

WESTERN NEVADA DEVELOPMENT DISTRICT

AGENDA

Board of Directors Meeting

3:00 PM, Monday, December 2, 2019

CITY OF FERNLEY

North Lyon County Fire Protection District Board Room

195 East Main Street – Fernley

Parking is available in back of the Fire Station, on the south side of building.

CONFERENCE CALL IN

Not available for this meeting

1. Call To Order – Roy Edgington, President, Western Nevada Development District

2. Roll Call

3. Public Comment (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the WNDD Board or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment is limited to three minutes per speaker unless additional time is granted by the Board President.

If you are going to comment on a specific agenda item that the WNDD Board will take action on, please make your comments when the Board considers that item and the item is opened for public comment.

4. Agenda Approval (For possible action)

5. Meeting minutes approval of October 28, 2019 (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 2019-20, October Treasurer's Report

ADMINISTRATIVE AGENDA

8. Comprehensive Economic Development Strategy -2020 – Solicit for projects (No Action)

- a. **Evaluative Criteria**
- b. **Distribution of forms**

9. Review, discuss and approve mid-year budget (For Possible Action)

10. Presidents Report (Information Only – No Action Required)

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

12. Adjourn to:

Feb. 24, 2020 Board Meeting – Storey County Conference Room – 1705 Peru Drive

The WNDD address is:

Western Nevada Development District
1000 North Division Street, Suite 102B
Carson City, Nevada 89703
www.wndd.org
Telephone: 775-473-6753
E-mail: sgonzales@wndd.org

This **NOTICE** has also been posted at the WNDD Office, 1000 North Division Street, Suite 102B 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 8th Street, Minden, Nevada 89423
Humboldt County, Courthouse, 50 West 5th 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

DECEMBER 2, 2019
STAFF REPORT

WESTERN NEVADA DEVELOPMENT DISTRICT

STAFF REPORT

Board of Directors Meeting

3:00 TO 7:00 PM, Monday, December 2, 2019

CITY OF FERNLEY

1. **Call To Order** – Roy Edgington, President, Western Nevada Development District
4. **Agenda Approval** – Agenda submitted for approval, or approval with changes.
5. **Meeting minutes approval of October 28, 2019** – Minutes for review, discussion and approval.
6. **Announcements, Presentations, Recognition Items and Items of Special Interest** - 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 2019-20, October Treasurer's Report – Treasurer's report attached for review.

ADMINISTRATIVE AGENDA

8. Comprehensive Economic Development Strategy -2020 – Solicit for projects

Projects will be solicited from WNDD Board members and their agencies to be included with the CEDS 2020 document. Forms will be distributed to Board members with a due date for submittal of the completed forms by February 28, 2020.

At the October 28 Board meeting, evaluative criteria was presented and approved for consideration when determining projects as priority for the region.

- ☐ What is the project/program broad regional impact?
- ☐ How many issues/priorities identified within the CEDS does it cross?
- ☐ Describe how the project fosters collaboration – partnerships.
- ☐ What is it potential to bring in new business or expand existing businesses?
- ☐ What is it potential to bring in or expand the number of jobs, including the quality of jobs?
- ☐ How does it contribute to economic resiliency?

9. Review, discuss and approve mid-year budget

The 2019-20 WNDD operational budget is being presented for mid year amendments. Total recommended revenues have been revised from \$160,000 to \$435,000 as well as expenditures have increased from \$160,000 to \$435,000. This is an increase of \$275,000 which is the total amount of grant revenues to be received from the EPA Brownfields grant at \$200,000 and the NV State DOE grant will total \$75,000.

Specific line item amendments include:

9.1 EPA Grant - \$200,000 of the \$600,000 grant has been added to the expenditures and revenues. The \$200,000 will be expended in contract services. Funds will be drawn down quarterly in \$25,000 increments.

9.2 NV State DOE - \$75,000 has been included with Contract Services in the expenditure line item as well as identified in revenues. It is anticipated these funds will be expended by the end of December.

9.3 Recommended Transfers by line item

\$2,000 was transferred from Contract Services to Internet & Web Services for the purpose of improvements to website relative to the CEDS 2020 document being an interactive tool for member agencies.

\$2,000 was transferred from Office Supplies to Travel & Meals to accommodate the increased traveling being completed by Ex. Dir. To member agencies.

\$ 500 was transferred from Printing and Reproduction to Miscellaneous to pay for the interest due on the credit card which is now showing a 0 balance.

10. Presidents Report (Information Only – No Action Required)

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

12. Adjourn to:

Feb. 24, 2020 Board Meeting – Storey County Conference Room – 1705 Peru Drive

OCTOBER 28, 2019
BOARD MINUTES

WESTERN NEVADA DEVELOPMENT DISTRICT

**Board of Directors Meeting
9:30 - Monday, October 28, 2019
STOREY CO CONFERENCE ROOM - TAHOE RENO INDUSTRIAL CENTER
MINUTES**

1. **Call to Order** – WNDD Vice President, Rob McDougal called the meeting to order at 9:33 am.
2. **Roll Call**
NV Energy – Johnny Hargrove, Jeff Sutich; **Churchill County** – Bus Scharmann, Rick Lattin, Nate Strong, Jim Barbee (On Phone); **City of Fallon** – Kelly Frost; **Washoe County** – Jeanne Hermann; **JOIN, INC** – Denise Castle; **Douglas County** – Lisa Granahan, Bill Chernock (On Phone); **Pershing County** – Heidi Lusby-Angvick, Rob McDougal; **City of Carson City** – John Barrett (On Phone); **City of Sparks** – Jason Evanchak (On Phone); **City of Lovelock** – Mark Hauenstein, Pat Rowe; **City of Reno** – Aric Jensen, Jeff Limpert (On Phone); **Storey County** – Cherie Nevin; **City of Fernley** – Roy Edgington; **Nevada Green Institute** – Aster Girma; **Mineral County Economic Development** – Shelley Hartmann

MEMBERS ABSENT: Carson City – Nancy Paulsen, Lee Plemmel; Douglas County – John Walsh; City of Sparks – Ed Lawson; Mineral County – Christine Hoferer; Washoe County – Mojra Hauenstein; City of Reno – Teri Bath; Nevada Builders Alliance – Aaron West; City of Sparks – Art Sperber

GUESTS: Lisa Hanusiak, U.S. EPA; David Friedman – NDEP; Alyssa Krag-Arnold - NDEP

3. **Public Comment** – No Public Comment
4. **Agenda Approval**
Motion made by Pat Rowe, seconded by Bus Scharmann to approve the agenda. Passed unanimously.
5. **Meeting minutes approval of September 9, 2019**
Motion made by Jeanne Hermann, seconded by Heidi Lusby-Angvick to approve the September 9, 2019 minutes. Passed unanimously.
6. **Announcements, Presentations, Recognition Items and Items of Special Interest**
This item will be presented later in the agenda due to all presenters not being in attendance.

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 2019-20, August Treasurer's Report
8. **Approval** – FY 2019-20, September Treasurer's Report

9. **Approval** – US Environmental Protection Agency Brownfields Coalition Assessment Program Cooperative Agreement #BF-99T91401 with WNDD for \$600,000.
10. **Approval** – Brownfields Coalition Assessment Program Marketing/Public Relations Service Agreement with Vetter PR, Inc and WNDD to not exceed \$40,950.
11. **Approval** - Brownfields Coalition Assessment Program Financial Service Agreement with Sierra Bookkeeping to not exceed \$10,000.
12. **Approval** – Nevada Department of Education Career Readiness, Adult Learning & Education Options Agreement with WNDD for \$75,000 project number 20-397-91430.
13. **Approval** – Partnership Agreement with Career Bound NV – Division of JOIN to support workforce development program for which NV Dept of Education \$75,000 grant has been awarded.

Motion made by Jeanne Hermann, seconded by Pat Rowe to approve the consent calendar. Passed unanimously.

ADMINISTRATIVE AGENDA

14. Review, discuss, and approve the WNDD 2018/19 Financial Audit

Secretary/Treasurer, Bill Chernock, reviewed the Audit with the Board, and did not have any concerns. Mr. Chernock recommended the Board approve once the presentation by Mr. Pikero is completed today. Kevin Pikero with Kevin J. Pikero & Associates, Inc – Certified Public Accountants, provided an overview of the 2018/19 WNDD Financial audit. There were no deficiencies in the internal WNDD financial controls that would be considered to be material weaknesses. There were no instances of noncompliance or other matters that require to be reported under Government Auditing Standards. Net Assets decreased from 2018 to 2019 while liabilities decreased. WNDD does not have any long-term debt. Ending fund balance for 2019 is \$28,869. Too Cute Totes loan that was a bad debt is reflected in the Audit for \$10,000. There is \$2,800 vacation/sick pay still due to previous Executive Director, Ron Radil. Discussion ensued regarding Mr. Radil's vacation/sick leave. Ms. Gonzales was directed by the Board to determine if it is possible within the budget to pay Mr. Radil these funds. Ms. Gonzales will review the budget and provide this payment to Mr. Radil if financially able. It is important to note the matching funds for the EDA Partnership in Planning Grant is now at 50%. The EDA grant funds total \$80,000. Membership dues have traditionally been sufficient to provide the matching grant. Due to low unemployment and high per capita income for the region as a whole, a higher percentage of match of 50% (\$80,000) was required this past year. The membership dues did not provide the match needed for the 2019-20 EDA grant. Ms. Gonzales suggested a membership dues committee be formed to review the dues structure to ensure match is sufficiently available for subsequent years. Lisa Granahan moved to approve the WNDD 2018/19 Financial Audit, seconded by Jeanne Hermann. Unanimously passed.

15. Review, discuss and approve Executive Director annual evaluation.

WNDD Executive Committee Member, Pat Rowe, reviewed with the Board that the Executive Committee, comprised of Roy Edgington, Bill Chernock, Rob McDougal and herself, evaluated Ms. Gonzales performance for the last year. It was determined by the Executive Board; Ms. Gonzales is doing a fine job and has WNDD going in the right direction. There were additional comments from the Board supporting the work completed over the last year by the Ms. Gonzales. Lisa Granahan moved to accept the Executive Director Evaluation, seconded by Mark Hauenstein. It was unanimously passed.

16. Discuss, identify and approve 2020 WNDD Goals

Executive Director, Sheryl Gonzales, presented the 2020/21 WNDD Goals which included

1. **Strengthen WNDD Value and Benefits** - Work with and support all member agencies to realize goals, strategies and projects relative to the CEDS to the greatest extent possible.

This will be completed through:

- Engaged CEDS 2020 plan
- Provide planning assistance
- Grant research, administration and management
- Education and training
- Business Microloan Program
- Community Workshop and Facilitation

2. **Position WNDD as an essential partner in Northern Nevada's economic vitality** – Implement activities that strengthen WNDD's role as a partner to guide economic prosperity and resiliency of the region. This will be accomplished through a branding and expanded marketing program, increased networking, educational programs, ongoing meetings with member agencies and partners.

3. **Expand WNDD's capacity to provide services and programs** – Grow the WNDD organization to support member agencies and their communities with value-adding **economic development** projects, supporting the location, retention and expansion of business/industry. This will be completed with increased revenues obtained through successfully awarded grants and the membership program.

Mark Hauenstien recommended to engage an intern from UNR. Lisa Granahan recommended looking to partner more to achieve the mission of WNDD as well as bring in additional associate members. Bus Scharmann motioned to approve the 2019/20 WNDD Goal, seconded by Heidi Lusby-Angvick. Passed unanimously.

17. Review, discuss and approve final list of priority Issues and evaluative criteria for CEDS 2020 Rewrite

Ms. Gonzales, provided the Board with an update on the CEDS 2020 Rewrite Committee's work to date with the purpose of recommending approval.

The following were identified as the priorities for the region:

1. Workforce - the education, training and development of a skilled workforce
 - a. Creating a comprehensive workforce development pipeline
 - i. K-12
 - ii. Attracting workforce
 - iii. Dislocated workers
2. Infrastructure
 - a. Sewer
 - b. Water
 - i. Low Emissions training
 - c. Innovation in infrastructure
 - i. Automation and Technology
 - d. Taking a regional approach

- e. Transportation
 - i. Funding
- f. Broadband

3. Housing

CEDS final goals include:

- 1) Workforce - the education, training and development of a skilled workforce
 - a. Creating a comprehensive workforce development pipeline
 - i. K-12
 - ii. Attracting workforce
 - iii. Dislocated workers
- 2) Infrastructure - sewer, water, energy, broadband including Smart City initiatives/programs
- 3) Transportation
- 4) Quality of Life with an emphasis on Attainable Housing

The CEDS 2020 Rewrite Committee are also recommending the following criteria by which projects/programs be determined and/or prioritized include:

- ☐ What is its broad regional impact?
- ☐ How many issues/priorities does it cross?
- ☐ How well does it leverage focus group sectors?
- ☐ Does it foster collaboration – partnerships?
- ☐ What is its potential to bring in new business?
- ☐ What is its potential to bring in jobs – quality of jobs – living wages?
- ☐ How does it contribute to economic resiliency?

Next steps:

1. Develop and finalize goals with full relevant descriptions
2. Begin to solicit projects that are:
 - A. Regional
 - B. Community specific
3. Draft first edition of the CEDS 2020 Document for Board review and approval at April Board meeting.
4. Submit CEDS 2020 Document by May 2020.

Ms. Granahan recommended two additional items under evaluative criteria that include: 1) To bring in/expand business; 2) To bring in/expand number of jobs. It was moved by Pat Rowe to approve the CEDS 2020 priority issues, evaluative criteria as well as the proposed goals with the additions from Ms. Granahan. It was seconded by Jeanne Hermann. Passed unanimously.

18. Announcements, Presentations, Recognition Items and Items of Special Interest

A presentation by David Friedman from Nevada Department of Environmental Protection and Lisa Hansiuk from the US Environmental Protection Agency was given to the Board regarding the Environmental Protection Agency (EPA) Brownfields Grant Program and other available grant opportunities.

19. WNDD President Reports

No report

20. Inter-Jurisdictional Updates

Bus Scharmann discussed the Churchill County meeting with EDR, Wil Marshall, that included Churchill County Manager, Jim Barbee, Consultant Bruce Breslow, and Brent Merchant with Merchant McIntyre Associates. The purpose of the meeting was to discuss with Mr. Marshall an infrastructure project for the possibility of submitting as an EDA Public Works Grant Application. The project is a water/sewer plant to be located near Hazan in preparation for the Churchill Hazen Industrial Park. Mr. Marshall was supportive of the project. Churchill County is now preparing the application to be submitted to EDA for funding.

Aric Jensen with the City of Reno also met with Wil Marshall to discuss funding for the Reno Stead Water Reclamation Facility project. The project, once completed, will mitigate future flooding in the North Valley area of Reno. Wil also encouraged the application to be submitted to EDA.

Denise Castle with JOIN discussed the Workbased Learning project – NV Career Bound. The program has been launched in Douglas County and JOIN is now ready to implement the program in Storey, Churchill and Carson City counties. This has been made possible as a result of the \$75,000 funding received in partnership with WNDD and Nevada State Department of Education. The program will also be in Humboldt as well as Pershing County.

Roy Edgington discussed the meeting City of Fernley had with Germany representatives. Housing was discussed as a part of the meeting.

21. WNDD Executive Director

- Ms. Gonzales discussed the Award of Environmental Consulting Contract to Converse Consultants which was approved though an Executive Board meeting. The contract is a part of the Brownfields Coalition Assessment Grant with City of Lovelock and Pershing County.
- Ms. Gonzales attended the National Association of Development Organizations conference which was held in Reno October 18 – 22. Ms. Gonzales was elected to serve on the NADO State Board. As a part of the Conference, a Brownfields Tour was organized by a team that included Ms. Gonzales as well as a TRIC tour organized by Cherie Nevin from Storey County.
- A CEDS Resiliency Workshop will be presented by WNDD on Wed., Nov. 13. Presenters will include NADO representative, Brett Schwartz, and GEOS Institute Executive Director, Tanya Graham. It will be located at the Storey County TRIC conference/meeting room from 9 am to 12 noon. It is free to WNDD Board members and all are encouraged to attend this important workshop dealing with being economically resilient.

- The 2020 WNDD Board Meeting schedule was distributed.

22. Closing Public Comment – No Public Comment

- 23.** The meeting adjourned at 11:40 am. The next Board meeting is scheduled for Monday, December 2 and not December 9. It will a program/tour and dinner hosted by the City of Fernley.

Minutes developed by: Sheryl Gonzales

Bill Chernock, Secretary - Treasurer

**FY 2019-20
OCTOBER TREASURER'S REPORT**

FISCAL YEAR 2018.5-2019 ANNUAL BUDGET
OCTOBER - 30% OF BUDGET

WESTERN NEVADA DEVELOPMENT DISTRICT

	FY 19-20	EDA-PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% EXPENDED
Personnel and Benefits								
Salaries and Wages	64,500.00	3,850.00	0.00	11,550.00	3,850.00	15,400.00	49,100.00	23.88%
Benefits	10,077.00	559.61	0.00	1,007.70	559.61	1,567.31	8,509.69	15.55%
Payroll Expenses	5,423.00	328.95	0.00	1,601.31	328.95	1,930.26	3,492.74	35.59%
PAYROLL & BENEFITS SUB-TOTAL	80,000.00	4,738.56	0.00	14,159.01	4,738.56	18,897.57	61,102.43	23.62%
Services and Supplies								
Accounting, legal, insurance	22,000.00	7,120.88	0.00	3,640.27	7,120.88	10,761.15	11,238.85	48.91%
Contract Services	12,000.00	105.00	0.00	810.00	105.00	915.00	11,085.00	7.63%
Equipment/Maintenance	3,500.00	0.00	0.00	1,153.19	0.00	1,153.19	2,346.81	32.95%
Rent and Utilities	7,668.00	630.49	0.00	1,860.96	630.49	2,491.45	5,176.55	32.49%
Dues, subscriptions, meetings	12,500.00	0.00	0.00	-854.91	0.00	-854.91	13,354.91	-6.84%
Office Supplies	5,000.00	117.45	0.00	175.56	117.45	293.01	4,706.99	5.86%
Postage/Shipping	1,500.00	0.00	0.00	40.20	0.00	40.20	1,459.80	2.68%
Travel and Meals	6,500.00	167.04	0.00	3,870.40	167.04	4,037.44	2,462.56	62.11%
Printing and Reproduction	4,000.00	46.00	0.00	95.04	46.00	141.04	3,858.96	3.53%
Miscellaneous	60.00	97.08	0.00	363.19	97.08	460.27	-400.27	767.12%
Internet and Web Service	5,272.00	195.50	0.00	2,182.51	195.50	2,378.01	2,893.99	45.11%
SERVICES & SUPPLIES SUB-TOTAL	80,000.00	8,479.44	0.00	13,336.41	8,479.44	21,815.85	58,184.15	27.27%
EXPENSE TOTALS	160,000.00	13,218.00	0.00	27,495.42	13,218.00	40,713.42	119,286.58	25.45%
REVENUE TOTALS	160,000.00	175.80	436.30	85,468.98	612.10	86,081.08	73,918.92	53.80%

FISCAL YEAR 2018-2019 ANNUAL BUDGET
OCTOBER - 30% OF BUDGET

WESTERN NEVADA DEVELOPMENT DISTRICT

REVENUE	FY 19/20	EDA - PPG	RLF	PREVIOUS	CURRENT	TOTAL	BALANCE	% REALIZED
Resources								
Balance Forward	4081.00	0.00	0.00	4081.00	0.00	4081.00	0.00	100.00%
EDA PPG 07-83-06874-02	80000.00	0.00	0.00	20000.00	0.00	20000.00	60000.00	25.00%
Memberships	64075.00	175.00	0.00	60425.00	175.00	60600.00	3475.00	94.58%
RLF Interest	3040.00	0.00	436.30	960.56	436.30	1396.86	1643.14	45.95%
Interest	20.00	0.80	0.00	2.42	0.80	3.22	16.78	16.10%
Transfer In	8784.00	0.00	0.00	0.00	0.00	0.00	8784.00	0.00%
REVENUE TOTAL	160000.00	175.80	436.30	85468.98	612.10	86081.08	73918.92	53.80%

Western Nevada Development District
Balance Sheet
As of October 31, 2019

	Oct 31, 19
ASSETS	
Current Assets	
Checking/Savings	
City National Bank (883)	47,214.45
Revolving Loan Fund-3953	28,398.41
EDA Account (735)	4,087.46
Total Checking/Savings	79,700.32
Accounts Receivable	
Accounts Receivable	-264.37
Total Accounts Receivable	-264.37
Other Current Assets	
Security Deposit	600.00
1002 CDBG - Borrower 2	12,083.04
1002 RBEG - Borrower 2	3,861.84
1003 CDBG- Borrower 3	21,415.14
1003 RBEG- Borrower 3	3,194.96
1005 CDBG- Borrower 3	3,267.52
1004 - CDBG Borrower 4	18,167.16
1004 - RBEG - Borrower 4	2,802.96
1006 CDBG - Borrower 6	24,700.53
Total Other Current Assets	90,093.15
Total Current Assets	169,529.10
Fixed Assets	
Computer Equipment	23,034.61
Furniture & Fixtures	11,743.25
Accumulated Depreciation	-34,777.86
Total Fixed Assets	0.00
TOTAL ASSETS	169,529.10
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-1,626.27
Total Accounts Payable	-1,626.27
Other Current Liabilities	
Salary Accrual	1,107.32
Retirement	10,720.00
Accrued Vacation	4,831.43
Payroll Liabilities	
Federal Unemployment	42.00
Total Payroll Liabilities	42.00
Total Other Current Liabilities	16,700.75
Total Current Liabilities	15,074.48
Total Liabilities	15,074.48
Equity	
Retained Earnings	120,632.51
Fund Balance	-7,300.99
Net Income	41,123.10
Total Equity	154,454.62
TOTAL LIABILITIES & EQUITY	169,529.10

Western Nevada Development District
Profit & Loss by Class
October 2019

	BCGA-P	CDBG - RLF	EDA Planning Grant	RBEG-RLF	TOTAL
Ordinary Income/Expense					
Income					
Membership Dues	0.00	0.00	175.00	0.00	175.00
Interest Earnings					
4410 EDA Interest	0.00	0.00	0.80	0.00	0.80
Interest Earnings - Other	0.00	397.33	0.00	38.97	436.30
Total Interest Earnings	0.00	397.33	0.80	38.97	437.10
Total Income	0.00	397.33	175.80	38.97	612.10
Expense					
Accounting	0.00	0.00	350.00	0.00	350.00
Audit	0.00	0.00	6,675.00	0.00	6,675.00
Legal	0.00	0.00	95.88	0.00	95.88
Contracted Services	0.00	0.00	105.00	0.00	105.00
Fringe Benefits					
Health Insurance	0.00	0.00	450.00	0.00	450.00
Dental Insurance	0.00	0.00	57.93	0.00	57.93
Vision Insurance	0.00	0.00	51.68	0.00	51.68
Total Fringe Benefits	0.00	0.00	559.61	0.00	559.61
Miscellaneous	0.00	0.00	97.08	0.00	97.08
Office Supplies	0.00	0.00	117.45	0.00	117.45
Copies	0.00	0.00	46.00	0.00	46.00
Payroll Expense					
Wages	0.00	0.00	3,850.00	0.00	3,850.00
Social Security	0.00	0.00	266.60	0.00	266.60
Medicare	0.00	0.00	62.35	0.00	62.35
Federal Unemployment	0.00	0.00	0.00	0.00	0.00
State Unemployment	0.00	0.00	0.00	0.00	0.00
Total Payroll Expense	0.00	0.00	4,178.95	0.00	4,178.95
Rent	0.00	0.00	630.49	0.00	630.49
Travel	163.56	0.00	167.04	0.00	330.60
Web Design & Maintenance	0.00	0.00	195.50	0.00	195.50
Total Expense	163.56	0.00	13,218.00	0.00	13,381.56
Net Ordinary Income	-163.56	397.33	-13,042.20	38.97	-12,769.46
Net Income	-163.56	397.33	-13,042.20	38.97	-12,769.46

Western Nevada Development District
Profit & Loss by Class
 July through October 2019

	BCGA-P	CDBG - RLF	EDA Planning Grant	RBEG-RLF	TOTAL
Ordinary Income/Expense					
Income					
EDATALTBPP	0.00	0.00	20,000.00	0.00	20,000.00
Membership Dues	0.00	0.00	60,600.00	0.00	60,600.00
Interest Earnings					
4410 EDA Interest	0.00	0.00	3.22	0.00	3.22
Interest Earnings - Other	0.00	1,198.62	0.00	198.24	1,396.86
Total Interest Earnings	0.00	1,198.62	3.22	198.24	1,400.08
Total Income	0.00	1,198.62	80,603.22	198.24	82,000.08
Expense					
Accounting	0.00	0.00	1,960.00	0.00	1,960.00
Audit	0.00	0.00	6,675.00	0.00	6,675.00
Legal	0.00	0.00	145.88	0.00	145.88
Insurance					
Liability/Property	0.00	0.00	1,980.27	0.00	1,980.27
Total Insurance	0.00	0.00	1,980.27	0.00	1,980.27
Contracted Services	0.00	0.00	915.00	0.00	915.00
Dues	0.00	0.00	1,175.45	0.00	1,175.45
Meetings	10.12	0.00	-2,040.48	0.00	-2,030.36
Equipment	0.00	0.00	1,153.19	0.00	1,153.19
Fringe Benefits					
Health Insurance	0.00	0.00	1,800.00	0.00	1,800.00
Dental Insurance	0.00	0.00	231.72	0.00	231.72
Vision Insurance	0.00	0.00	129.20	0.00	129.20
Total Fringe Benefits	0.00	0.00	2,160.92	0.00	2,160.92
Miscellaneous	0.00	0.00	460.27	0.00	460.27
Office Supplies	0.00	0.00	293.01	0.00	293.01
Copies	0.00	0.00	141.04	0.00	141.04
Payroll Expense					
Wages	0.00	0.00	15,400.00	0.00	15,400.00
Social Security	0.00	0.00	1,066.40	0.00	1,066.40
Medicare	0.00	0.00	249.40	0.00	249.40
Federal Unemployment	0.00	0.00	0.00	0.00	0.00
State Unemployment	0.00	0.00	20.85	0.00	20.85
Total Payroll Expense	0.00	0.00	16,736.65	0.00	16,736.65
Postage	0.00	0.00	40.20	0.00	40.20
Rent	0.00	0.00	2,491.45	0.00	2,491.45
Travel	2,254.84	0.00	1,909.97	0.00	4,164.81
Meals	0.00	0.00	36.19	0.00	36.19
Web Design & Maintenance	0.00	0.00	2,378.01	0.00	2,378.01
Total Expense	2,264.96	0.00	38,612.02	0.00	40,876.98
Net Ordinary Income	-2,264.96	1,198.62	41,991.20	198.24	41,123.10
Net Income	-2,264.96	1,198.62	41,991.20	198.24	41,123.10

COMPREHENSIVE ECONOMIC DEVELOPMENT
STRATEGY

2020 PROJECT/PROGRAM FORM/APPLICATION



2020 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY ECONOMIC DEVELOPMENT PROJECT FORM

Western Nevada Development District (WNDD) is soliciting projects/programs from member agencies to be included as a part of the 2020 Comprehensive Economic Development Strategy. Projects/programs will promote economic development, vitality and regional quality of life. Priority will be given to projects that support workforce development, infrastructure (sewer, water, energy, broadband), transportation, and quality of life with an emphasis on attainable housing. Economic resiliency will be an important consideration in the design and delivery of the project/program as well. Please also note the Economic Development Administration's investment priorities and national strategies #

Working with member agencies, WNDD will seek funding for the projects/programs, however, this does not guarantee funding.

PLEASE COMPLETE AND SUBMIT BY 5:00 PM ON FRIDAY, FEBRUARY 28, 2020 TO SHERYL GONZALES BY EMAIL TO sgonzales@wndd.org. If you have any questions, please call 775-473-6753.

Contact Person/Title:

Municipal or Agency:

Address:

City/Town:

Zip:

Email Address:

Phone:

1. PROJECT NAME: _____

2. PROJECT DESCRIPTION (150 WORDS OR LESS):

3. PROJECT LOCATION:

4. ANTICIPATED JOBS RETAINED/CREATED: _____

5. TOTAL COST OF PROJECT: _____

6. ARE THERE OTHER GOVERNMENTS OR PARTNERS JOINTLY SPONSORING THE PROJECT/PROGRAM?

Yes____ No____

7. IDENTIFY WHICH WNDD PRIORITY AREA BEST ALIGNS WITH THE PROJECT/PROGRAM?

____ Workforce Development

____ Infrastructure (sewer, water, energy, broadband)

____ Transportation

____ Quality of life

____ Attainable Housing

____ Other _____

8. DOES THE PROJECT HAVE REGIONAL BENEFIT? IF SO, DESCRIBE.

9. PLEASE IDENTIFY ONE OR MORE OF THE FOLLOWING EDA INVESTMENT & NATIONAL STRATEGIC PRIORITIES THE PROJECT OR PROGRAM WILL ADDRESS.

- ☐ Encourages Job Growth
- ☐ Encourages business retention, expansion, recruitment
- ☐ Promotes information technology (broadband, smart grid)
- ☐ Infrastructure
- ☐ Collaborative Regional Innovation
- ☐ Public/Private Partnerships
- ☐ Economic resiliency -including resilience from natural disasters & climate change
- ☐ Assist with natural disaster mitigation & recovery
- ☐ Communities severely impacted by industry restructuring
- ☐ Job-driven skills development
- ☐ Access to capital for small- and medium-sized and ethnically diverse enterprises
- ☐ Innovations in science & health care; advancement of science & research parks, other technology transfer, or technology commercialization efforts
- ☐ Global Competitiveness
- ☐ Environmentally-Sustainable Development
- ☐ Underserved Communities

PLEASE COMPLETE AND SUBMIT BY 5:00 PM ON FRIDAY, FEBRUARY 28, 2020

sgonzales@wndd.org - 775•473•6753.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)
EVALUATIVE CRITERIA

- ☐ What is the project/program broad regional impact?
- ☐ How many issues/priorities identified within the CEDS does it cross?
- ☐ Describe how the project fosters collaboration – partnerships.
- ☐ What is its potential to bring in new business or expand existing businesses?
- ☐ What is its potential to bring in or expand the number of jobs, including the quality of jobs?
- ☐ How does it contribute to economic resiliency?

**FY 2019-20 PROPOSED
BUDGET AMENDMENT
OPERATIONAL BUDGET**

WNDD - PROPOSED 19/20 OPERATIONAL BUDGET- MID YEAR AMENDMENTS

EXPENDITURES

	EXPENSES	ACTUAL FY 17/18	REVISED FY 18/19	ACTUAL FY 18/19	APPROVED 19/20	PROPOSED MID YEAR AMENDMENT	COMMENTS
1	Personnel and Benefits						
2	Salaries and Wages	\$ 95,631.00	\$ 59,966.00	\$ 61,890.70	\$ 64,500.00	\$ 64,500.00	
3	Benefits	\$ 11,837.00	\$ 6,486.00	\$ 6,573.18	\$ 10,077.00	\$ 10,077.00	Health Ins - \$5,400; Dental/Life - \$1,367; Vision - \$310; Retirement - \$3,000
4	Payroll Expenses	\$ 8,435.00	\$ 5,839.17	\$ 6,006.36	\$ 5,423.00	\$ 5,423.00	
5	PAYROLL & BENEFITS SUB-TOTAL	\$ 115,903.00	\$ 72,291.17	\$ 74,470.24	\$ 80,000.00	\$ 80,000.00	No Change for Mid Year
6	Services and Supplies						
7	Accounting, legal, insurance	\$ 16,124.00	\$ 16,871.26	\$ 17,401.86	\$ 22,000.00	\$ 22,000.00	Audit \$7K; Acctng. -\$10K; Legal/Insurance - \$5K (workers comp, liability) Increase \$275K- EPA
8	Contract Services	\$ 10,711.00	\$ 3,000.00	\$ 3,647.80	\$ 12,000.00	\$ 285,000.00	Brownfields Grant \$200K. \$75K for Nv, St. DOE Grant - Transfer \$2K to Internet & Web Service
9	Equipment/Maintenance	\$ 772.00	\$ 700.00	\$ 1,574.84	\$ 3,500.00	\$ 3,500.00	
10	Rent and Utilities	\$ 15,728.00	\$ 8,200.00	\$ 8,296.49	\$ 7,668.00	\$ 7,668.00	\$600/mo rent = \$7,200, Phone \$39/mo= \$468
11	Dues, subscriptions, meetings	\$ -	\$ 3,000.00	\$ 8,104.98	\$ 12,500.00	\$ 12,500.00	Professional Assoc Membership Dues - Conference, Mtgs Reg. Transfer \$2K to Travel & Meals
12	Office Supplies	\$ 1,749.00	\$ 4,000.00	\$ 4,906.62	\$ 5,000.00	\$ 3,000.00	
13	Postage/Shipping	\$ 79.00	\$ 150.00	\$ 128.00	\$ 1,500.00	\$ 1,500.00	
14	Travel and Meals	\$ 2,379.00	\$ 6,500.00	\$ 7,250.24	\$ 6,500.00	\$ 8,500.00	NADO/IEDC/NEDA/ General Travel
15	Printing and Reproduction	\$ 120.00	\$ 50.00	\$ 240.15	\$ 4,000.00	\$ 3,500.00	Stationary, Bus. Cds., Folders - Transfer \$500 to Miscellaneous
	Misc. (Bank Svc Fees & Misc)	\$ 523.00	\$ -	\$ 22.50	\$ 60.00	\$ 560.00	

WESTERN NEVADA DEVELOPMENT DISTRICT

EXPENDITURES, Page 2 of 2

EXPENSES	ACTUAL FY 17/18	REVISED FY 18/19	ACTUAL FY 18/19	APPROVED FY 19/20	PROPOSED MID YEAR AMENDMENT	COMMENTS
Services & Supplies, cont'd.						
Internet and Web Service	\$ 1,541.00	\$ 3,500.00	\$ 1,994.49	\$ 5,272.00	\$ 7,272.00	Increased expenditures to improve member services on website.
Grant Expenses/Loan Servicing		\$ -	\$ -	\$ -	\$ -	
Bad Debt* (2017)	\$ 2,500.00			\$ -	\$ -	Bad debt identified in error by audit. Will be reversed with 2019 audit.
Conference*	\$ 142,226.00	\$ 98,697.00	\$ 98,722.87		\$ -	No longer presenting conference
SERVICES & SUPPLIES SUB-TOTAL	\$ 194,452.00	\$ 144,674.13	\$ 152,250.84	\$ 80,000.00	\$ 355,000.00	
PAYROLL & BENEFITS SUB-TOTAL	\$ 115,903.00	\$ 72,291.17	\$ 74,470.24	\$ 80,000.00	\$ 80,000.00	
EXPENSE TOTALS	\$ 310,355.00	\$ 216,965.30	\$ 226,761.08	\$ 160,000.00	\$ 435,000.00	Increased \$275K from EPA & NV DOE grants
REVENUE TOTALS	\$ 269,783.00	\$ 216,965.30	\$ 215,818.82	\$ 160,000.00	\$435,000.00	Increased \$275K from EPA & NV DOE grants
Revenues in excess of exp	(\$40,572.00)	\$ -	\$ -	\$ -		
Amortization of Notes Recvble	\$ 12,200.00					
Net changes in fund balance	(\$28,372.00)		(\$10,942.26)			
Fund Balances Beg of Year	\$ 67,952.00	\$ 39,579.00	\$ 39,579.00	\$ 28,636.74	\$ 28,636.74	
Fund Balance End of Year	\$ 39,579.00	\$ 39,579.00	\$ 28,636.74	\$ 28,636.74	\$ 28,636.74	

WESTERN NEVADA DEVELOPMENT DISTRICT
19/20 PROPOSED OPERATIONAL BUDGET - MID-YEAR AMENDMENTS

REVENUES

REVENUE	ACTUAL FY 17/18	APPROVED FY 18/19	ACTUAL 18/19	FY 19/20	PROPOSED MID-YEAR AMENDMENT	COMMENTS
Resources						
1 Balance Forward		\$ -		\$ 4,081.00	\$ 4,081.00	No Changes
2 EDA PPG 07-83-06874-02	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	No Changes
Membership	\$ 67,000.00	\$ 69,875.00	\$ 62,400.00	\$ 64,075.00	\$ 64,075.00	\$61,875 - City/Co Dues \$2,200 Assoc. (NV Energy \$1,500 + 4 Assoc NPO Level @ \$175 = \$700) - No Changes
3 EPA Brownfields Grant					\$ 200,000.00	\$200K of \$600K Brownfields
Nevada State DOE Grant					\$ 75,000.00	Grant with JOIN, INC.
5 SET NGOE Energy Video Conference*	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 114,849.00	\$ 145,700.00	\$ 55,361.25	\$ -	\$ -	
6 Pershing County Strategic Plan	\$ 150.00				\$ -	
7 RLF Interest	\$ 7,784.00	\$ 3,000.00	\$ 4,062.24	\$ 3,040.00	\$ 3,040.00	Interest paid from WNDD loans.- No Change
Interest			\$ 21.08	\$ 20.00	\$ 20.00	No Changes
Transfer In			\$ 13,974.30	\$ 8,784.00	\$ 8,784.00	RLF Balance = \$40,987.26 Projected funds FY19-20 = \$15,600 (\$1300/month) - No Change
REVENUE TOTAL	\$ 269,783.00	\$ 298,575.00	\$ 215,818.87	\$ 160,000.00	\$ 435,000.00	Revenues \$275K Increase for EPA and NV St DOE Grants