

## Jefferson Local Development Corporation (JLDC)

Meeting Minutes, December 21, 2011

*Board members present:* Sheila Hogan, Byron Stahly, Tom Lythgoe, Mark Fries, Dick Norden, Barb Reiter, John Brower, Darrell Miller, Kristi Wilson, Tom Harrington, and Tara Mastel.

*Board Members Absent:* Chris Rehor, Ed Handl and Colleen Teeling.

### 1. Call Meeting to Order

The meeting was called to order at 2:05 p.m. via conference call by Tara Mastel.

Tom L. made a motion to approve the meeting minutes from 11/16/11; Barb seconded. Minutes were approved.

### 2. Boulder South Campus

#### A. Youth Dynamic Inc.'s (YDI) lease renewal (draft attached with agenda in email)

Tom H. reported that YDI's lease on the Boulder South Campus is up for renewal the end of the month. Tom H. and Tara met with Peter Degel from YDI last week and told him they would present the lease to the JLDC Board for approval and then get it to him. Discussion took place on the following changes to the lease:

1. Note: The term is 3 years, ending six months after the EDA lien is released and they can purchase the building (Part 2).
2. Note: The lease has an option to purchase (Part 9).
3. Note: We are proposing a credit of \$400 per month that is applied to the purchase price of the building as an incentive to stay and purchase the buildings (Part 10).

Peter shared with Tom H. and Tara that he was discussing the start of renovations of Building #6 with the YDI Board at their next meeting. Mark made a motion to approve the changes to the lease; Byron 2<sup>nd</sup>. Changes to the lease were approved. Tom L. made a motion to enter into the lease agreement with YDI on proposed buildings; Sheila seconded. To enter into lease agreement was approved.

#### B. JLDC funding YDI's security system per maintenance agreement (invoice attached)

Tara apologized for having to bring this up again since it was discussed and approved at the October 19<sup>th</sup> meeting. It was discovered while drafting the new lease that there was a prior agreement that states JLDC is responsible for the cost of repairing or replacing the security system on the South Campus (agreement attached at the end of the lease draft). Discussion took place on the specifics of the as needed status and if the security system is linked with the fire department. Darrel made a motion to pay the entire amount for the new security system; Kristi 2<sup>nd</sup>. Purchase of the entire security system was approved.

#### C. Carpet request (see attached estimate)

Tara reported that during the meeting with Peter; new carpet was requested for some offices and classrooms in building 7. Tom H. and Tara were shown the areas and the carpet was old and was not replaced during the original renovation. Tara asked the Board to approve that new carpet be installed in areas addressed in the spring of 2012. Byron asked if stains and damage was from the YDI folks. Tom L. reiterated that the carpet was old and was part of original renovation. Tom H. added that it was a requirement to get licensed when the first carpet was put in and these areas were not part of the licensure issue. Now it is an appearance issue for the YDI staff, patients and guests. John asked why bids are not going out for this work. Tara states that the work is an extension of the original job and the price quoted was very reasonable. The bid does not show removal of old carpet because YDI's maintenance person will take care of it. Much discussion took place on time frame of bid, convenience of time to have work done and JLDC funds. Darrel made a motion to accept bid to replace the carpet and talk to Peter regarding when to have job done; Barb seconded. Carpet bid and installation was approved.

Tara added that the Subdivision plan was going in front of the planning board.

### **3. Borden's Hotel**

Tara asked if the Board had a chance to review the feasibility study numbers that was sent out in a previous email. Tom H. and Tara are meeting with the architects tomorrow. Tara asked for volunteers to form a six person committee to review the feasibility study and to help with deciding the next steps and report back to the JLDC Board. It was suggested that local people volunteer to be on this board. Kristi and John volunteered. Tara is asking Barb Sutherland to be part of the committee and Dick stated that if more bodies were needed he would be part.

### **4. Next meeting**

The next JLDC meeting will be on January 18, 2012 in Boulder at the Boulder City Hall at 2:00 p.m. Kristi made a motion to adjourn the meeting. Meeting was adjourned at 2:40 p.m.

Respectfully Submitted,

Tammy Fischer