

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

**September 14, 2004  
Carlin, Nevada  
Carlin City Hall, 101 S. 8<sup>th</sup>  
Carlin, Nevada  
9:00am (PSDT)**

- I. CALL TO ORDER: Chairman Paul Killpatrick**  
The agenda for this meeting of the Elko County Economic Diversification Authority (ECEDA) 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 AUGUST 17, 2004 REGULAR MEETING MINUTES:** The regular monthly Board meeting was held on August 17, 2004 at the Wells Fire Station, in Wells, Nevada at 9:00am. **ACTION ITEM**
- VI. APPROVAL OF WARRANTS FOR AUGUST, 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 on ongoing leads. INFORMATION ONLY**
- b. Update of Property Inventory. INFORMATION ONLY**  
The inventory of available industrial land is nearly complete. The available commercial land is much more diverse and will take constant updating. The new Director's Assistant Paulette Bill, will be responsible for continually updating the inventory.
- c. Update on CEDS. INFORMATION ONLY**  
Rick Trembly with the EDA informed ECEDA that our updated CEDS is due November 2, 2004. He is checking with his Seattle Regional Office to determine when the full CEDS revision is due. Elaine Barkdull is working with Carlin, Wendover, Wells and the County and Lori Lynch will be working with the City of Elko to provide updated information. Ursula Powers will work with the Te-Moak Tribe.

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**d. Review and possible approval of revised ECEDA Bylaws and Policies. ACTION ITEM**

The Bylaws Committee met on August 26<sup>th</sup> to revise and update ECEDA's Bylaws and Policies. The current Bylaws were adopted by ECEDA in August of 2000 and no longer relate. The ECEDA Policies are also in need of change. The Board has been provided with advanced copies of the Committee's recommended revisions.

The Membership Committee met on September 2<sup>nd</sup> and is prepared to recommend three options to the Board of Directors for membership policy. Included in today's action will be the choice of one of the three options.

**e. Response to an invitation for membership presented to the Te-Moak Tribe of the Western Shoshone to become a member of the Elko County Economic Diversification Authority. ACTION ITEM**

Tribal Chairman Hugh Stevens replied in a letter dated August 11, 2004 accepting the invitation to become a member of ECEDA. The letter was presented at the last Board meeting but was tabled until new membership policies were adopted.

**f. ECEDA Economic Achievement Awards Dinner Update. INFORMATION ONLY**

The date of the dinner was changed to Saturday, October 9<sup>th</sup> to allow an opportunity for a better attendance of key individuals. The keynote speaker will be new ECEDA Chairman of the Board Paul Killpatrick. Representatives from the state will also speak and will help to distribute the awards. The individual cities will award their own local businesses. Eight event sponsors have helped to offset the expenses of the dinner.

**VIII. NEW BUSINESS**

**a. Update on Small Communities Air Service Grant. INFORMATION ONLY**

Airport Manager Cris Jensen will report at this board meeting on the grant and ECEDA's involvement.

**b. Insight Research Corporation's ROAN Report INFORMATION ONLY**

In December of 2003, Insight Research Corporation provided ECEDA with a complementary ROAN Report. The report is a supply and demand analysis. Because the Buxton Study had just been completed the analysis was saved for another opportunity. The analysis will be conducted on Spring Valley area

**c. Additional costs relating to the IEDC Conference Annual Conference – St. Louis, MO 9/19-9/22 ACTION ITEM**

Chairman of the Board Paul Killpatrick will take former Assistant Director Shirley Sullivan's place and will attend the IEDC Conference this month. The Board approved conference and air travel expenses of \$3600 in July. Executive Director Elaine Barkdull has been invited to attend a pre-conference Union Pacific sponsored retreat with six other Nevada representatives and has changed her air travel plans. Costs relating to canceling air travel plans and additional lodging for Paul Killpatrick will add approximately \$900 to the approved travel budget.

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**d. RNAC Conference on October 14<sup>th</sup> and 15<sup>th</sup> in Tonopah INFORMATION ONLY**

ECEDA Executive Director Elaine Barkdull will attend and facilitate the fall conference of RNAC (Rural Nevada Associated Chambers).

**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, Lori Lynch, Elaine Barkdull, and Paulette Bill

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

Champions: Paul Killpatrick, Lee Krugerud, and 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 and Frank Gonzales

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

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

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

**02:01:05: Develop the NE Business Incubator/Entrepreneur 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

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**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 Paulette Bill

**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: Keyth Durham (Elaine Barkdull to report)

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

Champions: Paul Killpatrick, Danny Gonzales

**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 (K-12) program for leadership, entrepreneurship, and volunteerism in conjunction with Great Basin College**

Champions: Paul Killpatrick, Danny Gonzales, Elaine Barkdull

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**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, Elko Band Tribe:**
- g. **Executive Director:**

**X. SCHEDULE NEXT MEETING**

The next regular board meeting is scheduled to be held in Elko, NV, ECEDA Office at 723 Railroad Street, on October 19, 2004 at 9:00am.

**XI. ADJOURN**

**Respectfully submitted:**

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**Elaine Barkdull, ECEDA Executive Director**