

Town of Richlands
Industrial/Economic Development Authority
August 11, 2025

The Richlands IEDA held its regular monthly meeting at 6 p.m. with the following present:

Lynna Mitchell	Jeff Casey
Craig Earls	Joseph Vance
Mike Bales	Cody Harman

Members Absent:

Town Representatives: Billy Shelton

Guests:

Call to Order:

Jospeh Vance called the meeting to order.

Approval of Agenda:

Craig Earls made a motion to approve the agenda. Lynna Mitchell seconded the motion. With no further discussion, the agenda was unanimously approved.

Approval of Meeting Minutes:

The minutes of the July 14th meeting were presented for approval. Lynna Mitchell made a motion to approve the minutes. Joseph Vance seconded the motion. With no further discussion, the minutes were unanimously approved.

IEDA Discussion Items:

Replacement member for IEDA (Raubi Elswick)

Raubi Elswick will be discussed for IEDA appointment at the town council meeting on 8/12/25.

Richlands Enterprise Zone Designation Updates

During our last meeting, the following potential incentive recommendations were discussed:

- Develop marketing and promotional materials
- Waive tap fees for electric, sewer, and water
- Offer real estate/property tax assistance
- Implement a lodging tax rebate
- Explore meals tax incentives based on year-over-year growth and job creation

Jeff Casey mentioned that the flat area of Miracle Valley could be a potential location for economic development. However, after discussing, that area is not within the town limits. Joseph Vance asked about the applicability of tap fees.

Billy Shelton clarified that tap fees apply to water and sewer connections, but not to electric service. He explained that any property must be located within town limits, or a boundary adjustment may be required. Tap fees generally cover materials only and not labor.

The group then discussed possible incentives such as real estate tax assistance and lodging tax rebates. Billy Shelton noted that, in connection with the upcoming water plant upgrade, several new water lines are planned. For example, the owner of the Hilltop property intends to connect to one of the new lines once construction is complete. He added that engineering work has been finalized, and the project will be going out to bid within the next few months.

Craig Earls brought up the idea of fast-tracking business licenses to further support economic growth. Lynna Mitchell advised that marketing efforts would focus on promoting businesses through the Town's existing website and Facebook page. This initiative would provide no-cost marketing support to help both new and existing businesses increase their visibility and reach within the community.

Billy Shelton reported that one business is currently interested in opening in the former McDonald's building. The Town is working with them on planning prior to issuing a permit.

Action Items:

Craig Earls will follow up with Tim Danielson to request examples of incentives used in other localities and will have them available for the next meeting.

The group agreed that the airport area should remain included in the Enterprise Zone designation.

Additional Discussion:

Joseph Vance noted that the Authority was expecting an update from Ron Holt regarding FOIA training. Billy Shelton will follow up with Ron to obtain the information.

Lynna Mitchell added that Ron had also inquired about members retaking the oath for term renewals. Craig Earls will include the agenda with the monthly minutes when distributing them to members. The group discussed moving the next meeting to the following Monday after Labor Day. Craig Earls will let the Town know to post it on the calendar.

Craig Earls made a motion to adjourn the meeting. Lynna Mitchell seconded the motion. The motion was unanimously approved, and the meeting adjourned.

Next Meeting: September 8th, at 6 p.m.