

**MINUTES**

**Iowa Economic Development Authority**

**Due Diligence Committee Meeting**

**September 20, 2024**

**9:00 a.m.**

**1963 Bell Avenue, Suite 200 – Helmick Conference Room**

**COMMITTEE MEMBERS PRESENT:**

**Mark Kittrell  
Megan McKay  
Emily Schmitt  
Lisa Shimkat  
Jennifer Steffensmeier**

**COMMITTEE MEMBERS ABSENT:**

**Doug Boone**

**BOARD MEMBERS PRESENT:**

**Melissa Ballard  
Bobbi Bentz  
Pankaj Monga  
Hank Norem  
Tom Townsend**

**BOARD MEMBERS ABSENT:**

**None**

**EX-OFFICIO MEMBERS PRESENT:**

**David Barker  
Jay Byers  
Rob Denson  
Representative Heather Matson  
Representative Ray Sorensen**

**EX-OFFICIO MEMBERS ABSENT:**

**Senator Izaah Knox  
Senator Carrie Koelker**

**STAFF MEMBERS PRESENT:**

<b>Sonya Bacon</b>	<b>Vicky Clinkscales</b>	<b>Lisa Connell</b>
<b>Debi Durham</b>	<b>Heather Gibb</b>	<b>Rita Grimm</b>
<b>Emily Hockins</b>	<b>Staci Hupp Ballard</b>	<b>Anna Lensing</b>
<b>Anne McMahon</b>	<b>Terry Roberson</b>	<b>Katie Rockey</b>
<b>Alaina Santizo</b>	<b>Paul Stueckrad</b>	<b>Deanna Triplett</b>

**OTHERS PRESENT:**

**Larry Den Herder – Past Board Chair                      Jason White – Greater Dubuque Development Corp**  
**Jessica Flannery – Iowa House Democrats**

**COMMITTEE CHAIR**

- Welcome  
Due Diligence Committee (DDC) Vice Chair Mark Kittrell called to order the meeting of the DCC at 9:03 am
- Roll Call and Introductions  
A quorum of the Committee was established with the following DDC members present: Mark Kittrell, Megan McKay, Emily Schmitt, Lisa Shimkat and Jennifer Steffensmeier  
Other Board members present: Melissa Ballard, Bobbi Bentz, Pankaj Monga, Hank Norem and Tom Townsend  
Ex-Officio members present: David Barker, Jay Byers, Rob Denson, Representative Heather Matson and Representative Ray Sorensen



**Approval of Minutes – August 16, 2024 DDC Meeting**

**MOTION:** Megan McKay moved that the DDC approve the minutes of the August 16, 2024 DDC meeting, seconded by Lisa Shimkat. Motion carried unanimously.

**Approval of Agenda – September 20, 2024 DDC Meeting**

**MOTION:** Lisa Shimkat moved that the DDC approve the agenda for the September 20, 2024 DDC meeting, seconded by Emily Schmitt. Motion carried unanimously.

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

**COMPLIANCE**

**120 Day Report**

Vemerald, LLC – 90 Day Extension  
Convergen Energy – 60 Day Extension

**MOTION:** Lisa Shimkat moved that the DDC recommend that the Iowa Economic Development Authority Board approve extensions of the 120-day signing deadline as proposed for the two pending contracts listed, seconded by Megan McKay. Motion carried unanimously.

**Compliance Report**

**Premier Tech Prairie, Inc. – Urbandale: Request to Terminate Contract**

**MOTION:** Emily Schmitt moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request to terminate the contract, seconded by Megan McKay. Roll Call vote was taken. Motion carried unanimously.

**EVCO Holdings, Inc. – Mason City: Request to Terminate Contract**

**MOTION:** Lisa Shimkat moved that the DDC recommend that the Iowa Economic Development Authority Board approve the request to terminate the contract, seconded by Jennifer Steffensmeier. Roll Call vote was taken. Motion carried unanimously.

**OTHER BUSINESS**

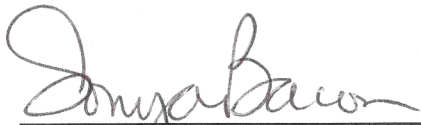
The next DDC meeting will be held on Friday, October 18, 2024

**ADJOURNMENT**

There being no further business to come before the DDC, the chair adjourned the meeting at 9:11 am.

**Respectfully submitted:**

**Approved as to form:**



Sonya Bacon  
Board Administrator



Mark Kittrell  
Vice Chair