

**Iowa Economic Development Authority
Due Diligence Committee Meeting Minutes
March 19, 2021
9:00 a.m.**

Committee Members Present:

Megan McKay	Chris Murray	Jennifer Cooper	Linda Crookham-Hansen
Lisa Hull (joined at 9:15 am)	Mark Kittrell		

Board Members Present:

Doane Chilcoat	Emily Schmitt	Lisa Shimkat	Pankaj Monga
Tom Townsend (joined @ 9:08 am)			

Ex-Officio Members Present:

David Barker	Rep. Phil Thompson (joined at 9:08 am)
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Absent Ex-Officio Members:

<i>Rob Denson</i>	<i>Rep. Kenan Judge</i>	<i>Sen. Carrie Koelker</i>	<i>Sen. Liz Mathis</i>
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IEDA Staff Present:

Sonya Bacon	Rob Christensen	Vicky Clinkscales	Lisa Connell
Debi Durham	Rita Grimm	Melissa Harshbarger	Emily Hockins
Kanan Kappelman	Rick Peterson	Terry Roberson	Katie Rockey
Paul Stueckradt	Deanna Triplett	Staci Hupp-Ballard	Alania Santizo

Others Present:

Cindy Harris, IFA
John Stepp (joined at 9:21 am)

COMMITTEE CHAIR

- Welcome
Due Diligence Committee (DDC) Chair Megan McKay called to order the meeting of the DDC at 9:03 a.m.
- Roll Call and Introductions
A quorum of the Committee was established with the following Committee members present: Megan McKay, Chris Murray, Jennifer Cooper, Linda Crookham-Hansen, Lisa Hull and Mark Kittrell
Other Board members present: Doane Chilcoat, Emily Schmitt, Pankaj Monga, Lisa Shimkat and Tom Townsend
Ex-officio members present: David Barker and Rep. Phil Thompson

Approval of Minutes – February 19, 2021 DDC Meeting

MOTION: Chris Murray moved that the DDC approve the minutes of the February 19, 2021 DDC meeting, seconded by Jennifer Cooper. Motion carried unanimously.

Approval of Agenda – March 19, 2021 DDC Meeting

MOTION: Chris Murray moved that the DDC approve the agenda for the March 19, 2021 DDC meeting, seconded by Linda Crookham-Hansen. Motion carried unanimously.

PUBLIC COMMENT PERIOD: No comments were made.

COMPLIANCE

120 Day Report – 120 Day Signing List.

BAE Systems Information and Electronic Systems – 30 day extension.

Norman Scott Co. Inc. dba In Tolerance Contract Management – 90 day extension.

Spiber America – 60 day extension.

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the recommendations regarding the 120-day signing deadline for the 3 pending contracts, seconded by Jennifer Cooper. Motion carried unanimously.

COMPLIANCE REPORT – Amendment Requests

General Mills Operations, LLC and GM Cereal Properties, Inc.: Cedar Rapids - Request to Amend Budget and Tax Incentives and Add Entity to Contract.

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request to amend the Machinery & Equipment budget by increasing it from \$30 Million to \$50 Million, increase the maximum award of Investment Tax Credits by \$300,000, and add General Mills Sales, Inc. as a party to the contract, seconded by Jennifer Cooper. Motion carried unanimously.

3M Company: Knoxville – Request to Extend Project Completion Date.

MOTION: Jennifer Cooper moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request for a four-month extension of the Project Completion Date, seconded by Chris Murray. Motion carried unanimously.

Geater Machining and Manufacturing Co.: Independence – Request to Extend Project Completion Date.

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request for an eighteen-month extension of the Project Completion Date, seconded by Linda Crookham-Hansen. Motion carried unanimously.

HSGBC, Inc. dba Marion Process Solutions: Marion – Request to Extend Project Completion Date.

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request for a six-month extension of the Project Completion Date, seconded by Linda Crookham-Hansen. Motion carried unanimously.

Novae Corporation: Clarinda – Request to Extend Project Completion Date

MOTION: Jennifer Cooper moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request for a four-month extension of the Project Completion Date, seconded by Chris Murray. Motion carried unanimously.

FINANCIAL ASSISTANCE APPLICATIONS

Emily Schmitt disclosed conflicts of interest that necessitated recusal from discussion and voting on applications for financial assistance submitted by Verbio and Rantizo, Inc. See attached E-mail exchange. She was placed in a separate Teams “room” at 9:25 am.

Verbio: Nevada

MOTION: Jennifer Cooper moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$2,400,00 in Investment Tax Credits and a maximum of \$150,000 in Sales, Service, Use Tax Refunds, seconded by Chris Murray. Roll Call vote was taken. Motion carried unanimously.

Pankaj Monga disclosed a conflict of interest that necessitated recusal from discussion and voting on the application for financial assistance submitted by Rantizo, Inc. See attached E-mail exchange. He was placed in a separate Teams "room" at 9:33 am.

Rantizo, Inc.: Johnson County

MOTION: Mark Kittrell moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$12,720 in Investment Tax Credits, a maximum of a \$9,000 Sales, Service, Use Tax Refund and a maximum of \$25,000 in Research Activities Credits, seconded by Lisa Hull. Roll Call vote was taken. Motion carried unanimously.

Pankaj Monga rejoined the meeting at 9:35 AM

Verbio: Nevada

MOTION: Jennifer Cooper moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$2,400,00 in Investment Tax Credits and a maximum of \$150,000 in Sales, Service, Use Tax Refund, seconded by Chris Murray. Roll Call vote was taken. Motion carried unanimously.

Emily Schmitt rejoined the meeting at 9:38 am

Centro, Inc.: Cascade

MOTION: Lisa Hull moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$117,284 in Investment Tax Credits and a maximum of \$20,812 in Sales, Services, Use Tax Refund, seconded by Linda Crookham-Hansen. Roll Call vote was taken. Motion carried unanimously.

First Capitol Baking Company: Burlington

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$339,754 in Targeted Jobs Withholding Credits, seconded by Lisa Hull. Roll Call vote was taken. Motion carried unanimously.

Innovative injection Technologies: West Des Moines

MOTION: Linda Crookham-Hansen moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$360,000 in Investment Tax Credits and a maximum of \$171,000 in Sales, Services, Use Tax Refund, seconded by Mark Kittrell. Roll Call vote was taken. Motion carried unanimously.

Ironwood 53 LLC and Whitetail Holdings, LLC: Sioux City

MOTION: Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$119,543 in Investment Tax Credits, a maximum of \$56,160 in Sales, Services, Use Tax Refund and a maximum of \$25,250 in Research Activities Credits, seconded by Lisa Hull. Roll Call vote was taken. Motion carried unanimously.

Underground Magnetics, Inc. and blue Tree, LLC: Johnston

MOTION: Lisa Hull moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$144,000 in Investment Tax Credits and a maximum of \$216,000 in Sales, Service, Use Tax Refund, seconded by Mark Kittrell. Roll Call vote was taken. Motion carried unanimously.

OTHER BUSINESS

The next DDC meeting will be held on Friday, April 16, 2021 at 9:00 a.m.

ADJOURNMENT

There being no further business at the meeting of the DDC,

MOTION: Chris Murray moved that the DDC adjourn, seconded by Lisa Hull. Motion carried unanimously. Meeting adjourned at 9:42 a.m.



Sonya Bacon
Board Administrator



Megan McKay
Due Diligence Committee Chair

From: [Emily Schmitt](#)
To: [Rita Grimm](#); [Sonya Bacon](#)
Cc: [Jennifer Bergmann](#)
Subject: IEDA mtg
Date: Wednesday, March 17, 2021 12:38:24 PM

Sukup has ownership interest in Rantizo so I will need to recuse myself for that part of the agenda.

Then for Verbio - we recently sold a building to them through a dealer but it was for that project so I would pry recuse for that as well.

Emily.

Sent from my iPhone

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From: [Rita Grimm](#)
To: [Sonya Bacon](#)
Subject: FW: Recusal
Date: Friday, March 19, 2021 11:34:29 AM
Attachments: [image001.png](#)

Sonya:

Rantizo was the subject of this email exchange. Since Pankaj is an investor in Rantizo, it was necessary for him to recuse.

Thanks

Rita C. Grimm | Chief Legal Counsel



IOWA ECONOMIC DEVELOPMENT AUTHORITY/IOWA FINANCE AUTHORITY

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From: Pankaj Monga <Pankaj.Monga@lowaEDA.com>

Sent: Wednesday, January 20, 2021 11:47 AM

To: Rita Grimm <Rita.Grimm@lowaEDA.com>

Cc: Sonya Bacon <Sonya.Bacon@lowaEDA.com>; Betty Hessian <Betty.Hessian@lowaEDA.com>;
Chris Murray <Chris.Murray@lowaEDA.com>

Subject: Re: Recusal

Hi Rita,

Per your email below, I will be recusing myself from voting on the issuance of tax credits under the Innovation Fund Investment Tax Credit program as I am an investor in one of the funds.

Thanks!

Pankaj

From: Rita Grimm <Rita.Grimm@lowaEDA.com>

Sent: Wednesday, January 13, 2021 10:19 AM

To: Pankaj Monga <Pankaj.Monga@lowaEDA.com>

Cc: Sonya Bacon <Sonya.Bacon@IowaEDA.com>; Betty Hessing <Betty.Hessing@IowaEDA.com>;
Chris Murray <Chris.Murray@IowaEDA.com>

Subject: Recusal

Pankaj:

Since you are an investor and therefore have a conflict of interest, you will recuse yourself from voting on approval of issuance of tax credit certificates under the Innovation Fund Investment Tax Credit program. Please respond to this email and we will attach the email chain to minutes.

Thank you

Rita C. Grimm | Chief Legal Counsel



IOWA ECONOMIC DEVELOPMENT AUTHORITY/IOWA FINANCE AUTHORITY

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