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**Item (H)(1)(A) - Headquarters Renovation and Boone Electric Lease**

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From Jesse Stephens <JStephens@bcrsd.com>

Date Thu 2/12/2026 12:08 PM

To Jesse Stephens <JStephens@bcrsd.com>

Dear Board of Trustees,

The final design of the Headquarters renovation is in progress. We have had two design meetings since the January board meeting, with our next meeting scheduled on February 24th. The design team intends to submit drawings for permit review on March 2nd. We would anticipate receiving any comments back from City review 2-3 weeks after that submission is complete, and the hope is obtaining a permit by late March or early April.

The Boone Electric lease is a consideration item at this meeting. That lease comes in two parts. One portion of the lease is for the vacant building located at 709 Business Loop 70. This is where the bulk of the staff will operate during construction.

The second lease is for a small office inside Boone Electric's main building. The intent is to allow our customer service representative a place to interact with our customers that "walk-in" to pay and help smooth the transition from BEC to BCRSD handling the billing. The second lease represents a generous good faith effort on the part of BEC to make this transition go as smoothly as possible.

As there are still some variables on the start timing, I'll be asking the board approve the leases and allow me the discretion, along with Boone Electric's consent, to determine the exact start dates for the lease. I would like to begin the lease about 2-3 weeks prior to the start date of construction in order to allow us time to move furniture and equipment out of the building to the new space.



***Jesse Stephens, P.E., Executive Director***

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