

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY
REGULAR MEETING AGENDA**

August 17, 2004

Wells Nevada

Wells Fire Station, 517 Clover Street

Wells, Nevada

9:00am (PSDT)

I. CALL TO ORDER: Chairman Paul Killpatrick

The agenda for this meeting of the Elko County Economic Diversification Authority has been properly posted for this day and time in accordance with NRS requirement.

II. ROLL CALL: Welcome Guests.

III. PUBLIC COMMENT PERIOD:

This agenda item is to provide time for the general public to address the authority regarding items of concern. Action cannot be taken at this time, but a matter can be set on the agenda for a future meeting, as appropriate.

IV. CORRESPONDENCE AND ANNOUNCEMENTS
Copies of all correspondence available upon request.

V. APPROVAL OF JULY 20, 2004 REGULAR MEETING MINUTES: The regular monthly Board meeting was held on July 20, 2004 at 8:00am at the 723 Railroad Street, Elko, Nevada.
ACTION ITEM

VI. APPROVAL OF WARRANTS FOR July, 2004

Warrants over \$500 submitted for Board signatures; warrants under \$500 approved by Executive Director for payment, list provided. **Review of current expenditures/budget comparison. ACTION ITEM**

VII. OLD BUSINESS

- a. Update of the Phase II Investors Group Meeting and the Retail List. **INFORMATION ONLY**
- b. Update on the Incubator Project. **INFORMATION ONLY**
- c. Update on ongoing leads. **INFORMATION ONLY**
- d. Update of Property Inventory. **INFORMATION ONLY**
- e. Update on CEDS update. **INFORMATION ONLY**
- f. Update on the Bylaws and Policies and Procedures. **COMMITTEE REPORT. INFORMATION ONLY**

VIII. NEW BUSINESS

- a. New Employee hired to replace Shirley Sullivan as Assistant Director. **INFORMATION ONLY**
- b. Approval of fundraising dinner, date, and location. **ACTION ITEM**
The tentative plan is to have the recognition dinner on October 2 at Great Basin College. The individual communities will be recognized for their annual accomplishments and will be given an opportunity to recognize businesses from their own communities as well. The State's economic development representatives will be invited to assist in the awards and will serve as guest speakers.
- c. Approval of revised 2004-2005 ECEDA Budget. **ACTION ITEM**
The 2004-2005 Budget was approved at the May 18th ECEDA meeting in Wells. After further review by the Assistant Director Shirley Sullivan and the County's financial office, it was determined that the Carry Over column on the budget was not \$47,000, but was closer to

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\$30,000. The difference in the revenue was enough to justify a revision of the budget. Some additional funding options were added.

- d. Discussion and possible approval of raising the Executive Director's salary to cover self paid insurance. **ACTION ITEM**

2005 WORK PLAN

Goal #1: Develop a targeted marketing plan for Elko County

01:01:05: Adoption of 2004-05 Marketing Plan

Champions: Kerry Aguirre, Be-Be Adams, Shirley Sullivan; Lori Lynch, Elaine Barkdull

01:02:05: Promote and market renewable energy assets of Elko County

Champions: Paul Killpatrick, Lee Krugerud, Vikki Dedman

01:03:05: Pursue retail development as identified by Community ID Study

Champions: Frank Gonzales, Glen Guttry, Elaine Barkdull, Lori Lynch, and Investors Group

01:04:05: Sponsor the Small Communities Air Service Grant

Champions: Glen Guttry, Frank Gonzales

01:05:05: Work with City and County officials to develop incentive programs

Champions: Glen Guttry, Charles Myers, Vikki Dedman, Donnetta Skinner, Elaine Barkdull

Goal #2: Support development, expansion, and retention of existing businesses

02:01:05: Develop the NE Business Incubator Project

Champions: Paul Killpatrick, Danny Gonzales, Elaine Barkdull

02:02:05: Continue partnerships with Chambers of Commerce to support economic development initiatives

Champions: Mary Korpi, Elaine Barkdull

Goal#3: Develop operational funding and cost saving opportunities to leverage current NCED and entity funding

03:01:05: Identify potential grant opportunities for projects and programs

Champions: Frank Gonzales, Paul Killpatrick, Elaine Barkdull

03:02:05: Continue to evaluate operational costs for areas of savings

Champions: Staff

03:03:05: Develop and implement a major fundraiser/recognition event for ECEDA

Champions: Staff/Board

Goal #4: Maintain and improve community and entity communication

04:01:05: Participate in all City Council meetings, County Commission, ECVA and Government Affairs Committee meetings by reporting on ECEDA activities

Champions: Elaine Barkdull/Government Board Representatives

04:02:05: Participate and report to the Commission on Economic Development staff and Commissioners at Commission meetings and via email with quarterly reports

Champions: Elaine Barkdull and Shirley Sullivan

04:03:05: Publish the ECEDA Newsletter quarterly

Champions: Elaine Barkdull and Shirley Sullivan

04:04:05: Actively participate in the Northern Nevada Partnership Group

Champions: Mary Korpi, Paul Killpatrick, Elaine Barkdull

04:05:05: Actively participate in the activities of the Rural Nevada Development Council

Champions: Elaine Barkdull

04:06:05: Actively engage diverse populations in the economic development process

Champions: Paul Killpatrick, Danny Gonzales

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Goal #5: Improve organizational operations

05:01:05: Update and develop a five-year strategic plan

Champions: Elaine Barkdull and Board Members

05:02:05: Identify measurable outcomes for each goal and priority of the work plan - evaluate at each board and staff meeting - utilize toward the development of the building block model.

Champions: Elaine Barkdull and ECEDA Board

05:03:05: Continue to evaluate staffing levels, board participation and make up, and volunteer participation to increase the effectiveness of the organization

Champions: ECEDA Board and Staff

05:04:05: Develop a youth development program for leadership, entrepreneurship and volunteerism in conjunction with Great Basin College

Champions: Paul Killpatrick, Danny Gonzales, Elaine Barkdull

IX. ECEDA STAFF/ENTITY REPORTS

- a. **City of Carlin:**
- b. **Elko County:**
- c. **City of Elko:**
- d. **City of Wells:**
- e. **Spring Creek Association:**
- f. **Others: USDA, SBDC, Job Connect, SCA**
- g. **Executive Director: See notes.**

X. SCHEDULE NEXT MEETING

The next regular board meeting is scheduled to be held in Carlin, NV, Carlin City Hall, on September 21, 2004 at 9:00am.

XI. ADJOURN

Respectfully submitted:

Elaine Barkdull, ECEDA Executive Director