RURAL
ECONOMIC PARTNERS
of Southwest Idaho

Monthly Meeting Agenda
Date: August 27, 2026
Location: Greenleaf City Hall
Time: 1:00 pm – 2:00 pm

Chair: Kate Dahl Vice Chair: David Moore Secretary: Lee Belt
Executive Director: Debbie Davis

Attendance:

Lee Belt* – REPSI Secretary / Greenleaf City Clerk
Jules Belyea – Idaho Dept. of Commerce
Kate Dahl – REPSI Chair / Valley Regional Transit
Debbie Davis* – REPSI Executive Director
Denise Dixon – Mission Forward
Tobin Dixon – Small Business Administration
Ember Hines – Gem County
Donna Marose – Homedale City Council
Dave Moore – REPSI Vice-Chair / Zion's Bank
Mayor Gordon Petrie (Emmett)
Mayor Dave Porterfield (Notus)
Craig Raborn – COMPASS

* in-person at Greenleaf City Hall

1. *Welcome and Call to Order – Kate Dahl, Chair*

Kate Dahl called the meeting to order at 1:00p.

2. *Approval of Agenda & Prior Meeting Minutes*
Action Item:
- *Approval and/or Amendment of Agenda*
- *Approval of Prior Meeting Minutes – July 30, 2026 Monthly Meeting*

Dave Moore moved to approve the agenda. Lee Belt seconded. The motion was approved by voice vote.

Dave Moore moved to approve the previous meeting minutes as presented. Lee Belt seconded. The motion was approved by voice vote.

3. *Financial Report*
Action Item:
- *Approve Current Financial Report*

Discussion followed, including trial balance, selected expenses, trial balance and budget vs. actual, and checking report. Kimley-Horn payments were discussed.

Dave Moore moved to approve the finance report as submitted. Lee Belt seconded. The motion was approved by voice vote.

4. *Director's Report – Debbie Davis*

Please see written report for detail.

5. *Idaho Department of Commerce Update – Jules Belyea, Rural Services Specialist*

- 14 Rural Economic Development Professional grants have been awarded
- Next cycle of Gem Grants have applications due 01 Sep
- Searching for next year's site for the Idaho Rural Success Summit

6. *Old Business:*
Discussion:
• EDD3 Update
• Funding Requests/FY2027 Invoices – Cities, Counties, Business Partners
• FY2027 ED Pro Grant – Approved $35,000 Full Time Position
• FY2027 Budget
Action Item:
• By-Laws
• Denise Dixon – Grant Writing Agreement

DISCUSSION:

EDD3:

- Met with Elmore and Valley Counties. Good questions asked.
- Opening up Federal Economic Development Agency (EDA) funding is a primary benefit.
- Coordination and communication from an EDD3 are also important.
- Gaps are more apparent for smaller areas.
- Meeting soon with COMPASS, Gem County, and Owyhee County
- Housing the EDD3 under COMPASS may be discussed.

Funding Requests / FY-2027 Invoices

- In progress with assistance from the Greenleaf Treasurer

FY-2027 ED Pro Grant

- Discussed above in Director's Report

FY-2027 Budget

- This has been adopted as pass-through for tracking in the City of Greenleaf's budget.

ACTION ITEMS:

By-Laws:

- Discussion followed. Dave Moore moved to approve the by-laws as submitted. Lee Belt seconded. The motion was approved by voice vote.

Denise Dixon – Grant Writing Agreement:

- Denise described the agreement proposed.
- Discussion followed, including working with the Executive Director to direct efforts and monitor expenses to stay within the REPSI's tight budget.
- Debbie Davis spoke in favor of the proposal, comfortable in the agreement.
- Kate Dahl spoke in favor, including implementation of a grant strategy.
- Dave Moore recommended that the executive board bundle their questions and meet with Denise.
- By consensus, a grant workshop session will be on the next meeting agenda.
- Dave Moore moved to approve the agreement. Lee Belt seconded. The motion received unanimous approval.

7. *New Business:*
Discussion:
• *Ambassadors Action Item:*
• *FY2027 Department of Commerce Work Plan Approval*
• *FY2027 ED Pro Grant Agreement Approve & Sign*

Ambassadors:

- Debbie Davis recommended consideration of establishing ambassadors from the REPSI to engage with other groups
- Discussion followed, including mixer format
- It was noted that next weekend is the 50th Anniversary Celebration at the Caldwell Airport. Debbie Davis will have a table at this event.
- Event presence by REPSI on a 'calendar of events' was discussed.

FY-2027 Work Plan:

Please see written work plan for detail. Discussion followed.

Lee Belt moved to approve. Dave Moore seconded. The motion was approved by voice vote.

FY-2027 ED Pro Grant Agreement:

Please see agreement for detail. Discussion followed.

Dave Moore moved to approve. Lee Belt seconded. The motion was approved by voice vote.

8. *Round-Table Announcements*

Mayor Porterfield:

- Appreciated Debbie attending a recent Council Meeting
- Transportation grant (RAISE) open house coming up soon
- Subdivision Application moving through process

Mayor Petrie:

- Thanked Jules for Gem Grant funding for phase 1 of downtown beautification project, which is increasing people coming downtown through sidewalk and parking improvements
- Gem County ED is sponsoring a downtown 'Street Party'

Tobin Dixon:

- Lending program training going on with new standard operating procedures
- Eligibility is now 90% for energy sector as well as for ag producers and grocery

Craig Raborn:

- Including REPSI with COMPASS information meetings with communities
- Boise and Elmore Counties have recently joined COMPASS
- Discussion next week with COMPASS about the EDD3 effort

Kate Dahl:

- VRT is hosting a 13 Oct afternoon open house at the Happy Day Transit Center about a Canyon County Vanpool
- VRT is exploring a Canyon County Vanpool with employers and Enterprise Vanpool – 5 or more riders are needed. Pricing should be comparable to Ada County Vanpool rates.

Discussion followed, including impacts of wildfire and a fundraiser tonight at Indian Creek Steakhouse to benefit ranchers that cannot graze on burned lands for two years...

9. *Meeting adjourned.*
Next meeting September 24, 2026 (4th Thursday of each month)

The meeting adjourned at approximately 1:53p.

Respectfully submitted,

Lee C. Belt
REPSI Secretary
Greenleaf City Clerk

RURAL
ECONOMIC PARTNERS
of Southwest Idaho

Monthly Meeting Agenda
Date: August 27, 2026
Location: Greenleaf City Hall
Time: 1:00 pm – 2:00 pm

Chair: Kate Dahl Vice Chair: David Moore Secretary: Lee Belt
Executive Director: Debbie Davis

1. Welcome and Call to Order – Kate Dahl, Chair

2. Approval of Agenda & Prior Meeting Minutes
   Action Item:
   - Approval and/or Amendment of Agenda
   - Approval of Prior Meeting Minutes – July 30, 2026 Monthly Meeting

3. Financial Report
   Action Item:
   - Approve Current Financial Report

4. Director's Report – Debbie Davis

5. Idaho Department of Commerce Update – Jules Belyea, Rural Services Specialist

6. Old Business:
   Discussion:
   - EDD3 Update
   - Funding Requests/FY2027 Invoices – Cities, Counties, Business Partners
   - FY2027 ED Pro Grant – Approved $35,000 Full Time Position
   - FY2027 Budget

   Action Item:
   - By-Laws
   - Denise Dixon – Grant Writing Agreement

7. New Business:
   Discussion:
   - Ambassadors

   Action Item:
   - FY2027 Department of Commerce Work Plan Approval
   - FY2027 ED Pro Grant Agreement Approve & Sign

8. Round-Table Announcements

9. Meeting adjourned. Next meeting September 24, 2026 (4th Thursday of each month)

20523 Whittier Drive, Greenleaf, ID 83626 208-615-6083
info@ruraleconomicpartners.org www.ruraleconomicpartners.org
Formerly: Western Alliance for Economic Development

2:49 PM
08/20/26
Accrual Basis

City of Greenleaf
Trial Balance
As of July 31, 2026

Rural Economic Partners of Southwest Idaho	Jul 31, 26	
	Debit	Credit
D.L. Evans Checking:Rural Ec. Ptnr. (WAED) project	34,658.93	
Accounts Rec.--REPSI	2,500.00	
Accounts Payable		13,395.01
Payroll Liabilities		25.64
Payroll Liabilities:PERSI		191.40
Payroll Liabilities:FICA and Federal Withholdings		153.00
Retained Earnings		24,552.88
Pass Through Income:REPSI Grant Income		15,000.00
Pass Through Income:Memberships--REPSI		10,841.25
Pass Through Income:Grant & Membership EDD #3		20,000.00
Payroll:Wages	19,360.00	
Payroll:Payroll Expenses	1,776.05	
Payroll:Payroll Expenses:Benefits-PERSI	1,315.60	
REPSI--Expenses:Cell Phone --WAED	387.17	
REPSI--Expenses:Fuel--WAED	542.56	
REPSI--Expenses:Grant Admin Exp.--WAED	20,000.00	
REPSI--Expenses:Insurance Corp- WAED	698.00	
REPSI--Expenses:Marketing--WAED	38.16	
REPSI--Expenses:Meals/ Meetings--WAED	178.52	
REPSI--Expenses:Office Supplies- WAED	191.23	
REPSI--Expenses:Professional Membership & Dues	748.37	
REPSI--Expenses:Training --WAED	959.00	
REPSI--Expenses:Travel-- WAED	359.34	
REPSI--Expenses:Website Exp- WAED	446.25	
TOTAL	84,159.18	84,159.18

City of Greenleaf
Profit & Loss by Class
October 2025 through July 2026

	Rural Ec. Ptnr. (WAED)
Income	
Pass Through Income	
REPSI Grant Income	15,000.00
Memberships--REPSI	10,841.25
Grant & Membership EDD #3	20,000.00
Total Pass Through Income	45,841.25
Total Income	45,841.25
Gross Profit	45,841.25
Expense	
Payroll	
Wages	19,360.00
Payroll Expenses	
Benefits-PERSI	1,315.60
Payroll Expenses - Other	1,776.05
Total Payroll Expenses	3,091.65
Total Payroll	22,451.65
REPSI--Expenses	
Cell Phone --REPSI	387.17
Fuel--REPSI	542.56
Grant Admin Exp.--REPSI	20,000.00
Insurance Corp- REPSI	698.00
Marketing--REPSI	38.16
Meals/ Meetings--REPSI	178.52
Office Supplies- REPSI	191.23
Professional Membership & Dues	748.37
Training --REPSI	959.00
Travel-- REPSI	359.34
Website Exp- REPSI	446.25
Total REPSI--Expenses	24,548.60
Total Expense	47,000.25
Net Income	-1,159.00

3:22 PM
08/20/26
Accrual Basis

City of Greenleaf
Profit & Loss Budget vs. Actual
October 2025 through July 2026

	Rural Ec. Ptnr. (WAED)			
	Oct '25 - Jul 26	Budget	$ Over Budget	% of Budget
Income				
Pass Through Income				
REPSI Grant Income	15,000.00	30,000.00	-15,000.00	50.0%
Memberships--REPSI	10,841.25	20,000.00	-9,158.75	54.21%
Grant Admin Fees--REPSI	0.00	12,000.00	-12,000.00	0.0%
Fundraising/ Scholarships--REPSI	0.00	500.00	-500.00	0.0%
Grant & Membership EDD #3	20,000.00	60,000.00	-40,000.00	33.33%
Total Pass Through Income	45,841.25	122,500.00	-76,658.75	37.42%
Invest Pool Trans- Cash Carry	0.00			
Total Income	45,841.25	122,500.00	-76,658.75	37.42%
Gross Profit	45,841.25	122,500.00	-76,658.75	37.42%
Expense				
Payroll				
Wages	19,360.00	55,000.00	-35,640.00	35.2%
Payroll Expenses				
Benefits-PERSI	1,315.60	4,085.00	-2,769.40	32.21%
Payroll Liab. Other	0.00	9,900.00	-9,900.00	0.0%
Payroll Expenses - Other	1,776.05			
Total Payroll Expenses	3,091.65	13,985.00	-10,893.35	22.11%
Total Payroll	22,451.65	68,985.00	-46,533.35	32.55%
REPSI--Expenses				
Bank & Service Charges	0.00	260.00	-260.00	0.0%
Cell Phone --REPSI	387.17	1,400.00	-1,012.83	27.66%
Fuel--REPSI	542.56	7,000.00	-6,457.44	7.75%
Grant Admin Exp.--REPSI	20,000.00	12,000.00	8,000.00	166.67%
Insurance Corp- REPSI	698.00	1,500.00	-802.00	46.53%
Marketing--REPSI	38.16	3,000.00	-2,961.84	1.27%
Meals/ Meetings--REPSI	178.52	3,000.00	-2,821.48	5.95%
Office Supplies- REPSI	191.23	2,000.00	-1,808.77	9.56%
Professional Membership & Dues	748.37	1,400.00	-651.63	53.46%
Training --REPSI	959.00	6,000.00	-5,041.00	15.98%
Travel-- REPSI	359.34	6,000.00	-5,640.66	5.99%
Website Exp- REPSI	446.25	1,000.00	-553.75	44.63%
Reserves--REPSI	0.00	8,955.00	-8,955.00	0.0%
Total REPSI--Expenses	24,548.60	53,515.00	-28,966.40	45.87%
Total Expense	47,000.25	122,500.00	-75,499.75	38.37%
Net Income	-1,159.00	0.00	-1,159.00	100.0%

City of Greenleaf

Register: D.L. Evans Checking:Rural Ec. Ptnr. (WAED) project
From 10/01/2025 through 08/21/2026
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/10/2025	35872	David L Lincoln	-split-	Pay Period 09/...	269.40	X		24,371.06
10/10/2025	35873	Debbie A. Davis	-split-	Pay Period 09/...	332.46	X		24,038.60
10/14/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		23,822.32
10/24/2025	35904	David L Lincoln	-split-	Pay Period 10/...	269.40	X		23,552.92
10/24/2025	35905	Debbie A. Davis	-split-	Pay Period 10/...	332.46	X		23,220.46
10/28/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		23,004.18
10/30/2025	35917	VISA - LINCOLN	Accounts Payable	acct ending 1268	188.28	X		22,815.90
10/30/2025	35918	Verizon	Accounts Payable	Inv 612610576...	38.72	X		22,777.18
11/06/2025	35937	Caldwell Chamber of...	Accounts Payable	Inv 17759 WA...	215.00	X		22,562.18
11/07/2025	35945	David L Lincoln	-split-	Pay Period 10/...	269.40	X		22,292.78
11/07/2025	35946	Debbie A. Davis	-split-	Pay Period 10/...	332.46	X		21,960.32
11/12/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		21,744.04
11/20/2025		Idaho Power	Accounts Rec.--WAED	FY26 WAED		X	1,500.00	23,244.04
11/21/2025	35969	David L Lincoln	-split-	Pay Period 11/...	269.40	X		22,974.64
11/21/2025	35970	Debbie A. Davis	-split-	Pay Period 11/...	332.46	X		22,642.18
11/25/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		22,425.90
11/25/2025	35978	Verizon	Accounts Payable	Inv 612859901...	38.74	X		22,387.16
11/28/2025		City of Greenleaf--W...	Accounts Rec.--WAED	CoG membersh...		X	3,000.00	25,387.16
12/04/2025		Idaho Dept of Comm...	Accounts Rec.--WAED	auto deposit pa...		X	7,500.00	32,887.16
12/05/2025		Zions Bank	Accounts Rec.--WAED	online pymt M...		X	241.25	33,128.41
12/05/2025	36005	David L Lincoln	-split-	Pay Period 11/...	269.40	X		32,859.01
12/05/2025	36006	Debbie A. Davis	-split-	Pay Period 11/...	332.46	X		32,526.55
12/09/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		32,310.27
12/09/2025	36018	Lincoln D.	Accounts Payable	IEDA Confere...	694.92	X		31,615.35
12/19/2025	36038	David L Lincoln	-split-	Pay Period 11/...	269.40	X		31,345.95
12/19/2025	36039	Debbie A. Davis	-split-	Pay Period 11/...	332.46	X		31,013.49
12/22/2025	EFT	United States Treasury	-split-	82-0314498 pa...	216.28	X		30,797.21
12/30/2025	36058	Verizon	Accounts Payable	Inv 613111364...	38.73	X		30,758.48
12/30/2025	36059	VISA - LINCOLN	Accounts Payable	acct ending 1268	110.32	X		30,648.16
01/02/2026	36066	David L Lincoln	-split-	Pay Period 12/...	269.40	X		30,378.76
01/02/2026	36067	Debbie A. Davis	-split-	Pay Period 12/...	332.46	X		30,046.30
01/05/2026		Intermountain Gas	Accounts Rec.--WAED	WAED wrks c...		X	1,000.00	31,046.30
01/07/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	216.28	X		30,830.02
01/16/2026	36098	David L Lincoln	-split-	Pay Period 12/...	269.40	X		30,560.62
01/16/2026	36099	Debbie A. Davis	-split-	Pay Period 12/...	332.46	X		30,228.16
01/20/2026		Wilder	Accounts Rec.--WAED	WAED check ...		X	2,300.00	32,528.16
01/21/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	216.28	X		32,311.88
01/26/2026	36116	Gem County Chambe...	Accounts Payable	Membership du...	100.00	X		32,211.88
01/26/2026	36117	Verizon	Accounts Payable	Inv 613362483...	38.73	X		32,173.15
01/30/2026	36128	VISA - LINCOLN	Accounts Payable	acct ending 1268	464.52	X		31,708.63

Register: D.L. Evans Checking:Rural Ec. Ptnr. (WAED) project

From 10/01/2025 through 08/21/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/30/2026	36125	David L Lincoln	-split-	Pay Period 01/...	269.40	X		31,439.23
01/30/2026	36126	Debbie A. Davis	-split-	Pay Period 01/...	332.46	X		31,106.77
02/03/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	216.28	X		30,890.49
02/13/2026	36166	David L Lincoln	-split-	Pay Period 01/...	269.40	X		30,621.09
02/13/2026	36167	Debbie A. Davis	-split-	Pay Period 01/...	332.46	X		30,288.63
02/17/2026		VRT- Valley Region...	Accounts Rec.--WAED	WAED wrks c...		X	300.00	30,588.63
02/18/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	216.28	X		30,372.35
02/19/2026		Canyon County - Cust	Accounts Rec.--WAED	canyon county ...		X	20,000.00	50,372.35
02/24/2026	36176	Verizon	Accounts Payable	Inv 613612702...	38.73	X		50,333.62
02/27/2026	36185	VISA - LINCOLN	Accounts Payable	acct ending 1268	310.00	X		50,023.62
02/27/2026	36178	David L Lincoln	-split-	Pay Period 02/...	269.40	X		49,754.22
02/27/2026	36179	Debbie A. Davis	-split-	Pay Period 02/...	332.46	X		49,421.76
03/03/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	216.28	X		49,205.48
03/03/2026	36205	Davis, Debbie	Accounts Payable	WAED reimbu...	209.50	X		48,995.98
03/11/2026		Idaho Dept of Comm...	Accounts Rec.--WAED	Dept of Comm...		X	7,500.00	56,495.98
03/13/2026	36225	Debbie A. Davis	-split-	Pay Period 02/...	851.70	X		55,644.28
03/17/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		55,491.28
03/18/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		55,299.88
03/26/2026	36237	Verizon	Accounts Payable	Inv 613865057...	38.73	X		55,261.15
03/27/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		55,069.75
03/27/2026	36240	Debbie A. Davis	-split-	Pay Period 03/...	851.70	X		54,218.05
03/30/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		54,065.05
03/31/2026	36252	VISA - LINCOLN	Accounts Payable	acct ending 1268	351.63	X		53,713.42
03/31/2026	36253	Davis, Debbie	Accounts Payable	WAED reimbu...	335.00	X		53,378.42
04/10/2026	36273	Debbie A. Davis	-split-	Pay Period 03/...	851.70	X		52,526.72
04/14/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		52,373.72
04/14/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		52,182.32
04/24/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		51,990.92
04/24/2026	36288	Debbie A. Davis	-split-	Pay Period 04/...	851.70	X		51,139.22
04/28/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		50,986.22
04/30/2026	36295	Verizon	Accounts Payable	Inv 614117408...	38.71	X		50,947.51
04/30/2026	36296	United States Liabilit...	Accounts Payable	Acct # NDO	698.00	X		50,249.51
05/05/2026	36316	VISA - LINCOLN	Accounts Payable	acct ending 1268	124.99	X		50,124.52
05/08/2026	36321	Debbie A. Davis	-split-	Pay Period 04/...	851.70	X		49,272.82
05/12/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		49,119.82
05/13/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		48,928.42
05/22/2026	36339	Debbie A. Davis	-split-	Pay Period 05/...	851.70	X		48,076.72
05/26/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		47,885.32
05/27/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		47,732.32
05/27/2026	36343	Davis, Debbie	Accounts Payable	REP reimburse...	152.25	X		47,580.07

Register: D.L. Evans Checking:Rural Ec. Ptnr. (WAED) project

From 10/01/2025 through 08/21/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/29/2026	36356	VISA - LINCOLN	Accounts Payable	VOID: acct en...		X		47,580.07
05/29/2026	36357	Verizon	Accounts Payable	Inv 614369164...	38.69	X		47,541.38
06/01/2026	36365	VISA - LINCOLN	Accounts Payable	acct ending 4526	73.22	X		47,468.16
06/05/2026	36377	Debbie A. Davis	-split-	Pay Period 05/...	851.70	X		46,616.46
06/09/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		46,463.46
06/10/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		46,272.06
06/18/2026	36403	Kimley Horn	Accounts Payable	VOID: EDD #...		X		46,272.06
06/18/2026	36404	Kimley Horn	Accounts Payable	EDD #3 contra...	1,150.00	X		45,122.06
06/18/2026	36402	Debbie A. Davis	-split-	Pay Period 05/...	851.70	X		44,270.36
06/23/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	X		44,117.36
06/24/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	X		43,925.96
06/29/2026	36413	Verizon	Accounts Payable	Inv 614620166...	38.69	*		43,887.27
07/02/2026	36430	Debbie A. Davis	-split-	Pay Period 06/...	851.70	*		43,035.57
07/07/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	*		42,882.57
07/08/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	*		42,691.17
07/17/2026	36454	Debbie A. Davis	-split-	Pay Period 06/...	851.70	*		41,839.47
07/20/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00	*		41,686.47
07/21/2026	36466	Davis, Debbie	Accounts Payable	REPSI reimbur...	195.74			41,490.73
07/21/2026	36467	Kimley Horn	Accounts Payable	EDD #3 contra...	5,750.00	*		35,740.73
07/22/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40	*		35,549.33
07/27/2026	36475	Verizon	Accounts Payable	Inv 614870901...	38.70			35,510.63
07/31/2026	36482	Debbie A. Davis	-split-	Pay Period 07/...	851.70			34,658.93
08/04/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00			34,505.93
08/05/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40			34,314.53
08/05/2026	36500	State Insurance Fund	Accounts Payable	policy # 42873...	295.01			34,019.52
08/14/2026	36521	Debbie A. Davis	-split-		851.70			33,167.82
08/18/2026	EFT	PERSI - payroll liabi...	-split-	C266 Bi-weekl...	191.40			32,976.42
08/18/2026	EFT	United States Treasury	-split-	82-0314498 Pa...	153.00			32,823.42
08/20/2026	36522	Kimley Horn	Accounts Payable	EDD #3 contra...	2,740.00			30,083.42

RURAL
ECONOMIC PARTNERS
of Southwest Idaho

Executive Directors Report
Debbie Davis
7-30-26 to 8-26-26

Events, Meetings & Training:

- Aug 11th & Aug 25th - virtually attended our bi-weekly meeting with Kimley-Horn.
- August 12th – Met with Melba Mayor & Kevin Arkoosh from Senator Risch's Office RE: BLM owned land in Melba City limits
- August 12th – Presented to Homedale City Council
- August 18th – First virtual EDD County meeting with Valley County & Elmore County
- August 21st – Compass outreach meeting at Melba
- August 27th – Compass outreach meeting in Notus

Connections & Discussions:

- August 6th – Met with Denise to work on potential contract
- ED Pro Chat back on schedule for 9/16
- August 21st – phone conference with Emmett Mayor Gordon Petrie and Ember from the Gem County Economic Development Foundation

Office Time:

- Completed By-laws for review
- Completed Commerce FY2027 Work Plan for review and acceptance
- Reached out to Wes Cochran, Federal EDA Representative

To Do List:

- Invoices for FY2027
- Build our contacts and membership tracking spreadsheet - ongoing
- Continue outreach to cities/counties – deliverables with tracking and funding requests
- Business outreach with tracking and follow up
- Deliver outreach information to new members and current members upon request
- Work on reciprocal memberships
- Go to Verizon to fix phone issues

BYLAWS

Rural Economic Partners of Southwest Idaho

Formerly Western Alliance for Economic Development

Strengthening Rural Communities Through Partnership

Adopted: ____________________

ARTICLE I - NAME, PURPOSE, AND SERVICE AREA

Section 1. Name.

The name of the organization is Rural Economic Partners of Southwest Idaho (the Organization), formerly known as and operating under a DBA of the Western Alliance for Economic Development.

Section 2. Purpose.

The Organization is an Idaho nonprofit corporation operated under Section 501(c)(4) of the Internal Revenue Code. Its purpose is to promote social welfare by strengthening and preserving rural communities through economic development, community development, collaboration, education, and access to resources. The Organization shall not be operated for private profit, and no part of its net earnings shall benefit any director, officer, member, or other private person, except for reasonable payment for services provided.

Section 3. Service Area.

The Board of Directors shall establish the Organization's primary service area and may authorize services outside that area when doing so supports the Organization's purpose.

ARTICLE II - MEMBERSHIP

Section 1. Eligibility.

Any municipality, county, organization, business, or individual that supports the Organization's purpose may become a member by submitting the required information and paying the dues established by the Board. The Organization may allow reciprocal memberships with other similar organizations without membership fees being due by either organization.

Section 2. Voting Members.

A member whose dues are current is a voting member. Each paid membership has one vote, regardless of membership type or dues amount. An organizational member shall designate one person to cast its vote and may change that representative as needed.

Section 3. Good Standing.

Membership and voting rights remain active while dues are current. The Board may suspend or terminate a membership for nonpayment or conduct materially harmful to the Organization after providing notice and an opportunity to respond.

ARTICLE III - MEMBERSHIP MEETINGS

Section 1. Annual Meeting.

An annual meeting of the voting members shall be held at a time and place set by the Board. Voting members shall elect directors and may conduct other business stated in the meeting notice.

Section 2. Special Meetings.

A special membership meeting may be called by the Chair, by a majority of the Board, or upon written request of at least ten percent (10%) of the voting members.

Section 3. Notice.

Written or electronic notice stating the date, time, place, and purpose of a membership meeting shall be provided to voting members at least five (5) days before the meeting.

Section 4. Quorum and Voting.

Ten percent (10%) of the voting members, present in person or through an authorized representative, constitutes a quorum. Unless these bylaws or applicable law require a greater vote, action is approved by a majority of the votes cast when a quorum is present. Voting may occur in person or by an electronic method authorized by the Board. Proxy voting is not permitted.

ARTICLE IV - BOARD OF DIRECTORS

Section 1. Authority.

The Board of Directors governs the Organization, establishes policy, approves the annual budget and work plan, provides financial oversight, and hires and evaluates the Executive Director. Individual directors have no authority to bind the Organization unless authorized by the Board.

Section 2. Number and Qualifications.

The Board shall have no fewer than three (3) and no more than six (6) directors. Directors must support the Organization's purpose. The Executive Director may attend Board meetings but is not a voting director. The Chair, Vice-Chair and Secretary comprise the minimum three (3) board positions.

Section 3. Election and Terms.

Board of Directors are elected by the voting members at the annual meeting. Each director serves a one-year term and continues until a successor is elected. Directors may be re-elected for additional one-year terms without a term limit.

Section 4. Vacancies.

The remaining directors may appoint a qualified person to fill a vacancy until the next annual membership meeting.

Section 5. Removal and Resignation.

A director may resign by written notice. The voting members may remove a director, with or without cause, by a majority of votes cast at a meeting for which removal was included in the notice.

Section 6. Compensation.

Directors shall not be paid for Board service but may be reimbursed for reasonable, approved expenses.

ARTICLE V - OFFICERS

Section 1. Officers and Election.

The officers are Chair, Vice Chair, and Secretary. The Board shall elect the officers from among the directors at its first meeting following the annual membership meeting. Officers serve one-year terms and may be re-elected. The Chair, Vice-Chair and Secretary comprise the minimum three (3) board positions.

Section 2. Chair.

The Chair presides at meetings, helps set agendas, and serves as the primary Board representative.

Section 3. Vice Chair.

The Vice Chair performs the Chair's duties when the Chair is absent or unable to serve.

Section 4. Secretary.

The Secretary ensures that meeting minutes and required corporate records are maintained. Staff may assist with these duties.

Section 5. Officer Vacancies.

The Board may fill an officer vacancy for the remainder of the term.

ARTICLE VI - BOARD MEETINGS

Section 1. Regular and Special Meetings.

The Board shall establish a regular meeting schedule. Special meetings may be called by the Chair or any two directors. Directors may participate in person, by telephone, or by other real-time electronic means that allow all participants to hear one another.

Section 2. Notice.

Reasonable notice of Board meetings shall be provided to each director. Meeting notices and agendas shall also comply with the Idaho Open Meetings Law to the extent that law applies to the Organization.

Section 3. Quorum and Voting.

A majority of the directors then in office constitutes a quorum, but a quorum may never be fewer than two directors. Each director has one vote. Action is approved by a majority of the directors present when a quorum exists. The Chair does not receive an additional vote to break a tie; a tied vote fails.

Section 4. Action Without a Meeting.

The Board may act without a meeting only when every director consents in writing or electronically to the action. The consents shall be kept with the meeting records.

Section 5. Meeting Procedure.

Meetings shall be conducted fairly and efficiently. The current edition of Robert's Rules of Order may be used as a guide when it does not conflict with these bylaws or applicable law.

ARTICLE VII - EXECUTIVE DIRECTOR

Section 1. Role.

The Executive Director is responsible for the Organization's day-to-day operations, implementation of the Board-approved work plan and budget, program administration, membership development, reports, and other duties assigned by the Board.

Section 2. Accountability.

The Executive Director reports to the Board and shall be evaluated at least annually. The Board determines the Executive Director's compensation and terms of employment.

ARTICLE VIII - FISCAL ADMINISTRATION

Section 1. Fiscal Agent.

The City of Greenleaf serves as the Organization's fiscal agent and performs treasury functions, including receiving, holding, and disbursing funds in accordance with the approved budget, applicable agreements, and City requirements. The Organization does not elect a Treasurer while the City of Greenleaf performs these functions. Each year the budget is set annually by the Board and is subject to the public hearing process as defined and used by the City of Greenleaf.

Section 2. Budget and Financial Oversight.

The Board shall approve an annual budget. The Executive Director shall work with the fiscal agent to prepare regular financial reports for the Board. Expenditures must be consistent with the approved budget and the fiscal-agent arrangement.

Section 3. Fiscal Year.

The fiscal year shall be established by the Board in coordination with the fiscal agent.

ARTICLE IX - COMMITTEES

Section 1. Creation.

The Board may create standing or temporary committees and appoint members as needed. A committee may make recommendations but may act for the Board only when the Board has expressly delegated that authority and applicable law permits the delegation.

ARTICLE X - CONFLICTS OF INTEREST

Section 1. Disclosure and Voting.

Directors, officers, staff, and committee members shall disclose any actual or potential financial or personal conflict of interest. A person with a conflict shall not vote on the matter and, when requested by the Board, shall leave the discussion. The disclosure and abstention shall be recorded in the minutes.

ARTICLE XI - RECORDS

Section 1. Records.

The Organization shall maintain minutes, membership records, financial records, governing documents, and other records required by law. Records shall be retained and made available as required by applicable law and the fiscal-agent agreement.

ARTICLE XII - AMENDMENTS

Section 1. Approval.

These bylaws may be amended or replaced by a two-thirds (2/3) vote of the voting members present at a meeting where a quorum exists. The proposed changes must be provided with the meeting notice. The Board may recommend amendments to the members.

ARTICLE XIII - DISSOLUTION

Section 1. Distribution of Assets.

Upon dissolution, and after payment of all lawful obligations, the Organization's remaining assets shall be distributed to one or more nonprofit organizations qualifying under Section 501(c)(3) or 501(c)(4) of the Internal Revenue Code, or to a federal, state, or local government for a public purpose. No remaining assets shall be distributed to a director, officer, member, or other private person.

ARTICLE XIV - ADOPTION

Section 1. Effective Date.

These bylaws replace all prior bylaws and become effective upon approval by the voting members of Rural Economic Partners of Southwest Idaho.

______________________________________ ____________________

Board Chair Date

______________________________________ ____________________

Secretary Date

MISSION FORWARD
CONSULTING
STRATEGY. FUNDING. IMPACT.

PROFESSIONAL CONSULTING SERVICES AGREEMENT

This Professional Consulting Services Agreement ("Agreement") is entered into as of __________________, 2026 ("Effective Date"), by and between:

Mission Forward Consulting, LLC, an Idaho limited liability company ("Consultant"), and

Rural Economic Partners ("Client").

Collectively referred to as the "Parties."

1. Purpose

The purpose of this Agreement is to establish the terms under which Consultant will provide professional consulting services to support the strategic growth, organizational development, funding sustainability, and operational success of Client.

2. Scope of Services

Consultant agrees to provide professional consulting services as requested by Client. Services may include, but are not limited to:

- Grant research and funding identification
- Grant writing and proposal development
- Grant management and reporting support
- Strategic planning
- Organizational assessments
- Executive Director support
- Board governance and development
- Funding strategy and sustainability planning
- Donor and sponsorship development
- Community partnership development
- Program planning and evaluation
- Operational improvement

- Policy and procedure development
- Meeting facilitation
- Other mutually agreed consulting services

Consultant will determine the methods, timing, and manner of performing the services while collaborating closely with Client.

3. Compensation

Client agrees to compensate Consultant at the rate of:

$75.00 per hour

Time will be billed in fifteen (15) minute increments.

Consultant shall provide a detailed monthly invoice identifying services performed and hours worked.

Payment is due within thirty (30) days of the invoice date.

Payments received after thirty (30) days may be subject to a late fee of 1.5% per month on unpaid balances.

4. Reimbursable Expenses

Client agrees to reimburse Consultant for reasonable business expenses that are approved in advance, including but not limited to:

- Mileage at the current IRS reimbursement rate
- Printing and copying
- Postage
- Conference registration
- Lodging
- Airfare
- Meals during approved travel

Receipts shall be provided upon request.

5. Independent Contractor

Consultant is an independent contractor and not an employee of Client.

Nothing contained in this Agreement shall be interpreted as creating an employer-employee relationship, partnership, joint venture, or agency relationship.

Consultant shall be solely responsible for:

- Federal and state income taxes
- Self-employment taxes
- Insurance
- Retirement benefits
- Business licensing
- Professional expenses

6. Grant Funding Disclaimer

Consultant agrees to exercise professional skill, diligence, and best efforts in researching funding opportunities and preparing grant applications.

Client understands and agrees that funding decisions are made solely by grantmaking organizations.

Consultant makes no guarantee or representation that any grant application will be funded.

7. Confidentiality

Both Parties agree to maintain the confidentiality of all non-public information obtained during the course of this Agreement, including but not limited to:

- Financial records
- Grant strategies
- Donor information
- Personnel matters
- Business operations
- Proprietary information
- Client records

This obligation shall survive termination of this Agreement.

8. Ownership of Work Product

Upon payment in full, Client shall own all final reports, grant applications, strategic plans, and documents specifically created for Client under this Agreement.

Consultant retains ownership of:

- Proprietary templates
- Checklists
- Methodologies
- Training materials
- Systems
- Processes
- Intellectual property developed independently of Client

Consultant may reuse general knowledge, methods, and experience gained during the engagement.

9. Changes in Scope

The Parties acknowledge that organizational priorities may change over time.

Additional consulting services beyond those originally contemplated may be requested by Client.

Significant changes affecting workload, compensation, or project scope shall be confirmed in writing by both Parties.

10. Client Responsibilities

Client agrees to:

- Provide timely information necessary to complete assignments.
- Designate an authorized point of contact.
- Review drafts promptly.
- Approve submissions before grants are filed.
- Provide access to organizational documents reasonably necessary to perform the work.

11. Term and Termination

This Agreement shall begin on the Effective Date and continue on a month-to-month basis until terminated.

Either Party may terminate this Agreement with fifteen (15) days written notice.

Termination shall not relieve Client of the obligation to pay for services rendered through the effective termination date.

12. Limitation of Liability

Consultant shall not be liable for indirect, incidental, special, consequential, or punitive damages arising from this Agreement.

Consultant's total liability shall not exceed the total amount paid to Consultant under this Agreement.

13. Non-Solicitation

During the term of this Agreement and for twelve (12) months thereafter, neither Party shall knowingly solicit for employment any employee or independent contractor of the other Party without prior written consent.

14. Governing Law

This Agreement shall be governed by and interpreted under the laws of the State of Idaho.

Any dispute arising under this Agreement shall first be addressed through good-faith mediation before either Party initiates litigation, except where emergency legal relief is necessary.

15. Entire Agreement

This Agreement constitutes the entire understanding between the Parties and supersedes all prior oral or written discussions.

Any amendments must be made in writing and signed by both Parties.

16. Signatures

Mission Forward Consulting, LLC

By: __Denise Dixon ____________________

Denise Dixon

Owner / Principal Consultant

Date: _______08/06/2026________________

Rural Economic Partners

By: ____________________________________

Name: __________________________________

Title: __________________________________

Date: ______________________

ADDITIONAL CONTRACT PROVISIONS

Mission Forward Consulting, LLC – Professional Consulting Services Agreement

17. Primary Point of Contact

Client designates the Executive Director, or another individual identified in writing, as the primary point of contact for coordinating consulting services, approving work, and providing organizational information.

18. Communications

Consultant will make reasonable efforts to respond to emails and telephone calls within two (2) business days, excluding weekends, holidays, and periods of approved travel.

19. Records and Timekeeping

Consultant will maintain accurate records of time worked and services performed.

Monthly invoices will include:

- Dates of service
- Description of work completed
- Hours worked
- Applicable reimbursable expenses
- Total amount due

Supporting documentation will be provided upon reasonable request.

20. Conflict of Interest

Consultant agrees to disclose any actual or potential conflict of interest that could reasonably affect professional judgment during the engagement.

Client acknowledges that Consultant may provide consulting services to other nonprofit organizations, governmental entities, and private clients, provided those engagements do not create a material conflict of interest or compromise Client confidentiality.

21. Professional Standards

Consultant agrees to perform services in accordance with generally accepted professional standards for nonprofit consulting, grant development, organizational development, and strategic planning.

Consultant will use reasonable care, diligence, and professional judgment in carrying out all assignments.

22. Electronic Signatures

The Parties agree that electronic signatures, including signatures transmitted through PDF or electronic signature platforms, shall have the same legal effect as original handwritten signatures.

23. Force Majeure

Neither Party shall be considered in default under this Agreement if performance is delayed or prevented by circumstances beyond its reasonable control, including natural disasters, governmental actions, labor disputes, public health emergencies, power outages, or other unforeseen events.

The affected Party shall promptly notify the other Party and resume performance as soon as reasonably possible.

24. Notices

All notices required under this Agreement shall be provided in writing by email or U.S. Mail to the addresses designated by each Party.

Mission Forward Consulting, LLC

Attn: Denise Dixon, Principal Consultant

Email: missionforwardconsult@gmail.com

Phone: (208) 840-0440

Client contact information shall be completed upon execution of this Agreement.

25. Optional Annual Review

Because Client's consulting needs may evolve over time, the Parties agree to review the scope of services, compensation, and priorities at least annually, or sooner if requested by either Party.

Any changes shall be documented in a written amendment signed by both Parties.

EXHIBIT A – INITIAL SCOPE OF SERVICES

The Parties anticipate that Consultant's initial responsibilities may include:

- Grant research and funding identification
- Grant writing and proposal development
- Development of an annual grants calendar
- Grant tracking and reporting systems
- Strategic funding recommendations
- Organizational capacity building
- Executive Director support
- Organizational assessments
- Strategic planning support
- Board governance consultation
- Policy and procedure development
- Partnership and stakeholder engagement
- Other consulting services as mutually agreed

This Exhibit may be revised from time to time without replacing the Master Agreement.

EXHIBIT B – PAYMENT TERMS

Consulting Rate: $75.00 per hour

Billing Frequency: Monthly

Payment Due: Net 30 days

Approved Payment Methods: Check, ACH, or other mutually agreed electronic payment method.

Mileage, travel, and other pre-approved expenses will be billed separately and supported by documentation when appropriate.

RURAL
ECONOMIC PARTNERS
of Southwest Idaho

FY 2027 Work Plan
Idaho Department of Commerce

Note: The total number of items identified for Objectives A, C and D must equal or exceed 9 objective items.

Objective A Industrial Targeting: Identify 2 to 3 industries that you will be targeting over the next year. For each industry stipulate the reason it will be your priority.

1. Agriculture and Value-Added Agriculture

Agriculture remains the foundation of the rural economy throughout our target communities. Agricultural production, agricultural services, food processing, and value-added agricultural enterprises provide jobs, support local businesses, and contribute significantly to the economic vitality of the region. REPSI will focus on supporting existing agricultural businesses, connecting producers with available resources, promoting value-added opportunities, and helping communities balance growth while preserving agricultural lands and rural character. Efforts will include collaboration with agricultural stakeholders, resource providers, educational institutions, and economic development partners to support business retention, expansion, succession planning and long-term sustainability.

2. Wine, Vineyard, Hop Production, and Craft Beverage Manufacturing

Southwest Idaho is home to a growing concentration of vineyards, wineries, hop producers, and craft beverage manufacturers that contribute to the region's agricultural economy and create opportunities for value-added production. The Sunny Slope region has established itself as a recognized center for grape production and wine making, while hop production continues to support Idaho's growing craft beverage sector. REPSI will work to support business expansion, workforce development, resource connections, and collaboration among producers and manufacturers within this industry. Efforts will focus on strengthening existing businesses, identifying opportunities for growth, and connecting industry partners with available state, federal, and private-sector resources.

3. Outdoor Recreation

Southwest Idaho offers significant outdoor recreation assets that contribute to local economies and quality of life. The Owyhee Canyonlands, Snake River Corridor, public lands, hunting, fishing, boating, hiking, camping, and off-highway vehicle recreation create opportunities for business development and economic growth throughout the region. REPSI will work with local governments, recreation stakeholders, and business partners to identify opportunities that support outdoor recreation while preserving the natural resources and rural character that make these areas unique. Efforts will focus on supporting recreation related businesses, improving access to available resources, encouraging strategic development opportunities, and promoting partnerships that enhance the economic benefits of outdoor recreation for rural communities.

Because REPSI is currently rebuilding its organizational capacity and expanding business outreach throughout the service area, projected economic impacts are intentionally conservative. During the twelve month grant period, REPSI's primary goal will be to establish direct relationships with businesses in the identified target industries, better understand expansion opportunities and barriers, and connect businesses with the resources, workforce programs, financing tools, and technical assistance necessary to support growth.

Across the three target industries, REPSI will work toward engaging 25-40 businesses, providing direct assistance or meaningful resource connections to 10-15 businesses, and identifying 3-5 potential business expansion or investment opportunities. As these relationships and projects develop, REPSI will seek to support the creation or retention of 5-10 jobs and help facilitate or leverage $250,000-$500,000 in private capital investment. These figures represent performance goals rather than guaranteed outcomes, recognizing that business expansion and investment decisions are influenced by market conditions, infrastructure capacity, financing, permitting, and individual business timelines.

REPSI also recognizes that the economic impact of this work extends beyond immediate job creation and capital investment. Strengthening existing agricultural operations, helping a producer pursue a value-added opportunity, supporting expansion within the wine and craft beverage sector, assisting a recreation related business, or connecting a business owner with succession planning resources can preserve jobs, retain locally owned businesses, and generate future investment that may extend beyond the twelve month grand period.

Objective B Business Outreach: For each of the industries identified under Objective A identify 3-5 businesses that you plan to work with over the next year.

1. Agriculture and Value-Added Agriculture

   a. Greenleaf Grain, Greenleaf
   b. Tamura Farms, Wilder
   c. Moo-Ria Dairy, Melba
   d. Boise River Pack, Notus
   e. Jaca Livestock Co., Murphy

2. Wine, Vineyard, Hop Production, and Craft Beverage Manufacturing

   a. Jackson Hop, Wilder
   b. Huston Vinyards, Caldwell
   c. Danelion Brewery, Melba
   d. Sunnyslope Wine Trail, Marsing
   e. Stack Rock Cidery @ Peaceful Belly Farm, Caldwell

3. Outdoor Recreation

   a. Rivers Edge RV Park, Wilder

b. Juniper Mountain Outfitters, Greenleaf
c. Melba Gun Club, Melba
d. Mountain Meadow Adventure Rentals, Murphy
e. Ridgeline UTV Service, Melba

REPSI recognizes that successful business outreach begins with understanding the goals, priorities, and economic vision of the communities we serve. Over the next 12 months, one of our primary strategies will be engaging with local elected officials, staff, and community leaders to better understand the status of their comprehensive plans, economic development priorities, infrastructure capacity, and long-term growth objectives. These conversations will help identify the industries and business sectors that align with each community's vision and provide a framework for targeted outreach and resource development.

In addition, REPSI will focus on direct engagement with agricultural producers, service providers, and agritourism based businesses to better understand opportunities and challenges related to workforce, infrastructure, business expansion, and resource needs. REPSI will utilize connections with FARE Idaho to reach a broad spectrum of food, agriculture, restaurant & beverage establishments as well.

To support the outdoor recreation sector, REPSI will work with local governments, recreation-related businesses, chambers of commerce, and land management agencies to identify opportunities that strengthen outdoor recreation assets and support economic growth in rural communities. REPSI will coordinate with the Idaho Department of Commerce, including Tourism and Marketing Administrator Jeremy Chase, to better understand available resources, programs, and partnership opportunities that can support outdoor tourism & recreation-related economic development throughout the region.

REPSI will leverage a strong network of local, regional, state, and federal partners. Key partners include the Idaho Department of Commerce, U.S. Small Business Administration (SBA), USDA Rural Development, Idaho Department of Labor, Idaho Power, local and regional banking institutions, chambers of commerce, local planners, educational institutions, and other economic development organizations. REPSI is also developing positive working relationships with private-sector employers and industry leaders throughout the region. One example is our growing partnership with Integra Resources and the Delamar Mine Project in Owyhee County near Silver City. Integra Resources has demonstrated a strong commitment to community engagement and has been a vocal advocate for rural economic development, expressing a willingness to partner with and support local communities in identifying opportunities that contribute to long-term economic vitality

Objective C Main Street and Entrepreneurship: Identify 2 to 5 activities or strategies you will pursue to create, grow and strengthen main street businesses (retail, hospitality, professional services) and or promote entrepreneurship in your communities.

REPSI recognizes that strong Main Street businesses and local entrepreneurs are essential to the long-term vitality of rural communities. Retail, hospitality, professional services, and locally owned small businesses not only provide jobs and economic activity, but also contribute to the identity and character of rural communities.

One of REPSI's primary strategies for engaging Main Street businesses will be direct outreach and relationship building. REPSI intends to connect with businesses throughout our service area to ensure business owners are aware of the organization, understand the resources available to them, and know where to turn when they need assistance. These conversations will help identify challenges, opportunities, workforce needs, expansion plans, and resource gaps while strengthening relationships between local businesses and economic development partners.

To increase visibility and accessibility, REPSI is placing informational displays and contact information at participating city halls and member organizations. These displays provide business owners, entrepreneurs, and community members with a direct connection to our organization. In addition, we will continue working with local governments, chambers of commerce, and community partners to identify ways to support existing businesses, encourage entrepreneurship, and strengthen the economic vitality of downtown and Main Street business districts.

An additional area of focus will be outreach to local schools and educational programs to better understand existing entrepreneurship curriculum, business education opportunities, and career pathways available to students. REPSI believes that fostering an entrepreneurial mindset begins early and that students should have opportunities to engage with local businesses and community leaders. As an example, members of Melba High School's Business Professionals of America (BPA) and Student Council are invited to attend Melba Chamber of Commerce meetings and community events, providing them with exposure to local business leaders, civic engagement, and entrepreneurship. By identifying and supporting similar opportunities throughout the region, REPSI hopes to encourage the next generation of business owners, innovators, and community leaders while helping create a stronger pipeline for future rural business development.

Objective D Placemaking: Identify 2 to 5 projects you will help pursue to make your communities more attractive for businesses and workforce.

REPSI believes that effective placemaking begins with a community's vision for its future. Comprehensive plans play a critical role in shaping that vision by identifying community priorities, growth patterns, infrastructure needs, housing goals, economic development opportunities, and the characteristics that make each community unique.
Over the next 12 months, REPSI intends to engage with local governments to better understand the status of their comprehensive plans and how those plans can be leveraged to support placemaking efforts, attract investment, strengthen community identity, and improve quality of life for residents and workforce.

REPSI has established relationships with communities that have active beautification committees, including Melba and Marsing, providing a strong foundation for placemaking initiatives. These local groups can serve as valuable partners in identifying projects that enhance community character, quality of life, and economic vitality.

Through community conversations and stakeholder engagement, REPSI frequently hears ideas from residents about opportunities to improve public spaces, such as adding pickleball courts, creating walking paths, enhancing parks, repurposing vacant lots, and developing community gathering areas. These types of projects not only improve livability for residents but can also make communities more attractive to businesses, workforce, and future investment.

REPSI recognizes that vibrant downtowns and attractive public spaces contribute to economic development. Improvements such as new or repaired sidewalks, enhanced street lighting, landscaping, public art, and community murals can strengthen community identity, encourage pedestrian activity, and support local businesses. Recent projects in neighboring communities, such as Kuna's America 250 mural, demonstrate how placemaking investments can create community pride while enhancing the appeal of downtown districts. REPSI intends to work with local leaders and community partners to identify placemaking opportunities that align with each community's vision and long-term goals.

Objective E Professional Development: Identify 2 to 5 topics or subject areas you wish to become more expert in over the next 12 months.

My goal is to become more connected with and in tune with the needs of the rural communities and businesses we serve by strengthening relationships, listening to local leaders and business owners, and better understanding their individual challenges and opportunities. I also want to continue expanding my knowledge of regional economic development and work diligently to understand the process, partnerships, and requirements necessary to successfully re-establish Region 3 as an Economic Development District.

Most importantly, I want to continue building Rural Economic Partners into a strong, sustainable organization that rural communities and businesses can depend on as a trusted resource and partner. My goal is to establish the relationships, programs, partnerships, and organizational foundation necessary for Rural Economic Partners to remain a valuable asset to our rural communities regardless of who serves as Executive Director in the future.

Regular Business Meetings – The Grantee shall attach a schedule of regular business meetings. The schedule shall include time (including a stipulation of time zone), date, location, and virtual options for participation if available. If any of the above information is not known at the time of the signing of this agreement, the Grantee will comply.

REPSI meets on the 4th Thursday of every month from 1pm to 2pm at Greenleaf City Hall. Attendance can be in person or online.

https://meet.goto.com/CityofGreenleaf/waed
You can also dial in using your phone.
Access Code: 386-854-125
United States: +1 (571) 317-3122
If you would like-get the app
https://meet.goto.com/install

RURAL IDAHO ECONOMIC DEVELOPMENT PROFESSIONAL GRANT
STATE OF IDAHO – DEPARTMENT OF COMMERCE

This Rural Idaho Economic Development Professional grant agreement ("Agreement") is entered into by and between the Idaho Department of Commerce ("Department"), and Greenleaf ("Grantee"), for the purpose of providing the grantee with funding support for the Rural Idaho Economic Development Professional Program ("EDPRO").

WHEREAS, the State of Idaho and the Department desire to promote and facilitate economic growth by providing full service economic development services to rural communities in Idaho by providing a performance based EDPRO program through the Idaho Rural Initiative.

WHEREAS, the Grantee intends to deliver locally based, full-time economic development services in and around its community that include, but are not limited to, business recruitment, business expansion, business retention, business start-up and support for the Department's programs and initiatives.

WHEREAS, the Grantee submitted a satisfactory EDPRO grant application #007764 ("Application") to the Department on or before the deadline of July 10, 2026. The application is incorporated herein by reference.

WHEREAS, the Director of Department reviewed and approved the program recommendations and approved the Grantee for an award on August 17, 2026.

NOW THEREFORE, in consideration of the forgoing and the mutual promises and covenants herein contained, the parties agree as follows:

1. **Term.** This Agreement shall be effective as of July 1, 2026, or upon signature by both parties, whichever is later, and shall remain in effect until June 30, 2027, or until terminated by the Department pursuant to the terms herein, whichever occurs first.

2. **Grant Amount.** The amount of assistance awarded under this Agreement is $35,000.00. The Grantee and their partners agree to provide a minimum of $22,750.00 in matching funds as identified in the Grantees application.

3. **Ongoing Funding Assistance**. It is the Department's expectation that the Grantee's dependence upon EDPROs funding will diminish over time. The Department reserves the right to award subsequent Agreements with funding levels that may vary from the prior Agreements.

4. **Allowable Costs.** The use of EDPRO funds is limited to the salary and benefits of the full time professional hired to carry out the intent of the program as described in Appendix A – Work Plan. Funds may also be used for the professional services of a contractor to execute the Work Plan on a contractual basis.

5. **Unallowable Costs**. EDPRO funds may not be used for any purpose other than described in Article 4 – Allowable Costs. Funds may not be used for any administrative expenses incurred by the Grantee or its partners. Funds may not be used to parcel out contracted services on a single task basis. (For example, funds may not be used to contract for a website or a project engineer, etc.)

6. Matching Funds. Pledged cash match must be expended during the Term of the agreement. In-kind match, while not an allowable form of matching funds, may be used to assist with program needs above and beyond the minimum cash match requirement.

7. Office Requirements. The Grantee will provide for all necessary operational expenses associated with fulfilling the intent of this agreement. These expenses include, but are not limited to: professional office space, telephone, computer and internet access, office equipment, clerical support, travel expenses sufficient to provide for travel within the area, the state and to out-of-state marketing opportunities or trainings, and funds to develop marketing materials for the area.

8. Terms of Employment. The professional hired by the grantee can be full-time or part-time. Full-time positions shall spend no fewer than 32 hours per week on economic development activities. Part-time positions shall spend no fewer than 20 hours per week on economic development activities. Programs operating with an interim economic development professional will be considered vacant unless the Grantee can document that the interim worked the minimum number of hours required per week on economic development activities during their tenure of service. Grantees operating a part-time program shall not be awarded more than $15,000 in grant funds. Grantees and their economic development organization partners are encouraged to track compliance with the full-time and part-time requirement to ensure compliance with audits and program reviews. The professionals paid through this grant must be physically present in the service area no fewer than 40 hours per month. Exceptions may be granted in writing by the Department.

9. Governance. The Grantee will establish, or pass-through funds, to an economic development organization. This economic development organization may be a not-for-profit corporation or a committee of county government or a committee created through a governmental joint power agreement. The economic development organization will direct the activities of the economic development professional paid for with grant funds provided through this agreement. The Grantee and its economic development organization will assume direct responsibility for fundraising. It is expected that quorum of the voting board members will meet no less than once per every other month (6 times per year), unless otherwise approved by the Department.

10. Notice of Open Position. Grantee agrees to notify the Department within seven (7) days in the event the EDPRO position becomes vacant. The Grantee will make best efforts to fill the vacant position within forty-five (45) days. In the event the position cannot be filled or is vacant for greater than forty-five (45) days, grant payments may not be released, or a pro-rated portion of the grant may be payable or re-payable for the time the position was vacant. Prorated payments, non-release of payment or possible repayment will be at the discretion of the Department. Programs with an interim employee may be considered vacant subject to the condition outlined in section 8.

11. Performance Goals & Reporting.

a. **Work Plan.** The Grantee, in cooperation with the Economic Development Organization and the Department, will establish a Work Plan as outlined in Appendix A – Work Plan. The Work Plan will be reviewed and approved by the Department.

b. **Monthly Progress Report.** The Grantee shall submit a progress report every two months to the Department. The progress report shall address performance results for the previous two months. The progress report is due on the 7th of odd numbered months, for the previous two months. The format for the monthly report shall be Appendix B –

EDO Progress Report. From time to time, the Department may revise the method format, deadline and frequency for reporting. The Department will provide 30 days' notice of such changes. Repeated failure to submit timely reports may result in a loss of funding.

c. **Financial Report.** The grantee shall submit two financial reports. The first is due January 31 and the final Financial Report shall be due on July 31. The Financial Reports shall consist of a balance sheet, and income and cashflow (profit and loss) statements printed on the same date. Financial reports shall document the receipt and expenditure of matching funds required in section 6 of this agreement.

Report Type	Due Date
(a) Work Plan	30 days post award
(b) Progress Report	The 7th day of odd numbered months
(c) Financial Report	January 31, 2027
(c) Financial Report	July 31, 2027

12. Grantee Performance. The Grantee and its rural economic development program will be evaluated biannually by the Department for performance under this Agreement. Satisfactory performance will be required for future awards. The Grantee is responsible for the performance of any employee paid for with funds from this agreement. The Department reserves the right to audit the Grantee and its economic development organization partners. Grantee staff paid with Department funds must make a good faith effort to attend both Department virtual and in person hosted events. This includes but not limited to the Department's Rural Economic Development Professional group chats. Exceptions may be allowed provided that the Department is notified of the absence in advance of the event

13. Compliance with Law. The Grantee shall comply with all requirements of federal, state, and local laws, rules, and regulations applicable to the Grantee or to the services performed by the Grantee pursuant to this Agreement.

14. Transparency. Any organization benefiting from Program funds, including the grantee and their EDO and EDPRO partners shall be subject to Idaho Code §§ 74-101 through 74-126 (Public Records Law) Idaho Code §§ 74-201 through 74-208 (Open Meetings Law).

15. Department Engagement. The Grantee acknowledges the Department's right to independently contact, communicate with and engage residents, businesses, elected officials, board members and other organizations residing in the Grantee's area of operation. Grantee interference with the aforementioned may constitute cause for termination. The Grantee will provide the Department with a calendar of scheduled regular meetings stipulating the time, place, and options for virtual participation where available. In the event the Grantee changes the meeting schedule, calls a special meeting, or changes the location of a previously scheduled meeting or does not operate on a fix meeting schedule, written advanced notice of no less than five working days must be provided to the Department. The notice shall include time, date, location, and links for virtual participation if available. Failure to comply with this clause may result in a loss of funding.

16. Payments. Request for Funds (RFF) must be requested by the grantee through the Commence grant portal. The RFF must contain an invoice from the Grantee to the Department for the amount due. RFFs may be requested in accordance with the chart below. Failure to submit a pay request by the "no later than" date may result in the forfeiture of funds.

Payment Date	Amount	Requirement
On/after July 1st but no later than November 30th	50% of award amount	Fully executed grant Agreement and Work Plan and financials covering the previous six months. Must be up to date on monthly reporting from the previous contract year.
On/after January 1st but no later than May 15th	50% of award amount	Submission of 1st Financial Report. Must be up to date on monthly reporting requirements.
Payment Date	Amount	Requirement
On/after July 1st but no later than November 30th	50% of award amount	Fully executed grant Agreement and Work Plan and financials covering the previous six months. Must be up to date on monthly reporting from the previous contract year.
On/after January 1st but no later than May 15th	50% of award amount	Submission of 1st Financial Report. Must be up to date on monthly reporting requirements.

17. Non-Performance. If the Grantee is deficient in reporting or other performance benchmarks the Department shall notify the Grantee in writing of the deficiency and request the Grantee to correct the deficiency within 30 days. If the Grantee fails to respond within 30 days or to sufficiently address the deficiency within 45 days, then the Department may withhold payment pending the correction of any deficiencies. If the Grantee fails to meet the performance requirements, following all notices and cure periods described in this section, the Department may terminate this Agreement. Failure to perform satisfactorily may affect future funding decisions.

18. Potential Conflicts of Interest. The Grantee must disclose all potential conflicts of interest involving any professional paid with EDPRO funds. Potential conflict disclosures must be in writing from the Grantee to the Department's Director. Potential conflicts of interest shall include any action, decision, or recommendation by the Grantee, for any purposes under this Agreement, the effect of which would be to the private pecuniary benefit of the Grantee or a member of the Grantee's household, or a business with which the Grantee or a member of the Grantee's household is associated. In addition to pecuniary matters, conflicts of interest shall also include any personal or professional position, relationship, knowledge, experience, or bias that would unfairly influence the Grantee's reasoning or decision on matters performed under this Agreement. In addition, the EDPRO shall not accept any gifts, including sponsored travel, exceeding fifty dollars ($50.00) within a program year. All potential conflicts of interest disclosed to the Department's Director shall be reviewed and resolved at the sole discretion of the Department's Director.

19. Certification Concerning Boycott of Israel: Pursuant to Idaho Code section 67-2346 (effective July 1, 2021), if payments under the Agreement exceed one hundred thousand dollars ($100,000) and Grantee employs ten (10) or more persons, Grantee certifies that it is not currently engaged in, and will not for the duration of the Agreement engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

20. Certification Concerning Boycott of China: Pursuant to Idaho Code section 67-2359 (effective July 1, 2023), Contract with a company owned or operated by the government of China prohibited. (1) A public entity in this state may not enter into a contract with a company to acquire or dispose of services, supplies, information technology, or construction unless the contract includes a written certification that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China. The terms in this section defined in Idaho Code section 67-2359 shall have the meaning defined therein.

21. All agencies of the State of Idaho, including the Department, are subject to No Public Funds for Abortion Act. The Act establishes a penalty against state employees who intentionally enter into an agreement with abortion providers or affiliates of abortion providers, or who authorize the use of state facilities or public funds for abortion related activity. Under the Act, there are no penalties that apply to you. By signing the agreement, you certify that there exists no information that would trigger the Act and prevent the Department from contracting with you.

22. Amendments. The Agreement may not be released, discharged, changed, extended, modified, subcontracted or assigned in whole or in part (collectively, an “Amendment”) except to the extent provided by a written instrument signed by the Grantee and the party authorized to bind the Department. Persons authorized to bind the Department are the Director of the Department. No other Department employee is authorized to accept modifications or additional terms to the Agreement.

23. Termination. The Department shall have the right to terminate this Agreement, in whole or in part, any time whenever it is determined that the Grantee has failed to comply with the conditions of the Agreement or the funding for the program supporting the Agreement is reduced or eliminated.

The Department may cancel this Agreement at any time, with or without cause, upon ten (10) days written notice to the Grantee specifying the effective date of termination.

The Grantee may cancel this Agreement at any time, with or without cause, upon thirty (30) days written notice to the Department specifying the effective date of the termination.

In the event that the Grantee terminates the Agreement and is in good standing at the time of termination, a prorated share of grant funds shall be retained by and/or repaid to the Department. If the Grantee is not in good standing at the time of termination, then all Department funds may be subject to repayment.

24. Relationship of Contracting Parties. It is distinctly and particularly understood and agreed between the parties that the Department is in no way associated or otherwise connected with the performance of any service under this Agreement on the part of the Grantee or with the employment of labor or the incurring of expenses by the Grantee. The Grantee is solely and personally liable for all labor, taxes, insurance, required letter of credit and other expenses, except as specifically stated herein, and for any and all damages in connection with the operation of this Agreement, whether it may be for personal injuries or damages of any other kind. The Grantee shall not imply, represent, or claim to be an officer or employee of the Department or the state of Idaho. The Grantee shall exonerate, indemnify, defend, and hold the Department and the state of Idaho harmless from and against and assume full responsibility for payment of all federal, state, and local taxes or contributions imposed or required under unemployment insurance, social security, worker's compensation, and income tax laws with respect to the Grantee or Grantee's employees engaged in performance under this Agreement. The state of Idaho and the Department do not assume liability as an employer. Further, the parties do not intend for this Agreement to create any third-party beneficiaries.

25. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto and shall supersede all previous applications, proposals, oral or written, negotiations, representations, commitments, and all other communications between the parties.

26. Headings. The headings have been inserted for convenience solely and are not to be considered when interpreting the provisions of this Agreement.

27. Counterparts. This agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute on and the same instrument.

28. Special Conditions. The Grantee shall spend no more than 20% of its hours each month working towards the creation and operation of a Region 3 Economic Development District.

ED Pro Board Chair

Print Name	Print Title
Signature	Date

Grantee

Print Grantee Name – Chair/Mayor	Print Signatory Name
Signature	Date

Idaho Department of Commerce Director, Tom Kealey

Signature	Date

If the Grantee requires additional signatories or approval stamps, they may be written in below:

[End of text; exhibits follow]

Appendix A – Work Plan

Note: The total number of items identified for Objectives A, C and D must equal or exceed 9 objective items.

Objective A Industrial Targeting: Identify 2 to 3 industries that you will be targeting over the next year. For each industry stipulate the reason it will be your priority.

1) Industry – (Insert Industry Here) (Insert Reasoning and Strategy for Building that Industry in your Communities.)

2) Industry – (Insert Industry Here) (Insert Reasoning and Strategy for Building that Industry in your Communities.)

3) Industry – (Insert Industry Here) (Insert Reasoning and Strategy for Building that Industry in your Community.)

Objective B Business Outreach: For each of the industries identified under Objective A identify 3-5 businesses that you plan to work with over the next year.

1) Industry - (Insert Industry Here)
   a. Business (Insert Business Name and City Here)
   b. Business (Insert Business Name and City Here)
   c. Business (Insert Business Name and City Here)
   d. Business (Insert Business Name and City Here)
   e. Business (Insert Business Name and City Here)

2) Industry - (Insert Industry Here)
   a. Business (Insert Business Name and City Here)
   b. Business (Insert Business Name and City Here)
   c. Business (Insert Business Name and City Here)

d. Business (Insert Business Name and City Here)

e. Business (Insert Business Name and City Here)

3) Industry - (Insert Industry Here)

a. Business (Insert Business Name and Community Here)

b. Business (Insert Business Name and Community Here)

c. Business (Insert Business Name and Community Here)

d. Business (Insert Business Name and Community Here)

e. Business (Insert Business Name and Community Here)

Objective C Main Street and Entrepreneurship – Identify 2 to 5 activities or strategies you will pursue to create, grow and strengthen main street businesses (retail, hospitality, professional services) and or promote entrepreneurship in your communities.

1) Strategy - (Insert Strategy Here)
2) Strategy - (Insert Strategy Here
3) Strategy - (Insert Strategy Here)
4) Strategy - (Insert Strategy Here)
5) Strategy - (Insert Strategy Here)

Objective D Placemaking – Identify 2 to 5 projects you will help pursue to make your communities more attractive for businesses and workforce.

1) Project – (Insert Project and Community)
2) Project – (Insert Project Here Community)
3) Project – (Insert Project Here Community)
4) Project – (Insert Project Here Community)
5) Project – (Insert Project Here Community)

Objective E Professional Development – Identify 2 to 5 topics or subject areas you wish to become more expert in over the next 12 months.

1) Topic/Subject Area
2) Topic/Subject Area
3) Topic/Subject Area
4) Topic/Subject Area
5) Topic/Subject Area

Regular Business Meetings – The Grantee shall attach a schedule of regular business meetings. The schedule shall include time (including a stipulation of time zone), date, location, and virtual options for participation if available. If any of the above information is not known at the time of the signing of this agreement, the Grantee will comply with the provisions outlined in section 15 of this agreement.