseline for the schematic and final design process.

The *American Land Title Association* ("ALTA") has established survey standards for documenting existing utilities, facilities and land boundaries. An ALTA survey shows existing improvements, easements, rights-of-way and other elements that may impact the schematic and final design of the development program. It was recommended that the LVCVA proceed with obtaining an ALTA survey for the LVCC campus and surrounding public streets in advance of the schematic design. The contract deliverables would also provide more accurate detailed information to support the success of other in-house projects and enhance event planning.

It is anticipated that a minimum of two months lead-time, from the date of the Notice to Proceed, will be required to develop sufficient data necessary to advance the schematic design process.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Approve a not-to-exceed amount of \$296,000 for a Professional Services Contract with G.C. Wallace, Inc. of Las Vegas, Nevada for a Comprehensive Land Title Survey for the Las Vegas Convention Center properties; and, 2) Authorize the President/CEO to execute the appropriate documents.

OPERATIONS DIVISION (Continued)

PURCHASE OF
TABLES
(CONTRACT
JOINDER)
File #06-1581

The Las Vegas Convention and Visitors Authority ("LVCVA") has been using *Mity-Lite* lightweight tables for the past 15 years. These tables have proven to be durable and efficient to handle for quick set-up and break-down of the meeting rooms. This purchase is in accordance with the Equipment Replacement Program for tables that are worn and cannot be repaired. It will also supplement the inventory to accommodate concurrent events whose requirements would typically exceed the current inventory. The estimated cost to purchase the tables is \$160,058.48.

Mity-Lite, Inc. has agreed to extend the State of Utah (Contract Number PD-762) to the LVCVA, and to provide an additional discount of 3% for an order over \$150,000.00.

Member James Gibson moved and it was carried by unanimous vote of the members present to: 1) Approve the contract joinder with the State of Utah (Contract Number PD-762) for File #06-1581, for the Purchase of Tables, to Mity-Lite, Inc., Orem, Utah, in the estimated amount of \$160,058.48; and, 2) Authorize the Director of Materials Management to execute the contract documents.

HILLTOPPER
WARNING
TRACK MIX
(SOLE SOURCE)
File #06-1584

The current dirt warning track material on the Cashman Stadium ball field is approximately 23 years old. In order to keep the track level with the playing surface, dirt has been removed or added as needed. The track does not drain well, and when it rains the track becomes muddy and unplayable. During the hotter months of baseball season, the track must be watered daily to insure that it is playable, and often gets dusty again before the end of a game.

Hilltopper Warning Track Mix is a new product that does not get muddy when exposed to rain, is dustless, and does not require water for maintenance. This material is exclusively made by *Stabilizer Solutions, Phoenix, Arizona*, and is currently being used by major league teams in their stadiums. The estimated cost for Hilltopper Warning Track Mix for the Cashman Stadium ball field is \$33,480.

Per NRS 332.115.1 (a) "Contracts which by their nature are not adapted to award by competitive bidding, including contracts for items which may only be contracted from a sole source." *Stabilizer Solutions, Inc., Phoenix, Arizona* is the sole source manufacturer of Hilltopper products, and are offering the Las Vegas Convention and Visitors Authority the best possible pricing that they extend to the Major League Baseball Teams and government agencies.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award File #06-1584, for Hilltopper Warning Track Mix to Stabilizer Solutions, Phoenix, Arizona, in the estimated amount of \$33,480; and, 2) Authorize the Director of Materials Management to execute the contract documents.

OPERATIONS DIVISION (Continued)

DISTRIBUTION OF
TAX COLLECTION
ALLOCATION
(Second Quarter
FY 2005/2006)

Clark County and the cities of Las Vegas, North Las Vegas, Henderson, Boulder City, and Mesquite all levy certain taxes on gaming and/or hotel and motel rooms and have pledged the revenues to the Las Vegas Convention and Visitors Authority ("LVCVA"). NRS 244A.645 provides that the LVCVA may reimburse the entity up to 10% of the gross revenues collected to defray the reasonable costs of collection of such taxes. The statute also allows the entities in a county to share the collection fee on any basis they deem reasonable.

By agreement dated December 5, 1995, the above-mentioned cities and Clark County agreed with the LVCVA to split the 10% collection fee by a formula based on the population of each entity. Population figures are certified by the Governor each year, with adjustments made with due regard to the cities of Mesquite and Boulder City.

In comparison, tax collection allocation paid in the second quarter of fiscal year 2004/2005 was \$4,350,462.26, an increase in fiscal year 2005/2006 of 11.46%.

Tax collection allocation payments for the second quarter of fiscal year 2005/2006 as provided for in the agreement between the County and Cities are as follows:

	<u>FY 06 Rate %</u>	<u>FY 06 Second Quarter Amount</u>	<u>FY 05 Second Quarter Amount</u>	<u>% Change</u>
Clark County	41.20	\$1,997,860.55	1,794,130.64	11.36
City of Las Vegas	30.60	1,483,847.88	1,355,168.99	9.50
City of North Las Vegas	9.19	445,639.28	374,139.76	19.11
City of Henderson	12.81	621,179.46	557,294.21	11.46
Boulder City	2.20	106,681.88	95,710.17	11.46
City of Mesquite	4.00	<u>193,967.05</u>	<u>174,018.49</u>	<u>11.46</u>
		<u>\$ 4,849,176.10</u>	<u>\$ 4,350,462.26</u>	<u>11.46</u>

Member James Gibson moved and it was carried by unanimous vote of the full Board to approve the payment of tax collection allocation for the second quarter of fiscal year 2005/2006 in the amount of \$4,849,176.10

OPERATIONS DIVISION (Continued)

LVCVA BUDGET
AND STATISTICAL
REPORT FOR
NOVEMBER 2005

The "**Las Vegas Convention and Visitors Authority Budget and Statistical Report**" for the period ending November 30, 2005 had been delivered to the Board members and included in the public documentation as part of the supporting materials with the public meeting notice. There were no questions or concerns by the Board.

This is an information item. No Board action required.

EXECUTIVE DIVISION

VISTA UPGRADE
IMPLEMENTATION

The Human Resources department and the Payroll department are currently running Version 2.4 of the *VISTA* operating system. The Las Vegas Convention and Visitors Authority has not updated this program, and implementation of the newest version would eliminate myriad work-arounds and patches, allow for an expanded database to include tracking of learning and development courses, employee languages, imbedded documentation within the system, and eliminate duplication of data. The not-to-exceed amount of \$95,000 includes implementation costs plus estimated travel, lodging and per diem expenses for the *VISTA* project team.

Following a brief discussion, Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Approve the implementation plan to upgrade VISTA, the Human Resource Information System; and, 2) Authorize the President/CEO to spend an amount not-to- exceed \$95,000 for the implementation project.

LEGAL
COUNSEL'S
REPORT

Legal Counsel Luke Puschnig reported that on or about December 14, 2005 the Las Vegas Convention and Visitors Authority ("LVCVA") was served a complaint seeking damages for a person who was allegedly injured in a limousine accident on Red Drive near the South Hall. The plaintiff is **Mr. Daniel Roland** of Las Vegas, Nevada. Mr. Roland alleges that he was injured when the limousine that he was driving veered into a shallow trench on Red Drive. The LVCVA has tendered the defense to the insurance company for the contractor on the job, Ashlan Concrete. There is some resistance from the insurance company regarding the acceptance of the tender. The LVCVA is currently working on obtaining the tender.

EXECUTIVE DIVISION (Continued)

LAS VEGAS
EVENTS'
REPORT

The “**Las Vegas Events 2005 Special Events: Fiscal Year, Year-to-Date Summary**” had been delivered to the Board members and included in the public documentation as part of the supporting materials with the public meeting notice.

Mr. Christenson presented a summary of the events that took place from July through November 2005 in Las Vegas, Laughlin, Mesquite and Primm. Upcoming in January and February 2006 are the Tennis Channel Open in Las Vegas, the Laughlin Winter Break and the Laughlin Desert Challenge, and in Mesquite, the Couples Golf Championship and Team Roping.

COMMITTEES

MODIFIED
POLICY
COMMITTEE
CHARTER AND
APPOINTMENTS
TO THE POLICY
COMMITTEE BY
THE CHAIR

At the December 13, 2005 Board of Directors meeting, the Board established a Policy Committee that would address changes, deletions and/or additions to the Board Policies. The Board also requested that staff revise the draft Policy Committee Charter to delete the requirement that the Chair of the Board of Directors automatically be the Chair of the Policy Committee. The modified Policy Committee Charter was included in the back-up materials for the Board’s review and approval.

The Chair appointed three (3) members of the Board of Directors to the Policy Committee; Member Tom Jenkin and Member Charles Bowling from the private sector, and Member Mike Pacini from the public sector. The Chair is automatically the fourth member of the Policy Committee.

Member Oscar Goodman moved and it was carried by unanimous vote of the members present to ratify the appointments of Members Tom Jenkin, Charles Bowling and Mike Pacini to serve on the Policy Committee.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to approve the revised Policy Committee Charter as presented.

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President Rossi Ralenkotter reminded the Board that Staff will be presenting a detailed report on the remodel expansion, and the funding source, at the February 14, 2006 Board meeting, and to please allot time for that meeting.

Mr. Ralenkotter announced that a cell phone was found, and if someone is looking for it they can get it from him.

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DIRECTORS' RECOGNITION

There were no comments from the Board members.

COMMENTS FROM THE FLOOR BY THE PUBLIC

Mr. Deon Lee introduced himself and said he is the new owner of a Woman's Professional Football Team that he recently brought to Las Vegas, and will be starting-up in July. He was interested in speaking with someone regarding a grant for the team. Chair Oscar Goodman referred Mr. Lee to speak with the LVCVA Staff on this matter.

ADJOURNMENT

The meeting was adjourned by Chair Oscar Goodman at 9:59 a.m.

Respectfully submitted,

Date Approved: February 14, 2006

(s)

Carol Fergen
Executive Assistant to the Board

(s)

Oscar Goodman
Chair