

# MINUTES

Western Nevada Development District  
Board of Directors Meeting  
9:30 AM, Wednesday, 13 April 2016  
Fernley City Hall  
595 Silver Lace Boulevard  
Fernley, Nevada

**MEMBERS PRESENT:** **Carson City**, Lori Bagwell (via phone) and Michael Salogga (via phone); **Churchill County**, Rachael Dahl and Bus Scharmann; **Douglas County**, Steve Thaler and Lisa Granahan; **City of Fernley**, Roy Edgington, Jr; **Pershing County**, Carol Shank; **City of Lovelock**, Pat Rowe , **Washoe County**, Mojra Hauenstein (via phone); **City of Sparks**, Ed Lawson; **Private Sector Rep**, Mineral County, Shelley Hartmann

**MEMBERS ABSENT** Carson City, City of Fallon; Humboldt County, City of Winnemucca, Lyon County, City of Yerington, Mineral County, Storey County, City of Reno, Fallon Shoshone-Paiute Tribe, Pyramid Lake Tribe, Reno-Sparks Colony, Walker River Paiute Tribe, Washoe Tribe, Yerington Paiute Tribe, Private Sector Rep Churchill County, Mineral County and Washoe County, and Associate Members

**STAFF PRESENT:** Ron Radil, Executive Director, Sheryl Gonzales, Project Manager, and Diane Heet

**GUEST:** Cyndi Oceguerra, Environmental Program, Schurz Paiute Tribe (via phone)

**CALL TO ORDER:** Ed Lawson, President, called the meeting to order at 9:30 a.m.

**ROLL CALL-** Roll Call was completed. A quorum was declared present.

**Public Comment:** None

**Approval of Agenda**—Motion by Carol Swank to approve the Agenda as presented. *Motion seconded by Steve Thaler.* Motion carried.

**Discussion / Approval** – Regular Board Meeting Minutes of February 10, 2016  
Motion by Pat Rowe to approve the Regular Board Meeting Minutes of February 10, 2016.  
*Motion seconded by Roy Edgington, Jr.* Motion carried.

**Approval** – Treasurer’s Report for the period July 1, 2015 through March 31

Radil stated the General Operating Account (EDA) reports \$23,315.71 cash; RLF Account reports \$27,684.51 for a total Cash Available as of 31 March 2016 of \$51,152.80.

The CDBG-RLF, page one of five is funded through a CDBG grant to the City of Fernley. This reflects revenues from WNDD RLF loan repayments and expenses for loan monitoring.

The EDA Planning Grant is on page two. Radil said the City of Reno paid their membership dues, and Mineral County paid one-half of the dues. Dues were raised last year and will remain the same for FY 2017.

On page three is the RBEG-RLF which accounts for loan repayments and expenses to the Revolving Loan Fund.

The SET program is shown on page four and reflects amount of income and expenditures for the Nevada Economic Conference. \$1,000 was budgeted for meetings. The amount of \$9,697 for FY 2016 was charged back to the FY 2015 financials as part of the audit. This expenditure affected the beginning balance for FY 2016.

Page five is an overall summary to date of the Treasurer's Report.

Motion by Shelley Hartmann to approve the Treasurer's Report for the period July 1, 2015 through March 31, 2016. *Motion seconded by Steve Thaler.* Motion carried.

#### **Approval –WNDD Bylaws Amendment**

Amend By-Laws Article 5.9 to allow for appointment of an Alternate from the Private Sector.

Radil said the by-laws currently allow a member to designate one private sector representative to the Board. The Alternate must be either another elected official or a key staff official. The proposed amendment would state: " The Alternate shall be either (a) another elected official of the governmental subdivision/tribe, (b) a key staff official, or (c) a private sector individual, all of whom are directly answerable to the County Board, Tribal Council, City Council or Town Board."

Radil added that WNDD By-Law amendments require a 30-day written notice to the Membership for amendments. The proposed amendment would address the issue of appointing a second private sector representative to the Board.

Motion by Roy Edgington, Jr. to approve the By-Laws Amendment to Article 5.9 to allow a member to designate one Alternate who shall be either: (a) another elected official of the governmental subdivision/tribe, (b) a key staff official, (c) a private sector individual, all of whom are directly answerable to the County Board, Tribal Council, City Council or Town Board. *Lisa Granahan seconded the motion.* Motion carried

#### **Discussion / Approval – Review WNDD Personnel Policy**

Radil said the WNDD Personnel Policies were last reviewed and adopted in 2008. One issue needing to be addressed is accrual of annual leave. Currently there is no limitation regarding the amount of Annual Leave that can be accumulated. Radil stated, the entire Personnel Policy needs to be reviewed. He said a review of Personnel Policies in Churchill Douglas, Carson City, Lyon and Storey Counties and Fernley. Annual leave accruals have a range of 240-280 hours annually, with the majority being 240 hours. Based on this review, Radil said a recommendation can be made to have a maximum of 240 hours accrued Annual Leave.

At the February 2016 meeting a personnel committee was appointed consisting of Ed Lawson, Lori Bagwell and Carol Shank. Their review should be completed so that the policy can be approved at the June 8, 2016 Board Meeting, and become effective July 1, 2016.

Discussions by the committee can be by conference calls. These can be scheduled on Friday mornings.

Steve Thaler said 240 hours equals six weeks. Would the committee review sick leave as well?

Radil said WNDD does not provide paid sick leave. WNDD does provide for Personal Leave to be used for sick leave and for other time off as needed. The accrual amount for Personal Leave is accumulated at the rate of one day per month, with a maximum of 35 days to be accrued. Upon resignation or termination, Personal Leave is not paid by WNDD.

Carol Shank asked if it is okay to send comments to the WNDD office. Yes.

Lawson said, after consultation with the Sparks attorney he had sent his comments to Radil.

No action on this item. Tabled to the June meeting for action by the WNDD Board.

### **Discussion / Approval – FY 2017 WNDD Budget**

The \$80,000 Planning Grant will be increased by \$5,000 to expand the Economic Development Conference in September. The Total Membership item will be increased to \$75,000 to expand the Association membership program. The sum of \$42,750 is budgeted for the September conference. It is anticipated \$22,975 will be received for repayments to the RBEG-Revolving Loan Fund.

Revenues (\$42,750) and expenses (\$39,173) for the September 2016 Economic Development Conference are included. The 2017 3<sup>rd</sup> Annual Nevada Economic Conference will be held at UNLV. Rowe asked about the executive committee planning for the 2017 conference. WNDD will continue to provide staff support for the 2017 conference.

Discussion was held regarding best day and time to conduct conference calls with WNDD committee members to address budget, personnel policies, etc. Monday and Friday mornings were determined to be the best times. Bagwell stated Tuesday was also a good day for her.

Lawson stated Radil's health insurance needs to be in the budget. Radil stated Gonzales has gone to her husband's health insurance, thus reducing the budgeted amount for health insurance.

The amount budgeted for travel includes the NADO spring Washington Policy Conference for \$6,500 for air fare, registration, hotel and meals. Radil stated WNDD did not go to the NADO conference this year. Lawson stated he wants to go to the NADO conference and would try to have Sparks pay a portion of the travel costs for the NADO conference.

\$1,500 is budgeted for updating of the WNDD web site.

The budget is preliminary and will be considered for adoption at the June Board Meeting in Lovelock.

#### **Discussion – Updating WNDD Comprehensive Economic Development Strategy (CEDs)**

Radil stated he met with Members at their meetings in February and March. He was not able to meet with Washoe County, Reno and Sparks.

A WNDD Update was provided and discussion regarding the WNDD 2014 CEDs Update. The project/initiative CEDs list update was specifically discussed. Members were asked to update their project list and provide information as to previously list projects being completed, retained or to be deleted as well as providing new projects/initiatives for the CEDs Update.

Information regarding the update has been provided to the Members during the February and March meetings.

#### **Discussion – September 2016 Nevada Economic Development Conference**

Gonzales stated we still need a couple more speakers for different sessions. There are mailers ready to promote the program. Already have \$33,000 committed in sponsorships.

Speakers for the conference include Opening Speaker on Wednesday, Jens Peter Clausen of TESLA Gigafactory; Lunch on Wednesday, Dr. Sam Cordes, Regional Development, Rural-Urban Interdependency and Deep Collaborations: Keys to Future Successes On Thursday, Robert Lang, Greenspun College of Urban Affairs, Linch Institute Executive Director,

Director at Brookings Mountain West Institute –“ Megapolitan America”; and the luncheon keynote speaker will be Brett Kelsey, Vice President & Chief Technology Officer for the Americas for Intel Security – “Cyber Security Trends & Innovations, the son of Dick Kelsey, one of the Steering Committee Members.

Gonzales added Washoe County’s sponsorship includes \$1,500 in cash and \$6,000 in printing costs for the conference. Program schedules are going to print this week.

Thaler requested he be sent an electronic copy of the Program Schedule he can distribute at a meeting in Douglas County he is attending on Friday, the 15<sup>th</sup>.

Attendees can register on-line through the WNDD web site and UNR is handling all registrations.

Granahan stated kudos for Gonzales being a catalyst to this conference.

Steve Thaler left at 10:15 a.m. to attend another meeting.

Gonzales stated the President’s Reception will be Tuesday, 5:30 – 6:00 p.m., 20 September and a sponsor is needed. Exhibits and sponsors will be presented and networking is a major component. Presidents to speak include WNDD Board President, UNR President and UNLV President.

### **Discussion - February and March County / City Meetings**

Radil stated he met with Members in February and March to provide them with the WNDD Update and the CEDS Update. He was able to schedule two meetings per day, with the exception of Humboldt County. He is still working for confirmation to meet with Washoe County, Reno and Sparks.

Lisa Granahan said she appreciated Ron’s time to make these meetings.

Lawson asked what did Radil learn on this trip? Radil responded there are regional issues, such as transportation/transit and the need for some joint infrastructure projects in the region due to the increased activity at TRI. The City of Winnemucca questioned the value of being in WNDD. Radil responded for any Member to receive value, however defined, the Member must participate in WNDD by attending WNDD Board Meetings and providing input to WNDD. Both Winnemucca and Humboldt County are interested in providing input regarding the I-11 proposal.

Shank stated it is always good to have a periodic WNDD Update.

Scharmann stated the WNDD Update for Churchill County was on time and informative.

### **Update Regarding WNDD Request to NDOT for Regional Transit Planning**

Radil stated WNDD sent a letter to NDOT, September 2015, requesting the WNDD region be considered by NDOT for regional transit planning. He has had phone calls and an e-mail exchange with NDOT's liaison, Sondra Rosenberg. As of this date WNDD does not know the status of the request. Granahan requested a copy of the NDOT letter be sent to the Board.

Radil also reminded the Board a committee to address the NDOT transportation/transit issue consists of: Ed Lawson, Carol Shank, Teri Bath, Rachel Dahl, Tillery Williams and Heidi Lusby-Angvick.

Discussion then followed regarding transportation and NDOT.

NDOT does conduct meetings with counties. WNDD would be a good avenue to discuss regional transportation issues.

Edgington stated working to meet an identified transportation need takes time to accomplish. His example was improvements to Hardie Lane in Fernley. This project has been discussed for five years and Fernley had to finally contact Rep. Amodei's office for assistance.

Shank stated those dealing with transportation issues should also involve the Governor's office.

There is a need to have those Members impacted by transportation issues (I-11) should be added to WNDD transportation committee. These would include Members from Fernley, Mineral County, Pershing and Humboldt Counties.

Scharmann stated there is a need to address transportation of workers to TRI. One example is workers from Fallon car pool. If one becomes ill or has an emergency to attend to, the other workers in the car pool become stranded. This transportation issue needs to be addressed in some way. In addition, the counties and cities need to communicate more with NDOT and make their needs known to NDOT.

I-11 came up for discussion. Although no I-11 corridor is yet defined, it appears the US 95 corridor is a logical route from Las Vegas to northern Nevada connecting to I-80. This route would impact Mineral and Churchill Counties.

### **INTER-JURISDICTIONAL ISSUES**

Hartmann stated Liberty Utilities is installing a 50 KW solar field near Luning that will generate power for their customers in California. There will be 250 temporary construction jobs from the project and there are only 90 houses available in Hawthorne. There will be three permanent jobs resulting from this project.

Lawson stated Sparks is working to develop a land bill to acquire land east of Sparks for an industrial park.

Granahan stated Douglas County has been invited by EDA to submit a public works application for the North Valley Waste Water Treatment Plant, due 6 June 2016.

Edgington stated Fernley property tax revenue being impacted by the three percent cap. Lawson agreed and stated the cap is based upon valuations from years' past and are not current. Valuations declined in the last few years and are not keeping up with the current housing valuations. Lawson suggested Edgington as Mayor of Fernley contact Mayor Martini, Sparks, as he is working to address this issue and wants to work with other mayors to address this issue.

**ADJOURNMENT:**

The next meeting is scheduled for Wednesday, June 8, 2016, in Lovelock, Pershing County There will be tours and a Dinner meeting beginning at 3:00 p.m. Business will include Adoption of FY 2017 WNDD Budget and Election of Officers.

President Lawson adjourned the meeting at 10:50 a.m.

Respectfully Submitted,

APPROVED:

---

Ronald J. Radil, Executive Director

---

Ed Lawson, President