

**WESTERN NEVADA DEVELOPMENT DISTRICT**

**AGENDA**

**Board of Directors Meeting**

**9:00 am, Monday, November 14, 2022**

**Zoom Link: <https://us02web.zoom.us/j/4136367971?pwd=BlVrCb50rWPrHqVegcyxrWuVhc9go.1>**

**Meeting ID: 413 636 7971**

**Passcode: 880251**

**Phone: 17193594580**

- 1. Call to Order – Naomi Duerr, WNDD President – Reno City Council**
- 2. Agenda Approval (For Possible Action)**
- 3. Meeting minutes approval of September 19, 2022 (For Possible Action)**
- 4. Announcements, Presentations, Recognition Items and Items of Special Interest (Information Only - No Action Required)**
- 5. 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.

  - a. Approval – FY 2022-23, August Treasurer’s Report**
  - b. Approval – FY 2022-23, September Treasurer’s Report**
  - c. Approval – FY 2022-23, October Treasurer’s Report**
- 6. Broadband Speed Test/ Mapping Project (For Possible Action)**
  - a. Possible Non-Profit to fund Contract Renewal for 1 Year**
- 7. Executive Director / Staff Team Report (Information Only – No Action Required)**
  - a. Humboldt County- EPA Brownfields Grant** Don Vetter
  - b. Humboldt County-Grass Valley Wastewater Treatment Plant, Funding** Don Vetter
  - c. Pershing County-EPA Brownfields Grant** Don Vetter
  - d. Good Jobs Challenge Grant** Christine Brandon
  - e. Grant Writers Partnership-Muller & Bohlin** Christine Brandon
- 8. WNDD Bylaws Task Force Update (Information Only-No Action Required)**
- 9. WNDD- Members Only Summit (Information Only-No Action Required)**
  - a. January 30-31, 2023**
  - b. Theme: “Show Me the Money”-How to Apply and Receive Federal and State Grant Funding**

**10. WNDD Schedule of Board of Director Meetings for 2023 (Information Only-No Action Required)**

**11. Member Updates (Information Only-No Action Required)**

**NV 95-80 RDA-Michelle Hammond Allen, Heidi Lusby-Angvick-USDA Rural Partners Network  
City of Reno, Revitalization Manager-Bryan McArdle  
Douglas County, Economic Vitality Manager-Lisa Granahan**

**10. Adjourn**

**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 1000 North Division Street, Suite 102 B, Carson City, Nevada 89703, by email at [cbrandon@wndd.org](mailto:cbrandon@wndd.org) or by calling 775-473-6753.

**WESTERN NEVADA DEVELOPMENT DISTRICT**  
**MINUTES**  
**Board of Directors' Meeting**  
**9:30 am to 11:25 am, Monday, September 19, 2022**  
**Zoom Only Meeting**

**1. Call to Order and Roll Call**

President Naomi Duerr called the meeting to order at 9:38 am

**Roll Call – Members Present**

Carson City – Maurice White;; Douglas County-Kitty McKay; Humboldt County – Michelle Hammond Allen Dave Mendiola, Michelle Hammond; Mineral County -- Cassie Hall, Alyssa Burke Pershing County – Heidi Lusby-Angvick; Storey County – Honey Menefee; City of Fallon-Kelly Frost; City of Fernley – Lowell Patton; City of Lovelock – Pat Rowe; City of Reno - Naomi Duerr, Bryan McArdle; City of Sparks: Dian VanderWell, Art Sperber; BCTNN – Rob Benner; Brycon – Heather Van Erden; CSA \_ Leslie Colbrese; EDAWN – Veronica Chavez; GOED – Shari Davis; LTVA – Carol Chaplin; Nevada Green Institute – Aster Girma; NNDA Amy Miller; RNDC – Mary Kerner; Tahoe Prosperity Center – Heidi Hill-Drum; UNR-UCED – Dr. Fred Steinmann; WNC – Niki Gladyce

**Members Absent**

Carson City – Nancy Paulson; Churchill County – Greg Koenig, Bruce Breslow, Jim Barbee; Douglas County – Danny Tarkanian, Lisa Granahan; Humboldt County-Dave Mendiola; City of Fernley – Roy Edgington, Lowell Patton; Humboldt County – Ken Tipton, Dave Mendiola; Pershing County – Shayla Hudson; Washoe County – Jeanne Herman; City of Fernley – Roy Edgington, Jr.; City of Sparks – Tracy Holland; City of Winnemucca – Vince Mendiola, Alicia Heiser; Pyramid Lake Paiute Tribe – Cassandra Darrough; RailPros – Paul MacDonald; CSA – Leslie Colbrese; WNC – Niki Gladys; Building and Construction Trades Council of Northern Nevada – Rob Benner; CEDA - Sara Beebe; Capitol Partners – Nick Vander Poel; JOIN – Denise Castle; Nevada Builders' Alliance representative; Downtown Reno Partnership – Nathan Digangi; Education Innovation Collaborative – Mary Alber; First Independent Bank – Angela Rowan; Nevada Builder's Alliance representative; Nevada Energy representative; GOWINN representative; RailPros – Paul MacDonald; Uprise Fiber - Sam Sanders; TMCC representative; NV Energy representative; NRHA representative,

**Staff**

Christine Brandon, Executive Director  
Don Vetter, Economic Development Contractor

## **2. Agenda Approval (For Possible Action)**

Art Sperber moved to approve the agenda; Dian VanderWell seconded. Motion passed unanimously.

## **3. Meeting Minutes Approval from June 27, 2022**

Honey Menefee recommended one change to the minutes: Section 10.b. Replace 1<sup>st</sup> Sentence with "Honey Menefee reported that 6 Storey County projects submitted to Congressional Representatives have moved on in the process for funding consideration."

Art Sperber moved to approve the minutes from WNDD Board meeting of June 27, 2022 with the recommended change; Dian VanderWell seconded. Motion passed unanimously.

## **4. Announcements, Presentations, Recognition Items and Items of Special Interest**

a. U.S. Department of Commerce, Economic Development Administration, Nevada Economic Development Representative, John Edmond was having technical difficulties so his presentation was moved down the agenda.

## **5. APPROVAL OF CONSENT AGENDA**

a. FY 2021-22, June Treasurer's Report

b. FY 2021-22, July Treasurer's Report

Dian VanderWell moved to approve the Consent Agenda items; Honey Menefee seconded. Motion passed unanimously.

## **6. Broadband Speed Test/Mapping Project**

a. Christine Brandon explained to the Board that the Broadband Speed Test and Mapping contract will end October 31, 2022. She explained what the speed test and mapping project had provided to the members of the District in terms of accurate information on coverage in their areas. She also stated how ARPA and USDA grant funds could be used in preparing grant applications but BEAD funding required the use of FCC data. Don Vetter elaborated the importance of the "real time" data and in many cases, it contradicted what the internet service providers were utilizing with theoretical FCC data. Discussion included questions on data collection and the Governor's Office of Science, Innovation and Technology (OSIT) coming out with their statewide program and was this contract redundant. Don Vetter explained that OSIT was using FCC data and our contractor was providing real time data. He also stated that Congress had charged the FCC to improve their maps because they aren't accurate.

b. Christine Brandon informed the Board that the contract renewal cost for 1 year would cost \$30,000 divided by 15 government entity Members, would be \$2,000 each. The original contract was \$40,000. Heidi-Lusby-Angvick discussed the USDA Reconnect grant that Uprise Fiber received to bring Broadband to Pershing County. She explained how FCC data was required but the GEO Partners speed test data was utilized to challenge the actual covered

areas. Naomi Duerr said that Reno was very interested in renewing the contract because it showed where service was lacking in the city. Michelle Hammond Allen from Humboldt County said they were part of an application with Uprise Fiber under the USDA Reconnect 4<sup>th</sup> Round submittals to connect to connect to where the Pershing County project ended in order to support the West Coast Salmon project. Aster Girma emphasized how important it was for the rurals to be connected by Broadband to enhance revitalization. Bryan McArdle from Reno mentioned how important connectivity was during the pandemic but also to issues of public safety, outdoor tourism and people working from home. Heidi Lusby-Angvick expressed how thankful she was that we did the Broadband speed test and mapping contract because you cannot have an action plan without data to support it. President Naomi Duerr then made a proposal to look at extending the contract for 6 months for \$15,000

## **7. Executive Director/Staff Team Report (Information Only-No Action Required)**

### **a. Broadband Speed Test/ Mapping Project**

No additional information was provided as the item had been thoroughly discussed in Agenda Item 6.

### **b. August 22 Board Program- Apprenticeship Tours**

The Apprenticeship Program was a success. Naomi thanked our labor partners for the opportunity to see their training programs first hand.

### **c. Humboldt County-EPA Brownfields Grant**

Don Vetter discussed the EPA Brownfields grant that Humboldt County had received for \$500,000. The grant is a community-wide assessment grant and will include the Regional Development Authority, Nevada 95/80 and can include sites in Pershing County. The grant will allow for environmental assessments on sites for potential reuse and redevelopment. Don Vetter explained WNDD would be a sub-awardee responsible for outreach and marketing. Michelle Hammond Allen and Heidi Lusby-Angvick were very appreciative of the efforts and what that will mean for their respective counties, Humboldt and Pershing.

### **d. Humboldt County-Grass Valley Wastewater Treatment Plant, Grant Application**

WNDD has secured a contract with Professional Grant Writers to prepare an Economic Development Administration grant application to support the industrial development portion of the \$30M project.

### **e. Good Jobs Challenge Grant**

Don Vetter explained the award of the Good Jobs Challenge grant was made in August of 2022 to NevadaWorks in Reno for \$14.9M. The grant covers 13 of the 17 counties in Nevada and is to create 650 jobs over 3 years. It is designed to serve the underserved and unserved workforce populations and create equity in tribal communities. It is a three-part grant: design program, implantation with wrap around services, and outreach

to potential employees and employers in the state. WNDD is a sub-awardee to perform the marketing and outreach.

**f. Professional Grant Writers Partnership**

Chris Brandon explained the need for professional grant writers to be available to all the District Members. She reached out to the Professional Grant Writers company to write a grant for Humboldt County and in that process realized that most counties and cities did not have a staff person or the capability to prepare the very technical grant applications that are required to compete for federal infrastructure grant funding.

**8. WNDD By-Laws Task Force Update (Information Only-No Action Required)**

The By-Laws task force committee is made up of Naomi Duerr, President, Heidi Lusby-Angvick, Honey Menefee, Storey County, Angela Rowan, First Independent Bank of Nevada. Honey Menefee and Christine Brandon met on September 16, 2022 to restructure the document so it is more easily readable and consistent in its usage of terms. They will continue to meet until a Draft By-Laws document is complete and ready for review by the Board of Directors.

**4.a. U.S. Department of Commerce, Economic Development Administration, Nevada Economic Development Representative, John Edmond**

John Edmond introduced himself at the EDA national representative for all of Nevada. He was previously over southern Nevada. He spoke about EDA's new grant cycle that starts October 1, 2022. He also let Members know about Technical Assistance and Public Works grants, most requiring a 20% match.

Mr. Edmond talked about the Good Jobs Challenge that is being managed by national EDA out of Washington, DC but that he had met the local team from NevadaWorks and WNDD and would assist in any way he could.

Heidi Hill Drum thanked John Edmond for attending the Tahoe Prosperity Summit and for WNDD sponsoring the event and promoting it.

**9. Member Updates**

**West Coast Salmon Farm-Heidi Lusby-Angvick**

Heidi Lusby-Angvick indicated that construction would begin in 2023. The Salmon Farm project was owned by a Norwegian company and is located at the Cosgrove exit on I-80. They will be filtering 99% of the water for reuse and recirculation. Pershing and Humboldt counties are partnering on the project, Pershing primarily infrastructure and Humboldt will have the majority of the workforce due to proximity to Winnemucca. Naomi Duerr asked when the Salmon Farm would be operational. Heidi Lusby-Angvick informed the Members that the Administration building and hatchery would take about 2 years to construct. The salmon eggs take 22 months to grow into a 7 lb. fish ready to harvest.

Michelle Hammond Allen added that Ralph Runge, West Coast Salmon would be speaking in detail about the project at the Nevada 95/80 Futures Forum on October 26<sup>th</sup> from 8:00-12:30 pm in Winnemucca at the Boys & Girls Club.

**Fernley Downtown CEDS-Fred Steinmann, Director, University Center for Economic Development**

Fred Steinmann has been working with Fernley to develop a 5-year Comprehensive Economic Development Strategy (CEDS) for the Fernley Downtown Corridor. He held a Stakeholder focus group on July 19<sup>th</sup> in Fernley to create strategic goals. He thanked GOED, Shari Davis and WNDD, Christine Brandon, for their support and participation. The Fernley CEDS will be consistent with the District CEDS and any future state plan.

Naomi Duerr asked if there anything stopping a region from developing its own CEDS. Fred Steinmann informed the Members that Title 13 CFR only requirement is that it remains consistent with any other regional or state-wide plan. Fred Steinmann then explained how the Walker River Corridor CEDS helped the Walker River Tribe acquire \$5.8M for a new water treatment facility and distribution lines.

John Edmond thanked WNDD thanked everyone for their support in his visits to Northern Nevada and expressed his willingness to work with anyone to take Northern Nevada to the next level.

Christine Brandon announced the next meeting would be November 14, 2022 from 9:00-11:00 am by Zoom and we would be having a Members Only Summit at the end of January.

**10. Adjournment**

President Duerr adjourned the WNDD Board meeting at 11:25 am.

4:29 PM

## WESTERN NEVADA DEVELOPMENT DISTRICT

## Profit &amp; Loss by Class

August 2022

11/13/22

Cash Basis

	BGCA-H	BGCA-P	EDA Planning Grant	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Associate Membership	0.00	0.00	175.00	175.00
Membership Dues	0.00	0.00	16,000.00	16,000.00
RLF Interest	0.00	0.00	567.64	567.64
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>16,742.64</b>	<b>16,742.64</b>
<b>Expense</b>				
Brownfield Humboldt	0.00	0.00	936.98	936.98
Contracted Services	0.00	10,542.25	0.00	10,542.25
Meetings	137.01	0.00	478.50	615.51
Subscriptions	0.00	0.00	245.92	245.92
Equipment	0.00	0.00	95.00	95.00
Office Supplies	0.00	0.00	207.49	207.49
Printing	0.00	0.00	78.30	78.30
Payroll Expense				
Leased Employee	0.00	0.00	7,875.30	7,875.30
<b>Total Payroll Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>7,875.30</b>	<b>7,875.30</b>
Rent	0.00	0.00	1,231.17	1,231.17
Travel	281.29	0.00	0.00	281.29
Meals	374.60	0.00	120.27	494.87
Lodging	1,360.03	0.00	0.00	1,360.03
Web Design & Maintenance	0.00	0.00	537.63	537.63
Telephone	0.00	0.00	-25.44	-25.44
<b>Total Expense</b>	<b>2,152.93</b>	<b>10,542.25</b>	<b>11,781.12</b>	<b>24,476.30</b>
<b>Net Ordinary Income</b>	<b>-2,152.93</b>	<b>-10,542.25</b>	<b>4,961.52</b>	<b>-7,733.66</b>
<b>Net Income</b>	<b>-2,152.93</b>	<b>-10,542.25</b>	<b>4,961.52</b>	<b>-7,733.66</b>



4:30 PM

## WESTERN NEVADA DEVELOPMENT DISTRICT

11/13/22

## Profit &amp; Loss by Class

Cash Basis

September 2022

	BGCA-H	BGCA-P	EDA Planning Grant	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Associate Membership	0.00	0.00	2,000.00	2,000.00
Membership Dues	0.00	0.00	44,000.00	44,000.00
RLF Interest	0.00	0.00	24.33	24.33
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>46,024.33</b>	<b>46,024.33</b>
<b>Expense</b>				
Brownfield Humboldt	0.00	0.00	388.63	388.63
Accounting	4,833.00	0.00	2,675.00	7,508.00
Legal	0.00	0.00	1,902.00	1,902.00
Contracted Services	20,833.27	-10,542.25	0.00	10,291.02
Meetings	0.00	0.00	300.00	300.00
Subscriptions	0.00	0.00	906.04	906.04
Miscellaneous	0.00	0.00	790.21	790.21
Office Supplies	0.00	0.00	324.37	324.37
Printing	0.00	0.00	66.95	66.95
Payroll Expense				
Leased Employee	0.00	0.00	11,812.97	11,812.97
<b>Total Payroll Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>11,812.97</b>	<b>11,812.97</b>
Rent	0.00	0.00	1,231.17	1,231.17
Travel	0.00	0.00	459.50	459.50
Meals	0.00	0.00	115.38	115.38
Web Design & Maintenance	0.00	0.00	19.99	19.99
Telephone	0.00	0.00	344.00	344.00
<b>Total Expense</b>	<b>25,666.27</b>	<b>-10,542.25</b>	<b>21,336.21</b>	<b>36,460.23</b>
<b>Net Ordinary Income</b>	<b>-25,666.27</b>	<b>10,542.25</b>	<b>24,688.12</b>	<b>9,564.10</b>
<b>Net Income</b>	<b>-25,666.27</b>	<b>10,542.25</b>	<b>24,688.12</b>	<b>9,564.10</b>

**WESTERN NEVADA DEVELOPMENT DISTRICT**  
**Profit & Loss by Class**  
 October 2022

	<u>BGCA-H</u>	<u>EDA Planning Grant</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Associate Membership	0.00	1,750.00	1,750.00
Membership Dues	0.00	15,000.00	15,000.00
RLF Interest	0.00	23.04	23.04
<b>Total Income</b>	<u>0.00</u>	<u>16,773.04</u>	<u>16,773.04</u>
<b>Expense</b>			
Accounting	833.00	0.00	833.00
Audit	0.00	10.00	10.00
Legal	0.00	900.00	900.00
Insurance			
Workmans Compensation	0.00	1,242.00	1,242.00
<b>Total Insurance</b>	<u>0.00</u>	<u>1,242.00</u>	<u>1,242.00</u>
Contracted Services	0.00	5,255.00	5,255.00
Equipment	0.00	729.49	729.49
Miscellaneous	0.00	-720.36	-720.36
Office Supplies	0.00	2.19	2.19
Printing	0.00	98.50	98.50
Rent	0.00	1,200.00	1,200.00
Travel	0.00	37.50	37.50
<b>Total Expense</b>	<u>833.00</u>	<u>8,754.32</u>	<u>9,587.32</u>
<b>Net Ordinary Income</b>	<u>-833.00</u>	<u>8,018.72</u>	<u>7,185.72</u>
<b>Net Income</b>	<u><u>-833.00</u></u>	<u><u>8,018.72</u></u>	<u><u>7,185.72</u></u>

**WNDD  
Board of Directors Meeting  
2023**

<b>January 30-31, 2023</b>	<b>WNDD Members Only Summit</b>
<b>March 20, 2023</b>	<b>Board of Directors Meeting</b>
<b>May 15, 2023</b>	<b>Board of Directors Meeting</b>
<b>August 21, 2023</b>	<b>WNDD Program</b>
<b>September 18, 2023</b>	<b>Board of Directors Meeting</b>
<b>November 13, 2023</b>	<b>Board of Directors Meeting</b>