

**WESTERN NEVADA DEVELOPMENT DISTRICT**

**AGENDA**

**Board of Directors Meeting**

**9:30 AM, Monday, February 25, 2019**

**CITY OF FERNLEY**

**FERNLEY CITY HALL - 595 Silver Lace Blvd. – Fernley, NV**

**CONFERENCE CALL IN**

**515-603-3102/ACCESS 971286#**

- 1. Call To Order – Ed Lawson, President, Western Nevada Development District**
- 2. Roll Call**
- 3. Public Comment**
- 4. Agenda Approval (For possible action)**
- 5. Meeting minutes approval of December 17, 2018 (For possible action)**
- 6. Announcements, Presentations, Recognition Items and Items of Special Interest (Information Only - No Action)**

**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 – Includes all expenditures and revenues from July 1 2018 to January 31, 2019**

**ADMINISTRATIVE AGENDA**

- 8. Review, discuss and possible approval of FY 18-19 Amended Budget. (For Possible Action)**
- 9. Review, discuss and possible approval of the Comprehensive Economic Development Strategy – 2020 Update (For Possible Action)**
  - 9.1 Community Workshop – June 2019**
  - 9.2 Timeline**
- 10. Review, discuss and possible approval of the UNR Center for Economic Development and WNDD Program (For possible action)**
- 11. Review, discuss and possible approval of NDOT Request WNDD Letter of Support - Rebuilding American Grant Application (For possible action)**

**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. (For Possible Action)**

**13. Review, discuss and possible approval for the WNDD June Board Meeting (For Possible Action)**

**14. Review, discuss and possible approval to accept recommended settlement on WNDD loan that in default. (For Possible Action)**

**15. WNDD Executive Director (Information Only – No Action Required)**

15.1. Member Meetings – CEDS Projects Review

15.2 Grant Research & Applications:

15.1. Northern Nevada Workbased Learning Coalition Project – JOIN,  
Douglas, Washoe and Carson City

15.1.2 Brownfields Assessment Coalition to EPA – Lovelock, Pershing,  
WNDD

15.1.3 Hwy 80 Burning Man Art Projects – Reno

15.1.4 Reno Stead Water Reclamation Facility – Reno

15.3 National Association of Development Organizations Conference

15.4 Other meetings and training

**16. Inter-Jurisdictional Updates (Information Only – No Action Required)**

**17. Adjourn to:**

**Monday, April 29, 2019 – City of Fernley**

The WNDD address is:

Western Nevada Development District

1000 North Division Street, Suite 102C

Carson City, Nevada 89703

[www.wndd.org](http://www.wndd.org)

Telephone: 775-473-6753

E-mail: [sgonzales@wndd.org](mailto:sgonzales@wndd.org)

This **NOTICE** has also been posted at the WNDD Office, 1000 North Division Street, Suite 102C, Carson City, Nevada 89703.

**NOTICE TO PERSONS WITH DISABILITIES:** Members of the Public who are disabled and require special assistance or accommodation at the meeting are requested to notify the Western Nevada Development District office in writing at 704 West Nye Lane, Suite 201, Carson City, Nevada 89703 or by calling 775-883-7333 or TTY/TDD 1-800-326-6868 at least 24 hours in advance of the meeting.

This notice has been faxed for posting at the following locations:

Carson City Executive Offices, 201 North Carson Street, Carson City, Nevada 89701

Churchill County, Administrative Complex, 155 North Taylor Street, Fallon, Nevada 89406

City of Fallon, City Hall, 55 West Williams Street, Fallon, Nevada 89406

City of Fernley, 595 Silver Lace Boulevard, Fernley, Nevada 89408

Douglas County, Executive Offices, 1616 8<sup>th</sup> Street, Minden, Nevada 89423

Humboldt County, Courthouse, 50 West 5<sup>th</sup> Street, Winnemucca, Nevada 89445  
City of Winnemucca, City Hall, 90 West Fourth Street, Winnemucca, Nevada 89445  
Lyon County, Courthouse, 31 South Main Street, Yerington, Nevada 89447  
City of Yerington, 102 South Main Street, Yerington, Nevada 89447  
Mineral County, Courthouse, 1st and "A" Street, Hawthorne, Nevada 89415  
Pershing County, Courthouse, 400 Main Street, Lovelock, Nevada 89419  
City of Lovelock, Executive Offices, 400 14th Street, Lovelock, Nevada 89419  
City of Reno, 1 East First Street, Reno, Nevada 89505  
City of Sparks, 431 Prater Way, Sparks, Nevada 89431  
Storey County, Courthouse, "B" Street, Virginia City, Nevada 89440  
Washoe County, 1001 East Ninth Street, Building A, Reno, Nevada 89512  
Western Nevada Development District, 704 West Nye Lane, Suite 201, Carson City, Nevada  
89703

# STAFF SUPPORT REPORT



**WESTERN NEVADA DEVELOPMENT DISTRICT**

**Board of Directors Meeting  
9:30 AM, Monday, February 25, 2019**

**CITY OF FERNLEY**

**FERNLEY CITY HALL - 595 Silver Lace Blvd. – Fernley, NV  
STAFF REPORT – SUPPORTING DOCUMENTATION**

Roy Edgington, WNDD Vice President, will call meeting to order.

**Item 5 – Board meeting minutes - December 17, 2018 for review, discussion and approval.**

**Item 6 - Announcements, Presentations, Recognition Items and Items of Special Interest – None at this time**

**Item 7 – Consent Agenda - FY 2018-19, January Treasurer’s Report – Recommend approval. Report reflects all expenditures and revenues for July 2018 1 to January 31 2019. For approval.**

**Item 8 – FY 18-19 Amended Budget –** Budget has been amended in anticipation of expenditures and revenues exceeding approved budget for FY 18-19. Expenses are revised from approved budget of \$183,437 to \$216,965.30. Revenues were approved at \$185,778 and are recommended to be amended to \$216,965.30. These amendments are due to over expenditures as well as revenues in conference in addition to unanticipated costs related to new office location, the audit, and increased travel and meetings with member agencies. A savings was realized in contract expenses. A total of \$13,974.30 was transferred in from WNDD accounts to balance budget. **For review, discussion and approval.**

**Item 9 – Comprehensive Economic Development Strategy – 2020 Update –** Community Workshop and Timeline – The CEDS Committees have been meeting to design and implement a community outreach process to develop the CEDS 2020 Document. This is a rewrite of the CEDS which is required every 5 years. Committee members have decided upon a SWOT Workshop that will include subject matter experts in various sectors. The SWOT will provide the CEDS Committee with important regional information for each of the following sectors: Business/Industry, Workforce, Infrastructure, Business Climate, Quality of Life, and Transportation. This workshop will be held week of June 10 and is anticipated to be a full day. From this workshop, the CEDS Committee will summarize the five most important issues from each areas of the SWOT. It is anticipated additional workshops will be held within the Region to obtain community input on the SWOT to complete the analysis. From this information the CEDS Committee will determine the most important issues and highest priorities for the CEDS including evaluative criteria by which projects will be determined for the CEDS. Info graphics are included for Board information, review and discussion: SWOT Analysis, Sectors of Focus for June Workshop, and CEDS 2020 Rewrite Timeline. **For review, discussion and approval.**

**Item 10 – UNR Center for Economic Development and WNDD Program –** Dr. Tom Harris is proposing programs for the WNDD region to include presentations on mining, agriculture, manufacturing, and other topics recommended by the WNDD Board. These workshops will be co sponsored by UNR – Center for Economic Development and WNDD. The first program will be a Dairy Summit which will be held in Fallon on April 23. WNDD will provide in-kind support such as publicity, registration and on site

assistance. Other subjects are being proposed and solicited for discussion and direction. **For review, discussion and approval.**

**Item 11 – NDOT Request WNDD Letter of Support for Rebuilding America Grant** - The Nevada Department of Transportation 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. As part of the grant application process we are asking for letters of support from key government and business organizations. Obtaining the grant funding will enable NDOT to move forward with the project sooner than currently planned. NDOT is requesting a letter of support from WNDD. The WNDD Bylaws allows for this letter for support as outlined in Article 11 – Letter of Support.

**WNDD Bylaws Article 12 – Letter Of Support**

11.1 The following shall apply to requests for Letters of Support from WNDD:

The criteria under which a Letter of Support would be approved by the WNDD Board of Directors:

- a) Project and/or program must be applicable to the WNDD region, benefitting communities where the project/program will be implemented.
- b) Project and/or program must meet a WNDD Comprehensive Economic Development Strategy or Goal or listed in the CEDS Project Listing

**For review, discussion and approval.**

**Item 12 - Bylaws Revision Article 5 Board of Directors regarding the term of officers including President, Vice President and Secretary Treasurer** - The WNDD Bylaws require a President and Vice President be selected every 12 months (see Bylaw below). For the process of recommending a President and Vice President, a Nominating Committee has been appointed by the Board to bring a slate for election at the June Board meeting. It has been requested the Board discuss changing the Bylaws so the President, Vice President, and Secretary Treasurer (appointed by the President) serve for two years as opposed to one year.

**Article 5 – Board of Directors**

5.12 Officers: The Board of Directors shall elect from its voting membership, a President, and Vice-President who will serve for a 12-month period. The President shall appoint the Secretary/Treasurer with the approval of the Board of Directors. Any officer may be re-elected to succeed him/herself; however, tenure of office is not continued when a change in Member Representative occurs because of local elections, resignations or removal.

**For review, discussion and approval.**

**Item 13 – WNDD June Board Meeting** – Every June a formal program is presented by a member agency to showcase their community as a part of the WNDD Board Meeting. The program includes a dinner as well as a Board meeting. It is recommended the Board discuss opportunities of a location for the June Board meeting. **For review, discussion and approval.**

**Item 14 – WNDD Loan In Default** – One of the WNDD Business Microloans has gone into default. Garry Hayes, Esq. was contracted to obtain the balance on the loan which is \$38,000 of a \$50,000 loan. Mr. Hayes has filed with the courts to obtain the balance. 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. **For review, discussion and approval.**

**Item 15 – WNDD Executive Director Reports – Discussion Only.**

15.1 Member Meetings/CEDS Review including projects – Carson City, Mineral County

15.2 Grant Research & Applications

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

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

15.2.3 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.

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

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

15.4 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

**Item 16 – Inter-Jurisdictional Updates – Discussion Only.** In addition to all updates, member agencies are encouraged to review current CEDS to update progress on any projects listed and/or projects coinciding with goals.

**Adjourn to:**

**Monday, April 29, 2019 – City of Fernley**

**AGENDA ITEM 5**  
**DECEMBER 17, 2018 MEETING MINUTES**



**WESTERN NEVADA DEVELOPMENT DISTRICT**

**Board of Directors Meeting  
2:00 PM, Monday, December 17, 2018**

**MINUTES**

**CITY OF RENO**

**Reno City Hall – 1 East First Street – 7<sup>th</sup> Floor Caucus Conference Room - Reno, NV\***

**CONFERENCE CALL IN**

**515-603-3102/ACCESS 971286#**

1. **Call To Order** – Ed Lawson, President, Western Nevada Development District  
President Lawson called the meeting to order at 2:00 pm.

2. **Roll Call**

**Carson City**, John Barrette; **Churchill County**, Nate Strong; **Douglas County**, Lisa Granahan; **Pershing County**, Rob McDougal, Heidi Lusby-Angvick; **City of Lovelock**, Pat Rowe, Mark Hauenstein (via phone); **Storey County**, Austin Osborne; **Washoe County**, Jeanne Herman, Mojra Hauenstein; **City of Reno**, Aric Jensen, Jeff Limpert; **City of Sparks**, Ed Lawson, Art Sperber; **Mineral County**, Shelley Hartmann; **Associate Members**, Aster Girma, Kathy Halbardier

**MEMBERS ABSENT:** Carson City, Lee Plemmel; Douglas County Larry Walsh, Bill Chernock, Fernley, Roy Edgington, Colleen Unterbrink; Churchill County Jim Barbee, Bus Scharmann, Rick Lattin; City of Fallon, Robert Erickson; City of Reno, Teri Bath; NV Energy Johnny Hargrove

**GUESTS:** Marlene Rebori – UNR Cooperative Extension, Jen Hin – UNR Cooperative Extension, Tom Harris – UNR, Center for Economics

**STAFF PRESENT:** Sheryl Gonzales, Executive Director

3. **Public Comment**

No Public Comment

4. **Agenda Approval** (For possible action)

A motion was made by Board Member Art Sperber, seconded by Board Member Rob McDougal to approve the agenda as submitted. Passed unanimously

5. **Meeting minutes approval of August 27, 2018** (For possible action)

A motion was made by Board Member Heidi Lusby-Angvick, seconded by Board Member Art Sperber to approve the minutes of the regular WNDD Board meeting of October 22, 2018. Passed unanimously.

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.

## **NO ITEMS**

## **ADMINISTRATIVE AGENDA**

### **7. Recommend approval of WNDD 2017 Financial Audit**

Kevin Pikero from Kevin J. Pikero and Associates provided a report of the Annual WNDD Financial Statements for the year ending June 30, 2018. Highlights included total current assets decreased from \$78,265 (June 30, 2017) to \$71,772 (June 30, 2018). Liabilities increased with balances at \$16,313 (June 30, 2017) and \$32,-193 (June 30, 2018). The Capital Assets remained the same.

It was moved by Art Sperber, and seconded by Lisa Granahan to approve and accept the WNDD 2017 Financial Audit. Passed unanimously.

### **8. Discussion and Approval on Comprehensive Economic Development Strategy -2020 rewrite Process to date. (For possible action)**

Executive Director, Sheryl Gonzales reviewed the proposed process for the rewrite of the CEDS. This included the goals, timeline and committee. Goals included:

1. Complete CEDS as required by EDA for WNDD to remain a District
2. Present a comprehensive economic picture of the region and member communities that include elements that contribute to the economic picture.
3. Engage community outreach for input on the CEDS
4. Develop CEDS document that includes Vision, SWOT Analysis, Highest priority issues, Strategic Directions, Economic Resiliency Actions, Projects from Region, Determine evaluative criteria to prioritize projects, Identification of highest priority projects, an action plan, performance measures, critical path dates for engagement.
5. Strengthen WNDD brand as an essential partner in the region's economy.

Timeline is attached with the minutes with committee roster.

It was moved by Rob McDougal, and seconded by Pat Rowe, to approve the CEDS process proposed to date. Passed unanimously.

### **9. Northern Nevada Development Authority Request for Conference Sponsorship Refund (For possible action)**

President Lawson and Executive Director reviewed with the WNDD Board a request from Northern Nevada Development Authority (NNDAA) to refund the Friends Level Sponsorship of \$1,500 given in support for the 2018 Nevada Economic Development Conference. The request was made as NNDAA cited irreconcilable program differences. After a lengthy discussion, it was moved by Board Member Pat Rowe and seconded by Mojra Hauenstein to not approve the refund request and for staff to develop a financial policy regarding refund requests. Passed unanimously.

### **10. Recommend approval to prorate 2018-19 Humboldt County Dues for \$2,812.50. (For possible action)**

Executive Director, Gonzales reviewed with the WNDD Board a request from Humboldt County to be a part of the CEDS 2020 Rewrite. It was recommended Humboldt County become a WNDD member with a prorated membership dues of \$2,812.50 rather than the \$5,625. It was moved by Art Sperber, seconded by Pat Rowe to approve the prorated membership dues for Humboldt County and to develop a financial policy with regard to membership dues and the ability to prorate the fees. Passed unanimously.

**11. WNDD Executive Director (Information Only – No Action Required)**

The December Executive Director report included member meetings Ms. Gonzales has had with the member agencies including City of Sparks, City of Reno, Washoe County, Churchill County, and Douglas County. At the meetings, the CEDS projects are reviewed with the purpose of identifying up to 3 projects that could be submitted to EDA for possible funding opportunities as well as discussion regarding the CEDS 2020 Rewrite.

An update was provided to the Board that the City of Wells did received a recommendation by Wil Marshall, EDA Representative, for EDA Disaster Grant totaling \$2.1 M. The grant funds will be utilized to for a flooding mitigation project. They are to match 20% of the total grant. →

The Pershing County Economic Development Strategic Plan has been completed and was recently approved by a joint Pershing County and City of Lovelock Council meeting.

The 2019 WNDD Board Meeting Schedule was distributed to all Board members. Several meetings and trainings were attended by Gonzales over the last 3 months that included an Opportunity Zones workshop in Las Vegas.

**12. Inter-Jurisdictional Updates (Information Only – No Action Required)**

**Projects discussed included:**

City of Sparks pursuing a Lands Bill.

Douglas County reported the recent environmental approval of the U.S. 50 South Shore Revitalization Project also known as Loop Road. It received unanimous Tahoe Regional Planning Agency last month.

The Opportunity Zones were discussed. There are 61 opportunity zones in Nevada. The purpose of the Opportunity Zones is to encourage long-term private investment in low-income communities. An Opportunity Zone workshop is being planned for Northern Nevada. Southern Nevada had a workshop in November.

**13. The Meeting adjourned at 2:53 pm. Adjourn to:  
Feb. 25, 2019 Board Meeting – City of Fernley**

Minutes taken by Sheryl Gonzales

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Lisa Granahan  
Secretary/Treasurer



**AGENDA ITEM 7**  
**JANUARY 2019 TREASURER'S REPORT**



Western Nevada Development District  
**Balance Sheet**  
As of January 31, 2019

	Jan 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
City National Bank (883)	13,200.49
Revolving Loan Fund-3953	15,119.17
EDA Account (735)	4,079.93
Total Checking/Savings	32,399.59
Accounts Receivable	
Accounts Receivable	-264.37
Total Accounts Receivable	-264.37
Other Current Assets	
Security Deposit	600.00
1002 CDBG - Borrower 2	32,749.71
1002 RBEG - Borrower 2	3,861.84
1003 CDBG- Borrower 3	24,198.04
1003 RBEG- Borrower 3	3,583.36
1005 CDBG- Borrower 3	3,652.82
1004 - CDBG Borrower 4	20,953.60
1004 - RBEG - Borrower 4	3,207.00
1006 CDBG - Borrower 6	27,065.77
Undeposited Funds	-5,000.00
Total Other Current Assets	114,872.14
Total Current Assets	147,007.36
Fixed Assets	
Computer Equipment	23,034.61
Furniture & Fixtures	11,743.25
Accumulated Depreciation	-34,777.86
Total Fixed Assets	0.00
<b>TOTAL ASSETS</b>	<b>147,007.36</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-25.84
Total Accounts Payable	-25.84
Credit Cards	
Elan Financial	16,739.93
Total Credit Cards	16,739.93
Other Current Liabilities	
Salary Accrual	1,107.32
Retirement	10,720.00
Accrued Vacation	4,831.43
Payroll Liabilities	
Medicare	-6.53
Federal Unemployment	25.80
State Unemployment	-581.19
Total Payroll Liabilities	-561.92
Total Other Current Liabilities	16,096.83
Total Current Liabilities	32,810.92
Total Liabilities	32,810.92

5:16 PM

02/07/19

Cash Basis

# Western Nevada Development District

## Balance Sheet

As of January 31, 2019

	Jan 31, 19
Equity	
Retained Earnings	145,549.02
Fund Balance	-7,300.99
Net Income	-24,051.59
Total Equity	114,196.44
TOTAL LIABILITIES & EQUITY	147,007.36

Western Nevada Development District  
Profit & Loss by Class

July 2018 through January 2019

	CDBG - RLF	Conference	EDA Planning Grant	RBEG-RLF	TOTAL
Ordinary Income/Expense					
Income					
Conference	0.00	54,861.25	0.00	0.00	54,861.25
EDA Planning Grant	0.00	0.00	40,000.00	0.00	40,000.00
Membership Dues	0.00	0.00	175.00	0.00	175.00
JOIN	0.00	0.00	57,050.00	0.00	57,050.00
Membership Dues - Other	0.00	0.00	57,225.00	0.00	57,225.00
Total Membership Dues	0.00	0.00	57,225.00	0.00	57,225.00
Interest Earnings	0.00	0.00	16.77	0.00	16.77
4410 EDA Interest	2,191.25	0.00	0.00	189.10	2,380.35
Interest Earnings - Other	2,191.25	0.00	16.77	189.10	2,397.12
Total Interest Earnings	2,191.25	0.00	16.77	189.10	2,397.12
Total Income	2,191.25	54,861.25	97,241.77	189.10	154,483.37
Expense					
Conference Expense	0.00	98,697.87	30.00	0.00	98,727.87
Accounting	0.00	0.00	5,220.00	0.00	5,220.00
Audit	0.00	0.00	6,575.00	0.00	6,575.00
Bank Service Charges	0.00	0.00	5.00	0.00	5.00
Insurance	0.00	0.00	1,926.26	0.00	1,926.26
Liability/Property	0.00	0.00	1,926.26	0.00	1,926.26
Total Insurance	0.00	0.00	1,926.26	0.00	1,926.26
Contracted Services	0.00	0.00	826.24	0.00	826.24
Dues	0.00	0.00	2,865.66	0.00	2,865.66
Meetings	0.00	0.00	1,782.15	0.00	1,782.15
Equipment	0.00	0.00	54.19	0.00	54.19
Fringe Benefits	0.00	0.00	3,150.00	0.00	3,150.00
Health Insurance	0.00	0.00	631.38	0.00	631.38
Dental Insurance	0.00	0.00	155.04	0.00	155.04
Vision Insurance	0.00	0.00	3,936.42	0.00	3,936.42
Total Fringe Benefits	0.00	0.00	3,936.42	0.00	3,936.42
Miscellaneous	0.00	0.00	2,577.19	0.00	2,577.19
Office Supplies	0.00	0.00	1,593.08	0.00	1,593.08
Copies	0.00	0.00	10.00	0.00	10.00
Payroll Expense	0.00	0.00	40,715.70	0.00	40,715.70
Wages	0.00	0.00	2,719.67	0.00	2,719.67
Social Security	0.00	0.00	629.72	0.00	629.72
Medicare	0.00	0.00	25.80	0.00	25.80
Federal Unemployment	0.00	0.00	68.89	0.00	68.89
State Unemployment	0.00	0.00	44,159.78	0.00	44,159.78
Total Payroll Expense	0.00	0.00	44,159.78	0.00	44,159.78
Postage	0.00	0.00	71.00	0.00	71.00
Rent	0.00	0.00	4,974.46	0.00	4,974.46
Travel	0.00	0.00	1,963.01	0.00	1,963.01
Meals	0.00	0.00	852.65	0.00	852.65
Web Design & Maintenance	0.00	0.00	415.00	0.00	415.00
Total Expense	0.00	98,697.87	79,837.09	0.00	178,534.96
Net Ordinary Income	2,191.25	-43,836.62	17,404.68	189.10	-24,051.59
Net Income	2,191.25	-43,836.62	17,404.68	189.10	-24,051.59

**AGENDA ITEM 8**  
**FY 18-19 AMENDED BUDGET**



EXPENSES	FY 18/19	EDA-PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% EXPENDED	REVISED AMENDED	Difference	Comments
1 Personnel and Benefits											
2 Salaries and Wages	64,642.00	3,850.00	0.00	36,865.70	3,850.00	40,715.70	23,926.30	63%	\$ 59,966.00	\$ 4,676.00	
3 Benefits	6,395.00	509.88	0.00	3,426.54	509.88	3,936.42	2,458.58	62%	\$ 6,486.00	\$ (91.00)	
4 Payroll Expenses	5,740.00	380.55	0.00	3,063.53	380.55	3,444.08	2,295.92	60%	\$ 5,839.17	\$ (99.17)	
5 PAYROLL & BENEFITS SUB-TOTAL	76,777.00	4,740.43	0.00	43,355.77	4,740.43	48,096.20	28,680.80	63%	\$ 72,291.00	\$ 4,485.83	Savings due to elimination of 1 FTE in October
EXPENDITURES					0.00						
6 Services and Supplies					0.00						
7 Accounting, legal, insurance	16,150.00	630.00	0.00	13,091.26	630.00	13,721.26	2,428.74	85%	\$ 16,871.26	\$ (771.26)	Audit cost \$6,500. Budgeted \$5,000- Overbudgeted \$1,500.
8 Bank Service Charges	60.00	0.00	0.00	5.00	0.00	5.00	55.00	8%	\$ 5.00	\$ 55.00	Savings due to bank error.
8 Contract Services	10,000.00	1,924.22	0.00	826.24	1,924.22	2,750.46	7,249.54	28%	\$ 3,000.00	\$ 7,000.00	Savings due to not contracting consulting services. Diane Heet contract.
9 Equipment/Maintenance	500.00	0.00	0.00	54.19	0.00	54.19	445.81	11%	\$ 700.00	\$ (200.00)	Recommended amendment due to moving office & equipment being installed at new location.
10 Rent and Utilities	7,200.00	600.00	0.00	4,374.46	600.00	4,974.46	2,225.54	69%	\$ 8,200.00	\$ (1,200.00)	Recommended amendment due to moving offices with rent deposit and phone charges.
11 Dues, subscriptions, meetings	2,000.00	0.00	0.00	2,723.59	0.00	2,723.59	-723.59	136%	\$ 3,000.00	\$ (1,000.00)	Recommended amendment due to to member meetings, & presentations.
12 Office Supplies	1,500.00	1,003.59	0.00	3,166.68	427.71	3,594.39	-2,094.39	240%	\$ 4,000.00	\$ (2,500.00)	Recommended to move credit card interest to separate line item. Overexpenditures due to moving expenses, and credit card interest payments.
13 Postage/Shipping	100.00	0.00	0.00	71.00	0.00	71.00	29.00	71%	\$ 150.00	\$ (50.00)	
14 Travel and Meals	5,000.00	0.00	0.00	2,815.66	0.00	2,815.66	2,184.34	56%	\$ 6,500.00	\$ (1,500.00)	Recommended amendment for Increased travel to member organizations.
15 Printing and Reproduction	150.00	0.00	0.00	10.00	0.00	10.00	140.00	7%	\$ 50.00	\$ 100.00	
16 Internet and Web Service	3,500.00	0.00	0.00	415.00	0.00	415.00	3,085.00	12%	\$ 3,500.00	\$ -	
17 Loan Servicing	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0%	\$ -	\$ 500.00	No loan servicing anticipated.
18 Conference	60,000.00	0.00	0.00	96,852.04	1,845.83	98,697.87	-38,697.87	164%	\$ 98,697.87	\$ (38,697.87)	Conference overexpenditures due to speaker fees & expenses.
SERVICES & SUPPLIES SUB-TOTAL	106,660.00	4,157.81	0.00	124,405.12	5,427.76	129,832.88	-23,172.88	122%	\$ 144,674.13	\$ (38,014.13)	
EXPENSE TOTALS	183,437.00	8,898.24	0.00	167,760.89	10,168.19	177,929.08	5,507.92	97%	\$ 216,965.30	\$ (33,528.30)	
REVENUE TOTALS	185,778.00	0.80	388.10	154,144.47	338.90	154,483.37	31,294.63	83%	\$ 216,965.30	\$ (31,187.30)	

FISCAL YEAR 2018-2019 ANNUAL BUDGET  
JANUARY - 58.33 % OF BUDGET

WESTERN NEVADA DEVELOPMENT DISTRICT

REVENUE	FY 18/19	EDA - PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% REALIZED	REVISED - AMENDED	DIFFERENCE	COMMENTS
<b>Resources</b>											
1 EDA PPG 07-83-06874-02	\$ 80,000.00	\$ -	\$ -	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	50.00%	\$ 80,000.00	\$ -	
2 Membership	\$ 69,875.00	\$ -	\$ -	\$ 57,225.00	\$ -	\$ 57,225.00	\$ 12,650.00	92.00%	\$ 64,040.00	\$ (5,835.00)	Projected total associate memberships revenue not realized.
5 Conference	\$ 29,550.00	\$ -	\$ -	\$ 54,861.25	\$ -	\$ 54,861.25	\$ (25,311.25)	185.66%	\$ 54,861.00	\$ 25,311.00	Conference revenue exceeded projection due to sponsorships received.
6 RLF Interest	\$ 6,353.00	\$ -	\$ 338.10	\$ 2,042.25	\$ 338.10	\$ 2,380.35	\$ 3,972.65	37.47%	\$ 4,070.00	\$ 2,283.00	Decreased revenue due to delinquent loan.
7 Interest	\$ -	\$ 0.80	\$ -	\$ 15.97	\$ 0.80	\$ 16.77	\$ (16.77)	0.00%	\$ 20.00	\$ 20.00	
8 Cash - <i>WVND</i>									\$ 13,974.30		Cash utilized from WVND accounts to balance budget.
<b>REVENUE</b>	<b>\$ 185,778.00</b>	<b>\$ 0.80</b>	<b>\$ 338.10</b>	<b>\$ 154,144.47</b>	<b>\$ 338.90</b>	<b>\$ 154,483.37</b>	<b>\$ 31,294.63</b>	<b>83.15%</b>	<b>\$ 216,965.30</b>	<b>\$ 31,187.30</b>	

**AGENDA ITEM 9**  
**COMPREHENSIVE ECONOMIC DEVELOPMENT**  
**STRATEGY – 2020 UPDATE**



## WNDD – CEDS PROCESS

### Timeline – Critical Path Dates 2018 – 2020

Wednesday, Nov 28, 2018	CEDS Kick Off
Monday, Dec 17, 2018	WNDD Board Meeting Recommend Process – Approved to date
Wednesday, Jan 23, 2019	CEDS Sub-Committee Meeting Process Refined
Monday, Feb 25, 2019	WNDD Board Meeting CEDS Sub-Committee Update Workshop Preparation/Subject Matter Experts Determined
Wednesday, Feb 27, 2019	CEDS Core Committee Finalize Process/Materials Stakeholder Interview Process Determined – Questionnaire Draft
Wednesday, Mar 27, 2019	CEDS Sub-Committee Meeting June Workshop Plans Finalized Stakeholder Interview Questionnaire Finalized
Monday, Apr 22, 2019	WNDD Board Meeting Stakeholder Process Reviewed/Finalized
May/June 2019	Stakeholder Questionnaire Distributed
Week of June 10, 2019	Region Wide Workshop
Monday, Jun 24, 2019	WNDD Board Meeting Workshop Review




## DRAFT

July, 2019	CEDS Sub-Committee Meeting Final SWOT Stakeholder Interview Questionnaire Summarized
Monday, Aug 19, 2019	WNDD Board Meeting CEDS Sub-Committee Update
Wednesday, Sept 18, 2019	CEDS Sub-Committee Meeting Refine issues, Evaluative criteria priorities, Projects
Monday, Oct 28, 2019	WNDD Board Meeting Review CEDS Process/Outcomes to Date
Nov/Dec 2019 Jan 2020	Draft CEDS Document & Distribute
Wednesday, Jan 22, 2020	Review/Refine Draft CEDS Document
Wednesday, Feb 24, 2020	WNDD Board Meeting Submit to WNDD Board for Approval
March/April 2020	Submit to EDA Publish and Distribute

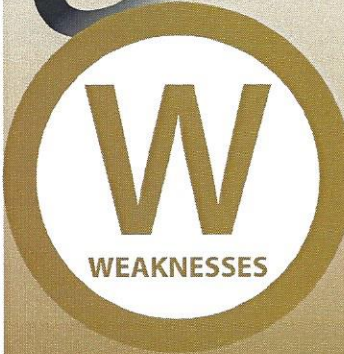



DRAFT



**STRENGTHS**

- What are we doing really well?
- What are our greatest assets?
- What are we most proud of accomplishing?
- What makes us unique?
- What do our strengths tell us about our region?
- How do we use our strengths to get results?



**WEAKNESSES**

- What aren't we doing well?
- What are our greatest liabilities?
- In what areas have we underperformed?
- What are our limitations in resources, staff, technology, capital? Etc?
- What do our weaknesses tell us about our region?
- What are some of the reasons that we have not yet overcome our weaknesses?



**OPPORTUNITIES**

- What are the most profound changes shaping our environment?
- What innovation inspires us to change?
- How can we make a difference for our region?
- What are the top three opportunities we should focus on?
- How can we reframe weaknesses or threats, so they become opportunities?
- What synergies can we create with other sectors?

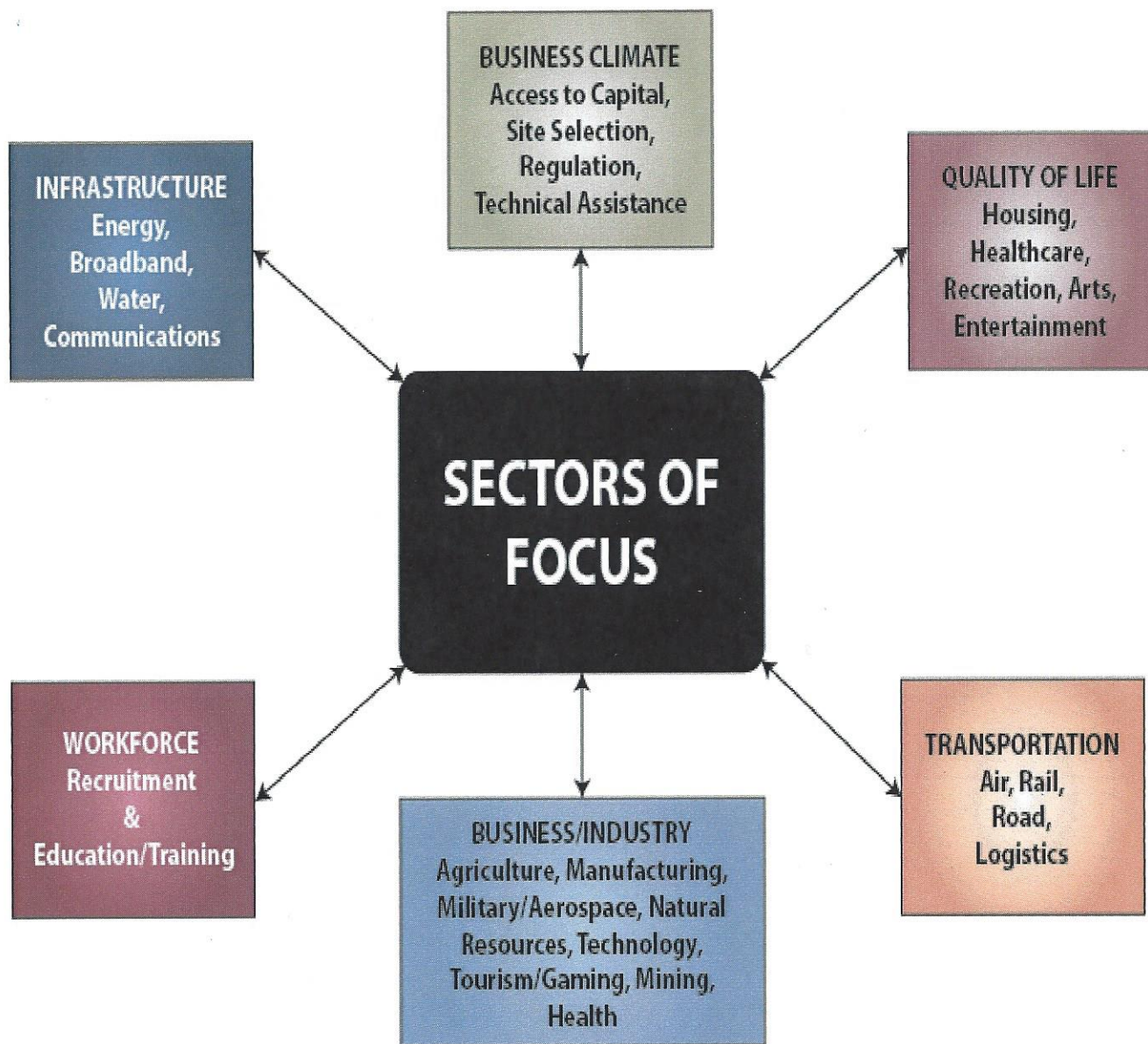


**THREATS**

- Who or what is our biggest competitor or danger?
- What would be the worst thing we could do as a region?
- What threat have we underestimated or failed to consider?
- What threats do our weaknesses expose us to?

**Vision:** What is our most compelling vision of our region? What should our region become?





**AGENDA ITEM 11**  
**NDOT LETTER OF SUPPORT**



February 26, 2019

The Honorable Elaine L. Chao  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

RE: FY 2019 Infrastructure for Rebuilding America grant application by the Nevada Department of Transportation for the Widening of I-80 from Vista Boulevard to USA Parkway.

Dear Secretary Chao,

Western Nevada Development District supports the Nevada Department of Transportation (NDOT) Nationally Significant Freight and Highway Projects (INFRA) grant application for improvements to the Interstate 80 (I-80) corridor from Vista Avenue to USA Parkway in Washoe County, Nevada. The project will provide an additional lane along I-80 in both directions to reduce congestion between the Reno Sparks metropolitan area and 102,000-acre Tahoe Reno Industrial Center (TRIC).

The project is needed to address rapidly increasing congestion along the I-80 corridor. TRIC is home to some of the largest manufacturing and distribution centers in the nation combined with some of highest technological industries in data and computer processing. Current employment surveys have indicated that approximately 85% of the existing 8,000 TRIC employees live in the Reno Sparks area and must commute along the I-80 corridor. This is a significant factor in Average Annual Daily Traffic (AADT) increasing from 31,000 trips per day in 2015 to 41,000 trips per day in 2017 along the four-lane corridor. With an estimated TRIC employment build-out of approximately 50,000 employees, the I-80 corridor is the lifeline for the economic vitality and employment base of northern Nevada.

The I-80 corridor is also a significant national transportation component by providing interstate commerce from the Port of Oakland into the western United States. Regionally, this corridor provides access from smaller communities such as Fernley and Winnemucca to the Reno Sparks area for a multitude of services. This includes access for higher level medical treatment including trauma patients that cannot receive the appropriate life-saving treatments in the rural communities.

Without these improvements the I-80 corridor will continue to incur unacceptable congestion and have a negative impact to commuters, freight travel, and one of northern Nevada's largest employment areas. The anticipated improvements will decrease travel delays, reduce congestion, improve air quality, provide reliable and timely access through the network of communities and cities, and increase freight reliability along the Interstate commerce network.

Please accept this letter of support for the INFRA grant submitted by NDOT. The financial assistance from the INFRA grant will help complete this much needed nationally significant project. If you have any questions, please do not hesitate to contact my office at your convenience.

Sincerely,

Ed Lawson, President  
WESTERN NEVADA DEVELOPMENT DISTRICT