

WESTERN NEVADA DEVELOPMENT DISTRICT

**Board of Directors Meeting
9:30 AM, Monday, February 25, 2019
MINUTES
CITY OF FERNLEY
595 SILVER LACE BLVD. – FERNLEY, NV**

1. **Call To Order** – Roy Edgington, Vice-President, Western Nevada Development District, called the meeting to order at 9:35 am.
2. **Roll Call**
City of Fernley - Roy Edgington, **Churchill County** - Nate Strong, Bus Scharmann, Rick Lattin; **Douglas County** - Lisa Granahan, Bill Chernock (via phone); **Pershing County** - Rob McDougal, Heidi Lusby-Angvick; **City of Lovelock** - Pat Rowe, Mark Hauenstein (via phone); **Washoe County** - Jeanne Herman; **City of Reno** - Aric Jensen, Naomi Duerr, Teri Bath; **City of Sparks** –Jason Evanchak, Art Sperber; **UNR Center for Economic Development** – Tom Harris (via phone), **City of Fallon** - Bob Erickson, **Mineral County**, Shelley Hartmann, Christine Hoeffler (via phone), **Associate Members** – Johnny Hargrove, Jeff Sutich, Aster Girma, Denise Castle (via phone)

MEMBERS ABSENT: **Carson City** – John Barrett, Lee Plemmel; **Douglas County** - John Engel, **City of Fernley** - Colleen Unterbrink; **Churchill County** - Jim Barbee;

GUESTS: Rick Nedzweicki – Mineral County Economic Development Authority Board Member, James Utterback – Mineral County Economic Development Authority Board Member, Trent De Braga - City of Fallon

PRESENT: Sheryl Gonzales, Executive Director
3. **Public Comment**
No Public Comment
4. **Agenda Approval**
A motion was made by Board Member Pat Rowe, seconded by Board Member Shelley Hartmann. Passed unanimously.
5. **Meeting minutes approval of August 27, 2018** (For possible action)
A motion was made by Heidi Lusby-Angvick, seconded by Art Sperber to approve the minutes of the regular WNDD Board meeting of February 25, 2019. Passed unanimously with Board Member Robert Erickson abstaining as Mr. Erickson was absent from that meeting.
6. **Announcements, Presentations, Recognition Items and Items of Special Interest** (Information Only - No Action)

None

APPROVAL OF CONSENT CALENDAR (For possible action)

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.

- 7. Approval – FY 2018-19, January Treasurer’s Report** – Shelley Hartman moved to approve the Consent Calendar, it was seconded by Bus Scharmann. Passed unanimously.

ADMINISTRATIVE AGENDA

- 8. Review, discuss and possible approval of FY 18-19 Amended Budget**

Secretary Treasurer, Lisa Granahan and Director, Sheryl Gonzales presented the proposed amended budget recommendation for Fiscal Year 2018-19.

Total expenditures for 2018-19 are recommended to be revised from \$184,437.00 to \$216,965.30. Services and Supplies proposed revision will increase from \$106,660 to \$144,674. Personnel expenditures were revised from \$76,777 to \$72,291. Increases in the Services and Supplies account are due to increased expenditures from the 2018 Conference. Revenues were revised from \$185,778 to \$216,965. Revenue increases were due to conference revenues increased from \$29,550 to \$54,861. There was a revenue transfer in of \$13,974.30 to balance the budget. These funds were from the Revolving Loan Fund Account. Total expenditures proposed for the amended budget is \$216,965.30 and total revenues proposed for the amended budget are \$216,965.30.

It was moved by Shelley Hartmann, and seconded by Pat Rowe to approve and accept the WNDD FY 18-19 Amended Budget. Passed unanimously.

- 9. Review, discuss and possible approval of the Comprehensive Economic Development Strategy – 2020 Update.**

Executive Director, Sheryl Gonzales provided an update on the CEDS 2020 rewrite process. The first week of June is being selected as a regional workshop for the CEDS. The workshop will be a SWOT focus with 6 sectors of focus being assembled by specific areas important to the economic well-being of the region. The sectors include: Workforce Development, Business Climate, Infrastructure, Business/Industry Sectors, Quality of Life, and Transportation. Subject matter experts will be invited to the workshop which will be held in Fallon. The Board determined that Monday, June 10 would be the day and date for the workshop which will be held at the Fallon Convention Center beginning at 8 am until 3 pm.

It was moved by Shelley Hartmann and seconded by Jeanne Hermann for the CEDS Regional Workshop would be held Monday, June 10 at the Fallon Convention Center. Passed unanimously.

- 10. Review, discuss and possible approval of the UNR Center for Economic Development and WNDD Program**

UNR Center for Economic Development Director, Tom Harris, proposed to the WNDD Board to have program presentations throughout the year presented in a cooperation with UNR Center for Economic Development and WNDD. The first proposed program will be a Dairy and Livestock Summit to be held in Fallon, Nevada. This topic is being presented due to the economic downturn being experienced by these industries. The Dairy and Livestock Summit would be held Tues., April 23. Other future topics would include mining, drones, health care, manufacturing and workforce.

There would be no cost to WNDD. It was moved by Rob McDougal and seconded by Teri Bath to approve the UNR Center for Economic Development and WNDD Program. Passed unanimously.

11. Review, discuss and possible approval of NDOT Request WNDD Letter of Support – Rebuilding America Grant Application

Executive Director, Sheryl Gonzales, reviewed the request from NDOT for a Letter of Support from WNDD as a part of the Rebuilding America Grant Application. NDOT will be submitting a Federal Grant Request for the NDOT I-80 Widening Project from Vista Boulevard to USA Parkway. One of the evaluation criteria for the grant is the level of community support for the project. Obtaining the grant funding will enable NDOT to move forward with the project sooner than currently planned. Ms. Gonzales reviewed that the WNDD Bylaws do allow for this letter for support as outlined in Article 11 – Letter of Support.

It was moved by Shelley Hartmann, and seconded by Jeanne Hermann to approve the WNDD Letter of Support for NDOT in the Rebuilding America Grant Application. Passed unanimously.

12. Review, discuss and possible approval of Bylaws Revision Article 5 Board of Directors regarding the term of officers including President, Vice President and Secretary Treasurer.

Vice President Roy Edgington proposed the revision of the WNDD Bylaws Article 5 with regard to the number of years the officers serve. Currently the term is they serve for one year. Mr. Edgington has proposed changing the officer terms to two years.

It was moved by Shelley Hartmann, and seconded by Bus Scharmann. Passed unanimously.

13. Review, discuss and possible approval for the WNDD June Board Meeting

Lisa Granahan with Douglas County offered to hold the WNDD June Board Meeting in Minden, Nevada. Ms. Granahan will request a tour of the newly opened Bentley Heritage Distillery which would be preceded by the WNDD Board meeting and followed with a dinner. The meeting/event would be held Monday, June 24 beginning at 3 pm. As soon as a tour can be confirmed, the final event will be presented at the WNDD Board meeting in April with more specific details. No action taken at this time.

14. Review, discuss and possible approval to accept recommended settlement on WNDD loan that is in default.

Ms. Gonzales reported to the Board that one of the WNDD Business Microloans has gone into default. Previous Ex. Director, Ron Radil, had entered into a contract with Garry Hayes, Esq. to obtain the balance on the loan which is \$38,000 of a \$50,000 loan. Mr. Hayes had been referred to WNDD by Mary Kerner with Rural Nevada Development Corporation. Mr. Hayes filed with the courts to obtain the balance. As a result of that action, the courts ruled in favor of WNDD. The WNDD client has requested to pay \$25,000 of the \$38,000 which is owed to WNDD. Mr. Hayes has recommended that WNDD counter with \$30,000 to satisfy the loan.

The Board directed staff that more stringent review of loan applications should be engaged coupled with greater oversight of collateral assets to secure loans for the future.

It was moved by Rob McDougal and seconded by Lisa Granahan to counter the client to satisfy the loan with \$30,000. Passed unanimously.

15. WNDD Executive Director Reports – Discussion Only

Executive Director, Gonzales reviewed various WNDD activities since the December Board meeting. These activities included:

Member meetings regarding the CEDS. Several projects to be researched for funding included:

~Norther Nevada Workbased Learning Coalition Project – JOIN, Carson City , Washoe and Douglas School Districts. – Submitted to EDA for consideration to proceed with EDA application.

~Brownfields Assessment Coalition Project – Lovelock, Pershing County and WNDD – Submitted grant application January 31. Notification to be received in spring.

~Highway 80 Burning Man Art Projects – Researching feasibility with partners including Nevada Department of Tourism and Culture, Blackrock Foundation, and NDOT with City of Reno.

~Reno Stead Water Reclamation Facility – Submitted project to EDA for consideration to proceed with EDA application.

National Association of Development Organizations Conference – Attending conference March 17 – 20 in Washington DC as well as a CEDS workshop.

Other meetings and training

Agribusiness Meetings – Douglas County

Brownfields Webinar

NDOT TRI Regional Meeting

Grant Workshop

NVEDC Committee Meetings

CEDS Committee Meetings

NEDA Meetings

Meeting with Jason Evanchak with City of Sparks

16. Inter-Jurisdictional Updates – Discussion Only

Fallon Navy Airbase Expansion was discussed at length by WNDD Board members. The public comment period for the expansion of the airbase closed Feb. 14, 2019. The expansion includes the Navy's current public land withdrawal as well as land range expansion through the additional withdrawal of public lands and the acquisition of non-federal land. All Board members interested in providing input may be able to do so with congressional representatives.

17. The Meeting adjourned to:

June 24, 2019 Board Meeting

Beginning at 3 pm followed by tour and dinner.

Minutes taken by Sheryl Gonzales

Lisa Granahan
Secretary/Treasurer