

MINUTES

Western Nevada Development District

Board of Directors Meeting

5:30 PM, Wednesday, 8 June 2016

Marzen House Museum. 25 Marzen Lane, Lovelock, Nevada 89419

MEMBERS PRESENT: Carson City, Lori Bagwell; Churchill County, Rachel Dahl; City of Fallon, Robert Erickson; Douglas County, Lisa Granahan, Bill Chernock; Humboldt County, Marlene Brissenden; City of Fernley Roy Edgington, Jr.; Pershing County, Heidi Lusby-Angvick; City of Lovelock, Pat Rowe & Mark Hauenstein; Storey County, Dean Haymore; Washoe County, Jenifer Rose; City of Reno, Tillery Williams, Teri Bath; City of Sparks, Ed Lawson & Kristopher Dahir; Private Sector Rep, Mineral County, Shelley Hartman

MEMBERS ABSENT: City of Winnemucca, Lyon County, City of Yerington, Mineral County; Fallon Shoshone-Paiute Tribe, Pyramid Lake Tribe, Reno-Sparks Colony, Walker River Paiute, Washoe Tribe, Yerington Paiute Tribe, and Associate Members

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

Call to Order- Ed Lawson, President, called the meeting to order at 5:55 p.m.

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

Introduction of Guests: Larry & Mrs. Rackley, Stan Lau, Fred Steinmann, Roberta Haymore, Kathy Halbardier, Patricia Bianchi, Rod Wilcox, Linda Whyte, Jerry Whyte, Jim Rowe and David Heet

Public Comment: Heidi Lusby-Angvick thanked everyone for coming to Lovelock-Pershing County for the tours and the WNDD dinner meeting. She also thanked the Temptations and the Marzen House Museum. She added there is a small restaurant on Cornell that opened a few weeks ago, as well as a small Automobile Repair Shop. She said they are pleased to support these small businesses.

Agenda Approval

Motion by Dean Haymore to approve the Agenda as presented. *Roy Edgington, Jr. seconded the motion.* Motion carried.

Discussion/ Approval – Meeting Minutes of 13 April 2016 and Special Meeting Minutes

Pat Rowe moved to approve the Meeting Minutes of the 13 April 2016 regular board meeting and the Special Meeting Minutes of 29 April 2016. *Motion seconded by Lori Bagwell.* Motion carried with two abstentions (Brissenden and Haymore).

President Lawson stated the Treasurers Report would be pulled from the Consent Calendar and placed at the top of the Administrative Agenda. This was due to Board Members receiving the report at the meeting rather than before the meeting.

ADMINISTRATIVE AGENDA

Discussion/Approval – Treasurers Report for the period 1 July 2015 through 31 May 2016

Radil said the format of the report has been changed. There are only three bank accounts held at City National Bank. The first is the General Operating Account; the second, the Revolving Loan Fund, and the third is the Grant/Wire transfer account. Grant money and any wire transfer sums will be deposited to the third account. This will make it easier for the Auditor and WNDD to track.

Radil said the total cash available as of May 31, 2016 in these three accounts is \$60,454.06. That is about \$20,000 more than a year ago. The General Fund has \$3,000 to \$4,000 more than a year ago. Loan payments of the CDBG funds belong to the District, with no restrictions. In addition, these monies are now eligible to be used to make loans in the Reno area and Carson City in the same amount of \$20,000 - \$25,000.

Haymore asked whether any loans are in default. Radil replied there are none. He said the most recent loan was closed January 2016.

Motion by Dean Haymore to approve the Treasurers Report for the period 1 July 2015 through 31 May 2016. *Motion seconded by Tillery Williams.* Motion carried

Discussion / Approval – WNDD Budget for F Y 2017, 1 July 2016 through 30 June 2017

Radil said the Budget in the packet distributed this evening is the same sent out Friday (6/3/16). He said there is a change to the revenue amount of the EDA Planning Grant. It was projected to be \$85,000, but at last month's meeting it was learned there was an error in the information from Seattle. The EDAP PPG line item has been reduced to \$80,000. Membership revenue is projected to increase with additional associate memberships. Conference revenues are estimated for additional sponsorship revenue and registration revenue. \$26,500 sponsorship revenue has been realized in FY 16.

He said on Line 14 is the final draw from Fernley CDBG 14-ED-21, for administration, and this line item will not be in the FY 17 Budget, as it will be closed out. Line 16 represents repayment of loan made to the Revolving Loan Fund.

Radil said Expenses, Salaries and Wages remain the same. Contract Services include services for Board Meeting Minutes and at present economic development conference expenditures. Conference expenditures will be transferred to the Conference Expenditures line item rather than under general contract services. A \$14,000 surplus is projected for FY 17.

When asked why there was a small amount budgeted for Grant Expenses, Radil stated WNDD does Criminal and Credit Checks on all loan applications. In FY16 there was a \$35,000 loan funded and the additional amount of \$437 was for Criminal and Credit Checks. The \$48,000 in FY 16 was budgeted for loans to be made but only \$35,000 was loaned and \$13,000 in loan funds for CDBG 14-ED-21 had to be de-obligated.

It was noted under Revenue, Line 2 should be “EDA” PPG.

Motion by Teri Bath to approve the WNDD Budget for FY 2017, 1 July 2016 through 30 June, 2017, as presented. *Lisa Granahan seconded the Motion.* Motion carried.

Nominations for WNDD Officers – Nominations for WNDD President and WNDD Vice-President for FY 2017 will be taken from the floor.

Teri Bath nominated Ed Lawson for WNDD President. *Shelley Hartmann seconded the Nomination.* There were no other Nominations for President.

Dean Haymore nominated Roy Edgington, Jr. for Vice-President. *Pat Rowe seconded the Nomination.* There were no other nominations for Vice-President. Both Nominations carried.

Election of Officers For FY 2017 –Ed Lawson, City Councilman, Sparks and Mayor Roy Edgington, Jr., were elected as President and Vice-President by acclamation. The term is for FY 2017, 1 July 2016 through 30 June 2017.

President’s Appointment of WNDD Secretary/Treasurer for FY 2017 –Appointment of WNDD Secretary/Treasurer to serve from 1 July 2016 through 30 June 2017
President Lawson announced that Lisa Granahan will again be the Secretary-Treasurer, and thanked Lisa for volunteering.

Appointment of Associate Membership Task Force – Appoint a three person Task Force to Review and Revise Associate Membership Program for the purpose of expanding participation.

Radil said three people from the Board are to be appointed as a Task Force to Review and Revise the Associate Membership Program for the purpose of expanding participation. He said one should be an Elected Official and two from the Private Sector.

Jenifer Rose, Washoe County and Teri Bath, City of Reno, volunteered to represent the Private Sector, and Roy Edgington, Jr. volunteered to represent the Elected Officials. No action required on this Item.

EXECUTIVE DIRECTOR REPORTS

a) 2nd Annual Nevada Economic Development Conference

Sheryl Gonzales said there are changes to the program and there will continue to be changes. One major change is that Jens Peter Clausen of Tesla is unavailable as the Keynote Speaker on Wednesday. Mr. Diarmuid O'Connell, Vice President of Business Development, from Santa Clara, will take his place. Sheryl said the deadline for early registration is June 30th. Non-profits and local governments receive 50% discount on registration. She added she hoped to see all Board members at the conference. She said Tuesday evening will be the President's Reception for Sponsors, exhibitors and elected officials and representatives from UNR, UNLV and WNDD. It will be held on at the Mackay Mines Building in the DeLaMar Library from 5:30 to 8:30 pm Sheryl thanked Fred Steinmann for all of his help in assisting with the development of the conference. Sheryl also thanked the members of the Conference Planning Committee including Teri Bath, Kathy Halbardier, Heidi Lusby-Angvick, Mark Hauenstein, Mojra Hauenstein, Rachel Dahl, and Tillery Williams. She reported the sponsorship goal is \$48,000. To date \$26,500 has been received and current pledges total \$37,500. Newly added sponsors include Regional Transportation Commission and Desert Research Institute.

b) WNDD CEDS Meeting Update, 14 June 2016

Radil said staff have been working with Fred Steinmann and Tom Harris to present the WNDD CEDS update meeting scheduled for 14 June at the McKinley Center, Reno. The purpose of the CEDS, a review of goals and strategies and updating of regional and jurisdictional projects/initiatives are the focus of this meeting. To date WNDD has received about 50% of the CEDS updates from WNDD Members.

Fred Steinmann stated he will be reviewing the CFR for CEDS requirements and purposes at the meeting.

c) Personnel Policies and Procedures Task Force – Update

Radil said the Task Force, consisting of Lori Bagwell, Ed Lawson, and Carol Shank have been meeting and drafted a document that will be available by the August WNDD meeting for Board approval. POOL/Pact will review the Task Force's draft. Once received from POOL/Pact with their input the Task Force will review and provide a final draft for Board approval.

d) RLF Loan Program

The Revolving Loan committee has another loan application in process for \$5,000.

e) NDOT Regional Transit Planning – WNDD Board Committee

Radil said WNDD had sent a letter to NDOT requesting transit planning for the region, but has not heard anything back from NDOT. The committee needs to meet to draft what should be included in the transit planning. This can be done through conference calls.

INTER-JURISDICTIONAL ISSUES

Board Member Discussion regarding inter-jurisdictional issues

Shelley Hartmann said there is a new 18,000 square foot Industrial Park on Hawthorne Army Depot. Environmental reviews have been completed. The Depot is a Certified Economic Development Site meeting GOED criteria. Other partners are Highway 95 RDA, MCEDEA, SOC-USA and the Armament Retooling and Manufacturing Support (ARMS) program. This will provide additional land, buildings and existing infrastructure for economic development in Mineral County.

Khristopher Dahir spoke about the Nevada Veterans Memorial planned to be in Sparks. The group has determined there will be 838 names at the Memorial. 17 trees, one for each Nevada County will be planted. Total cost is estimated at \$.16 million and anyone can donate to the Memorial and the projected completion date is 2017.

Roy Edgington stated a new road in Fernley is needed. Truckers do not like Fernley's round-about and have gone south because of it. The Nevada Pacific Parkway is one of Fernley's CEDS projects.

There is much misunderstanding of the Gas Index issue on County ballots in November. Due to NRS local governments cannot advocate for the issue through advertising. Additional three cents gas tax would generate \$250,000 for road improvements in Fernley. Without the gas tax many road projects in the region and throughout the state would not be possible.

Mark Hauenstein spoke about a letter to intervene by WNDD with the Public Utilities Commission. He had requested the Executive Director prepare and submit this letter. The Executive Director stated a process needed to be followed and the first step was to present the issue under this agenda item at the Board Meeting.

Hauenstein stated a letter of support to intervene should come from WNDD regarding a specific PUC docket number. The letter would mean PUC would provide all information regarding the docket number would be forwarded to WNDD for review. The specific docket number is 16-07001, Application of Sierra Pacific Power Company d/b/a NV Energy for approve of its 2017-2036 triennial Integrated Resource Plan and 2017-2019 Energy Supply Plan.

The letter would need to be filed with PUC before 1 July 2016.

Lawson asked that the item be put on WNDD's August agenda for discussion. The Board cannot take any action at this time due to the constraints of Nevada's Open Meeting Law.

ADJOURNMENT TO

Wednesday, August 10, 2016 – 9:30 AM, City Hall, Fernley, Nevada

President Lawson adjourned the meeting at 6:55 p.m.

Respectfully Submitted,

APPROVED:

Lisa Granahan, Secretary/Treasurer

Ed Lawson, President