

**NORTHEASTERN NEVADA REGIONAL DEVELOPMENT AUTHORITY  
COMBINED MEETING MINUTES OF THE EXECUTIVE COMMITTEE AND BOARD**

***IN PERSON***  
**Great Basin College**  
**McMullen Hall #102**

**1500 College Parkway  
Elko, NV 89801**

*Individuals attending in person will be asked to adhere to all COVID-19 precautions to prevent the risk of transmission between meeting participants.*

***ZOOM CONFERENCE***

*Login information and details will be provided to NNRDA Board and Executive Committee Members.  
Information regarding Public Comment can be found below:*

**July 22, 2020 at 1:00 pm**

**A. CALL TO ORDER: By NNRDA Chair of the board, Donna Bath, Silver Lion Farms**

The agenda for this meeting of the Northeastern Nevada Regional Development Authority (NNRDA) has been properly posted for this day and time in accordance with NRS requirement.

In accordance with NRS 241, the Authority may: (I) change the order of the agenda, (II) combine two or more agenda items for consideration, (III) remove an item from the agenda or delay discussion relating to an item on the agenda at any time, (IV) and if the agenda is not completed, recess the meeting and continue on another specified date and time, (V) place reasonable restrictions on time, place, and manner of public comment and that comment based on viewpoint may not be restricted.

**DUE TO COVID-19 AND UPON DIRECTIVES FROM THE GOVERNOR, THE POSTING REGULATIONS HAVE TEMPORARILY CHANGED AND ATTENDANCE AT MEETINGS IS VERY LIMITED**

NNRDA's monthly board meeting agenda and board meeting minutes are now posted for public viewing on our website at [www.nnrda.com](http://www.nnrda.com).

**B. ROLL CALL: Introductions of Board Members and Guests**

**STAFF:**

Sheldon Mudd-Executive Director

**EXECUTIVE COMMITTEE MEMBERS:**

Donna Bath-Silver Lion Farms

Michelle Beecher-City of Ely

Vince Mendiola-City of Winnemucca

Shane Bybee-White Pine County

Reece Keener-City of Elko

Jolene Supp-City of Wells

Jon Karr-Elko County

Suzanne Featherston-Kinross

**BOARD MEMBERS:**

Susan Goddard-EDFP

Alissa Wood-Nevada Gold

**GUESTS:**

Patty Moen-NDEP

Patty Herzog-GOED

Fred Steinmann-UNR

Katie Muzzen-UNR

Heidi Lusby-Pershing County

Shirley Alen-Kellerman-RNDC

**C. PUBLIC COMMENT PERIOD:**

**PUBLIC COMMENT WILL BE ACCEPTED IN PERSON AND VIA EMAIL. WE ENCOURAGE THE PUBLIC TO PARTICIPATE IN THE MEETING BY SUBMITTING COMMENTS TO [KRIS@NNRDA.COM](mailto:KRIS@NNRDA.COM) – WHERE THEY WILL BE THEN ADDED TO THE RECORD.**

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**No Public Comment**

**D. MINUTES:**

- 1) Approval of the June 24, 2020 Combined Executive Committee and Board Meeting Minutes.

**For Possible Approval**

**ACTION:** Vince Mendiola made a motion to approve the June 24, 2020 Combined Executive Committee and Board Meeting Minutes. Jolene Supp seconded the motion. **Motion passed.**

**E. NNRDA FINANCIALS:**

- 1) Review and approval of Financials for June 2020.

**For Possible Approval**

**DISCUSSION:** Executive Director noticed that the financials did not look accurate as it looks as if the numbers were from the previous year's numbers. He suggested tabling the financials until next meeting.

**ACTION:** Jolene Supp made a motion to TABLE the Financials for June 2020. Michelle Beecher seconded the motion. **Motion passed.**

**F. NEW BUSINESS:**

- 1) Review, discussion, and possible approval regarding 2020-2021 NNRDA Annual Budget.

**For Possible Action**

**DISCUSSION:** Executive Director, Sheldon Mudd, presented a proposed budget with various options that projected anywhere from a 0% to a 25% cut in total revenue for the year. Mr. Mudd provided a budget option that he recommended to the Board that consisted of a 15% revenue cut that require the elimination of one staff member (who simply will not be hired as that position is currently not filled), and running an approximate \$20K deficit for the year. Mr. Mudd indicated that with NNRDA's ending fund balance of over \$275K, NNRDA can afford to run at a minor deficit in order to allow the organization to move forward with its goals and objectives. Shane Bybee expressed that he felt there was no need to reduce member dues at this time. That the flexibility we have with the budget will hopefully allow NNRDA to hire the position that is vacant in the near future – perhaps 6 months. John Karr asked for clarification on what Commissioner Bybee stated; then voiced his agreement. Vince Mendiola voiced his agreement as well.

**ACTION:** Michelle Beecher made a motion to adopt the proposed budget with no changes to membership dues for the 2020-2021 NNRDA Annual Budget. Vince Mendiola seconded the motion. **The motion passed.**

- 2) Presentation, review, discussion, and possible approval regarding the NNRDA commissioned technical report UCED 2019/20-8 *A Market and Technical Feasibility Study of Recycling Opportunities in Northeastern Nevada* as presented by Dr. Fred Steinmann, University of Nevada Reno College of Business

**For Possible Action**

**DISCUSSION:** Dr. Fred Steinmann introduced Ms. Katherine Muzzin and began discussion regarding the findings of the Recycling Feasibility study. Dr. Steinmann provided a brief history of how the study came to be commissioned with help of NNRDA and Nevada Gold Mines. He further explained how regional price models were established to determine overall feasibility and if there were enough market demand within the region to justify a stand-alone private sector recycling facility. Dr. Steinmann then provided an upfront answer to the question "Does a 100% private sector driven recycling industry and market work in Northeastern Nevada, the answer is no." With that said, Dr. Steinmann indicated there could be other options that would allow a recycling program to be established within Northeastern Nevada. Dr. Steinmann then began to discuss in detail the findings from the document. Ms. Muzzin then took over for a time to discuss the research and findings (historic pricing models and future projections) for which she was responsible within the project. Dr. Steinmann provided some insights on the NDEP Hub & Spoke recycling model and indicated there would be an initial meeting to present it on August 18<sup>th</sup>. Dr. Steinmann then answered a few questions from the Board.

**NORTHEASTERN NEVADA REGIONAL DEVELOPMENT AUTHORITY  
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**ACTION:** Reece Keener made a motion to approve the NNRDA commissioned technical report UCED 2019/20-8 *A Market and Technical Feasibility Study of Recycling Opportunities in Northeastern Nevada* as presented by Dr. Fred Steinmann, University of Nevada Reno College of Business. Vince Mendiola seconded the motion.

**Motion passed.**

- 3) Presentation, review, discussion, and possible approval of the new five-year Comprehensive Economic Development Strategy for the Northeastern Nevada Regional Development Authority for 2020 through 2025 with review and tentative approval of the related community and county-level Comprehensive Economic Development Strategy documents for Elko County (City of Elko including the communities of Jackpot and Spring Creek, the City of Carlin, the City of Wells, and the City of West Wendover), Eureka County, and Lander County as completed by the University of Nevada, Reno's University Center for Economic Development. Direct staff to move forward with tentative submission of these documents to the U.S. Economic Development Administration. **For Possible Action**

**DISCUSSION:** Dr. Fred Steinmann provided introduction and began discussing background, scheduling, and future action associated with the Regional CEDS document. Dr. Steinmann indicated that this might be one of the most complex CEDS ever undertaken in the United States due to its multi-level structure and its overall geographic footprint. Dr. Steinmann stated that the CEDS should be viewed as a document that guides overall economic activity over the course of a five year period rather than day to day tasks. That the CEDS itself as governed by Title 13 of the U.S. Code of Federal Regulations requires certain elements in the way of strategic planning. First, we must think and operate regionally. This can be difficult in an area like Northeastern Nevada due to its size and regional connections (i.e. Utah, Southern Idaho). This is why community/county based CEDS were initiated first and then compiled into the regional document. As outlined in the American Recovery & Reinvestment Act of 2010, communities requesting federal non-competitive economic development grants, require that CEDS or strategic plan be approved and in place. Elements of the CARES Act also note the same. In this project, we wanted to bring the public and private sectors together to define and execute the goals and objectives that will serve the local community, county, and region. In Title 13 part 301, the CFR indicates that a community must meet one of three criteria; Northeastern Nevada generally meets criteria number three in that it generally can identify a special need within the community that qualifies for EDA funding. There are 10 technical requirements within the CEDS that have been outlined on the slides – Dr. Steinmann stated that he is confident that all of the CEDS documents met these requirements. He stated that in the course of development of the CEDS, that the Stronger Economies Together (SET) curriculum was used to guide the development and planning process. This included eight separate modules beginning with “Launching SET” and were initiated through four meetings encompassing 8 hour days at both the community levels and at the regional level – completed with module “Measuring for Success.” Most community workshops were conducted in July and August of 2019 with regional workshops completed in October 2019. A final regional workshop was planned for March or June of 2020 but COVID-19 restrictions prevented any kind of face to face meetings. Dr. Steinmann indicated that because Humboldt had completed a strategic plan in 2018 and that White Pine were conducting a CEDS through USDA and GOED, that there was no need to produce new documents for those areas. Through the course of this project, UNR UCED has produced approximately 800 pages of information for the NNRDA Regional CEDS. Dr. Steinmann expressed his desire to submit the regional and community/county documents to the EDA following approval at this meeting. Dr. Steinmann indicated that there will still be flexibility in regards to revisions to any of these documents should they be required in the immediate future or for the long term. Further, the UNR UCED has been awarded funding via the CARES act to update CEDS documents with focused information pertaining to disruptions due to COVID-19 – this will be offered at no cost to NNRDA – these efforts will include Pershing County as NNRDA's newest member. In addition and at no charge, we will begin scheduling for annual updates and reviews following today's meeting. Dr. Steinmann then highlighted the NNRDA Regional Vision as outlined by the CEDS documents, “In order to overcome the impacts of a ‘boom and bust’ economic cycle, the Northeastern Nevada Regional Development Authority will work to create sustainable economic growth through the promotion and support of the region's targeted industry sectors while building long-term capacity in select economic development capacity building areas.” Further, he then added, “While respecting and seeking to preserve each community's own values and culture and by working together, the Northeastern Nevada Regional Development Authority will provide increased support and pursue increased expansion of the region's existing

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workforce, business community, and residential population through capacity building, business recruitment, expansion and retention efforts, and improved sustainable development.” Dr. Steinmann then discussed the goals identified within the 6 targeted industry sectors identified within the document (as seen in his presentation slides) and the 5 selected economic development capacity building areas (also identified within the slides). Dr. Steinmann went on to discuss the various conditions that exist within the region, primarily socio-demographic & economic conditions and broader regional conditions that can be either an asset or a need within the region. He then wrapped up the presentation and discussed next steps including the potential for NNRDA to become a development district and what some of the requirements and benefits are that are associated with Development Districts (Presentation also included for this). Donna Bath, expressed gratitude to Dr. Steinman as well as Louis Torres and Patty Herzog for their efforts in the development of the CEDS.

**ACTION:** Reece Keener made a motion to approve the new five-year Comprehensive Economic Development Strategy for the Northeastern Nevada Regional Development Authority for 2020 through 2025 with tentative approval of the related community and county-level Comprehensive Economic Development Strategy documents for Elko County (City of Elko including the communities of Jackpot and Spring Creek, the City of Carlin, the City of Wells, and the City of West Wendover), Eureka County, and Lander County as completed by the University of Nevada, Reno’s University Center for Economic Development. And also to move forward with tentative submission of these documents to the U.S. Economic Development Administration. Vince Mendiola seconded the motion. **Motion passed.**

- 4) Review, discussion, and possible approval to prepare and submit application for the Northeastern Nevada Regional Development Authority to become a U.S. Economic Development Administration recognized Economic Development District. **For Possible Action**

**DISCUSSION:** Executive Director, Sheldon Mudd, reiterated some of what Dr. Fred Steinmann mentioned regarding designation as a development district and recommended that the Board move forward towards an application.

**ACTION:** Jolene Supp made a motion to approve NNRDA staff to prepare and submit the application for the Northeastern Nevada Regional Development Authority to become a U.S. Economic Development Administration recognized Economic Development District. Shane Bybee seconded the motion. **Motion passed.**

## **G. REPORTS**

- 1) **Status Report and Leads:** Staff will provide status on various activities, projects and leads.

**REPORT:** Executive Director gave a short report regarding marketing efforts

- 2) **RNDC:** Report from Shirley Allen-Kellerman, RNDC, Business Lending Representative.

**REPORT:** Shirley Alen-Kellerman let the Board know that they currently have five I 80 loan applications submitted for approval that’s part of the Nevada Gold Mines I 80 project which adds up to \$450,000 total. If anyone knows of any businesses that have been affected by COVID-19 and are located on that corridor, they can contact Shirley for help through RNDC. If you are not within those boundaries, RNDC may still be able to help you through their other programs.

## **H. BOARD MEMBER REPORTS**

Board members will be provided the opportunity to give a short report on their business or their city/county.

## **I. PUBLIC COMMENT PERIOD:**

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**J. ADJOURN.** Meeting was adjourned at 2:55 pm.

**Respectfully submitted:**

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**Kris Ashdown, NNRDA Executive Assistant**