



Regular Renaissance Zone Review Board Meeting

Thursday, July 23, 2026, at 9:00 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
2. ADOPT MEETING MINUTES
 - 2.1. APPROVE JUNE 25, 2026 REGULAR MEETING MINUTES
3. RENAISSANCE ZONE APPLICATIONS
4. FACADE IMPROVEMENT PROGRAM APPLICATIONS
 - 4.1. FI-15 - TIME EXTENSION REQUEST (110 E CENTRAL AVE)
 - 4.2. CASE NO. FI-22 - A REQUEST BY DANIEL ALBERTSON, FOR A FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN OF UP TO \$180,000.00 FOR IMPROVEMENTS PROPOSED AT 21 MAIN ST SOUTH
 - 4.3. CASE NO. FI-23 - A REQUEST BY DANIEL ALBERTSON, FOR A FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN OF UP TO \$100,000.00 FOR IMPROVEMENTS PROPOSED AT 16 MAIN ST SOUTH
5. OTHER BUSINESS
6. NEXT SCHEDULED MEETING
 - 6.1. AUGUST 27, 2026, 9:00 AM
7. ADJOURNMENT

On June 25, 2026, 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). Chairman Bailey called the meeting to order at 09:00 AM.

1. CALL TO ORDER/ROLL CALL

2. ADOPT MEETING MINUTES

2.1. ADOPT THE MEETING MINUTES OF THE APRIL 23, 2026 REGULAR MEETING

The motion to approve April 23, 2026 regular meeting minutes was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Hugret and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Amy Rogers, Betty Fedorchak, Jill Wald; nays: None.

3. RENAISSANCE ZONE APPLICATIONS

3.1. DISCUSSION ON BLOCK 1E

Mr. Billingsley discussed the removal of the homes within the block.

Tom Alexander arrived at 9:04am

Alderman Pitner brought up moving the block completely to another area.

PIO could be used to get word out and see a better area for this block to be placed.

It is recommended to check all blocks overall.

The motion to direct staff to give comprehensive review of all blocks and who has used the program and who hasn't was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Hugret and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Jill Wald; nays: None.

4. FACADE IMPROVEMENT PROGRAM APPLICATIONS

4.1. APPROVAL OF WINDOW COVERINGS FOR CASE NO. FI-16 (13 1ST ST. SE)

Mr. Billingsley informed the board that the applicant brought in two options for the board to choose for window coverings, since there is an apartment with a main-facing window.

The motion to approve vertical blinds window coverings for FI-16 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, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Jill Wald; nays: None.

4.2. FACADE IMPROVEMENT PROGRAM FUND BALANCE

One property under construction — the Ackerman site next to railroad tracks

FI-16 should be getting reimbursement within a few weeks.

FI-18, FI-19, FI-20 & FI-21 all signed contracts.

Mr. Billingsley expected to get 2 applications to come in before change to guidelines for the program.

Billi Gunderson addressed the board about the limited progress being made towards the ADA requirements.

Jill Wald left at 9:42am

5. OTHER BUSINESS

5.1. FAREWELL TO ALDERMAN PITNER

Mr. Billingsley thanked Alderman Paul Pitner for everything he had done.

6. NEXT SCHEDULED MEETING

6.1. NEXT MEETING - THURSDAY, JULY 23, 2026

7. ADJOURNMENT

With no more business, the meeting was adjourned at 9:49am.

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



TO: To Whom It May Concern

FROM: Brian Billingsley, Community Development Director

DATE: July 23, 2026

SUBJECT: FI-15 - TIME EXTENSION REQUEST (110 E CENTRAL AVE)

I. RECOMMENDED ACTION

Administratively approve the time extension and give the applicant until December 31, 2026 to finish the project.

II. DEPARTMENT CONTACT PERSONS

Brian Billingsley, Community Development Director, 701-857-4122

III. DESCRIPTION

A. Background

Facade Improvement Project FI-15 was approved by the City Council on July 7, 2025. The applicant had asked for a previous extension in October 2025. The extension will give them 6 months to finish the project.

B. Proposed Project

A time extension will allow the applicant to finish up the work. They have experienced delays in the manufacturing of windows.

C. Recommendation Detail

Staff doesn't object to this request. The Board has approved several time extensions on previous projects.

IV. IMPACT

A. Service/Delivery Impact:

A 6 month extension will allow the applicant to finish the work.

B. Fiscal Impact

N/A

Project Costs

N/A

Project Funding

N/A

VI. ALTERNATIVES

The Board can grant a longer time extension, if they feel it is necessary, as long as it does not exceed seven months total.

Fw: Freight Building Completion

From Brian Billingsley <brian.billingsley@minotnd.gov>
Date Thu 7/16/2026 1:58 PM
To Hannah Hornberger <hannah.hornberger@minotnd.gov>

Hannah,

Please add this email to the Ren. Zone agenda. The formal request is a time extension to December 31, 2026.

Brian

Brian K. Billingsley, AICP

City of Minot, Community & Economic Development Director

Office Phone # (701) 857-4147



From: Ryan Ackerman <Ryan.Ackerman@ackerman-estvold.com>
Sent: Thursday, July 16, 2026 1:31 PM
To: Brian Billingsley <brian.billingsley@minotnd.gov>
Cc: jessicajackerman@gmail.com <jessicajackerman@gmail.com>
Subject: FW: Freight Building Completion

Caution: This message has originated from an **External Source**.

Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Brian,

Hight Construction is significantly behind schedule on the Freight House project. They have outlined their anticipated schedule below.

On behalf of Aksal Group, LLC, I am requesting a schedule adjustment in the contract between Aksal Group and the City of Minot related to the Façade Improvement Program. Hight Construction has cited colder than expected weather in May, which delayed their mason, as well as delays in manufacturing from their window supplier.

I appreciate any consideration the City can provide to this issue.

Sincerely,

Ryan Ackerman, PE
Ackerman-Estvold
1907 17th Street SE
Minot, ND 58701
Office: 701.837.8737
Direct: 701.857.9113

www.ackerman-estvold.com

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Please consider the environment before printing this e-mail

From: Jayden Larson <jayden@hightconstruction.com>
Sent: Tuesday, July 14, 2026 1:46 PM
To: Ryan Ackerman <Ryan.Ackerman@ackerman-estvold.com>
Subject: Freight Building Completion

You don't often get email from jayden@hightconstruction.com. [Learn why this is important](#)

Hey Ryan,

As discussed in our meeting last week, below is a schedule of when we can expect items for the Freight Building Facade Improvement project to be completed.

Finish demo at existing openings - Done the week of the 7/20.

Faux Openings - 2 weeks (After FGP does windows, we will work as they complete)

Basement work - 1 week after demo is complete (Waiting on ASI for changes)

Windows and doors - Tentative scheduled to leave Quakers facility 8/24. Install to begin 8/26. Install to be completed 9/11 as long as ship date does not change from quaker.

Masonry work - Done by the end of August because he couldn't start until May due to cold weather.

I appreciate you taking the time to meet with us to discuss this project. Let me know if you need anything else from us.

Thank you!

Jayden Larson | Project Manager / Designer | Hight Construction, LLC
jayden@hightconstruction.com | www.hightconstruction.com

MINOT, ND OFFICE:

21 2nd St NE

PO Box 458

Minot, ND 58702-0458

Tel: 701.839.5819

Fax: 701.839.1094

ND License: 28529 Class A



HOW'RE WE DOING?



**GET BID
INVITES!**



FAÇADE IMPROVEMENT PROGRAM LOAN AGREEMENT

This Agreement (hereinafter "Agreement") is executed and made effective as of July 3, 2025 (hereinafter "Effective Date"), and is by and between the City of Minot, a North Dakota municipality (hereinafter "City") and Aksal Group, LLC (hereinafter "Property Owner"). City and Property Owner are jointly referred to herein as the Parties. This Agreement concerns façade improvements made to the following property:

NAME OF BUSINESS/DESCRIPTION OF PROPERTY: Aksal Group, LLC

ADDRESS OF PROPERTY TO BE IMPROVED: 110 Central Ave. E.

PARCEL ID: MI24.G20.000.0030

LEGAL DESCRIPTION: Citizens Alley Addition, Lot 3

WHEREAS, the City implemented a Façade Improvement Program (hereinafter "Program") to provide public funds as an incentive to encourage private investment for exterior true-to-period façade improvements to properties located in the City's Central Business District;

WHEREAS, Property Owner applied for funding assistance related to a complete façade renovation or replacement;

WHEREAS, City proposes to make financial support available to assist the Property Owner to complete the façade renovation or replacement in accordance with the approved application;

WHEREAS, City's financial support will consist of a no-interest forgivable loan up to 75% of the total project costs, but in no event more than \$171,696 (APPROVED BY COUNCIL);

WHEREAS Façade Loans are to be reimbursable and used solely for a portion of the project costs.

NOW, THEREFORE, in consideration of the promises of the parties' and other valuable consideration, the receipt and adequacy of which are acknowledged by each party to the other, City and Property Owner covenant and agree, as follows:

1. Loan Amount. City shall lend Property Owner and Property Owner shall borrow from City the sum of up to \$171,696 (APPROVED BY COUNCIL); in the form of a no-interest, forgivable loan, the terms of which are contained in the promissory note attached hereto as Exhibit A (hereinafter "Façade Loan"). The Façade Loan shall be used solely for reimbursement of costs associated with the Property Owner's approved complete façade renovation or replacement, more specifically described in the Property Owner's application for funding (hereinafter "Project"). The Façade Loan will be disbursed to Property Owner, subject to the conditions of the Agreement, and provided the Property Owner has met and fully satisfied the following requirements: (i) this Agreement and the promissory note have been duly-executed by an authorized representative of Property

Owner; (ii) personal guarantees have been duly-executed by each principal of the Property Owner; and (iii) Property Owner has satisfied the Conditions Precedent set forth in Section 2 of this Agreement.

The Façade Loan shall be repaid to City in one installment, without interest, ten years after the City distributes the Façade Loan to Property Owner (hereinafter “Façade Loan Repayment Date,” subject to the provisions of Section 3 of this Agreement.

2. Conditions Precedent to Payment of Façade Loan. The Parties expressly acknowledge and agree that the following listed conditions shall be considered conditions precedent and that all of these conditions must be satisfied in full before the City disburses any Façade Loan funds.
 - a. Project Plan. Property Owner’s application, as approved, is attached and incorporated into this Agreement as Exhibit C. Property Owner agrees to complete the Project in accordance with the approved plans, design drawings, and specifications set forth in Exhibit C and attachments thereto and in accordance with the terms of this Agreement.
 - b. Project Completion. The Project shall be completed on or before May 31, 2026. The City Council, in its reasonable discretion, may allow extensions due to inclement weather or difficulty in obtaining building materials.
 - c. Verification of Project Completion. Within 30 days of completion of the Project, the Property Owner shall notify the City’s Economic Development Administrator and schedule a time for an inspection.
 - i. If the Project is deemed complete and in compliance with Exhibit C, the Economic Development Administrator shall inform the Property Owner of that, in writing.
 - ii. In the event that the Economic Development Administrator identifies inconsistencies in the approved plans and actual work completed, the Economic Development Administrator shall notify the Property Owner, in writing, and provide a timeframe for correction of the required work. All work that is not in conformance with the approved plans, design drawings, and specifications must be remedied by the Property Owner and made to comply with the approved plans, design drawings, and specifications at the Property Owner’s expense. The City will not reimburse the Property Owner for any expense required to correct deficient or improper work.
 - d. Submission of Necessary Documentation. Within 30 days of receiving written verification that the Project is complete and in compliance with Exhibit C, Property Owner shall submit invoices, receipts, bank statements, credit card receipts, or other allowable written proof of Project costs to the Economic Development Administrator. If a contractor is retained to complete the façade improvements, a properly executed and notarized contractor’s statement to the Economic Development Administrator showing the full cost of the work, as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials, or equipment necessary to complete the façade and streetscape improvement related work. In addition, the Property Owner shall submit to the Economic Development Administrator proof

of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The Economic Development Administrator and Finance Director shall review the documentation and provide written verification that the costs submitted are eligible for reimbursement.

- e. No Default. The Property Owner shall not be in default under this Agreement or adjudicated in default by a court of competent jurisdiction on any other agreement, obligation, representation, or promise with any other entity doing business in the State of North Dakota.
 - f. In Good Standing. The Property Owner shall be, and remain throughout the term of this Agreement, in good standing under the laws of the State of North Dakota.
 - g. Duly Authorized. The Property Owner shall be duly-authorized to enter into this Agreement and to perform its obligations hereunder.
 - h. Solvent. Property Owner shall be, and remain throughout the term of this Agreement, a solvent corporation capable of fulfilling its obligations hereunder, and shall not be the subject of any "Insolvency Event." For purposes of this Agreement, the term Insolvency Event means (a) Property Owner's (i) failure to generally pay its debts as such debts become due; (ii) admission in writing that it is unable to pay its debts generally; or (iii) general assignment for the benefit of creditors; (b) a proceeding instituted by or against Property Owner (i) seeking to adjudicate it bankrupt or insolvent; (ii) seeking liquidation, winding up, reorganization, arrangement, adjustment, protection, relief, or composition of it or its debts under any law relating to bankruptcy, insolvency, or reorganization or relief of debtors; or (iii) seeking entry of an order for relief or the appointment of a receiver, trustee, or other similar official for it or for any substantial part of its property (and in the case of any such proceeding instituted against Property Owner, such proceeding shall remain undismissed for a period of sixty (60) days or any of the actions sought in such proceeding shall occur); or (c) Property Owner takes any action to authorize any of the aforementioned actions.
 - i. No Conflicting Obligations. Neither the execution and delivery of this Agreement, nor Property Owner's performance of its obligations hereunder, shall breach any known obligation, right or interest of a third party, regulatory agency, Board of Directors or other governing body with authority over Property Owner.
 - j. Automatic Door. In accordance with City of Minot Code of Ordinances Chapter 9, Article VIII, Section 9-137, every building open to public use that has received the benefit of public funds from the city to make building improvements or construct a new building shall provide for the installation of an automatic door for at least one main entrance to the building. If the immediate interior of the building is only accessible through a vestibule, the requirement requires the installation of as many automatic doors as are necessary to allow passage through the vestibule and into the immediate interior of the building.
3. Repayment and Forgiveness of Façade Loan. Property Owner shall repay the Façade Loan, in full, on or before the Façade Loan Repayment Date. However, Property Owner

will be deemed to have made full payment against the balance of the Façade Loan if the described conditions are satisfied on or before the Façade Loan Repayment Date:

- a. Annual Inspections. The Property Owner shall allow the Economic Development Administrator to complete annual inspections of the facade. The Economic Development Administrator will document their annual inspection in writing and provide a copy of the annual inspection to the Property Owner.
- b. Façade Maintenance. The Property Owner shall maintain their facade in a manner that is consistent with the approved application, approved plans, design drawings and specifications and in accordance with this Agreement and any applicable laws or regulations. In the event the Property Owner intends to modify the facade for any reason, including for general maintenance, and the modification will produce visible differences in the approved application and design, the modification must be first reviewed and approved, in writing, by the Economic Development Administrator. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the original plans, design drawings, and specifications approved pursuant to this Agreement.
- c. Graffiti Removal. The Property Owner shall maintain the façade in appearance and agrees to remove any graffiti within forty-eight hours, or if not possible within that timeframe because of weather conditions, as soon as weather conditions reasonably permit.
- d. Insurance. The Property Owner shall secure and keep in force insurance for the replacement value of the structure, proof of which will be provided to the City within twenty-four hours of City's request. The insurance must cover restoration of the façade in compliance with the Program, and such insurance must be secured upon completion of the renovated façade. To the extent required by North Dakota law, Property Owner and their contractor(s) shall carry worker's compensation insurance to cover all workers involved in the project. Property Owner shall also maintain, at their own expense, general liability insurance covering the subject property and the resultant uses thereof. The Property Owner shall provide the City with copies of these Certificates of Insurance and shall provide the City with notice of any cancellation or change in coverage during the term of this Agreement. Any lapse of insurance coverage during the term of this Agreement shall be considered a material breach of this Agreement.
- e. Lighting Requirements. The Property Owner shall light all display windows and signs every day, from dusk until 10:00 P.M.
- f. Signage Requirements. After completion, Property Owner shall display a sign (provided by the City) indicating participation in the City's Façade Improvement Program. The sign shall be displayed on either the exterior or in the front window of the building for a period of thirty (30) days.
- g. Property Occupation. Property Owner agrees to maintain use and occupancy of the first floors of the building or, in the event of a vacancy, actively market the space to attempt to maintain use and occupancy of the first floor of the building.

- h. Successors. This Agreement shall be binding upon the City and Property Owner and its successors. It shall be the responsibility of the Property Owner to inform subsequent property owners of the provisions of this Agreement. In the event the Property Owner sells the real property enrolled in the Façade Improvement Program, he or she shall assign, with prior written approval from the City Council, all of the obligations to the buyer of the real property.
 - i. Observe Common Hours. In the event that a Business Improvement District (BID) is formed downtown, retail uses shall conform to hours of operation as set by the district.
- 4. Default. In the event of default by Property Owner of any of the material terms or conditions of this Agreement, where City has provided written notice of such default to Property Owner and where such default is not cured within 30 days of the written notice, City may, upon ten (10) days' notice to Property Owner, declare the Façade Loan immediately due and payable.
- 5. Consequences of Default. If Property Owner breaches the terms of this Agreement, Property Owner shall not be entitled to be eligible for a future façade improvement program loan until Property Owner completes the Façade Loan repayment to City. This qualification attaches to Property Owner and to each principal of Property Owner (including other entities owned in whole or in part by a Principal of Property Owner).
- 6. Payment to Third Parties. The City shall not be a party to nor is it liable for any contractual payments to any contractors, architects, or other third parties. Payments to any contractors, architects, or other parties are the sole responsibility of the Property Owner, and the Property Owner agrees to indemnify, warrant and defend the City from any such claims from third parties for payment.
- 7. Further Assurances. Property Owner shall, upon request from City, execute and delivery all further instruments and cause to be done all further acts that may be necessary and/or proper to carry out the provisions and purposes of this Agreement.
- 8. Amendments. This Agreement may be amended at any time by agreement of the Parties evidenced in writing, signed by both Parties.
- 9. Survival. The terms and conditions of this Agreement shall survive execution of any additional documents contemplated by this Agreement, including (but not limited to) the Promissory Notes, unless the subsequent documents clearly reference this Agreement and contain a statement or statements that the terms and conditions are amended or superseded.
- 10. Assignment of this Agreement. Property Owner may not, voluntarily or involuntarily, transfer, assign, or delegate to any other person or entity all or any part of its rights or obligations arising under this Agreement without the prior written consent of City.
- 11. Authority to Execute Agreement. Each party represents and warrants that this Agreement has been duly authorized, executed, and delivered by it; that the undersigned representatives are duly authorized to sign this Agreement on behalf of the party for whom they are signing and whom they represent; and that this Agreement constitutes a valid and binding obligation, enforceable in accordance with its terms.
- 12. Notices. All notices, certifications, or communications required by this Agreement shall be given in writing and shall be deemed delivered.

To CITY:

City of Minot City Manager's Office
c/o City Manager
PO Box 5006
Minot ND 58702

To PROPERTY OWNERS:

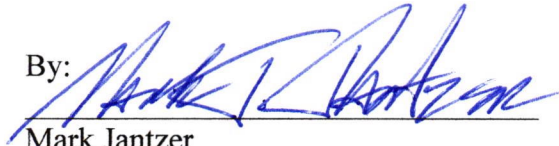
Aksal Group, LLC
c/o Ryan Ackerman and Jessica Ackerman
1112 Sunrise Court SE
Minot, ND 58701

13. Complete Agreement. This Agreement, including exhibits hereto, contains all agreements between the Parties. There are no other representations, warranties, agreements, or understandings, oral, written, or implied, among the Parties, except to the extent reference is made thereto in this Agreement.
14. Severability. If a court of competent jurisdiction finds any part of this Agreement to be invalid, the remainder of this Agreement shall not be invalidated. Any part of any section found to be invalid shall not invalidate the remaining part of said section, and the invalid section may be reformed to be valid and enforceable to the extent allowed by law.
15. Signatures. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
16. Captions. The captions and headings in this Agreement are for convenience only and do not limit, define, or describe the scope or intent of any provision of this Agreement.
17. Applicable Law and Jurisdiction. This Agreement shall be governed in all respects, whether as to validity, construction, performance, or otherwise, by the laws of the State of North Dakota. All parties agree the proper forum for the resolution of any dispute or claim pursuant to this Agreement shall be the District Court of Ward County, North Dakota, and irrevocably consent to the jurisdiction of these courts, waiving all defenses of inconvenient forum or otherwise.
18. Indemnification. The Property Owner understands and agrees that the City, and its officers, agents, and employees shall have no responsibility or liability of any failure of inadequacy of performance or defective workmanship or materials in regard to the agreed-upon improvements that this Agreement contemplates. Property Owner shall indemnify, release, and defend and hold the City, its officers, employees, and agents harmless from all claims, losses, liabilities, damages, suits, actions or proceedings by any person including the Property Owner, its employees and agency from personal injury, death, or property damage from any cause whatsoever in whole or in part arising out of this Agreement or the activities contemplated hereunder.
19. Attorneys' Fees. In the event any lawsuit is initiated under this Agreement, and City is the prevailing party, Property Owner shall, except when prohibited by law, pay City's reasonable attorney fees and costs in connection with the lawsuit.

20. Binding Effect. This Agreement shall be binding upon the Parties hereto and upon their respective successors and assigns.
21. Open Records. Property Owner understands that the City must comply with the state's open records laws, and will make all books and records pertaining to the City's façade improvement project available to the City for inspection, review and audit purposes at all reasonable times upon requests for records for the period of this agreement and for three (3) years thereafter.

Dated: July 7, 2025. CITY OF MINOT

By:

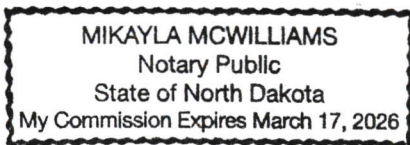


Mark Jantzer

Its: Acting Mayor

STATE OF NORTH DAKOTA)
) SS.
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on July 7, 2025
by Acting Mayor Mark Jantzer on behalf of the City of Minot.



Mikayla McWilliams
Notary Public

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Dated: July 3, 2025.

PROPERTY OWNER

By:

[Signature]

Its:

Managing Member

(SECOND LINE FOR SIGNATURE IF NEEDED)

STATE OF NORTH DAKOTA)
) SS.
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on July 3, 2025

by Jessica Ackerman on behalf of Aksal Group, LLC,
PROPERTY OWNER(S).

ROBBY L BERARD
Notary Public
State of North Dakota
My Commission Expires Dec. 28, 2027

[Signature]
Notary Public

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EXHIBIT A: PROMISSORY NOTE

Date: (Date of Disbursement)

FOR VALUE RECEIVED, and in accordance with that certain Façade Improvement Program Loan Agreement by and between the City of Minot, North Dakota (hereinafter "City") and Aksal Group, LLC (hereinafter "Property Owner") effective the (date of execution of agreement) (the "**Façade Loan Agreement**"), Property Owner promises to pay to the order of City, at the times and in the manner hereinafter provided, the sum of **(NOT TO EXCEED \$171,696 AMOUNT DISBURSED)** (Forgivable Loan) with no interest on or before INSERT FAÇADE LOAN REPAYMENT DATE (THE "Façade Loan Repayment Date") as provided by the Façade Loan Agreement, the terms of which are incorporated and made part of this instrument; *provided*, however, in the event that the conditions specified in Section 3 of the Façade Loan Agreement are satisfied, the Loan payment shall be forgiven by City as if the payment due had been paid by Property Owner on its due date.

In the event of default in any payment due under this Note or in the event of default by Property Owner under the Façade Loan Agreement, then at the option of the holder of this Note, all of the amount then owing under this Note shall immediately become due and payable, with five days written notice to Property Owner, which hereby waives demand, presentment, notice of protest and notice of dishonor. The failure to assert this right shall not be deemed a waiver.

Property Owner shall have the right to prepay the obligation set forth in this Note in whole or in part at any time without penalty.

It is further understood that this Note is secured by personal guaranties from Aksal Group, LLC in substantially the form attached hereto as Exhibit B.

IN WITNESS WHEREOF, Property Owner has caused this Note to be executed effective this _____ day of _____, 20____.

By: Ryan Ackerman, Authorized Member

By: Jessica Ackerman, Authorized Member

STATE OF NORTH DAKOTA)
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on _____, 20____ by
_____ on behalf Aksal Group, LLC.

Notary Public

EXHIBIT B: PERSONAL GUARANTEE
FAÇADE IMPROVEMENT PROGRAM
PERSONAL GUARANTY

Guarantor: Ryan Ackerman and Jessica Ackerman

Borrower: Aksal Group, LLC
Ryan Ackerman and Jessica Ackerman
c/o Registered Agent
1112 Sunrise Court SE
Minot, ND 58701

Lender: City of Minot
c/o Finance Director
PO Box 5006
Minot ND 58702

Note Amount: [not to exceed \$171,696]

Date of Note: [TBD]

CONTINUING GUARANTEE OF PAYMENT AND PERFORMANCE. For good and valuable consideration, Guarantor absolutely and unconditionally guarantees full and punctual payment and satisfaction of the Indebtedness of Borrower to Lender, and the performance and discharge of all Borrower's obligations under the Promissory Note (hereinafter "Note"), Façade Improvement Program Loan Agreement (hereinafter "Agreement"), and the Related Documents. This is a guaranty of payment and performance and not of collection, so Lender can enforce this Guaranty against Guarantor even when Lender has not exhausted Lender's remedies against anyone else obligated to pay the Indebtedness or against any collateral securing the Indebtedness, this Guaranty or any other guaranty of the Indebtedness. Guarantor will make any payments to Lender or its order, on demand, in legal tender of the United States of America, in same-day funds, without set-off or deduction or counterclaim, and will otherwise perform Borrower's obligations under the Note, Agreement, and Related Documents. Under this Guaranty, Guarantor's liability is unlimited and Guarantor's obligations are continuing.

INDEBTEDNESS. The word "Indebtedness" as used in this Guaranty means all of the principal amount outstanding from time to time and at any one or more times, accrued unpaid interest thereon and all collection costs and legal expenses related thereto permitted by law, reasonable attorneys' fees, arising from any and all debts, liabilities and obligations of every nature or form, now existing or hereafter arising or acquired, that Borrower individually or collectively or interchangeably with others, owes or will owe Lender. "Indebtedness" includes, without limitation, loans, advances, debts, overdraft indebtedness, credit card indebtedness, lease obligations, liabilities and obligations under any interest rate protection agreements or foreign currency exchange agreements or commodity price protection agreements, other obligations, and liabilities of Borrower, and any present or future judgments against Borrower, future advances, loans or transactions that renew, extend, modify, refinance, consolidate or substitute these debts, liabilities and obligations whether: voluntarily or involuntarily incurred; due or to become due by their terms or acceleration; absolute or contingent; liquidated or unliquidated; determined or undetermined; direct or indirect; primary or secondary in nature or arising from a guaranty or surety; secured or unsecured; joint or several or joint and several; evidenced by a negotiable or non-negotiable instrument or writing; originated by Lender or another or others; barred or unenforceable against Borrower for any reason whatsoever; for any transactions that may be voidable for any reason (such as infancy, insanity, ultra vires or otherwise); and originated then reduced or extinguished and then afterwards increased or reinstated.

If Lender presently holds one or more guaranties, or hereafter receives additional guaranties from Guarantor, Lender's rights under all guaranties shall be cumulative. This Guaranty shall not (unless specifically provided below to the contrary) affect or invalidate any such other guaranties. Guarantor's liability will be Guarantor's aggregate liability under the terms of this Guaranty and any such other untermiated guaranties.

CONTINUING GUARANTY. THIS IS A "CONTINUING GUARANTY" UNDER WHICH GUARANTOR AGREE TO GUARANTEE THE FULL AND PUNCTUAL PAYMENT, PERFORMANCE AND SATISFACTION OF THE INDEBTEDNESS OF BORROWER TO LENDER, NOW EXISTING OR HEREAFTER ARISING OR ACQUIRED, ON AN OPEN AND CONTINUING BASIS. ACCORDINGLY, ANY PAYMENTS MADE ON THE INDEBTEDNESS WILL NOT DISCHARGE OR DIMINISH GUARANTOR'S OBLIGATIONS AND LIABILITY UNDER THIS GUARANTY FOR ANY REMAINING AND SUCCEEDING

INDEBTEDNESS EVEN WHEN ALL OR PART OF THE OUTSTANDING INDEBTEDNESS MAY BE A ZERO BALANCE FROM TIME TO TIME.

DURATION OF GUARANTY. This Guaranty will take effect when received by Lender without the necessity of any acceptance by Lender, or any notice to Guarantor or to Borrower, and will continue in full force until all the Indebtedness incurred or contracted before receipt by Lender of any notice of revocation shall have been fully and finally paid and satisfied and all of Guarantor's other obligations under this Guaranty shall have been performed in full. If Guarantor elect to revoke this Guaranty, Guarantor may only do so in writing. Guarantor's written notice of revocation must be mailed to Lender, by certified mail, at Lender's address listed above or such other place as Lender may designate in writing. Written revocation of this Guaranty will apply only to new Indebtedness created after actual receipt by Lender of Guarantor's written revocation. For this purpose and without limitation, the term "new Indebtedness" does not include the Indebtedness which at the time of notice of revocation is contingent, unliquidated, undetermined or not due and which later becomes absolute, liquidated, determined or due. For this purpose and without limitation, "new Indebtedness" does not include all or part of the Indebtedness that is: incurred by Borrower prior to revocation; incurred under a commitment that became binding before revocation; any renewals, extensions, substitutions, and modifications of the Indebtedness. This Guaranty shall bind Guarantor's estate as to the Indebtedness created both before and after Guarantor's death or incapacity, regardless of Lender's actual notice of Guarantor's death. Subject to the foregoing, Guarantor's executor or administrator or other legal representative may terminate this Guaranty in the same manner in which Guarantor might have terminated it and with the same effect. Release of any other guarantor or termination of any other guaranty of the Indebtedness shall not affect the liability of Guarantor under this Guaranty. A revocation Lender receives from any one or more Guarantors shall not affect the liability of any remaining Guarantors under this Guaranty. **It is anticipated that fluctuations may occur in the aggregate amount of the Indebtedness covered by this Guaranty, and Guarantor specifically acknowledge and agree that reductions in the amount of the Indebtedness, even to zero dollars (\$0.00), shall not constitute a termination of this Guaranty. This Guaranty is binding upon Guarantor and Guarantor's heirs, successors and assigns so long as any of the Indebtedness remains unpaid and even though the Indebtedness may from time to time be zero dollars (\$0.00).**

GUARANTOR'S AUTHORIZATION TO LENDER. Guarantor authorizes Lender, either before or after any revocation hereof, **without notice or demand and without lessening Guarantor's liability under this Guaranty, from time to time:** (A) prior to revocation as set forth above, to make one or more additional secured or unsecured loans to Borrower, to lease equipment or other goods to Borrower, or otherwise to extend additional credit to Borrower; (B) to alter, compromise, renew, extend, accelerate, or otherwise change one or more times the time for payment or other terms of the Indebtedness or any part of the Indebtedness, including increases and decreases of the rate of interest on the Indebtedness; extensions may be repeated and may be for longer than the original loan term; (C) to take and hold security for the payment of this Guaranty or the Indebtedness, and exchange, enforce, waive, subordinate, fail or decide not to perfect, and release any such security, with or without the substitution of new collateral; (D) to release, substitute, agree not to sue, or deal with any one or more of Borrower's sureties, endorsers, or other guarantors on any terms or in any manner Lender may choose; (E) to determine how, when and what application of payments and credits shall be made on the Indebtedness; (F) to apply such security and direct the order or manner of sale thereof, including without limitation, any nonjudicial sale permitted by the terms of the controlling security agreement or deed of trust, as Lender in its discretion may determine; (G) to sell, transfer, assign or grant participations in all or any part of the Indebtedness; and (H) to assign or transfer this Guaranty in whole or in part.

GUARANTOR'S REPRESENTATIONS AND WARRANTIES. Guarantor represents and warrants to Lender that (A) no representations or agreements of any kind have been made to Guarantor which would limit or qualify in any way the terms of this Guaranty; (B) this Guaranty is executed at Borrower's request and not at the request of Lender; (C) Guarantor has full power, right and authority to enter into this Guaranty; (D) the provisions of this Guaranty do not conflict with or result in a default under any agreement or other instrument binding upon Guarantor and do not result in a violation of any law, regulation, court decree or order applicable to Guarantor; (E) Guarantor has not and will not, without the prior written consent of Lender, sell, lease, assign, encumber, hypothecate, transfer, or otherwise dispose of all or substantially all of Guarantor's assets, or any interest therein; (F) upon Lender's request, Guarantor will provide to Lender financial and credit information in form acceptable to Lender, and all such financial information which currently has been, and all future financial information which will be provided to Lender is and will be true and correct in all material respects and fairly present Guarantor's financial condition as of the dates the financial information is provided; (G) no material adverse change has occurred in Guarantor's financial

condition since the date of the most recent financial statements provided to Lender and no event has occurred which may materially adversely affect Guarantor's financial condition; (H) no litigation, claim, investigation, administrative proceeding or similar action (including those for unpaid taxes) against Guarantor is pending or threatened; (I) Lender has made no representation to Guarantor as to the creditworthiness of Borrower; and (J) Guarantor has established adequate means of obtaining from Borrower on a continuing basis information regarding Borrower's financial condition. Guarantor agrees to keep adequately informed from such means of any facts, events, or circumstances which might in any way affect Guarantor's risks under this Guaranty, and Guarantor further agree that Lender shall have no obligation to disclose to Guarantor any information or documents acquired by Lender in the course of its relationship with Borrower.

GUARANTOR'S WAIVERS. Except as prohibited by applicable law, Guarantor waives any right to require Lender (A) to continue lending money or to extend other credit to Borrower; (B) to make any presentment, protest, demand, or notice of any kind, including notice of any nonpayment of the Indebtedness or of any nonpayment related to any collateral, or notice of any action or nonaction on the part of Borrower, Lender, any surety, endorser, or other guarantor in connection with the Indebtedness or in connection with the creation of new or additional loans or obligations; (C) to resort for payment or to proceed directly or at once against any person, including Borrower or any other guarantors; (D) to proceed directly against or exhaust any collateral held by Lender from Borrower, any other guarantor, or any other person; (E) to give notice of the terms, time, and place of any public or private sale of personal property security held by Lender from Borrower or to comply with any other applicable provisions of the Uniform Commercial Code; (F) to pursue any other remedy within Lender's power; or (G) to commit any act or omission of any kind, or at any time, with respect to any matter whatsoever.

Guarantor also waives any and all rights or defenses based on suretyship or impairment of collateral including, but not limited to, any rights or defenses arising by reason of (A) any "one action" or "anti-deficiency" law or any other law which may prevent Lender from bringing any action, including a claim for deficiency, against Guarantor, before or after Lender's commencement or completion of any foreclosure action, either judicially or by exercise of a power of sale; (B) any election of remedies by Lender which destroys or otherwise adversely affects Guarantor's subrogation rights or Guarantor's rights to proceed against Borrower for reimbursement, including without limitation, any loss of rights Guarantor may suffer by reason of any law limiting, qualifying, or discharging the Indebtedness; (C) any disability or other defense of Borrower, of any other guarantor, or of any other person, or by reason of the cessation of Borrower's liability from any cause whatsoever, other than payment in full in legal tender, of the Indebtedness; (D) any right to claim discharge of the Indebtedness on the basis of unjustified impairment of any collateral for the Indebtedness; (E) any statute of limitations, if at any time any action or suit brought by Lender against Guarantor is commenced, there is outstanding Indebtedness which is not barred by any applicable statute of limitations; or (F) any defenses given to guarantors at law or in equity other than actual payment and performance of the Indebtedness. If payment is made by Borrower, whether voluntarily or otherwise, or by any third party, on the Indebtedness and thereafter Lender is forced to remit the amount of that payment to Borrower's trustee in bankruptcy or to any similar person under any federal or state bankruptcy law or law for the relief of debtors, the Indebtedness shall be considered unpaid for the purpose of the enforcement of this Guaranty.

Guarantor further waives and agrees not to assert or claim at any time any deductions to the amount guaranteed under this Guaranty for any claim of setoff, counterclaim, counter demand, recoupment or similar right, whether such claim, demand or right may be asserted by the Borrower, the Guarantor, or both.

GUARANTOR'S UNDERSTANDING WITH RESPECT TO WAIVERS. Guarantor warrants and agrees that each of the waivers set forth above is made with Guarantor's full knowledge of its significance and consequences and that, under the circumstances, the waivers are reasonable and not contrary to public policy or law. If any such waiver is determined to be contrary to any applicable law or public policy, such waiver shall be effective only to the extent permitted by law or public policy.

SUBORDINATION OF BORROWER'S DEBTS TO GUARANTOR. Guarantor agrees that the Indebtedness, whether now existing or hereafter created, shall be superior to any claim that Guarantor may now have or hereafter acquire against Borrower, whether or not Borrower become insolvent. Guarantor hereby expressly subordinates any claim Guarantor may have against Borrower, upon any account whatsoever, to any claim that Lender may now or hereafter have against Borrower. In the event of insolvency and consequent liquidation of the assets of Borrower, through bankruptcy, by an assignment for the benefit of creditors, by voluntary liquidation, or otherwise, the assets of Borrower applicable to the payment of the claims of both Lender and Guarantor shall be paid to Lender and shall

be first applied by Lender to the Indebtedness. Guarantor does hereby assign to Lender all claims which they may have or acquire against Borrower or against any assignee or trustee in bankruptcy of Borrower; provided however, that such assignment shall be effective only for the purpose of assuring to Lender full payment in legal tender of the Indebtedness. If Lender so requests, any notes or credit agreements now or hereafter evidencing any debts or obligations of Borrower to Guarantor shall be marked with a legend that the same are subject to this Guaranty and shall be delivered to Lender. Guarantor agrees and Lender is hereby authorized, in the name of Guarantor, from time to time to file financing statements and continuation statements and to execute documents and to take such other actions as Lender deems necessary or appropriate to perfect, preserve and enforce its rights under this Guaranty.

MISCELLANEOUS PROVISIONS. The following miscellaneous provisions are a part of this Guaranty:

Amendments. This Guaranty, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this Guaranty. No alteration of or amendment to this Guaranty shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Attorneys' Fees; Expenses. Guarantor agrees to pay upon demand all of Lender's costs and expenses, including Lender's reasonable attorneys' fees and Lender's legal expenses, incurred in connection with the enforcement of this Guaranty. Lender may hire or pay someone else to help enforce this Guaranty, and Guarantor shall pay the costs and expenses of such enforcement. Costs and expenses include Lender's reasonable attorneys' fees and legal expenses whether or not there is a lawsuit, including reasonable attorneys' fees and legal expenses for bankruptcy proceedings (including efforts to modify or vacate any automatic stay or injunction), appeals, and any anticipated post-judgment collection services. Guarantor also shall pay all court costs and such additional fees as may be directed by the court.

Caption Headings. Caption headings in this Guaranty are for convenience purposes only and are not to be used to interpret or define the provisions of this Guaranty.

Governing Law. This Guaranty will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the State of North Dakota without regard to its conflicts of law provisions.

Choice of Venue. If there is a lawsuit, Guarantor agrees upon Lender's request to submit to the jurisdiction of the courts of the State of North Dakota, in Ward County.

Integration. Guarantor further agrees that Guarantor has read and fully understands the terms of this Guaranty; Guarantor has had the opportunity to be advised by Guarantor's attorney with respect to this Guaranty; the Guaranty fully reflects Guarantor's intentions and parol evidence is not required to interpret the terms of this Guaranty. Guarantor hereby indemnifies and holds Lender harmless from all losses, claims, damages, and costs (including Lender's attorneys' fees) suffered or incurred by Lender as a result of any breach by Guarantor of the warranties, representations and agreements of this paragraph.

Interpretation. In all cases where there is more than one Borrower or Guarantor, then all words used in this Guaranty in the singular shall be deemed to have been used in the plural where the context and construction so require; and where there is more than one Borrower named in this Guaranty or when this Guaranty is executed by more than one Guarantor, the words "Borrower" and "Guarantor" respectively shall mean all and any one or more of them. The words "Guarantor," "Borrower," and "Lender" include the heirs, successors, assigns, and transferees of each of them. If a court finds that any provision of this Guaranty is not valid or should not be enforced, that fact by itself will not mean that the rest of this Guaranty will not be valid or enforced. Therefore, a court will enforce the rest of the provisions of this Guaranty even if a provision of this Guaranty may be found to be invalid or unenforceable. If any one or more of Borrower or Guarantor are corporations, partnerships, limited liability companies, or similar entities, it is not necessary for Lender to inquire into the powers of Borrower or Guarantor or of the officers, directors, partners, managers, or other agents acting or purporting to act on their behalf, and any indebtedness made or created in reliance upon the professed exercise of such powers shall be guaranteed under this Guaranty.

Notices. Any notice required to be given under this Guaranty shall be given in writing, and, except for revocation notices by Guarantor, shall be effective when actually delivered, when actually received by telefacsimile (unless otherwise required by law), when deposited with a nationally recognized overnight courier, or, if mailed, when deposited in the United States mail, as first class, certified or registered mail postage prepaid, directed to the addresses shown near the beginning of this Guaranty. All revocation notices by Guarantor shall be in writing and shall be effective upon delivery to Lender as provided in the section of this Guaranty entitled "DURATION OF GUARANTY." Any party may change its address for notices under this Guaranty by giving formal written notice to the other parties, specifying that the purpose of the notice is to change the party's address. For notice purposes, Guarantor agrees to keep Lender informed at all times of Guarantor's current address. Unless otherwise provided by applicable law, if there is more than one Guarantor, any notice given by Lender to any Guarantor is deemed to be notice given to all Guarantors.

No Waiver by Lender. Lender shall not be deemed to have waived any rights under this Guaranty unless such waiver is given in writing and signed by Lender. No delay or omission on the part of Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Guaranty shall not prejudice or constitute a waiver of Lender's right otherwise to demand strict compliance with that provision or any other provision of this Guaranty. No prior waiver by Lender, nor any course of dealing between Lender and Guarantor, shall constitute a waiver of any of Lender's rights or of any of Guarantor's obligations as to any future transactions. Whenever the consent of Lender is required under this Guaranty, the granting of such consent by Lender in any instance shall not constitute continuing consent to subsequent instances where such consent is required and in all cases such consent may be granted or withheld in the sole discretion of Lender.

Successors and Assigns. Subject to any limitations stated in this Guaranty on transfer of Guarantor's interest, this Guaranty shall be binding upon and inure to the benefit of the parties, their successors as assigns.

DEFINITIONS. The following capitalized words and terms shall have the following meanings when used in this Guaranty. Unless specifically stated to the contrary, all references to dollar amounts shall mean amounts in lawful money of the United States of America. Words and terms used in the singular shall include the plural, and the plural shall include the singular, as the context may require. Words and terms not otherwise defined in this Guaranty shall have the meanings attributed to such terms in the Uniform Commercial Code:

Borrower. The word "Borrower" means TBD and includes all co-signers and co-makers signing the Note and all their successors and assigns.

Guarantor. The word "Guarantor" means everyone signing this Guaranty, including without limitation TBD, and in each case, any signer's successors and assigns.

Guaranty. The word "Guaranty" means this guaranty from Guarantor to Lender.

Indebtedness. The word "Indebtedness" means Borrower's indebtedness to Lender as more particularly described in this Guaranty.

Lender. The word "Lender" means City of Minot its successors and assigns.

Related Documents. The words "Related Documents" mean all promissory notes, development agreements, credit agreements, loan agreements, environmental agreements, guaranties, security agreements, mortgages, deeds of trust, security deeds, collateral mortgages, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the Indebtedness.

EACH UNDERSIGNED GUARANTOR ACKNOWLEDGES HAVING READ ALL THE PROVISIONS OF THIS GUARANTY AND AGREE TO ITS TERMS. IN ADDITION, EACH GUARANTOR UNDERSTANDS THAT THIS GUARANTY IS EFFECTIVE UPON GUARANTOR'S EXECUTION AND DELIVERY OF THIS GUARANTY TO LENDER AND THAT THE GUARANTY WILL CONTINUE UNTIL TERMINATED IN THE MANNER SET FORTH IN THE SECTION TITLED "DURATION OF GUARANTY". NO FORMAL ACCEPTANCE BY LENDER IS NECESSARY TO MAKE THIS GUARANTY EFFECTIVE. THIS GUARANTY IS DATED AS OF (TBD).

GUARANTOR:

Ryan Ackerman (PRINCIPAL)

Jessica Ackerman (PRINCIPAL)

State of _____

County of _____

On this ____ day of _____, in the year _____ before me personally appeared
_____ known to be the person who is described in and who executed the within instrument, and
acknowledgment to me that he executed the same.

Notary Public

EXHIBIT C: APPLICATION AND DESIGN DRAWINGS

(Please Attach here)



TO: To Whom It May Concern

FROM: Brian Billingsley, Community Development Director

DATE: July 23, 2026

**SUBJECT: CASE NO. FI-22 - A REQUEST BY DANIEL ALBERTSON, FOR A
FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN OF UP TO
\$180,000.00 FOR IMPROVEMENTS PROPOSED AT 21 MAIN ST
SOUTH**

I. RECOMMENDED ACTION

Recommend approval of this application to the City Council.

II. DEPARTMENT CONTACT PERSONS

Brian Billingsley, Community Development Director, 701-857-4122

III. DESCRIPTION

A. Background

Daniel Albertson is requesting a facade improvement program forgivable loan of \$180,000.00 for improvements proposed at 21 Main St S.

B. Proposed Project

This site contains two building frontages (west frontage is 21 S. Main and south frontage is 15 1st Ave. E). The property is considered a double frontage property. The applicant will be replacing doors and windows on both frontages of the building and repairing masonry work. The bid includes engraving for the block below the parapet. Interior lighting will be installed on the ceiling above the entryway windows. An ADA push button door will be required on at least one entryway door, per city ordinance.

C. Recommendation Detail

The low bid for this project came in at \$340,000.00 by Rolac Contracting. The applicant is eligible for up to \$180,000.00 in assistance.

IV. IMPACT

B. Service/Delivery Impact:

Work on this project can begin after City Council approval.

C. Fiscal Impact

Briefly state how this project is being funded. Add written context in the paragraph so the dollar amounts, sources of funding, and expenses are made clear and document whether the project was included in the approved budget

Project Costs

\$340,000.00 is the low bid. The applicant is eligible for up to \$180,000.00 in assistance.

Project Funding

Facade Improvement Program

VI. ALTERNATIVES

The Council can table this request and ask for more information.

City of Minot

Economic Development Division

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal@minotnd.org
(701) 420-4524

Application for City of Minot Façade Improvement Program

APPLICANT INFORMATION

Daniel Albertson	21 Main St S Ste:100 Minot, ND 58701	Yes
Building Owner	Address	Primary Contact?
Phone	Email	
Applicant (if different)	Address	Primary Contact?
Phone	Email	
Is the applicant a subsidiary or direct/indirect affiliate of any other organization? Yes No		

GENERAL INFORMATION

Building Address	21 Main St S Minot, ND 58701	Property Zoning
Year building was built and (approximate) dates of any exterior changes?		
Is the property currently occupied?	Yes	No
If no, what is the current use of the property? Rental Property		
Please list each occupant of the facility in question, together with a description of the business use, their percentage of occupancy of the facility to be financed, and include a copy of their lease.		

Occupant 1 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs
Occupant 2 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs
Occupant 3 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs

ADDITIONAL PROPERTY OWNER INFORMATION: list all additional property owners below

Additional Property Owner 1	Address
Phone	% Ownership
Additional Property Owner 2	Address
Phone	% Ownership
Does any individual person or organization not listed above hold any interest in the property, directly or indirectly? Yes No	

REQUIRED SUBMISSION MATERIALS

Letter from licensed roofing contractor, architect, or engineer of 10-year roof life (with Photos)
Proof of ownership and legal description
Submit clear 5 X 7 inch photo(s) or digital images by email (preferred) of the entire façade, including separate photos of any details to be repaired, removed, etc.
Submit/attach a copy of Minot Assessors Property Card
Submit copies of any historic photos or blueprints of the property (electronic preferred or 5 X 7 or larger)
Drawings of existing façade, if available. Walk through examination with the staff
Drawings of proposed façade changes. (Conceptual Drawings or Plans of Proposed Work)

PROVIDE DESCRIPTION OF THE ORIGINAL FAÇADE (Materials, width and height, windows, year, style, design)

(Please ask your designer staff for some help if you need any advice)

PROVIDE DESCRIPTION OF RENOVATED FAÇADE (Materials, width and height, windows, year, design)

(Please ask your designer staff for some help if you need any advice) (You may wish to consult an architect or design professional)

WORK TO BE PERFORMED (May submit on a separate sheet)	Estimated Cost
Design work	
Removal of inappropriate materials and other demos	
Repair or Replacement of display windows with	
Repair or Replacement of 2 nd Floor and above façade windows (please talk to staff about this in advance)	
Installation of interior/exterior storm windows	
Repair or Replacement of doors with	
Cleaning of masonry (NO Sand or abrasive blasting)	
Repoint, Tuck Point Masonry	
Replacement of Masonry (if necessary)	
Repair or replacement of cornices or other decorative elements)	
Improvement of INTERIOR display windows (must include lighting, consider timer)	
Installation/repair of retractable or fixed awnings	
Building, planning, and encroachment fees (if required)	
Installation of sign lighting	
Installation of exterior lighting	
Repair of ornamental elements	
Other (list or attach)	
Contingency for demolition/hidden changes not to exceed 7%	
	Total Cost

AMOUNT AND SOURCE OF OTHER FUNDS INVOLVED IN PROJECT

Applicant Amount _____

Bank Amount _____

Equity/Investors Amount _____

Other Amount _____

Expected City Contribution _____

Revision Date: 9/9/22

BID INFORMATION ON SEPARATE PAGES

DO NOT OBTAIN OR SUBMIT BID PAGES TO CITY STAFF WITHOUT A FINAL DESIGN APPROVED BY STAFF AND THE RENAISSANCE ZONE REVIEW BOARD

List of three contractors bids for complete bid (Attach bids or written requests for bids)

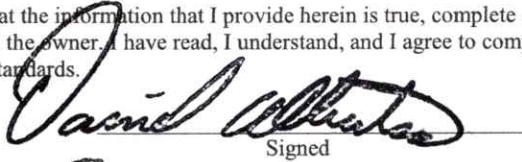
LOW 1 _____
MID 2 _____
HIGH 3 _____

PUBLIC INFORMATION DISCLOSURE

Written permission from the property owner to apply and perform work (Name) _____

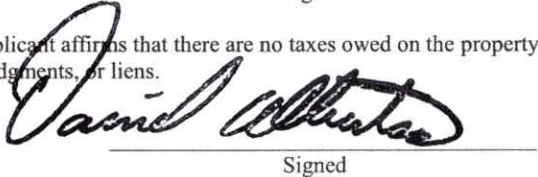
Attach written permission to this application (corporate authorization if needed)

I attest that the information that I provide herein is true, complete and accurate and that I am authorized to submit an application as, or on behalf of, the owner. I have read, I understand, and I agree to comply with all requirements of the Façade Improvement Program and the Design Standards.


Signed

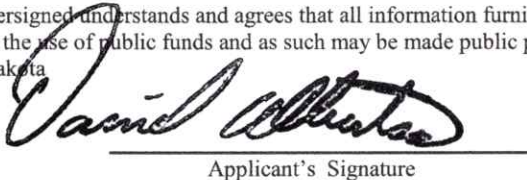
6/26/26
Date

The applicant affirms that there are no taxes owed on the property or other properties in the City of Minot, and that there are no outstanding fees, judgments, or liens.


Signed

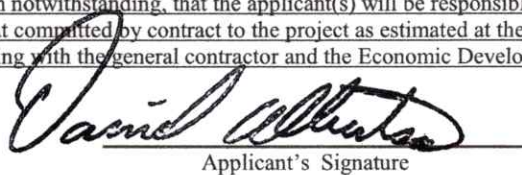
6/26/26
Date

The undersigned understands and agrees that all information furnished in connection with their application for the Façade Improvement Grant involves the use of public funds and as such may be made public pursuant to the statutes of the United States of America and the State of North Dakota


Applicant's Signature

6/26/26
Date

The undersigned attests that they have read and understood the Façade Program application, guidelines, policies, and all related materials and agrees that facing unknown structural and cosmetic repairs are inherent in the renovation process and that amendments for costs up to the maximum notwithstanding, that the applicant(s) will be responsible to complete work according to all guidelines and for overages that occur above that committed by contract to the project as estimated at the time of approval. Before work can begin, the applicant will schedule an on-site meeting with the general contractor and the Economic Development Administrator or the city's representative.


Applicant's Signature

6/26/26
Date

Review/Approval by Renaissance Zone Review Committee	Yes	No	Date:
On-Site: ALL Floors	Date:		
Design Review	Date:		
On-Site: Upper Story Evaluation	Date:		

Tenants report - All time

Name	Company	Address	Status
[REDACTED]	Albertson Consulting Inc		Current tenant
[REDACTED]			Current tenant
[REDACTED]	Daniela Tagle Photography		Current tenant
[REDACTED]	Firearm and Swords		Current tenant
[REDACTED]	Nicolet Law Office		Current tenant
[REDACTED]	Permanent Makeup by Angie LLC		Current tenant
[REDACTED]	Sunshine Pediatric Therapy, PLLC		Current tenant

Property	Unit	Move-in date	Move-out date
21 Main St S	Ste 100	2019-11-01	
21 Main St S	Ste 208	2026-02-01	
21 Main St S	Basement	2025-04-01	
21 Main St S	Ste 203	2025-02-18	
21 Main St S	Ste 205	2023-05-31	
21 Main St S	Ste 202	2025-04-01	
21 Main St S	Ste 101 AB	2025-08-01	



June 4, 2026

Dan Albertson, Owner
Albertson Rentals 21, LLC
100 Main Street S.
Minot, ND 58701

RE: 21 Main St. S Roof Condition, 21 Main St. S, Minot, ND

Dear Dan:

We conducted a review of the existing roof condition at the above property on March 30th, 2026 and understand that the roof was partially coated with an elastomeric coating within the last year while the remaining half is observed to be in good condition. Based on the observed existing conditions, we believe the roof will last and be maintainable for a minimum of 10 years and likely more.

See attached for representative photographs.

If you have any questions or concerns, please let us know.

Regards,

Ryan M. Anderson, AIA

Vice President, Senior Architect

Enclosure

21 Main St. S. Roof Condition – Photographs



June 2, 2026

Dan Albertson
Albertson Rentals 21, LLC
100 Main Street S.
Minot, ND 58701

RE: **21 Main St. S Façade Improvement**
Recommendation of Award

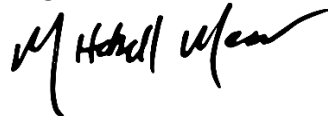
Dear Dan:

Bids were received at 1:00Pm CST on Friday, May 29, 2026 for the above stated project. Coverage was good as we received 2 single prime bidders. Please find attached final bid tab.

The low single prime base bid was for **\$340,000.00** from **Rolac Contracting, Inc.** Comparatively, their bid was 4% lower than the next closest bid. Through our diligence it was indicated that all scope is included in their bid.

We recommend awarding the prime construction contract to Rolac Contracting, Inc. for a total contract award of \$340,000.00.

Please let us know if you have any additional questions and we will be sure to address them promptly.
Regards,



Mitch Meier
Project Designer

Enclosure



21 Main St. S. Façade Improvement
Albertson Rentals 21, LLC
R26076
5/29/26 @ 1:00 pm

Contractor	Bid Bond	License	ADDM-1	ADDM-2	Base Bid	Brick Repair Price	Unit	Brick Repointing Unit Price	Masonry Cleaning Unit Price
Single Prime Construction Bid									
Paramount Bld.	X	X	X	X	\$353,464	\$48		\$32	\$6
Rolac Contr.	X	X	X	X	\$340,000	\$55		\$36	\$7

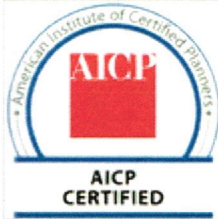
Hannah Hornberger

From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Tuesday, July 7, 2026 2:08 PM
To: Hannah Hornberger
Subject: Fw: Downtown Minot Facade Improvement

Brian K. Billingsley, AICP

City of Minot, Community & Economic Development Director

Office Phone # (701) 857-4147



From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Wednesday, April 29, 2026 8:18 AM
To: Mitch Meier <mitch.meier@ackerman-estvold.com>
Subject: Re: Downtown Minot Facade Improvement

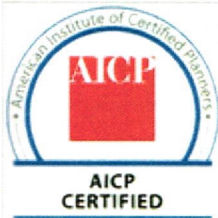
I'm fine with it as long as it is historic in nature being that it contains the name of the original business that occupied the building or the address of the property. I would prefer to see 21 S. Main Street.

Brian

Brian K. Billingsley, AICP

City of Minot, Community & Economic Development Director

Office Phone # (701) 857-4147



From: Mitch Meier <mitch.meier@ackerman-estvold.com>
Sent: Tuesday, April 28, 2026 4:43 PM
To: Brian Billingsley <brian.billingsley@minotnd.gov>
Subject: Downtown Minot Facade Improvement

Caution: This message has originated from an **External Source**.

Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Hello Brian,

I am currently working on two facade projects for Dan Albertson for 21 Main St and 16 Main St. The 21 Main Ave building technically has 2 facades since the building forms a large "L" shape which includes the 21 Main St. facade and the 15 1st Ave Facade. I've attached a historic image of a building that was at the 21 location previously that we were taking design inspiration from for both facades. I've also attached a historic image of the 16 Main street building that was our main design focus for that design.

Dan is interested in putting in a large engraved block with "21" or "21 MAIN STREET" engraved in it. He would like it to be set in the brick in roughly the same location as the current sign is. Do you think this would be acceptable under the Renaissance facade program?

I've attached a pdf of what is currently planned and would like your opinion on these items.

Thanks,
Mitch

Mitch Meier - Assoc. AIA
Project Designer

Ackerman-Estvold

3315 45th Street S, Suite 100

Fargo, ND 58104

Office: 701.551.1250

Direct: 701.551.1240

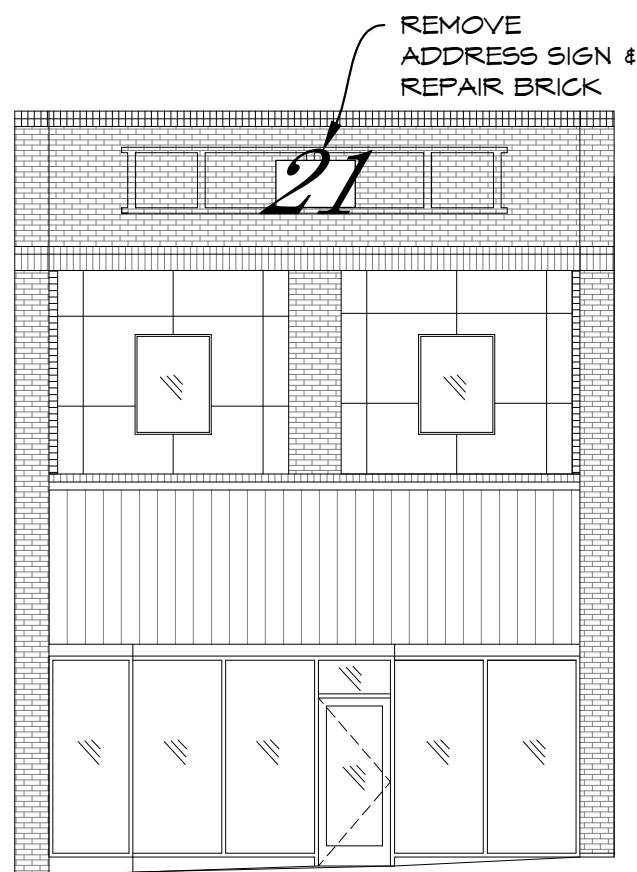
www.ackerman-estvold.com

Follow us on [Facebook](#), [LinkedIn](#) and [Twitter](#)!

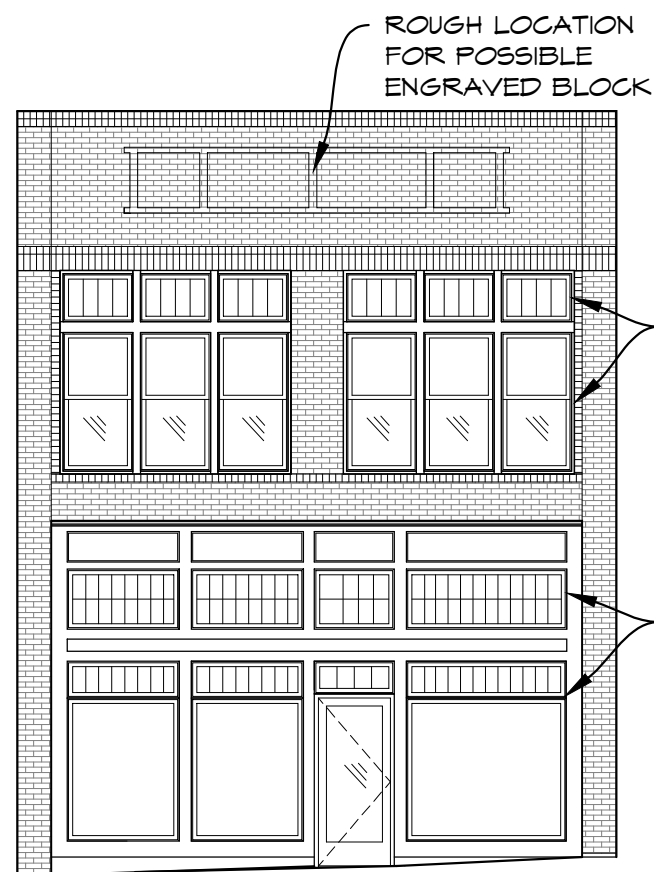


Please consider the environment before printing this e-mail

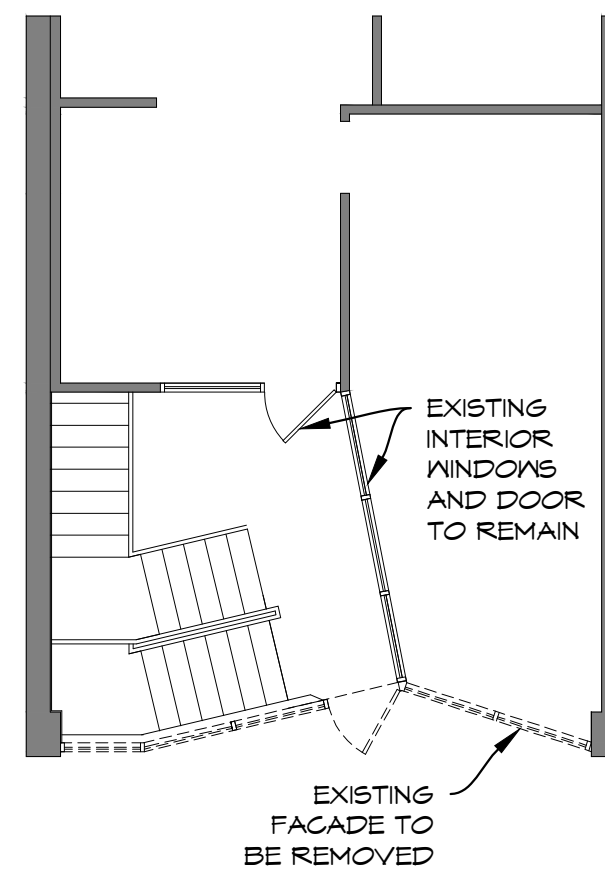
NOTICE: The information contained in this electronic mail message is confidential and intended only for certain recipients. Electronic data is transmitted for the recipient's convenience. The recipient agrees to indemnify and hold harmless Ackerman-Estvold from any liability arising from the use of this data and agrees to not disclose this data with any other party. Electronic files are subject to change and updates are the sole responsibility of the recipient. If you have received this communication in error, please notify the sender by reply transmission to mitch.meier@ackerman-estvold.com and delete the message without copying or disclosing it.



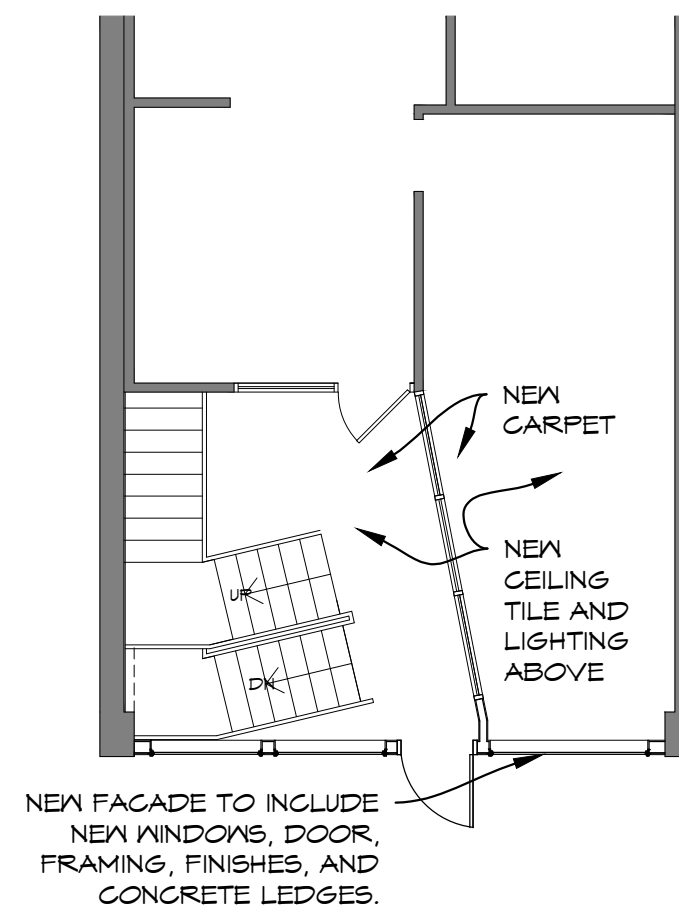
EXIST. WEST ELEVATION
SCALE: 1/8" = 1'-0"



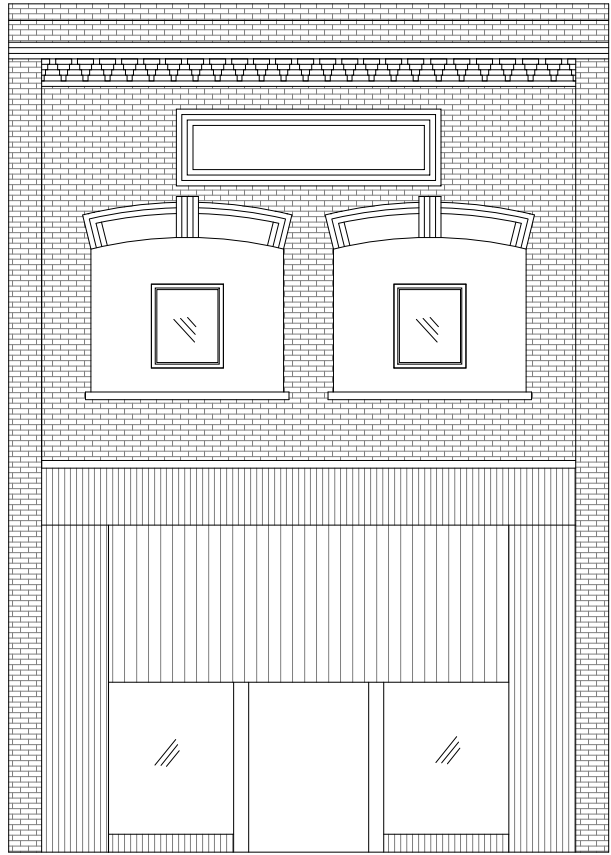
NEW WEST ELEVATION
SCALE: 1/8" = 1'-0"

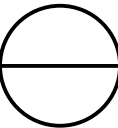


WEST DEMO PLAN
SCALE: 1/8" = 1'-0"

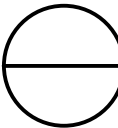


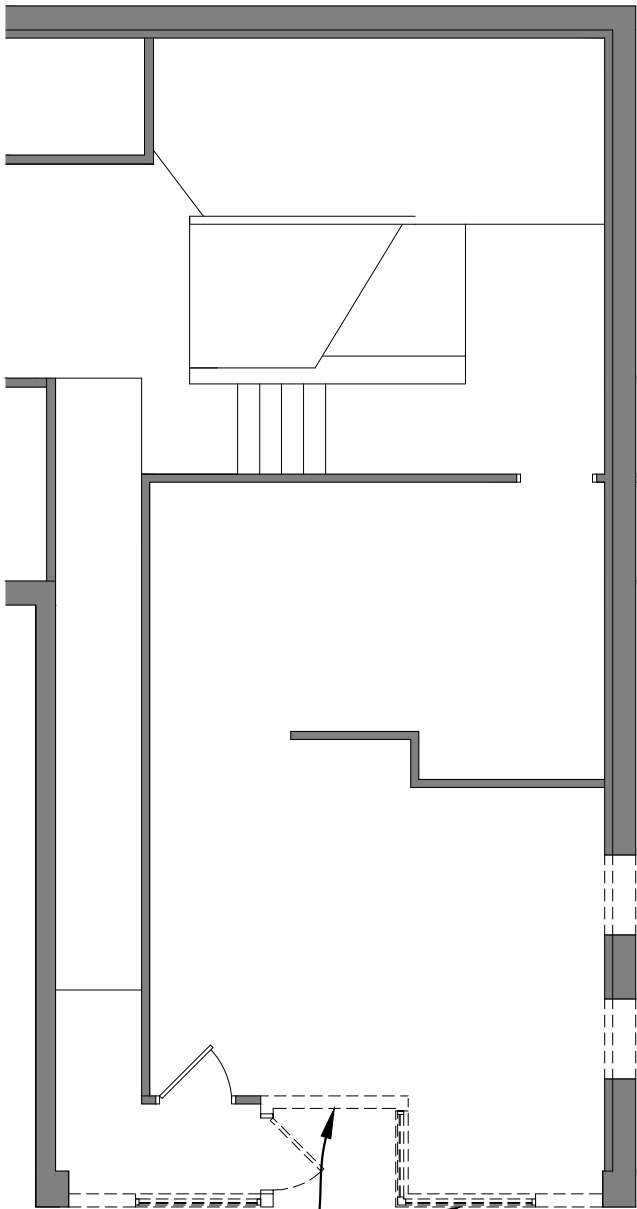
NEW WEST FACADE PLAN
SCALE: 1/8" = 1'-0"



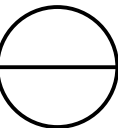

EXIST. SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"

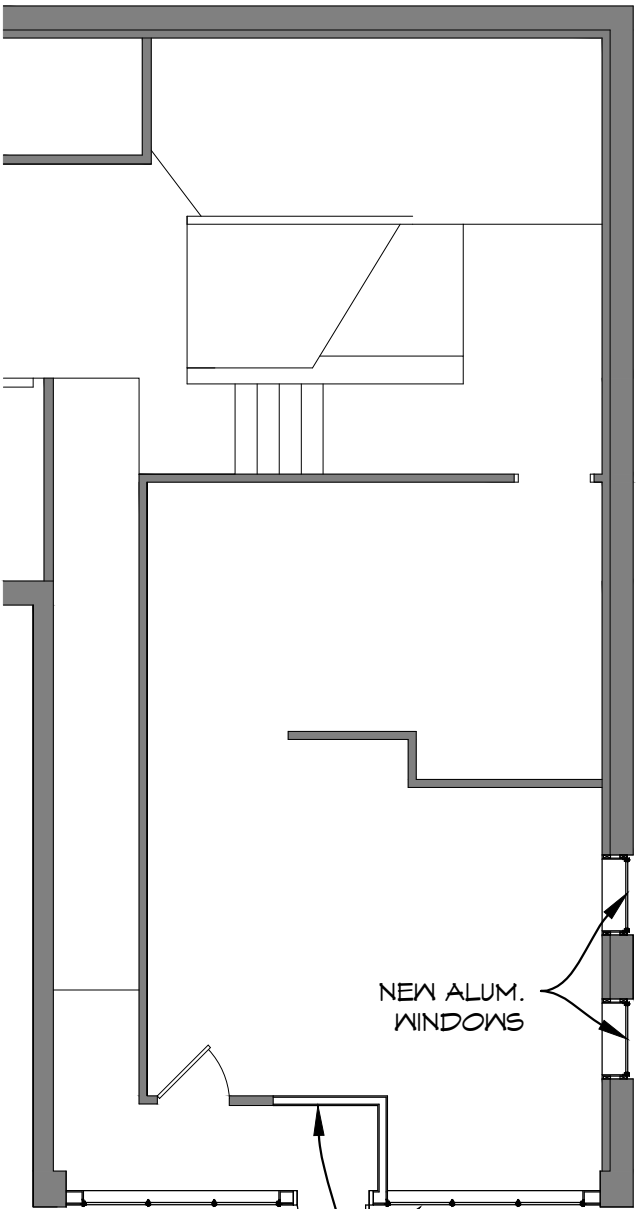



NEW BLDG ELEVATION
 SCALE: 1/8" = 1'-0"



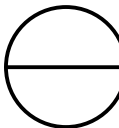
EXISTING FACADE &
 ENTRY TO BE
 REMOVED

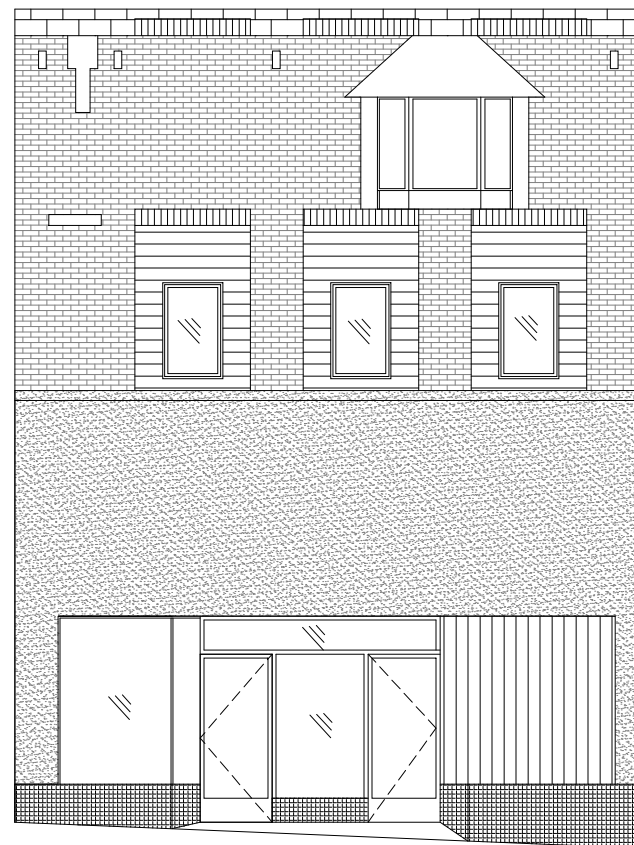

SOUTH DEMO PLAN
 SCALE: 1/8" = 1'-0"



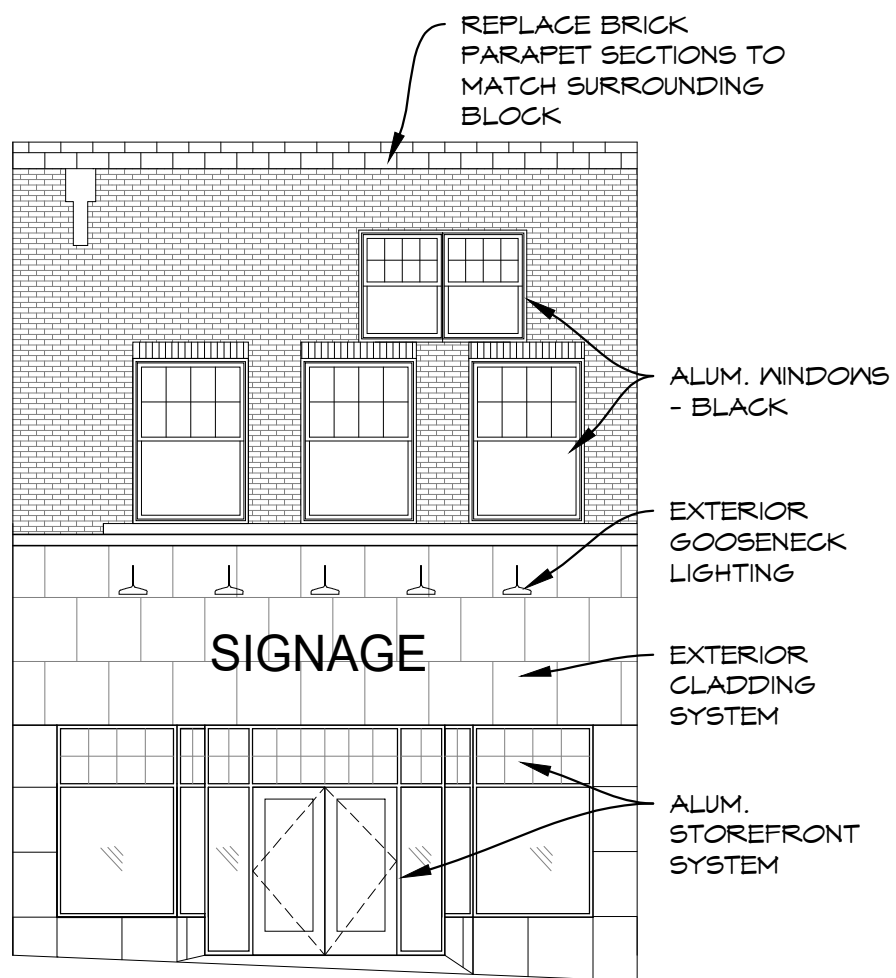
NEW ALUM.
 WINDOWS

NEW FACADE &
 ENTRYWAY W/ NEW
 WINDOWS, DOOR,
 FRAMING, & FINISHES

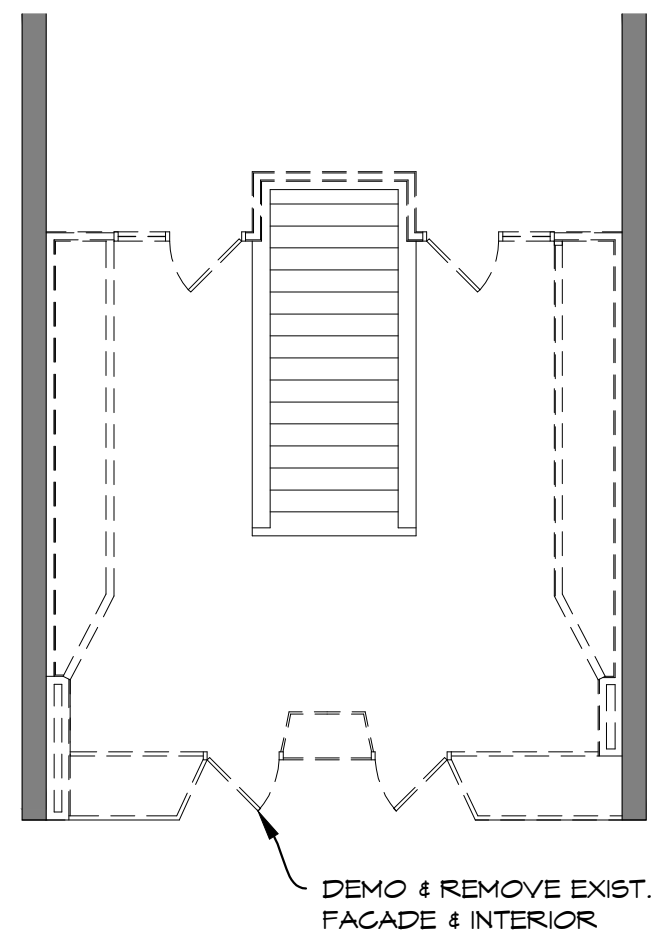

NEW SOUTH FLOOR PLAN
 SCALE: 1/8" = 1'-0"



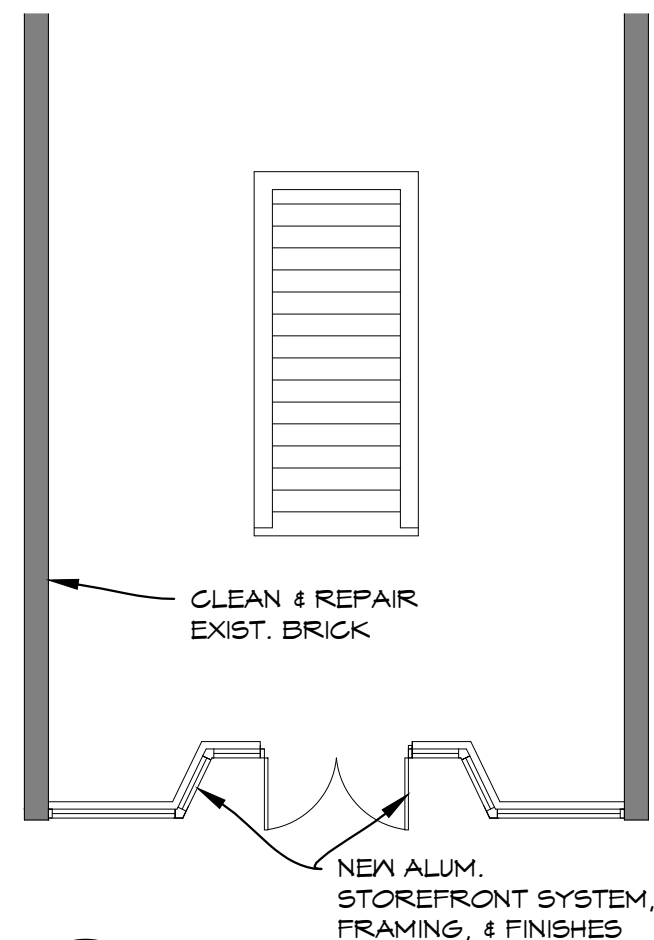
EXIST. ELEVATION
SCALE: 1/8" = 1'-0"



NEW ELEVATION
SCALE: 1/8" = 1'-0"



DEMO PLAN
SCALE: 1/8" = 1'-0"



NEW FLOOR PLAN
SCALE: 1/8" = 1'-0"



TO: To Whom It May Concern

FROM: Brian Billingsley, Community Development Director

DATE: July 23, 2026

**SUBJECT: CASE NO. FI-23 - A REQUEST BY DANIEL ALBERTSON, FOR A
FACADE IMPROVEMENT PROGRAM FORGIVABLE LOAN OF UP TO
\$100,000.00 FOR IMPROVEMENTS PROPOSED AT 16 MAIN ST
SOUTH**

I. RECOMMENDED ACTION

Recommend approval of the forgivable loan to the City Council.

II. DEPARTMENT CONTACT PERSONS

Brian Billingsley, Community Development Director, 701-857-4122

III. DESCRIPTION

A. Background

Daniel Albertson is requesting a facade improvement program forgivable loan of \$100,000 for improvements proposed at 16 Main St S.

B. Proposed Project

The applicant proposes to replace windows and doors and conduct masonry repairs to the facade of the building. The brick parapet will be replaced to match the surrounding block. Gooseneck lighting will be installed on the exterior of the building. An ADA push button door will be installed on the main doorway into the building, per city ordinance.

C. Recommendation Detail

This project went out to bid. The lowest bidder is Paramount Builders from Bismarck with a low bid of \$236,717.36.

IV. IMPACT

B. Service/Delivery Impact:

Work can begin after City Council approval.

C. Fiscal Impact

Briefly state how this project is being funded. Add written context in the paragraph so the dollar amounts, sources of funding, and expenses are

made clear and document whether the project was included in the approved budget

Project Costs

\$236,717.36 is the low bid. The applicant is eligible for up to \$100,000.00 in assistance.

Project Funding

Facade Improvement Program

VI. ALTERNATIVES

The Board can table this request and request more information.

City of Minot

Economic Development Division

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal@minotnd.org
(701) 420-4524

Application for City of Minot Façade Improvement Program

APPLICANT INFORMATION

Daniel Albertson	21 Main St S Ste:100 Minot, ND 58701	Yes
Building Owner	Address	Primary Contact?
[REDACTED]	[REDACTED]	
Phone	Email	
Applicant (if different)	Address	Primary Contact?
Phone	Email	
Is the applicant a subsidiary or direct/indirect affiliate of any other organization? Yes No		

GENERAL INFORMATION

Building Address 16 Main St S Minot, ND 58701	Property Zoning
Year building was built and (approximate) dates of any exterior changes?	
Is the property currently occupied?	Yes No
If no, what is the current use of the property? Rental Unit	
Please list each occupant of the facility in question, together with a description of the business use, their percentage of occupancy of the facility to be financed, and include a copy of their lease.	

Occupant 1 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs
Occupant 2 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs
Occupant 3 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs

ADDITIONAL PROPERTY OWNER INFORMATION: list all additional property owners below

Additional Property Owner 1	Address
Phone	% Ownership
Additional Property Owner 2	Address
Phone	% Ownership
Does any individual person or organization not listed above hold any interest in the property, directly or indirectly? Yes No	

REQUIRED SUBMISSION MATERIALS

Letter from licensed roofing contractor, architect, or engineer of 10-year roof life (with Photos)
Proof of ownership and legal description
Submit clear 5 X 7 inch photo(s) or digital images by email (preferred) of the entire façade, including separate photos of any details to be repaired, removed, etc.
Submit/attach a copy of Minot Assessors Property Card
Submit copies of any historic photos or blueprints of the property (electronic preferred or 5 X 7 or larger)
Drawings of existing façade, if available. Walk through examination with the staff
Drawings of proposed façade changes. (Conceptual Drawings or Plans of Proposed Work)

PROVIDE DESCRIPTION OF THE ORIGINAL FAÇADE (Materials, width and height, windows, year, style, design)

Picture Included

(Please ask your designer staff for some help if you need any advice)

PROVIDE DESCRIPTION OF RENOVATED FAÇADE (Materials, width and height, windows, year, design)

The project will include restoration of existing Masonry walls as well as new 2nd story windows and the removal and replacement of the 3rd story bay window with a matching historic window as the second story. The project will also include the removal of the EIFS facade, glass storefront, and entry doors and replace them with new a new masonry facade and storefront to better represent the historic facade.

(Please ask your designer staff for some help if you need any advice) (You may wish to consult an architect or design professional)

WORK TO BE PERFORMED (May submit on a separate sheet)

	Estimated Cost
Design work	
Removal of inappropriate materials and other demos	
Repair or Replacement of display windows with	
Repair or Replacement of 2 nd Floor and above façade windows (please talk to staff about this in advance)	
Installation of interior/exterior storm windows	
Repair or Replacement of doors with	
Cleaning of masonry (NO Sand or abrasive blasting)	
Repoint, Tuck Point Masonry	
Replacement of Masonry (if necessary)	
Repair or replacement of cornices or other decorative elements)	
Improvement of INTERIOR display windows (must include lighting, consider timer)	
Installation/repair of retractable or fixed awnings	
Building, planning, and encroachment fees (if required)	
Installation of sign lighting	
Installation of exterior lighting	
Repair of ornamental elements	
Other (list or attach)	
Contingency for demolition/hidden changes not to exceed 7%	
	Total Cost

AMOUNT AND SOURCE OF OTHER FUNDS INVOLVED IN PROJECT

Applicant Amount _____

Bank Amount _____

Equity/Investors Amount _____

Other Amount _____

Expected City Contribution _____

Revision Date: 9/9/22

2

BID INFORMATION ON SEPARATE PAGES

DO NOT OBTAIN OR SUBMIT BID PAGES TO CITY STAFF WITHOUT A FINAL DESIGN APPROVED BY STAFF AND THE RENAISSANCE ZONE REVIEW BOARD

List of three contractors bids for complete bid (Attach bids or written requests for bids)

LOW 1 _____
MID 2 _____
HIGH 3 _____

PUBLIC INFORMATION DISCLOSURE

Written permission from the property owner to apply and perform work (Name) _____

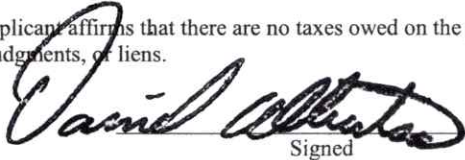
Attach written permission to this application (corporate authorization if needed)

I attest that the information that I provide herein is true, complete and accurate and that I am authorized to submit an application as, or on behalf of, the owner. I have read, I understand, and I agree to comply with all requirements of the Façade Improvement Program and the Design Standards.


Signed

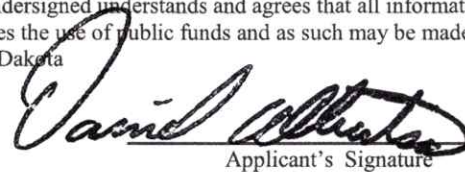

Date

The applicant affirms that there are no taxes owed on the property or other properties in the City of Minot, and that there are no outstanding fees, judgments, or liens.


Signed

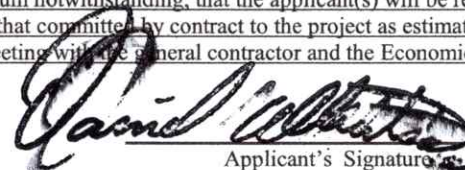

Date

The undersigned understands and agrees that all information furnished in connection with their application for the Façade Improvement Grant involves the use of public funds and as such may be made public pursuant to the statutes of the United States of America and the State of North Dakota


Applicant's Signature


Date

The undersigned attests that they have read and understood the Façade Program application, guidelines, policies, and all related materials and agrees that facing unknown structural and cosmetic repairs are inherent in the renovation process and that amendments for costs up to the maximum notwithstanding, that the applicant(s) will be responsible to complete work according to all guidelines and for overages that occur above that committed by contract to the project as estimated at the time of approval. Before work can begin, the applicant will schedule an on-site meeting with the general contractor and the Economic Development Administrator or the city's representative.


Applicant's Signature


Date

Review/Approval by Renaissance Zone Review Committee	Yes	No	Date:
On-Site: ALL Floors	Date:		
Design Review	Date:		
On-Site: Upper Story Evaluation	Date:		

1955 Main Street Looking North

Their were two Kresge's Stores on Minot's Main Street at the time of this picture. One was a Five & Dime Store, the other was a Dollar Store. Eventually both Kresge's stores were combined and renamed the Jupiter Store.





June 4, 2026

Dan Albertson, Owner
Albertson Rentals 21, LLC
100 Main Street S.
Minot, ND 58701

RE: 16 Main St. S Roof Condition, 16 Main St. S, Minot, ND

Dear Dan:

We conducted a review of the existing roof condition at the above property on March 30th, 2026 and understand that a portion of the roof was coated with an elastomeric coating within the last year and the remaining portion will be coated before June 11th, 2026. Based on the observed existing conditions and the future coating, we believe the roof will last and be maintainable for a minimum of 10 years and likely more.

See attached for representative photographs.

If you have any question or concerns, please let us know.

Regards,

A handwritten signature in blue ink that reads 'Ryan M. Anderson'.

Ryan M. Anderson, AIA

Vice President, Senior Architect

Enclosure

16 Main St. S. Roof Condition – Photographs



Paramount Builders
1407 Tacoma Ave., Bismarck, ND 58504
Bismarck, North Dakota 58504-7537
(701) 258-0088
www.buildparamount.com
build@paramountbuildersinc.net



Estimate Proposal
26227 - 16 Main Facade Improvement Estimate

BETWEEN THE OWNER:	AND THE CONTRACTOR:	FOR THE PROJECT:
	Paramount Builders	26227 - 16 Main Facade Improvement
	1407 Tacoma Ave., Bismarck, ND 58504	16 Main St. S
	Bismarck, ND 58504	Minot, ND 58701

Estimate Proposal

DIV 01 - GENERAL REQUIREMENTS

General Information

NAME
Permits
Builder's Risk Insurance
Construction Online
Project Management
Bid Bond
Site Supervisor
General Labor
General Labor Travel
Fuel
Utilities
Heat
Shelter
- Plastic (Interior) and wood sheathing (Exterior)
Water
Sidewalk Barricades
Contingency Allowance

Bid Instruction Requirement

Hazard Material Allowance

Bid Instruction Requirement

Mason Allowance

Bid Instruction Requirement

DIV 01 - GENERAL REQUIREMENTS:

\$ 80,145.60

DIV 04 - MASONRY

Masonry

NAME

Masonry Material and Install

BALLANTYNE MASONRY

Includes medallion

Demo existing EIFS Facade

DEMO LABOR

DIV 04 - MASONRY:

\$ 63,271.60

DIV 06 - WOOD, PLASTIC, COMPOSITES

Framing

NAME

Framing Materials

- patchwork materials as annotated on sheet A100 Demo Key Note 8
- framing, PVC cladding

*****DELIVERED**

Framing

- Remove existing interior framing, finishes, doors, and glass in its entirety
- Travel expenses

Install Tyvek Weather Barrier

Demo Heater

Addendum 2 - ceiling heater demo

DIV 06 - WOOD, PLASTIC, COMPOSITES:

\$ 20,605.08

DIV 07 - THERMAL AND MOISTURE PROTECTION

Insulation

NAME

Insulation

DIV 07 - THERMAL AND MOISTURE PROTECTION:

\$ 472.00

DIV 08 - OPENINGS

Window/Door

NAME

Window and Door Package

Includes:

Install

08 4313 Aluminum-Framed Entrances & Storefronts

08 5113 Aluminum Windows

08 71 00 Door Hardware (Aluminum doors only)

08 80 00 Glazing

Exterior Aluminum Storefront & Doors – Thermal Storefront & Doors - Black Finish – 1" Clear Glazing. Grids on top/transom

Exterior Aluminum Windows – Quaker H650 Historic Windows. Black Finish. 1" Cardinal Low E Glass with Muntin's. 5 Total Windows – 2 mulled together for one unit. Unit A meets egress. Unit B does not meet egress.

Shop Drawings/Submittals & Verified Openings: 4-5 weeks

Lead time on Windows once put into production: 8-10 weeks

Overall Lead Time: 16 weeks

New Item

DIV 08 - OPENINGS:

\$ 65,213.88

DIV 09 - FINISHES

Drywall Patchwork

Annotated on sheet A100 Demo Key Note 2

NAME

Material

Hang Sheetrock

Tape and Texture

Caulk

Acoustical Tile

NAME

Ceiling Tile

NONE REQUIRED

DIV 09 - FINISHES:**\$ 2,301.00**

DIV 26 - ELECTRICAL**ELECTRICAL**

NAME

Electrical

- Demo any circuitry in the way of to be demolished walls. Tie circuits back in so as to not affect other areas.
 - Provide and install 5 gooseneck light fixtures on dusk/dawn feature
 - Wire "show window" receptacles to code
 - Provide/install any necessary emergency/exit light to meet code
-

DIV 26 - ELECTRICAL:**\$ 4,708.20**

Estimate Subtotal:**\$ 236,717.36**

Project Total

Estimate Subtotal:**\$ 236,717.36**

Grand Total:**\$ 236,717.36**

Acceptance of Agreement

Witness our hand and seal on this _____ day of _____ 20____.

Signed in the presence of:

Witness

Witness

Contractor Signature

Owner Signature

June 2, 2026

Dan Albertson
Albertson Rentals 21, LLC
100 Main Street S.
Minot, ND 58701

RE: **16 Main St. S Façade Improvement**
Recommendation of Award

Dear Dan:

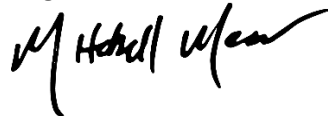
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The low single prime base bid was for **\$236,717.00** from **Paramount Builders**. Comparatively, their bid was 6% lower than the next closest bid. Through our diligence it was indicated that all scope is included in their bid.

We recommend awarding the prime construction contract to Paramount Builders for a total contract award of \$236,717.00.

Please let us know if you have any additional questions and we will be sure to address them promptly.

Regards,



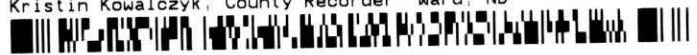
Mitch Meier
Project Designer

Enclosure



16 Main St. S. Façade Improvement
Albertson Rentals 21, LLC
R26075
5/29/26 @ 1:00 pm

Contractor	Bid Bond	License	ADDM-1	ADDM-2	Base Bid	Brick Repair Price	Unit	Brick Repointing Unit Price	Masonry Cleaning Unit Price
Single Prime Construction Bid									
Paramount Bld.	X	X	X	X	\$236,717	\$48		\$32	\$6
Rolac Contr.	X	X	X	X	\$251,000	\$55		\$36	\$7

3
309627111/25/2025 10:50:42 AM Page: 1 of 2 \$20.00
DEED THE TITLE TEAM
Kristin Kowalczyk, County Recorder Ward, NDRecorder's Office, Ward, ND 11/25/2025 10:50:42 AM
I certify that this instrument was filed for record this date.
Kristin Kowalczyk, County Recorder

by

3096271

**WARRANTY DEED**

THIS INDENTURE Made this 21st day of November, 2025,
between **Wayne L. Patten, a single person**, Grantor, whether one or
more, to **Albertson Rental 16, LLC, a North Dakota limited liability
company**, Grantee, whose post office address is 16 Main St S, Ste 100 Minot ND 58701

WITNESSETH for and in consideration of the sum of \$10.00 and more
consideration, Grantor does hereby GRANT to the Grantee all of the
following real property lying and being in the County of Ward, State of
North Dakota, and described as follows, to-wit:

✓ **Lot 8, Block 3, Original Townsite of the City of Minot, Ward County,
North Dakota**

**This Deed is given in fulfillment of that certain Contract for Deed
recorded July 26, 2021 as Document No. 3055104. ✓**

Subject to easements, rights of way, restrictions and mineral severances
and reservations of record.

I certify that the full consideration paid for the property described in this
deed is \$180,000.00.

Date: 11-21-25

(Sgd.)

Grantee or Agent

And the said Grantor for himself, his heirs, executors and administrators, does covenant with the Grantee that he is well seized in fee of the land and premises aforesaid and has good right to sell and convey the same in manner and form aforesaid; that the same are free from encumbrances, except installments of special assessments or assessments for special improvements which have not been certified to the County Auditor for collection, and the above granted lands and premises in the quiet and peaceable possession of said Grantee, against all persons lawfully claiming or to claim the whole or any part thereof, the said Grantor will warrant and defend.

WITNESS the hand of the Grantor:

Wayne L. Patten by Ronald L. Patten
Wayne L. Patten, by Ronald L. Patten, his
Attorney in Fact
His Attorney in fact.

State of North Dakota)
County of Ward) ss

On this 21st day of November, 2025, before me,
personally appeared Ronald L. Patten, Attorney in Fact for Wayne L.
Patten, a single person, known to me to be the person who is described in,
and who executed the within and foregoing instrument, and severally
acknowledge that he executed the same.

My Commission expires:

Melissa Crider Flom

Notary Public

MELISSA J. CRIDER FLOM
Notary Public
State of North Dakota
My Commission Expires Jan. 5, 2026

Taxes and special assessments paid
and transfer accepted this 25th day
of Nov 2025
Imae Schroeder, PP
Ward County Auditor / Treasurer

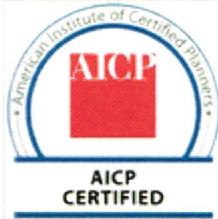
Hannah Hornberger

From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Tuesday, July 7, 2026 2:08 PM
To: Hannah Hornberger
Subject: Fw: Downtown Minot Facade Improvement

Brian K. Billingsley, AICP

City of Minot, Community & Economic Development Director

Office Phone # (701) 857-4147



From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Wednesday, April 29, 2026 8:18 AM
To: Mitch Meier <mitch.meier@ackerman-estvold.com>
Subject: Re: Downtown Minot Facade Improvement

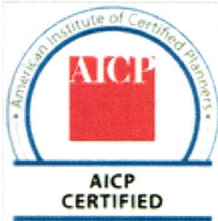
I'm fine with it as long as it is historic in nature being that it contains the name of the original business that occupied the building or the address of the property. I would prefer to see 21 S. Main Street.

Brian

Brian K. Billingsley, AICP

City of Minot, Community & Economic Development Director

Office Phone # (701) 857-4147



From: Mitch Meier <mitch.meier@ackerman-estvold.com>
Sent: Tuesday, April 28, 2026 4:43 PM
To: Brian Billingsley <brian.billingsley@minotnd.gov>
Subject: Downtown Minot Facade Improvement

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Hello Brian,

I am currently working on two facade projects for Dan Albertson for 21 Main St and 16 Main St. The 21 Main Ave building technically has 2 facades since the building forms a large "L" shape which includes the 21 Main St. facade and the 15 1st Ave Facade. I've attached a historic image of a building that was at the 21 location previously that we were taking design inspiration from for both facades. I've also attached a historic image of the 16 Main street building that was our main design focus for that design.

Dan is interested in putting in a large engraved block with "21" or "21 MAIN STREET" engraved in it. He would like it to be set in the brick in roughly the same location as the current sign is. Do you think this would be acceptable under the Renaissance facade program?

I've attached a pdf of what is currently planned and would like your opinion on these items.

Thanks,
Mitch

Mitch Meier - Assoc. AIA
Project Designer

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