

**Meeting Minutes of the  
Fernley Convention and Tourism Authority**

**February 8, 2021**

Chairwoman Fran McKay called the meeting to order at 6:00 pm at Fernley City Hall, 595 Silver Lace Blvd, Fernley, NV.

**1. Roll Call**

**Present:** Board Member Ray Lacy, Board Member Albert Torres, Board Member Stan Lau, Board Member Felicity Zoberski, Chairwoman Fran McKay, City Manager Daphne Hooper, Administrative Specialist III Trish Conner, City Clerk Kim Swanson, Deputy City Clerk Brenda Gosser.

**2. Public Forum**

There was none.

**3. Approval Of The Agenda**

**Motion:** MOVE TO APPROVE THE AGENDA., **Action:** Approve, **Moved by** Board Member Stan Lau, **Seconded by** Board Member Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Board Member Albert Torres, Board Member Ray Lacy, Chairwoman Fran McKay, Board Member Felicity Zoberski, Board Member Stan Lau.

**4. (Possible Action) Approval of Minutes**

**Motion:** MOVE TO APPROVE THE MINUTES FROM DECEMBER 07, 2020., **Action:** Approve, **Moved by** Board Member Stan Lau, **Seconded by** Board Member Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Board Member Albert Torres, Board Member Ray Lacy, Chairwoman Fran McKay, Board Member Felicity Zoberski, Board Member Stan Lau.

## **5. FY 2020/2021 Budget Update, Revenues Received To Date And Expenses To Date**

City Manager Daphne Hooper reviewed the financials (see attachment to this item on the agenda) and stated that as of December, no expenditures to the grant line item had occurred, but some applications for reimbursement have been submitted since and they are in the review process.

## **6. Discussion And Possible Action To Modify The Fernley Convention And Tourism Authority Grant Guidelines**

City Manager Hooper presented this item (see attached power point presentation, pages 1-9).

Board Member Lau reiterated that the grant money is to be used as seed money and stated that when the events are established, they should be able to fund themselves.

Board Member Lacy stated that the purpose of the board is not to spend all available funds and spoke in favor of decreasing funding to an event over the years.

Chairwoman McKay stated that she would like to see something in writing that says the amount awarded would be reduced every year.

Board Member Torres stated that there should be a standard for all applicants to turn in their evaluation and meet all requirements.

Board Member Zoberiski asked how the Board would be able to tell which organizations have met all the requirements before awarding the funds.

City Manager Hooper address the Board Member questions.

**Motion:** MOVE TO RECOMMEND STAFF TO MOVE FORWARD IN MODIFYING THE FERNLEY CONVENTION AND TOURISM AUTHORITY GRANT GUIDELINES., **Action:** Approve, **Moved by** Board Member Albert Torres, **Seconded by** Board Member Felicity Zoberiski. **Vote:** Motion carried (**summary:** Yes = 5). **Yes:** Board Member Albert Torres, Chairwoman Fran McKay, Board Member Felicity Zoberiski, Board Member Stan Lau, Board Member Ray Lacy.

## **7. Discussion And Possible Action To Recommend Staff To Move Forward In Modifying Chapter 9, Article IV Of The Fernley Municipal Code**

City Manager Hooper presented this item, stating that it is a housekeeping item meant to clean up the wording in the current Ordinance and not change it (see attached power point presentation, pages 10-12).

Board Member Torres asked for verification that this item had been previously approved.

**Motion:** MOVE TO RECOMMEND STAFF TO MOVE FORWARD IN MODIFYING CHAPTER 9, ARTICLE IV CITY CONVENTION AND TOURISM AUTHORITY AND TO SUBMIT THE ORDINANCE TO CITY COUNCIL FOR INTRODUCTION. **Action:** Approve, **Moved by** Board Member Albert Torres, **Seconded by** Board Member Ray Lacy. **Vote:** Motion carried (**summary:** Yes = 5). **Yes:** Board Member Albert Torres, Chairwoman Fran McKay, Board Member Felicity Zoberki, Board Member Stan Lau, Board Member Ray Lacy.

## **8. Discussion And Possible Action To Recommend Staff To Move Forward In Modifying The City Of Fernley Convention And Tourism Authority Board By-Laws**

City manager Hooper presented this item, stating this is also another housekeeping item (see attached power point presentation, pages 13-15).

**Motion:** MOVE TO RECOMMEND STAFF TO MOVE FORWARD IN MODIFYING THE FERNLEY CONVENTION AND TOURISM AUTHORITY BOARD BY-LAWS. **Action:** Approve, **Moved by** Board Member Albert Torres, **Seconded by** Board Member Ray Lacy. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:** Board Member Albert Torres, Chairwoman Fran McKay, Board Member Felicity Zoberki, Board Member Stan Lau, Board Member Ray Lacy.

## **9. Reports by staff and board members**

City Manager Hooper stated that there will be a mandatory grant meeting with the applicants, probably in May. She noted that an online grant portal is being used for submissions. Mrs. Hooper let the Board know that any recommendations for the budget could be brought up in April.

Board Member Lacy praised the board members for their participation and thanked them.

Chairwoman McKay praised the board members for their participation and stressed the importance of sticking to the Board's guidelines.

Chairwoman McKay noted that there are other sources of funds available to applicants and there may be an opportunity for this to be incorporated to the expansion of marketing.

**10. Address Request(s) For Future Agenda Items**

Board Member Torres stated an interest in expanding marketing to attract new applicants and events.

**11. Public Forum**

There was none.

There being no further business to come before it, the Fernley Convention and Tourism Authority meeting adjourned at 6:43 pm.

Approved by the Fernley Convention and Tourism Authority on June 14, 2021 by a vote of:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Chairwoman Fran McKay

\_\_\_\_\_  
ATTEST: