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**RENO-SPARKS CONVENTION AND VISITORS AUTHORITY  
NOTICE OF PUBLIC MEETING  
PERSONNEL/FINANCE COMMITTEE MEETING**

**November 5, 2018  
1:30 P.M.**

**Reno-Sparks Convention and Visitors Authority  
4001 S. Virginia Street, Board Room  
Reno, Nevada**

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**PERSONNEL/FINANCE COMMITTEE MEMBERS**

Mr. Nat Carasali – Personnel/Finance Committee Chairman  
Councilman Ed Lawson  
Mr. Rick Murdock  
Mr. Vick Wowo

Notice is hereby given that a quorum of the Reno-Sparks Convention and Visitors Authority Board of Directors may be present at the Personnel/Finance Committee meeting. The Personnel/Finance Committee meeting is not intended as an official meeting of the Reno-Sparks Convention and Visitors Authority Board of Directors and no deliberation or action by the Reno-Sparks Convention and Visitors Authority Board of Directors will occur.

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

Reno Sparks Convention & Visitors Authority (RSCVA) offices at 4001 S. Virginia St, Suite G, Reno, NV  
Reno City Hall  
Sparks City Hall  
National Bowling Stadium  
Reno-Sparks Convention Center  
Washoe County Administration Bldg.  
Washoe County Courthouse

RSCVA Website: [www.visitrenotahoe.com/about-us/public-meetings](http://www.visitrenotahoe.com/about-us/public-meetings)  
Online at <https://notice.nv.gov/>

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Items on the agenda are for possible action by the Personnel/Finance Committee, unless stated otherwise. Items will not necessarily be considered in the order listed. The Personnel/Finance Committee 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.

Support materials are made available when they are provided to the Personnel/Finance Committee, or if provided during the meeting, support materials will be made available at the meeting at the same time as they are made available to the Personnel/Finance Committee. Support materials are also available at the RSCVA administrative offices and at the scheduled meeting. The designated contact to obtain support materials is Corie Carlsen, 4001 South Virginia Street, Suite G, Reno, NV (775) 827-7686.

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## 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, or on "action" items immediately before board discussion of such "action" items. Members of the public desiring to speak must complete a "Request to Speak" form and return it to the RSCVA clerk at the meeting. 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. Public comments may not be accepted after the Chairman closes any period for public comment.

### **C. APPROVAL OF THE AGENDA**

For Possible Action.

### **D. APPROVAL OF PERSONNEL/FINANCE COMMITTEE MEETING MINUTES OF AUGUST 16, 2018**

For Possible Action.

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### **E. PRESENTATIONS – DISCUSSION AND POSSIBLE ACTION**

#### **E1. Recommendation to the Board Regarding Bid 2019-02 for Repair of the Exhibit Hall Roof at the Reno-Sparks Livestock Events Center.**

The Committee is being asked to review, discuss and make a possible recommendation to the full RSCVA Board of Directors in regard to Bid 2019-02 and the potential repair of the Exhibit Hall roof at the Reno-Sparks Livestock Events Center. The Committee will review, consider and may discuss the proposed repairs, budget for repairs and alternatives to undertaking the repairs.

For Possible Action.

### **F. PERSONELL/FINANCE COMMITTEE MEMBER COMMENTS REGARDING ITEMS FOR FUTURE MEETINGS**

### **G. 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, or on "action" items immediately before board discussion of such "action" items. Members of the public desiring to speak must complete a "Request to Speak" form and return it to the RSCVA clerk at the meeting. 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. Public comments may not be accepted after the Chairman closes any period for public comment.

## **H. ADJOURNMENT**

For Possible Action.

Persons are invited to submit written remarks for all matters, both on and off the agenda. Written remarks presented for inclusion in the Personnel/Finance Committee's minutes must be flat, unfolded, on paper of standard quality, and 8 ½ by 11 inches in size. Written remarks shall not exceed five (5) pages in length. The RSCVA will not accept for filing any submission that does not comply with this rule. On a case-by-case basis, the Personnel/Finance Committee may permit the filing of noncomplying written remarks, documents, and related exhibits pursuant to NRS 241.035(1)(e). Meeting rooms are accessible to persons with disabilities. If special arrangements are required, please contact Corie Carlsen at 775-827-7686.

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



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**Reno-Sparks Convention & Visitors Authority  
Personnel-Finance Committee Meeting Minutes  
August 16, 2018**

The Personnel Committee of the Reno-Sparks Convention & Visitors Authority held a Personnel Committee meeting at 10:00 a.m., August 16, 2018, at the Reno-Sparks Convention and Visitors Authority, 4001 S. Virginia Street, Reno, NV. The meeting was properly noticed and posted in compliance with the Nevada Open Meeting Law.

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**A. OPENING CEREMONIES**

Chairman Nat Carasali called the meeting to order at 9:59 a.m.

**Committee Members Present:**

Chairman Nat Carasali  
Mr. Ed Lawson  
Mr. Rick Murdock  
Mr. Vick Wowo

A quorum of the members was present at roll call.

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**RSCVA Executive Staff, Legal and Other Counsel Present:**

Phil DeLone, President/Chief Executive Officer  
Jennifer Cunningham, Executive Vice President  
Robert Chisel, Director of Finance  
Sheri Nill, Director of Human Resources  
Corie Carlsen, Board Clerk  
Molly Rezac, Legal Counsel  
Erica Olsen, CEO, OnStrategy

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**B. COMMENT FROM THE FLOOR BY THE PUBLIC**

None.

**C. APPROVAL OF THE AGENDA**

**MOTION:** Mr. Ed Lawson made a motion to approve the agenda for the Personnel Committee Meeting of August 16, 2018. Seconded by Mr. Rick Murdock. **Motion carried unanimously.**

**D. APPROVAL OF THE PERSONNEL/FINANCE COMMITTEE MEETING MINUTES OF JUNE 5, 2018**

**MOTION:** Mr. Rick Murdock made a motion to approve the agenda for the Personnel/Finance Committee Meeting of June 5, 2017. Seconded by Mr. Ed Lawson. **Motion carried unanimously.**

## **E. PRESENTATIONS – DISCUSSION AND POSSIBLE ACTION**

**Committee Member Vick Wowo entered the meeting at 10:05 a.m.**

### **E1. Phil DeLone, President/CEO Evaluation for 2017-2018**

Legal Counsel, Molly Rezac, discussed the materials presented in the committee's packet regarding the President/CEO Evaluation for 2017/18. She explained that the bonus and salary structure come directly for Mr. DeLone's contract. She reminded the committee that this review was for an eighteen month period where Mr. DeLone had not received an increase or bonus.

The Committee Members took the percentages for each Strategic Priority Item into consideration before recommending a salary increase of 10%.

**MOTION:** Mr. Rick Murdock made a motion to approve the 10% salary increase. Seconded by Mr. Ed Lawson. **Motion carried unanimously.**

### **E2. Phil DeLone, President/CEO Review of Bonus Results for 2017-2018**

Ms. Rezac stated that the bonus structure presented in the packet is based on the FY 2017/18 CEO goals and objectives set by the board in the RSCVA Strategic Plan. She reviewed the specific numeric goals set in the plan.

After review and discussion, the committee approved payment of a bonus of \$100,000 to the President/CEO based upon 100% achievement of FY 2017/2018 Goals.

**MOTION:** Mr. Ed Lawson made a motion to approve the bonus as \$100,000. Seconded by Mr. Vick Wowo. **Motion carried unanimously.**

## **F. COMMITTEE MEMEBRS COMMENTS REGARDING ITEMS FOR FUTURE MEETINGS**

It was recommended that the committee meet again in January to access the 2018-2019 Goals for the next six months.

Legal Counsel, Molly Rezac, stated that she would send a memo to the board outlining the committee's recommendations today with the reason behind those recommendations.

## **G. COMMENTS FROM THE FLOOR BY THE PUBLIC**

## **H. ADJOURNMENT**

**Meeting adjourned at 10:24 a.m.**



To: RSCVA Personnel/Finance Committee

From: Robert Chisel, Director of Finance

CC: Bob Lucey, Board Chair  
Phil DeLone, President/CEO

Date: November 5, 2018

Subject: **Discussion and potential direction to the Board in the matter of Bid 2019-02 Roof Replacement and Repairs at the Reno-Sparks Livestock Events Center Exhibit Hall**

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### **Executive Summary**

On April 26, 2018 the Board approved a Capital Improvement Plan that included the repair of roofs at the Reno-Sparks Livestock Events Center (RSLEC) Main Arena, Pavilion, and Exhibit Hall. The budgeted amounts for the project, that includes design, repair, and construction engineering is: Main Arena - \$310,000, Pavilion - \$80,000, and Exhibit Hall - \$375,000.

Staff issued and advertised Bid 2019-02 on August 24, 2018, in accordance with NRS 338. This bid was for the roof replacement and repairs at the RSLEC. Responses to the Bid were received on September 20, 2018, from one bidder. The Board has the award bid of the roof repairs for the Main Arena and Pavilion on the Board Agenda of October 25, 2018.

The bid for one of the options, Exhibit Hall roof replacement, was severely over the engineer's estimate. Staff has reviewed the bid and the options available with SMG, the professional management firm operating the facility, and is seeking direction on a recommendation of action to the RSCVA Board.

### **Background**

On April 26, 2018 the Board approved a Capital Improvement Plan that included the repair of roofs at the RSLEC Main Arena, Pavilion, and Exhibit Hall. The roofs experience frequent leaks and are in need of repair to maintain the usage of the buildings. The repair of the roofs was also identified in the April 2018 report from the State of Nevada Public Works Division Facility Condition Analysis that they conducted of the RSLEC.



Staff engaged Benchmark Inc, a roof consultant, to identify the improvements required for each roof and develop bid specifications and engineers estimates of cost. The budgeted amounts for the project, that includes design, repair, and construction engineering is: Main Arena - \$310,000, Pavilion - \$80,000, and Exhibit Hall - \$375,000. The identified repairs for the Exhibit Hall Roof repairs needs consist of:

- Remove existing roof system to the purlins;
- Replace roof with 24-guage, galvalume coated, steel R-panel roof system;
- Remove and replace existing purlins (≈ 200 ft); and
- Remove and replace damaged insulation (≈ 2,000 sq ft).

For the Main Arena Roof repairs needs consist of:

- Reseal seams and install new fasteners;
- Seal HVAC units; and
- Remove skylights and replace with galvalume coated steel, and seal.

Pavilion Roof repairs needs consist of:

- Remove and replace flashing;
- Seal joints;
- Remove and replace ridge cover; and
- Remove and replace roof membrane on Pavilion Office roof.

Staff, working with Benchmark, bid the projects for the roof repairs on May 29, 2018, with the bid opening on July 12, 2018. Although three contractors attended the pre-bid meeting, no contractors bid on the project. A review of the bid and discussions with contractors determined that a re-bid of the project in early fall would achieve a response to the bid. On August 24, 2018, the projects were re-bid with a bid opening on September 20, 2018. The RSCVA received one bid, attached, from Kodiak Roofing & Waterproofing Co. The bid has been reviewed and the bidder is a responsive bidder and met the bidding requirements. Below is a summary of the bid:

	<b>Exhibit Hall Roof</b>	<b>Main Arena Roof</b>	<b>Pavilion Roof</b>
<b>Budget</b>	<b>\$ 375,000</b>	<b>\$ 310,000</b>	<b>\$ 80,000</b>
<b>Bid</b>	\$ 647,723	\$ 224,471	\$ 47,854
<b>10% Contingency (Estimate)</b>	\$ 64,772	\$ 22,447	\$ 4,785
<b>Construction Engineering (Estimate)</b>	\$ 30,000	\$ 25,000	\$ 10,000
<b>Total Estimated Cost</b>	<b>\$ 742,495</b>	<b>\$ 271,918</b>	<b>\$ 62,639</b>
<b>Difference</b>	<b>\$(367,495)</b>	<b>\$ 38,082</b>	<b>\$ 17,361</b>



As can be noted the bid for Main Arena roof and the Pavilion roof came in on budget and was awarded by the Board on October 30, 2018, however, the Exhibit Hall roof exceeded the budget and engineers estimate for the project by approximate projection of \$367,495. A review of the bids determined much of the increased cost is a result of the extensive erosion of the roof and purlins of the Exhibit Hall.

Prior to bringing the award of the bid for the repair of the Exhibit Hall to the full Board staff is presenting the bid and potential options to the Personnel/Finance Committee to develop a recommendation to the RSCVA Board.

The Exhibit Hall was built in 1968 and is 20,000 square feet. In Fiscal Year 2017/18 the facility was used for twenty-four events resulting in total rental revenue of \$103,195. There is space and times available at other RSCVA facilities for all of the events, with the exception of the Reno Rodeo usage during the Reno Rodeo. The shows in the year were: 4-H Small Animal Show, American Kennel Club, Carson City RV, Gem Faire, Jackpot of Gems Show, Just Between Friends Show (2), Magic of Santa Art & Craft Faire, Reno Kennel Club, Reno Rodeo Foundation Toy Distribution, Reno Rodeo, Spa & Swim Show (3), Tanner's Marketplace (4), Truckee Meadows Dog Training, Truckee Meadows Quilt Guild, Western Skies RV (3), and Washoe County Senior Vaccination Clinic.

In March 2018, the State of Nevada Public Works Division completed a facility condition analysis of the RSLEC. The report identified maintenance items with current construction cost estimates for the RSLEC. The report identified the roof repair (estimated to cost \$354,000) and an additional \$378,800 of improvements required for the Exhibit Hall (ADA Improvements, Fire Suppression, Exterior Finishes, HVAC, Interior Finishes, and Lighting). RSCVA staff has also identified approximately \$100,000 of needed improvement to the restrooms connected to the Exhibit Hall, bringing the total of additional maintenance items to \$478,800.

Staff worked with the facility manager, SMG, and Benchmark to determine options for proceeding in regards to the roof repair of the Exhibit Hall. The identified options include: No Repair of Roof or Repurpose the Hall, Remove the Hall and Replace, Additional Capital for Roof, or Remove the Hall and no Replacement.

### **No Repair of Roof or Repurpose the Hall**

By not repairing the roof we would not incur any capital expenditures, however, the roof and purlins are in poor condition and they will continue to deteriorate. If the roof is not addressed the building will at some point not be able to be safely occupied for use as an Exhibit Hall or any other purpose. Total cost would be \$0 in near term. Due to a potential derelict building being at the center of the RSLEC

and no potential for positive use, this is not a recommended action and is recommended not to pursue.

### **Remove the Hall and Replace**

Removing the Exhibit Hall and replacing with a like structure would incur the cost of demolition ( $\approx$ \$200,000) and it is estimated that a replacement structure could cost up to \$4,000,000. At this time the RSCVA does not have the funding available for a capital expenditure of this amount. Plus, as the building has only experienced revenue of \$103,195, with limited room nights, this would result in a return on investment 2.6%, not including the loss opportunity of the investment or the time to construct a replacement. Total cost of this option would be approximately \$4,200,000. Due to the lack of available funding and the poor return on investment this is not a recommended action.

### **Additional Capital for Roof**

Additional funds would need to be identified to complete the roof replacement, currently the additional amount is an approximate \$367,495. Money for this would come at a cost of delaying or not being able to complete alternative projects. The RSLEC is in need of numerous capital expenditures, as noted the Exhibit Hall has \$478,800 of improvements. The roof repair and the additional improvements do not include improvements to the Exhibit Hall, but maintenance needs for a total of \$846,295. As the building has only experienced revenue of \$103,195, with limited room nights, this would result in a limited return on investment. Due to the lack of available funding and the poor return on investment this is not a recommended action.

### **Remove the Hall and No Replacement (Staff/SMG Recommendation)**

Removing the Exhibit Hall with no replacement would incur the cost of demolition ( $\approx$ \$200,000). A further analysis could be conducted to determine if the restrooms would be able to remain, or need to be demolished. This would result in the area being cleared and allowed to be repurposed for a multi-use open area utilizing the existing concrete pad. A review of the current users of the Exhibit Hall has determined that all of the users, except the Reno Rodeo, would be able to be placed in either another facility at the RSLEC or at the Reno-Sparks Convention Center. Total cost would be approximately \$200,000. Funding from the roofing project could be redirected to the demolition with the remaining funds used in other necessary and vital projects at the RSLEC.



### **Fiscal Impact**

The proposal to recommend the demolition, which will need to be bid, is estimated to cost approximately \$200,000. The funds allocated to the repair of the Exhibit Hall roof are budgeted as part of the approved Fiscal Year 2018/19 capital budget and, if directed by the Board, be utilized for the demolition.

### **Recommendation**

Recommend to the RSCVA Board that the Board not to award the bid for the Exhibit Hall, and direct staff to bid out the demolition of the Exhibit Hall.



**Reno-Sparks Convention and Visitors Authority**

**Fiscal Year 2018/19  
Capital Improvement  
Plan**



Reno-Sparks Convention and Visitors Authority  
Fiscal Year 2018/19 Capital Improvement Plan

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## CAPITAL IMPROVEMENT PLANNING PROCESS

The purpose of the Capital Improvement Plan (CIP) is to provide a comprehensive Infrastructure Investment Program to plan, design, construct, maintain, and repair Authority assets and facilities. The size, age and diverse facilities of the Authority require significant consideration to determine the best investments to make now, in order to realize the most cost effective returns in the future. The CIP also serves as a financial tool to set aside funds for the wide variety of capital projects as well as a planning tool to ensure capital projects are consistent with the Authority's Strategic Plan.

This CIP, for Fiscal Year 2018/19, was developed in conjunction with multiple Departments of the Authority. They reviewed the current Capital Project Plan, identified changes and additions, consulted with professionals in the various specialties, and developed a revised Capital Project Plan. The needs of the projects was based on established criteria:

- The ability of the project to meet health, safety and legal concerns and mandates
- The value of the project to prolong the life of the asset or avoid/minimize future repair costs
- The benefit the project will provide the Authority in support of the goals articulated in the Strategic Plan
- The potential for the project to generate revenue, savings or increase productivity

The National Bowling Stadium and the Reno Events Center are owned by the City of Reno, with capital improvements funded through \$2 of the downtown Surcharge Fund. For projects involving these properties, the Authority works with the City of Reno for projects to be included in the Capital Improvement Plan.

The Finance Department will be responsible for monitoring the costs and revenue projections during the year to determine the resources are available for the proposed capital projects. Specifically, the Finance Department monitors fiscal trends and expenditures of the projects.

With the implementation of Professional Management for the facilities, beginning in June of 2018, future CIP will include the input of the Professional Management firm.

## CAPITAL IMPROVEMENT PLAN

The CIP identifies the proposed budget for each project that will receive funding in Fiscal Year 2018/19, and proposed plans for future fiscal years.



The proposed budgets and projects for the National Bowling Stadium and the Reno Events Center are managed by the City of Reno.

**Reno-Sparks Convention Center** – The RSCC projects are focused on the ability of the project to to prolong the life of the asset and on whether the project will provide the support of the goals articulated in the Strategic Plan.

**Reno-Sparks Livestock Events Center** – The improvement for the RSLEC are primarily prioritized around ability of the project to meet health, safety and legal concerns and to prolong the life of the asset.

**Wildcreek Golf Course** – The Wildcreek Golf Course is being proposed to be transferred to Washoe County and the Washoe County School District. Upon the transfer the property will have changes and impacts to the physical layout of Wildcreek Golf Course. Hence, no capital expenditures are being proposed for this Facility.

**National Bowling Stadium** – Is owned by the City of Reno, with capital improvements funded through \$2 of the downtown Surcharge Fund (along with the Reno Events Center). The primary projects for the NBS are to meet the requirements of the USBC agreement, and include the remodel of the 4<sup>th</sup> Floor and the refurbishment of the exterior.

**Reno Events Center** – Is owned by the City of Reno, with capital improvements funded through \$2 of the downtown Surcharge Fund (along with the National Bowling Stadium). No additional projects have been identified for the Reno Events Center.

## OPERATING AND MAINTENANCE COST IMPACTS

One of the many issues evaluated through the CIP process is the impact new infrastructure projects and assets may have on operating budgets. As capital improvement projects are considered, the operating and maintenance costs for these facilities are also estimated, if necessary, to assess whether adequate budget is available to operate and maintain after construction.

## HOW THIS DOCUMENT IS ORGANIZED

This document is laid out in sections to summarize the current and future capital improvements. The sections are as follows, and are further delineated by facility:

- Adopted Capital Projects;
- Proposed Capital Projects – Fiscal Year 2018/19; and
- Future Capital Projects – Fiscal Year 2019/20 to Fiscal Year 2021/22



## ADOPTED CAPITAL PROJECTS – FISCAL YEAR 2018

Provided below is a summary of current approved capital improvement projects as of Fiscal Year 2017/18 that have been completed or are in process.

Funding is from the following sources:

Reno-Sparks Convention and Visitors Authority – General	\$5,194,527
City of Reno – Surcharge	\$8,855,549

Id	Title	Description	Status	Budgeted Cost
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<b>Reno-Sparks Convention Center</b>	<b>\$4,508,470</b>
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CC1	Asphalt Repairs	Repairs to joints in parking lot.	Completed	\$9,900
CC2	Joint Repair	Repair concrete joints in the facility	Completed	\$48,413
CC3	Projection Equipment	Replace outdated projection equipment	Completed	\$24,521
CC4	WiFi	Replace outdated Wifi system.	Completed	\$442,084
CC5	Re-roof Admin and East Hall	Reroof the Admin and East Hall to protect the structure.	In Process	\$1,000,000
CC6	Domestic hot water tanks	Replace domestic hot water tanks that have reached end of life.	In Process	\$125,000
CC7	Leviton Lighting system	Replace lighting control system that is no longer supported.	In Process	\$500,000
CC8	Fire Control Panel	Replace fire control panel.	In Process	\$100,000
CC9	Pringle Switches & Hall 3 Power	Replace the power switches for the facility.	In Process	\$375,000
CC10	Outside Lighting Retro	Retrofit existing lights with LED lighting.	In Process	\$100,000
CC11	Update Internal camera to IP cameras	Replace unsupported and outdated cameras.	In Process	\$50,000
CC12	Carpet	Replace carpet, originally installed in 2002, that has reached end of life.	In Process	\$1,200,000

Id	Title	Description	Status	Budgeted Cost
CC13	Master Plan Improvements	Design of masterplan improvements to the RSCC.	Completed	\$60,000
CC14	Painting	Paintng of selected interior portions of the RSCC.	In Process	\$83,240
CC15	Restroom Refresh	Update and repair restrooms in Councourse A, that have experienced high usage.	In Process	\$390,312

### Reno-Sparks Livestock Events Center

\$316,891

LEC1	Administrative Office Building Repairs	Repair the roof and perform asbestos abatement.	Completed	\$135,787
LEC2	Exhibit Hall Lighting	Replace the Exhibit Hall lighting with LED lighting.	Completed	\$15,185
LEC3	Lift	Replace lift that is no longer operable.	In Process	\$80,000
LEC4	Pavilion Lighting	Replace the Pavilion Hall lighting with LED lighting.	Completed	\$24,420
LEC5	Tables	Replace tables utilized by shows and events.	Completed	\$49,929
LEC6	Step Repair	Repair damaged and broken steps to the indoor Arena.	Completed	\$11,570

### Reno-Sparks Convention and Visitors Authority

\$369,166

G1	Sync Software	Replacement of obsolete bowling system for support of the USBC tournaments.	In Process	\$369,166
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### National Bowling Stadium – City of Reno

\$8,311,418

	HVAC Piping	Replacement of HVAC hydronic piping.	Completed	\$3,536,922
	UPS	Replacement of uninterruptable power system	Completed	\$53,000
	4th Floor Remodel-Design	Design of remodel of 4th Floor, as required in USBC Agreement.	In Process	\$250,000

Id	Title	Description	Status	Budgeted Cost
	4th Floor Remodel	Remodel of 4th Floor, as required in USBC Agreement.	In Process	\$4,405,000
	Entry Doors	Replacement of entry doors that are ADA compliant.	Completed	\$66,496

**Reno Events Center – City of Reno**
**\$544,131**

	Telescoping Bleachers	Repairs to telescopic bleachers	In Process	\$508,611
	Transformer	Replacement of transformer.	Completed	\$35,520



## PROPOSED CAPITAL PROJECTS – FISCAL YEAR 2018/19

The following projects are proposed for Fiscal Year 2018/19. Total funding for this CIP is estimated at \$4,127,000, with use of the Tourism Surcharge funding proposed to be \$1,000,000 and the General Fund proposed at \$3,127,000.

<b>Funding</b>	
<b>Reno-Sparks Convention and Visitors Authority</b>	
<b>Tourism Surcharge</b>	<b>\$1,000,000</b>
<b>General Fund</b>	<b>\$3,127,000</b>
<b>Total</b>	<b><u>\$4,127,000</u></b>

Id	Title	Description	Justificaiton	Estimated Cost
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### Reno-Sparks Convention Center

CC16	Interior furniture/ Seating	Addition of interior couches, chairs, and tables.	No current space exists for guests to congregate, sit, and meet informally.	\$320,000
CC17	Engineering Pick-up Truck	Replacement of 1987 GMC pickup truck.	Exceeded useful life.	\$40,000
CC18	Chairs	Replace and update existing red folding chairs, replacement schedule of 2,000 per year (total 12,000 chairs).	This is to replace damaged or missing red chairs in our inventory.	\$160,000
CC19	Hall 3 Roof	Replace Hall 3 Roof	End of life cycle for 15 year old EP Roof. Critical	\$650,000
CC20	Carpet Equipment	Replace carpet scrubber and sweeper/extractor for maintenance of carpet.	Beyond normal life.	\$52,000
CC21	Exterior Finishes	Updates to exterior signage and wayfinding.	Signage faded and misleading.	\$75,000
CC22	Lighting Halls	Replacement of current indoor light fixtures in Halls with LED fixtures, to improve lumens and reduce maintenance and energy consumption. Hall 1 & 2 - \$298,100; Hall 3 - \$82,500, and Hall 4 & 5 - \$124,300.	Aging non-energy efficient fixtures may get power company participation. Will improve show and event experience.	\$510,000

Id	Title	Description	Justificaiton	Estimated Cost
CC23	Lighting Meeting Rooms	Replacement of current indoor light fixtures in Lighting Meeting Rooms with LED fixtures, to improve lumens and reduce maintenance and energy consumption. Meeting Rooms A-\$35,000, Meeting Rooms C-\$25,000, Meeting Rooms D-\$20,000, and Meeting Rooms F-\$25,000.	Aging non-energy efficient fixtures may get power company participation. Will improve show and event experience.	\$105,000
CC24	Kitchen	Replacement of equipment in the concession and kitchen areas. Most equipment is approximately 17 years old, or older.	Exceeded useful life.	\$500,000
Total				\$2,412,000

### Reno-Sparks Livestock Events Center

LEC7	Main Arena Roof	Repair and maintance of the Main Arena roof to include; joint fasteners, sealant installed between the roof panels, the compression straps, new fasteners installed, and skylights sealed.	Roof is experiencing leaks.	\$310,000
LEC8	Pavilion Roof	Repair and maintance of the Pavilion roof; to include joint, drainage and repairs to the existing modified bitumen roof system.	Roof is experiencing leaks.	\$80,000
LEC9	Exhibit Hall Roof	Replacement of the Exhibit Hall roof to include; removal of the existing metal roof, flashings, and fiberglass batt insulation, followed by a new metal roof system and related falshing and gutters.	Roof is experiencing leaks and has rusted beyond repair.	\$375,000
LEC10	Interior Lighting	Replacement of current indoor light fixtures with LED lighting in the Main Arena.	Aging non-energy efficient fixtures may get power company participation. Will improve show and event experience.	\$250,000
LEC11	Dirt Storage	Creation of a storage location at Wildcreek Golf Course for the storage of excess dirt between uses. Dirt is purchased by the various events to meet their individual needs. Project to include; fencing, grading, and containment.	Requirement for booked events.	\$100,000
LEC26	Armory Demolition	Demolition of "Armory Building" that is unusable and deteriorating. Includes, asbestos, mold, and other environmental mitigation, in addition to the removal of the building.	Abandon building is a visual and environmental distraction.	\$350,000
Total				\$1,465,000



Id	Title	Description	Justificaiton	Estimated Cost
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### Reno-Sparks Convention & Visitors Authority

CVA1	Contingent	Contingency for unidentified capital projects that occur during the year, due to maintenance or emergency events.		\$250,000
Total				\$250,000



## FUTURE CAPITAL PROJECTS – FISCAL YEAR 2019/20 TO FISCAL YEAR 2021/22

Future identified capital projects for the Fiscal Years 2019/20 through Fiscal Years 2021/22 are identified in the following pages for the RSCC and the RSLEC. As stated earlier, the NBS and the REC are funded from the City of Reno \$2 Surcharge and are not included in this CIP.

Below is the summary of the anticipated projects identified for future years followed by the detail by facility. The projects may change as demands and needs of equipment and assets change over time.

### Reno-Sparks Convention Center

Reno-Sparks Convention Center Total	\$152,850,000
FY 2019/20	\$1,530,000
FY 2020/21	\$151,160,000
FY 2021/22	\$160,000

### Reno-Sparks Livestock Events Center

Reno-Sparks Livestock Events Center Total	\$6,750,000
FY 2019/20	\$2,650,000
FY 2020/21	\$2,050,000
FY 2021/22	\$2,050,000

### Authority Total

Authority Total	\$159,600,000
FY 2019/20	\$4,180,000
FY 2020/21	\$153,210,000
FY 2021/22	\$2,210,000

### National Bowling Stadium – City of Reno

National Bowling Stadium	\$3,300,000
FY 2019/20	\$0
FY 2020/21	\$300,000
FY 2021/22	\$0
FY 2022/23	\$3,000,000

Id	Fiscal Year	Title	Description	Justification	Estimated Cost
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### Reno-Sparks Convention Center

CC25	2019/20	Portable Bleachers	Support and rails for bleachers	Meet USA Volleyball requirements.	\$400,000
CC26	2019/20	Repaint RSCC Structure	Repaint the metal structure of building on the Virginia Street side of the RSCC at the entrance to the facility.	The blue paint on our west side of the building has turned to a gray color. Nice to have	\$300,000
CC27	2019/20	800 Ton Chiller	Repair and rebuild of main chiller and controls - 800 ton unit.	Oldest least efficient chiller operating at 60% of capacity. critical	\$630,000
CC30	2019/20	Facilities Truck	Replacement of 2001 Chevy pickup truck, also utilized for snow removal.	Exceeded useful life.	\$40,000
CC31	2019/20	Chairs	Replace and update existing red folding chairs, replacement schedule of 2,000 per year (total 12,000 chairs).	This is to replace damaged or missing red chairs in our inventory.	\$160,000
CC28	2020/21	Restroom Refresh	Refresh of remaining restrooms in the RSCC, to include painting, replacement stalls, fixtures, and features. Fourteen restrooms.	Outdated and damaged fixtures, flooring and countertops.	\$700,000
CC29	2020/21	Family Restroom	Creation of two Family Restrooms.	Meet needs of familys.	\$300,000
CC30	2020/21	Expansion	Expansion of the Convention Center	Feasibility Study in process.	\$150,000,000
CC32	2020/21	Chairs	Replace and update existing red folding chairs, replacement schedule of 2,000 per year (total 12,000 chairs).	This is to replace damaged or missing red chairs in our inventory.	\$160,000
CC32	2021/22	Chairs	Replace and update existing red folding chairs, replacement schedule of 2,000 per year (total 12,000 chairs).	This is to replace damaged or missing red chairs in our inventory.	\$160,000
Total					<b>\$152,850,000</b>

FY 2019/20  
 FY 2020/21  
 FY 2021/22

**\$1,530,000**  
**\$151,160,000**  
**\$160,000**

Id	Fiscal Year	Title	Description	Justification	Estimated Cost
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### Reno-Sparks Livestock Events Center

LEC12	2019/20	Asphalt Replacement - North parking lot	Replacement of the asphalt that is in the north parking lot (main parking area) for the RSLEC.	Damaged asphalt-high pedestrian traffic area.	\$1,600,000
LEC13	2019/20	Restroom Renovations Main Arena	Restroom renovations for the Main Arena. To include the Main Arena East end and the Main Arena West end.	Outdated and damaged fixtures, flooring and countertops.	\$750,000
LEC14	2019/20	Purge Units	Replace the purge units. These are the fans utilized to exhaust the Main Arena of exhaust (during vehicle shows) and reduce heat.	Aged, inefficient and outdated equipment. Unable to secure repair parts	\$300,000
LEC15	2020/21	New barn/stalls	Repair, maintain, and replace, as needed, the 440 stalls to acceptable standards.	To retain existing and acquire new business.	\$1,400,000
LEC16	2020/21	Security System	Installation of a security system for the structures, gates, and addition of camera monitoring system.	Improve guest and employee security and reduce vandalism.	\$300,000
LEC17	2020/21	Steps and Sidewalks	Repair and replacement of the concrete sidewalks and steps, in particular surrounding the Main Arena and leading to the Main Arena entrance.	Sidewalks and steps have deteriorated and may eventually pose trip and fall hazards.	\$150,000
LEC18	2020/21	Parking Lot Lighting	Replacement of parking light fixtures with LED lighting. Project to be the replacement of current light fixture, poles to remain, with LED lighting.	Aging non-energy efficient fixtures. Will improve parking lot safety.	\$200,000
LEC19	2021/22	Equipment Barn	Addition of a metal barn, non-enclosed, for storage of equipment.	Extends the useful life of equipment to have it covered and protected from the sun and weather.	\$200,000
LEC20	2021/22	Asphalt Replacement - Stalls	Replacement of the asphalt that is between the stalls. Current asphalt has deteriorated.	Damaged, dangerous asphalt around permanent barns - high equestrian/foot traffic	\$100,000
LEC21	2021/22	Stall Restrooms	Restroom renovations for the restrooms located near the stalls and wash rack. These facilities are used by exhibitors and overnight RV guests and include showers.	Outdated and damaged fixtures, flooring and countertops have exceeded their useful life.	\$250,000
LEC22	2021/22	Landscaping	Repair and maintenance of existing landscaping around the facility to xeriscaped and low maintenance landscaping.	Unpleasant appearance to visitors.	\$200,000
LEC23	2021/22	Video Screen/ Scoreboard	Replace current unit with new video screen and scoreboard in the Main Arena.	Unable to secure repair parts. Provide updated technology.	\$600,000
LEC24	2021/22	New multi-purpose barn		New barn based on client input/request.	\$400,000

Id	Fiscal Year	Title	Description	Justification	Estimated Cost
LEC25	2021/22	ADA Enhancements	Addition of ADA access to areas of the Main Arena, in particular the "VIP Lounge".	Improve use of VIP Lounge.	\$300,000
Total					\$6,750,000

<b>FY 2019/20</b>	<b>\$2,650,000</b>
<b>FY 2020/21</b>	<b>\$2,050,000</b>
<b>FY 2021/22</b>	<b>\$2,050,000</b>

### National Bowling Stadium – City of Reno

	2020/21	NBS-Fire Alarm System	Replacement of fire alarm system and panels in use at the NBS.	Equipment has reached end of life.	\$ 300,000
	2022/23	Refurbish Exterior	Refurbishment of the exterior of the NBS. Anticipated to include replacement of strip lighting, completion of Plaza Street section, and general appearance.	Required in USBC Contract.	\$3,000,000
Total					\$3,300,000

<b>FY 2019/20</b>	<b>\$0</b>
<b>FY 2020/21</b>	<b>\$300,000</b>
<b>FY 2021/22</b>	<b>\$3,000,000</b>

**1 Main Arena**

- 150' x 300' dirt arena for 45,000 sq. ft. of indoor event space
- Spectator seating for 6,200
- 18,000 sq. ft. of exhibit space overlooking the arena floor
- Climate-controlled
- Three show offices
- VIP Lounge
- Public address system

**2 Rodeo Arena**

- 325' x 170' dirt arena for 55,250 sq. ft. of fully-lighted outdoor event space
- Spectator seating for 9,500
- Public address system

**3 Livestock Pavilion**

- 90' x 200' dirt arena for 18,000 sq. ft. of indoor event space
- Spectator seating for 1,000
- 9,000 sq. ft. of exhibit space overlooking the arena floor
- Connected to Main Arena by all-weather tunnel
- Heated
- Show office
- Public address system
- Restrooms

**4 Cutting Arena**

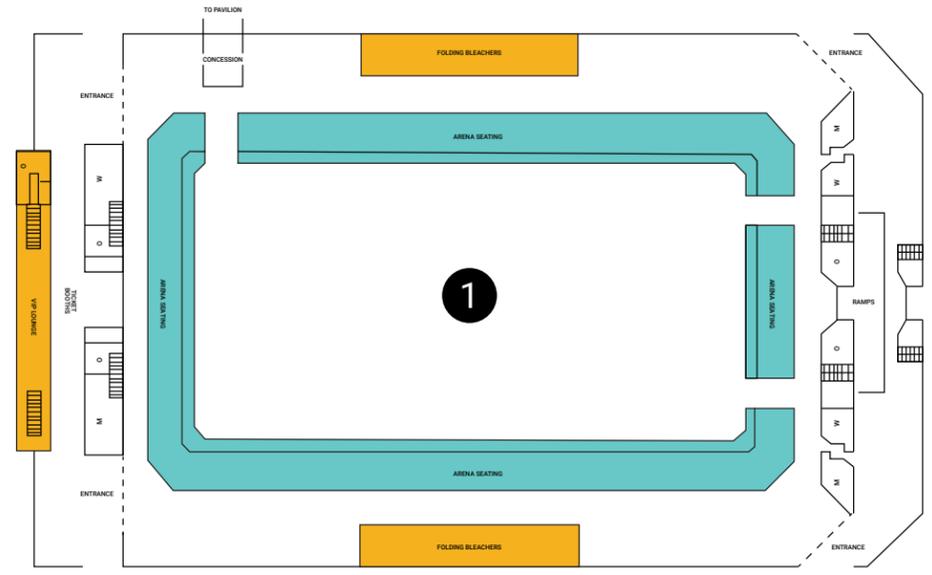
- 100' x 200' dirt arena for 20,000 sq. ft. of outdoor event space
- Partially covered

**5 Barns**

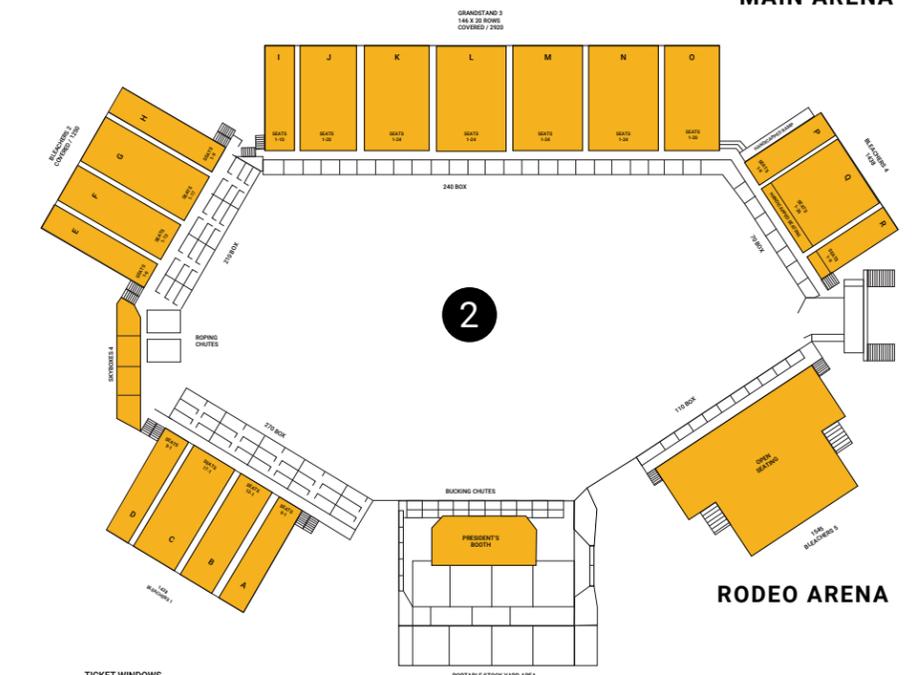
- 440 permanent 10' x 12' stalls in 18 barns; rubber mat floors
- 216 10' x 10' temporary stalls on dirt in open barn
- Lighted
- Electrical and water outlets
- Warm-water livestock wash racks

**6 Exhibit Hall**

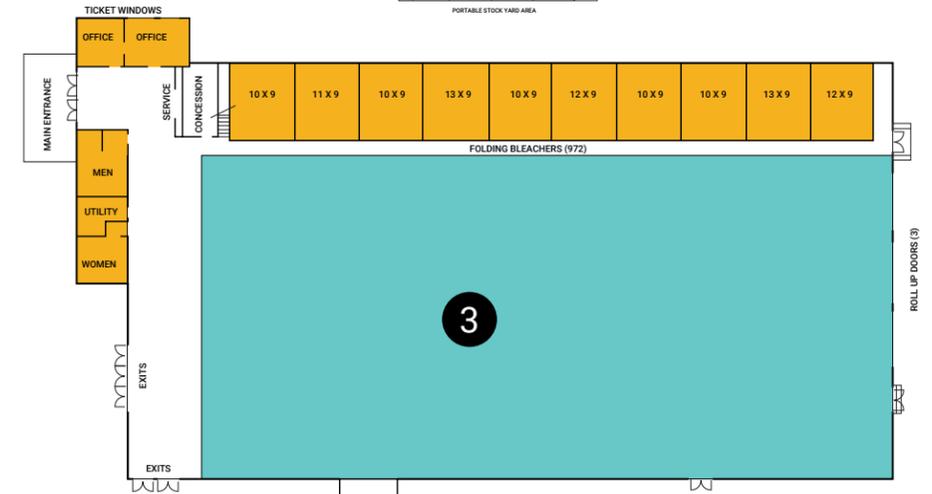
- 100' x 200' cement floor for 20,000 sq. ft. of indoor event space
- Public address system
- Climate controlled
- Three loading doors



**MAIN ARENA**



**RODEO ARENA**



**LIVESTOCK PAVILION**

