



**JSDC Board of Directors Meeting  
Monday, April 13, 2026  
Official Minutes  
JSDC Lower-Level Conference Room**

**Members Present:** Jeremy Rham, Casey Henderson, Tonya Perkins, Tory Hart, Dwaine Heinrich, Amanda Hastings, David Steele, Jen Dockter, Dustin Jensen, Ben Steinolfson.

**Members Absent:** Levi Taylor, Mike Delfs.

**Staff Present:** Corry Shevlin, Alyssa Looyesen, Jamie Czapiewski.

**Guests Present:** Masaki Ova, Jamestown Sun; Courtney VanDyke, Bank Forward.

**Call to order:** 11:47 a.m. by Jeremy.

**Conflict of Interest:** Tonya Perkins and Tory Hart for Wally and Company Flex PACE Request.

**B) Approval of Meeting Agenda:** The agenda was in the One Drive for review.

*Amanda Hastings made a motion to approve the agenda as presented. David Steele seconded, and the motion passed unanimously by voice vote.*

**C) Strategic Committee Reports**

Organizational Excellence Committee –

- The Organizational Excellence Committee did not meet in April.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

- The Finance Committee met on April 9 to discuss the 2027 budget.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

- The Existing Business Outreach Committee met with the New Business Attraction Committee on April 8 and discussed the Wally and Company, LLC Flex PACE Request.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

- The Business Attraction Committee met with the Existing Business Outreach Committee on April 8 and discussed the Wally and Company, LLC Flex PACE Request.
- The New Business Attraction Committee meets on the first Wednesday of each month at Noon.

**D) Approval of Meeting Minutes:** The minutes from the March meeting were in the One Drive for review.

*Tonya Perkins made a motion to approve the minutes as presented. Dwaine Heinrich seconded, and the motion passed unanimously by voice vote.*

**E) Account Status Report:** A brief financial summary was given.

*Casey Henderson made a motion to approve the financials as presented. Ben Steinolfson seconded, and the motion passed unanimously by voice vote.*

**F) 2027 Budget:** The proposed 2027 budget was in the One Drive for review. Corry provided an overview of the proposed budget, noting that requests to the City of Jamestown and Stutsman County reflect a 2.5% decrease from the prior year. This reduction is driven in part by the inclusion of interest income in the current budget, which was not reflected in 2026 due to timing of account shifts, as well as reduced shared building expenses following the Chamber and Tourism entities becoming 50% building owners, decreasing JSDC's share from approximately 82% to 50%. Key expense changes include an increase in the software, marketing, and recruiting line from \$25,000 to \$30,000, while some building-related line items show larger percentage changes but represent relatively small dollar adjustments overall. Corry also explained the removal of the income tax expense line; in 2026, the JSDC had budgeted \$80,000 for anticipated tax liability related to return on equity payments from SEPA, but recent tax work confirmed there will be no income tax liability on these distributions. As a result, that line item was removed, reducing both income and expense projections (with income adjusted from approximately \$726,000 to \$650,000, with a comparable change on the expense side). The proposed budget projects a net income of just over \$15,000 for the year and remains largely comparable to last year, with a slightly lower city and county request.

The Finance committee voted to send the Budget to the Board for approval at their April 9 meeting. If approved, it will move on to the city and county for approval.

*Tory Hart made a motion to approve the 2027 Budget as presented. Amanda Hastings seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Tonya – Aye, Tory – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Dustin – Aye, Ben – Aye. Levi and Mike were not in attendance to vote.*

**G) Wally and Company, LLC Flex PACE Request:** Alyssa's memo regarding the Wally and Company Flex PACE request was in the One Drive. Wally and Company, LLC owned by Tonya Perkins is purchasing the building at 110 1<sup>st</sup> Street E in Jamestown. The building will be turned into a flexible, membership-based wellness workspace called The Shala which will offer independent practitioners access to fully equipped, professional rooms without the cost or commitment of a full-time lease. The Shala is also designed to host regional workshops and retreat-style experiences that bring visitors to downtown Jamestown. Flex PACE funding will be used to purchase the building, update technology and furnishings, purchase a security system and cover startup costs. Tonya Perkins and Courtney VanDyke were in attendance to answer any questions about the project.

Alyssa made the recommendation to approve the funding request for this project in the amount of up to \$30,217.48 with an 80% city and 20% county split of \$24,173.99 and \$6,043.49, contingent upon the Renaissance Zone tax exemption not going through. The New and Existing Business Committee voted to send this request to the Board for approval at their April 8 meeting.

*Dwaine Heinrich made a motion to approve the Wally and Company Flex PACE request. Amanda Hastings seconded, and the motion passed unanimously by roll call vote. Jeremy – Aye, Casey – Aye, Dwaine – Aye, Amanda – Aye, David – Aye, Jen – Aye, Dustin – Aye, Ben – Aye. Tonya and Tory did not vote due to conflict of interest. Levi and Mike were not in attendance to vote.*

#### **H) Staff Reports:**

**Corry:** Corry reported that it is a busy administrative period with year-end processes underway for both SEPA and JSDC, along with budget preparation. SEPA reported a clean audit, and tax returns have been completed in line with expectations. While net income reflects a profit, a taxable loss is shown due to recently constructed assets. Project activity at SEPA continues, including work related to sustainable aviation fuel and supporting infrastructure such as additional rail. Housing discussions are ongoing, with a developer agreement anticipated this week, and confidence that visible development will take place during this construction season. Overall, operations, audits, and tax positions remain on track, and key housing and SEPA initiatives are moving forward.

**Alyssa:** Alyssa reported that there is potential for Flex PACE projects related to daycare to be included on next month's agenda, with optimism that they will move forward. Ongoing involvement in meetings related to housing and SEPA continues, supporting coordination and familiarity with current projects. The internship program is also active, with applications now open. Outreach has been conducted with past participants, and conversations have taken place with new employers who have not previously utilized the program, indicating continued interest and potential growth.

#### **K) Ex-Officio Reports:**

**City of Jamestown:** Dwaine and David reported on the City of Jamestown.

**Stutsman County:** Amanda reported on the county.

**Jamestown Chamber of Commerce:** Emily submitted a written report on the chamber.

**Jamestown Tourism:** Emily submitted a written report on tourism.

**ND Job Service:** Danica was not present to report on Job Service.

**Adjourn:** Jeremy adjourned the meeting at 12:20 p.m.

Respectfully submitted – Jamie Czapiewski, Operations Coordinator.