

WESTERN NEVADA DEVELOPMENT DISTRICT

AGENDA

**Board of Directors Meeting
9:30 am, Monday, September 19, 2022**

This is a Zoom Only Meeting

Zoom Link: <https://us02web.zoom.us/j/4136367971?pwd=BIVrCb50rWPrHjqVegcyxrWuVhc9go.1>

- 1. Call to Order – Naomi Duerr, WNDD President – Reno City Council**
- 2. Agenda Approval (For Possible Action)**
- 3. Meeting minutes approval of June 27, 2022 (For Possible Action)**
- 4. Announcements, Presentations, Recognition Items and Items of Special Interest (Information Only - No Action Required)**
 - a. U.S. Department of Commerce, Economic Development Administration, Nevada Economic Development Representative
John Edmund**
- 5. CONSENT AGENDA (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.

 - a. FY 2021-22, June Treasurer’s Report**
 - b. FY 2021-22, July Treasurer’s Report**
- 6. Broadband Speed Test/ Mapping Project (For Possible Action)**
 - a. Contract Ends October 31, 2022**
 - b. Contract Renewal for 1 year**
- 7. Executive Director / Staff Team Report (Information Only – No Action Required)**
 - a. Broadband Speed Test/Mapping Project** Christine Brandon
 - b. August 22 Program – Apprenticeship Tours** Christine Brandon
 - c. Humboldt County- EPA Brownfields Grant** Don Vetter
 - d. Humboldt County-Grass Valley Wastewater Treatment Plant, Grant Application** Christine Brandon
 - e. Good Jobs Challenge Grant** Don Vetter
 - f. Professional Grant Writers Partnership** Christine Brandon
- 8. WNDD Bylaws Task Force Update (Information Only-No Action Required)**

Honey Menefee, By-Laws Committee Member
- 9. Member Updates (Information Only-No Action Required)**
 - a. West Coast Salmon Farm—Heidi Lusby-Angvick, WNDD Vice President, Nevada 95/80 Co-Director**
 - b. Fernley Downtown CEDS—Fred Steinmann, Director, University Center for Economic Development**
- 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 or by calling 775-473-6753.

A	B	C	D	E	F	G	H
1				WESTERN NEVADA DEVELOPMENT DISTRICT			
2				2022-2023 BOARD MEMBERS Revised 9.16.22			
3	COUNTIES		Name		Email	Phone	Alt Phone
4	#						
5	1	Carson City	* Maurice White	Supervisor, Carson City	mwhite@carson.org	775-887-2100	775-283-7934
6	2		Nancy Paulson	Manager, Carson City	npaulson@carson.org	775-887-2100	X 7944
7	3		Vacant	Business Rep			
8	4	Churchill County	* Greg Koenig	Commissioner, Churchill County	gkoenig@churchillcounty.org	775-666-5757	
9	5		Bruce Breslow	Executive Director, Churchill Fallon Econ. Dev.	breslow@cfednv.com	775-813-3000	
10	6		Jim Barbee	Manager, Churchill County	ibarbee@churchillcounty.org	775-423-5136	
11	7	Douglas County	* Danny Tarkanian	Commissioner, Douglas County	DTarkanian@douglasnv.us	775-782-6268	
12	8		Lisa Granahan	Manager, Economic Vitality, Douglas County	lgranahan@douglasnv.us	775-782-6268	775-781-3775
13	9		Kitty McKay	Director, Mission Integration, CTH	kitty.mckay@carsontahoe.org	775-445-5165	775-220-4030
14	10	Humboldt County	* Ken Tipton	Commissioner, Humboldt County	ken.tipton@humboldtcountynev.gov	775-623-6300	
15	11		Dave Mendiola	Manager, Humboldt County	dave.mendiola@humboldtcountynev.gov	775-623-6300	
16	12		Michelle Hammond Allen	Economic Development Officer	michelle.hammond@humboldtcountynev.gov	775-623-6036	775-304-3234
17	13	Mineral County	* Cassie Hall	Commissioner, Mineral County	chall@mineralcountynev.org	775-945-2446	775-316-2483
18	14		Kyle Isom	Parks and Recreation Director	kisom@mineralcountynev.org		
19	15		Vacant	Business Rep			
20	16	Pershing County	* Shayla Hudson	Commissioner, Pershing County	shudson@pershingcountynev.gov	775-273-2342	
21	17		Heidi Lusby-Angvik	Executive Director, PCEDA	pceda@pershingcountynev.gov	775-273-4909	
22	18		Vacant	Business Rep			
23	19	Storey County	* Clay Mitchell	Commissioner, Storey County	CMitchell@StoreyCounty.org	775-847-0968	
24	20		Honey Menefee	Community Relations, Storey County	hmenefee@storeycounty.org	775-847-0986	775-546-3183
25	21		Vacant	Business Rep			
26	22	Washoe County	* Jeanne Herrmann	Commissioner, Washoe County	landfindercountry@gmail.com	775-219-5472	
27	23		Vacant	Business Rep			
28	24		Vacant	Business Rep			
29		CITIES					
30	25	Fallon	* Kelly Frost	Council member, Fallon	kfrost@fallonnevada.gov	775-423-3040	775-427-6363
31	26		Vacant				
32	27		Vacant	Business Rep			
33	28	Fernley	* Roy Edgington, Jr	Mayor, Fernley	redjington@cityoffernley.org	775-784-9854	775-790-5655
34	29		Lowell Patton	CP Construction Group	lpatton@cpconstgroup.com		
35	30		Vacant				
36	31	Lovelock	* Pat Rowe	Council member, Lovelock	jprowe@gbis.com	775-273-2356	775-273-7874
37	32		Mark Hauenstein	CEO, Technical Designs	markh@technical-designs.com	775-329-5044	
38	33	Reno	* Naomi Duerr	Council member, Reno	duerr@reno.gov	775-334-2017	
39	34		Bryan Mcardle	Business Rep	mcardleb@repo.gov		
40	35		Vacant	Business Rep			
41	36	Sparks	* Dian VanderWell	Council member, Sparks	dvanderwell@cityofsparks.us	775-353-2360	775-560-8491
42	37		Tracy Holland	Iron Workers Local 118	tholland@iw118.org	775-745-5883	
43	38		Art Sperber	Director, CA., Inc.	artsperber@gmail.com	775-742-4988	
44	39	Winnemucca	* Vince Mendiola	Council member, Winnemucca	vmendiola@winnemuccacity.org	775-623-6333	
45	40		Alicia Heiser	City Manager	manager@winnemuccacity.org	775-623-6333	

A	B	C	D	E	F	G	H
46							
47	ASSOCIATE MEMBERS		Vacant	Business Rep	winnemucca@groceryoutlet.com		
48	BCCTNN		Rob Benner	Secretary, Building and Construction Trades Council	rbenner@bctnn.org	775-355-9200	
49	Brycon		Heather Van Erden	Marketing & Business Development	hvanerden@brycon.com	775-624-8977	
50	Capitol Partners		Nick Vander Poel		nick@flynnquidicia.com		
51	CEDA		Sara Beebee	Director of Operations	sara@cedaattracts.com	775-423-8587	
52	CSA		Leslie Colbrese	CEO, CSA	lcolbrese@csareno.org	775-786-6023	
53	Downtown Reno Part.		Alexander Stettinski	Executive Director, Downtown Reno Partnership	astettinski@downtownreno.org	775-432-0772	
54	Downtown Reno Part.		Nathan Digangi		ndigangi@downtownreno.org	775-432-0772	
55	Education Innovation Coll.		Mary Alber	CEO, Education Innovation Collaborative	mary_alber@eic-nv.org	775-224-3736	
56	EDAWN		Veronica Chavez	Senior VP, Business Retention, Expansion & Workforce	Chavez@edawn.org	775-829-3700	
57	First Independent Bank		Angela Rowan	Assistant Vice President	angela.rowan@firstindependentnv.com	775-770-2424	
58	GOED		Shari Davis	Director, Rural Economic and Community Dev.	sdavis@goed.nv.gov	775-687-9911	
59	GOWIN		Vacant	Program Development and Engagement Spec.			
60	JOIN		Denise Castle	CEO	dcastle@join.org	775-461-3930	
61	Lake Tahoe Visitors' Auth.		Carol Chaplin	CEO, LTVA	carol@ltva.org	775-588-4591	
62	NV Energy		Jeff Brigger (Interim)	Business Development Adviser	jbrigger@nvenergy.com	775-834-3755	775-527-9833
63	Nevada Green Institute		Aster Girma	President, Nevada Green Institute	agirma@nevadagreeninstitute.org		
64	NNDA		Amy Miller	Director, Business Development	amy.miller@nnda.org	775-883-4413	775-400-0619
65	NRHA		Bill Brewer	Director	wbrewer@nvrural.org	(775) 887-1086	
66	Pyramid Lake Paiute Tribe		Cassandra Darrrough	NUMU	darrroughcassandra@gmail.com	775-574-1000	
67	RailPros		Paul F. MacDonald	Director, Industrial Development	paul.macdonald@railpros.com	916-257-5996	
68	RNDC		Mary Kerner	CEO, RNDC	mary@rncnv.org	866-404-5204	
69	Tahoe Prosperity Center		Heidi Hill – Drum	CEO, TPC	heidi@tahoeprosperity.org	775-298-0267	
70	TMCC		vacant				
71	UNR-UNCE		Fred Steinmann	Director	fred@unr.edu	775-784-1655	775-997-4636
72	WNC		NIKI Gladys	Executive Director, Development, WNC	niki.gladys@wnc.edu	775-445-3239	775-527-5794
73	*		Elected Officials				

WESTERN NEVADA DEVELOPMENT DISTRICT

MINUTES

Board of Directors' Meeting

9:30 AM to 11:45 AM, Monday, June 27, 2022

City of Reno 7th Floor Conference Room, City Hall, 1 East 1st St., Reno

MEETING IN-PERSON AND BY ZOOM

1. Call to Order and Roll Call

President Naomi Duerr called the meeting to order at 9:45 AM

Roll Call – Members Present

Carson City – Maurice White; Douglas County – Danny Tarkanian; City of Fallon – Kelly Frost; Humboldt County – Dave Mendiola, Michelle Hammond; Pershing County – Heidi Lusby-Angvick; City of Reno - Naomi Duerr; City of Sparks: Dian VanderWell, Art Sperber; Storey County – Clayton Mitchell, Honey Menefee; UNR – Dr. Fred Steinmann; Lake Tahoe Visitors' Authority – Carol Chaplin; RNDC – Mary Kerner; JOIN – Brandy Thompson; GOWINN – Amy Fleming; EDAWN – Veronica Chavez; NNDA: Amy Miller; Brycon: Heather Van Erden; GOED: Shari Davis; First Independent Bank: Angela Rowan

Members Absent

Carson City – Nancy Paulson; Douglas County – Lisa Granahan, Kitty McKay; City of Fernley – Roy Edgington, Lowell Patton; City of Lovelock – Pat Rowe, Churchill County – Greg Koenig, Bruce Breslow, Jim Barbee; Humboldt County – Ken Tipton; Pershing County – Shayla Hudson; Mineral County – Cassie Hall; Washoe County – Jeanne Herman; City of Sparks – Tracy Holland, Charlene Bybee; 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; Flynn Giudici – Nick Vander Poel; Nevada Builders' Alliance – Aaron West; Downtown Reno Partnership – Alex Stettinski, Nathan Digangi; Education Innovation Collaborative – Mary Alber; Nevada Green Institute – Aster Girma; Tahoe Prosperity Center – Heidi Hill-Drum; Uprise Fiber - Sam Sanders; TMCC representative; NV Energy representative; NRHA representative.

Staff

Sheryl Gonzales, Executive Director (outgoing)
Christine Brandon, Executive Director (incoming)
Des Craig, Economic Recovery Coordinator

2. Agenda Approval

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

3. Meeting Minutes Approval from April 25, 2022

Art Sperber moved to approve the minutes from WNDD Board meeting of April 25, 2022; Dian VanderWell seconded. Motion passed unanimously.

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

a. Sheryl Gonzales introduced the newly-hired WNDD Executive Director, Christine Brandon, to the Board. Ms. Brandon shared a few words of introduction and thanked the Board for selecting her as the new Executive Director. She looked forward to getting to know the Board and said she would be visiting their communities over the coming months.

b. Ms. Gonzales introduced Heather Van Erden as a new Board member. Ms. Van Erden represents the latest organization to become an associate member of WNDD, Brycon Corporation of Reno.

c. Ms. Gonzales introduced two guests to the Board meeting: Ron Radil, former Executive Director of WNDD, and Dr. Fred Steinmann, Assistant Research Professor at the College of Business and the University Center for Economic Development, University of Nevada, Reno.

d. Next, Ms. Gonzales introduced Carleen Herring, Economic Development Representative (EDR) for EDA for Idaho and northern Nevada. Ms. Herring thanked the WNDD Board for the opportunity to meet in person. She explained that the new EDR for Nevada, John Edmond, could not attend today's meeting and sent his apologies. Ms. Herring then introduced Sheba Person-Whitley, Regional Director of the EDA Seattle Region, who joined the meeting by video.

Ms. Person-Whitley thanked WNDD for the opportunity to join the Board meeting and said she looked forward to visiting northern Nevada in person in the future. She explained the reach of the Seattle region of EDA and noted that it was recently decided to allocate an exclusive EDR, John Edmond, to the State of Nevada. Unfortunately, he could not attend the Board meeting today. Ms. Person-Whitley stressed the value of economic development districts and encouraged members to reach out and use the incoming EDR and the UCED to help overcome issues and challenges faced in their communities. She cited broadband connectivity as an issue where EDA could help, either with direct EDA funds or in acquiring information and funds from the National Telecommunications and Information Administration (NTIA) for middle mile and last mile projects. Ms. Person-Whitley also mentioned the free EDA resource that is available to help in the preparation of the CEDS (<https://CEDScentral.com>), and referred to the Good Jobs Challenge Grant and EDA's priority to support workforce development and training.

Several comments and questions were made after Ms. Person-Whitley's presentation:

- President Naomi Duerr commented that two of WNDD's priorities in the past year have been broadband and workforce development.
- Heidi Lusby-Angwick asked why is it important to have an economic development district (EDD). Ms. Person-Whitley replied that it is very important since EDA is limited in staff and resources. EDDs are eyes and ears on the ground, aware of the local situation, and can assist EDA in reaching out to member communities. EDDs also prepare the CEDS for the region, a collaborative process that brings together members of the wider regional community, and later EDDs can assist those same communities access project funding.
- Sheryl Gonzales wanted to know what advantage membership of an EDD gives to a member, especially leverage with EDA. Ms. Person-Whitley replied that being part of a regional CEDS is of great value to a member. Collaborating in this process and identifying projects within that planning exercise make it easier to obtain project funding in future. While funding is never guaranteed, if a community and community project are part of a CEDS, they are more competitive and more likely to be approved for grants.
- Ms. Duerr asked if involvement in a CEDS is a prerequisite for receiving funds from EDA. Ms. Person-Whitley responded while not mandatory, being part of a CEDS makes the community and grant applications from that community more competitive for funding. Carleen Herring added that EDD staff and EDRs can also advise EDD members of funding sources beyond EDA and the suitability of their projects for alternative financing.
- Lastly, Ms. Duerr asked if a community (for example, a city or county) could commission a CEDS on its own. Ms. Herring responded by saying the nature of a CEDS is regional and comprehensive. A community can conduct an economic development strategic plan but to be called a CEDS, a plan needs to be regional and comprehensive in nature.

After the above questions and answers with the Regional Director, Ms. Gonzales asked Ron Radil, former WNDD Executive Director, to give his perspective on the role and function of EDA and EDDs in Nevada. Mr. Radil has a long history of working with EDA and EDDs. He said, initially, EDD Boards were supposed to comprise 51% of elected officials. He talked on the importance of the CEDS to an EDD region and noted that identified and prioritized projects are a very important part of the CEDS. Mr. Radil went on to stress that EDDs should be apolitical. Also, in the Nevada context EDDs have not been involved in business recruitment, deferring that function to the state-supported Regional Development Authorities.

Mr. Radil cited a number of regional projects where WNDD was involved in the past:

- Lake Tahoe Economic Prosperity Plan, which led to the creation of the Tahoe Prosperity Center, embracing several counties across the state line.
- V & T Railway reconstruction from Carson City to Virginia City.
- The Stronger Economies Together (SET) program of 2012 which culminated in a CEDS rewrite for the WNDD region.
- The infrastructure project that takes wastewater from Reno and Sparks and after treatment sends it to the Tahoe Regional Industrial Center for industrial use.
- Proposals for a Railpark at Hazen and Industrial Park in Fallon, Churchill County.

Mr. Radil concluded his comments by stressing again it is much easier to design and implement projects on a regional basis. No community is an island. EDDs can help with regional thinking and planning and can help avoid thinking “in silos”.

Carol Chaplin of Lake Tahoe Visitors’ Authority advised the Board that Ms. Person-Whitley will be attending the Tahoe Economic Summit 2022 in early September.

5. APPROVAL OF CONSENT CALENDAR

a. FY 2021-22, April Treasurer’s Report

b. FY 2021-22, May Treasurer’s Report

c. Audit Services with Knott & Associates for WNDD FY 2021-22. Services not to exceed \$6,675

d. Three-week paid time off per year for newly-hired Executive Director, Christine Brandon

e. Contract with Sheryl Gonzales for Management/Administrative Support Services. Services not to exceed \$15,000.

Dian VanderWell moved to approve the Consent Calendar items; Art Sperber seconded. Motion passed unanimously.

ADMINISTRATIVE AGENDA

6. WNDD President to appoint Dian VanderWell, Sparks City Council Woman to Secretary/Treasurer position for remainder of 2-year term, Fiscal Year 2022-23.

Sheryl Gonzales introduced the subject and explained that WNDD Board President had invited Dian VanderWell to take up the position of Secretary/Treasurer, vacated recently by Teri Bath. Ms. VanderWell agreed to assume the position, and said she looked forward to the opportunity of serving on the Executive Board of WNDD.

Sheryl Gonzales thanked Ms. VanderWell and also recognized the past Secretary/Treasurer, Teri Bath, who resigned mid-way during her term due to a relocation to another state.

Art Sperber moved to approve the appointment of Ms. VanderWell as WNDD Secretary/Treasurer for the remainder of the 2-year term, Fiscal Year 2022-23; Dave Mendiola seconded. Motion passed unanimously.

7. Review, discuss and approve 2022-2023 Comprehensive Economic Development Strategy (CEDS) Update

Sheryl Gonzales presented the Staff Report on this item. The 2022 CEDS Update, complete with CEDS projects, was completed in early June and after approval by the Board will be submitted to EDA, and will be posted on the WNDD website. Ms. Gonzales emphasized the need for members to use the CEDS Update and thanked UCED for their contribution in updating the economic and other statistics for the region. Ms. Gonzales noted that membership dues are

used as match for the Planning Grant received each year from EDA for the CEDS. Carleen Herring noted that updating the CEDS is an on-going activity throughout the entire year.

Dian Vanderwell moved to approve the 2022-23 CEDS Update; Art Sperber seconded. Motion passed unanimously.

8. Review, discuss and approve the establishment of a WNDD Bylaws Task Force for the purpose of reviewing and updating WNDD Bylaws

President Naomi Duerr introduced this subject, explained the current Bylaws were last reviewed in 2019 and asked for volunteers to join a task force to review the current Bylaws. Honey Menefee, Storey County and Angela Rowan, First Independent Bank expressed interest. They were accepted by Ms. Duerr and added to the proposed task force which will include Ms. Duerr, Heidi Lusby-Angwick, Vice President, and Christine Brandon, Executive Director. Ms. Duerr said she expected the review to take 3 meetings of the Task Force and recommendations would be presented to the Board at a meeting later this year.

Heidi Lusby-Angwick moved to approve the establishment of a WNDD Bylaws Task Force to review and update the WNDD Bylaws; Dian VanderWell seconded. Motion passed unanimously.

9. Executive Director/Staff Team Report

a. Broadband Speed Test/Mapping Project

Des Craig presented this item. He provided an overview of the WNDD Broadband Mapping Project; he explained the concept and purpose of the map and encouraged members to publicize the map, take the test and encourage others to take the speed test. The map currently reflects 1.26 percent of households in the region. The goal is to reach 4 percent in the remaining 4 months of the software license agreement, however, the map in its present form can be used to identify needs and gaps in internet connectivity in the region.

Sam Sanders of Uprise Fiber has agreed to sponsor outreach throughout the region at public events over the summer. More information can be obtained from Christine Brandon, WNDD Executive Director.

The software consultant has provided training on using the map for a team drawn from across the region. To date 2 communities – Douglas County and Pershing County – have signed data sharing agreements with WNDD and have unique access to the backend analytics of the map for their counties. These data can be used for designing projects and drafting grant applications for funds that are available now (e.g. ARPA funds, USDA funds, local resources etc.) and also for future funding from the federal and state governments. Sheryl Gonzales urged members to use the WNDD map to list and prioritize broadband projects and get ready to apply for funding.

Mr. Craig also stressed the need for communities to use the map and other resources to identify broadband projects in their areas and engage with the Governor's Office of Science

Innovation and Technology in the establishment of local Broadband Action Teams. He referred to the federal broadband funding that will be made available through the state from the National Telecommunications and Information Administration and circulated information on this funding.

b. Economic Recovery and Resiliency Action Committees: Final Report

Des Craig presented this item. He referred to the 2020-21 Economic Recovery and Resiliency Plan (funded by a grant from the CARES Act through EDA) which was incorporated into the 2021 CEDS Update and submitted to EDA in June 2021. He explained that the Action Plan consisted of 4 Target Areas, 12 Goals and many Strategies and Actions needed to implement the stated Goals.

WNDD staff considered implementation in the second half of 2021 and in November formed 4 Action Teams (under the 4 Target Areas) to meet and discuss the Actions, determine the priority actions for implementation, and possible partners and resources available for implementation.

Mr. Craig went on to recount that the Action Teams met several times in early 2022, prioritized fifty-four (54) Actions for immediate implementation. These were referred to and included in the 2022 CEDS Update (discussed earlier). The planning and implementation processes to date and the priority Actions under each Action Team are included in the Implementation Report of June 24, included in the Board packet.

Mr. Craig noted that many of the Actions are already being implemented by WNDD and others and the Action Teams should support those activities and look further at resources and partners, and those Actions not yet started. Sheryl Gonzales added that many of the Actions would have been implemented by the Business Resiliency and Recovery Centers proposed in the recent WNDD grant application to EDA. Unfortunately, that grant application was not approved for funding but the concept should be re-examined and resubmitted for funding.

Mr. Craig concluded his presentation with reference to a Database of Assets in the WNDD Region completed recently by UCED and currently on the WNDD website (at https://wndd.org/wp-content/uploads/2022/06/WNDD_ASSET_JUNE_13.pdf). He thanked all those who were involved in the ERR planning and implementation efforts since late 2020.

c. August 22 Board Program – Apprenticeship Tours/Networking and Lunch

Sheryl Gonzales explained there would not be a normal Board meeting in August. Instead, a program for the Board to meet and visit Apprentice Training programs in the Reno-Sparks area has been planned. Dian VanderWell provided more information.

The date for the August program meeting is August 22, 2022 and Board members will meet at 8:30 AM at the Electricians' Training Center on Longley Lane to begin their tours. Ms. VanderWell needs to know the number of people that will attend and favors several small

groups making concurrent tours than one large group taking a single tour. In addition to the centers that will be visited within Reno-Sparks, there are 2 other centers further away that members might like to visit on their own. These centers are open to the public and Ms. VanderWell recommended the Operating Engineers' Training Center at Wadsworth.

After touring the training centers, Board members will meet for lunch and a discussion on workforce development and training. Union representatives, staff from the training centers and workforce development specialists will be on hand to lead the discussion and answer any questions from the Board. In addition, the whole event will be an excellent opportunity for networking for the Board.

Ms. VanderWell will work with the WNDD Executive Director and compile a map showing the locations of the training centers. A formal invitation will be sent to members the week commencing Monday, July 11. Formal responses will be expected no later than Friday, August 12, 2022.

d. Rural Partners' Network

Sheryl Gonzales explained that she and Christine Brandon met recently with Lucas Ingvaldstad, the recently-appointed Executive Director of USDA-RD in Nevada. Mr. Ingvaldstad referred to an initiative at the federal level involving USDA and other agencies to prioritize and support projects in rural areas across the country. Ms. Gonzales said she had a discussion with Senator Cortez-Masto staff on the same issue and WNDD should be part of this rural initiative. Carleen Herring confirmed there are several such initiatives at the federal level to prioritize investment and support in rural areas. More information can be found at:

<https://www.rd.usda.gov/newsroom/news-release/biden-harris-administration-launches-nationwide-network-partners-tap-resources-rural-america-first>. Also, the White House recently published a "playbook" emphasizing rural development in the implementation of the Bipartisan Infrastructure Law: <https://www.whitehouse.gov/build/rural/#:~:text=The%20Bipartisan%20Infrastructure%20Law%20invests,communities%20seeking%20to%20expand%20broadband.>

10. Inter-Jurisdictional Updates and Member Agency Reports

a. Lake Tahoe: Carol Chaplin of Lake Tahoe Visitors' Authority reported that the new Events Center at Stateline is under construction but due to fires, bad weather, and post-COVID supply chain issues it will not be ready for opening until mid-2023.

Carol also reported that the micro-transit project comprising 17 partners will be launched on July 15. This is particularly relevant given the rising cost of gas and other related costs.

b. Storey County: Honey Menefee reported that 6 Storey County projects submitted to Congressional Representatives have been approved for funding. These are: a water project in Virginia City, upgrades to the Lockwood Senior Center, upgrades to the County Fairgrounds, lighting at the Justice Center, upgrades to the Sheriff Sub Station in Lockwood, and construction of a communications tower.

c. City of Reno: President Naomi Duerr reported on several projects in Reno:

- Rehabilitation of a building for use by the City Police is underway,
- A public aquatic center comprising 3 pools is being constructed in the Moana area,
- Micro-mobility lanes are under construction in downtown Reno to accommodate scooters, bicycles and pedestrians,
- Additional driving lanes are being added in the Damonte Ranch, Steamboat Parkway and Veterans' Parkway area,
- The National Conference of Mayors held in Reno in early June was a success, and
- Repairs to the Reno City Hall parking garage are now complete and a mural has been painted on the exterior wall by a painter from Truckee.

11. Adjournment

Prior to adjourning the meeting, President Naomi Duerr thanked Des Craig for his contributions to WNDD since being employed as an Economic Recovery Coordinator in January 2021. He is leaving the organization at the end of June.

Also, on behalf of the Board, President Duerr thanked Sheryl Gonzales for her service to WNDD over the last 8 years, initially as Project Manager and later as Executive Director. She is retiring at the end of June. The President specifically noted how Ms. Gonzales had engaged the Board in big-picture, visionary thinking. Ms. Gonzales was presented with a metalwork map of Nevada in appreciation of her service to WNDD.

Ms. Gonzales advised the Board that she, Christine Brandon and EDA officials were going on a 3-day rural tour starting Monday afternoon, June 27, that would take them to Lake Tahoe, Minden Tahoe Airport, Carson City (to meet Bob Potts and Shari Davis of GOED), Storey County and Tahoe Reno Industrial Center, Lovelock and Pershing County, and Winnemucca and Humboldt County.

President Duerr adjourned the WNDD Board meeting at 11:45 AM until 8:30 AM, Monday, August 22, 2022 when the Board will meet to tour several Apprentice Program facilities in the Reno/Sparks area.

Respectfully submitted by:

Des Craig, WNDD Economic Recovery Coordinator.

WESTERN NEVADA DEVELOPMENT DISTRICT

Balance Sheet

As of June 30, 2022

09/13/22

Cash Basis

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
City National Bank (883)	58,579.96
Revolving Loan Fund-3953	57,267.95
EDA Account (735)	500.35
Total Checking/Savings	<u>116,348.26</u>
Other Current Assets	
Security Deposit	600.00
1003 CDBG- Borrower 3	17,246.43
1003 RBEG- Borrower 3	2,192.67
1005 CDBG- Borrower 3	2,686.45
1004 - CDBG Borrower 4	11,640.97
1004 - RBEG - Borrower 4	1,940.93
1006 CDBG - Borrower 6	22,069.59
Total Other Current Assets	<u>58,377.04</u>
Total Current Assets	<u>174,725.30</u>
TOTAL ASSETS	<u><u>174,725.30</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Elan Financial (3336)	3,664.07
Total Credit Cards	<u>3,664.07</u>
Other Current Liabilities	
Accounts Payable (1)	27,550.50
Total Other Current Liabilities	<u>27,550.50</u>
Total Current Liabilities	<u>31,214.57</u>
Total Liabilities	31,214.57
Equity	
3000 Opening Bal Equity	-9,934.94
Retained Earnings	163,487.30
Fund Balance	-7,300.99
Net Income	-2,740.64
Total Equity	<u>143,510.73</u>
TOTAL LIABILITIES & EQUITY	<u><u>174,725.30</u></u>

WESTERN NEVADA DEVELOPMENT DISTRICT
Profit & Loss by Class
 June 2022

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 09/13/22
 Cash Basis

	BGCA-H	BGCA-P	EDA Cares Grant	EDA Planning Grant	RLF	TOTAL
Ordinary Income/Expense						
Income						
EDA Cares Grant	0.00		50,000.00	0.00	0.00	50,000.00
Grant Revenue	7,850.05		0.00	20,000.00	0.00	27,850.05
Interest Earnings						
4410 EDA Interest	0.00	0.00	0.00	0.35	0.00	0.35
Interest Earnings - Other	0.00	0.00	0.00	0.00	138.97	138.97
Total Interest Earnings	0.00	0.00	0.00	0.35	138.97	139.32
Total Income	7,850.05	0.00	50,000.00	20,000.35	138.97	77,989.37
Expense						
Accounting	0.00		0.00	3,920.00	0.00	3,920.00
Contracted Services	14,340.05	1,610.50	1,956.00	30,804.00	0.00	48,710.55
Dues	0.00	0.00	0.00	310.00	0.00	310.00
Meetings	366.25	0.00	31.88	256.94	0.00	655.07
Subscriptions	0.00	0.00	25.53	2,891.51	0.00	2,917.04
Fringe Benefits						
Health Insurance	0.00	0.00	450.00	0.00	0.00	450.00
Dental Insurance	0.00	0.00	-58.05	0.00	0.00	-58.05
Vision Insurance	0.00	0.00	41.74	9.94	0.00	51.68
Retirement	0.00	0.00	6,250.00	0.00	0.00	6,250.00
Total Fringe Benefits	0.00	0.00	6,683.69	459.94	0.00	7,143.63
Office Supplies	0.00	0.00	2,372.49	355.06	0.00	2,727.55
Printing	0.00	0.00	227.35	105.30	0.00	332.65
Payroll Expense						
Leased Employee	0.00	0.00	6,676.76	0.00	0.00	6,676.76
Wages	0.00	0.00	7,877.74	14,132.48	0.00	22,010.22
Payroll Taxes						
State Unemployment	0.00	0.00	170.02	41.09	0.00	211.11
Medicare	0.00	0.00	120.75	211.44	0.00	332.19
Social Security	0.00	0.00	516.32	804.11	0.00	1,420.43
Total Payroll Taxes	0.00	0.00	807.09	1,156.64	0.00	1,963.73
Total Payroll Expense	0.00	0.00	15,361.59	15,289.12	0.00	30,650.71
Rent	0.00	0.00	640.53	640.53	0.00	1,281.06
Travel	0.00	0.00	0.00	1,183.84	0.00	1,183.84
Total Expense	14,706.30	1,610.50	27,299.06	58,216.24	0.00	99,832.10
Net Ordinary Income	-6,856.25	-1,610.50	22,700.94	-36,215.89	138.97	-21,842.73
Net Income	-6,856.25	-1,610.50	22,700.94	-36,215.89	138.97	-21,842.73

WESTERN NEVADA DEVELOPMENT DISTRICT

09/13/22

Profit & Loss Budget vs. Actual

Cash Basis

July 2021 through June 2022

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Board Retreat	9,500.00	6,600.00	2,900.00	143.9%
Grant Revenue	457,295.78	610,738.42	-153,442.64	74.9%
Beginning Fund Balance	9,934.94	9,934.84	0.10	100.0%
Membership Dues	72,846.00	76,250.00	-3,404.00	95.5%
RLF Interest	0.00	2,000.00	-2,000.00	0.0%
Interest Earnings	3,358.51	15.00	3,341.51	22,376.7%
Total Income	602,933.23	705,538.26	-102,605.03	85.5%
Expense				
Retreat Expense	10,360.70	0.00	10,360.70	100.0%
Accounting	12,000.00	12,000.00	0.00	100.0%
Audit	8,675.00	7,000.00	-325.00	95.4%
Legal	3,519.07	6,000.00	-2,480.93	58.7%
Insurance				
Liability/Property	1,360.37	0.00	1,360.37	100.0%
Workmans Compensation	630.00	1,900.00	-1,270.00	33.2%
Total Insurance	1,990.37	1,900.00	90.37	104.8%
Contracted Services	293,022.88	316,895.06	-23,872.40	92.5%
Dues	2,388.20	8,500.00	-8,133.80	27.8%
Meetings	6,355.58	0.00	6,355.58	100.0%
Equipment	0.00	4,000.00	-4,000.00	0.0%
Marketing & Publicity	10.25	0.00	10.25	100.0%
Fringe Benefits				
Health Insurance	13,500.00	18,200.00	-2,700.00	83.3%
Dental Insurance	1,655.93	2,238.84	-582.91	74.0%
Vision Insurance	608.91	620.16	-11.25	98.2%
Retirement	11,250.00	9,250.00	2,000.00	121.6%
Total Fringe Benefits	27,014.84	28,309.00	-1,294.16	95.4%
Office Supplies	4,921.88	2,500.00	2,421.88	196.9%
Printing	2,993.55	1,500.00	1,493.55	199.6%
Payroll Expense				
Leased Employee	7,344.46	0.00	7,344.46	100.0%
Wages	172,896.27	187,500.00	-14,603.73	92.2%
Payroll Taxes				
State Unemployment	603.59	607.95	-4.36	99.3%
Federal Unemployment	84.00	126.00	-42.00	66.7%
Medicare	2,702.75	2,953.65	-250.90	91.5%
Social Security	11,556.56	12,629.40	-1,072.84	91.5%
Total Payroll Taxes	14,946.90	18,317.00	-1,370.10	91.6%
Total Payroll Expense	195,187.63	203,817.00	-8,629.37	95.8%
Postage	0.00	1,500.00	-1,500.00	0.0%
Rent	20,848.14	22,068.00	-1,219.86	94.5%
Travel	9,712.46	18,600.00	-8,887.54	52.2%
Meals	1,370.45	0.00	1,370.45	100.0%
Web Design & Maintenance	1,894.66	10,000.00	-8,105.34	18.9%
Total Expense	605,673.87	644,389.06	-38,715.19	94.0%
Net Ordinary Income	-2,740.64	61,149.20	-63,889.84	-4.5%
Net Income	-2,740.64	61,149.20	-63,889.84	-4.5%

WESTERN NEVADA DEVELOPMENT DISTRICT
Balance Sheet
As of July 31, 2022

	<u>Jul 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
City National Bank (883)	31,708.59
Revolving Loan Fund-3953	57,267.95
EDA Account (735)	500.37
Total Checking/Savings	<u>89,476.91</u>
Other Current Assets	
Security Deposit	600.00
1003 CDBG- Borrower 3	17,246.43
1003 RBEG- Borrower 3	2,192.67
1005 CDBG- Borrower 3	2,686.45
1004 - CDBG Borrower 4	11,640.97
1004 - RBEG - Borrower 4	1,940.93
1006 CDBG - Borrower 6	22,069.59
Total Other Current Assets	<u>58,377.04</u>
Total Current Assets	<u>147,853.95</u>
TOTAL ASSETS	<u><u>147,853.95</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable (1)	27,550.50
Total Other Current Liabilities	<u>27,550.50</u>
Total Current Liabilities	<u>27,550.50</u>
Total Liabilities	27,550.50
Equity	
3000 Opening Bal Equity	-9,934.94
Retained Earnings	160,746.66
Fund Balance	-7,300.99
Net Income	-23,207.28
Total Equity	<u>120,303.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>147,853.95</u></u>

WESTERN NEVADA DEVELOPMENT DISTRICT

Profit & Loss Budget vs. Actual

July 1 - 30, 2022

09/13/22

Cash Basis

	Jul 1 - 30, 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Board Retreat	0.00	9,677.42	-9,677.42	0.0%
Grant Revenue	0.00	25,693.55	-25,693.55	0.0%
Beginning Fund Balance	0.00	21,045.48	-21,045.48	0.0%
EDA Planning Grant	0.00	77,419.35	-77,419.35	0.0%
Membership Dues	0.00	125,806.45	-125,806.45	0.0%
RLF Interest	0.00	2,903.23	-2,903.23	0.0%
Total Income	0.00	262,545.48	-262,545.48	0.0%
Expense				
Retreat Expense	0.00	9,677.42	-9,677.42	0.0%
Accounting	833.00	9,677.42	-8,844.42	8.6%
Audit	0.00	6,774.19	-6,774.19	0.0%
Legal	0.00	1,935.48	-1,935.48	0.0%
Insurance				
Liability/Property	1,364.35	1,838.71	-474.36	74.2%
Total Insurance	1,364.35	1,838.71	-474.36	74.2%
Contracted Services	9,901.75	80,854.84	-70,953.09	12.2%
Dues	0.00	2,419.35	-2,419.35	0.0%
Meetings	0.00	2,419.35	-2,419.35	0.0%
Subscriptions	108.98	0.00	108.98	100.0%
Equipment	0.00	1,451.61	-1,451.61	0.0%
Office Supplies	0.00	1,669.35	-1,669.35	0.0%
Printing	0.00	1,451.61	-1,451.61	0.0%
Payroll Expense				
Leased Employee	8,574.45	106,989.68	-98,415.23	8.0%
Total Payroll Expense	8,574.45	106,989.68	-98,415.23	8.0%
Postage	0.00	290.32	-290.32	0.0%
Rent	1,342.85	7,741.94	-6,399.09	17.3%
Travel	537.54	4,838.71	-4,301.17	11.1%
Meals	81.26	967.74	-886.48	8.4%
Web Design & Maintenance	0.00	4,838.71	-4,838.71	0.0%
Total Expense	22,744.18	245,836.43	-223,092.25	9.3%
Net Ordinary Income	-22,744.18	16,709.05	-39,453.23	-136.1%
Net Income	-22,744.18	16,709.05	-39,453.23	-136.1%

