



CONVENTION AND VISITORS AUTHORITY

Regular Meeting of the Board of Directors
Tuesday, March 14, 2006
Minutes

The regular meeting of the Board of Directors of the Las Vegas Convention and Visitors Authority (LVCVA) was held the 14th day of March 2006 in the Las Vegas Convention Center Board Room, 3150 Paradise Road, 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 9:02 a.m. On roll call the following Board members were present, constituting a quorum of the members thereof:

- | | |
|-----------------------------------|---------------|
| Oscar Goodman, Chair | Tom Jenkin |
| Keith Smith, Vice Chair | Kara Kelley |
| James Gibson, Secretary/Treasurer | Kevin Kelley |
| Larry Brown | Bill Nicholes |
| Glenn Christenson | |
| Tom Collins | |

Absent at Roll Call Yvonne Atkinson Gates Entered the meeting after Roll Call
Mike Pacini Entered the meeting after Roll Call
Charles Bowling
Michael Montandon

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 Pastor Hoyt Savage from Foothills Southern Baptist Church presented the invocation.

FLAG SALUTE The invocation was followed by the flag salute.

MEMBER YVONNE ATKINSON GATES ENTERED THE MEETING

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 March 14, 2006 Agenda was in order, as were the Minutes of the February 14, 2006 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 March 14, 2006 Agenda and the minutes of the February 14, 2006 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 LVCVA internal and/or external customers. Vice President of Human Resources Mark Olson introduced **Security Guard John Sheckells** as the MVP for the month of February 2006.

STAFF REPORTS

MARKETING DIVISION

TRADESHOW FOCUS GROUP MEETING

In an on-going effort to include building customers in the enhancement process of the Las Vegas Convention Center (LVCC), the LVCVA will sponsor a tradeshow focus group meeting in Las Vegas for 60 clients. This event will take place May 16-19, 2006 and will include networking, educational and entertainment opportunities. Clients would be able to become familiar with the destination for possible future booking dates and provide feedback for consideration as the LVCVA moves through the LVCC Master Plan Enhancement Program process. An estimated expenditure of \$122,500 to sponsor these focus group meetings, will include entertainment, airfare/transportation, hotel accommodations, and food and beverage.

Following a brief discussion, Member James Gibson moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$122,500 to sponsor tradeshow focus group meetings, May 16-19, 2006 in Las Vegas, Nevada, which would provide networking, educational and entertainment opportunities for 60 trade-show clients.

2006 ANNUAL U.S. CONFERENCE OF MAYORS

Las Vegas has been selected as the host city for the 2006 Annual U.S. Conference of Mayors. This conference enables city officials from throughout the country to network, attend sessions and workshops, and meet with organizations that provide products and services to city entities. This year’s conference will be held at the Paris Hotel, June 2-6, 2006, and is expected to draw over 1,200 elected officials and community leaders to Las Vegas. The estimated sponsorship of \$75,000 to host the opening reception, will allow the LVCVA to showcase the Las Vegas destination.

Member Oscar Goodman moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$75,000 to sponsor the opening reception on June 2, 2006 at the 2006 Annual U.S. Conference of Mayors.

MARKETING DIVISION (Continued)

MEETING
PROFESSIONALS
INTERNATIONAL
WORLD
EDUCATION
CONGRESS
(MPI-WEC)

The Meeting Professionals International World Education Congress (MPI-WEC) is held annually and attracts more than 4,500 attendees representing trade show, corporate and association travel buyers. Approximately 40 Las Vegas-based organizations, including hotels, destination management companies, and golf course companies are expected to participate in this year's MPI-WEC. The estimated cost to exhibit at this year's event and to host a customer appreciation event is \$73,000.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$73,000 for expenses associated with exhibiting and hosting a customer appreciation event at the Meeting Professionals International World Education Congress in Dallas, Texas, from July 9-11, 2006.

15th ANNUAL
LAS VEGAS
HOSPITALITY
GOLF CLASSIC

Las Vegas will host over 200 of its clients at the 15th Annual Las Vegas Hospitality Golf Classic. This event will be held October 4-6, 2006 at the Stallion Mountain Country Club and Royal Links Golf Club, and will consist of an opening reception, two days of golf and a closing awards luncheon. The Hospitality Golf Classic continues to be the largest single client event held in Las Vegas sponsored by the LVCVA.

The estimated cost for this event is \$325,000. There will be 36 local sponsors contributing an estimated sponsorship revenue of \$72,000, resulting in an estimated net budget impact of \$253,000.

Member Kevin Kelley moved and it was carried by unanimous vote of the members present to approve an estimated expenditure of \$325,000 for sponsorship of the 15th Annual Las Vegas Hospitality Golf Classic, to be held October 4-6, 2006 at the Stallion Mountain Country Club and Royal Links Golf Club in Las Vegas, Nevada.

OPERATIONS DIVISION

CUSTOMER
SERVICE
EXCELLENCE
SPONSORSHIP

The LVCVA has provided an annual sponsorship to the Las Vegas Chamber of Commerce for funding the Customer Service Excellence Program since the inception of the program. The Chamber submitted a request seeking a \$20,000 increase to the \$60,000 that they have received in the past (for total requested funds of \$80,000) to help cover increased expenses for this program.

Ms. Sidney Henderson, from the Las Vegas Chamber of Commerce, was available in the audience to answer questions from the Board.

Member Kara Kelley stated that she would be abstaining from voting on this item.

Following a brief discussion, Member James Gibson moved to approve an \$80,000 sponsorship disbursement to the Las Vegas Chamber of Commerce for funding the Customer Service Excellence Program for 2006. The motion carried by the following vote:

Larry Brown.....	Aye	Kara Kelley	Abstained
Glenn Christenson	Aye	Kevin Kelley.....	Abstained
Tom Collins	Aye		
Yvonne Atkinson Gates	Aye		
James Gibson	Aye	Charles Bowling	Absent
Oscar Goodman	Aye	Michael Montandon	Absent
Tom Jenkin	Aye	Mike Pacini	Absent
Bill Nicholes	Aye		
Keith Smith.....	Aye		

NURSING
SERVICES
AMENDMENT
(RFP #00-515)

The LVCVA First Aid Rooms are staffed with State of Nevada licensed and registered nurses who have the capability to provide, treat and/or assess complaints, medical requests such as band-aids, aspirin, blood pressure, etc., injuries or trauma, at no cost to clients or their organizations.

The originally estimated contract hours for nursing services that was approved by the Board in May 2003 has increased due to the increased conventions, shows, events and attendees over the past three years. Staff requested the Board allow an additional estimated amount of \$90,014.40 for additional nursing service hours for the period May 1, 2003 through April 30, 2006. The original contract was approved for \$385,463.32.

(Continued)

OPERATIONS DIVISION (Continued)

NURSING
SERVICES
AMENDMENT
(RFP #05-515)
(Continued)

Member Kara Kelley said she understands that certain convention bureaus charge for these services, and inquired as to the possibility of the LVCVA charging for these services under certain conditions. President Rossi Ralenkotter advised Member Kelley that Staff will look into this and provide her with their analysis.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Authorize Staff to expend an additional estimated amount of \$90,014.40, for a total of \$475,477.72, for RFP #00-515, Nursing Services, for the period of May 1, 2003 through April 30, 2006, for the services provided by University Medical Center, Las Vegas, Nevada; and, 2) Authorize the Director of Materials Management to execute the contract documents.

ANNUAL SECURITY
SERVICES
(BID #06-1618)

The LVCVA requires traffic control, security guard patrol, canine services (explosive detection), and supplemental security camera placement on an annual basis.

Based on the specifications provided by the LVCVA Facilities Department, bids were received from four companies. The bid of *Trade Show Services, L.T.D. dba Pro-Tect Security* included the lowest pricing for all line items, at \$266,367.20, therefore, Staff recommended that the contract be awarded to them. The contract is for the period March 14, 2006 through February 28, 2007.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award Bid #06-1618, for Annual Security Services, to Trade Show Services, L.T.D. dba Pro-Tect Security, Las Vegas, Nevada, for the period of March 14, 2006 through February 28, 2007, in the estimated annual amount of \$266,367.20; 2) Authorize the Director of Materials Management to execute the contract documents; and, 3) Authorize the Director of Materials Management to execute three (3) one-year contract extensions, with price increases not to exceed 5% per year.

OPERATIONS DIVISION (Continued)

REMOVE AND
REPLACE EXHAUST
FANS IN C-3 HALLS
(BID #06-1619)

There are currently 20 exhaust fans in the C-3 Halls that were installed in 1976. In order to be more energy efficient, these units need to be replaced. Over the next two years, all exhaust fans in the C-3 Halls will be bid and replaced. This purchase is to remove and replace eight (8) exhaust fans.

Based on the specifications provided by the LVCVA Facilities Department, bids were received from three companies. *M.M.S. Metro Mechanical Service, Inc.* was the lowest bidder, at \$54,990.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award Bid #06-1619, to Remove and Replace eight Exhaust Fans in C-3 Halls, to M.M.S. Metro Mechanical Service, Inc., Las Vegas, Nevada, in the estimated amount of \$54,990; and, 2) Authorize the Director of Materials Management to execute the contract documents.

REMOVE AND
REPLACE CENTRAL
HALL DOORS
(BID #06-1593)

The C-Halls have 38 banks of glass and hollow metal doors, some of which were installed between 1974 and 1982. Over the next five years, all doors that are fatigued or worn-out shall be bid and replaced. This purchase will provide hollow metal doors to replace six (6) banks of glass storefront doors, and seven (7) banks of hollow metal doors in the C-Halls. The new doors will meet code per the new ADA guidelines, reduce heating and cooling costs by approximately 2%, and provide an improved aesthetic appearance for the clients.

Based on the specifications provided by the LVCVA Facilities Department, bids were received from two companies. *Vortex Industries, Inc.* was the lowest bidder, at \$199,318.65.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award Bid #06-1593, to Remove and Replace Central Hall Doors to Vortex Industries, Inc., Las Vegas, Nevada, in the estimated amount of \$199,318.65; and, 2) Authorize the Director of Materials Management to execute the contract documents.

OPERATIONS DIVISION (Continued)

MEMBER MIKE PACINI ENTERED THE MEETING

COOPERATIVE
BID FOR ANNUAL
PAINT AND PAINT
SUPPLIES
(BID #06-1592)

LVCVA has previously joined the City of Las Vegas contract with *Vista Paints Corporation, Las Vegas, Nevada*, for paint and paint supplies. Due to the expiration of the City of Las Vegas contract, the LVCVA determined that a cooperative bid was appropriate, and took the lead on this endeavor. The cooperative bid allows for paint and paint supplies frequently used by both government entities to be combined and bid to take advantage of volume pricing. Each entity will issue their own contract for annual paint and paint supplies based on their requirements*.

Based on the specifications provided by the LVCVA Facilities Department, and the City of Las Vegas requirements, bids were received from five companies, with *Vista Paint Corporation* being the lowest bidder at \$160,683.46.

*(The LVCVA's annual usage is estimated at \$66,600.)

Member Yvonne Atkinson Gates asked if other government entities could enter into this Bid. Staff advised Ms. Atkinson Gates that the statutes do allow other entities to join with each other on these bids.

Member Glenn Christenson inquired as to whether there has been a concerted effort between the LVCVA and representatives from the County and the other cities regarding the possibility of expanding this program? Senior Vice President Jim Gans said Staff will discuss it to see if they can coordinate that effort.

Following the brief discussion, Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award Bid #06-1592, for the Cooperative Bid for Annual Paint and Paint Supplies, to *Vista Paint Corporation, Las Vegas, Nevada*, in the estimated annual amount of \$66,600 for the period of March 14, 2006 through March 13, 2007; 2) Authorize the Director of Materials Management to execute the contract documents; and, 3) Authorize the Director of Materials Management to execute three (3) one-year contract extensions with price increases not to exceed 5% per year.

OPERATIONS DIVISION (Continued)

MASTER PLAN
ENHANCEMENT
PROGRAM UPDATE

The Board of Directors approved the Master Plan Enhancement Program at the February 14, 2006 meeting. The schematic design phase of the work had begun, while the master schedule was being refined. Mr. Mike Musgrave, MWH Consultant-Project Development, provide a PowerPoint presentation highlighting last month's activities, including community outreach, master budget and master schedule, and upcoming activities.

Mr. Musgrave assured the Board that they will be updated on a regular basis, and that budgeted items will be brought back to the Board as the project moves forward.

There was a brief discussion on the demolition of the buildings on Sierra Vista Drive.

This is an information item. No Board action taken.

DEMOLITION OF
STRUCTURES AT
750 SIERRA VISTA
(BID #06-1617)

Demolition of the structures on the property located at 750 Sierra Vista Drive would provide additional parking until future site improvements commence per the Master Plan Enhancement Program

Based on the specifications provided by the LVCVA Facilities Department, bids were received from nine companies, with *Pasco Excavation and Demolition Corporation* being the lowest bidder at \$172,500.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Award Bid #06-1617, for the Demolition of Structures on 750 Sierra Vista, to *Pasco Excavation and Demolition Corporation, Las Vegas, Nevada*, in the estimated amount of \$172,500; and, 2) Authorize the Director of Materials Management to execute the contract documents.

OPERATIONS DIVISION (Continued)

DEMOLITION OF
STRUCTURES ON
454 SIERRA VISTA
(BID #06-1635)

Demolition of the structures on the property located at 454 Sierra Vista Drive could provide temporary parking until future site improvements commence per the Master Plan Enhancement Program.

Bids were opened on March 10, 2006, and based on the specifications provided by the LVCVA Facilities Department, bids were received from eight companies. *Goldie, Inc. Las Vegas, Nevada*, failed to submit a bid guarantee, therefore, was non responsive. *Construction Group International, LLC* was the lowest bidder at \$222,444.

Member Yvonne Atkinson Gates moved and it was carried by unanimous vote of the members present to: 1) Reject the bid of *Goldie, Inc., Las Vegas, Nevada* as non-responsive; 2) Award Bid #06-1635, for the Demolition of Structures on 454 Sierra Vista to *Construction Group International, LLC, Las Vegas, Nevada*, in the estimated amount of \$222,444; and, 3) Authorize the Director of Materials Management to execute the contract documents.

LVCVA BUDGET
AND STATISTICAL
REPORT

The “**Las Vegas Convention and Visitors Authority Budget and Statistical Report**” for the period ending January 31, 2006 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 regarding this report.

This is an information item. No Board action required.

LEGAL COUNSEL'S
REPORT

Legal Counsel Luke Puschnig reported that on or about February 6, 2006 the LVCVA was served with a complaint seeking damages for a person who was allegedly injured in a trip-and-fall incident in the front plaza of the Las Vegas Convention Center. Ms. Patricia Collins alleges she was injured when her high heel was caught in a crack in the concrete area in the front plaza. The LVCVA has tendered the defense to the insurance company for the show, and will continue to pursue getting the tender accepted. The LVCVA has provided the file to the insurance company, and they have hired the law firm of *Wilson, Elser, Moskowitz, Edlmen, and Dicker*, specifically, Gloria Sturman, to either assist in tender acceptance, or to defend the matter on behalf of the LVCVA.

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.

President of Las Vegas Events, Mr. Pat Christenson, discussed the statistics of the *National Finals Rodeo* that was held in December 2005. He recapped the events that were held over the period September through December 2005 that were listed in the "**Las Vegas Events Sponsored Special Event Summary**" (Attachment B in the back-up documentation presented to the Board in their books), as well as the "**Las Vegas Events Upcoming Sponsored Events – 60 Day Outlook**" (Attachment E of the back-up documentation).

AUDIT COMMITTEE
REPORT

Audit Committee Chair Keith Smith reported that Audit Committee met on February 14, 2006. They received a report from the Internal Audit Manager covering various topics, including expense reports, time reporting software, petty cash, bonuses and payroll date extraction. Mr. Smith noted that nothing of concern came up in any of the audits. This is an information item, no Board action taken.

The Committee reviewed the LVCVA Investment Policy provided by the Finance Department. The Committee looked at what the LVCVA is investing in, and what the rates and restrictions were. The Committee requested Staff go back and take a look at the policy, compare it to other similar entities to see if they could increase the overall return of investments, and report back to the Committee with possible modifications to the policy. This is an information item, no Board action taken.

On March 9, 2004, the Board of Directors designated the firm of *Kafoury, Armstrong & Company* as the independent audit firm for a five-year period with annual reappointments. The firm performed the annual audit for the fiscal years ending June 30, 2004 and 2005, and there are three years remaining on their current contract. At the February 27, 2006 meeting, the Audit Committee approved to recommend to the full Board the reappointment of *Kafoury, Armstrong & Company* as the 2006 independent audit firm, at a gross fee not to exceed \$24,000.

Member Keith Smith moved and it was carried by unanimous vote of the members present to reappoint *Kafoury, Armstrong & Company* as the independent audit firm for fiscal year 2006, at a gross fee not to exceed \$24,000.

DIRECTORS' RECOGNITION

There were no comments from the Board of Directors.

COMMENTS FROM THE FLOOR BY THE PUBLIC

There were no comments from the floor by the public.

ADJOURNMENT

The meeting was adjourned by Chair Oscar Goodman at 9:47 a.m.

Respectfully submitted,

Date Approved: April 11, 2006

(s)

Carol Fergen
Executive Assistant to the Board

(s)

Oscar Goodman
Chair