

WESTERN NEVADA DEVELOPMENT DISTRICT

AGENDA

Board of Directors Meeting

9:00-10:00am, Monday, December 11, 2023

Zoom Link: <https://us02web.zoom.us/j/4136367971?pwd=BIVrCb50rWPrHqVegcyxrWuVhc9go.1>

Meeting ID: 413 636 7971

Passcode: 880251

Mobile +1253-215-8782

1. **Call to Order** – Dian VanderWell, WNDD President – Sparks City Council Member
2. **Agenda Approval** (For Possible Action)
3. **Meeting minutes approval of October 16, 2023** (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 2023-24, October 2023 Treasurer’s Report
 - b. **Approval** – FY 2023-24, November 2023 Treasurer’s Report
6. **UNR-UCED—Fred Steinmann and Dick Bartholet—Tech Hub**
7. **WNDD Summit—Chris Brandon**
 - a. **When—March 25 and 26**
 - b. **Where--TBD**
 - c. **Theme—Show Me the Money II**
8. **Executive Director / Staff Team Report** (Information Only – No Action Required)

a. Humboldt County- EPA Brownfields Grant	Don Vetter, Michelle Hammond Allen
b. Humboldt County-Grass Valley Wastewater Reclamation Facility	Michelle Hammond Allen, Don Vetter
c. CEDS Annual Update Stakeholder’s Meeting	Chris Brandon
d. EPA Brownfields Community-Wide grant application	Don Vetter
e. Carson City Airport Terminal -EDA Public Works Application	Don Vetter
f. Pyramid Lake Paiute Tribe—Multi-Purpose Center and Recompete Pilot Program Phase I	Chairman Phoenix, Trisha Conner

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

Heidi Lusby-Angvick—Pershing County

Lydia Altick—City of Fernley

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

WESTERN NEVADA DEVELOPMENT DISTRICT

Draft Minutes

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 called the meeting to order at 11:35am.
2. **Roll Call** –Chris Brandon

Roll Call – Members Present

Humboldt County – Michelle Hammond Allen; Pershing County – Heidi Lusby-Angvick; Storey County – Honey Coughlin; City of Reno - Naomi Duerr, Bryan McArdle; City of Sparks: Dian VanderWell; City of Winnemucca – Vince Mendiola, Alicia Heiser; Brycon—Heather VanErden; BCTNN - Rob Benner, Wendy Colborne; and JOIN-Denise Castle

Guests Present:

Lithium Americas—Tim Crowley, Maria Anderson; Great Basin College—Amber Donnelly, Becky Coleman; JOIN—Arlene Gonzales; Humboldt County—Carol Lynn; and Trish Rippie Realty--Dennis Bradley

Members Absent

Carson City – Supervisor Maurice White, Nancy Paulson; Douglas County--Danny Tarkanian, Nikki Verdile; Humboldt County-Dave Mendiola; Mineral County-Cassie Hall, Kyle Isom, Alyssa Burke; Pershing County – Shayla Hudson; Storey County—Clay Mitchell; Washoe County – Mike Clark, Sara Tone; City of Fallon—Kelly Frost; City of Fernley – Neal McIntyre, Lydia Altick; City of Lovelock-Bonnie Skoglie, Mark Hauenstein; City of Sparks – Alyson McCormick, Art Sperber; Pyramid Lake Paiute Tribe—Chairman James Phoenix, Scott Eldredge; BEC Environmental—Brenda Gilbert CSA—Leslie Colbrese; Downtown Reno Partnership--Nathan Digangi; EDAWN – Veronica Chavez; EIC—Mary Alber; First Independent Bank—Angela Rowan; GOED – Shari Davis; Nevada Builders Alliance; Nevada Green Institute – Aster Girma; NV Energy--Christina Bailey Shaver; NNDA—Amy Barnes; NRHA Bill Brewer; RailPros—Paul MacDonald; RNDC--Mary Kerner; Tahoe Prosperity Center – Heidi Hill-Drum; TMCC—Amber Burroughs; UNR-UCED—Dr. Fred Steinmann; WNC—Niki Gladycy

Staff Present:

Chris Brandon

3. **Introduction of WNDD Executive Board** – President VanderWell introduced the WNDD Executive Board.
 - 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)

Michelle Hammond Allen moved to approve the Agenda. Honey Coughlin seconded. The motion was passed unanimously.

3. **Announcements, Presentations, Recognition Items and Items of Special Interest**
(Information Only - No Action Required)

- a. City of Yerington, joined WNDD October 9, 2023
Chris Brandon announced that Yerington was the 7th city to join WNDD.
- b. WNDD Office Relocation
Chris Brandon stated that the office move was complete.

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**

Michelle Hammond Allen stated she appreciated the access to Quickbooks, and as the Treasurer of WNDD, is working with Chris Brandon and the bookkeeper to keep the financials in order.

Bryan McArdle made a motion to approve the Treasurer’s Report, Heidi Lusby-Angvick seconded. The motion passed unanimously.

5. **Speaker—Tim Crowley, Lithium America** (Information Only – No Action Required)

Tim Crowley, Vice President of Government and External Affairs, Lithium Americas, spoke at length about who Lithium Americas is, as a company. Then Mr. Crowley explained the geology of the McDermitt Caldera and why the lithium deposit is so close to the surface at Thacker Pass. He discussed that the Environmental Impact Statement was completed and approved in January of 2021. Lithium Americas will process the ore on site and 100% of the Lithium mined and processed has already been spoken for by GM for the first 10 years of operations. Mr. Crowley discussed how the mine was being financed by private and government loans. He said the mine was permitted for 40 years and would likely be in production for over 40 years. He discussed the workforce housing project in Winnemucca and the building of an elementary school in Orovada. He invited everyone to visit their research lab at UNR in Reno. Carol Lynn, Humboldt County, DEM asked questions about emergency management and medical personnel available at the mine site. Dennis Bradley, Trish Rippie Realty, asked about the timing of the new school in Orovada. Mr. Crowley also stated the types of workforce they would need: miners, processors, plant operators, control operators and electricians. The presentation was in-depth and thorough, thank you Mr. Crowley!

6. Executive Director Report (Information Only – No Action Required)

a. Humboldt County- EPA Brownfields Grant Michelle Hammond Allen
Michelle Hammond Allen stated that WNDD was providing technical support and community outreach to Humboldt and Pershing Counties on the Brownfields grant.

b. Humboldt County-Grass Valley Wastewater
Treatment Plant Michelle Hammond Allen
Michelle Hammond Allen stated that WNDD was assisting the County on an EDA Public Works grant application.

c. Pershing County-EPA Brownfields Grant Heidi Lusby-Angvick
Heidi Lusby-Angvick discussed the Pershing County Brownfields grant and how much work was accomplished during the grant period. She stated that 28 Environment Assessment Phase I, 20 Phase II Assessments, 8 Cleanups and 9 Reuse Plans were completed. Ms. Lusby-Angvick stated that having the grant and the re-use plans have helped the community with economic development, and she appreciated all of the community visioning workshops to help people see passed the blight.

d. EPA Brownfields Coalition Grant Application Chris Brandon

d. Carson City Airport Terminal Chris Brandon

h. Pyramid Lake Recompete Pilot Program Chris Brandon

i. Northern Nevada Transportation Issues Chris Brandon

j. Tech Hub Chris Brandon

Chris Brandon explained what the Tech Hub was, and that UNR had received the Phase I Designation as the Nevada Lithium and EV Materials Loop and what that could mean for Humboldt County and the state of Nevada. She stated that the Phase II application was now underway. Ms. Brandon explained that WNDD, Nevada 95/80 RDA, the Building and Construction Trade Union of Northern Nevada, JOIN and GBC were all coalition partners in the endeavor.

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

Michelle Hammond Allen—Humboldt County

Michelle Hammond Allen gave the Humboldt County update highlighting the Futures Forum and her International Trade Mission trip to Canada. She said discussion included reciprocal licensing, and how they could work together to further the lithium industry.

Bryan McArdle—Reno

Bryan McArdle discussed his Brownfields grant and had accomplished 19 Phase I and 9 Phase II Environmental Assessments. He spoke about the One Water Nevada project to recharge and reclaim effluent waters into the aquifer. Mr. McArdle also spoke about his Truckee River floodplain plan to reassess land use along the river corridor. Bryan is also working on a façade improvement plan for the downtown core and is working to get a café on the first floor of the City Hall building.

Dian Vanderwell asked if anyone else would like to share what was happening in their community.

Alicia Heiser--City of Winnemucca, City Manager and City Engineer, spoke about what was occurring in Winnemucca. She stated the City was working on a transloading facility with Lithium Americas. She stated Winnemucca was working on funding for a new City Aquatic Center, which is currently in the design phase. She also mentioned that the City was working on a wastewater expansion project and a lighting project for 1 mile of Bridge Street to improve the downtown area. Ms. Heiser also reported that the amphitheater at the Recreation Complex was going to construction in 2024. Councilman Vince Mendiola thanked WNDD for bringing the Board meeting to Winnemucca and appreciated the effort to bring people out.

8. Adjourn

President Dian VanderWell adjourned the meeting at 1:17pm.

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

Becky Coleman, Director GBC Winnemucca Branch

Amber Donnelly, Associate Vice President for Faculty Success

Amber Donnelly and Becky Coleman, Great Basin College took the Executive Board on a tour of the Winnemucca Campus. We were shown the former building that was the campus, the administration and IT building, the electrical program and the nursing program. They discussed their future plans for the college. WNDD offered assistance for grant applications to assist GBC in finding needed funding to fulfill their future goals.

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Western Nevada Development District

Balance Sheet

As of October 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
NSB Fed ACH Account - 0735	86,974.23
NSB Operating Checking - 0883	21,588.71
NSB Revolving Loan Fund - 3953	22,091.41
Total Bank Accounts	\$130,654.35
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	1,500.00
Total Other Current Assets	\$28,503.61
Total Current Assets	\$159,157.96
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	\$159,157.96
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 October 31, 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	16,139.35
Total Equity	\$156,053.59
TOTAL LIABILITIES AND EQUITY	\$159,157.96

Western Nevada Development District

Profit and Loss

July - October, 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	97,500.00
Unapplied Cash Payment Income	1,500.00
Total Income	\$120,095.55
GROSS PROFIT	\$120,095.55
Expenses	
Accounting	2,830.00
Audit	6,400.00
Bank Service Charges	103.80
Brownfield Humboldt	1,738.42
Brownfields Pershing Expense	15,263.83
Contracted Services	518.49
Dues	150.00
EDA-PPG	19,898.81
Fringe Benefits	147.06
Insurance	662.00
Legal	595.00
Loans	4,054.27
Meals	1,245.50
Meetings	546.23
Moving	1,545.62
Office Supplies	1,715.29
Payroll Expense	38,862.51
Postage	29.04
Printing	494.20
Rent	4,000.00
Subscriptions	243.84
Telephone	774.00
Travel	1,633.55
Travel HBF	222.70
Utilities	247.05
Web Design & Maintenance	34.99
Total Expenses	\$103,956.20
NET OPERATING INCOME	\$16,139.35
NET INCOME	\$16,139.35

Western Nevada Development District

Balance Sheet

As of November 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
NSB Fed ACH Account - 0735	46,974.23
NSB Operating Checking - 0883	42,748.12
NSB Revolving Loan Fund - 3953	22,091.41
Total Bank Accounts	\$111,813.76
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	1,500.00
Total Other Current Assets	\$28,503.61
Total Current Assets	\$140,317.37
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	\$140,317.37
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 November 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	-2,701.24
Total Equity	\$137,213.00
TOTAL LIABILITIES AND EQUITY	\$140,317.37

Western Nevada Development District

Profit and Loss

July - November, 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	97,500.00
Unapplied Cash Payment Income	1,500.00
Total Income	\$120,095.55
GROSS PROFIT	\$120,095.55
Expenses	
Accounting	3,080.00
Audit	6,400.00
Bank Service Charges	103.80
Brownfield Humboldt	1,738.42
Brownfields Pershing Expense	15,263.83
Contracted Services	518.49
Dues	150.00
EDA-PPG	25,471.39
Fringe Benefits	367.65
Insurance	662.00
Legal	1,085.00
Loans	4,756.12
Meals	1,313.07
Meetings	546.23
Moving	1,684.59
Office Supplies	2,002.10
Payroll Expense	48,709.66
Postage	29.04
Printing	494.20
Rent	5,175.00
Subscriptions	244.83
Telephone	774.00
Travel	1,722.63
Travel HBF	222.70
Utilities	247.05
Web Design & Maintenance	34.99
Total Expenses	\$122,796.79
NET OPERATING INCOME	\$-2,701.24
NET INCOME	\$-2,701.24

Western Nevada Development District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
3900 Beginning Fund Balance		20,000.00	-20,000.00	
4700 Other Contracts & Grants	20,391.90		20,391.90	
Associate Membership	2,250.00	6,000.00	-3,750.00	37.50 %
Board Retreat		12,000.00	-12,000.00	
Brownfield Humboldt Grant	-9,053.59	40,000.00	-49,053.59	-22.63 %
Brownfield Pershing Grant	27,835.92	6,400.00	21,435.92	434.94 %
EDA PPG Grant ED23SEA3020024		80,000.00	-80,000.00	
Grant Revenue	-20,391.90		-20,391.90	
Interest Earnings	63.22	15.00	48.22	421.47 %
Membership Dues	97,500.00	125,000.00	-27,500.00	78.00 %
RLF Interest		3,000.00	-3,000.00	
Unapplied Cash Payment Income	1,500.00		1,500.00	
Total Income	\$120,095.55	\$292,415.00	\$-172,319.45	41.07 %
GROSS PROFIT	\$120,095.55	\$292,415.00	\$-172,319.45	41.07 %
Expenses				
Accounting	3,080.00	5,000.00	-1,920.00	61.60 %
Audit	6,400.00	7,000.00	-600.00	91.43 %
Bank Service Charges	103.80		103.80	
Board Retreat Expense		12,000.00	-12,000.00	
Brownfield Humboldt	1,738.42		1,738.42	
Brownfields Pershing Expense	15,263.83		15,263.83	
Contracted Services	518.49	67,000.00	-66,481.51	0.77 %
Dues	150.00		150.00	
EDA-PPG	31,913.89		31,913.89	
Equipment		2,500.00	-2,500.00	
Fringe Benefits	367.65	22,800.00	-22,432.35	1.61 %
Insurance	662.00		662.00	
Liability/Property		1,400.00	-1,400.00	
Workmans Compensation		1,200.00	-1,200.00	
Total Insurance	662.00	2,600.00	-1,938.00	25.46 %
Legal	1,085.00	5,000.00	-3,915.00	21.70 %
Loans	4,756.12		4,756.12	
Maintenance		5,000.00	-5,000.00	
Meals	1,313.07	1,800.00	-486.93	72.95 %
Meetings	546.23	1,200.00	-653.77	45.52 %
Moving	1,684.59		1,684.59	
Office Supplies	2,002.10	750.00	1,252.10	266.95 %
Payroll Expense	48,709.66	114,500.00	-65,790.34	42.54 %
Postage	29.04	75.00	-45.96	38.72 %
Printing	494.20	1,200.00	-705.80	41.18 %
Rent	5,175.00	10,800.00	-5,625.00	47.92 %
Subscriptions	244.83		244.83	

Western Nevada Development District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Telephone	774.00		774.00	
Travel	1,904.51	4,200.00	-2,295.49	45.35 %
Travel HBF	222.70		222.70	
Utilities	247.05		247.05	
Web Design & Maintenance	34.99		34.99	
Total Expenses	\$129,421.17	\$263,425.00	\$-134,003.83	49.13 %
NET OPERATING INCOME	\$-9,325.62	\$28,990.00	\$-38,315.62	-32.17 %
NET INCOME	\$-9,325.62	\$28,990.00	\$-38,315.62	-32.17 %