

MINUTES

Western Nevada Development District

Board of Directors Meeting

9:30 AM, Wednesday, 12 October 2016

Fernley City Hall - 595 Silver Lace Boulevard - Fernley, Nevada

MEMBERS PRESENT: **Churchill County**, Rachael Dahl; **Douglas County**, Lisa Granahan and Steve Thaler; **Humboldt County**, Marlene Brissenden (via phone), David Mendiola (via phone); **City of Fernley**, Colleen Unterbrink; **Pershing County**, Carol Shank & Heidi Lusby-Angvick (via phone & present at 9:40 a.m.); **City of Lovelock**, Pat Rowe; **Storey County**, Dean Haymore; **Washoe County**, Mojra Hauenstein (via phone); **City of Sparks**, Ed Lawson & Kristopher Dahir; **Private Sector Rep, Churchill County**, Rick Lattin; **Associate Member**, Johnny Hargrove, NV Energy.

MEMBERS ABSENT: Carson City, City of Fallon, City of Winnemucca, Lyon County, City of Yerington, City of Reno, Private Sector Rep, Mineral County, Fallon Shoshone-Paiute Tribe, Pyramid Lake Tribe, Reno-Sparks Colony, Walker River Paiute, Washoe Tribe, Yerington Paiute Tribe

STAFF PRESENT: Ron Radil, Executive Director and Diane Heet

Call to Order: Ed Lawson, President, called the meeting to order at 9:33 a.m.

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

Introduction of Guests: There were none.

Public Comment: None

Agenda Approval: Motion by Pat Rowe to approve the Agenda as presented. *Carol Shank seconded the motion.* Motion carried.

Discussion /Approval – Meeting Minutes of 10 August 2016

Heidi Lusby-Angvick noted the following corrections to the Minutes: Mojra (spelled wrong), on Page 5, 6th paragraph: Jenifer **Rose**; 9th paragraph, Teri **Bath**, paragraph 11, Lisa **Granahan**

Motion by Heidi Lusby-Angvick to approve the Meeting Minutes of 10 August 2016 as corrected. Rick Lattin *seconded the motion.* Motion passed unanimously with the corrections.

APPROVAL OF CONSENT CALENDAR

Items on the consent calendar may be approved by one motion. Consent items may be pulled at the request of Board Members wishing to have an item further discussed. When pulled for discussion, the item will automatically be placed at the beginning of the Administrative Agenda.

Approval – Treasurers Report

This item delayed until the Executive Director arrives.

ADMINISTRATIVE AGENDA

Discussion/Approval – Change in WNDD Board meeting times, dates and location.

The WNDD Board currently meets the second Wednesday in February, April, June, August, October and December. The second Wednesday is the same date the Reno City Council and their staff meets.

Although it appears from the full list of County/City Commission Meeting dates provided in board packets, the WNDD Board Meeting date could be changed to the second or fourth Monday with no apparent conflicts. WNDD Board President Ed Lawson said the City of Sparks Council Meetings are scheduled for the 2nd and 4th Mondays at 2:00 p.m. He stated continuing the WNDD Board Meetings at 9:30 a.m. in Fernley would not be a conflict for him.

Dean Haymore stated if the Fernley City Hall meeting room is not available at the date and time set, the Board can meet in the Training room at the Storey County Building at TRI.

Lawson said the Board will rotate their meetings between TRI and Fernley.

Motion by Carol Shank to move the WNDD Board meeting times, dates and locations to the fourth Monday of February, April, June, August, October and December at 9:30 a.m.. The location to be rotated between City Hall, Fernley, and the Storey County Building at TRI. *Pat Rowe seconded the motion.* Motion carried unanimously.

As the Executive Director had not arrived the Board moved to Item 12

INTER-JURISDICTIONAL ISSUES

Haymore stated he wants Radil to pursue traffic study funding with NDOT, and coordinate it with RTC.

The challenge is that RTC funding can only be used in Washoe County. The District should encourage NDOT to develop some programs for the rural areas to utilize various funding.

The effort needs to be focused on getting a study. Haymore stated he thought there was \$275,000 set aside for transit studies.

Radil arrived at 9:55 a.m.

Radil said he talked with Sondra Rosenberg of NDOT who told him funding has been delayed because of the federal budget. NDOT has not yet determined the scope of any transit study. He will follow-up with NDOT.

Heidi Lusby-Angvick asked if any counties are working on landfill issues and recycling? She said Pershing County owns and operates the county landfill, and the recycling center. She added that processors do not always accept all types of recycling items because of the market. Heidi said they want to look at a nine-county program to recycle tires.

Lawson and Haymore provided Heidi with some contacts regarding recycling firms.

Colleen Unterbrink said there is another landfill in Fernley, but only one recycling company.

Haymore said there was a recycling company in Virginia City that collected big metals. It was shut down because of trash left on the ground. Haymore discussed card board being recycled. It is collected in the region, sent to China for processing, and then the card board is returned to the United States. He added there is a need to have a card board recycling plant in the region.

Lawson said they crush plastic.

Kristopher Dahir discussed the proposed Nevada Veteran's Memorial to be located in Sparks. There will be Gold Stars for veterans added to the memorial. The memorial is to be inclusive of veteran's state wide and not just focused on northern Nevada. Dahir will provide more information Radil can then distribute to Board Members regarding the Nevada Veteran's Memorial.

Lisa Granahan brought up information regarding the recent Carson Valley Critical Issues Conference. Granahan reported an on-site survey at the conference showed there were 80 businesses responding and 70% planned to make investments in the next three years, and 68% plan to add new positions in the next three years. 87% of the business respondents serve Douglas County.

No action on Inter-Jurisdictional Issues – Discussion only

APPROVAL - Treasurers Report

Radil stated Page 1 is the Balance Sheet for WNDD. Under Current Assets are the three accounts at City National Bank; the General Operating Account, the Revolving Loan Fund Account, and the EDA Account. Page 5 (reverse side of Page 1) shows the Combined Programs Totals.

Page 1 includes the map by Fred Steinmann, and other current assets, including a list of loans and amounts paid off. Under current liabilities carried in the audit is two years for retirement and vacation time. Radil said he has been receiving three weeks vacation since 2008. Total assets and liabilities as of 9/30/2016 were \$250,873.73.

Radil said this report is in a different format. Much of the report is generated through the Audit. He apologized for the small print on the report.

Radil said Page 1 of 5 shows the Profit & Loss Budget versus Actual, for the CDBG – RLF Account from July through September 2016. Page 2 of 5, the Conference, reports salaries being spread to the conference, as salaries are Conference expenditures. The Conference is included in the EDA Planning Grant scope of work.

Haymore questioned the \$42,750 under Budget Income for the Conference.

Radil explained the total is \$8,000, received after June 30th and \$33,000 income was received in FY 2016. The total Conference income received in FY 2016 and FY 2017 is \$41,000.

Page 3 of 5 shows the EDA Planning Grant, July through September 2016.

Page 4 of 5 describes the status of the RBEG- Revolving Loan Fund. Radil said they will set up another bank account for the principal at the recommendation of the auditor. There are currently three accounts with City National Bank, which includes all current cash assets.

Lisa Granahan said she met with Radil and the bookkeeper to discuss the Treasurer Reports. She stated this is the best way since the WNDD financial reports are taken from software and the auditor uses the same software to complete the audit. She requested the financial reports reflect percentage of the budget year? Presently they are at 25% of the year. She also asked that the title of each page be in larger print so it is easier to read. This has been done for the financial report presented at this meeting.

Radil said the Auditor suggested he go on a four-day work week, in order to reduce the liability of accrued Personal Time. Radil explained that this change would depend on the work load.

Haymore asked Radil when he will think about retiring? Lawson asked “next year or ten years? Radil replied, “probably six months to two years”. He assured board members he would give them a substantial notice before he retires.

Radil suggested going back to the conference with Wilfred Marshall, the EDR that some board members met. Radil said he, Carl Ruschmeyer, Nick Charles and Lisa Granahan, Douglas County, met with Marshall and reviewed the Douglas County project. It is going to be resubmitted. They also met at TRI with Dean Haymore and Kris Thompson, TRI GID engineer and discussed an EDA application for improvements at the water retention pond for the water to be impounded and used for cooling purposes at TRI firms. There may be two EDA public works applications submitted before 31 December 2016.

Granahan asked about the Amended Budget for FY 2017. The item is scheduled on this Agenda.

Lawson said Washoe County still has not paid their Dues. Radil said he invoiced them, received a call, and since has re-invoiced them as of September first.

Lawson asked about Mineral County. Radil said he invoiced them \$5,000; they sent \$2,500 instead of the invoiced amount. Carol Shank commented that is not right for them to set the amount of their dues. Lawson said he and Radil will talk to Mineral County about paying 50% of the invoiced dues.

Motion by Lisa Granahan to approve the Treasurers Report for the period ending 30 September 2016, *Motion seconded by Carol Shank*. Motion carried.

ADMINISTRATIVE AGENDA

Discussion / Approval – WNDD Letter of Support for NDOT /GOED Letter of Support for Nevada application for the Hyper Loop Global Challenge

Radil state there was a lot of material included in Board packets. He said he was contacted by Sondra Rosenberg of NDOT inquiring about a letter of support from WNDD for the proposal to be submitted. Her letter to WNDD explained NDOT/GOED are requesting a letter of support for their submittal to become a proposer to enter the Hyper Loop Global Challenge transportation competition. As she will be traveling, she said Kevin Verre would assist WNDD as necessary.

The Hyperloop tube, eighteen-feet in diameter is a new mode of on-demand transportation that moves people and cargo through near-vacuum tubes at airline speeds (at 2.4 g’s---zero to 100 mph in 1.9 seconds) using electric propulsion over a non-contact levitation track. The initial section will run from Las Vegas up to the Tahoe-Reno Industrial Park

Ms. Rosenberg's letter stated the "proposal will focus on the future I-11, connecting Las Vegas to I-80, focusing on the opportunity to connect, for freight movement, the two developing industrial areas in the Northern and Southern parts of the state (TRIC and APEX) with the ultimate goal to then extend west to San Francisco and Los Angeles, and then to other parts of the Western US, such as Phoenix, Salt Lake City, Denver, etc.

There was discussion as to whether it would follow the I-11 proposed route, or provide the direction for the I-11 route? Radil stated the I-11 proposal does include a rail component. He added in addition to the letter of Support, later there may be a request for funding.

Lawson asked what this would do for the District? Someone asked if this is something new? Has anyone done this before?

Lawson said it sounds like a great idea, but a long way off. He stated the Board is not committing the District and will provide only a letter of support.

Motion by Haymore to approve a letter of support for NDOT/GOED for the Nevada application for the Hyper Loop One Global Challenge. *Kristopher Dahir seconded the motion.* Motion carried.

Discussion/Approval –Budget Amendment for FY 2017

Radil stated the second page reflects the proposed budget amendment, setting up the conference as a separate account in order to better track revenues and expenses. The first page is the existing budget. The Budget changes to \$205,434 from \$206,648. It is not a large sum; it is considered an accounting change.

Radil said sponsorship dues were not included in last year's budget. This year's conference was in the budget and had \$41,000 in sponsorships being received over two fiscal years.

Lawson asked if the WNDD name will be part of the 2017 conference at UNLV.

Radil stated the level of involvement by WNDD in next year's conference has not been determined. The conference planning committee is planning to meet at the end of the month and determine how to proceed. He stated members of the conference planning committee need to be involved at some level. Logistics will be an issue that can perhaps be answered by using UNR Extension video conference facilities in planning the 2017 conference. Because the location is down south, we should still meet to be involved in the planning for the 2017 conference.

Lawson said we should have consistent planning so people know what to expect. Need more people from Las Vegas to be involved.

Granahan said she had three people from southern Nevada who were very involved in the 2016 conference.

Granahan said the conference may end up as a negative at the end of the year. It was still better than last year. Radil said they don't have the final figures yet.

Motion by Pat Rowe to approve the Budget Amendment for FY 2017 as presented. *Carol Shank seconded the motion.* Motion carried

EXECUTIVE DIRECTOR REPORTS

a) New WNDD EDR Wilfred Marshall meetings

Radil said Lawson and Haymore met with Marshall when he was here for the conference. Lawson referred to Marshall as "sharp", old school EDA with a focus on public works projects, and not in a hurry to leave. He is based in Los Angeles, and has been an EDR since 2000. He had only been here once before to a meeting with Tom Harris.

Radil stated he and Marshall met with Dean Haymore and Khris Thompson at TRI to discuss a water retention pond project.

Radil and Marshall met with Mayor Edgington and public works staff at Fernley to discuss a potential water line project.

They also went to Fallon to review the New River Business Park.

Granahan stated Marshall is extremely detailed and tells it like it is, with no frosting.

b) 2nd Annual Nevada Economic Development conference

There were 217 registrants as compared to 179 last year; 22 sponsors compared to ten last year. The conference grew a bit. At the conference Radil did not hear any negative comments.

Lawson and Lattin noted it was very well organized.

Radil said in the future the number of Tracks and the number of sessions may be reduced.

Lawson added participants at the conference need time off in order to talk.

c) WNDD RLF program

Radil said WNDD currently has five borrowers. One borrower, due to a health issue got behind on payments and has been working since June to become current, and will get up-to-date by 12/31/2016. Last Friday Radil said WNDD received two payments. The Loan Review Committee reviewed one loan application in August/September, with the loan condition there be a Personal Guarantor for the loan. As the applicant does not have a Personal Guarantor the loan will not be approved

Radil said the Balance Sheet, does not reflect loan principal in a separate account, which needs to be created at City National Bank. There is \$37,000 available to make additional loans. CDBG loan payments do not have a population requirement, and WNDD retains all CDBG loan repayments. RBEG funds must be loaned in areas under 50,000 population.

Discussion – Host site for the December 2016 Board Meeting to include tours and a dinner meeting

It was suggested the meeting be held in Sparks. Lawson said “he would work” on it.

Radil explained the host county arranges for tours (two or three) in the host county, followed by a dinner meeting. Tours generally begin at 3 to 3:30 p.m., with the dinner meeting at 5:30 p.m. to 6:00 p.m. This gives the host county the opportunity to show other board members what is occurring in other member areas.

Radil said the 4th Monday is after Christmas and a different date should be set for the December tour/dinner meeting.

Lawson said only conflicts may be other Christmas parties. He proposed a tour of the museum downtown. The December Board Meeting will be held December 14th. The location will be near Legends. Part of the tour will be viewing downtown improvements and possibly another apartment project.

ADJOURNMENT

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

Respectfully Submitted,

APPROVED:

Lisa Granahan, Secretary/Treasurer

Ed Lawson, President