



**Regular Meeting of the Board of Directors
December 11, 2018
Minutes**

The Regular Meeting of the Board of Directors of the Las Vegas Convention and Visitors Authority (LVCVA) was held on December 11, 2018, at the Las Vegas Convention Center, 3150 Paradise Road, Las Vegas, Nevada 89109. This meeting was properly noticed and posted in compliance with the Nevada Open Meeting Law.

Board of Directors

Present unless otherwise noted

Commissioner Lawrence Weekly, Chair	Mayor Pro Tem Peggy Leavitt
Mr. Chuck Bowling, Vice Chair <i>absent</i>	Mr. Gregory Lee..... <i>absent</i>
Mr. Bill Noonan, Secretary	Mayor Pro Tem Pamela Goynes-Brown
Commissioner Larry Brown, Treasurer	Councilman John Marz
Councilwoman Michele Fiore..... <i>via telephone</i>	Councilman George Rapson..... <i>via telephone</i>
Mayor Carolyn Goodman	Ms. Mary Beth Sewald
Mr. Tom Jenkin..... <i>absent</i>	Mr. Maurice Wooden..... <i>absent</i>

LVCVA Executive Staff in Attendance	Steve Hill, CEO/President
	Luke Puschnig, Esq., CEM, Legal Counsel
	Ed Finger, Chief Financial Officer
	Barbara Bolender, Chief People Officer
	Cathy Tull, Chief Marketing Officer
	Terry Jicinsky, Senior Vice President of Operations

OPENING CEREMONIES – CALL TO ORDER

Chair Lawrence Weekly called the meeting to order at 9:00 a.m.

INVOCATION The invocation was delivered by Dr. Robert Fowler of Victory Baptist Missionary Church.

FLAG SALUTE The Pledge of Allegiance followed the invocation.

COMMENTS FROM THE FLOOR BY THE PUBLIC

Cyrus Hojjaty discussed his research regarding fuel prices and their effects on the tourism economy, mass transit alternatives, and electric cars.

Aleta Dupree expressed her desire for video and audio streaming of LVCVA Board meetings, congratulated Steve Hill on his new role and a recent land purchase, recommended the LVCVA explore intermodal transportation, and provided a reminder to keep diversity and disability in mind.

Chair Weekly invited Brian Namey, representative of the National Association of Counties (NACo) to the podium. Mr. Namey thanked the Chairman and LVCVA Board of Directors for their support of NACo’s annual conference to be held in Las Vegas in July 2019, and provided information on the services and responsibilities of America’s county governments.

Chair Weekly thanked Mr. Namey and NACo’s executive board for their leadership and commented regarding concerns about criticism for attending conferences in Southern Nevada.

BOARD APPOINTMENT

In accordance with the Nevada Revised Statutes (NRS), the following appointment was made to the Las Vegas Convention and Visitors Authority Board of Directors by the City of North Las Vegas:

From the Governing Body of the City of North Las Vegas.....NRS 244A.603(1)(d)
Mayor Pro Tem Pamela Goynes-Brown

This is an information item. Not an action item.

***Oath of Office was administered to the newly appointed Member of the Board,
by the Honorable Judge Nancy Allf.***

APPROVAL OF AGENDA AND MINUTES

APPROVAL OF THE AGENDA AND MINUTES

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the December 11, 2018, Regular Meeting of the Board of Directors' agenda, and the November 13, 2018, Regular Meeting of the Board of Directors' minutes.

PRESENTATIONS – DISCUSSION AND POSSIBLE ACTION

Presentations by the Las Vegas Convention and Visitors Authority Staff

Ray Suppe, Executive Director of Customer Safety, introduced the LVCVA's two new K9 dogs, Wells and Bo, and their handlers Marq Finezza and Kevin Kline, respectively, and provided a PowerPoint presentation describing the difference between vapor wake technology and traditional explosive detection canines.

Terry Jicinsky, Senior Vice President of Operations, delivered a video presentation on the following operations highlights:

- December co-location of Cowboy Christmas and Hunter and Outdoor Exhibition

Cathy Tull, Chief Marketing Officer, delivered a video presentation on the following marketing highlights:

- Southern Nevada Offroad Enthusiasts (SNORE) McKenzie's Rage at the River December 7-9 in Laughlin
- National Finals Rodeo – December 6-15
- Las Vegas Bowl – December 15
- Las Vegas New Year's Eve Celebrations
- Marketing Initiatives
 - Airline Developments:
 - McCarran International Airport's busiest month ever in October, topping 4.4 million passengers
 - Alaska Airlines new nonstop service from Seattle Paine Field
 - Spirit Airlines new nonstop service from Austin starting February
 - Public Relations Efforts
 - *CAA Manitoba* 5-page story about Downtown Las Vegas
 - *Gourmet Mexico* 20-page feature and cover on Guy Savoy

Member Goodman inquired about a flight from Tel Aviv to Las Vegas, to which Ms. Tull answered the flight will be a seasonal, once per week flight beginning June 14, 2019.

Steve Hill, CEO/President, provided information regarding the inability of Jacqueline Peterson, Chief Communications and Public Affairs Officer, and Brian Yost, Senior Vice President of Operations, to attend the Board of Directors meeting. Mr. Hill detailed Mr. Yost's impact on the LVCVA during the short term of his employment, his promotion to Chief Operating Officer after the first of the year [2019], taking responsibility over the Customer Experience section, and summarized Mr. Yost's prior work experience. Mr. Hill reminded the Board regarding the final meeting of the Southern Nevada Sporting Event Committee and the final recommendation regarding the local organizing committee and its responsibilities to draw events to the city. Mr. Hill informed the Board of a recent Request for Information (RFI) issued by the LVCVA regarding the movement of pedestrians on the LVCVA campus. Mr. Hill noted the deadline for the RFI is January 4, 2019, and the issuance of a Request for Proposal (RFP) shortly thereafter, to be potentially brought for approval by the Board of Directors in March 2019. Mr. Hill described tentative plans for movement of convention attendees during the construction process, addressed the LVCVA's new Business Ethics Policy, an upcoming new Travel and Entertainment Policy, and summarized his trip to the National Advisory Committee on Travel and Tourism Infrastructure (NACTTI) in Washington, D.C. including recommendations of a national plan for pedestrian movement and the evaluation of key projects for that project.

Member Goodman encouraged efforts be made regarding planning to resolve a bottleneck from Barstow to Las Vegas State Line, to which Mr. Hill replied congestion relief of the I-15 corridor will be mentioned in a report to be presented to the Secretary of State.

This was an information item. Not an action item.

STAFF REPORTS – DISCUSSION AND POSSIBLE ACTION

MARKETING DIVISION

ITEM 1. RFP #19-4542 Digital Engagement Services in Japan

Ms. Tull requested the Board of Directors consider: 1) Awarding RFP #19-4542, Digital Engagement Services in Japan to *Ogilvy & Mather (Japan) GK*, Tokyo, Japan for the period of January 1, 2019 through June 30, 2020, at the rate of \$16,000 per month; 2) Authorizing the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; 3) Authorizing the LVCVA CEO/President to execute three (3) additional one-year contract extensions according to the RFP documents; and 4) Authorizing any residual unexpended balances from this authorization to revert to available general funds.

Fiscal Impact

FY 2019	\$ 96,000	Estimated expenditure
FY 2020	\$192,000	Estimated expenditure

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to 1) Award RFP #19-4542, Digital Engagement Services in Japan to *Ogilvy & Mather (Japan) GK*, Tokyo, Japan for the period of January 1, 2019 through June 30, 2020, at the rate of \$16,000 per month; 2) Authorize the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; 3) Authorize the LVCVA CEO/President to execute three (3) additional one-year contract extensions according to the RFP documents; and 4) Authorize any residual unexpended balances from this authorization to revert to available general funds.

Member Marz asked if the work to be done will consist of a digital consumer campaign, to which Ms. Tull answered yes.

Member Marz asked if Ogilvy would handle traditional opportunities in Japan, or if that would fall back to the agency here, to which Ms. Tull responded it would fall back to the agency here.

Member Marz asked how many different digital agencies does the LVCVA have worldwide, to which Ms. Tull answered one in China, one in Japan, and one in the U.K.

ITEM 2. **Worldwide Route Development Forum – Las Vegas, Nevada – September 13-15, 2021**
 Ms. Tull requested the Board of Directors consider: 1) Approval of an estimated expenditure of \$4,180,000 for expenses associated with the LVCVA hosting the 27th Worldwide Route Development Forum, September 13-15, 2021; 2) Authorizing the Chief Executive Officer (CEO)/President to sign and execute the contract documents; and 3) Authorizing any residual unexpended balances from this authorization to revert to available general funds.

Fiscal Impact

FY 2019	Estimated expenditure	\$ 560,000
FY 2021	Estimated expenditure	\$1,145,000
FY 2022	Estimated expenditure	<u>\$2,475,000</u>
		\$4,180,000

Estimated Sponsorship Contribution	\$1,000,000
Total Estimated Net LVCVA Expenditure	\$3,180,000

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to 1) Approve of an estimated expenditure of \$4,180,000 for expenses associated with the LVCVA hosting the 27th Worldwide Route Development Forum, September 13-15, 2021; 2) Authorize the Chief Executive Officer (CEO)/President to sign and execute the contract documents; and 3) Authorize any residual unexpended balances from this authorization to revert to available general funds.

ITEM 3. **US Sports Congress – Las Vegas, NV – December 6-9, 2020**
 Ms. Tull requested the Board of Directors consider: 1) Approval of an estimated expenditure of \$159,800 for expenses associated with the LVCVA hosting US Sports Congress, December 6-9, 2020, at M Resort in Las Vegas, Nevada; 2) Authorizing the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; and 3) Authorizing any residual unexpended balances from this authorization to revert to available general funds.

Fiscal Impact

FY 2020	\$ 27,600	Estimated expenditure
	<u>(\$ 5,000)</u>	Estimated revenue from partner contribution
	\$22,600	Estimated net expenditure to LVCVA
FY 2021	\$132,200	Estimated expenditure
	<u>(\$ 34,200)</u>	Estimated revenue from partner contribution
	\$ 98,000	Estimated net expenditure to LVCVA

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to 1) Approve of an estimated expenditure of \$159,800 for expenses associated with the LVCVA hosting US Sports Congress, December 6-9, 2020, at M Resort in Las Vegas, Nevada; 2) Authorize the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; and 3) Authorize any residual unexpended balances from this authorization to revert to available general funds.

ITEM 4. **Las Vegas Events – Event Approval – Alliance of American Football Championship Game – Las Vegas, NV – April 27, 2019 and 2020 TBD**

Ms. Tull requested the Board of Directors consider approval of the distribution of funds to Las Vegas Events (LVE) in the amount of \$260,000 to fund the Alliance of American Football Championship Game, in 2019 and 2020.

Fiscal Impact

FY 2019 \$130,000 Estimated expenditure
FY 2020 \$130,000 Estimated expenditure

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the distribution of funds to Las Vegas Events (LVE) in the amount of \$260,000 to fund the Alliance of American Football Championship Game, in 2019 and 2020.

ITEM 5. **Las Vegas Events – Laughlin Event Approval – Zac Brown Band Concert - Laughlin, NV - March 16, 2019**

Ms. Tull requested the Board of Directors consider approval of the distribution of funds to Las Vegas Events (LVE) in the amount of \$150,000 to fund the Zac Brown Band concert, March 16, 2019, at the Laughlin Event Center.

Fiscal Impact

FY 2019 \$150,000 Estimated expenditure

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the distribution of funds to Las Vegas Events (LVE) in the amount of \$150,000 to fund the Zac Brown Band concert, March 16, 2019, at the Laughlin Event Center.

ITEM 6. **Las Vegas Events – Event Approval – USA Sevens Rugby - Las Vegas, NV - February 28 - March 1, 2020**

Ms. Tull requested the Board of Directors consider approval of the distribution of funds to Las Vegas Events (LVE) in the amount of \$250,000 to fund USA Sevens Rugby, February 28-March 1, 2020 at Sam Boyd Stadium.

Fiscal Impact

FY 2020 \$250,000 Estimated expenditure

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the distribution of funds to Las Vegas Events (LVE) in the amount of \$250,000 to fund USA Sevens Rugby, February 28-March 1, 2020 at Sam Boyd Stadium.

GENERAL GOVERNMENT DIVISION

ITEM 7. **Comprehensive Annual Financial Report Fiscal Year Ended June 30, 2018**

Ed Finger, Chief Financial Officer, provided a PowerPoint presentation and requested the Board of Directors consider: 1) Approval of the Fiscal Year 2018 Comprehensive Annual Financial Report, including independent auditors' reports.

Fiscal Impact

None

Ralph Piercy of Piercy Bowler Taylor & Kern (PBTK) provided the firm's opinion and findings of the audit of the LVCVA's financial statements.

Chair Weekly thanked Chairman of the Audit Committee, Member Noonan, for his work as Chair of the Committee.

Audit Committee Chair Noonan asked Mr. Piercy about the amount of time PBTK has been conducting the LVCVA's audits, to which Mr. Piercy replied that he has been engagement principal for the past five years up until last year's rotation, per policy.

Audit Committee Chair Noonan recognized PBTK for working with the LVCVA's new Vice President of Internal Audit.

Member Leavitt disclosed her relation to Mr. Tom Donahue of PBTK.

Members Goodman, Larry Brown, Weekly, and Goynes-Brown disclosed that PBTK is the CPA firm they use.

Secretary Bill Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the Fiscal Year 2018 Comprehensive Annual Financial Report, including independent auditors' reports.

ITEM 8. **Legal Counsel's Report and Recommendation(s) and Notification of Board Officer Reorganization**

Luke Puschnig, Legal Counsel, had no new legal items to report, but presented purchasing report(s) required by Nevada Revised Statutes (NRS) and/or Board policy, and expressly notified of the Board Officer reorganization taking place at the January 8, 2019, Regular Meeting of the Board of Directors.

Fiscal Impact
None

This was an information item. Not an action item.

COMMITTEES

ITEM 9. **Audit Committee Report**

The Audit Committee met on November 20, 2018, to discuss items A-E. Audit Committee Chair Bill Noonan presented a report and gave the Committee's recommendations to the Board of Directors.

No action required on items A-C and E.

Item A. Interim Director Recommendations
Item B. Internal Auditor's Report
Item C. 2019 Audit Plan
Item E. Annual Audit Committee Update

The Audit Committee Chair will present a report and give the Committee's recommendation(s) for item D.

Item D. Audit Committee and Audit Services Charter

Fiscal Impact
None

Audit Committee Chair Noonan moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve the updated Audit Committee and Audit Services Charters.

ITEM 10.

Las Vegas Convention Center District Committee Report

The Las Vegas Convention Center District (LVCCD) Committee met on November 28, 2018, to discuss items A-D. Committee Vice-Chair Larry Brown presented a report and gave the Committee's recommendation to the Board of Directors.

No action required on items A and B.

Item A. Report on Compliance with Senate Bill 1 of the 2017 Nevada Legislative Session
Item B. Las Vegas Convention Center District Phase Three Renovation Project – Proposed Process for Design and Construction

The LVCCD Committee Chair will present a report and give the Committee's recommendation(s), if any, to Board of Directors for item C and D.

Item C. Las Vegas Convention Center District Phase Two TVS Design Professional Services Amendment #1 Contract No. 18-4483
Item D. Las Vegas Convention Center District Phase Two Expansion – CMAR Contract Amendment #3 for Site Improvements on Former Kishner and Siegel Properties and Clark County Conditions for Approval of Project Design and Use Permit

Fiscal Impact

ITEM C

FY 2019	\$3,000,000	Estimated expenditure
FY 2020	\$4,900,000	Estimated expenditure
FY 2021	\$ 125,000	Estimated expenditure

ITEM D

FY 2019	\$ 5,000,000	Estimated expenditure
FY 2020	\$14,000,000	Estimated expenditure
FY 2021	\$ 1,000,000	Estimated expenditure

Mr. Jicinsky provided a description of what items B, C, and D entail.

Terry Miller of Cordell Corporation provided a PowerPoint Presentation for Item B.

LVCCD Committee Vice-Chair Larry Brown recognized the Chairman of the Oversight Panel for Convention Facilities in Clark County (Oversight Panel), Bill Ham.

Mr. Ham expressed his agreement with the timeline presented by Mr. Miller, and his excitement to open the Architect of Record portion of the project to the community.

Mr. Noonan inquired if the Oversight Panel would be interviewing both the architects and the CMAR representative, to which Mr. Ham responded that a smaller group would be established for the interview process, and that he would represent the Oversight Panel.

Member Goodman addressed Mr. Hill regarding coordinating connectivity during the construction and renovation, to which Mr. Hill responded it was one of the driving factors for issuing the recent RFI. Member Goodman inquired about the timeline for the planning of construction and remodel, to which Mr. Hill responded he hopes to bring a recommendation to the Board of Directors for approval in March.

Member Brown and Chair Weekly thanked Mr. Ham.

Mr. Miller provided a PowerPoint presentation regarding Item C.

LVCCD Committee Vice-Chair Larry Brown moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve Amendment #1 to the Professional Services Agreement with TVS Design for professional services as the Design Consultant for the Phase Three Renovation project; 2) Approve of funding in the amount of \$8,025,000; 3) Authorize the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; and 4) Authorize any residual unexpended balances from the agreement to revert to available capital funds.

Mr. Miller provided a PowerPoint presentation regarding Item D.

Member Goodman asked if there was any need for soil testing under the Kishner or Siegel properties, and if so, would that be a reserve absorbed by the LVCVA, to which Mr. Miller responded yes there is a contingency set aside for those hazardous materials.

Member Noonan asked if there were going to be any municipal or warehouse buildings that would be significantly impacted, to which Mr. Miller replied yes, some of those will get consolidated.

LVCCD Committee Vice-Chair Larry Brown moved and it was carried by unanimous vote of the voting members present, including Member Michele Fiore and Member George Rapson via telephone, to approve Amendment #3 to the Turner Martin Harris Joint Venture Construction Manager at Risk (CMAR) Contract for the additional scope of work associated with site development of recent land acquisitions and the additional scope of work associated with the Clark County conditions for approval of the Phase Two Expansion project; 2) Approve funding in the amount of \$20,000,000; 3) Authorize the LVCVA Chief Executive Officer (CEO)/President to execute the contract documents; and 4) Authorize any residual unexpended balances from the agreement to revert to available capital funds.

DIRECTORS' RECOGNITION

Member Sewald provided information regarding the Las Vegas Metro Chamber of Commerce's Association Health Plan and its upcoming Installation Luncheon.

Member Goynes-Brown expressed her excitement to be part of the [LVCVA] Board and extended an invitation to the annual City of North Las Vegas State of the City address on Tuesday, January 29th at noon at the Texas Hotel & Casino.

Member Marz wished everyone a happy holiday and prosperous and safe new year.

Member Leavitt commented on the record number of entries in this year's Santa's Electric Light Parade, and wished everyone happy holidays.

Member Goodman wished everyone safe and happy holidays and new year, expressed her excitement for the rodeo events happening Downtown, the upcoming Ward 6 dedication of Alyn Beck Park with Councilwoman Fiore, and the dedication of December 11, 2018, as Florida Georgia Line Day, in recognition of the group's new residency. Member Goodman expressed her excitement for the New Year's Eve celebration Downtown, the January 10th State of the City Address, and the naming of the former Las Vegas Club.

Member Fiore, via telephone, summarized her trip to IBTM World in Barcelona alongside Chris Meyer, LVCVA Vice President of Sales; Brian Edwards, LVCVA Specialty Markets Manager; and Molly Castano, LVCVA International Communications Manager. Member Fiore provided information on the Ward 6 Christmas Fantasy Forest at Floyd Lamb Park, including Santa's appearance times during the event, reiterated Mayor Goodman's comments about the new Core Arena in Downtown Las Vegas and the December 18th groundbreaking of the Alyn Beck Memorial Park, and the continuation of Mondays with Michele from January 14 – 28, 2019 at Centennial Hills.

Treasurer Brown reminded the public about the Baseball Winter Meetings and thanked Mr. Chuck Bowling and his team for hosting, thanked Lisa [Motley] of the LVCVA, and commented on the positive feedback being received.

Secretary Noonan wished Board members and LVCVA staff happy holidays and safe travels.

Chair Weekly reminded the public about the 3,300 Joys of Christmas campaign kickoff at LVCVA for the collection of toys for underserved and foster/adopted children, and provided information regarding the movie *Instant Family*.

COMMENTS FROM THE FLOOR BY THE PUBLIC

Daniel Braisted expressed his wishes for drone airports on top of the new convention center, reminded the public about CES [Consumer Electronics Show] January 8-11, encouraged the chambers of commerce to look into promoting CES, commented on the process and challenges of presenting ideas to this Board and to the Cities.

Member Marz exited the meeting at 10:44 a.m.

Aleta Dupree expressed her thoughts regarding accessibility to disabled and diverse communities in the design of the new [LVCVA] building, as well as food service, mobility options, and home sharing in the community.

Member Goodman exited the meeting at 10:49 a.m.

Cyrus Hojjaty expressed his wishes for growth and new projects, the completion and continued construction of several Las Vegas properties, changes in cost of visitation, mass transit, population, and real estate.

ADJOURNMENT

Chair Lawrence Weekly adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Date Approved: January 8, 2019

Silvia Perez
Executive Assistant to the Board of Directors

Chair