



Economic Development Plan Review Committee Meeting

Friday, December 20, 2024, at 1:00 PM

City Council Chambers, 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. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1. APPROVAL OF MINUTES - DECEMBER 6, 2024

It is recommended the committee approve the minutes of the December 6, 2024 Economic Development Plan Review Committee meeting.

4. OLD BUSINESS

4.1. CITY OF MINOT ECONOMIC DEVELOPMENT PROGRAMS
PRESENTATION

5. UPCOMING INFORMATION

5.1. UPCOMING MEETING DATES

The committee plans to meet on the following dates from 1:00 pm to 3:00 pm in the City Council Chambers, unless otherwise specified:

- **January 10, 2025**
- **January 24, 2025**

6. ADJOURNMENT

On December 6, 2024, a Economic Development Plan Review Committee Meeting of the Minot Appointed Committee - Alcohol Ordinance Review & Rewrite Committee was held in the City Council Chambers, City Hall (10 3rd Ave SW). Chairman Blessum called the meeting to order at 01:00 PM.

ROLL CALL

Members Present: Mike Blessum, Justin Hammer, Melinda Howe, Tyler Neether, Jordan Nelson, Paul Pitner

Members Absent: Beth Feldner

PLEDGE OF ALLEGIANCE

Chairman Blessum led the City Council in the Pledge of Allegiance.

APPROVAL OF MINUTES

APPROVAL OF MINUTES - NOVEMBER 22, 2024

Committee Member Pitner moved the committee to approve the minutes of the November 22, 2024 Economic Development Plan Review Committee meeting. The motion was seconded by Tyler Neether and carried the following roll call vote: ayes: Mike Blessum, Justin Hammer, Melinda Howe, Tyler Neether, Jordan Nelson, Paul Pitner; nays: None.

OLD BUSINESS

COMMITTEE DISCUSSION - WHAT IS ECONOMIC DEVELOPMENT SUCCESS?

Beth Feldner attended the meeting at 1:05 pm.

The committee made a list of bullet points on Economic Development Success:

- Fill Gaps – Funding where other organizations are not, or it is not part of their scope.
- Retail/Restaurant Economic Development and Data Collection
- Incentivizing business into Minot.
- Workforce recruitment and retention.
- Short-term spending.
- Increasing labor pool.
- Increasing the tax base.
- Increasing discretionary income/spending.
- Options available for jobs, more competitive market.
- Competition.
- Increase in business ownership and entrepreneurship.
- Strengthening our position as a regional draw.
- Attitude for development processes and assessing/adjusting current processes.

NEW BUSINESS

CITY OF MINOT ECONOMIC DEVELOPMENT PROGRAMS PRESENTATION

Harold Stewart, City Manager, and Brian Billingsley, Economic Development Director, presented to the committee on the City of Minot Economic Development programs. A link to their presentation is: [Economic Development Plan Review Committee • Agendas & Minutes • CivicClerk](#).

UPCOMING INFORMATION

UPCOMING MEETING DATES

The committee plans to meet on the following dates from 1:00 pm to 3:00 pm in the City Council Chambers, unless otherwise specified:

- December 20, 2024
- January 10, 2025
- January 24, 2025

The link to the full meeting is: [Economic Development Plan Review Committee 12/6/2024 at 1:00 p.m.](#).

ADJOURNMENT

The motion to adjourn the meeting at 3:18 pm was initiated by Committee Member Pitner, seconded by Committee Member Nelson and carried by the following roll call vote: ayes: Mike Blessum, Beth Feldner, Justin Hammer, Melinda Howe, Tyler Neether, Jordan Nelson, Paul Pitner; nays: None.



City of Minot Economic Development Programs

Brian Billingsley, AICP, Community &
Economic Development Director

What does Quality of Life mean?

- Vibrant
- Public Safety
- Clean
- Sanitary
- Prosperity
- Place Making
- Community Pride



Vibrancy vs. Blight



Vibrant Neighborhoods

- Beautification
- Distinctive Architecture
- Feeling of Security
- Economic Vitality
- Functional Spaces
- Walkable and Healthy
- Public Art
- Community Engagement
- Investors
- Sense of Community



Blighted Neighborhoods

- Lack of Investment
- Physical Deterioration
- Insecurity and Crime
- High Vacancy Rates
- Nothing To Do
- Ghost Town
- Graffiti
- Social and Economic Issues
- Slumlords
- Lack of Pride

Demographic Trends

Minot Population History

Year	Population
2010 Census	40,888
2020 Census	48,377
2021 Estimate	47,789
2022 Estimate	47,689
2023 Estimate	47,373

2023 Ward County Population Gains/Losses

Population Cohort	Gain(Loss)
Births/Deaths	+458
In/Out Migration	-1,122
International In/Out Migration	+175
Total Loss	-489



Programs and Services

- Renaissance Zone
- Façade Improvement Program
- Tax Increment Financing (TIF)
- Retail Recruitment
- Home Builder and Home Owner Property Tax Exemption for New Residential Construction
- Developer Training
- Land Development Ordinance
- Development Review Team Meetings



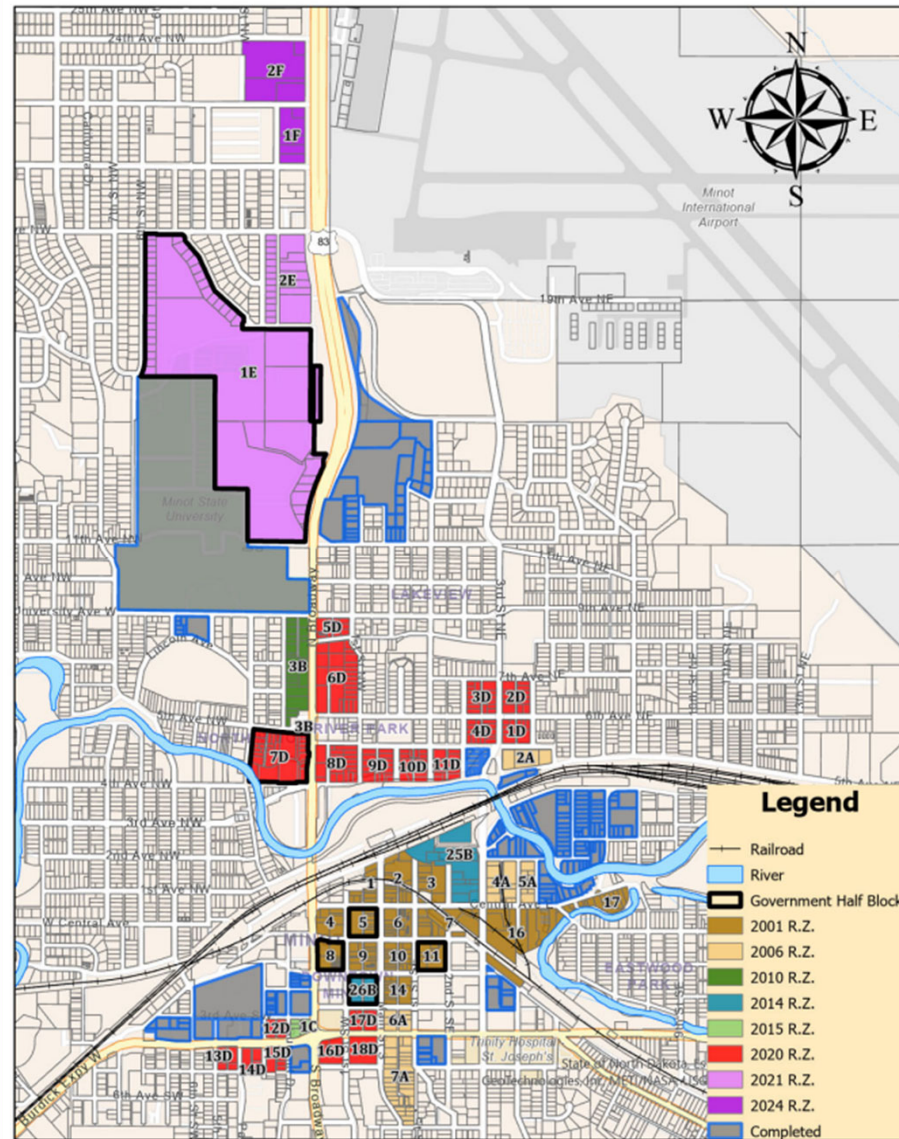
Renaissance Zone

Background

- Adopted in 2001
- 107 Applications
 - 83 Completed Projects
 - 12 Pending Projects
 - 12 Incomplete or Denied Projects



City of Minot Renaissance Zone Map



Program Impact

Project Name	Property Address	Construction Year	Pre-Construction Property Value	2024 Property Value
Planet Pizza	220 Broadway S.	2002	\$234,800	\$1,710,000
Renaissance Center	7 3 rd Street SE	2002	\$43,000	\$2,449,000
Main Street Books	16 Main Street S.	2006	\$87,800	\$162,000
Beaver Ridge Apartments	120 11 th Ave. NW	2011	\$129,000	\$2,205,000
Starving Rooster Mixed Use Building	30 1 st St. NE	2013	\$140,100	\$1,619,000



Available Benefits

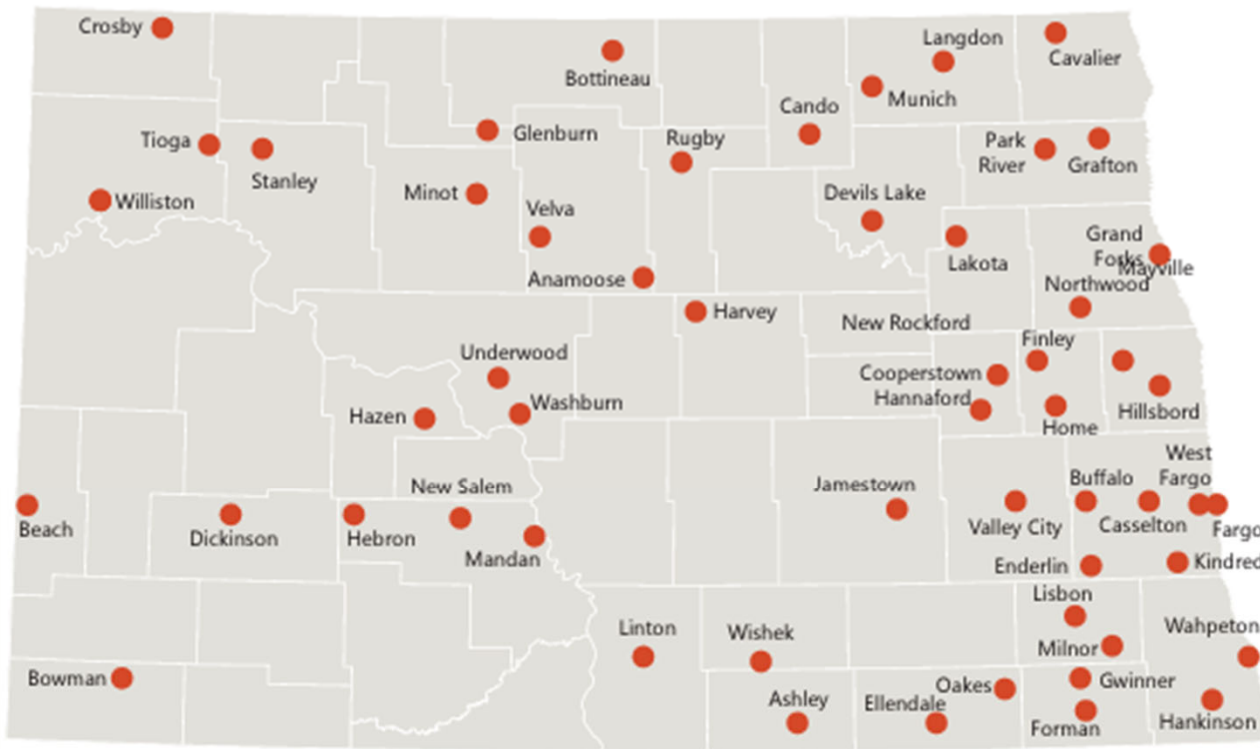
- Five (5) Year Property Tax Benefit on Residential Improvements with 20% Investment
- Five (5) Year Property Tax Benefit on Commercial Improvements with 50% Investment
- Eight (8) Year Property Tax Benefit on Commercial Improvements with 150% Investment
- Personal Income Tax Benefit
- Investment Income Tax Benefit
- Historic Tax Credits



City Council Aspirations

- Dynamic and Flourishing – The Minot Renaissance Zone has a proven record of fostering urban renewal in downtown Minot.
- Resilient and Prepared – The Minot Renaissance Zone prevents the spread of slum and blight in aging neighborhoods.
- Safe and Welcoming – The Minot Renaissance Zone encourages the revitalization of historic buildings and makes Minot more appealing to residents and visitors.
- Excellent and Connected – The Minot Renaissance Zone makes Minot more attractive to investors, entrepreneurs, small business owners, and corporations and improves the quality of life in Minot.

RENAISSANCE ZONE PARTICIPANTS



Number of Projects

Fargo - 346	Devils Lake - 40	Hillsboro - 3
Valley City - 145	Dickinson - 40	Stanley - 3
Minot - 100	Kenmare - 40	Bottineau - 3
Mandan - 90	Mayville - 40	Enderlin - 3
West Fargo - 90	Crosby - 40	Oakes - 3
Langdon - 90	Bowman - 40	Harvey - 3
Milnor - 90	Gwinner - 40	New Salem - 2
Grand Forks - 85	Washburn - 40	Westhope - 2
Watford City - 80	Vela - 40	Ellendale - 2
Wahpeton - 60	Ashley - 40	Forman - 2
Hankinson - 60	Finley - 40	Tioga - 1
Jamestown - 60	Casselton - 40	Glenburn - 1
Buffalo - 50	Cooperstown - 40	Hannaford - 1
Underwood - 50	Hope - 40	Lakota - 1
Grafton - 50	Cavalier - 40	Munich - 1
Beach - 50	Northwood - 40	Park River - 1
New Rockford - 40	Rugby - 40	Linton - 1
Williston - 40	Carrington - 40	
Lisbon - 40	Wishek - 40	
Hazen - 40	Cando - 3	



BEFORE

AFTER





Façade Improvement Program

Background

PROGRAM GOALS

- Promote private redevelopment and investment in downtown
- Encourage beautification in the Central Business District
- Revitalize downtown and reduce vacancies
- Provide a unique experience that draws visitors and new residents
- Create a sense of pride in our downtown



PROGRAM ELIGIBILITY

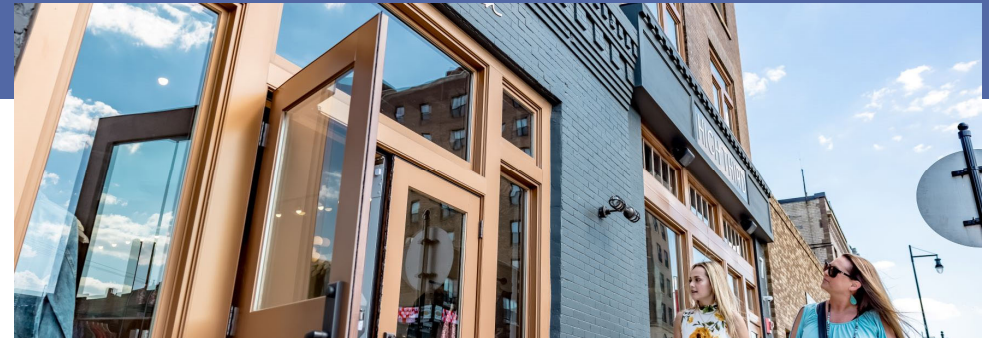
- Property must be zoned Central Business District
- Applicant must be property owner
- Applicant must follow all design standards
- Property must have no outstanding nuisances, dangerous building conditions, or building and zoning code violations
- Property owner must be current on property taxes

Program Rules



Eligible Improvements

- True-to-Period Design
- Façade must face or be visible from a street
- Windows, Doors, Ornamentation, Lighting, ADA Accessibility, Lighting. Awnings, Painting
- Masonry Replacement and Repair
- Repair and construction of entryways and vestibules



Ineligible Improvements

- Historically inappropriate materials
- Roofing and HVAC repairs
- Signs and Security Systems

PROGRAM FUNDING



- Sales Tax – Economic Development
- 10-Year Forgivable Loan
- Reimbursement Program: Applicant must submit all invoices and both sides of cancelled checks after construction is completed
- Bidding Process
- 75%/25% Match
- \$100,000 cap on Single Façade
- \$180,000 cap on Double Façade

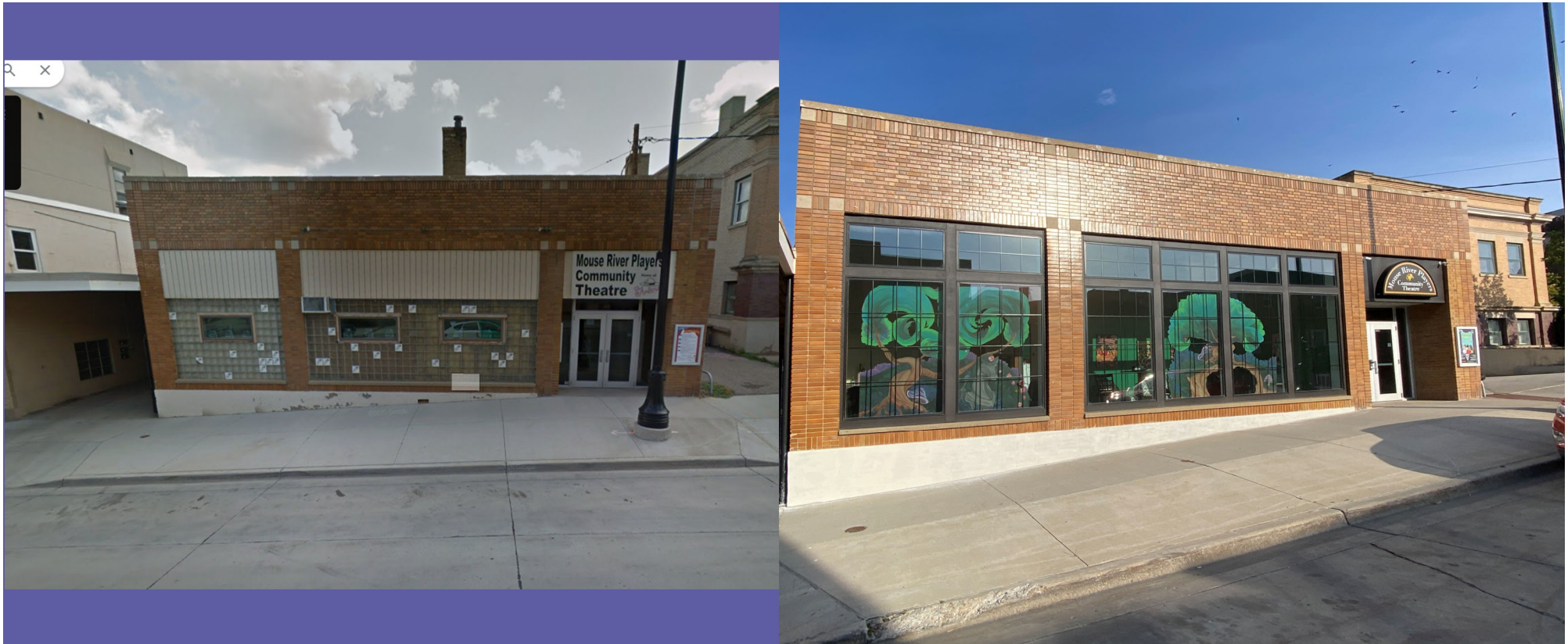
PROGRAM CONDITIONS



- Must maintain replacement insurance on the building through the term of the forgivable loan
- Must not make any major changes to the façade
- Must turn on any exterior lights or window lighting until 10 pm nightly
- The ground level must be occupied or actively listed for sale or lease

MOUSE RIVER PLAYERS – 113 1st Street SE

Slide 27



AUSLANDER BUILDING – 24 1ST Street NE

Slide 27



BOOMTOWN ENTERPRISES – 117 W. Central Ave.

Slide 27



WHISKEY NINE – 111 W. Central Ave.

Slide 27



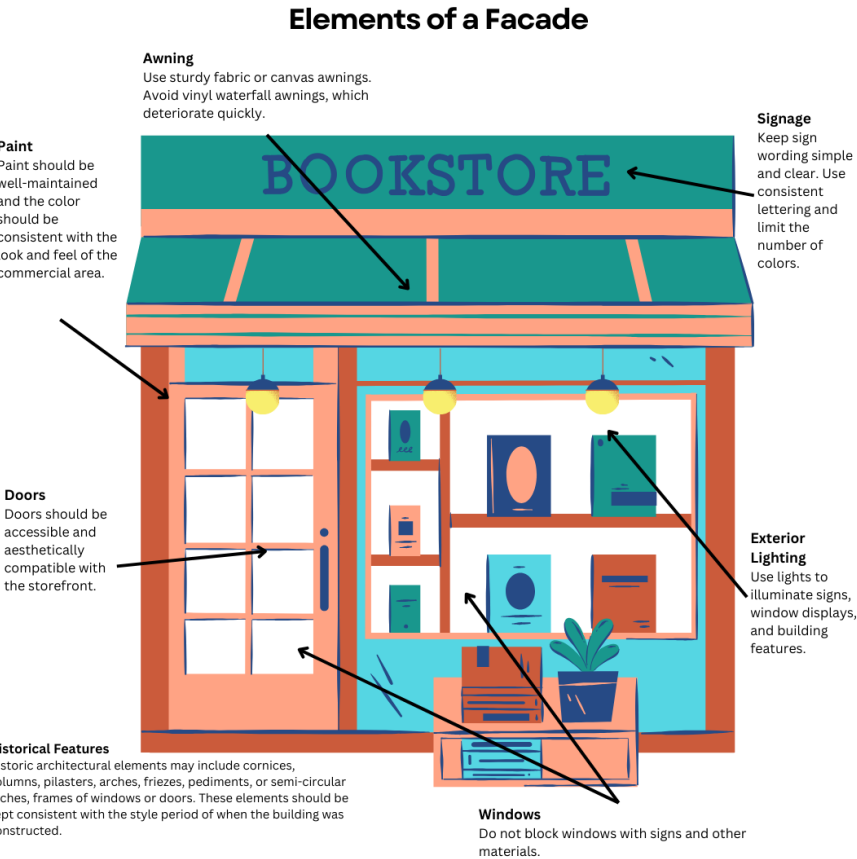
2D Ink – 23 2nd Avenue SE



YEAR	AMOUNT APPROPRIATED	TOTAL EXPENDITURES	FUND BALANCE
2021	\$943,000.00	\$0.00	\$943,000.00
2022	\$0.00	\$63,998.00	\$879,002.00
2023	\$513,313.00	\$610,550.00	\$781,765.00
2024	\$417,590.00	\$280,000.00	\$919,355.00
2025	\$302,000.00	TBD	
GRAND TOTAL	\$2,175,903.00	\$954,548.00	

FIVE (5) PENDING PROJECTS WORTH: \$805,053.00

North Dakota Cities and Counties with a Façade or Storefront Improvement Program



Bigger Cities	Smaller Cities	Counties
Minot	Valley City	Stark County
Williston	Devils Lake	Bowman County
West Fargo	Grafton	Pembina County
Jamestown	Casselton	Dunn County
Mandan	Hillsboro	Trail County
Dickinson	Tioga	Steele County
	Lakota	
	Washburn	



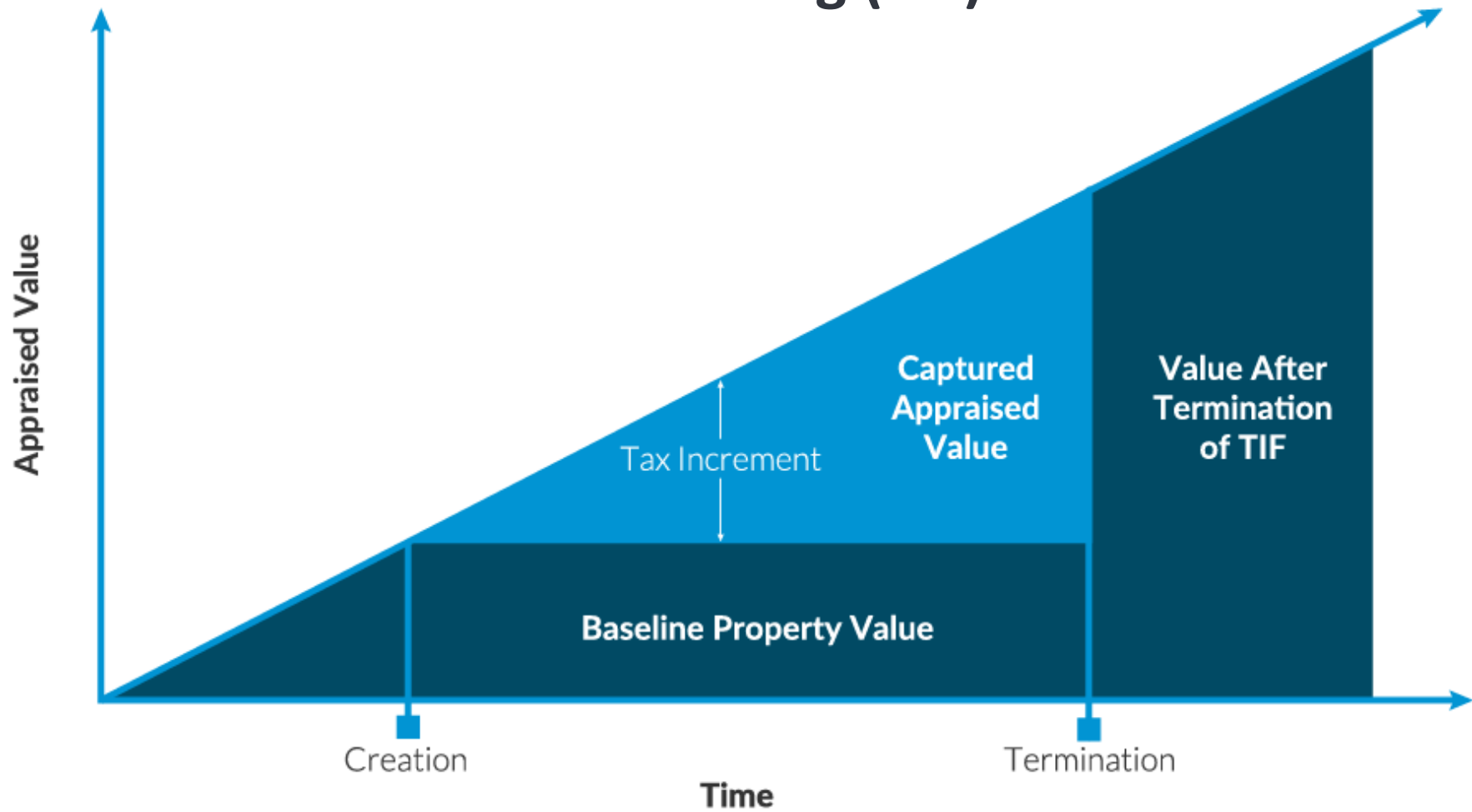
Tax Increment Financing (TIF)



TIF Background

- Tax Increment Financing (TIF) is a public financing method that is used as a subsidy for redevelopment, infrastructure, elimination of blight, and other community-improvement projects.
- Through the use of TIF, municipalities typically divert future property tax revenue increases from a defined area or district toward an economic development project or public improvement project in the community. TIF subsidies are not appropriated directly from a city's budget, but the city incurs loss through foregone tax revenue.
- The first TIF was created in Tennessee in 1945. Today, 49 States have authorized the use of TIF.
- The State of North Dakota authorized TIF Districts starting in 1973.

**Figure 1: Diagram of a Conceptual Tax Increment Financing Plan
Tax Increment Financing (TIF)**



TIF DISTRICTS

TIF 101

- Cannot exceed 25 years in length.
 - TIF's 5 years or less only require City Council approval.
 - TIF's longer than 5 years require City Council approval, but the School District and County has the ability to back out or partially participate.
- Types of Projects that are eligible for TIF incentives:
 - Blighted properties.
 - Commercial properties.
 - Industrial properties.
- Notifications
 - Must send public hearing notices to local units of government.
 - Must send public hearing notices to potential competitors.
 - Must publish public hearing notice in local newspaper.

Blu on Broadway

- First TIF in Minot – Approved May 2020
- Five Year TIF – \$700,000 project
- Type of TIF: Commercial
- Project: Construction of 1st Street SW
- 60/40 Public/Private Split
 - \$420,000 TIF Financing
 - \$280,000 Developer





Big M Building

- Second TIF in Minot – Approved June 2022
- 20 Year TIF – \$2,550,000
- Type of TIF: Blighted
- Project: Asbestos Abatement
- 90/10 Public/Private Split
- Minimum Assessment Agreement: \$14,700,000



The Tracks

- Third TIF in Minot – Approved January 2023
- 5 Year TIF – \$2,887,474
- Type of TIF: Commercial
- Project: East Half of Public Plaza
- 90/10 Public/Private Split







Cities in North Dakota Offering TIF

- Minot
- Fargo
- West Fargo
- Grand Forks
- Bismarck
- Mandan
- Williston
- Dickinson
- Jamestown
- Wahpeton



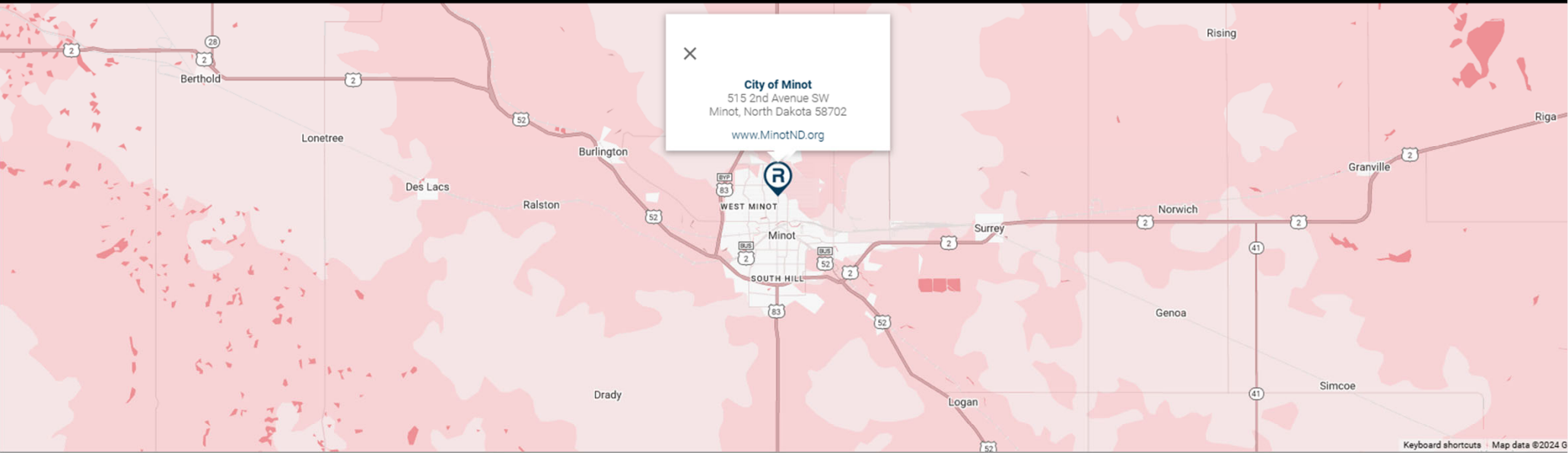
Retail Recruitment



- Current Contract: \$27,000 annually
- Contract Expires in December
- RFQ for service provider has been posted
- Retailer Data
(www.retail360.us/minot-nd/)
- Retail Recruitment

MINOT, NORTH DAKOTA – COMMUNITY RETAIL DASHBOARD

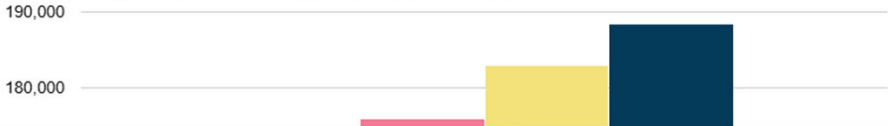
Powered by The Retail Coach



Minot, North Dakota - Primary Retail Trade Area - Population by Age Group (%)

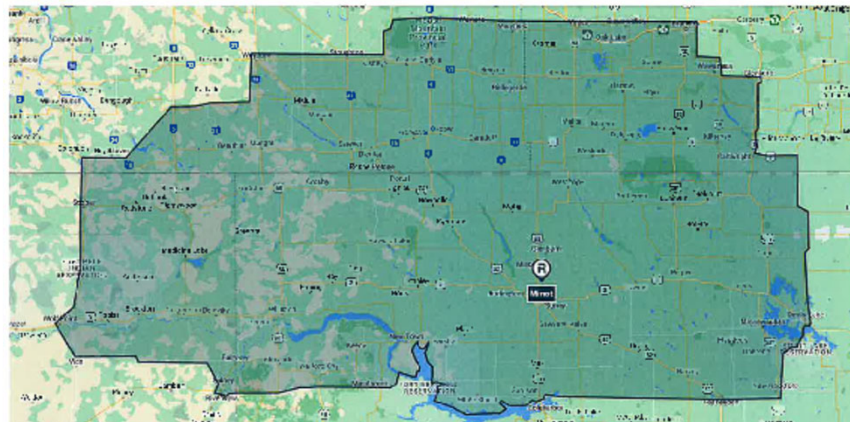


Minot, North Dakota - Primary Retail Trade Area - Population Growth



Secondary Retail Trade Area • Retail Market Profile

Minot, North Dakota



Population		Age	
2020	770,371	0 - 9 Years	14.35%
2024	778,674	10 - 17 Years	11.05%
2029	785,860	18 - 24 Years	5.41%
		25 - 34 Years	14.77%
Educational Attainment (%)		35 - 44 Years	13.14%
Graduate or Professional Degree	6.47%	45 - 54 Years	10.13%
Bachelor's Degree	17.79%	55 - 64 Years	11.10%
Associate Degree	13.73%	65 and Older	10.57%
Some College	23.47%	Median Age	35.67
High School Graduate (or GED)	30.78%	Average Age	37.92
Some High School, No Degree	5.15%	Race Distribution (%)	
Less than 9th Grade	2.61%	White	74.16%
		Black/African American	2.30%
Income		American Indian/Alaskan	12.66%
Average HH	\$97,477	Asian	1.03%
Median HH	\$74,268	Native Hawaiian/Islander	0.14%
Per-Capita	\$41,117	Other Race	2.10%
		Two or More Races	7.50%
		Hispanic	6.33%

Source: U.S. Census Bureau, American Community Survey, 2019-2023 5-year estimates. Data is for the Minneapolis-St. Paul, MN area. The 2020 Census data is based on the 2010 Census data. The 2024 and 2029 data are projections. The 2024 and 2029 data are based on the 2010 Census data. The 2024 and 2029 data are based on the 2010 Census data.



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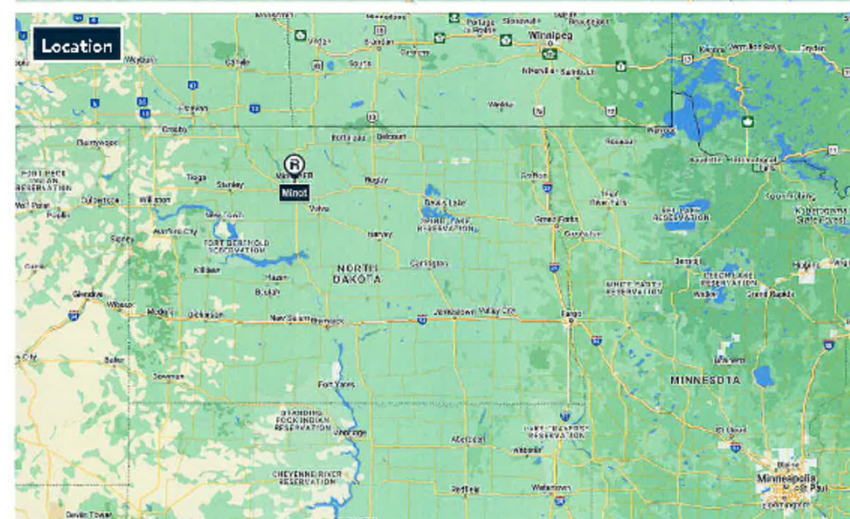
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Secondary Retail Trade Area • Retail Market Profile

Minot, North Dakota



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New Housing Construction Program

Home Builder's Exemption



- Length: 1 Year
- Type of Benefit: Property Tax Abatement
- Amount of Benefit: Reduction of up to \$150,000 on the true and full value of the improvements
- Eligible for up to 10 properties annually
- Must be current on special assessments and property taxes; cannot be located within a TIF district
- Property must be owned by the builder and is unoccupied
- Expires: March 1, 2033

Home Owner's Exemption



- Length: 2 Years
- Type of Benefit: Property Tax Abatement
- Amount of Benefit: Reduction of up to \$150,000 on the true and full value of the improvements
- Must be current on special assessments and property taxes; cannot be located within a TIF district
- Dwelling must be owned and occupied by its original owner. Exemption is non-transferable
- Expires: March 1, 2034

North Dakota Cities and Counties Offering Property Tax Exemption on New Housing Starts

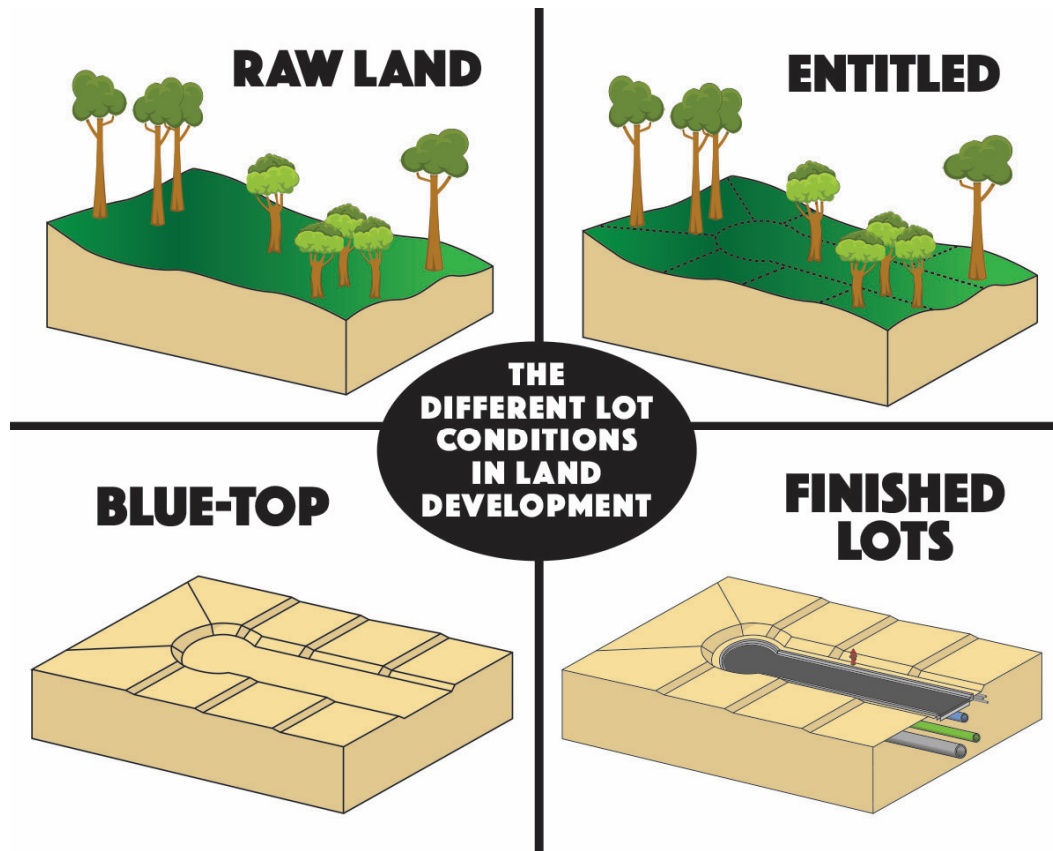


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Mandan	Hillsboro	
Grand Forks	Wahpeton	
Fargo	Oakes	
	Watford City	

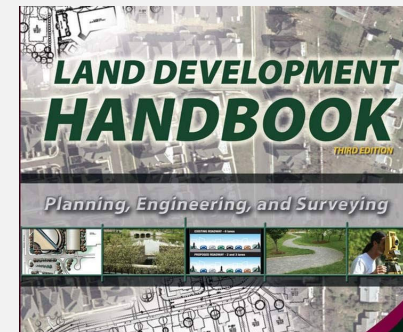


Developer Training

Developer Training



Training
Courses



Books

Guest
Speakers





LAND DEVELOPMENT ORDINANCE

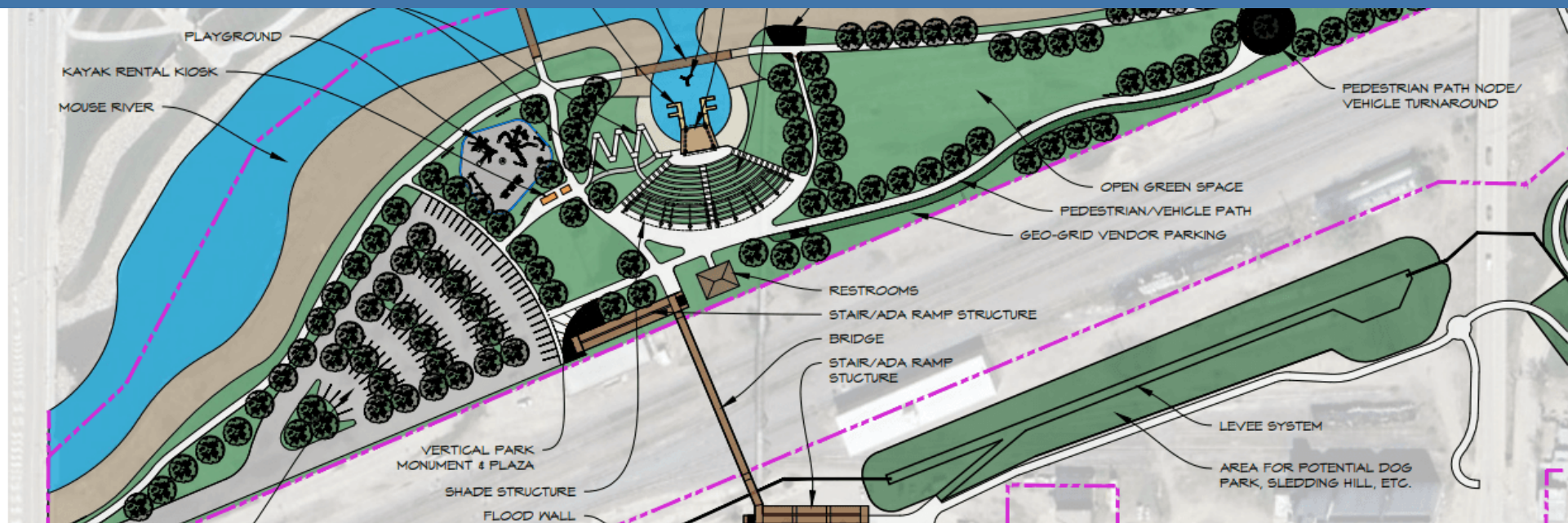
Land Development Ordinance

2021 Land Development Ordinance

- Contracted with SRF Consulting Group, Bismarck and Fargo
- Renamed Land Development Ordinance instead of Zoning Ordinance
- 38 Zoning Ordinance Steering Committee meetings over 20 months
 - Meetings were posted and public was allowed to participate.
 - Four month delay (COVID-19)
- Staff invited the public to comment through City's online portal
- Adopted in April 2021
- Subdivision Ordinance was updated in 2022

Land Development Ordinance Updates Since 2021

- M1 Parking – No minimum or maximum parking space requirements
- Heavy Equipment Businesses – Removed paved parking requirements
- Sign Ordinance – Increased allowable size on taller buildings and master sign plans
- Added new land use classifications (Doggy Day Care, Reception Hall)
- Chain link fencing in C2 (Commercial)
- Relaxed requirements on accessory buildings (garages and sheds)
- Modernized non-conforming use chapter
- Allowed Parklets on city streets
- Adjusted daycare center requirements



Development Review Team

Four Primary DRT Departments



Planning
Department

Inspections
Department



Engineering
Department

Fire
Department



Other DRT Partners



Minot
Chamber
EDC

Minot Park
District



Minot Rural
Fire
Department

Ward County



Questions

