

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF
GILA, ARIZONA (THE "IDA")**

DATE: October 1, 2024

PLACE: Gila County Complex, Board of Supervisors Room, 1400 E. Ash Street, Globe, AZ 85501
Medium Conference Room, Tommie Martin Bldg., 707 S. Colcord Rd., Payson, AZ 85541

PRESIDING: Joseph Heatherly, President

1. CALL TO ORDER at 3:04 p.m., with a Board quorum.

2. ROLL CALL; Present: Joseph Heatherly, President; Janette Herrera, Member; Marvin Mull, Member and James "Mac" Feezor, Member. Lexie Nosie, Executive Director.
Absent: Shelby Barrowdale, Vice-President and Mickie Nye, Treasurer
Guest: None

3. Information/Discussion/Action to approve IDA Board of Directors' September 3, 2024, meeting minutes (Lexie Nosie); Motioned by Janette Herrera, seconded by Marvin Mull. Motion passed Unanimously.

4. Information/Discussion/Action to approve May/June/July/August 2024 Treasurer's Report (Mickie Nye). In Mickie Nye's absence, Lexie Nosie reported that everything is now current in the QuickBooks system for 2024. Report will consist of one page with all IDA account balances and the second page with current inflow and outflow for the month. Motioned by Janette Herrera, seconded by Marvin Mull. Motion passed Unanimously.

5. ADMINISTRATIVE REPORTS

- A. EXECUTIVE DIRECTOR- Lexie Nosie reported that she has met with Joe Heatherly numerous times regarding IDA matters, as well as Mickie Nye for finance needs. She has been working on future board policies and cleaning out the prior Executive Director's old email messages. A small business loan committee has been formed. Followed up with Pima County IDA on their Mortgage Credit Certificate inquiry. The Annual Report, which is due October 10th was filed. Registered for the upcoming AAED Fall Forum along with board president. Also going through Task List to clean it up and get things completed.

- B. PRESIDENT-Joe Heatherly has been working on issues pertaining to updating the IDA's expired Systems for Award Management (SAMS), which is required by the federal government. Been working on the upcoming IDA Board of Supervisors presentation with Lexie. Along with Lexie, met with Gila County for EPA Brownfield Revolving Loan Fund which the county wanted IDA to take on. Have also met with their grant writer regarding taking it over and submitting by grant deadline of November 14th. Met with Assistant County Manager Michael O'Driscoll regarding IDA's possible interest on working together with Tri-City Sanitation District and Gila County to apply for a grant between five and ten million dollars. The IDA previously gave TRSD a budget months ago, but they chose to use another organization. The grant would be written by TRSD with the IDA being a recipient. Deadline for grant is in November and board will be informed by president with potential project updates.

6. OLD BUSINESS

- A. Information/Discussion/Action regarding presentation information to local municipalities and major businesses within Gila County for possible funding to the IDA. **(Lexie Nosie)** IDA is set to present to the Board of Supervisors on their November 5th agenda at 10am. All documents to be included in agenda packet must be submitted by October 30th. Executive Director has been working on the upcoming presentation and would like feedback from IDA board. Request for all board members to be present. Overview of parts of presentation. Request by president for Executive Director to send out presentation draft

to board tomorrow, with deadline of end of the week for feedback. No Action.

- B. Information/Discussion/Action regarding insurance renewal and review of current policy. **(Lexie Nosie)** IDA currently has three separate insurance policies with two insurance companies. ED and President had telephonic meeting with our insurance broker, who broke down each policy. Current policies are at bare minimum, which meets our needs and keeps rates down. Overview of each of the three policies. Change will be made to pay in full instead of current multiple payments throughout the year. Motion to continue with current insurance policies by Marvin Mull, seconded by Janette Herrera. Motion passed Unanimously.

7. NEW BUSINESS

- A. Information/Discussion/Action to establish Small Business Loan Review Committee and develop basic operating guidelines. **(Lexie Nosie)** A committee of Mickie Nye, Shelby Barrowdale and Lexie Nosie has been formed to review small business loan applications that come to the IDA. Overview of review procedure. Discussion of past loan review process. Discussion on timeline for approval/denial process and decision timeline, loan limits to be approved by Review Committee, and whether each loan should be voted on by Review Committee or IDA board. Motion made by Marvin Mull to appoint Mickie Nye, Shelby Barrowdale and Lexie Nosie to Small Business Loan Review Committee to review loan applications and then present to the IDA board for approval or denial. Seconded by Mac Feezor. Motion passed with Janette Herrera abstaining.
- B. Information/Discussion/Action regarding small business loan agreement and use of local title company for processing loan agreement and payments. **(Lexie Nosie)** IDA has used Pioneer Title in the past for processing loan agreements and payments. Executive Director is waiting on response from Pioneer Title for information on the process. Discussion on need for Loan Agreement documents. Mac Feezor motioned that the IDA use Pioneer Title for processing small business loan agreements and payments. Marvin Mull seconded. Motion passed Unanimously.
- C. Information/Discussion/Action regarding the redevelopment of IDA website. **(Lexie Nosie)** Overview of website currently and needs of website for the future. Would like small business loan application uploaded to website with option of non-PDF form options. Need for website to be accessible via cellphone and not just desktop. Executive Director will work with Mac Feezor to discuss next steps. No Action.
- D. Information/Discussion/Action regarding alternative board meeting date for November 2024. **(Lexie Nosie)** Due to it being Election Day, the Board of Supervisors meeting rooms are unavailable for use. Alternative dates suggested, including no November meeting. To be decided at a later date. No Action.

8. CALL TO THE PUBLIC; None reported.

9. SUMMARY OF CURRENT EVENTS; Mac Feezor reported on EPA event at Christopher Creek, which will be in the Payson Roundup regarding cesspool issues within Gila County. Potential project for IDA to be discussed with Gila County. Marvin Mull reported on upcoming Veteran's Celebration to be held November 8th through 10th.

Adjournment at 4:57 p.m.

Approved date: _____ Presented by President: _____