

Growth Fund Members:

☒ Lee Weisbeck, Chair
Term: 2022-2024

☒ Jason Arenz, Vice Chair
Term: 2022-2024

☒ Jeff Erickson
Term: 2021-2023

☒ Jake Fisketjon
Term: 2023-2025

☒ Tyler Gerhardt
Term: 2023-2025

☒ Jonathan Leonard
Term: 2022-2024

☒ Tess Schmidt
Term: 2021-2023

☒ Sherwin Wanner
Term: 2021-2023

☒ Maria Walen
Term: 2021-2023

Liaisons:

Mayor, City of Mandan

☒ Tim Helbling

City Attorney, City of Mandan

☐ Amy Oster

City Administrator, City of Mandan

☒ Jim Neubauer

Building Official, City of Mandan

☐ Jordan Singer

Business Development &
Communications Director, City of
Mandan

☒ Madison Cermak

City Planner, City of Mandan

☐ Andrew Stromme

Bismarck-Mandan Chamber EDC

☒ Nathan Schneider

Lewis & Clark Development Group

☐ Brent Ekstrom

☐ Ashley Hruby

N.D. Department of Commerce

☐ Rich Garman

Communications Specialist, City of
Mandan

☐ Kari Schmidt

***Mandan Growth Fund Committee
12 p.m., Wednesday, November 8, 2023
Veterans' Conference Room***

Mandan City Hall

205 Second Avenue NW

or

Online/Remote Alternative

MINUTES

1. Introductions/roll call

Called the meeting to order. All those in attendance are marked with a ☒. Also in attendance: Patrick Kellar (Lucky Clover Investments, Brady Zittleman (Dental Associates), Kane Perrin, Grant Dockter, Reice Haase

Procedural Matters

2. Consider approval of minutes: Aug. 17 & July 26, 2023
Walen stated there was an error in the calculations for the retail incentive for Larkspur Daisy and asked for it to be reviewed and corrected in the minutes. Walen moved to make a motion to approve the additional financial changes resulting from the calculation corrections for the retail incentive for Larkspur Daisy. Leonard seconded. Motion passed unanimously. Erickson moved to approve the July 26 and Aug. 17 minutes as discussed. Walen seconded. Motion passed unanimously.

3. Review financial report through September 30, 2023
Cermak reported the available balance as of Sept. 30 was \$208,332.83. APEX Builders storefront improvement project was never completed, and that commitment will need to be removed from the commitments.

New Business

4. Consider Storefront Improvement application by Dental Associates at 204 3rd Ave NW.

Zittleman explained the cedar on the outside of the building is outdated. The applicant plans to update the sign outside the building without any associate names, incase changes happen in the future. External materials and colors are being updates, as well as doors and windows. An automatic door will be installed. Cermak explained that the applicant's plans have been approved by the Mandan Architectural Review Commission.

The estimated cost of exterior façade improvements is \$67,721. The applicant is requesting \$30,000 structured as a forgivable loan.

Zittleman said everyone around them has updated their buildings and it's time for them to update. Committee members expressed this project is exactly what the program is made for.

Arenz moved to recommend approval of the application for \$30,000 in matching funds for the Storefront Improvement project by Dental Associates at 204 3rd Ave NW. Leonard seconded. Motion passed unanimously. The recommendation will be presented to the City Commission for consideration November 21.

5. Consider Storefront Improvement application by Lucky Clover Investments LLC at 216 E Main St.

Kellar purchased the previous Squire Barber shop. The exterior is outdated and the applicant plans to do a similar exterior like Harris Law Firm. Plans include roof repairs, interior and exterior painting, bathroom updating, deferred maintenance items, new flooring, new ceiling, and new HVAC duct work. An ADA accessible door will also be added. The plans have been approved by MARC. This project has also been approved as a Renaissance Zone project. The investment into the building exceeds the required amount without overlap. The applicant stated he may sell the building.

The estimated cost in exterior façade improvements is \$16,152.20. The applicant is seeking \$8,076.25. Cermak explained that Storefront Improvement program funds can only be used once. Neubauer explained that if Kellar was to complete his exterior improvement and then sell the building the buyer could not reapply for another storefront improvement project. It was also explained that if the building was sold in the 5 years (life of the forgivable loan), the money for the remaining years would need to be paid back according to the promissory note that will be signed after commission approval.

Walen moved to recommend approval of the application for \$8,076.25 in matching funds for the Storefront Improvement project by Lucky Clover Investments at 216 E Main St. Leonard seconded. Motion passed unanimously.

6. Other business

- a) Consider applicants and recommendation for committee appointments for 4 positions for 2024-2026 terms:
 - i) Tess Schmidt
 - ii) Grant Dockter
 - iii) Tanner IntVeld
 - iv) Reice Haase
 - v) Kane Perrin
 - vi) Bobby Sanchez
 - vii) Sherwin Wanner

Applicants in attendance were given the opportunity to introduce themselves to the committee and answer questions. Cermak and committee members thanked Walen and Erickson for their time on the Growth Fund. Cermak explained that Tess Schmidt would represent the I-94/North Mandan area, the remaining applicant would represent the community at-large. There was discussion that Erickson's position represented the financial sector of Mandan, however the committee currently has a surplus of financial sector representation on the board, therefore that representation is not needed.

It was great to have so many qualified applicants for the positions throughout the City, and it has made making these appointment decisions very difficult.

Walen moved to recommend reappointing Sherwin Wanner and Tess Schmidt to the Mandan Growth Fund for a three-year term from Jan. 1, 2024 to Dec. 31, 2026. Leonard seconded. Motion passed unanimously, with Wanner and Schmidt abstaining.

Fisketjon moved to recommend appointing Reice Haase to the Mandan Growth Fund for a three-year term from Jan. 1, 2024 to Dec. 31, 2026. Walen seconded. Motion passed unanimously.

Arenz moved to recommend appointing Grant Dockter to the Mandan Growth Fund for a three-year term from Jan. 1, 2024 to Dec. 31, 2026. Schmidt seconded. Motion passed unanimously.

All action items from today's meeting will be forwarded to the City Commission's Nov. 21 meeting for consideration.

There being no further business, the meeting adjourned.