

**Iowa Economic Development Authority  
Due Diligence Committee Meeting Minutes  
December 17, 2021  
9:00 a.m.**

**Committee Members Present:**

Mark Kittrell	Emily Schmitt	Jennifer Cooper	Linda Crookham-Hansen
Megan McKay	Chris Murray		

**Committee Members Absent:**

*None*

**Board Members Present:**

Lisa Hull	Pankaj Monga	Lisa Shimkat	Tom Townsend
-----------	--------------	--------------	--------------

**Board Member Absent:**

*Sam Eathington*

**Ex-Officio Members Present:**

David Barker	Representative Steve Hansen
--------------	-----------------------------

**Ex-Officio Members Absent:**

<i>Rob Denson</i>	<i>Senator Carrie Koelker</i>	<i>Senator Liz Mathis</i>	<i>Representative Phil Thompson</i>
-------------------	-------------------------------	---------------------------	-------------------------------------

**IEDA Staff Present:**

Megan Andrew	Sonya Bacon	Rob Christensen	Vicky Clinkscales
Lisa Connell	Rita Grimm	Jeff Geerts	Debi Durham (joined 9:09 am)
Nichole Hansen	Emily Hockins	Kanan Kappelman	Anna Lensing
Jill Lippincott	Rick Peterson	Maicie Pohlman	Terry Roberson
Katie Rockey	Alaina Santizo	Paul Stueckrad	Deanna Triplett

**Others Present:**

Cindy Harris	Kimberly Norvell
Nick Pfeiffer - Think Iowa City	Eric Richardson – Legislative Services Agency
Pete Evans – Iowa State University	Jason White – Greater Dubuque Development Corp.
Kevin Kane – Iowa State University	

**COMMITTEE CHAIR**

- Welcome  
Due Diligence Committee (DDC) Chair Mark Kittrell called to order the meeting of the DDC at 9:00 a.m.
- Roll Call and Introductions  
A quorum of the Committee was established with the following Committee members present: Mark Kittrell, Emily Schmitt, Jennifer Cooper, Linda Crookham-Hansen, Megan McKay and Chris Murray.  
Other Board members present: Lisa Hull, Pankaj Monga, Lisa Shimkat and Tom Townsend  
Ex-officio members present: David Barker and Representative Steve Hansen

**Approval of Minutes – November 19, 2021 DDC Meeting**

**MOTION:** Chris Murray moved that the DDC approve the minutes of the November 19, 2021 DDC meeting, seconded by Linda Crookham-Hansen. Motion carried unanimously.

**Approval of Agenda – December 17, 2021 DDC Meeting**

**MOTION:** Linda Crookham-Hansen moved that the DDC approve the agenda for the December 17, 2021 DDC meeting, seconded by Jennifer Cooper. Motion carried unanimously.

**PUBLIC COMMENT PERIOD:** No comments were made.

**COMPLIANCE**

**120 Day Report – 120 Day Signing List**

**Alliance Outdoor Group, Inc.** – 30 day extension

**Calcium Products** – 60 day extension

**CPM Acquisition Corporation** – 120 day extension

**Mid-Am Building Supply, Inc./Knabel's Inc.** – 60 day extension

**Monogram Foods** – 30 day extension

**Tyson Fresh Meats** – 60 day extension

**MOTION:** Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the recommendations set out above regarding the 120-day signing deadline for the 6 pending contracts, seconded by Linda Crookham-Hansen. Motion carried unanimously.

**COMPLIANCE REPORT – Amendment Requests**

**Freund-Vector Corporation:** Marion - Request for Contract Termination

**MOTION:** Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request for contract termination, seconded by Megan McKay. Motion carried unanimously.

**FINANCIAL ASSISTANCE APPLICATIONS**

**Iowa Premium, LLC:** Tama

**MOTION:** Chris Murray moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$6,000,000 in Investment Tax Credit and a maximum of \$4,145,715 in Sales, Service, and Use Tax Refund, seconded by Jennifer Cooper. Roll Call vote was taken. Motion carried unanimously.

**US Property, Inc.:** Council Bluffs

**MOTION:** Linda Crookham-Hansen moved that the DDC recommend that the Iowa Economic Development Authority Board award a maximum of \$104,356 in Targeted Jobs Withholding Tax Credit, seconded by Megan McKay. Roll Call vote was taken. Motion carried unanimously.

**IOWA STRATEGIC INFRASTRUCTURE PROGRAM PRESENTATION**

Pete Evans, Assistance Professor of Industrial Design at Iowa State University, made a presentation regarding the 3D Affordable Innovative Technologies (3D AIT) Housing Project.

**IOWA STRATEGIC INFRASTRUCTURE PROGRAM – APPLICATION FOR FINANCIAL ASSISTANCE – 3D AFFORDABLE INNOVATIVE TECHNOLOGIES HOUSING PROJECT**

**MOTION:** Linda Crookham-Hansen moved that the DDC accept the recommendation of the Iowa Innovation Council to approve the request by the Iowa State University for \$1,404,000 for the 3D Affordable Innovative Technologies (3D AIT) Housing Project, seconded by Megan McKay. Roll Call vote was taken. Motion carried unanimously.

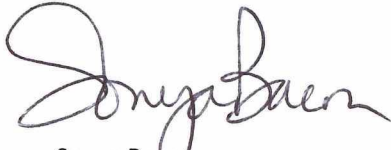
**OTHER BUSINESS**

The next DDC meeting will be held on Friday, January 21, 2022 at 9:00 a.m.

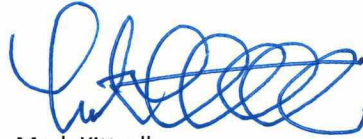
**ADJOURNMENT**

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

**MOTION:** Jennifer Cooper moved that the DDC adjourn, seconded by Chris Murray. Motion carried unanimously. Meeting adjourned at 9:39 a.m.



Sonya Bacon  
Acting Board Administrator



Mark Kittrell  
Due Diligence Committee Chair