

IDAHO STATE BUILDING AUTHORITY
MINUTES OF THE MEETING OF THE
BOARD OF COMMISSIONERS

DATE: February 8, 2023

LOCATION: Authority Office
950 W. Bannock Street, Suite 490
Boise, Idaho 83702

Commissioners Present

V.L. "Bud" Tracy, Chairman (by Zoom)
James Hammond (by Zoom)
Shelly Enderud (by Zoom)
Tim Anderson (by Zoom)
Mark Ciavarella (by Zoom)
Dale McOmber (in person)

Commissioners Absent

Anthony Vahsholtz

Others Present

Wayne Meuleman, Executive Director (in person)
Britany Hurst Marchant, Executive Director, Idaho Wheat Commission (by Zoom)
Bobby Lawrence, Eide Bailly (in person)

1. Call to Order

Vice Chairman Hammond was asked to chair the meeting and called the meeting to order at 11:15 a.m.

2. Minutes of May 4, 2022 Meeting

Vice Chairman Hammond requested discussion regarding the minutes of the May 4, 2022 meeting. There being no questions or comments, the question of approval was called.

MOTION TO APPROVE:

Commissioner Enderud moved to approve the meeting minutes as presented.
Commissioner Ciavarella seconded the motion. The motion was unanimously adopted.

- 3. PRESENTATION:** Vice Chairman Hammond then invited presentation of the proposed Idaho Wheat Commission (IWC) project. Mr. Meuleman reviewed the previous activity relating to the IWC project and Senate Concurrent Resolution No. 106 adopted in 2021 authorizing IWC to enter into agreements with the Authority to finance and develop the project. He introduced Ms. Marchant who then reviewed IWC's letter of December 20, 2022, and its plans for the project. She described working with Mr. Meuleman in soliciting Erstad Architects as a planning consultant to prepare a general plan and conceptual design for the renovation/remodel of its existing office building to meet IWC's needs and objectives. She also confirmed the intent of IWC to apply approximately

\$3,000,000 of its own funds to the project costs and to reimburse the Authority for initial expenses for planning and preparation of the project for development and financing. Mr. Meuleman then discussed the Preliminary Planning Agreement between the Authority and IWC and Erstad Architect proposal to the Authority for initial planning services.

4. **APPROVAL TO ENTER INTO AGREEMENTS:** After further discussion, Commissioner Hammond requested the Board's consideration of the Preliminary Planning Agreement and Erstad Architect proposal.

MOTION TO APPROVE:

Chairman Tracy moved to approve the Preliminary Planning Agreement and Erstad Architect proposal as presented. Commissioner McOmber seconded the motion. The motion was unanimously adopted.

5. **Resolution 2023-001:** Mr. Meuleman reviewed the proposed Resolution 2023-001 providing for reimbursement of expenses incurred by the Authority relating to the IWC project from bond or note proceeds issued to finance the project.

MOTION TO APPROVE:

Commissioner Enderud moved to approve Resolution 2023-001. The motion was seconded by Chairman Tracy and unanimously adopted.

6. **Review of FY2022 Audit**

Vice Chairman Hammond invited Mr. Lawrence to review the June 30, 2022, audit report and related matters. Mr. Lawrence addressed several sections of the audit report, the Auditor's Certificate, and the Governance Letter. He also discussed accounting changes reflected in the audit report. There being no questions or comments regarding the report, Commissioner Hammond requested action to accept the FY2022 Audit.

MOTION TO ACCEPT:

Commissioner Anderson moved to accept the FY2022 audit as presented. Commissioner Enderud seconded the motion. Upon vote, the motion was unanimously adopted.

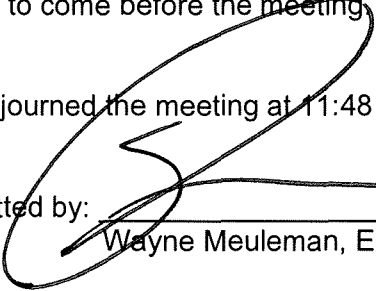
7. **Other Business**

There was no other business to come before the meeting.

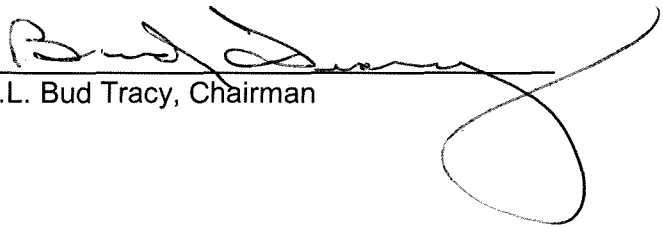
ADJOURNMENT

Vice Chairman Hammond adjourned the meeting at 11:48 a.m.

Submitted by:


Wayne Meuleman, Executive Director

Approved by:


V.L. Bud Tracy, Chairman