



Brad Little, Governor
Tom Kealey, Director

Economic Advisory Council Meeting Minutes

Idaho Department of Commerce

Wednesday, February 6, 2019
700 West Jefferson Street, Boise – Capitol Building
Garden Level, Senate Flex Room (WW17)

Members

Steve Meyer, *Region I*
Robin Woods, *Region II*
Mike Reynoldson, *Region III*
John Craner, *Region IV*
Rick Phillips, *Region V*
Mark Young, *Region VI*
Dave Wilson, *Region VII*
Sandy Patano, *At-Large*

Idaho Commerce Staff

Tom Kealey, *Director*
Jake Reynolds, *Business Development & Operations Administrator*
Susie Davidson, *Business Attraction Manager*
Dennis Porter, *Community Development Manager*
Jennifer Verdon, *International Trade Manager*
Amanda Ames, *Community Development Specialist*
Jason Barnes, *Business Attraction Specialist*
Sharon Deal, *Senior Community Development Specialist*
Cherié Norris, *Grants / Contracts Analyst*
Tony Tenne, *Senior Community Development Specialist*
James Varner, *Administrative Assistant*
Andrea Vlassis-Zahn, *Business Attraction Specialist*
Patrick Watson, *Senior Research Analyst*

Call to Order

Chairman Steve Meyer called the meeting to order at 8:40 a.m. with a quorum present.

Approval of Minutes

Chairman Meyer noted that the minutes for the January 10, 2019 Economic Advisory Council (EAC) meeting had been distributed and if there were no corrections he would entertain a motion to approve the minutes as distributed.

Motion

To approve the meeting minutes from the January 10, 2019 EAC meeting as they had been distributed.

Moved by: Dave Wilson

Seconded by: Sandy Patano

Steve Meyer – Aye

Robin Woods – Aye

Mike Reynoldson – Absent

John Craner – Aye

Rick Phillips – Absent

Mark Young – Aye
Dave Wilson – Aye
Sandy Patano – Aye

With two-thirds majority vote. Motion Approved.

8:45 Rick Phillips joined the meeting.

Call for Conflict of Interest

Chairman Meyer asked the Council if they have a conflict of interest and would like to recuse themselves. (No response from the Council)

Director's Welcome

Director Tom Kealey welcomed the EAC Council to Boise.

Jake Reynolds introduce the Department of Commerce International Manager Jennifer Verdon. He explained that she will be sitting in on the meeting today to learn more about the Economic Advisory Council, so she can use the knowledge as another tool to help Idaho Companies.

2019 Strategic Planning

Chairman Meyer explained that this time slot on the agenda is to talk about what the Council can do to help get the most out of the Tax Reimbursement Incentive (TRI) program and the Community Development Block Grant (CDBG). The Council decided the focus for the upcoming years will be broadband in Idaho, TRI refinement, and a partnership between EAC and INL.

9:15 Mike Reynolds joined the meeting.

Board Training

Chairman Meyer introduced Deputy Attorney General Andy Snook. Director Kealey asked Andy Snook to come here today to do a refresher training. Andy Snook explained to the Council about open meeting law and confidentiality regulations.

Tax Reimbursement Incentive Application Review

Susie Davidson shared a short story about the positive impact the TRI project has.

Motion to Move to Executive Session

Chairman Meyer announced he would entertain a motion to move the Council to executive session to review the details of the TRI's proprietary scoring process ***pursuant to Idaho Code 74-206(1)(d) to review records exempt from public disclosure under Idaho Code Sections 74-107(6), and 67-4708.***

John Craner moved to enter executive session. Rick Phillips seconded.

Roll call vote to move into executive session

Steve Meyer – Aye
Robin Woods – Aye
Mike Reynoldson – Aye
John Craner – Aye
Rick Phillips – Aye
Mark Young – Aye
Dave Wilson – Aye
Sandy Patano – Aye

With over two-thirds majority in favor, the Council moved into executive session at 11:03 a.m.

Return to Public Session

Chairman Meyer noted that the Council returned to the public session at 11:49 a.m.

Chairman Meyer indicated the Council:

1. Reviewed and discussed Project Adam application for a refundable tax credit; and
2. After discussions were concluded, the executive session was closed upon motion by John Craner, seconded by Dave Wilson and a majority vote.

Motion

In the matter of the application for Project Adam, I move that the Council approve the application and instruct the Director to enter into an agreement with Project Adam upon the following terms:

- A post-performance refundable tax credit which represents 17% of new state revenue for 8 years.
- Tax credit certificate issued post-performance upon review and verification by Commerce.
- No less than 20 new jobs, or 60% of the total annual projected new jobs, whichever is greater.
- Average annual wages must equal or exceed the average Washington county wage of \$29,984.
- Company must maintain the minimum required jobs for the term of the incentive agreement.
- Company must maintain operations in Idaho for the term of the agreement.
- Any additional terms deemed necessary by the Director not otherwise conflicting with the above conditions.

Moved by: Mark Young

Seconded by: Rick Phillips.

Roll Call Vote:

Steve Meyer – Aye
Robin Woods – Aye
Mike Reynoldson – Aye
John Craner – Aye

Rick Phillips – Aye
Mark Young – Aye
Dave Wilson – Aye
Sandy Patano – Aye

With two-thirds majority vote. Motion Approved.

Lunch

Idaho Department of Commerce
700 West State Street, Boise – J.R. Williams Building
2nd Floor, Sawtooth Conference Room

- Future Meeting – 2019 Schedule
Discussion was held regarding when and where the next EAC meeting will be held.
- New Business – EAC Board Chair Discussion
The Council discussed Steve Meyer and Robin Woods continuing as Chair and Vice-Chair of the EAC Council.

Motion

For Steve Meyer to continue as Chair and Robin Woods to continue as Vice-Chair for one year on the condition that another council member will step up at the end of the year to replace Steve Meyer and Robin Woods.

Moved by: Mark Young
Seconded by: Dave Wilson
All in favor. Motion approved.

Block Grant Program Application Review

Dennis Porter gave a PowerPoint presentation on the CDBG and RCBG Programs.
(PowerPoint attached)

PY19 Block Grant Briefing Book

The CDBG team walked the Council through the PY19 Block Grant Briefing Book.

Public Facilities

- City of Heyburn – Wastewater Improvement Project
ICDBG Request - \$500,000
Project Description: Improvements to the city's wastewater treatment facility will include: Adding a third clarifier, new ultraviolet disinfection and sludge dewatering system, rebuilding of force main line and primary lift station.
Recommendations: Approve application for addendum submission with the reduction of administration from \$50,000 to \$45,000 and move \$5,000 to engineering.

- City of Osburn – Fire Station
 ICDBG Request - \$500,000
 Project Description: Phase 2 CDBG for the Emergency Facilities will include construction and installation of interior and exterior items including: vehicle exhaust system, intercom system, parking lot and lighting, gear storage, cabinets, room finishes, etc.
 Recommendations: Approve application for addendum submission.
- City of Kellogg – Emergency Services Facility
 ICDBG Request: \$500,000
 Project Description: Construction of a new 12,800 square foot 8-bay Emergency Services Facility. CDBG will be used for grant administration, design work and construction.
 Recommendations: Approve application for addendum submission.
- City of Gooding – Wastewater System Improvements
 ICDBG Request: \$500,000
 Project Description: The proposed project consists of improvements to the City of Gooding’s municipal wastewater treatment system to resolve the City’s NPDES permit violations. Project components include the development of new headworks, treatment capacity, sand filtration, drying beds, UV sanitation, as well as lift station and tertiary treatment improvements.
 Recommendations: Approve application for addendum submission
- City of Athol – Water
 ICDBG Request: \$500,000
 Project Description: The project will construct a new 300,000-gallon standpipe, replace 5,900 linear of 8-inch pipe, 620 linear feet of 10-inch pipe, upgrades (generators, electrical, pump, etc.) at two wells and raising the height of the existing tank 50 feet.
 Recommendations: Approve application for addendum submission.
- City of St. Maries – Wastewater
 ICDBG Request: \$500,000
 Project Description: Replace 8,075 LF of wastewater mains and 4,500 LF of service laterals along with rehabilitating and/or replacement of 41 existing manholes.
 Recommendations: Approve application for addendum submission
- Custer County – Fire Station
 ICDBG Request: \$500,000
 Project Description: Construction of a new fire station facility for the North Custer Rural Fire District. The new construction will alleviate the unsafe conditions (no ventilation, no training space, no space for all trucks) the fire district currently operates under. The current facility is too small and does not allow for accommodating the growing needs of the district. The buildings central location will also help serve the community more efficiently and effectively.
 Recommendations: Approve application for addendum submission
- City of Mullan – Wastewater
 ICDBG Request: \$500,000
 Project Description: Construction of about 11,140 feet of mainline sewers and replacement and rehabilitation of 103 manholes. The city owns, operates and maintains

the collection system which discharges into the Mullan Wastewater Treatment Facility which is owned and operated by the South Fork Coeur d'Alene River Sewer District (SFSD).

Recommendations: Approve application for addendum submission.

- Gooding County – Emergency Medical Services Building

ICDBG Request: \$500,000

Project Description: New construction of a 5,320 square foot, 4 bay emergency medical services (EMS) building with offices, sleeping quarters, small kitchen, meeting room, restrooms, and decontamination / shower area. The station will also provide sufficient space to allow for training classes.

Recommendations: Approve application for addendum submission.

Motion

To Move all the Public Facilities applications to addendum stage.

Made by: Mark Young

Seconded by: Robin Woods

All in favor. Motion approved.

2:30 Robin Woods left the meeting

Downtown Revitalization

- City of Kuna – Downtown Revitalization

ICDBG Request: \$500,000

Project Description: This project will revitalize the two remaining blocks of Main Street from Avenue C to Avenue A. Improvements will eliminate slum and blight conditions by providing critical lighting, curb, gutter, and streetscape improvements through the heart of downtown Kuna. The project will improve pedestrian access and safety, resolve inadequate infrastructure issues, and leverage significant local investments to eliminate and prevent future blight.

Recommendations: Approve application for addendum submission

- City of McCall – Downtown Revitalization

ICDBG Request: \$475,300

Project Description: This project will provide for the purchase and delivery of 70 light poles and fixtures to be installed during phase I, Phase II, and Phase III of the McCall Downtown Core Revitalization Project.

Recommendations: Approve application for addendum submission

- City of Mountain Home – Downtown Revitalization

ICDBG Request: \$500,000

Project Description: Mountain Home's project will improve storm water infrastructure, replace deteriorated curb, gutter, and sidewalks, replace the lighting systems, and add greenspace. These improvements will also include reducing Main street and 2nd East

street from three lanes to two. The project will be broken into three phases, with CDBG funding a portion of Phase II and III.

Recommendations: Approve application for addendum submission

Motion

To move all Downtown applications to the addendum stage.

Moved by: Dave Wilson

Seconded by: Mike Reynoldson

Steve Meyer – Aye

Robin Woods – Absent

Mike Reynoldson – Aye

John Craner – Aye

Rick Phillips – Aye

Mark Young – Aye

Dave Wilson – Aye

Sandy Patano – Aye

With two-thirds majority vote. Motion Approved.

Project Status Updates

Dennis Porter went over the Project Status updates in the Briefing Book.

Motion

To close the meeting.

Moved by: Sandy Patano

Seconded by: Mark Young

Steve Meyer – Aye

Robin Woods – Absent

Mike Reynoldson – Aye

John Craner – Aye

Rick Phillips – Aye

Mark Young – Aye

Dave Wilson – Aye

Sandy Patano – Aye

With two-thirds majority vote. Motion Approved.

Chairman Meyer adjourned the meeting at 3:15 p.m.