



JSDC Joint Business Attraction & Existing Business Committee Meeting
Wednesday, December 3, 2025
Official Minutes
JSDC Lower-Level Conference Room

Members Present: Tonya Perkins, Tory Hart, Levi Taylor, Amanda Hastings, David Steele, Mike Delfs, Ben Steinolfson.

Members Absent: Jeremy Rham, Casey Henderson, Dwaine Heinrich, Jen Dockter, Dustin Jensen.

Staff Present: Corry Shevlin, Alyssa Looyen, Jamie Czapiewski.

Call to order: 12:04 p.m. by Tonya.

Conflict of Interest Declaration: None.

Approval of Minutes: The minutes from the November 5, 2025, meeting were in the One Drive for review.

David made a motion to approve the minutes as shown, Mike seconded the motion, and the motion passed unanimously by voice vote.

De-Obligate Flex PACE Funds – 2023 & 2024: Alyssa's memo regarding de-obligating Flex PACE funds from 2023 and 2024 was in the One Drive. Alyssa recommended de-obligating the Flex PACE funding from the years of 2023 and 2024 back to the city and county in the amounts of \$461,683.46 and \$72,303.85, respectively.

Amanda made a motion to recommend the de-obligation of the 2023 and 2024 Flex PACE funds to the Board of Directors. Levi seconded the motion, and the motion passed unanimously by voice vote.

2026 Flex PACE Request: Alyssa's memo regarding 2026 Flex PACE request was in the One Drive. In 2025 the JSDC participated in three Flex PACE loans totaling \$204,538.98. This investment leveraged \$478,328.92 and over \$5.4 million in private investment into the community.

Alyssa recommended funding the 2026 Flex PACE program in the amount of \$500,000, with a \$400,000 city share and a \$100,000 county share. This would include projects falling under the same guidelines as laid out last year, including: full and complete application, full and complete scoring rubric, letter confirming funding from the lead lender, draft amortization schedule from BND, no storage units considered for funding, JSDC funding will be prorated for space occupied by the operating business, and applicants must occupy at least 51% of the real estate of the project to qualify.

Tory made a motion to recommend the approval of the \$500,000 Flex PACE request for 2026 to the Board of Directors. Ben seconded the motion, and the motion passed unanimously by voice vote.

Project Updates: Corry and Alyssa provided project updates.

Adjourned: Tonya adjourned the meeting at 12:29 p.m.

Respectfully submitted by Jamie Czapiewski, Operations Coordinator