



20523 Whittier Drive, Greenleaf, ID 83626
www.WesternAllianceed.org

January 19th 2021
Meeting hosted from Greenleaf City Hall

<https://us02web.zoom.us/j/85674430913?pwd=MoIxSisyVlU2MGFrejUyZ3V3NHk2dz09>
Meeting ID: 856 7443 0913
Passcode 037392

The Western Alliance for Economic Development Board of Trustees met via Zoom at 12 noon on 19 January 2021 with the following in attendance:

Richard Babineaux
Kelli Badensheim
Lee Belt
Bill Butticci
Jose DeLeon
Dave Lincoln
Jerry Miller
Samantha Parrott
Gordon Petrie
Dave Porterfield
Keri Smith
Tina Wilson
Mike Ybarguen

1. Welcome:

Dave Lincoln called the meeting to order at approximately 12:03p.

2. Action items: Approve financial report for December 2020

Kelli Badensheim moved to approve the agenda. Gordon Petrie seconded.

Previous meeting minutes were not available.

3. Financial report:

Action items: Approve financial report for December 2020

Tina gave the financial report. As of 12 Dec the cash balance was \$63,088.99. The Idaho Department of Commerce has been invoiced for second half of the ED Pro grant. No expenses out of the ordinary. NW Farm Credit, Valley Regional Transit have renewed their memberships. Please see financial report for profit and loss, trial balance, and check register.

Gordon Petrie moved to approve the financial report. Kelli Badensheim seconded.

4. Director's report:

Projects:

- New business startup in December, small food processor. Found space in SkyRanch, 5-7 employees, freeze-dried foods. Handed off to Caldwell ED. Expect to open 01 March.
- Project Chalk – under NDA
- Project Gabby – under NDA
- Project ACES – Gem County, semi-conductor. Actively hiring now
- Project QT3 – Up and running

Grants:

- Emmett Parks & Rec Grant
- New Value Added Producer Grants – application evaluation for Kindred Vineyards, Gutiérrez Family Farms
- VAPG – Reimbursements in Process: Bitner Vineyards, Parma Ridge Winery
- ADA Transportation Grant – curb cuts, 60k max

Training/Marketing

- Working with April at Jubilant Ways on website upgrade.

5. Old Business:

REDI Initiative

- Feb-Mar workgroup meetings, in prep for writing CEDS in early summer.

Website upgrade

- Discussion followed, including details on the website under development.

6. New Business:

Commissioner Keri Smith was welcomed to the meeting. Keri has also been appointed to the SWDH Board, which meets at the same time. Alternative meeting dates were discussed, including moving from the 3rd Tuesday to the 4th Tuesday. Next meeting was set for the 4th Tuesday of February, 23 Feb.

Tina has been talking with the U of I Parma Research Station. The station is expanding, expecting to break ground in approximately 9 months.

7. Roundtable Announcements:

- Canyon County – Unprecedented land cases and growth. County decided to not be a pass-through for Covid-19 rental assistance due to lack of bandwidth to process – Program is still available, through the Idaho Fair Housing Agency.
- Gem County – ACES, QT3
- Commerce – Governor is requesting funds for broadband development – very short application cycle – Longer timeline for construction. Opportunity fund one-time funds also in Governor's request. Covid-19 Business relief – 2nd Round Paycheck Protection Program has been re-opened – 501 (c)(6) groups with less than 50% lobbying focus can now apply – 25% loss from 2019 loss test applies. SBA Shuttered Venue program – grant assistance to 45% of lost revenues – Loss test applies. Cannot apply for both 2nd Round PPP and Shuttered Venue. Targeted programs are rolling out from federal agencies. The employee tax credit is being extended, with changes. Non-profit charitable deduction extended into 2021. Commerce website will have more info as it becomes available.
- Emmett – New corridor on S. Johns from LHTAC grant approved 7 years ago, should construct this summer.
- Valley Regional Transit – New website launching. Village Vans launching to Wilder area for meat pack for employers to have a vanpool. Partnering with health systems for rides for wellness.
- Idaho Power – Idaho Power has mutual aid agreements with other power companies for disaster recovery, currently aiding Avista for wind-related damage.
- GGHD – Transportation funding – Watching to see if 40% of transportation funds from the state will continue to go to local districts.

8. Adjournment:

Gordon Petrie and Bill Buttici moved to adjourn. Mike Ybarguen seconded. The meeting adjourned at approximately 1:01p.

Respectfully submitted,



Lee C. Belt
WAED Secretary
Greenleaf City



January 19th Meeting
Zoom Meeting starts at noon
Meeting hosted from Greenleaf City Hall

<https://us02web.zoom.us/j/85674430913?pwd=M0lxSisyVIU2MGFrejUyZ3V3NHk2dz09>

Meeting ID: 856 7443 0913

Passcode 037392

1. Welcome
2. *Action items:* Amendment and/or Approval of agenda
Minutes from October board meeting
3. Financial report Cash Balance \$
Action items: Approve financial report for December 2020
4. Director's report
Projects:
Grants:
Training/Marketing
5. Old Business
REDI Initiative
Website upgrade
6. New Business
7. Roundtable Announcements

Meeting dates for 2021

January 19	February 16	March 16	April 20	May 18	June 15
July no meeting	8/17	9/21	10/19	11/16	
Annual meeting	12/14				

11:34 AM
01/13/21
Accrual Basis

City of Greenleaf
Trial Balance
As of December 31, 2020

	Dec 31, 20	
	Debit	Credit
D.L. Evans Checking:WAED Project--DL Evans	65,201.90	
Accounts Rec.--WAED	10,424.00	
Accounts Payable		138.00
Direct Deposit Liabilities	1,130.47	
Payroll Liabilities	0.00	25.59
Payroll Liabilities:Idaho State Withholdings		190.00
Payroll Liabilities:FICA and Federal Withholdings		1,162.20
Retained Earnings		23,423.33
Pass Through Income:Memberships--WAED		74,024.00
Other Expense:Bank Charges	12.25	
Payroll:Wages	13,421.52	
Payroll:Payroll Expenses	1,003.80	
Payroll:Payroll Expenses:Benefits-PERSI	1,602.54	
Payroll:HSA Contributions	300.00	
WAED--Expenses:WAED-- Capital Outlay	1,602.52	
WAED--Expenses:Cell Phone --WAED	157.35	
WAED--Expenses:Fuel--WAED	82.36	
WAED--Expenses:Health Insurance - WAED	2,592.91	
WAED--Expenses:Meals/ Meetings--WAED	19.40	
WAED--Expenses:Office Supplies- WAED	196.86	
WAED--Expenses:Professional Membership & Dues	223.40	
WAED--Expenses:Vehicle Lease-- WAED	974.88	
WAED--Expenses:Website Exp- WAED	16.96	
TOTAL	98,963.12	98,963.12

11:24 AM
01/13/21
Accrual Basis

City of Greenleaf
Profit & Loss Budget vs. Actual
October through December 2020

Western Alliance Project				
	Oct - Dec 20	Budget	\$ Over Budget	% of Budget
Income				
Pass Through Income				
WAED Grant Income	0.00	30,000.00	-30,000.00	0.0%
Memberships--WAED	74,024.00	80,774.00	-6,750.00	91.64%
Grant Admin Fees--WAED	0.00	7,500.00	-7,500.00	0.0%
Fundraising/ Scholarships--WAED	0.00	1,000.00	-1,000.00	0.0%
Total Pass Through Income	74,024.00	119,274.00	-45,250.00	62.06%
Grant and Special Income				
Grants				
Donations	0.00			
Total Grant and Special Income	0.00			
Invest Pool Trans- Cash Carry	0.00	5,726.00	-5,726.00	0.0%
Total Income	74,024.00	125,000.00	-50,976.00	59.22%
Gross Profit	74,024.00	125,000.00	-50,976.00	59.22%
Expense				
Other Expense				
Bank Charges	12.25			
Other	0.00			
Total Other Expense	12.25			
Payroll				
Wages	13,421.52	58,160.00	-44,738.48	23.08%
Payroll Expenses				
Benefits-PERSI	1,602.54	7,000.00	-5,397.46	22.89%
Payroll Liab. Other	0.00			
Payroll Liab. Other Taxes	0.00	8,150.00	-8,150.00	0.0%
Payroll Expenses - Other	1,003.80			
Total Payroll Expenses	2,606.34	15,150.00	-12,543.66	17.2%
HSA Contributions	300.00	1,200.00	-900.00	25.0%
Total Payroll	16,327.86	74,510.00	-58,182.14	21.91%
WAED--Expenses				
WAED-- Capital Outlay	1,602.52	1,000.00	602.52	160.25%
Cell Phone --WAED	157.35	660.00	-502.65	23.84%
Fuel--WAED	82.36	1,500.00	-1,417.64	5.49%
Grant Admin Exp.--WAED	0.00	7,500.00	-7,500.00	0.0%
Health Insurance - WAED	2,592.91	11,350.00	-8,757.09	22.85%
Insurance Corp- WAED	0.00	1,400.00	-1,400.00	0.0%
Marketing--WAED	0.00	2,000.00	-2,000.00	0.0%
Meals/ Meetings--WAED	19.40	794.00	-774.60	2.44%
Office Supplies- WAED	196.86	1,000.00	-803.14	19.69%
Professional Membership & Dues	223.40	1,800.00	-1,576.60	12.41%
Training --WAED	0.00	2,000.00	-2,000.00	0.0%
Travel-- WAED	0.00	1,800.00	-1,800.00	0.0%
Vehicle Lease-- WAED	974.88	3,900.00	-2,925.12	25.0%
Vehicle Maint--WAED	0.00	400.00	-400.00	0.0%
Website Exp- WAED	16.96	750.00	-733.04	2.26%
Reserves--WAED	0.00	12,636.00	-12,636.00	0.0%
Total WAED--Expenses	5,866.64	50,490.00	-44,623.36	11.62%
Total Expense	22,206.75	125,000.00	-102,793.25	17.77%
Net Income	51,817.25	0.00	51,817.25	100.0%

City of Greenleaf

1/13/2021 11:55 AM

Register: D.L. Evans Checking:WAED Project--DL Evans

From 10/01/2020 through 01/13/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/08/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,113.22	X		6,710.55
10/09/2020	DD1302	Tina G Wilson	-split-	T. Wilson pay ...		X		6,710.55
10/13/2020	32050	Blue Cross of Idaho	Accounts Payable	Group 100317...	836.72	X		5,873.83
10/13/2020	32052	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	515.24	X		5,358.59
10/15/2020		City of Greenleaf--W...	Accounts Rec.--WAED	internal transfe...		X	2,000.00	7,358.59
10/23/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,113.22	X		6,245.37
10/26/2020		Idaho Dept of Comm...	Accounts Rec.--WAED	WAED		X	15,000.00	21,245.37
10/26/2020	32063	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	515.24	X		20,730.13
10/26/2020	32064	D.L. Evans Bank	-split-	HSA-Tax Year ...	200.00	X		20,530.13
10/26/2020	32065	Verizon	Accounts Payable	Inv. # 9865013...	679.14	X		19,850.99
10/26/2020	32066	GM Financial Leasing	Accounts Payable	acct # 0170301...	324.96	X		19,526.03
10/26/2020	DD1306	Tina G Wilson	-split-	T. Wilson pay ...		X		19,526.03
11/02/2020	32087	Idaho State Tax Com...	Payroll Liabilities:Idah...	000118786 Oct...	400.00	X		19,126.03
11/06/2020		Kerry Hill Winery LLC	Accounts Rec.--WAED	WAED- wrks c...		X	700.00	19,826.03
11/06/2020		Gem County Chamber	Accounts Rec.--WAED	WAED wrks c...		X	2,500.00	22,326.03
11/06/2020		Intermountain Gas	Accounts Rec.--WAED	WAED wrks c...		X	1,000.00	23,326.03
11/06/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,113.22	X		22,212.81
11/09/2020	32113	VISA- WILSON	Accounts Payable	acct ending 5642	1,839.13	X		20,373.68
11/09/2020	32114	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	515.24	X		19,858.44
11/09/2020	DD1311	Tina G Wilson	-split-	T. Wilson pay ...		X		19,858.44
11/10/2020		Valor Health	Accounts Rec.--WAED	WAED membe...		X	2,500.00	22,358.44
11/12/2020	EFT	United States Treasury	-split-	82-0314498 W...	1,589.20	X		20,769.24
11/17/2020		City of Emmett	Accounts Rec.--WAED	WAED wrks c...		X	9,000.00	29,769.24
11/17/2020		Northwest Farm Cred...	Accounts Rec.--WAED	WAED wrks c...		X	250.00	30,019.24
11/17/2020	32121	Blue Cross of Idaho	Accounts Payable	Group 100317...	836.72	X		29,182.52
11/19/2020		Gem County	Accounts Rec.--WAED	WAED wrks c...		X	10,000.00	39,182.52
11/19/2020		Canyon County - Cust	Accounts Rec.--WAED	WAED wrks c...		X	27,650.00	66,832.52
11/20/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,113.22	X		65,719.30
11/23/2020	32131	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	515.24	X		65,204.06
11/23/2020	32132	D.L. Evans Bank	-split-	HSA-Tax Year ...	200.00	X		65,004.06
11/23/2020	32133	Idaho State Tax Com...	Payroll Liabilities:Idah...	000118786 No...	400.00	X		64,604.06
11/23/2020	DD1315	Tina G Wilson	-split-	pay period 11-...		X		64,604.06
11/30/2020	32140	GM Financial Leasing	Accounts Payable	Acct # 017030...	324.96			64,279.10
11/30/2020	32141	Verizon	Accounts Payable	Inv # 9867116...	52.45			64,226.65
12/01/2020		VRT- Valley Region...	Accounts Rec.--WAED	WAED wrks c...		*	300.00	64,526.65
12/01/2020	32156	VISA- WILSON	Accounts Payable	Acct ending 56...	212.53			64,314.12
12/04/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,424.22			62,889.90
12/07/2020		City of Star	Accounts Rec.--WAED	WAED wrks c...		*	9,000.00	71,889.90
12/07/2020	32175	PERSI - payroll liabi...	-split-	C266 Bi weekl...	515.24			71,374.66
12/07/2020	DD1320	Tina G Wilson	-split-	pay period 11-...		X		71,374.66

City of Greenleaf

1/13/2021 11:55 AM

Register: D.L. Evans Checking:WAED Project--DL Evans

From 10/01/2020 through 01/13/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/14/2020	EFT	United States Treasury	-split-	82-0314498 N...	1,589.20			69,785.46
12/18/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,389.22			68,396.24
12/21/2020	32191	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	565.24			67,831.00
12/21/2020	32192	Blue Cross of Idaho	Accounts Payable	Group 100317...	919.47			66,911.53
12/21/2020	DD1324	Tina G Wilson	-split-	pay period 12-...		X		66,911.53
12/29/2020	32201	GM Financial Leasing	Accounts Payable	Acct # 017030...	324.96			66,586.57
12/29/2020	32202	Verizon	Accounts Payable	Inv # 9869234...	52.45			66,534.12
12/29/2020	32203	D.L. Evans Bank	-split-	HSA-Tax Year ...	200.00			66,334.12
12/31/2020	EFT	QuickBooks Payroll ...	-split-	T. Wilson pay ...	1,132.22			65,201.90
01/04/2021	32221	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	565.24			64,636.66
01/04/2021	32222	Idaho State Tax Com...	Payroll Liabilities:Idah...	000118786 De...	190.00			64,446.66
01/04/2021	32223	VISA- WILSON	Accounts Payable	Acct ending 56...	138.00			64,308.66
01/04/2021	DD1328	Tina G Wilson	-split-	pay period 12-...		X		64,308.66
01/07/2021	32233	Jubilant Ways	Accounts Payable	Inv # 2001 Wix...	138.00			64,170.66
01/11/2021	EFT	United States Treasury	-split-	82-0314498 De...	1,162.20			63,008.46
01/11/2021	32244	Blue Cross of Idaho	Accounts Payable	Group 100317...	919.47			62,088.99
01/12/2021		Intermountain Gas	Accounts Rec.--WAED	WAED wrks c...			1,000.00	63,088.99