



Regular Renaissance Zone Review Board Meeting

Thursday, October 24, 2024, at 8:30 AM

Finance Conference Room, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. CALL TO ORDER/ROLL CALL
 - 1.1. WELCOME JILL WALD AND TYLER NEETHER TO THE BOARD
2. ADOPT MEETING MINUTES
 - 2.1. APPROVAL OF MEETING MINUTES - AUGUST 22, 2024
3. RENAISSANCE ZONE APPLICATIONS
 - 3.1. RENAISSANCE ZONE CASE NO. M-108 (EBENEEZER'S) - 304 E CENTRAL AVE. - CONDITIONAL APPROVAL REQUEST FOR A FIVE-YEAR PROPERTY TAX BENEFIT
4. FACADE IMPROVEMENT PROGRAM APPLICATIONS
 - 4.1. AMENDMENT TO CASE NO. FI-11 (JORDAN AND MEGAN ROSS) LOCATED AT 23 2ND AVE. SE
 - 4.2. FACADE IMPROVEMENT PROGRAM - FUND BALANCE UPDATE
5. OTHER BUSINESS
6. NEXT SCHEDULED MEETING
 - 6.1. NEXT MEETING: THURSDAY, NOVEMBER 21, 2024
7. ADJOURNMENT

On August 22, 2024, a Regular Renaissance Zone Review Board Meeting of the Minot Renaissance Zone Review Board was held in the Finance Conference Room, City Hall (10 3rd Ave SW). called the meeting to order at 08:30 AM.

1. CALL TO ORDER/ROLL CALL

Meeting called to order at 8:30am

Members Present: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak

Members Absent: Christine Staley, Tonia Vitko, Jill Ward

City Staff Present: Brian Billingsley, Hannah Hornberger, Ryan Kamrowski

1.1. INTRODUCTIONS: WELCOME JILL WALD TO THE BOARD

2. ADOPT MEETING MINUTES

2.1. APPROVAL OF MEETING MINUTES - JUNE 27, 2024

The motion to Approve Minutes from June 27, 2024 meeting was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Bailey and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None.

Motion carried.

3. RENAISSANCE ZONE APPLICATIONS

3.1. CASE M-107 - CONDITIONAL APPROVAL OF A 5-YEAR PROPERTY TAX BENEFIT - AARON BOFENKAMP - 7 E CENTRAL

Brian went over the applicants request, that this would be a 5 year benefit.

Aaron Bofenkamp discussed the changes that would be made: new roof, HVAC & ADA bathrooms.

The roof will be resurfaced, HVAC to bring forces air to all tenants & minor demo & reframing to bring bathrooms to ADA compliance.

Estimated completion will be Spring of 2025.

Ryan Kamrowski went over the assessed value of the building.

The motion to Approve funding for Case M-107 was initiated by Renaissance Zone Board Member Fedorchak seconded by None and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None.

Motion Carried.

4. FACADE IMPROVEMENT PROGRAM APPLICATIONS

4.1. F-11: AMENDEMENT REQUEST BY JORDAN & MEGAN ROSS FOR CHANGES TO LIGHTING.

Brian went over the application & amendment.

Megan Ross discussed adding lighting under the awning verse interior to light the sidewalk and invite people into the shop. The change would only be a \$400 difference. The committee is in agreement that adding exterior lighting would be better and the awning wouldn't add any upward lighting. There are also no historical impacts of doing this.

The motion to Approve the amendment for lighting change was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Bentley and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None. Motion carried.

4.2. FI-13 - A REQUEST BY BRUCE WALKER FOR A FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN TO BE COMPLETED AT 221 S MAIN ST.

Bruce Walker discussed his project and the building, affordable apartments. They plan to replace the windows on the south & west side, repair brick/sidewalk, replace the front door and do some general masonry repair.

The apartment building is fully rented out, and the building was built in 1916.

There are currently grates covering the lower level windows, and they will be cut and made removable for the safety of the tenants.

This project would have a \$180,000 allotment.

The building will be required to put in 1 push button door as required by the City Council.

Construction is to start in the spring of 2025.

The motion to Approve the Facade Improvement Program Forgivable Loan was initiated by Renaissance Zone Board Member Fedorchak seconded by Renaissance Zone Board Member Alexander and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None. Motion carried.

4.3. F-14 - A REQUEST BY CXL LLC FOR A FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN FOR IMPROVEMENTS TO BE COMPLETED AT 300 E CENTRAL AVE.

Justin & Lars went over the improvements they have planned for the building. They plan to have offices on the 2nd and 3rd floors and are currently removing asbestos in the building.

The restaurant will remain on the 1st floor.

They will fix the plumbing and add sprinklers, remove existing windows on the 2nd and 3rd floors and replace them. The 1st floor windows will be getting new insulated glass. They will also add new doors and repair some brick work.

They will also be required to add 1 ADA push button door as required by the City Council as well.

Insulation is also being added according to code.

They want to maintain the characteristics of the building.

It was also noted by all applicants present that without the Renaissance Zone and Facade Improvement programs they wouldn't be able to make these improvements.

The motion to Approve Facade Improvement Program Forgivable Loan was initiated by Renaissance Zone Board Member Alexander seconded by Renaissance Zone Board Member Fedorchak and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None.

Motion carried.

5. OTHER BUSINESS

5.1. CONTACT INFORMATION

The board made sure their contact information is all up to date.

6. NEXT SCHEDULED MEETING

6.1. NEXT SCHEDULED MEETING - THURSDAY, SEPTEMBER 26, 2024, 2ND FLOOR FINANCE CONFERENCE ROOM.

It was discussed that an additional meeting in September might be added to keep applications timeline on task.

7. ADJOURNMENT

The motion to Adjourn meeting was initiated by Renaissance Zone Board Member Alexander seconded by Renaissance Zone Board Member Fedorchak and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak; nays: None.

Meeting adjourned at 9:20am.



Office Address: 1025 31st St. SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: brian.billingsley@minotnd.gov
Office Number: 701-857-4147

Economic Development Division

Renaissance Zone Application

APPLICANT INFORMATION

Justin Ronyak & Lars Wikstrom	CXL LLC	S-Corp
Applicant(s)	Business	Type of Entity
Address	City	State
Phone	Email	Zip
Social Security Number	Federal Tax ID Number	

PROJECT LOCATION

CENEX FIFTH ADDITION LOT 1	16
Legal Description	Renaissance Zone Block
304 E. Central Ave	Minot
Address	City
Commercial	
Current Use of Property	

TYPE OF PROJECT

☒ Commercial ☐ Residential ☐ Utility Infrastructure Project (UIP)

TYPE OF INVESTMENT

☐ Purchase Only (To include new construction)	☐ Lease Only	☐ Commercial (Must be 50% of true and current value)	☐ Residential (Must be 20% of true and current value)
☐ Historical Preservation and Renovation	☒ Purchase with Major Improvements (Applies to only Commercial Projects)	☐ Commercial (Must be 150% of true and current value)	

REQUESTED TAX EXEMPTIONS

☐ Personal Income ☐ Investment Income ☒ Property Tax Exemption ☐ Historic Tax Credits

PROJECT DESCRIPTION: Please write a brief description of the project below

SQUARE FOOTAGE CALCULATIONS:

Lot	16,000	4000	4000	4000
4000	Building (Total)	Basement	1 st Floor	2 nd Floor
3 rd Floor	4 th Floor	5 th Floor	6 th Floor	7 th Floor
Date of Acquisition: May 20th 2024		Current True and Full Value: 746,000		

Revision Date: May, 2024

Renaissance Zone Project Checklist:

Office
Use

- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | 1) For residential projects, provide evidence that the home purchased is the taxpayer's primary residence. |
| ☐ | ☐ | 2) If the property is currently a vacant lot, provide evidence that it was previously developed. |
| ☐ | ☐ | 3) Provide a "Letter of Clearance" from the State Historical Society if seeking historic tax credits. |
| ☐ | ☐ | 4) Provide an estimated start and completion date for the project (must follow approval by DCS). |
| ☐ | ☐ | 5) Include site plans, building plans and colored renderings of the elevation of the building. |
| ☐ | ☐ | 6) Provide a break out of capital improvements. |
| ☐ | ☐ | 7) Provide documentation that the project cost meets the City's minimum criteria. |
| ☐ | ☐ | 8) Provide the estimated state and local tax benefit to the taxpayer of five (5) or eight (8) years (see your accountant). |
| ☐ | ☐ | 9) Provide copies of receipts showing proof local real estate taxes have been paid (Ward County Treasurer 701-857-6426) |
| ☐ | ☐ | 10) Provide evidence that the applicant is current on state taxes – Certificate of Good Standing from the State Tax Commissioner (1-800-638-2901) – May take a few weeks. |
| ☐ | ☐ | 11) Provide Current True and Full Value (contact City Assessor 701-857-4160) |

Comments:



Office Address: 1025 31st St. SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal@minotnd.gov
Office Number: 701-857-4122

OFFICE ONLY

Zone Authority and City Documentation

Date of Approval or Conditional Approval

_____ (date)

Provide a copy of minutes or other supporting documentation that indicates the formal approval by the approving entity.

Identify from the Development Plan the specific criteria used to approve the project:

NOTE: The DCS reserves the right to reject a zone-approved project or to continue negotiating its approval. When a project is approved by the DCS, the local zone authority will be notified in writing.

If after a project is approved and the property changes hands or a replacement project is approved during the five year exemption period, the DCS does not need to approve the transfer or the replacement project. The zone authority, however, must notify the DCS of the change and provide the applicable information about the new homeowners, business, and/or investor tax would affect the exemption provided.

Once the project is completed, DCS must be informed by email, fax or letter of the exact date of completion, and project number before the final letter of approval can be issued.

On historical renovations/rehabilitations, documentation from the Historical Society approving the final restorations must be submitted to DCS before a final letter of approval can be issued.

Signature

Date

Work to Be Done:	Estimated Costs:
Sabata - Demo & Asbestos Removal	117,000
Rolac - General Contractor Windows,	299,300
Nova - Fire Sprinkler System plus Alarm System	83,674
Sabata - Build-out ?	250,000
Windows & Fire Escape	50,960
HVAC	80,000
Electrical	50,000
Insulation above 3rd floor	20,000
Post Construction 6" Water Line for Sprinklers	28,000

Total Estimated Cost \$ **977,974**
Current True and Full Value \$ 746,000
Estimated Value After Improvements \$

Estimated Start Date:

Estimated Completion Date: **Dec 31st 2024**

If this project is a UIP, is the applicant a Renaissance Zone Project? ☐ Yes ☒ No

- a) To be considered a Renaissance Zone Project, the project would need to take place in the Renaissance Zone and be a utility company.
- b) If this is a property owner affected by a UIP not participating in a Renaissance Zone Project, is the property owner in the Renaissance Zone? ☒ Yes ☐ No

Is this project a lease? ☒ Yes ☒ No

- a) What type of lease? ☐ New ☐ Expansion ☐ Continuation ☒ Leasehold Improvement

If this is an expansion, what is the additional square footage of the expansion?

- b) If it is a lease project, does it involve the relocation of a business from one location in the city to the Renaissance Zone or from one zone property to another zone property ☒ Yes ☐ No

Does this project involve historical preservation or renovation? ☒ Yes ☐ No

- a) For projects that involve historical preservation or renovation, but are not part of a rehabilitation project, provide a description of the work and the estimated costs. A letter of approval from the Historical Society is required to claim any historical tax credits either on a rehabilitation project or renovation.
- b) Information for historical properties may be obtained by contacting the Historical Society at: (701) 328-2666 or email history@nd.gov

Is the project being funded by a Renaissance Fund Organization? ☐ Yes ☒ No

If yes, describe the type and amount of financing and name of the Renaissance Fund Organization.

Provide the estimated state and local tax benefit to the taxpayer for 5 or 8 years (applies to all projects)

Total State Tax Benefit for ☐ five (5) or ☐ eight (8) years \$ _____

Total Property Tax Benefit for ☒ five (5) or ☐ eight (8) years \$ **68,000 (\$13,600/year)**

Total Non-Participation Owner Tax Credit \$ _____

Is the entity subject to the financial institution tax (N.D.C.C.57.35.3)? ☐ Yes ☒ No

If yes, total state tax benefit for five (5) or eight (8) years \$ _____

Compute the amount spent per square feet of structure \$ _____

DATE: September 30, 2024

TO: City of Minot Renaissance Zone Review Board

FROM: Ryan Kamrowski, City Assessor

REFERENCE: Renaissance Zone Prospective Project located at 304 E. Central Ave.

I have been asked to provide some property tax information on the current and estimated future assessment of a building at 304 E. Central Ave. The 2024 True and Full assessment is \$746,000. The building assessment portion is \$613,000 and the estimated taxes on the building amount for 2024 are \$13,500.

If the project were to receive approval under the renaissance zone exemption, the estimated True and Full Value on the building after completion of construction and through the 5 year exemption period would be approximately \$780,000. The estimated taxes on this amount for the building would be about \$14,000 per year. If the renaissance application were approved, approximately \$75,000 would not be collected over 5 years of tax exemption.

Please remember it is difficult to project values and tax rates into the future and if the completed building becomes different than proposed, estimates could change.

Please reach out to my office for any further questions.



CHANGE ORDER

Project: 2D Ink Façade Restoration	Date: 06-17-2024	Change Order No. 1
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Change Order Submitted To:

Company: 2D Ink	Attention: Megan Ross
Address: 23 2 nd Ave SE	Phone: 701-578-4178
City/State/Zip: Minot ND. 58701	Email: meganvolk_07@hotmail.com

Our proposed cost for the requested changes is as follows:

Per the changes:

1. Customer requested adding an additional 13 cast stone sill pieces on exterior storefront windows.
2. Per Unit Pricing Bid (AIA A105 Article 2 Sec 3.5): 4X4 Steel Angle, Replace Brick that cannot be restored.

Total Change Order Cost: \$4,447.00

Description	quant	unit	X	u. lab	labor	u. mat	material	u. equ.	equip.	u. sub	subs	totals	change	remarks
					-		-		-		-	-		
					-		-		-		-	-		
Cast Stone Sills	1	ls			-	1196	1,196		-		-	1,196		Rolac
Install Cast Stone Sills	1	ls			-		-		-	980	980	980		Holm Construction
Unit Price 4X4 Steel Angle Lintel	54	lf			-	25	1,350		-		-	1,350		Rolac
Replace Brick non-restorable	2	ea			-	85	170		-		-	170		Holm Construction
					-		-		-		-	90		Tax 7.5%
					-		-		-		-	3,786		Subtotal
					-		-		-		-	661		OHI/Profit
					-		-		-		-	4,447		Total

Proposal is valid for _____ days

Authorized Signature: Gabe Holt

Acceptance of Change Order

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date: _____

Signature: _____

Proposal is valid for _____ days

Authorized Signature: _____

Acceptance of Change Order

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date: _____

Signature: _____

Proposal is valid for _____ days

Authorized Signature: _____

Acceptance of Change Order

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date: _____

Signature: _____

SECTION 00 4100 – BID FORM

To: 2D INK
23 23 2nd Ave SE
Minot, ND 58701

Date: December 7, 2023

Having examined all bidding requirements, general conditions, Specifications and Drawings entitled South and East Façade Restoration; dated: November 15, 2023, and addenda similarly entitled and numbered 1, _____, _____, as prepared by JLG Architects, Consultant, Consultant and Consultant, and having visited the site and examined all conditions affecting the work, the undersigned agrees to furnish and pay for all labor, materials, and equipment for the following Construction Contract as required by the afore mentioned documents for the following proposals:

Stipulated Sum Base Bid for (Single Prime):

GENERAL & ELECTRICAL CONSTRUCTION

One hundred fifty two thousand four hundred _____ Dollars, (\$ 152,400.00)

Unit Prices:

Unit Price No. 1: Cost to provide and install 4 x 4 inch angle, \$ 25.00 per linear foot.

Unit Price No. 2: Cost to provide and install (1) light fixture at window display, \$ 350.00 per fixture.

Unit Price No. 3: Cost materials and replacement of brick that is not able to be cleaned and restored from EIFS or other alterations to the building that are being removed. New brick must be saw toothed in. , \$ 85.00 per square foot.

BIDDER has familiarized themselves with the nature and extent of the Contract Documents including Work, site, locality, and all local conditions, and Laws & Regulations that in any manner may affect cost, progress, performance, or furnishing of the Work.

BIDDER has given the Architect and its consultants written notice of all conflicts, errors, or discrepancies that it has discovered in the Contract Documents and the written resolution by the Architect is acceptable to BIDDER. The low bidder agrees to submit a list of sub-contractors (AIA G705) within 24 hours of the date of the bid. In submitting this bid, the undersigned agree that this bid shall not be withdrawn for a period of sixty days.

Note: This Bid Form shall be submitted in DUPLICATE.

SIGNED:

Rolac Contracting, Inc., a ~~(Sole Proprietorship)~~ ~~(Partnership)~~ (Corporation).

Firm Name (strike through two)

2730 30th St NW

Street Address

Minot, ND 58703

City, State ZIP code

Phone: 701-839-6525

Fax: _____

Signed By, _____

President

Title

Signed By, _____

Title

Signed By, _____

Title

Office Manager

Witnessed By, _____

Title

- 1) Sole Proprietorship: Signature of Sole Proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
- 2) Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
- 3) Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the bid is signed by officials other than the president and the secretary of the company, or the president/secretary/treasurer of the company, a copy of the by-law resolution of their board of director's authorizing them to do so, must be submitted with the Bid Form in the bid envelope.

END OF SECTION

SECTION 00 4100 – BID FORM

To: 2D INK
23 23 2nd Ave SE
Minot, ND 58701

Date: December 7, 2023

Having examined all bidding requirements, general conditions, Specifications and Drawings entitled South and East Façade Restoration; dated: November 15, 2023, and addenda similarly entitled and numbered 1, _____, _____, as prepared by JLG Architects, Consultant, Consultant and Consultant, and having visited the site and examined all conditions affecting the work, the undersigned agrees to furnish and pay for all labor, materials, and equipment for the following Construction Contract as required by the afore mentioned documents for the following proposals:

Stipulated Sum Base Bid for (Single Prime):

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One hundred fifty two thousand four hundred _____ Dollars, (\$ 152,400.00)

Unit Prices:

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BIDDER has given the Architect and its consultants written notice of all conflicts, errors, or discrepancies that it has discovered in the Contract Documents and the written resolution by the Architect is acceptable to BIDDER. The low bidder agrees to submit a list of sub-contractors (AIA G705) within 24 hours of the date of the bid. In submitting this bid, the undersigned agree that this bid shall not be withdrawn for a period of sixty days.

Note: This Bid Form shall be submitted in DUPLICATE.

SIGNED:

Rolac Contracting, Inc. _____, a ~~(Sole Proprietorship)~~ (Partnership) (Corporation).

Firm Name _____ (strike through two)

2730 30th St NW _____

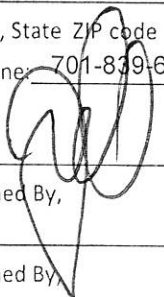
Street Address _____

Minot, ND 58703 _____

City, State ZIP code _____

Phone: 701-839-6525 _____

Fax: _____

 _____ President

Signed By, _____ Title

Signed By, _____ Title

Signed By,  _____ Title
Office Manager

Witnessed By, _____ Title

- 1) Sole Proprietorship: Signature of Sole Proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
- 2) Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
- 3) Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the bid is signed by officials other than the president and the secretary of the company, or the president/secretary/treasurer of the company, a copy of the by-law resolution of their board of director's authorizing them to do so, must be submitted with the Bid Form in the bid envelope.

END OF SECTION

PO BOX 849
MINOT, ND 58702

Date	Estimate #
8/16/2024	275

Name / Address
MEGAN VOLK

Project

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PO BOX 849
MINOT, ND 58702

Date	Estimate #
8/16/2024	275

Name / Address
MEGAN VOLK

Project

Page 19 of 26



2D Ink
Megan Ross
23 2nd Ave SE
Minot, ND 58701

Invoice number 23324-6
Date 05/31/2024

Project **23324 2D INK FACADE REPLACEMENT**

Professional Services for the period ending 05/31/24

This billing for professional services has been prepared in accordance with our agreement for compensation. Payment is due within 30 days from the Invoice Date, unless specified differently in our agreement of compensation. Finance charges of 1.5% per month will be added to all amounts past due.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
COMPENSATION - FIXED FEE							
CONSTRUCTION DOCUMENTS	11,800.00	100.00	11,800.00	11,800.00	0.00	0.00	0.00
BID	2,950.00	100.00	2,950.00	2,950.00	0.00	0.00	0.00
Subtotal	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00
Total	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00

Compensation - Hourly

Construction Administration
Labor

	Hours	Rate	Billed Amount
Billable Time			
Project Manager II	2.50	190.00	475.00
Construction Services-Senior	1.00	245.00	245.00
Subtotal	3.50		720.00
Phase subtotal			720.00
Compensation - Hourly subtotal			720.00

Invoice total **720.00**

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
COMPENSATION - FIXED FEE			
CONSTRUCTION DOCUMENTS	11,800.00	11,800.00	0.00
BID	2,950.00	2,950.00	0.00
Subtotal	14,750.00	14,750.00	0.00
COMPENSATION - HOURLY			
CONSTRUCTION ADMINISTRATION	1,820.00	1,100.00	720.00
REIMBURSABLE EXPENSES	0.00	0.00	0.00
Subtotal	1,820.00	1,100.00	720.00
Total	16,570.00	15,850.00	720.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23324-6	05/31/2024	720.00	720.00				
	Total	720.00	720.00	0.00	0.00	0.00	0.00

To receive future invoices via email, please message begeland@jlgarchitects.com. No action is required if you are currently receiving invoices via email.

****PLEASE REMIT PAYMENT TO****

JLG Architects
323 DeMers Ave
Grand Forks, ND 58201
Phone: 701.746.1727 Fax: 701.746.1702



2D Ink
Megan Ross
23 2nd Ave SE
Minot, ND 58701

Invoice number 23324-4
Date 02/29/2024
Project **23324 2D INK FACADE REPLACEMENT**

Professional Services for the period ending 02/29/24

This billing for professional services has been prepared in accordance with our agreement for compensation. Payment is due within 30 days from the Invoice Date, unless specified differently in our agreement of compensation. Finance charges of 1.5% per month will be added to all amounts past due.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
COMPENSATION - FIXED FEE							
CONSTRUCTION DOCUMENTS	11,800.00	100.00	11,800.00	11,800.00	0.00	0.00	0.00
BID	2,950.00	100.00	2,950.00	2,950.00	0.00	0.00	0.00
Subtotal	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00
Total	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00

Compensation - Hourly
Construction Administration
Labor

	Hours	Rate	Billed Amount
Billable Time			
Project Manager II	1.75	190.00	332.50
Compensation - Hourly subtotal			332.50

Invoice total **332.50**

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
COMPENSATION - FIXED FEE			
CONSTRUCTION DOCUMENTS	11,800.00	11,800.00	0.00
BID	2,950.00	2,950.00	0.00
Subtotal	14,750.00	14,750.00	0.00
COMPENSATION - HOURLY			
CONSTRUCTION ADMINISTRATION	332.50	0.00	332.50
REIMBURSABLE EXPENSES	0.00	0.00	0.00
Subtotal	332.50	0.00	332.50
Total	15,082.50	14,750.00	332.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23324-4	02/29/2024	332.50	332.50				
	Total	332.50	332.50	0.00	0.00	0.00	0.00

To receive future invoices via email, please message begeland@jlgarchitects.com. No action is required if you are currently receiving invoices via email.

****PLEASE REMIT PAYMENT TO****

JLG Architects
323 DeMers Ave
Grand Forks, ND 58201
Phone: 701.746.1727 Fax: 701.746.1702



2D Ink
Megan Ross
23 2nd Ave SE
Minot, ND 58701

Invoice number 23324-5
Date 03/31/2024

Project **23324 2D INK FACADE REPLACEMENT**

Professional Services for the period ending 03/31/24

This billing for professional services has been prepared in accordance with our agreement for compensation. Payment is due within 30 days from the Invoice Date, unless specified differently in our agreement of compensation. Finance charges of 1.5% per month will be added to all amounts past due.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
COMPENSATION - FIXED FEE							
CONSTRUCTION DOCUMENTS	11,800.00	100.00	11,800.00	11,800.00	0.00	0.00	0.00
BID	2,950.00	100.00	2,950.00	2,950.00	0.00	0.00	0.00
Subtotal	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00
Total	14,750.00	100.00	14,750.00	14,750.00	0.00	0.00	0.00

Compensation - Hourly
Construction Administration
Labor

	Hours	Rate	Billed Amount
Billable Time			
Project Manager II	2.75	190.00	522.50
Construction Services-Senior	1.00	245.00	245.00
Subtotal	3.75		767.50
Phase subtotal			767.50
Compensation - Hourly subtotal			767.50

Invoice total **767.50**

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
COMPENSATION - FIXED FEE			
CONSTRUCTION DOCUMENTS	11,800.00	11,800.00	0.00
BID	2,950.00	2,950.00	0.00
Subtotal	14,750.00	14,750.00	0.00
COMPENSATION - HOURLY			
CONSTRUCTION ADMINISTRATION	1,100.00	332.50	767.50
REIMBURSABLE EXPENSES	0.00	0.00	0.00
Subtotal	1,100.00	332.50	767.50
Total	15,850.00	15,082.50	767.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23324-5	03/31/2024	767.50	767.50				
	Total	767.50	767.50	0.00	0.00	0.00	0.00

To receive future invoices via email, please message begeland@jlgarchitects.com. No action is required if you are currently receiving invoices via email.

****PLEASE REMIT PAYMENT TO****

JLG Architects
323 DeMers Ave
Grand Forks, ND 58201
Phone: 701.746.1727 Fax: 701.746.1702

