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 Fascade 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.