

October 7, 2013



Selection Committee  
City of New Meadows  
PO Box 324  
New Meadows, ID 83654

Re: Request for Proposal, Administrative Services  
Infrastructure Improvement Projects

Dear Selection Committee:

Clearwater Economic Development Association (CEDA) is pleased to present this proposal to provide administrative services for the City of New Meadows for Infrastructure Improvement Projects. With a staff of five (5) certified Idaho Community Block Grant administrators, CEDA has the expertise needed to work with you to plan, develop, and fund your projects.

It will be important that the City of New Meadows select a professional team that can effectively represent your position and be adept at facilitating the planning process. CEDA has a long history of working with infrastructure projects and engineers in the area; we are confident that CEDA will provide the level of service you need to successfully complete your project.

*As a private non profit every dollar earned by CEDA is reinvested back into our communities.*

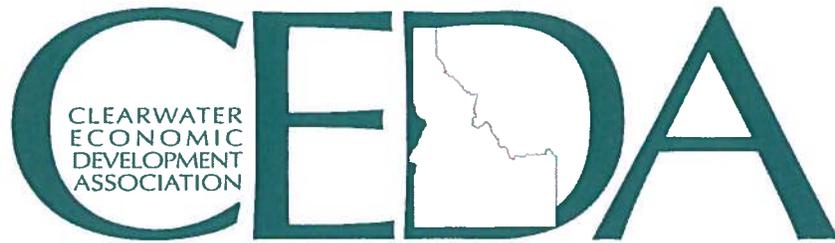
The CEDA Board of Directors, comprised of representatives from the cities and counties of north central Idaho, provides CEDA's leadership. Our mission as a private non-profit corporation is to "assist businesses and communities by acting as a conduit to needed resources." As the collective voice for north-central Idaho and our neighboring communities, CEDA provides leadership and guidance in developing communities, diversifying the economy, and creating prosperity.

Thank you for your consideration of the proposal, and please select CEDA as your administrative service professional!

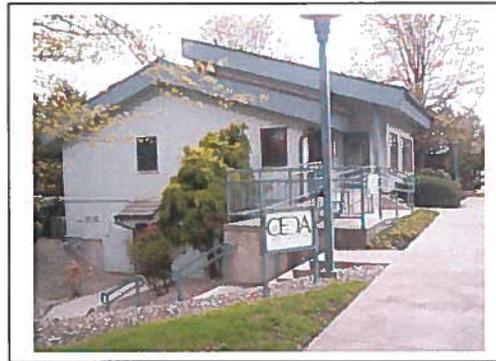
Sincerely,

A handwritten signature in blue ink that reads 'Christine Frei'.

Christine Frei  
CEDA Executive Director



Assisting North Central Idaho Communities Since 1968



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For

## Administrative Services

For

## City of New Meadows

Submission Date October 11, 2013

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# PROJECT PROPOSAL

## INTRODUCTION

Clearwater Economic Development Association (CEDA), located at 1626 6<sup>th</sup> Avenue North, Lewiston, ID 83501, appreciates this opportunity to respond to your request for proposals for planning, developing, writing, and administering of the City of New Meadows Infrastructure Improvement Projects. This project fits our organizational mission to help communities by acting as a conduit to needed resources. Given the opportunity, the CEDA staff will work with you to complete your infrastructure projects. Our goal is your goal—the improvements of your current systems in an effort to better serve your community.

Effective communication in planning, developing, grant writing and, ultimately, project implementation is *extremely* important. CEDA staff has the professional acumen and experience to work with you, your selected engineer, and other professionals to successfully coordinate the efforts of your project. If the City selects CEDA, Project Administrator Kelly Dahlquist shall work conjunctively to complete a professionally prepared grant application that meets ICDBG (Idaho Community Development Block Grant) requirements and effectively competes with other applications. Kelly will continue to function as your primary service provider for ICDBG grant administration service. She is capable of completing other grant applications as well as pursue other funding sources beyond the ICDBG program. Kelly will work closely with CEDA Director Christine Frei and other CEDA staff to provide you with the best possible services.

It is imperative the selected grant administrator be an advocate for the project and for the community in which the project is being completed. A key attribute of our professional acumen is the ability to provide the required services with the added value of objectivity, especially when functioning as the advocate for the project stakeholders and the funding agencies.

## CRITERIA #1 -- CAPABILITY TO PERFORM PROJECT

Since 1968, CEDA has worked in the public interest providing services within the five counties of North Central Idaho. As the collective voice for North Central Idaho, Clearwater Economic Development Association provides leadership and guidance in developing communities, diversifying the regional economy, and creating prosperity. We represent one of six Economic Development Districts in Idaho and work closely with regional communities, the Idaho Department of Commerce, the Idaho Department of Labor, the Economic Development Administration, U.S.D.A. Rural Development, the Department of Environmental Quality, and other government entities to work toward a healthy and diversified economy and strong community capacity. As you know, updated and improved infrastructure is the backbone of thriving rural communities.

CEDA is a registered Idaho 501(c)-4 non-profit and operates under the direction of an Executive Director and Board of Directors. The Board, comprised of city and county officials, gives CEDA direction and guidance in the services we provide. It is this membership that gives each community a voice in regional planning and projects. Collectively, CEDA staff has a wide range of expertise and experience with community public infrastructure including; project development,

planning, grant writing, grant administration and finance. Currently, CEDA has five certified Idaho Community Development Block Grant Administrators on staff.

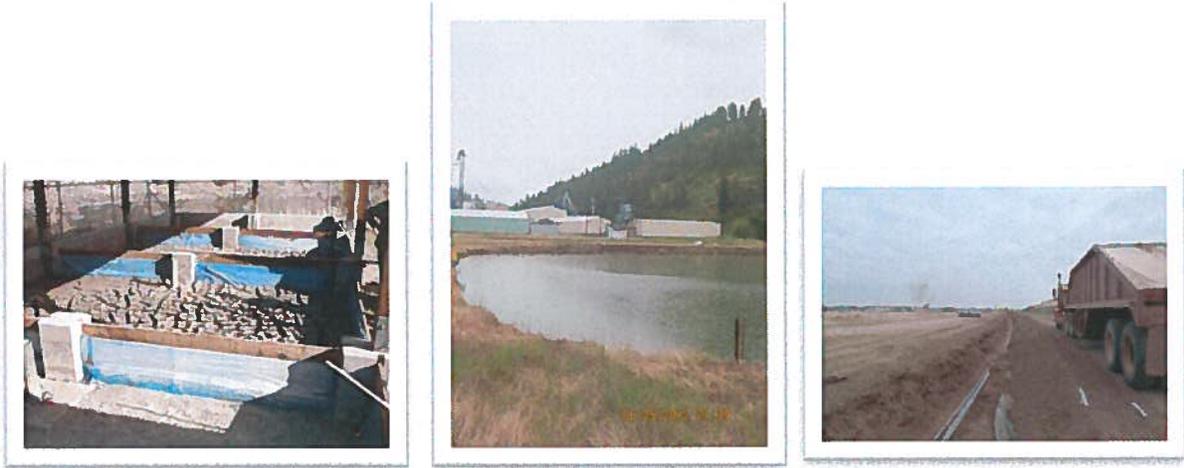
CEDA's resources will be allocated in a manner to successfully plan, develop, fund, implement, and complete your Infrastructure Improvement Projects as they transpire. Because CEDA has been involved in a number of public facility projects, we recognize the uniqueness of each project. It will be to your benefit that CEDA draws on the expertise and collaborative efforts of such a strong team in meeting your goals.

CEDA is located at 1626 6<sup>th</sup> Avenue North, Lewiston Idaho 83501.

**Your “Independent” Representative:** As your Project Developer and Grant Administrator, CEDA shall function as the City of New Meadows’s representative in regards to funding agencies. With this in mind, do know that we take very seriously your goals for all of your projects. CEDA will provide both an unbiased and objective perspective in bringing projects to fruition.

- ❖ *For more detailed information on what other communities think about CEDA services, please see the attached letters.*

### CRITERIA #2 -- RELEVANT PROJECT EXPERIENCE



#### **Idaho Community Development Block Grant Experience**

CEDA recognizes that Idaho Community Development Block Grant (ICDBG) Program, administered by the Idaho Department of Commerce is one of the BEST funding sources for your infrastructure projects. In the past five (5) years, CEDA has successfully written, secured, and administered fourteen (14) ICDBG and Rural Community Block Grants (RCBG) for communities in North Central Idaho and over thirty-four (34) additional grants.

As stated earlier, CEDA has, on staff, five (5) *Certified* Block Grant Administrators. The Idaho Department of Commerce requires that ICDBG grants be administered by grant certified individuals. Currently, the following are ICDBG certified:

- Christine Frei, CEDA Executive Director
- Kelly Dahlquist, CEDA Project Administrator
- Deb Smith, CEDA Economic Development Specialist
- Siris Silva, CEDA Business Program Specialist
- Rachel Stocking, CEDA Assistant Project Administrator

**Relevant Project Experience Pertinent to the City of New Meadows**

Since the inception of the Idaho Community Development Block Grant Program, CEDA has worked with communities on infrastructure related projects. Currently, CEDA is working with the City of Orofino on their Water System Improvement Project. This application requested two phases totaling \$850,000 in which both phases were fully funded by the Economic Advisory Council. At the completion of this project, the residents of the City of Orofino service area will finally put to rest their 60+ year old water system. CEDA has been working successfully with the City of Orofino on this project since 2007 which attests to CEDA's ability to maintain projects that span over several years.

Most recently and in the last five years CEDA has completed the following public infrastructure projects pertaining to Water & Waste Water:

- Konkolville Water System
- City of Lapwai & Nez Perce Tribe Regional Waste Water Improvement Project
- City of Riggins Waste Water Improvement Project
- Nezperce Sewer Improvement Project

In the past five years CEDA has completed the following public facility projects

- City of Lewiston & Nez Perce County Southside Industrial Airpark
- Kayler's Bend Turn Lane
- Cottonwood Community Center
- Nezperce Community Center
- Nezperce County Energy Efficiency – Fair Building
- Craig Mountain Business Park

Currently CEDA has the following public facility projects in various phases of construction:

- Port of Lewiston Dock Expansion
- City of Orofino Water System Improvement
- Riggins Community Center
- Winchester Community Center
- Lewis County Regional Fire Station Project
- Latah County Imminent Threat Project

These projects were funded by Idaho Community and Rural Community Block Grant Funds, Economic Development Administration Funds, GEM Grants, USDA Funds, Tiger Grants, Idaho DEQ, and other funding agencies and resources.

CEDA has the expertise to work through the planning, developing, and subsequent implementation that you should expect in completing this project.

- ❖ *Please review CEDA's Annual Report of Program Activities from January 2012 to December 2012 and most recent Quarterly Report which accompanies this proposal.*

## CRITERIA #3 -- QUALIFICATIONS OF PROJECT TEAM

### **CEDA Team Leader**

**CEDA Director Christine Frei:** Christine shall oversee the work of the grant writer and administrator directly assigned to your project. For thirteen (13) years, Christine has worked on a wide array of community projects. She has successfully written ten (10) Idaho Community Block Grants. In the past five (5) years, she has administered twelve (12) ICDBG projects. Christine has currently written over 36 successful grants for north central Idaho.

Christine brought with her an extensive background in financial management and grant administration. As Office Manager for Idaho Rural Water Association, Christine spent five years meeting reporting requirements for the Environmental Protection Agency (EPA) and U.S.D.A. Rural Development grants that supported the organization's water, wastewater, and groundwater technician programs. She became adept at the budget process and meeting requirements for A-133 audits. Christine's experience at Idaho Rural Water Association exposed her to the needs and challenges of rural water and wastewater systems in Idaho. Her background is an excellent fit for her position with CEDA.

Christine has extensive project/program coordination and facilitation experience. Her largest project has been Clearwater County Project Impact, which required the coordination of over 100 people working on pre-disaster planning efforts to minimize the impact of flood, landslide, and wildfire.

Christine has demonstrated excellent organizational skills to successfully complete projects on schedule, to meet project and program goals, and to fulfill grant requirements. When you select CEDA for your Grants Administration, be assured that your project is in the care of a qualified and dedicated professional!

### **CEDA Team Members**

- **CEDA Project Administrator, Kelly Dahlquist – Primary Point of Contact:** Kelly started with CEDA in 2010 as Project Administrator. She has proven experience in grant writing, administration, program coordination, budgeting, and marketing. She possesses strong organizational and written skills to effectively develop projects. Kelly is currently responsible for providing technical assistance, project development services, and grant writing services to the communities in Idaho's Region II. Kelly is currently administering the City of Orofino Water Improvement Project, Riggins Community Center, Winchester

Community Center, Port of Lewiston Dock Expansion Project, Latah County Imminent Threat, and Lewis County Regional Fire Station Project. Projects that she is currently working to bring to application phase are: City of Kendrick Waste Water, City of White Bird Waste Water, and City of Weippe Waste Water.

She will work directly with your community to develop the project to competitive grant application stage. Most recently she has developed a successful program to assist communities in passing bond elections for their projects.

In the event Kelly is unable to fulfill any obligations one of CEDA's other four (4) grant administrators will be able to continue the project seamlessly. These administrators are:

- Christine Frei, Executive Director
- Deb Smith, Economic Development Specialist
- Siris Silva, Business Program Specialist
- Rachel Stocking, Assistant Project Administrator

- **CEDA Fiscal Management:** CEDA has a long history of successfully administering federal and state funds. Currently, Lohman Accounting provides accounting services for the internal operations of the organization. CEDA Financial Specialist John Lane provides fiscal management for CEDA. CEDA has received unqualified opinions on A-133 audits for over ten (13) years.

❖ *Please review staff resumes included in this proposal.*

## CRITERIA #4 -- PROJECT APPROACH AND SCHEDULE

**Project Planning, Development, and Grant Writing:** CEDA shall participate in any City board meetings, City Council meetings, project meetings, public meetings, and funding agency meetings that are necessary to complete the project. In the planning, developing, and grant writing stages of your project, CEDA shall work with your city to:

1. Create an action plan and schedule so that project deadlines are met;
2. Coordinate with project team to ensure project development activities are timely and thorough;
3. Assist the city with bond educational outreach events;
4. Collect the data necessary to complete grant applications;
5. Develop and write grant applications that professionally present your project to funding agencies;
6. Complete any other actions that are required to plan or complete a grant application for your project.

CEDA will work with the City to meet the ICDBG and other grant application deadlines—assisting all partners in addressing all application elements in a timely manner.

**Grant Administration:** If the City is successful in securing an Idaho Community Development Block Grant, CEDA shall:

1. Prepare all written reports, checklists or legal notices required ensuring compliance with federal and state environmental requirements;
2. Draft a management plan and contract for review and approval by the Department of Commerce and other funding/regulatory agencies;
3. Establish and maintain project files and prepare all documentation and reports required for administration of the grant;
4. Assist the City with the selection of a project engineer, in conformance with applicable procurement requirements, including the preparation of a Request for Proposal (RFP) if not already complete;
5. Review all proposed project expenditures to ensure their propriety and proper allocation to the project budget;
6. Participate in the pre-construction conference and periodic construction progress meeting;
7. Complete the Environmental Review process;
8. Serve as the designated Labor Standards Officer and assure compliance with all applicable labor standard requirements;
9. Assure compliance with all applicable civil rights requirements, including preparation of Equal employment opportunity plan and a fair housing resolution;
10. Attend City, project, and community meetings to provide project status reports and represent the project at any other public meetings deemed necessary;
11. Prepare all required performance reports and close-out documents and assist the City with determination of applicable audit requirements; and
12. Assist in complying with all the requirements of Section 504 / ADA compliance.
13. Assist the city in meeting compliance for adopting a Limited English Proficiency (LEP) Plan.

**NOTE:** As you know, Idaho Community Development Block Grant contracts must be secured through a city or county.

## PROPOSAL SUMMARY

In making your final selection, please remember the reasons why you will benefit from selecting CEDA to be your Administrative Services provider on your Water Infrastructure Improvement Project.

**CEDA** provides a complete TEAM of professionals to assist in all aspects of your Infrastructure Project which includes:

- ❖ Planning,
- ❖ Development, and
- ❖ Implementation.

**CEDA** offers extensive experience in:

- ❖ Grant Writing,
- ❖ Grants Administration, and
- ❖ Project Implementation of Public Facilities.

**CEDA** brings fifty (50) plus years of experience and collaboration with:

- ❖ Funding Agencies,
- ❖ Regulatory Agencies,
- ❖ Regional Engineers,
- ❖ Regional Architects, and
- ❖ Local Elected Officials.

Most Important,

**CEDA** *remains* community driven—not private driven.

**CEDA** *reinvests* any profits into the communities of Region II and neighboring areas of Idaho to provide region-wide services—see *CEDA's annual and quarter reports*.

All project development activities shall be managed and completed to satisfy the needs of the City of New Meadows, and the Idaho Department of Commerce. CEDA has effectively administered many projects to the full satisfaction of numerous communities.

Below are several excerpts from some of those satisfied communities:

- “CEDA’s expertise in grant preparation and administration is second to none.” And “You simplify the process with your meticulous attention to detail, from the pre-application to final construction and inspection,” Ryan Smathers, Mayor, City of Orofino.
- “It is clear that without your vested interest in our project, your knowledge and work ethic, our project would not have been successful,” Bob Crump, Mayor, City of Riggins.
- Carroll A. Keith, Lewis County Commissioner says of CEDA and its staff, “Their knowledge of the funding requirements together with the ability to coordinate with the involved agencies has proven to be an invaluable asset to the county and the cities located in the region.”
- “It is such a huge help to you have working with us on this. I only think back to the beginning and wish you were involved in more of what we have done. Our notes and records I am certain would be much better. Thank you so much for your help.” Kevin Owen, First Step Internet (Private business working with Federal funded grants)
- *See attached letters from other communities who have used CEDA services.*

We look forward to working with the  
City of New Meadows!



# Appendices

## **Resumes**

Christine Frei  
Kelly Dahlquist  
John Lane

## **Project History**

Idaho Department of Commerce Grants  
Other Funding Agency Grants

## **Letters of Support**

## **CEDA Annual Report**

## **CEDA Quarterly Newsletter**

# Resumes

Christine Frei, CEDA Executive Director

Kelly Dahlquist – Project Administrator

John Lane – CEDA Finance Specialist

# Christine Frei

As Executive Director, Christine is the manager of all CEDA resources, staff, and programs. She coordinates with the CEDA governing body, local elected officials, and community and economic development staff from federal, state, county and local agencies. Christine supervises and advises staff on such activities as project development, grant writing and administration. Christine performs functions for CEDA's community development planning and management and advises and assists the CEDA community in developing and implementing Region II programs and projects. In her history with CEDA, she has secured \$3.5 million in grant funding to support business and community projects and administered \$8.1 in federal and state grant contracts.

## RECENT EXPERIENCE

### *Project Development/Grant Writing/Administration*

To include facilitating or participating on project teams and grant writing and administering federal and state grants.

- \* Small Business Teaming Program, SBA, 2011-Present
- \* North Idaho Economic Resiliency, 2012—Present
- \* American Manufacturer Development, 2011– Present
- \* River Ridge Redevelopment Master Plan, 2010-2012
- \* Riiver Ridge Redevelopment Marketing Plan, 2011-2012
- \* Craig Mountain Business Park Marketing Strategy, 2012 –present
- \* Region II Tele Mental Health, DHW, 2008-, 2009
- \* Idaho County Facility Plan, GEM, 2009
- \* Wind Energy Opportunity Analysis, RBEG, 2009
- \* Port of Lewiston Dock Expansion , RCBG, 2008

### *Local & Regional Initiatives*

To include leadership and coordination of regional plan teams.

- \* American Manufacturer Network, 2009—Present
- \* Region II GIS Resource Center, 2009-Present
- \* North Central Idaho Telecommunication Consortium, Coordinator, 2007-Present
- \* Collaborative of Economic & Community Development Professionals, Coordinator, 2006– Present
- \* Tables of Hope, Facilitator, 2006-2007

### *Professional Service Activities*

- \* LinkIdaho Broadband State Advisory Committee, 2011-present
- \* Clearwater Resource Conservation & Development, Council Member, 2006-2012
- \* Economic Districts of Idaho, Board of Director, 2006– Present; Secretary, 2008-Present
- \* Lewis-Clark State College Business Advisory Council, Member, 2009-Present
- \* Lewis-Clark State College Work Force Training Advisory Board, Member, 2008-2012
- \* Region II District Coordination Council-Mobility, Committee Member 2009-2012



## Executive Director

### EXPERTISE:

- \* Project Development & Implementation
- \* Budgeting
- \* Facilitation
- \* Grant Writing/Administration
- \* Coordination
- \* Staff Development

### EDUCATION:

Master of R. Education 2006,  
Loyola University New Orleans

BS (Business & Social Science),  
1995, Lewis-Clark State College

### CERTIFICATION & TRAINING:

Certified Grant Administrator  
(CDBG), 2001-Present, State of Idaho

Certified Professional Community and  
Economic Developer , Community  
Development Council

Northwest Community  
Development Institute  
Boise, July 2003, 2004, 2005

Land Use Law, 2009

Loyola University of New Orleans-  
Extension Program Facilitator  
Training, Boise, 2001, 2002



[www.clearwater-eda.org](http://www.clearwater-eda.org)

## Kelly Dahlquist

As CEDA's Project Administrator, Kelly is the primary grant administrator. In the grant administration department she works with clients and CEDA staff to successfully implement community and regionally-based projects and to administer funding associated with projects.

Kelly also provides administrative support to the Northwest Intermountain Manufacturers Association (NIMA), a rural-based manufacturing trade association. Among other tasks, Kelly handles meeting and event coordination for NIMA.

Kelly is also a representative on both the Northwest Passage Scenic Byway Advisory Committee and the State Scenic Byway Advisory Committee. In these roles, she helps oversee approximately 30 scenic byways.

### PAST EXPERIENCE

Prior to her employment at CEDA, Kelly was the Regional Tourism Coordinator for North Central Idaho Travel Association. She was responsible for regional collaboration on tourism promotion, marketing, media events, and membership development. Kelly has over 15 years of experience in marketing, business management, and budget planning and development.

She also previously served CEDA as the Mobility Program Coordinator working with the District 2 Mobility Manager. Her duties were to plan, coordinate, promote, and improve the region-wide service transportation network in the five counties of north-central Idaho.



## Project Administrator

### PROJECT ROLE:

Project administrator and primary grant administrator.

### EXPERTISE:

- \* Project Development
- \* Grant Writing/Administration
- \* Budget Planning/Development
- \* Coordination
- \* Logistics
- \* Marketing
- \* Public Relations
- \* Customer Service

### CERTIFICATION & TRAINING:

- \* Certified Grant Administrator (CDBG), State of Idaho July 2011



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## John Lane

Responsibilities include managing the Small Business Financing activities of the organization provides one-on-one technical assistance to those interested in small business financing and oversees the organizational budget and financial operations.

John works with the business sector, commercial lenders, elected officials, community and economic development staff from local, state, and federal agencies or organizations, CEDA Board of Directors, Councils and CEDA staff to develop and implement CEDA projects and programs.

### QUALIFICATIONS

- \* 20 years experience in business planning analysis and finance.

### KNOWLEDGE/SKILLS/ABILITIES

- \* Knowledge of the dynamics of rural economics and business practices.
- \* Knowledge of traditional lending practices including loan review and analysis procedures;
- \* Knowledge of ability to implement financial planning and control systems.
- \* Ability to provide technical assistance related to business plan preparation and financial analysis.
- \* Ability to analyze, package and present commercial loan proposals for approval.
- \* Knowledge of contract law, loan and lien document preparation and execution requirements.
- \* Ability to develop and implement collection strategies as appropriate.



## Business Programs & Finance Director

PROJECT ROLE:  
Team Member

### EXPERTISE:

- \* Financial principles
- \* Small Business Financing
- \* Marketing
- \* Budget Preparation

### EDUCATION:

BS (Business Administration/  
Managerial Accounting  
Emphasis ),  
1995, Lewis-Clark State College

Received Business Division Out-  
standing Graduate Award for 1995



[www.clearwater-eda.org](http://www.clearwater-eda.org)

# Project History

Idaho Department of Commerce Grants

Other Funding Agency Grants

Idaho Department of Commerce Awards:	Year Awarded	Type	Grant	Funding Agency	Grant Dollars	Other Investment	Total Project Cost
Nezperce Sewer Improvement	1998	Public Facility	ICDBG	IDC	\$ 89,000.00		\$ 89,000.00
Kooskia Main	1999	Public Facility	ICDBG	IDC	\$ 325,000.00	\$ 968,252.00	\$ 1,293,252.00
Peck Water	1999	Public Facility	ICDBG	IDC	\$ 325,000.00	\$ 495,000.00	\$ 820,000.00
Clearwater DRI	1999	Public Facility	ICDBG	IDC	\$ 215,061.00	\$ 135,000.00	\$ 350,061.00
Lewiston DRI	1999	Public Facility	ICDBG	IDC	\$ 111,080.00	\$ 17,883.00	\$ 128,963.00
Nez Perce Co/Lewiston E Main	2000	Public Facility	ICDBG	IDC	\$ 250,000.00	\$ 370,342.00	\$ 620,342.00
Rapid River Sewer	2000	Public Facility	ICDBG	IDC	\$ 270,000.00	\$ 331,000.00	\$ 601,000.00
Kamiah/Pine Ridge	2000	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 2,800,000.00	\$ 3,300,000.00
Caldesac Water and Sewer	2001	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 1,254,100.00	\$ 1,754,100.00
Clearwater Valley Hospital ER	2001	Public Facility	ICDBG	IDC	\$ 360,000.00	\$ 640,000.00	\$ 1,000,000.00
Orofino Industrial Park	2001	Public Facility	ICDBG	IDC	\$ 445,000.00	\$ 167,636.00	\$ 612,636.00
Bovill Water	2001	Public Facility	ICDBG	IDC	\$ 351,564.00	\$ 848,436.00	\$ 1,200,000.00
Weippe Discovery Center	2002	Community Center	ICDBG	IDC	\$ 100,000.00	\$ 388,625.00	\$ 488,625.00
Moscow 1912	2002	Community Center	ICDBG	IDC	\$ 222,917.00	\$ 342,271.00	\$ 565,188.00
Cottonwood Water	2002	Public Facility	ICDBG	IDC	\$ 454,000.00	\$ 1,246,000.00	\$ 1,700,000.00
Clearwater County Fire Plan	2002	Disaster Mitigation	Fire Plan	IDC	\$ 25,246.00	\$ 6,400.00	\$ 31,646.00
Greencreek Community Hall	2003	Community Center	ICDBG	IDC	\$ 144,668.00	\$ 55,348.00	\$ 200,016.00
Tahoe QRU	2003	Public Facility	ICDBG	IDC	\$ 77,000.00	\$ 166,878.00	\$ 243,878.00
Pierce Water	2003	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 1,642,039.00	\$ 2,142,039.00
Kamiah Emergency Response	2004	Public Facility	ICDBG	IDC	\$ 242,000.00	\$ 339,319.00	\$ 581,319.00
Comtech AHA -Alturas	2004	Public Facility	RCBG	IDC	\$ 500,000.00	\$ 1,050,000.00	\$ 1,550,000.00
Deary Community Ctr	2005	Community Center	ICDBG	IDC	\$ 150,000.00	\$ 133,644.00	\$ 283,644.00
Reubens Community Center	2006	Community Center	ICDBG	IDC	\$ 100,000.00	\$ 40,013.00	\$ 140,013.00
Lapwai Regional Wastewater	2007	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 6,085,278.00	\$ 6,585,278.00
North Idaho Manufacturers' Assn	2007	Business Development	GEM Grant	IDC	\$ 25,000.00		\$ 25,000.00
HooDoo Sewer Project	2007	Public Facility	GEM Grant	IDC	\$ 12,000.00	\$ 89,500.00	\$ 101,500.00
Kaylers Bend Turn Lane	2008	Transportation	GEM Grant	IDC	\$ 30,000.00	\$ 9,600.00	\$ 39,600.00
Nezperce Sewer Improvement	2008	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 2,005,097.00	\$ 2,505,097.00
Riggins Sewer Improvement	2008	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 6,085,278.00	\$ 6,585,278.00
Lewiston/Nez Perce Co Airpark	2008	Public Facility	RCBG	IDC	\$ 500,000.00	\$ 2,706,550.00	\$ 3,206,550.00

NIMA Marketing	2009	Business Development	GEM Grant	IDC	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00
City of Craigmont - Foundry Study	2009	Business Development	GEM Grant	IDC	\$ 9,500.00	\$ 3,550.00	\$ 13,050.00
Idaho County - Airport Facility Plan	2009	Planning	GEM Grant	IDC	\$ 25,000.00	\$ 12,500.00	\$ 37,500.00
Riggins Water Park Engineering Design	2009	Planning	GEM Grant	IDC	\$ 50,000.00	\$ 10,000.00	\$ 60,000.00
Whiskey Creek - Facility Plan	2009	Public Facility	GEM Grant	IDC	\$ 4,036.00		\$ 4,036.00
Cottonwood Community Center Renovation	2009	Community Center	ICDBG	IDC	\$ 150,000.00	\$ 231,615.00	\$ 381,615.00
Nezperce Community Center/Library	2009	Community Center	ICDBG	IDC	\$ 150,000.00	\$ 211,878.00	\$ 361,878.00
Port of Lewiston Dock Expansion	2009	Public Facility	RCBG	IDC	\$ 500,000.00	\$ 2,263,000.00	\$ 2,763,000.00
Potlatch Industrial Park	2010	Planning	GEM Grant	IDC	\$ 10,000.00		\$ 10,000.00
Orofino Water Improvement	2010	Public Facility	ICDBG	IDC	\$ 500,000.00		\$ 500,000.00
Konkolville Water Company	2010	Public Facility	ICDBG	IDC	\$ 360,000.00	\$ 330,262.00	\$ 690,262.00
Craig Mountain Business Park	2011	Public Facility	ICDBG	IDC	\$ 500,000.00	\$ 1,026,626.00	\$ 1,526,626.00
Winchester Community Center Renovation	2012	Public Facility	ICDBG	IDC	\$ 150,000.00	\$ 85,481.00	\$ 235,481.00
Riggins Community Center Renovation	2012	Public Facility	ICDBG	IDC	\$ 150,000.00	\$ 802,868.00	\$ 952,868.00
Latah County Imminent Threat	2012	Imminent Threat	ICDBG	IDC	\$ 35,000.00		\$ 35,000.00
Craig Mountain Business Park - Electricity	2013	Public Facility	GEM Grant	IDC	\$ 15,000.00	\$ 18,209.00	\$ 33,209.00
Orofino Water Improvement	2013	Public Facility	ICDBG	IDC	\$ 350,000.00	\$ 1,050,246.00	\$ 1,400,246.00
Lewis County - Craigmont Fire Station	2013	Public Facility	ICDBG	IDC	\$ 350,000.00	\$ 477,561.00	\$ 827,561.00
<b>Total:</b>					<b>\$ 11,653,072.00</b>	<b>\$ 36,953,285.00</b>	<b>\$ 48,606,357.00</b>

Other Agency Funding Awards:	Year Awarded	Type	Grant	Funding Agency	Grant Dollars	Other Investment	Total Project Cost
Kamiah Project Impact	2000	Disaster Mitigation	Pre-Disaster	FEMA	\$ 300,000.00	\$ 100,000.00	\$ 400,000.00
Clearwater County Project Impact	2000	Disaster Mitigation	Pre-Disaster	FEMA	\$ 300,000.00	\$ 100,000.00	\$ 400,000.00
Orofino Industrial Park	2001	Public Facility	Construction	EDA	\$ 1,500,000.00		\$ 1,500,000.00

Cleanwater County ITD-Vanpool	2003	Transportation	Rideshare	ITD	\$ 13,200.00		\$ 13,200.00
Lapwai Firefighters	2003	Equipment	Firefighters	FEMA	\$ 24,460.00	\$ 2,717.00	\$ 27,177.00
Cleanwater County All Hazard	2003	Disaster Mitigation	Pre-Disaster	FEMA	\$ 40,000.00	\$ 10,000.00	\$ 50,000.00
Northwest Passage Scenic Byway Implemen	2004	Tourism		ITD	\$ 45,000.00	\$ 11,250.00	\$ 56,250.00
US 12, NW Passage Scenic Byway Interpreti	2004	Tourism		ITD	\$ 226,000.00	\$ 67,000.00	\$ 293,000.00
Telecom Study	2004	Telecom	RBOG	USDA RD	\$ 40,000.00	\$ 12,000.00	\$ 52,000.00
Cleanwater County FishAmerica	2004	Disaster Mitigation	FiveStar Restoration	FishAmeric	\$ 10,000.00	\$ 54,255.00	\$ 64,255.00
Wayfinding System Development	2005	Tourism		ITD	\$ 33,400.00	\$ 8,350.00	\$ 41,750.00
Northwest Passage Scenic Byway Implemen	2005	Tourism		ITD	\$ 24,852.00	\$ 6,250.00	\$ 31,102.00
NPS Challenge Cost Share-Authentic Interp	2006	Tourism	Challenge Cost Share	NPS	\$ 20,000.00	\$ 5,000.00	\$ 25,000.00
NPS challenge Cost Share-Viewshed Protect	2006	Tourism	Challenge Cost Share	NPS	\$ 20,000.00	\$ 5,000.00	\$ 25,000.00
North Idaho Manufacturers' Assn	2007	Business Development		LCSC	\$ 37,000.00		\$ 37,000.00
Seekins	2007	Business Development	RBEG	USDA RD	\$ 5,063.00	\$ 2,185.00	\$ 7,248.00
CMS/Firebreak	2007	Business Development	RBEG	USDA RD	\$ 8,230.00	\$ 3,550.00	\$ 11,780.00
Telecom Study Expansion	2007	Telecom	RBEG	USDA RD	\$ 13,500.00	\$ 6,760.00	\$ 20,260.00
Telecom -Grangeville/Riggins Connectivity	2007	Telecom	RBEG	USDA RD	\$ 10,000.00	\$ 4,650.00	\$ 14,650.00
Konkolville Water Company	2007	Planning	Planning Grant	DEQ	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00
North Idaho Manufacturers' Assn	2007	Business Development	Technical Assistance	EDA	\$ 75,000.00	\$ 75,000.00	\$ 150,000.00
TeleMental Health Project	2007	Telecom	One-Time Development Grant	Health & W	\$ 390,000.00		\$ 390,000.00
International Trade Strategies	2008	Business Development	RBEG	USDA RD	\$ 78,750.00	\$ 33,750.00	\$ 112,500.00
TeleMental Health Project #2	2008	Telecom	One-Time Development Grant	DHW	\$ 50,000.00		\$ 50,000.00
Lewiston/Nez Perce Co Airpark	2008	Public Facility	Construction	EDA	\$ 1,935,250.00		\$ 1,935,250.00
ARRA Mobility Manager	2009	Transportation	ITD Public Transit	ITD	\$ 215,000.00		\$ 215,000.00
NIMA Wind Industry	2009	Business Development	RBEG	USDA RD	\$ 10,000.00	\$ 5,000.00	\$ 15,000.00
Whiskey Creek - Facility Plan	2009	Planning	Planning Grant	DEQ	\$ 14,072.00	\$ 10,036.00	\$ 24,108.00
Konkolville Water Company	2009	Planning	Planning Grant	DEQ	\$ 8,450.00	\$ 8,450.00	\$ 16,900.00
NIMA Marketing	2009	Business Development	EDA Technical Assistance	EDA	\$ 30,000.00		\$ 30,000.00
Nez Perce County Energy Efficiency	2010	Public Facility	Energy Efficiency Community B	Office of Ef	\$ 97,725.00	\$ -	\$ 97,725.00

Green Technology Job Opportunity	2010	Business Development	RBEG	USDA RD	\$ 4,525.00	\$ 2,500.00	\$ 7,025.00
American Manufacturer Network	2010	Business Development	RBEG	USDA RD	\$ 21,350.00	\$ 7,500.00	\$ 28,850.00
Potlatch Industrial Park	2010	Business Development Planning	RBEG	USDA RD	\$ 15,000.00	\$ 7,500.00	\$ 22,500.00
Palouse Lewis Clark Wine Alliance	2010	Business Development	EDA Technical Assistance	EDA	\$ 18,500.00	\$ 6,000.00	\$ 24,500.00
Creating a Workforce for Rural Manufacturers	2011	Development	Advanced Technological Educa	NSF	\$ 200,000.00		\$ 200,000.00
Small Business Teaming Pilot Program	2011	Programming	Small Business Teaming Pilot P	SBA	\$ 500,000.00		\$ 500,000.00
River Ridge Redevelopment	2011	Planning	RBEG	USDA RD	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
Latah County Food Innovation Center Feasib	2011	Business Development	USDA	USDA RD	\$ 5,063.00	\$ 10,040.00	\$ 15,103.00
American Manufacturer Network	2011	Business Development	Idaho National Lab			\$ 10,000.00	\$ 10,000.00
American Manufacturer Network	2011	Business Development	Economic Adjustment Grant	EDA	\$ 160,000.00	\$ 50,000.00	\$ 210,000.00
Small Business Teaming Pilot Program-Optic	2012	Business Development	Small Business Teaming Pilot P	SBA	\$ 454,545.00		\$ 454,545.00
Region II Business Analysis-Technical Assist	2012	Development	RBEG	USDA RD	\$ 13,605.00	\$ 3,401.25	\$ 17,006.25
Craig Mountain Business Park Marketing Stra	2012	Planning	RBEG	USDA RD	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
Business Expansion in Emerging Markets	2012	Business Development	RBEG	USDA RD	\$ 13,605.00		\$ 13,605.00
LinkIdaho Broadband Monitoring	2012	Planning	BTOP	ED Lab	\$ 10,000.00	\$ 5,000.00	\$ 15,000.00
North Idaho Economic Resiliency	2012	Business Development	EDA Technical Assistance	EDA	\$ 350,000.00	\$ 87,500.00	\$ 437,500.00
Port of Lewiston Dock Expansion	2012	Public Facility	Tiger IV	FTA	\$ 1,300,000.00	\$ 1,350,000.00	\$ 2,650,000.00
Snake River Boat Builders CE Mark Certifica	2013	Business Development	RBEG	USDA RD	\$ 15,000.00	\$ 13,000.00	\$ 28,000.00
Developing the Workforce & Developing Resource Support for High Growth Manufacturers in the Metal Supercluster	2013	Business Workforce Development	RBOG	USDA RD	\$ 80,000.00	\$ 34,900.00	\$ 114,900.00
<b>Total:</b>					<b>\$ 8,770,145.00</b>	<b>\$ 2,152,544.25</b>	<b>\$ 10,922,689.25</b>

# Letters of Support

Latah County

Lewis County

City of Nezperce

City of Orofino

City of Riggins



**Latah County**  
**BOARD OF COUNTY COMMISSIONERS**

P.O. Box 8068 ♦ 522 South Adams ♦ Moscow, Idaho 83843  
(208) 883-7208 ♦ fax (208) 883-2280 ♦ e-mail [bocc@latah.id.us](mailto:bocc@latah.id.us)  
*Tom S. Stroschein ♦ John A. "Jack" Nelson ♦ Jennifer Barrett*

Christine Frei, CEDA Executive Director  
Clearwater Economic Development Association  
1626 6<sup>th</sup> Avenue North  
Lewiston, Idaho 83501

Dear Ms. Frei:

The Board of Latah County Commissioners has had opportunities to work with Clearwater Economic Development Association (CEDA) for a very long time. The Commissioners have appreciated the Partnership Efforts for very much needed projects in Latah County and for opportunities to provide economic development in Latah County communities and particularly in the rural areas. CEDA has provided the Administrative Duties, knowledge of funding opportunities, grant writing, paperwork and the coordination of the Applicant and all the various vendors and agencies.

We would like to acknowledge the superior service of the work CEDA did on the Deary Community Center. The Deary Community Center was a coordination between Deary Recreation District, the County and CEDA to erect a Community Hall Project in the City of Deary. The cost of the project was approximately \$150,000. There were complicated coordinations, reports, an Environmental Study, Fair Housing Regulations, construction cost detailed reporting and Financial Reports and payments. CEDA was the primary Coordinator of this project, your expertise, professionalism and ability to complete the project in a timely way was commendable. We would highly recommend your organization for similar projects to other entities. The Deary Community Center Grant Project was began on March 2, 2005 and completed on July 18, 2007.

Latah County also worked with CEDA on the Hoo Doo Sewer Project in 2007. Hoo Doo Water and Sewer came to the County Commissioners having exhausted all other entities for help. The project was going to cost more than \$500,000.00. Working with Latah County and CEDA, Hoo Doo was able to complete a \$130,000 sewer grant project which allowed them to upgrade the communities waste water treatment system which had been under threat by the Idaho Department of Environmental Quality for sanctions which could have resulted in the closure of the communities businesses. The Hoo Doo Water and Sewer District serves citizens in the small rural community of Harvard, Idaho.

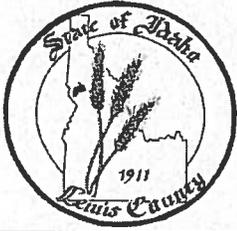
Latah County is grateful for the partnership of CEDA and for their outstanding efforts in helping to complete projects in Latah County.

Sincerely,

Tom S. Stroschein  
Chair

John A. "Jack" Nelson  
Commissioner

Jennifer Barrett  
Commissioner



# Lewis County

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**COMMISSIONERS:**

Charles E Doty, Chairman  
Carroll A. Keith, Member  
Don Davis, Member

510 Oak St., Rm #1  
Nezperce, Idaho 83543-5065  
Phone: (208) 937-2661  
Fax: (208) 937-9234

June 20, 2008

Re: CEDA Recommendation

To Whom It May Concern:

Lewis County has had the opportunity to work with the Clearwater Economic Development Association (CEDA) on several projects within our county. Recent projects that were sponsored by Lewis County include the construction of the new Kamiah Emergency Services Building and the remodel of the Reubens Community Center. Each project would have been much more difficult for those involved were it not for the participation of CEDA.

CEDA's highly qualified staff has demonstrated an extensive range of skills and broad experience base that covered the many elements of each of the projects. Their knowledge of the funding requirements together with the ability to coordinate with the involved agencies has proven to be an invaluable asset to the county and the cities located in the county. Their physical presence and technical assistance throughout the projects were critical to the overall success of each project.

Lewis County has had a very good working relationship with CEDA and has found that the knowledge, experience, and enthusiasm for the projects by the CEDA staff have been essential to the success of each project. Therefore, it is without hesitation that we would recommend CEDA for any community development projects in our region.

Best Regards

A handwritten signature in cursive script that reads "Carroll A. Keith".

Carroll A. Keith  
Lewis County Commissioner

RECEIVED  
JUN 24 2008  
C.E.D.A.

**CITY OF NEZPERCE**



**STEVE A. BATEMAN, MAYOR**

Rhonda J. Schmidt, Clerk ◆ P. O. Box 367 ◆ Nezperce, ID. 83543  
Phone (208) 937-1021 ◆ Fax (208) 937-0116

June 23, 2008

To Whom It May Concern:

**RE: Clearwater Economic Development Association (CEDA)**

It is my pleasure on behalf of the City of Nezperce to recommend the Clearwater Economic Development Association to other communities who are in need of Grant Writing and Administration Services. The City of Nezperce has utilized CEDA to develop a sewer replacement/lagoon upgrade project for our community. The Clearwater Economic Development Association has assisted with coordinating this facilities project with an Idaho Transportation Department highway project that is projected to begin in July 2009. CEDA has provided technical assistance with every phase of this project from interfacing with the funding agencies and project engineer, project development, conducting public meetings, grant writing and they will be administering our project.

Christine Frei and the Clearwater Economic Development Association staff is experienced and knowledgeable in all facets of economic development and has been instrumental in working with businesses, communities and organizations to promote our region. CEDA has a sincere interest and understanding of issues encountering communities and will work diligently for a projects success.

Sincerely,



Steve A. Bateman  
Mayor

217 First Street  
P.O. Box 312  
Orofino, ID 83544



Phone (208) 476-4725  
Fax (208) 476-3634  
email: [citycouncil@orofino-id.com](mailto:citycouncil@orofino-id.com)

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## City of Orofino

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June 24, 2008

Christine Frei, CEDA Executive Director  
Clearwater Economic Development Association  
1626 6th Ave N  
Lewiston, ID 83501

RE: Letter of Appreciation and Reference

Dear Christine

The Mayor and City Council have asked me to express their appreciation for all the professional work that you and your organization have provided the City of Orofino over the past eight years. I realize that this appreciation actually goes back to the Clearwater Economic Development Association's (CEDA) inception forty years ago, but eight years is the magic number that represents how long you have been with CEDA and the resources that you and your staff have personally provided the city.

Most communities in North Central Idaho do not have in-house staff, skills or the time required to plan, develop and administer highly technical projects and grants. Throughout the years, CEDA has provided invaluable grant preparation and administration assistance to every community and county in North Central Idaho. You have worked closely and professionally with hospitals, special taxing districts, non-profit organizations, and private businesses to create partnerships promoting economic development.

CEDA's expertise in grant preparation and administration is second to none. Due to the cost of construction, communities who are in need of major infrastructure improvements are most certainly required to obtain federal or state funding where a series of complex rules and regulations govern the funding source. You simplify the process with your meticulous attention to detail, from the pre-application to final construction and inspection. CEDA's administrative capacity to monitor grant guidelines and your ability to work with diverse groups of elected and appointed officials is to be commended. Of all the grants that CEDA has administered for Orofino, we have never had any regulatory findings from federal or state agencies. These awards include funding from ICDBG, RCBG, EDA, FEMA, and GEM Grants. You are also in the process of assisting the city

with a USDA-RD grant and loan package as part of our proposed Water System Improvements Project

The City of Orofino would welcome a personal telephone call to further discuss any questions a community or organization may have on the resources and services that CEDA has to offer. More importantly, we would be happy to describe CEDA's professional administrative capacity for project development, grant preparation, and the all important administration of the different funding sources. Without proper administration, no grant funds would be available.

Please do not hesitate to contact me if I can be of any assistance or answer any questions whatsoever.

Sincerely,



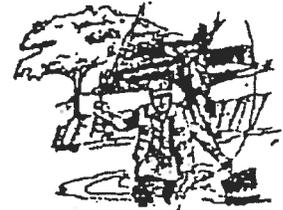
Ryan Smathers  
Mayor



Ph. (208) 628-3394

# CITY OF RIGGINS

GROWING WITH IDAHO



P.O. Box 249  
Riggins, Idaho 83549

June 17, 2008

Christine Frei  
Executive Director  
Clearwater Economic Development Association  
1626 6th Avenue North  
Lewiston, ID 83501

Dear Christine:

I am writing this letter to express our appreciation for your dedication and work ethic in completing the ICDBG grant application of the City of Riggins wastewater treatment plant upgrades. In August 2007, when we received official notification of the seriousness of our treatment plant problems, we assembled a team of "experts" to help us address the problem. As a representative of CEDA, you met with us, our Engineers, Rural Development officials, Bond Counsel, etc., and helped charter the course that has made this project possible. You attended numerous meetings in Riggins, worked tirelessly even sacrificing your weekends in order to submit our grant application within the limited time frame we were working under. Through your grant writing efforts, a few short months later we were awarded the \$500,000 ICDBG grant, which is an integral part of our \$1.8M sewer upgrade. It is clear that without your vested interest in our project, your knowledge and work ethic, our project would not have been successful.

Thank you for being a part of our Riggins team! Because of the extraordinary efforts you have shown during the application process, I am confident that the City made the correct choice in selecting your CEDA office for grant administration. We look forward to work with you as we complete our project.

Sincerely

CITY OF RIGGINS

Bob Crump, Mayor

CEDA Annual Report

&

CEDA Quarterly Newsletter



## Clearwater Economic Development Association ANNUAL MEMBERSHIP REPORT February 21, 2013

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**Thank you** for your interest in the Clearwater Economic Development Association. This report reflects 12 months of activity. Although all the activity described in this report involved CEDA staff, it is also a tribute to the many business owners and staff, community elected officials and staff, and community volunteers who worked tirelessly to improve the economy and community life in the five counties of north-central Idaho.

This year marks the 45<sup>th</sup> anniversary of the CEDA organization. For five decades, the region has pulled together to address needs. CEDA's accomplishments are not ours alone; they are our partners' successes as well! In this year, 71 people volunteered time on CEDA's governing board, working councils, and standing committees. With 23 projects, over 50 business loans, and the development of 2 new programs, CEDA is working with an additional 150 or more people to get things done. This reality gives testimony to the adage: "Development work succeeds through the hands and hearts of many!"

### NEW MEMBERSHIP

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CEDA welcomed eight (8) new members growing by 14% this year! Current Membership – 64 members.

1. Clearwater County Economic Development
2. Ida-Lew Economic Development Council
3. Century West Corporation
4. Alpine Motors
5. Clearwater Power Company
6. Keltic Engineering
7. Valley Vision
8. Rim Rock Consulting

### MEMBERSHIP RETURN ON INVESTMENT

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CEDA secured **\$41 in grant funding for regional and community projects for every \$1** of membership investment! CEDA used membership funds to support regional planning and development as well as using the membership dollars to leverage \$160,000 for the development of the American Manufacturer Network.

### GRANT AWARDS

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**CEDA worked with partners to secure \$2.49 million** in grant funds for community-based and regional initiatives.

Project Name:	Sources:	Grant Amount:	Local Contribution:	Project Cost
LinkIdaho Broadband Monitoring	US Dept of Commerce	\$10,000	\$5,000	\$15,000

North Idaho Economic Resiliency	Economic Development Administration	\$350,000	\$87,500	\$437,500
Winchester Community Center Renovation	Idaho Dept of Commerce	\$150,000	\$85,481	\$235,481
Riggins Community Center Renovation	Idaho Dept of Commerce	\$150,000	\$802,868	\$952,868
Region II Business Analysis-Technical Assistance	USDA Rural Development	\$13,605	\$3,401	\$17,006
Craig Mountain Business Park Marketing Strategy	USDA Rural Development	\$10,000	\$10,000	\$20,000
Small Business Teaming Pilot Program-Option Year One	Small Business Administration	\$454,545		\$454,545
Port of Lewiston Dock Expansion	Federal Transportation Administration	\$1,300,000	\$1,350,000	\$2,650,000
Latah County Imminent Threat	Idaho Dept of Commerce	\$35,000		\$35,000
Business Expansion in Emerging Markets	USDA Rural Development	\$13,605		\$13,605
		<b>\$2,486,755</b>	<b>\$2,344,250</b>	<b>\$4,831,005</b>

## FINANCIAL CONTRIBUTIONS TO CEDA

CEDA's business loan program and annual meeting was supported by the generous contribution of these businesses and organization.

Sterling Bank                                 \$3,000 CEDA Revolving Loan Program

Zions Bank:                                     \$1,000 CEDA Annual Meeting

Port of Clarkston:                             \$ 500 CEDA Annual Meeting

## PLANNING & COLLABORATION

**The Clearwater Economic Development District's *Comprehensive Economic Development Strategy (CEDS)*:** CEDA is responsible for developing, maintaining, and implementing the economic strategies for the development of the five counties in north central Idaho. Every five years, the strategy is revised. This year, CEDA Economic Development Specialist Deb Smith completed an update of the plan document. Annual revisions included updates on regional and community projects completed and in development. Idaho Department of Labor Regional Economist Kathryn Tacke updated industry and workforce sections. An electronic copy of the revised document is posted on the CEDA website at: [www.clearwater-eda.org](http://www.clearwater-eda.org). The region's CEDS was recognized by the National Association of Development Organization (NADO) as one of the better CEDS documents nationwide.

**Economic Development Districts of Idaho:** CEDA hosted in Lewiston the Spring 2012 Workshop of the planning organizations for the six economic development districts in Idaho. At the workshop, the districts began planning for a statewide economic development strategy being facilitated by the University of Idaho and listened to the perspective provided by the National Association of Development Organizations (NADO) who has worked with other states to develop state strategies. The districts also shared program opportunities and challenges. A follow up meeting was held in Boise in December and attended by CEDA staff. Christine Frei was re-elected to serve as the EDDI's Secretary and Deb Smith is participating as the liaison between the University of Idaho planning team and EDDI members as the state strategy is developed.

**Collaborative of Economic Development Professionals of North Central Idaho/Southeast Washington:** In December, CEDA hosted the end of the year meeting of the economic development professionals. The event was cohosted with the Idaho Department of Commerce. A record of 2012 activities was scribed by CEDA Economic Development Specialist Deb Smith and accomplishments are being documented in the region's *Comprehensive Economic Development Strategy*.

**Funding Economic Development and Revitalization: A Workshop for North Central Idaho's Small Communities:** In March 2012, CEDA participated and assisted in the marketing and coordination of a funding workshop held in Moscow for people in the region interested in funding options for property redevelopment. Partners included the Center for Creative Land Recycling, the University of Idaho Bioregional Planning and Community Design Program, the City of Moscow, and the Idaho Department of Environmental Quality.

**LinkIdaho Broadband Planning:** CEDA Executive Director Christine Frei represents the region on the LinkIdaho Broadband Advisory Committee that is coordinated by the Idaho Rural Partnership. Christine was a presenter at the LinkIdaho Broadband Summit and the LinkIdaho presentations at a January 2013 meeting with the Idaho House Environment, Energy, and Technology Committee, and a February 2013 Senate Affairs Committee. CEDA also collaborated with Northwest Intermountain Manufacturers Association to complete a broadband manufacturer survey of 27 small manufacturing businesses located throughout north-central Idaho. Results will be used for future planning within the region.

**Snake River Boat Builders Alliance Export Program:** CEDA continued to participate on the leadership team of the export program. This year, the Port of Clarkston continued coordination of the program and administration of funding that the Port secured allowing for an inbound trade mission bringing U.S. Commercial Service specialists to the region from Norway and Sweden. Plans are being developed to address the needs of the manufacturers who want to secure CE Mark Certifications that will allow the manufacturers to sell certain boat models in the European Union. Valley Vision is acting as the liaison between the manufacturers and the leadership team and has been instrumental in helping the manufacturers secure export funding assistance for travel needs.

## **ASSET MANAGEMENT**

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In 2004, CEDA undertook a new venture. With the assistance of the City of Moscow and the Latah Economic Development Council, CEDA became owner of its first commercial property—a building in Alturas Park that was built specifically for Comtech AHA. In 2010, CEDA purchased its second property in Craigmont, Idaho. And, this year, property in Craigmont was donated to CEDA by Primeland Cooperative with the expectation that CEDA would build a fire station. The purpose of the CEDA Asset Management Program is to support business and community development by owning and managing property that could not otherwise be provided. At their January 2013 meeting, the CEDA Board appointed Dave McGraw, Carroll Keith, and John Currin to serve on the Asset Management Committee. The Committee shall work with CEDA staff to address property management issues and recommend policy to the CEDA Board of Directors.

**Craig Mountain Business Park:** On September 27, 2012, CEDA, in partnership with Ende Machine and Foundry, hosted a ribbon cutting of the Craig Mountain Business Park. The four parcel, 18 acre park is home of Ende Machine & Foundry. At the time of this report, Ende is employing 5 people and is in the process of hiring more. On January 31, 2013, CEDA leased another parcel to Aaron Troyer who is operating a post and pole production company on the site. CEDA Economic Development Specialist Deb Smith is in the final stages of completing a marketing strategy for the business park. The strategy shall provide a road map for future park development.

**Comtech AHA Building, Alturas Park:** This year, CEDA worked with Comtech AHA and a design professional to develop a strategy for addressing some facility deficiencies on the exterior of the building. CEDA will be investing approximately \$35,000 in some reconstruction of the west side of the building.

## **PROJECT DEVELOPMENT FEES –NEW TO CEDA**

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At the January 2013 meeting of the CEDA Board of Directors, the governance approved the institution of project development fees to assist CEDA in recouping the costs for community and economic

development. For almost 10 years, CEDA has charged for grant writing services; but, has not charged development fees. Historically, the costs of providing technical assistance for developing projects were recouped through grant administration fees charged by CEDA on the larger, successfully funded projects. Because projects can take between 2 to 5 years on average to develop, CEDA has supported development in the lag time with membership fees. On smaller projects, development fees are not recouped because development takes more resources than the grant administration fees charged on the project.

The institution of development fees was based on the challenge that CEDA has with its traditional cost sharing strategy and because of a recent decision made by the Idaho Department of Commerce. In August 2012, the Idaho Department of Commerce reduced the maximum threshold of Idaho Community Development Block Grants for public facility projects from \$500,000 to \$350,000. This decision had a major impact on public facility projects because this is a critical resource for development and because there are now fewer grant dollars to be received by communities. For CEDA, it also impacts the dollars we can receive for grant administration because the 10% maximum grant amount for administration remains in place. We will be expected to do the same amount of work (as grant requirements are not being reduced) for less money.

This reality is reducing our pool of funds to address administration and development needs. Going forward, CEDA will be charging development fees that will include grant writing. Communities will be charged 50% of the development fees before grant applications are submitted and then charged the remainder after the project is funded. Average costs will be \$15,000. Projects to which CEDA has already been selected for grant administration, that apply for an ICDBG grant in 2013, and that require no additional technical assistance over and above what has been already agreed will be charged grant writing fees only. All new projects or projects that do not apply for an ICDBG grant until 2014 will be charged at the new rate.

CEDA appreciates our community partners and will work with each individually to determine a rate that we can both live with. It is not CEDA's intent to create undue burden on our members; however, we do need to preserve our services over time.

*For those who need more information on this change, please contact CEDA Project Administrator Kelly Dahlquist at the CEDA office: (208)746-0015 or [kdahlquist@clearwater-eda.org](mailto:kdahlquist@clearwater-eda.org).*

## **THE AMERICAN MANUFACTURER NETWORK**

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Without a doubt, the largest project currently in development is the creation of the American Manufacturer Network (AMN). The purpose of this initiative is to create a resource for small business manufacturers who want to enter and be successful in the government marketplace. This collaborative initiative was identified and designed by the Northwest Intermountain Manufacturers Association. It is locally supported by NIMA, Valley Vision, Southeast Washington Economic Development Association, the University of Idaho, Washington State University's Center for Entrepreneurial Development, the Port of Clarkston, and the Nez Perce Tribe. It is currently funded through support from the Economic Development Administration, the Small Business Administration, and the Clearwater Economic Development Association. Financial supporters have also included Valley Vision and the Idaho National Laboratory (INL).

Within this past year, John Currin with Bateaux Strategies and his consultant team developed a working model of services for the AMN. NIMA Executive Director Dave Bonfield participated on the team. Early success occurred as manufacturers received technical assistance from the Bateaux Team with over \$1 million in contracts secured.

To provide critical services, AMN Solutions was established through the leadership of CEDA and the AMN Board of Directors. As the AMN's service delivery arm, AMN Solutions assists manufacturers in obtaining government contracts. The AMN, operating out of the CEDA office and in unison with the CEDA Small Business Teaming Program, is now providing opportunities to individual businesses and

teams of manufacturers and helping them to respond to bid solicitations. Leading this effort is CEDA Small Business Teaming Program Manager Bob Didocha.

In January 2013, AMN Solutions hired its first employee—Program Assistant Jesse Freitas. Since October 2012, the AMN has distributed over 60 bid opportunities that fit the capabilities of 32 manufacturers currently participating the network. Twenty-five percent of the manufacturers active with the AMN are in north-central Idaho or southeast Washington. Of those opportunities released by the AMN, 10 bids have been submitted. Since April 2012, the Small Business Teaming Program has established six teams who have responded to five large procurement solicitations. Another team is currently in formation.

The SBA teaming program has been working to expand the program to more participants. Webinars are being conducted every two weeks. Webinar participants are learning how they can increase their business opportunities. Participants in the program have free access to Bidspeed, a comprehensive bid response management software. Bidspeed helps to manage the complex process of responding to government contract opportunities.

In this next year, the AMN will be directing efforts to increased service to manufacturers in northern Idaho as well as manufacturers as they join the network.

## **NEW CEDA WORKFORCE DEVELOPMENT COUNCIL AND LCSC PROJECT**

In this year, CEDA has reinvested in workforce development. As a result, twenty-five business, education, and economic development representatives are volunteering their time to facilitate the development of a business-focused and skilled workforce system that meets the needs of business and industry, enhances workplace productivity, and increases opportunities for employment and entrepreneurship. This council, holding its first meeting in July 2012, is focused on the workforce needs for the manufacturing industry.

Meeting quarterly the council will provide leadership and contribute expertise to influence a system that aligns the north-central Idaho workforce with the jobs of the 21<sup>st</sup> Century. The council members will forge strong and vibrant partnerships that result in an entrepreneurial, market-driven, accountable, and exceptional workforce investment system.

In addition to Council activities, CEDA is working with the partners of the Lewis-Clark State College project, “Creating a Workforce for Rural Manufacturing.” Part of our work will be to assist manufacturers and school districts in the project in their efforts to formalize mentoring programs where manufacturers interact with the school’s professional technical program. CEDA Staff Nathan DeSpain is putting the final revisions to a mentoring guide that will be distributed to the schools in the next few months.

## **PROJECTS IN IMPLEMENTATION**

<b>Project:</b>	<b>Project Phase</b>	<b>Services Provided:</b>	<b>Project Closeout</b>	<b>Responsible CEDA Staff</b>
<b>American Manufacturer Network Development</b>	Closed Out	Grant Writing/Admin Project Management	Winter 2013	Christine F.
<b>Broadband Monitoring Manufacturer Survey</b>	1 <sup>st</sup> Survey Completed	Grant Writing/Admin Project Management	Fall 2014	Kelly D. Christine F.
<b>Craig Mountain Business Park</b>	Plan Development	Grant Writing/Admin	Summer 2013	Deb S.

<b>Marketing Strategy</b>		Project Management		
<b>First Step Internet</b>	Closeout	Grant Admin	Summer 2013	Kelly D.
<b>Lapwai Valley Wastewater Treatment System</b>	Closed Out	Grant Writing/Admin	Spring 2012	Kelly D.
<b>Latah County Food Innovation Resource Center Feasibility Study</b>	Plan Completion	Grant Writing/Admin Project Coordination	Spring 2013	Deb S.
<b>Latah County Imminent Threat</b>	Design	Grant Writing/Admin	Summer 2013	Kelly D. Rachel S.
<b>LCSC – National Science Foundation, “Creating a Workforce for Rural Manufacturing”</b>	50% complete	Coordination, Manufacturer Outreach	Summer 2014	Christine F. Nathan D.
<b>Lewiston Nez Perce County Regional Airport Southpark</b>	Closed Out	Grant Writing/Admin	Spring 2012	Kelly D.
<b>North Idaho Economic Resilience Project</b>	Service Delivery	Grant Writing/Admin Project Management	Summer 2014	Christine F.
<b>Orofino Water Project</b>	Design	Grant Writing/Admin	Summer 2014	Kelly D. Rachel S.
<b>Port of Lewiston Dock Expansion</b>	Design Construction	Grant Writing/Admin	Summer 2013	Kelly D.
<b>Riggins Community Center</b>	Construction	Grant Writing/Admin	Spring 2013	Kelly D. Rachel S.
<b>Small Manufacturer Teaming</b>	Service Delivery	Grant Writing/Admin Program Management	Fall 2013	Christine F.
<b>Winchester Community Center Renovation</b>	Construction	Grant Writing/Admin	Spring 2013	Kelly D. Rachel S.

## PROJECTS IN DEVELOPMENT

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<b>Project:</b>	<b>CEDA's Involvement:</b>	<b>Project Status:</b>	<b>Responsible CEDA Staff</b>
<b>Kendrick Wastewater Upgrade</b>	Technical Assistance	Facility Planning	Kelly D.
<b>Lewis Co Fire Stations</b>	Technical Assistance/ Grant Writing	Grant Submitted/Waiting Outcome	Kelly D.
<b>Orofino Water Project II</b>	Grant Writing	Grant Submitted/Waiting Outcome	Kelly D./ Rachel S.
<b>Port of Clarkston:</b>	Grant writing	Grant	Christine F.

<b>Snake River Boat Builders CE Mark Certification Process and Center</b>		Submitted/Waiting Outcome	
<b>Stites Infrastructure</b>	Technical Assistance	Facility Planning	Kelly D.
<b>Viola Community Center Renovation</b>	Technical Assistance/ Grant Writing	Grant Submission	Kelly D./ Rachel S.
<b>Weippe Wastewater</b>	Technical Assistance	Facility Planning	Kelly D.

## **BUSINESS FINANCE**

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The CEDA Business Finance Program was established in 1989. Since that time the capital base has grown from \$467,000 to \$3.5 million. Funding comes from an Economic Development Administration award and funding through USDA's Intermediary Relending Program, Rural Micro-entrepreneur Assistance Program, and the Rural Business Enterprise Program. CEDA has issued 238 loans totaling approximately \$10 million. Projects have ranged from \$1,200 to \$250,000 with the average at \$42,000. Over 730 jobs have been created or retained in the region as a result of this program.

**New Loan Activity:** Nine (9) new loans were issued during the last twelve month period, the aggregate dollar amount of which totaled \$743,141. As a result, 13 new jobs are expected to be created and retained and \$1.3 million of private financing and/or investment was leveraged.

<b><u>Small Business Finance Activity</u></b>	<b>Activity During Previous 12 months</b>	<b>Activity During Previous 36 months</b>
Projects Financed	9	34
Amount of CEDA Financing	\$743,141	\$2,365,722
Amount of Private Financing Leveraged	\$1,308,865	\$3,064,137
Jobs Created and Retained	13	75
<b><u>Project Distribution</u></b>		
Clearwater County	0	2
Idaho County	2	4
Latah County	4	12
Lewis County	2	3
Nez Perce County	1	8
Asotin County	0	2
Garfield County	0	1
Whitman County	0	2
<b><u>Total Project Distribution</u></b>	9	34

**Capital Base and Loan Portfolio:** The capital base for all of CEDA's small business financing programs totals \$3.5 Million. This year, CEDA received \$234,000 in a loan award through the USDA Rural Development's Intermediary Relending Program (IRP). CEDA staff continuously explores opportunities for expanding the capital base and funding sources that allow for the provision of technical assistance to applicants and borrowers.

## IDA-LEW ECONOMIC DEVELOPMENT

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Although CEDA partners with all of the local economic development organizations in the region, CEDA has a more direct connection to Ida-Lew Economic Development. Since 2011, CEDA provides staffing to Ida-Lew Economic Development. Melisa Bryant directly serves the Ida-Lew Economic Development Council. This past year, Ida-Lew has been very aggressive in addressing business concerns. Two major initiatives undertaken by Melisa and the Council includes the Warbird Weekend and the Idaho-Lewis County Career Expo.

The first Warbird Weekend was held at the Idaho County Airport on July 14, 2012. The annual event will provide opportunity for participants to view historic aircraft and enjoy aviation-related event and to showcase the county facility. Ida-Lew is strategically focused on business development at the airport and showcasing it as the recreational gateway to North Central Idaho's back country wilderness.

On October 3<sup>rd</sup>, the inaugural Idaho-Lewis County Career Expo was held. Over 570 students and 32 business exhibitors participated in the event at the Idaho County Fair Grounds in Cottonwood. The event gave area employees the opportunity to recruit local youth to their workforce and get a sense of career potentials in the region. All schools in Idaho and Lewis counties participated.

Ida-Lew is also focused in addressing workforce issues and evaluating opportunities for the region to pull resources for professional technical programs as well as apprenticeship programs.

## STATE/REGIONAL/NATIONAL PRESENTATIONS & FACILITATIONS

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This year, CEDA staff members were invited to make state, regional, and national presentations on projects and initiatives important to the region.

- **“Becoming Relevant in Your Region by Building Effective Partnerships- Manufacturing Development,”** NADO Executive Directors Forum, Park City, Utah, *Presented by Christine Frei*
- **“Broadband Opportunities, Strengths, and Challenges in Economic Development & the Business Sector,”** 2012 LinkIdaho Broadband Summit, Idaho Falls, Idaho, (Presentation done through a network from the Idaho Transportation Department, Lewiston), *Presented by Christine Frei*
- **“Economic Development Con-Current Breakouts-North Central Idaho,”** Idaho Economic Summit, Boise, *Facilitated by Christine Frei*
- **“Strategic Planning,”** Palouse Knowledge Corridor,” Pullman, Washington, *Facilitated by Deb Smith*
- **“Public Transit Mediation – North Central Idaho Service Provider,”** Idaho Transportation Department, Lewiston, Idaho, *Facilitated by Deb Smith*

## OTHER ACTIVITIES

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Within the year, CEDA provided additional services in a host of other projects and initiatives. CEDA staff represented the region at a number of different venues. A list of activities follows. The reason these are included in this annual report is to help members understand where CEDA staff are putting their time and when we are in member communities.

### Office Administration Services Provided:

- American Manufacturer Network, Inc.

- AMN Solutions, LLC
- Northwest Intermountain Manufacturers Association

**Other Technical Assistance Provided:**

- Bovill City Park Restroom
- Bovill Wastewater System Upgrade
- Elk River Recreation District Visitors Center
- Genesee City Park Restroom
- Idaho County Fire Station Projects
- Idaho County Imminent Threat
- Ida-Lew Economic Development – Fundraising
- Pierce Wastewater System Upgrade
- Stites Wastewater/Storm Water Upgrade
- White Bird Wastewater System Upgrade

**Grant Writing/Administration Proposals:**

- Bovill Waste Water System Upgrade (not yet awarded)
- Kendrick Sewer/Waste Water System Upgrade (selected)
- Lewis County Fire Station (selected)
- Riggins Community Center (selected)
- Stites Waste Water System Upgrade (selected)
- Viola Community Center (selected)
- Weippe Sewer Lagoon System Upgrade (selected)
- White Bird Sewer Lagoon System Upgrade (selected)

**Support Letters Submitted:**

- Nez Perce Tribe Brownfields, Tribal Unit 45
- Nez Perce Tribe Marketing Plan – Spaulding
- Pierce National Guard School
- Port of Clarkston Business Park
- Port of Lewiston – Dock Expansion
- University of Idaho Statewide CEDS

**Advocacy Letters Submitted:**

- Idaho State Congressional Delegates: Funding for the Economic Development Administration

**Meeting Attendance:** CEDA members were represented at the following meetings by CEDA staff.

- **Community Development**
  - Beautiful Downtown Lewiston Economic Restructuring Committee, *Deb*
  - Bovill City Council, *Jim*
  - Broadband Technical Opportunity Program in Moscow, *Kelly D.*
  - City Council in Craigmont, *Christine*
  - City of Genesee/Fire Station, *Jim*
  - City of Moscow/WSU Arch School, *Deb*
  - City of Orofino ADA meeting, *Kelly D.*
  - City of Pierce, *Jim and Kelly D.*
  - City of Weippe, *Jim and Kelly D.*
  - Craig Mountain Business Park Focus Group, *Christine, Deb*
  - Craig Mountain Business Park Ribbon cutting, *staff*

- Craigmont Fire Station Projects, *Kelly, Christine and Jim*
  - Craigmont/Winchester Rural Fire Station meeting, *Jim*
  - Department of Corrections Meeting, *Christine, Jim and Deb*
  - Idaho County Fire Stations, *Jim*
  - Idaho County Local Emergency Planning Council, *Jim*
  - Idaho Housing & Finance Association Housing Meeting, *Christine, Deb, Kelly D.*
  - Idaho Rural Partnership Community Review for Lapwai, *John*
  - Idaho Transportation Department/COAST (Facilitation), *Deb*
  - Intercity Route Public Comment in Moscow, *Deb*
  - Intermodal Ground Breaking Ceremony in Moscow, *Deb*
  - I-Way District Coordination Council meeting, *Deb, Christine, and Kelly*
  - Konkolville Water Company meeting, *Kelly D.*
  - Lapwai Community Review, *Christine and John*
  - Lewis County Fire District, *Jim*
  - Lewiston Nez Perce County Southside Project Meetings, *Kelly D.*
  - LinkIdaho Broadband Summit, *Christine*
  - LinkIdaho Regional Planning Team meeting, *Christine and Jim*
  - Moscow Brownfield Steering Committee, *Deb*
  - Public hearing for Latah County Imminent Threat grant, *Kelly D.*
  - Region II Mental Health Board, *Jim*
  - Riggins Community Center Meetings, *Kelly D.*
  - River Ridge Redevelopment in Potlatch, *Christine and Deb*
  - Viola Community Center, *Kelly D.*
  - Winchester Community Center meeting, *Kelly D and Jim.*
  - Winchester Fire District, *Kelly D.*
  - Winchester public hearing, *Kelly D. and Jim*
- **Business Development**
    - Alliance Northwest Conference, *Bob*
    - American Manufacturer Outreach, *Christine, Kacie, Bob, Nathan and John*
    - Avista Entrepreneurship Program at Walla Walla Community College, *Deb and Siris*
    - Food Innovation Resource Center in Moscow, *Deb*
    - Green Technology Task Force, *Deb*
    - Hydraulic Warehouse Focus Group, *Christine, Deb, Nathan, Jennifer, Bob*
    - LCSC Production Operations Management Class, *Christine*
    - LCSC Workforce Training Breakfast Advisory Committee, *Christine*
    - Region II—Idaho Small Business Development Center Advisory Group, *John*
    - Manheim Solutions Tour of Latah County for Food Innovations Resource Council, *Deb*
    - Nez Perce Tribal Executive Committee, *Christine*
    - Nez Perce Tribe Education Training and Business Development Center, *Deb*
    - Snake River Boat Builders, *Christine*
    - Snake River Boat Builders—Inbound Trade Mission, *Deb and Christine*
    - Spokane Manufacturing Summit, *Bob*
    - Warner Robbins Air Logistics Center Symposium, *Bob*
- **Workforce Development**
    - Grangeville High School regarding National Science Foundation Grant, *Christine*
    - Idaho Department of Corrections Tour, GED Ceremony in Cottonwood, *Deb*
    - Idaho Department of Labor Listening Session, *Christine*
    - Lewis-Clark State College (National Science Foundation grant), *Christine and Nathan*

- Lewis-Clark State College Business 101, *John*
  - National Science Foundation Grant presentation at Cottonwood School District, *Christine*
  - National Science Foundation Grant presentation at Nezperce High School, *Christine*
  - Rural Idaho Outreach Partners Career Expo, *Melisa and Christine*
  - Rural Idaho Outreach Partners, *Jim and Melisa*
  - Walla Walla Community College Internship Meeting, *Christine*
  - War Bird Events at Idaho County Airport, *Melisa*
  - Workforce Advisory Committee meeting at LCSC, *Christine*
  - WSU Business Plan Competition (judging business plans), *John*
- **Member Development**
    - City of Stites meeting, *Jim*
    - Clearwater County Commissioners, *Christine*
    - Genesee City Council, *Jim*
    - Grangeville Public Works meeting, *Jim*
    - Idaho County Commission, *Christine*
    - Idaho County Power & Light in Grangeville, *Christine*
    - Juliaetta City Council, *Jim*
    - Kendrick City Council, *Jim and Kelly D.*
    - Latah County Commissioners, *Christine, John, and Kelly D.*
    - Lewis County Commissioners, *Christine and Kelly D.*
    - Lewiston City Council, *Christine*
    - Lewiston City Mayor meeting, *Jim*
    - Nez Perce County Commission, *Christine and Kelly D.*
    - Onaway City Council, *Jim*
    - White Bird City Council, *Jim*
    - Winchester City Council, *Kelly D.*
- **Collaboration**
    - Business Division Awards Banquet, *Christine*
    - Clarkston Rotary, *Bob*
    - Clearwater County Economic Development Council, *John*
    - Clearwater Resource Conservation and Development, *Christine and Deb*
    - Collaborative meeting of Economic Development Professionals, *Deb and Christine*
    - Economic Development Districts of Idaho Spring and Fall meetings, *Deb and Christine*
    - Hells Canyon Visitor Bureau Board Meetings, *Kelly D.*
    - Idaho Rural Water Association meeting, *Christine, Kelly D., Jim*
    - Idaho State Freight Steering Committee, *Deb*
    - Inland Northwest Partners Quarterly Meeting, *Deb and Siris*
    - Latah Economic Development Council Annual Meeting, *Deb*
    - Latah Economic Development Council Mayor's Roundtable, *Deb*
    - Latah Economic Development Council, *Deb, John, and Christine*
    - Nez Perce Soil and Water Conservation District, *Christine*
    - Northwest Intermountain Manufacturers Association, *Kelly D.*
    - Northwest Passage Scenic Byway, *Kelly D.*
    - Palouse Confluence Task Force Meetings, *Christine*
    - Palouse Knowledge Corridor Business showcase, *John*
    - Palouse Knowledge Corridor strategic planning session, *Deb*
    - Palouse Knowledge Corridor, *John and Deb*
    - Port of Clarkston, *John*

- Port of Lewiston reception, *staff*
- Public Health Director meeting, *Christine and Jim*
- Sen. Crapo Luncheon with local chamber, *Deb and Jim*
- Southeast Washington Economic Development Association, *Christine*
- Staff Meeting with Sen. Dan Schmidt, *all staff*
- Statewide Comprehensive Economic Development Strategy meeting at University of Idaho, *Deb and Christine*
- Sterling Bank—Economic Update, *John, Christine and Siris*
- Valley Vision Annual meeting, *Deb*
- Valley Vision Board meeting, *Bob*
- Washington Public Ports Association Spring Meeting, *Bob*
- **Workshops, Conferences, Training, Listening Sessions**
  - Economic Summit 2012 in Boise, *Christine and Deb*
  - Food Summit, *Deb*
  - Funding Economic Development and Revitalization in Moscow, *Christine, Jim and John*
  - Governor's Banquet, *John and Christine*
  - IGEM (Idaho GEM) News conference, *Deb*
  - Legislative Tour to Craigmont and Clearwater County, *Bob and Christine*
  - NADO Executive Director Forum, *Christine*
  - EDA Seattle Region's Conference, *Deb and Christine*

## REGION II REPRESENTATION BY CEDA

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- LinkIdaho State Broadband Advisory Council, *Christine*
- Lewis-Clark State College Workforce Training Advisory Council, *Christine & Siris*
- Economic Development Districts of Idaho, *Christine*
- Lewis-Clark State College Business Division Advisory Council, *Christine*
- Idaho State Byway Advisory Committee, *Kelly*
- Hells Canyon Visitors Bureau, *Kelly*
- Northwest Passage Scenic Byway Advisory Committee, *Kelly*
- Clearwater Resource Conservation & Development, *Christine*
- Ida-Lew Economic Development, *John*
- Latah Economic Development Council, *Deb*
- Idaho Statewide Freight Study & Rail Plan Steering Committee, *Deb*
- Moscow Brownfields Steering Committee, *Deb*
- I-Way District Coordination Council, *Deb*
- Idaho Pathways Steering Committee, *Deb*
- Idaho Department of Labor Workforce Liaison Committee, *Bob*

## STAFFING

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<b>CEDA Staff:</b>	<b>Position:</b>	<b>Years of Service:</b>
Christine Frei	Executive Director	12.0
John Lane	Business Programs & Finance Director	17.0
Deb Smith	Economic Development Specialist	3.5
Siris Silva	Business Development Specialist	3.5
Kelly Dahlquist	Project Administrator	2.5
Nathan DeSpain	Small Business Teaming Project Manager	1.5
Kacie Matthews	Small Business Teaming Program Assistant	.5
Melisa Bryant	Ida-Lew Economic Development Specialist	1.5
	* Serving the Ida-Lew Economic Development	

Bob Didocha	Small Business Teaming Program Manager	1.0
Kelly Von Lindern	Office Administrator	1.0
Rachel Stocking	Community Development Specialist	
	<i>*Works on an "as needed" basis</i>	

\*Jennifer Norberg, Office Administrator, served CEDA until August 2012. Jim Rehder, Project Development Specialist served CEDA until September 2012. Jesse Freitas worked as an intern for CEDA from October – December 2012 and is the “first hire” for AMN Solutions, LLC.

**Staff Certifications:**

- Idaho Community Development Block Grant – Siris Silva, Kelly Dahlquist, Christine Frei, Deb Smith, Rachel Stocking
- Professional Community & Economic Development (PCED) Certification – Deb Smith, Siris Silva
- Professional Community & Economic Development (PCED) Recertification – Christine Frei
- Notary Public – John Lane

**Accounting Services:** Steve Lohman, CPA, Lohman Accounting  
Andrea Braden

**Auditor:** Nate Strong, Hayden & Ross

**LEADERSHIP**

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**Rob Lohrmeyer**                      **CEDA Chair**  
Dean, Lewis-Clark State College, Professional-Technical Programs

**Denis Duman**                        **CEDA Vice-Chair**  
Mayor, City of Cottonwood

**LeAnn Trautman**                    **CEDA Past Chair**  
City Clerk, City of Winchester

**CEDA MEMBERS/REPRESENTATIVES**

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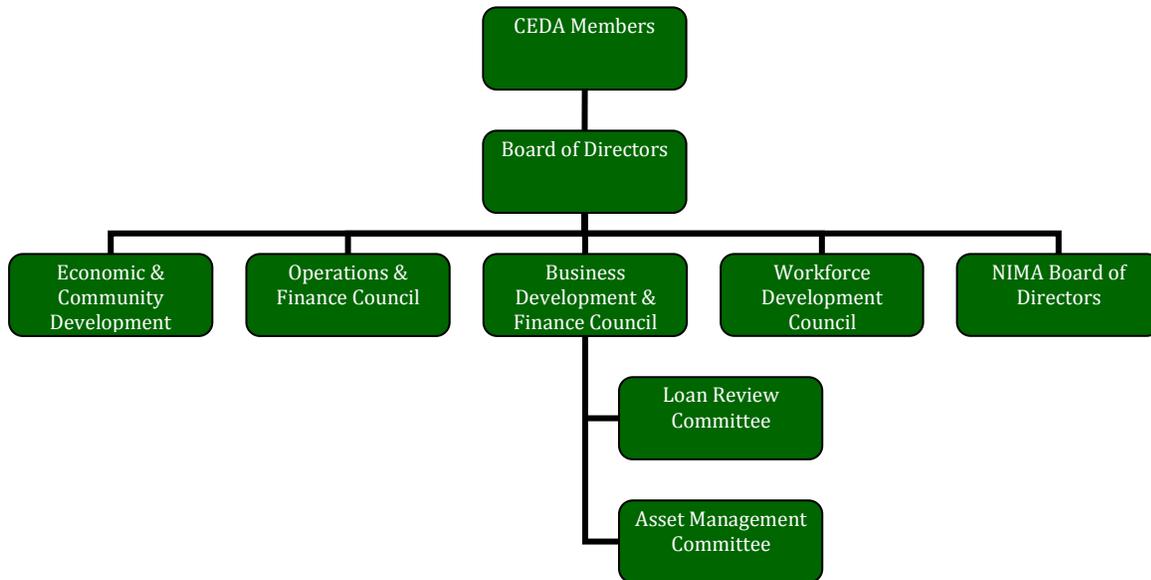
This list represents member representatives as of 2/1/2013. Changes have been made as the first of the year and do change throughout the year.

<b>Counties</b>	<b>Member Representative</b>	
Clearwater County	Stan	Leach
Idaho County	James	Rockwell
Latah County	Dave	McGraw
Lewis County	Carroll	Keith
Nez Perce County	Bob	Tippett
<b>Cities</b>		
City of Bovill	Becky	Kellom
City of Cottonwood	Denis	Duman
City of Craigmont	Raina	Frei
City of Culdesac	Sharon	Abele
City of Deary	Doris	Hansen
City of Elk River	Tammy	Carey Pippenger

City of Ferdinand	Angie	Riener
City of Grangeville	Bruce	Walker
City of Kamiah	Bob	Olive
City of Kendrick	Dale	Lisher
City of Kooskia	Charlotte	Schilling
City of Lapwai	Ricky	Hernandez
City of Lewiston	Dennis	Ohrman
City of Moscow	Wayne	Krauss
City of Nezperce	Steve	Bateman
City of Orofino	Rick	Laam
City of Peck	Nancy	Greene
City of Pierce	Carmen	Syed
City of Potlatch	David	Brown
City of Riggins	Robert	Crump
City of Stites	Patty	Moody
City of Troy	Kenneth	Whitney Jr.
City of Weippe	Elwin	Hutchins
City of White Bird	Terry	Eller
City of Winchester	LeAnn	Trautman
<b>Nez Perce Tribe</b>		
Nez Perce Tribe	Lilly	Kauffman
<b>Taxing Districts</b>		
Julietta/Kendrick RD	Chantell	Hoisington
Port of Lewiston	Jaynie	Bentz
<b>Educational Institutions</b>		
LCSC	Rob	Lohrmeyer
University of Idaho	Gene	Merrell
<b>Economic Development Organizations</b>		
Clearwater RC&D	Drew	Blankenbaker
Ida-Lew EDC	Melisa	Bryant
Latah EDC	B.J.	Swanson
Clearwater County EDC	Loren	Whitten-Kaboth
Lewis-Clark Valley Chamber	Kristin	Kemak
Valley Vision	Doug	Mattoon
NCITA	Terry	O'Halloran
NIMA	Bruce	Larson
<b>Utilities</b>		
Avista	Mike	Tatko
Clearwater Power Company	Bob	Pierce
<b>Private Industry</b>		
Alpine Motors	Jeff	Kutner
American West Bank	Helen	LeBoeuf
Bott & Associates Architects	Don	Bott
Castellaw Kom Architects	Larry	Kom
Century West Engineering Corporation	Ken	Nichols
First Step Internet	Kevin	Owen
Idaho Department of Labor	Sage	Stoddard

Keller Associates, Inc.	Rod	Linja
Keltic Engineering, Inc.	Eric	Hasenoehrl
Northwest Management, Inc.	Vincent	Corrao
Riedesel Engineering	John	Watson
Rim Rock Consulting	John	Dunn
SMART	J.R.	Van Tassel
Sterling Savings Bank	Kurt	Beckley
STRATA, Inc.	Matt	Owens
Taylor Engineering	Angela	Taylor
Thomas, Dean, & Hoskins of Idaho, Inc.	Michelle	Bly
US Bank	Debra	Clark
Zions Bank/ Small Business Finance Center	Lee	Gibbs

## Clearwater Economic Development Association Organizational Chart As of 2/1/2013



### **CEDA Board of Directors:**

Rob Lohrmeyer, Denis Duman, LeAnn Trautman, Rick Laam, Carroll Keith, Bob Tippet, James Rockwell, Dave McGraw, Ann McCormack, Elwin Hutchins, Bruce Larson, Don Bott, Helen LeBoeuf, Gene Merrell, Jeff Kutner, Steve Bateman, Lee Gibbs, Stan Leach

### **Operations & Finance Council:**

Rob Lohrmeyer, Denis Duman, LeAnn Trautman, Dennis Ohrtman, Gene Merrell, Jaynie Bentz, Jeff Kutner, Rick Laam, Raina Frei, Sage Stoddard

### **Economic & Community Development Council:**

Tate Smith, Carroll Keith, Kathryn Tacke, Michelle Bly, Mike Tatko, Ann McCormack, Debbie Baker, Doug Mattoon, Ruth Mohr, Art McIntosh, Denis Sullivan, Wayne Krauss, JR VanTassel

### **Workforce Development Council:**

David Alexander, Debbie Baker, Melisa Brant, Janet Danley, Raymond Dixon, MarshallDoak, Joe Douglas, Don Fang, Lance Hansen, Lenny Hill, Lilly Kauffman, Becky Luper, Michele Beehler, Chad Miltenberg, Jeff Nessel, Sage Stoddard, Kellye Sharp, Jesse Short, Steve Stajkowski, Linda Stricklin, B.J. Swanson, Travis Alexander, Zak Russell, Erin Cassetto, Melinda Hamilton.

### **Business Development & Finance Council:**

Barbara Leachman, Debra Clark, Greg Gerot, John Currin, Kurt Beckley, Helen LeBoeuf, Gene Merrell, Sage Stoddard

**NIMA Board of Directors:**

Kim Geist, Jr., Lenny Hill, Gunther Williams, Bruce Larson, Byron Cannon, James Kesler, Adam Miller, Rick Peterson

**Loan Review Committee:**

Bob Bingman, Peggy Foster, Jackson Davis, Bryan Hossner, Judy Schumacher, Bob Wood, Dan Rudolph

**Asset Management Committee:**

Dave McGraw, John Currin, Carroll Keith

***Thank You Members and All Individuals that Support Economic Development in North Central Idaho!***



**High speed Internet access improving throughout region**  
*First Step Internet adds 550 new miles of wireless broadband network*

**Content:**

- First Step Internet article continues on pages 2 and 3
- Letter from CEDA executive director, page 4
- CEDA annual meeting information, page 4
- CEDA services, page 5
- AMN update, page 6
- AMN award, page 7
- Grant and contract awards, page 7
- Grant submitted, page 8
- Projects in development & implementation, pages 8-9
- Warbird Weekend recap, page 9
- Business finance report, page 10
- Staff training and meeting attendance, pages 10 and 11
- CEDA staff and member information, pages 11 and 12

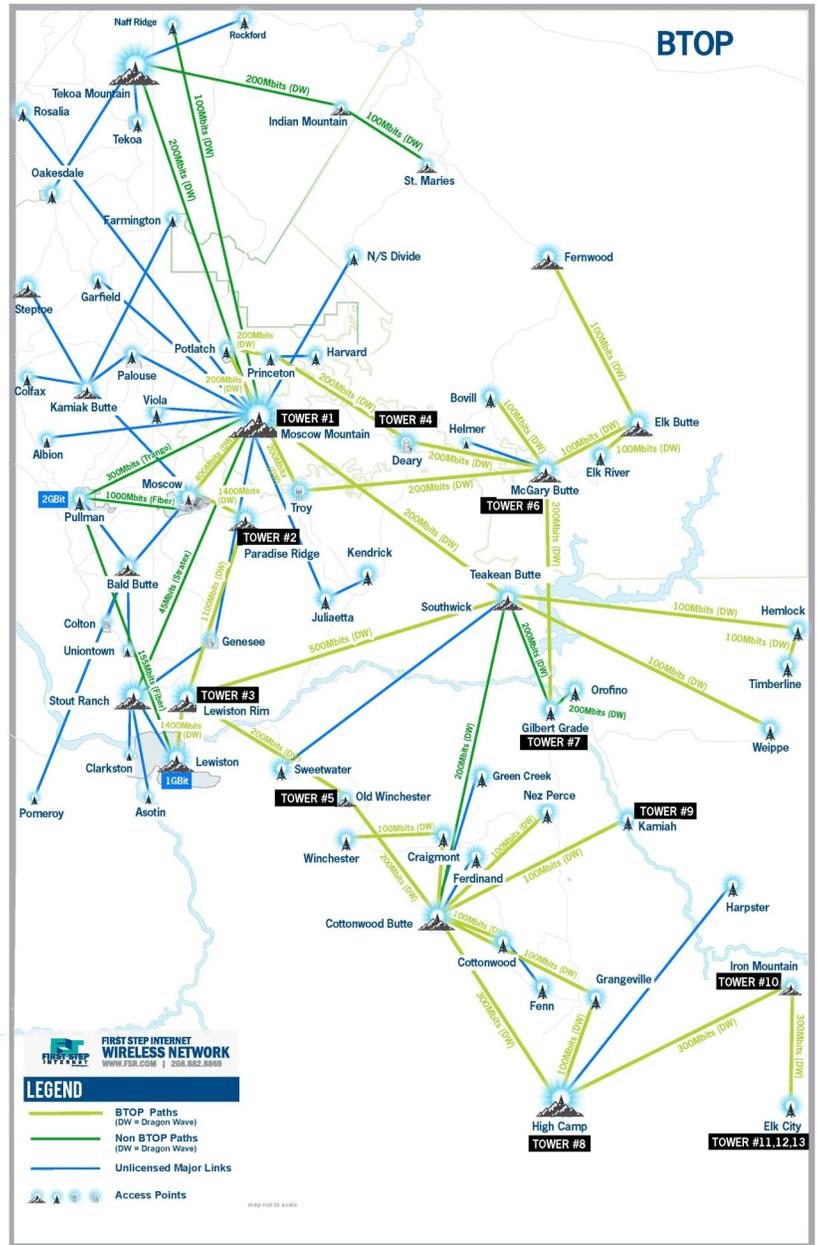
**Thank you to all our members!**

In the world of broadband Internet, data moves from large data center pipes in the United States to middle mile paths, which then connect to last mile infrastructure. Last mile technology links the consumer to the data.

Just three years ago, many of us in North Central Idaho had no hope of broadband access because middle mile infrastructure was not yet in place to connect to those large data channels. However, access to high speed Internet is now rapidly improving in North Central Idaho thanks to the work First Step Internet has completed under its Central North Idaho Regional Broadband Network Expansion.

“The project vastly improved the middle mile network in our region to move information around,” said Kevin Owen, owner and president of First Step Internet.

The company received about \$2.4 million from the Broadband Technologies Opportunity Program, part of the American Recovery and Reinvestment Act, and has completed 550 miles of wireless broadband network, which includes 13 new tower distribution sites and 72 new data paths.



**This map illustrates the 13 new tower distribution sites and data paths of the First Step Internet Central North Idaho Regional Broadband Network Expansion. Map courtesy of First Step Internet**

"The intent of the \$7 billion federal BTOP was to improve broadband connectivity across the United States and to create broadband paths where they did not yet exist," explained Owen. "That was the case in many of our communities."

The need for broadband access in our region was first identified in 2003 at a regional economic summit hosted by CEDA and other partners and was documented in two subsequent action plans, explained CEDA Executive Director Christine Frei.

CEDA received a USDA Rural Development Rural Business Opportunity grant in 2004 and worked with 16 rural communities to complete the *2006 North Central Idaho Telecom Assessment and Implementation Plan*. In 2007, CEDA received a USDA Rural Development Rural Business Enterprise Grant to complete the *North Central Idaho Schematic Wide Area Network Design*.

"These two documents were critical to the application submitted by First Step Internet," said Frei. "The Schematic Design provided an initial conceptual plan for the placement of towers to serve the non-served and underserved communities in North Central Idaho."

Owen and Frei say the use of fixed wireless microwave technology to create our broadband network makes sense for our region.



**First Step Internet employees work on distribution towers on Spud Hill outside of Deary and McGary Butte outside of Bovill for the wireless broadband network. The diverse landscape in our region, while majestic, makes it more difficult to create broadband networks. The fixed wireless microwave technology First Step Internet specializes in makes the most sense for moving data throughout our region. Photos courtesy of First Step Internet**

"We get more bang for our buck this way," said Owen.

It would have cost approximately \$30 million to build a broadband network like the one we have now in fiber optic cable, he said. Those costs would have translated to higher costs for consumers. Also, the price is usually higher to make new last mile connections to fiber optic cable because of the cost to extend the cable to specific sites, said Owen.

Frei said that most of us choose to live in North Central Idaho because of the diverse landscape and rural charm, but those same qualities make it harder to create broadband access.

"Our goal is to create a telecommunication backbone that could provide a conduit for last mile connectivity," she said. "The First Step project, along with a similar BTOP project of the Nez Perce Tribe, goes a long way in completing the necessary backbone the region needed.

"Wireless backbone is a very good and cost effective way to get telecommunication capability to our rural communities," she added. "Our small population and terrain makes serving the region with fiber only very difficult."

In addition to the new middle mile data paths, the BTOP grant funded last mile connections for 45 community anchor institutions throughout our region, such as schools, government buildings and hospitals. Nearly half of those institutions did not previously have broadband access.

As part of the grant the equipment and installation are provided to community anchor institutions at no

cost. Those institutions then work with First Step Internet to pay monthly for service. Owen said First Step Internet wireless broadband service offers speeds up to 100 Mbps (the average number of bits/ data transferred per second).

Community anchor institutions will find that wireless broadband service is flexible in terms of the scalability and affordability. First Step Internet can work with large and small businesses to provide customized solutions that are more affordable than the cost of T-1 (copper) lines, said Owen.

Another benefit of the new wireless broadband network is that it offers redundancy throughout the region, meaning that when one broadband connection fails, another can be tapped into to ensure continuation of service. Last mile institutions and providers may choose to purchase broadband access from First Step's new network in addition to an existing service to improve redundancy to their site, explained Owen.

Also, the new network has redundancy built into itself. There are multiple wireless data paths that can be followed. In most instances, if one path is down in the network, information can be rerouted, said Owen.

The grant money stopped short of funding last mile connections for residential and business consumers. Whether or not such individuals can connect through a provider depends on what is available in their community and also their location, said Owen.

He said First Step Internet is a last mile provider in some communities. The company is now working to upgrade and increase access points so that more people throughout the region can tap into the new network for high speed Internet. First Step Internet also sells bandwidth to other providers. Depending on your provider, you may be benefiting from the new broadband network without even knowing it.

Anyone who does not yet have broadband service is encouraged to contact the First Step Internet office. Owen is ready to explore the creation of individual last mile connections, as well as new last mile connections to serve multiple consumers.

For example, First Step Internet is creating a last mile connection for the new Idaho Youth Challenge Academy opening in Pierce. This could not have been accomplished before the Central North Idaho Regional Broadband Network Expansion project, however the work that has been done on the middle mile infrastructure throughout the Region made it possible to extend service to the school's location .

"The important thing for me is, if somebody has a need, we have the structure and the framework in place to be able to address that need," said Owen. "Is it built to everyone? No. Can it be extended? Yes. But, I need to talk to you to get it built to you. We can absolutely offer solutions."



**First Step Internet opened in Moscow in 1989 as a software research and development company. It has evolved into a broadband Internet provider using mainly wireless microwave technology. First Step Internet offers numerous services, such as web design and hosting and computer sales.**

**For more about First Step Internet services and this project, visit the website: [www.fsr.com](http://www.fsr.com) or call (208) 882-8869.**



**A First Step Internet truck parked on Iron Mountain while a crew works on service into Elk City. Photo courtesy of First Step Internet**

## From the desk of Executive Director Christine Frei

### *Planning Documents – The Baseline to Success*

I just completed my twelfth year as an employee of the CEDA organization. Over the years, I have frequently heard people complain of planning documents. It doesn't matter if it's a fire district planning for a new building, a community renovating its community center, or a business trying to get financing. Funding sources require a written planning document!



**Christine Frei**

Sometimes the written plan just takes a few hours. More frequently, the plan takes weeks, months, or years to complete. When the planning document is complete, there is really nothing accomplished that can ensure its value. It takes the implementation of the plan to create its worth.

We joke about plans being good for nothing except sitting on the shelf accumulating dust. It is a waste of resources when plans aren't implemented—especially when we've put time and money into them! But, after so many years in the economic and community development profession, I am convinced that written plans are not only required, but also essential to success!

Planning documents help turn an idea into something that can be more easily understood or developed. A plan can identify the strengths and weaknesses of a concept. It can lay out how something is going to get done, who is going to do it, and how much it is going to cost. It can be a business' or communities' best selling tool when it comes to getting others to "buy in" to the project, service, or product.

Ten years ago, CEDA and partners started a planning process to address the broadband capacity issues that plagued so many of the rural communities in North Central Idaho. From this planning effort, First Step Internet and the Nez Perce Tribe were able to use the information of two plans to get the resources to increase the broadband capacity in North Central Idaho. In this issue, we featured First Step's Middle Mile Broadband project and how planning became the baseline to success.

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# Save The Date

**What: CEDA Annual Meeting**

**When: Thursday, February 20, 2014**

**Where: Clearwater River Casino Event Center**

Please mark your calendars and plan to join us! We will be highlighting businesses throughout our region. More details will be provided as the event approaches.

We are accepting sponsorships again this year. If you are interested in sponsoring the event, please contact our office at 208-746-0015. **We look forward to seeing you there!**

*If you aren't familiar with our annual meeting, couldn't make it last year or simply want to look back at last year's event, you will find a link to a recap of last year's meeting on the scrolling alert at the top of our website, [www.clearwater-eda.org](http://www.clearwater-eda.org).*

## CEDA's professional staff aims to please

### *Community and Economic Development Services designed to meet the needs of our communities and businesses*

- by Deb Smith

When was the last time your strategic plan was updated? Do you have staff that has experience completing environmental reviews? Need a neutral facilitator? And, how about those Davis-Bacon regulations?!

You may not realize that CEDA's Community and Economic Development staff members can do all of the above...and more! Our staff includes professional planners, grant writers and administrators who can provide an array of services to support your community and economic development projects and to help those projects succeed. The stronger our communities and businesses are, the stronger our region is! Our services are designed with this in mind and our goal is to fully support our communities, businesses and economies.

These are just a few examples of services CEDA can provide:

#### Community Development

- Downtown Revitalization
- Public Transportation
- Environmental Reviews
- Grant Writing and Administration
- Project/Program Development
- Project /Program Management
- Public Participation Coordination
- Davis-Bacon Wage Compliance

#### Planning

- Comprehensive Planning
- Strategic Planning
- Marketing Plan Development
- Policy Development
- Conceptual Facility Development

#### Technical Assistance

- Data Collection and Analysis
- Market Research
- Facilitation Services

[www.clearwater-eda.org](http://www.clearwater-eda.org)

CEDA provides many services, which are divided into four main categories:

- ☞ Business Financing & Development
- ☞ Government Contracting
- ☞ Community & Economic Development
- ☞ Facility Leasing

A few examples of services provided by CEDA:

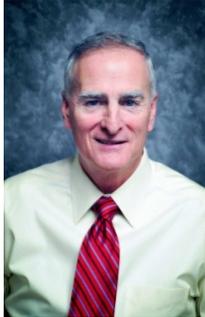
- We are currently developing and implementing a public participation plan for David Evans & Associates, contractor for the Northport Transportation Study sponsored by the Port of Lewiston and Lewis Clark Valley MPO. The study is focused on improving the movement of freight and traffic safety in the Northport area of North Lewiston.
- We recently facilitated public outreach for the City of Kendrick revenue bond election for \$1.5 million to upgrade the city's wastewater system. The bond passed with an 88% approval rate on May 21, 2013. The upgrade will affect 200+ users. The next step is finishing final design for the project and submitting a Community Development Block Grant application in November to help fund the project. CEDA is also serving as grant writer/administrator for this project.
- We have contracted with First Step Internet to assist with grant administration on the Broadband Technologies Opportunity Program discussed earlier in this newsletter. One aspect of our support is Davis-Bacon wage monitoring.
- Strategic planning for Palouse Knowledge Corridor and SMART Transportation.

This article highlights services in the Community & Economic Development category. For more on our areas of service, please visit our website. We will feature additional services in future newsletters.

These are just some examples of the ways that CEDA's Community and Economic Development staff members can support your business or community. Call Deb or Kelly, 208-746-0015, to learn more about how CEDA can help you achieve your goals!

**From the desk of Bob Didocha**  
**General Manager, AMN Solutions**

**AMN's Bid Capture Process**



**Bob Didocha**

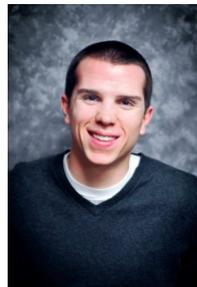
For this update, I thought I would share information about our Bid Capture Process so that you may better understand a critical step in how the AMN helps manufacturers in the Intermountain Northwest compete in the government contracting marketplace.

At the heart of AMN services is the ability to provide clients with pre-evaluated contract opportunities in an "easy decision" form.

To the right, you will find an example of this form. AMN staff search government contracting opportunities every day, looking for those that match the capabilities of manufacturers in the network.

When a possible match is found, we convert the complex data package of a product up for bid (which can be hundreds of pages long) into an easy, readable format so manufacturers can quickly assess whether or not to proceed with a bid.

This service has been acclaimed by manufacturers in the network as highly valuable because small business manufacturers usually cannot afford to have staff



**Nathan DeSpain**

members dedicated to searching for these opportunities and translating the complex data packages. Having this service provided has proven effective in increasing the participation of U.S. small business manufacturers in the federal contracting marketplace.

Nathan DeSpain is currently serving as the program manager over this process. Nathan has worked for the AMN in various capacities since 2011.



**AMERICAN MANUFACTURER NETWORK**

1626 6th Avenue North | Lewiston, ID 83501 | (208) 503-6313 | www.amn-usa.org

**BID OPPORTUNITY**

**PLEASE REPLY BACK TO US IMMEDIATELY STATING THE FOLLOWING:**  
 1) Interested 2) Not interested  
 (If not interested, please state reasons why)

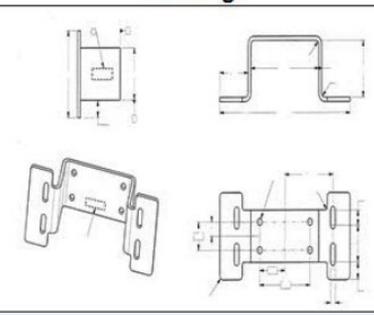
**Solicitation Description**

<b>NOMENCLATURE</b>	BRACKET VEHICULAR COMPONENTS			<b>QTY:</b>	322
<b>TYPE</b>	REQUEST FOR QUOTATION			<b>RFQ #</b>	SPM7L3-13-T-9661
<b>PURCHASE HISTORY</b>	<b>QTD</b>	<b>UNIT COST</b>	<b>DATE</b>	<b>POTENTIAL VALUE</b>	\$2,978.50
	322	\$9.25	11/7/2011		
<b>DELIVERY DATE:</b>	85 DAYS AFETR AWARD			<b>BID DUE DATE</b>	8/2/2013
<b>URL</b>	<a href="https://www.dibbs.bsm.dla.mil">https://www.dibbs.bsm.dla.mil</a>			<b>NSN:</b>	2590-01-563-4933

**Item Description**

<b>OVERALL DIMENSIONS</b>	17.57 INCHES	<b>MATERIAL</b>	STEEL
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**Drawings**



For more on the AMN, please visit our website at [www.amn-usa.org](http://www.amn-usa.org) or call (208) 503-6313.

## Our region receives innovation award for the AMN

Our region recently received a 2013 Innovation Award from the National Association of Development Organizations for our work in establishing the American Manufacturer Network.

Partners included CEDA, Northwest Intermountain Manufacturers Association, Southeast Washington Economic Development Association, the University of Idaho, Valley Vision, Washington State University and the Port of Clarkston.

The NADO Annual Innovation Award program acknowledges creative approaches to regional community and economic development throughout the nation, according to a NADO special report.

The 2013 slate of awardees includes 93 impressive projects from 25 states, according to NADO. The American Manufacturer Network was the only program recognized in the state of Idaho.

The American Manufacturer Network offers assistance to manufacturers throughout Idaho, Eastern Washington and Northeastern Oregon in every aspect of competing in the federal government marketplace.

Thank you to everyone who has contributed to the success of the AMN!

For more on NADO, visit [www.nado.org](http://www.nado.org).

### GRANT AWARD

#### •EDA Planning Grant for Idaho's Region II

**\$75,000**

Funding Source: U.S. Economic Development Administration  
Applicants: CEDA  
Grant Writer: Deb Smith

Project Description: Every year, CEDA applies this funding from the EDA to serve as the federally designated planning agency for Idaho's District II and to update and maintain a region-wide Comprehensive Economic Development Strategy. A major revision of the strategy occurs every five years and CEDA will be making that major revision this year for 2014.

### CONTRACT AWARDS

#### •North Port Transportation Study Public Participation

Contracting With: David Evans & Associates  
Responsible Staff: Deb Smith

Project Description: David Evans & Associates is working with the Port of Lewiston and Lewis-Clark Valley MPO on a Northport Transportation Study. The study is focused on improving the movement of freight and traffic safety in the Northport area of North Lewiston. CEDA was awarded a contract to facilitate public participation for the study.

#### •Snake River Boat Builders C.E. Mark Certification Project, Phase II

Contracting With: Port of Clarkston  
Responsible Staff: Kelly Dahlquist

Project Description: The overall goal of this project is to assess the feasibility and need for a technical assistance center that can help guide manufacturers through the C.E. Mark certification process and provide shared testing equipment. This certification is necessary to compete in overseas markets.

## GRANT SUBMITTED

**•Accelerated Growth Strategy**  
**for the Northwest Intermountain Metal Manufacturer Supercluster** **\$80,000**

Funding Source: Rural Business Opportunity Grants Program, Investing in Manufacturing Communities Partnership  
 Applicants: CEDA  
 Grant Writer: Christine Frei

Project Description: This grant would fund development of a Metal Supercluster Implementation Strategy to address three critical areas to support growth in the Metal Supercluster in a nine-county region in Southeast Washington and North Central Idaho. It would identify the regional resources that need to be available to businesses within the Metal Supercluster to assist them with business expansion; determine how to create a regional resource “delivery system” and how it will be sustained to address the needs of the Metal Supercluster; and address the critical workforce shortage the region is experiencing in the Metal Supercluster by identifying the five most critical Metal Supercluster occupations, defining the skills needed to excel in those occupations and then devising a strategy to develop training programs that will improve workforce availability for the supercluster.

<b>Community Projects in Development</b>				
Project	Project Status			Responsible CEDA staff
	Procurement		Application	
	Administration	Design Professional		
<b>Weippe Wastewater System Upgrade</b>	x	x	Nov. 2014	Kelly D.
<b>Stites Wastewater System Upgrade</b>	x	x	Nov. 2014	Kelly D.
<b>White Bird Wastewater System Upgrade</b>	x	x	Nov. 2013	Kelly D.
<b>Kendrick Wastewater System Upgrade</b>	x	x	Nov. 2013	Kelly D.

<b>Community Projects in Implementation</b>				
Project	CEDA's involvement	Project Phase	Anticipated date for completion	Responsible CEDA staff
<b>Craigmont/Winchester Rural Fire District</b>	Grant Admin/ Building Owner	Bidding	May 2014	Kelly D.
<b>City of Orofino Water Project Phases I &amp; II</b>	Grant Admin	Construction	July 2014	Kelly D.

## Community Projects in Implementation continued...

Project	CEDA's involvement	Project Phase	Anticipated date for completion	Responsible CEDA staff
<b>Craig Mountain Business Park Marketing Strategy</b>	Grant Admin	Goal development	September 2013	Deb
<b>Winchester Community Center Renovation</b>	Grant Admin	Construction	September 2013	Kelly D.
<b>Riggins Community Center Renovation</b>	Grant Admin	Construction	September 2013	Kelly D.
<b>First Step Internet</b>	Contractor	On-going	October 2013	Kelly D.
<b>NIMA</b>	Contractor	On-going	February 2013	Kelly D.
<b>LinkIdaho Broadband Monitoring</b>	Contractor	Surveying	2014	Christine
<b>Latah County Imminent Threat</b>	Grant Admin	Construction	September 2013	Kelly D.
<b>Craig Mountain Business Park Electrical Service Expansion</b>	Grant Admin	Closeout	September 2013	Deb

### More planes and more people at Warbird Weekend this year

The second annual Warbird Weekend event was held July 13 and 14 at the Idaho County Airport. The event began in 2012 with four planes and a crowd turnout estimated at 1,200-1,700. In its second year, Warbird Weekend soared to 14 planes and an estimated crowd of 2,500-3,500.

"We had a great turnout from the public," said coordinator Melisa Bryant.

Bryant is the economic development specialist for the Ida-Lew Economic Development Council. She is also a CEDA staff member.

Warbird Weekend is sponsored by Idaho County and area organizations and businesses, including Anderson Aeromotive. The event was developed to promote the county-operated airport for regional business development and as a gateway to the region's backcountry wilderness.

For this year's event aircraft flew in from Idaho, Washington and Oregon. Aircraft included: a 1927 Travel Air, four PT Military Stearman biplanes, the only existing Boeing 40 biplane, three North American trainers -- two T-6 aircraft and a 1943 AT-6D, a 1943 Fairchild PT-26, a Chinese Nanchang CJ-6, a Howard DGA-15P, and two from the Historic Flight Foundation (HFF) in Mukilteo, Wash.: a B-25D Mitchell bomber and a Grumman F7F-3 Tigercat.

Online and print advertising for the event reached over 97,000 people in Idaho, Washington, Oregon, Montana and around the US. Pilots' comments about the event were highly positive with many indicating a desire to return for next year.



**Over 2,500 people attended Warbird Weekend.**

## BUSINESS FINANCE REPORT

	Activity During Previous 12 Months	Activity During the Previous 36 Months
Projects Financed	9	32
Amount of CEDA Financing	1,189,174	2,724,749
Amount of Private Financing Leveraged	1,805,609	3,472,231
Jobs Created and Retained	48	148
<b>Project Distribution</b>		
Clearwater County	0	1
Idaho County	2	5
Latah County	3	13
Lewis County	2	4
Nez Perce County	2	5
Asotin	0	2
Garfield County	0	1
Whitman County	0	1
<b>Total Project Distribution</b>	<b>9</b>	<b>32</b>

### OTHER ACTIVITIES

#### Staff Training

- Broadband Webinar, *Christine*
- EDA Webinar, Triple Bottom Line, *Deb*
- Idaho Community Development Block Grant Application Training in Orofino, *Kelly D. and Siris*
- LinkIdaho Webinar, *Christine*

#### Additional meeting attendance

- Kendrick bond election meeting, *Kelly D.*
- Elk River City Council, *Kelly D.*
- Public Transportation District Coordination Council, *Deb*
- Prairie High School, *Christine and Nathan*
- Manufacturing Expo in Spokane, *Nathan*
- Small Business Administration meeting in Coeur d'Alene, *Bob*
- Hells Canyon Visitors Bureau, *Kelly D.*
- Investing in Manufacturing Communities Partnership meeting and associated planning meetings, *Christine*
- LCSC National Science Foundation grant meetings, *Christine and Nathan*
- Ida-Lew Economic Development, *John*
- Small Business Development Council meeting,

*Christine and John*

- Port of Lewiston, *Kelly D.*
- Idaho Pathways Regional Meeting, *Christine, Kelly D. and Deb*
- River Ridge Redevelopment Meeting, *Christine and Deb*
- Meeting with Idaho Lt. Governor Brad Little, *Christine and Bob*
- City of Weippe, *Kelly D.*
- AMN Outreach event in Spokane, *Bob, Kacie and Nathan*
- Port of Lewiston, *Christine*
- Latah County Commissioners, *Christine*
- Latah County Commissioners, *Kelly D.*
- Idaho Department of Commerce, *Christine and Bob*
- City of White Bird, *Kelly D.*
- LinkIdaho Broadband Meeting, *Christine*
- Collaborative meeting of Economic Development professionals, *Christine, Kelly D. and Deb*
- City of Orofino, *Kelly D.*
- Latah Economic Development Council Annual Meeting, *Christine and Deb*
- Zions Bank meeting and BBQ, *John*

## OTHER ACTIVITIES CONTINUED...

- Clearwater Resource, Conservation & Development Council, *Christine*
- Inland Northwest Aerospace Consortium and manufacturing tours, *Nathan*
- Certified Federal Contracts Manager meeting in Spokane, *Bob*
- Latah Economic Development Council, *Deb*
- Clearwater County Museum, *Kelly D.*
- Department of Labor Listening Session, *John*
- Idaho Rural Partners Meeting, *Christine and Bob*
- Panhandle Area Council retirement event, *Christine*
- Proto Technologies, *Nathan*
- Workforce Development meeting at Walla Walla Community College, *Christine*
- Meeting with Rep. Frank Henderson, *Bob*
- Public Transportation Advisory Council, *Deb*
- TechCrowd Presentation, *Christine and John*
- Potlatch Redevelopment, *Deb*
- Greater Spokane Incorporated, *Bob*
- Seekins Precision, *Christine*
- Lime Quarry meeting in Orofino, *John*
- Beautiful Downtown Lewiston Retention/Expansion Committee, *Deb*
- Montana Development Corporation, *Christine and John*
- Craig Mountain Business Park, *Christine and John*
- Pacific Northwest Economic Development Council Conference, *Christine*
- Meeting with Senator Patty Murray, *Christine*
- LCSC Workforce Training Advisory Committee, *Siris*
- Idaho Business for Education Breakfast, *Christine*
- Economic Development Districts of Idaho meeting on Statewide CEDS, *Christine and Deb*
- Lewis County, *Kelly D.*
- Beautiful Downtown Lewiston presentation on micro-loans in Lewiston, *John*
- Clearwater County Economic Development Council meeting and tour of Idaho Youth Challenge Academy in Pierce, *John*

### CEDA LEADERSHIP

**Rob Lohrmeyer, CEDA Chair**  
Dean for Professional-Technical Programs,  
Lewis-Clark State College

**Denis Duman, CEDA Vice-Chair**  
Mayor, City of Cottonwood

**LeAnn Trautman, CEDA Past Chair**  
City Clerk, City of Winchester

### STAFF

Christine Frei, Executive Director  
John Lane, Business Programs and Finance Director  
Siris Silva, Business Programs Specialist  
Deb Smith, Economic Development Specialist  
Kelly Dahlquist, Project Administrator  
Bob Didocha, Small Business Teaming Program Manager  
Kacie Matthews, Small Business Teaming Program Assistant  
Nathan DeSpain, Small Business Teaming Program Project Manager  
Melisa Bryant, Ida-Lew Economic Development Specialist  
Kelly Von Lindern, Office Administrator

### ***Congratulations to Bob Didocha!***



**Bob Didocha at a recent AMN Outreach event in Grangeville.**

CEDA is pleased to announce that Small Business Teaming Program Manager Bob Didocha recently received a Certified Federal Contracts Manager (CFCM) certification through the National Contract Management Association. This certification validates education, training, experience and knowledge of the Federal Acquisition Regulation. For more on the certification program, visit [www.ncmahq.org](http://www.ncmahq.org).

Congratulations to Bob for this recognition and for all he has done to advance the American Manufacturer Network!

# C E D A M e m b e r s h i p

### **CEDA's Mission:**

*To assist North Central Idaho business and communities by acting as a conduit for needed resources.*

### **CEDA's Vision:**

*As the collective voice for North Central Idaho, Clearwater Economic Development Association provides leadership and guidance in developing communities, diversifying the economy, and creating prosperity.*

#### **County Members:**

- Clearwater County
- Idaho County
- Latah County
- Lewis County
- Nez Perce County

#### **Tribal Members:**

- Nez Perce Tribe

#### **Utilities:**

- Avista Corporation
- Clearwater Power

#### **Education:**

- Lewis Clark-State College
- University of Idaho

#### **Taxing Districts:**

- Kendrick Juliaetta Recreation
- Port of Lewiston

#### **City Members:**

- Cottonwood, City of
- Craigmont, City of
- Culdesac, City of
- Deary, City of
- Elk River, City of

- Ferdinand, City of
- Grangeville, City of
- Kamiah, City of
- Kendrick, City of
- Kooskia, City of
- Lapwai, City of
- Lewiston, City of
- Moscow, City of
- Nezperce, City of
- Orofino, City of
- Peck, City of
- Pierce, City of
- Potlatch, City of
- Riggins, City of
- Stites, City of
- Weippe, City of
- Whitebird, City of
- Winchester, City of

#### **Non-Profit/Agency**

##### **Partners:**

- Clearwater Resource Conservation & Development
- Ida-Lew Economic Development Council
- Idaho Department of Labor
- Latah Economic Development Council

- North Central Idaho Travel Association
- Northwest Intermountain Manufacturers Association
- Clearwater County Economic Development Council
- Valley Vision

#### **Private Industry:**

- American West Bank
- Alpine Motors
- Bott Architects & Associates
- Castellaw Kom Architects
- First Step Internet
- Keller & Associates
- Keltic Engineering, Inc.
- Northwest Management
- Riedesel Engineering
- Rim Rock Consulting, Inc.
- Sterling Savings Bank
- Strata Engineering, Inc.
- Taylor Engineering
- Thomas Dean & Hoskins
- US Bank
- Valley Transit/Regional Public Transportation
- Zions Bank

**Please Support CEDA Member BUSINESSES!**

The Clearwater Economic Development Association is a member-driven, nonprofit organization, incorporated in 1968 within the State of Idaho. It is structured to promote and assist economic and community development and to foster a stable and diversified economy within the five North Central counties of Idaho (Idaho, Lewis, Latah, Clearwater and Nez Perce).

As one of the six Economic Development Districts of Idaho (EDDI), CEDA serves with its counterparts as an essential catalyst for building regional partnerships and local capacity. Local governments, businesses, communities, and the workforce are competing in an increasingly complex economic environment. CEDA brings local government and industry together to accomplish what cannot be done individually.