

WESTERN NEVADA DEVELOPMENT DISTRICT

AGENDA

Board of Directors Meeting

The Martin Hotel

94 W. Railroad St.

Winnemucca, NV 89445

11:30am-2:30pm, Monday, October 16, 2023

1. **Call to Order** – Dian VanderWell, WNDD President
2. **Roll Call** –Chris Brandon
3. **Introduction of WNDD Executive Board** – President VanderWell
 - a. **President** – Dian VanderWell—Sparks City Council Member
 - b. **Vice President** – Heidi Lusby-Angvick – Pershing County Economic Development Officer, Co-Director, Nevada 95/80 RDA
 - c. **Secretary/Treasurer** –Michelle Hammond Allen --Humboldt County/ City of Winnemucca Economic Development Officer, Co-Director Nevada 95/80 RDA
 - d. **Director-at-Large** -- Honey Coughlin – Storey County, Community Relations Coordinator
 - e. **Director-at-Large** -- Bryan McArdle – City of Reno, Revitalization Manager
4. **Agenda Approval** (For Possible Action)
3. **Announcements, Presentations, Recognition Items and Items of Special Interest** (Information Only - No Action Required)
 - a. City of Yerington, joined WNDD October 9, 2023
 - b. WNDD Office Relocation
4. **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 2023-2024, 1st Quarter Treasurer’s Report
5. **Speaker**—Maria Anderson, Lithium America (Information Only – No Action Required)
6. **Executive Director Report** (Information Only – No Action Required)
 - a. Humboldt County- EPA Brownfields Grant Michelle Hammond Allen
 - b. Humboldt County-Grass Valley Wastewater Treatment Plant Michelle Hammond Allen
 - c. Pershing County-EPA Brownfields Grant Heidi Lusby-Angvick
 - d. EPA Brownfields Coalition Grant Application Chris Brandon

- d. Carson City Airport Terminal
- h. Pyramid Lake Recompete Pilot Program
- i. Northern Nevada Transportation Issues

Christine Brandon
Christine Brandon
Christine Brandon

7. Member Updates (Information Only-No Action Required)

Michelle Hammond Allen—Humboldt County
Bryan McArdle--Reno

8. Adjourn

Tour- Great Basin College (Information Only—No Action Required)

Becky Coleman, Director GBC Winnemucca Branch
Amber Donnelly, Associate Vice President for Faculty Success

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 111 W. Telegraph St., Ste., 204, Carson City, Nevada 89703, by email at cbrandon@wndd.org or by calling 775-473-6753.

Western Nevada Development District

Balance Sheet

As of September 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
NSB Fed ACH Account - 0735	86,974.23
NSB Operating Checking - 0883	43,765.31
NSB Revolving Loan Fund - 3953	22,091.41
Total Bank Accounts	\$152,830.95
Accounts Receivable	
Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1004 - CDBG Liberty Fitness #4	5,853.47
1004 - RBEG - Liberty Fitness #4	140.29
1006 CDBG - Cottage Foods #6	20,759.85
Accounts Receivable (1)	0.00
Prepaid Expenses	0.00
Security Deposit	250.00
Undeposited Funds	0.00
Total Other Current Assets	\$27,003.61
Total Current Assets	\$179,834.56
Fixed Assets	
Accumulated Depreciation	0.00
Computer Equipment	0.00
Furniture & Fixtures	0.00
Total Fixed Assets	\$0.00
Other Assets	
Deposits	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$179,834.56
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,104.37
Total Accounts Payable	\$3,104.37
Credit Cards	
Elan Financial	0.00
Elan Financial (3336)	0.00

Western Nevada Development District

Balance Sheet

As of September 30, 2023

	TOTAL
Total Credit Cards	\$0.00
Other Current Liabilities	
Accounts Payable (1)	0.00
Accrued Other	0.00
Accrued Vacation	0.00
Deferred Revenue	0.00
Employee Advance	0.00
Payroll Liabilities	0.00
PPP Loan	0.00
Retirement	0.00
Salary Accrual	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$3,104.37
Total Liabilities	\$3,104.37
Equity	
3000 Opening Bal Equity	-9,934.94
Fund Balance	-7,300.99
Beginning Fund Balance	106,041.78
Total Fund Balance	98,740.79
Retained Earnings	51,108.39
Net Income	36,815.95
Total Equity	\$176,730.19
TOTAL LIABILITIES AND EQUITY	\$179,834.56

Western Nevada Development District

Profit and Loss

July 1 - October 15, 2023

	TOTAL
Income	
4700 Other Contracts & Grants	20,391.90
Associate Membership	2,250.00
Brownfield Humboldt Grant	-9,053.59
Brownfield Pershing Grant	27,835.92
Grant Revenue	-20,391.90
Interest Earnings	63.22
Membership Dues	102,500.00
Unapplied Cash Payment Income	-5,000.00
Total Income	\$118,595.55
GROSS PROFIT	\$118,595.55
Expenses	
Accounting	2,580.00
Audit	6,400.00
Bank Service Charges	60.00
Brownfield Humboldt	1,738.42
Brownfields Pershing Expense	15,263.83
Contracted Services	518.49
Dues	65.00
EDA-PPG	19,898.81
Fringe Benefits	147.06
Insurance	662.00
Legal	595.00
Loans	3,616.47
Meals	692.51
Meetings	546.23
Moving	120.99
Office Supplies	1,084.16
Payroll Expense	29,871.91
Postage	29.04
Printing	494.20
Rent	4,000.00
Subscriptions	242.85
Telephone	774.00
Travel	1,279.34
Travel HBF	222.70
Web Design & Maintenance	34.99
Total Expenses	\$90,938.00
NET OPERATING INCOME	\$27,657.55
NET INCOME	\$27,657.55

Western Nevada Development District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

July - September, 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
3900 Beginning Fund Balance		5,000.01	-5,000.01	
4700 Other Contracts & Grants	20,391.90		20,391.90	
Associate Membership	750.00	1,500.00	-750.00	50.00 %
Board Retreat		3,000.00	-3,000.00	
Brownfield Humboldt Grant	-9,053.59	9,999.99	-19,053.58	-90.54 %
Brownfield Pershing Grant	27,835.92	1,599.99	26,235.93	1,739.76 %
EDA PPG Grant ED23SEA3020024		20,000.01	-20,000.01	
Grant Revenue	-20,391.90		-20,391.90	
Interest Earnings	63.22	3.75	59.47	1,685.87 %
Membership Dues	102,500.00	31,250.01	71,249.99	328.00 %
RLF Interest		750.00	-750.00	
Unapplied Cash Payment Income	-5,000.00		-5,000.00	
Total Income	\$117,095.55	\$73,103.76	\$43,991.79	160.18 %
GROSS PROFIT	\$117,095.55	\$73,103.76	\$43,991.79	160.18 %
Expenses				
Accounting	2,580.00	1,250.01	1,329.99	206.40 %
Audit	6,400.00	1,749.99	4,650.01	365.72 %
Bank Service Charges	60.00		60.00	
Board Retreat Expense		3,000.00	-3,000.00	
Brownfield Humboldt	1,425.92		1,425.92	
Brownfields Pershing Expense	15,263.83		15,263.83	
Contracted Services	-2,521.51	16,749.99	-19,271.50	-15.05 %
Dues	65.00		65.00	
EDA-PPG	12,681.81		12,681.81	
Equipment		624.99	-624.99	
Fringe Benefits	147.06	5,700.00	-5,552.94	2.58 %
Insurance	662.00		662.00	
Liability/Property		350.01	-350.01	
Workmans Compensation		300.00	-300.00	
Total Insurance	662.00	650.01	11.99	101.84 %
Legal	595.00	1,250.01	-655.01	47.60 %
Loans	3,616.47		3,616.47	
Maintenance		1,250.01	-1,250.01	
Meals	692.51	450.00	242.51	153.89 %
Meetings	546.23	300.00	246.23	182.08 %
Moving	120.99		120.99	
Office Supplies	1,084.16	187.50	896.66	578.22 %
Payroll Expense	29,871.91	28,625.01	1,246.90	104.36 %
Postage	29.04	18.75	10.29	154.88 %
Printing	494.20	300.00	194.20	164.73 %
Rent	4,000.00	2,700.00	1,300.00	148.15 %
Subscriptions	242.85		242.85	

Western Nevada Development District

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

July - September, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Telephone	774.00		774.00	
Travel	1,190.44	1,050.00	140.44	113.38 %
Travel HBF	222.70		222.70	
Web Design & Maintenance	34.99		34.99	
Total Expenses	\$80,279.60	\$65,856.27	\$14,423.33	121.90 %
NET OPERATING INCOME	\$36,815.95	\$7,247.49	\$29,568.46	507.98 %
NET INCOME	\$36,815.95	\$7,247.49	\$29,568.46	507.98 %