

A. INTRODUCTIONS Those present were Grant Dockter, Reice Haase, Jonathan Leonard, Sherwin Wanner, Lee Weisbeck, Jason Arenz, Tyler Gerhardt, Tess Schmidt, City Administrator Jim Neubauer, Business Development & Communications Director Madison Cermak, Communications Specialist Kari Schmidt, Building Official Jordan Singer, Planner Andrew Stromme, Assessor Kimberly Markley, Nathan Schneider, and Ashley Hruby. Also in attendance was Ellen Huber and Bob Kupper. Jake Fisketjon was absent.

B. PROCEDURAL MATTERS

1. *Consider approval of the minutes from Nov. 8, 2023.* Wanner moved and Arenz seconded to approve. Roll Call vote: Aye 7, Nay 0, Absent Fisketjon, Tess Schmidt. The motion passed.

2. *Review financial report through April 30, 2024.* Cermak reported the available balance as of April 30, 2024 was \$321,881.43. The Cloverdale transaction is complete and is reflected in the financial statement.

C. NEW BUSINESS

1. *Reorganization: election of chair & vice chair.* Weisbeck stated he will not seek reappointment after his term expires at the end of this year. Arenz volunteered to be chair if no one else was interested. Leonard moved to nominate Arenz as chair for the committee. Dockter seconded. Motion passed unanimously. Wanner volunteered to be vice chair. Gerhardt moved to nominate Wanner as vice chair, Arenz seconded. Motion passed unanimously.

2. *Consider Storefront Improvement application by Midwest Rentals Inc. at 1121 E Main St. .* The buildings were constructed in 1960 with additions in 1987. Formerly Mandan Equipment farm dealership until around 2008. The buildings on the lot have been largely vacant and underutilized for storage with little activity. The land is owned by BNSF Railway and the buildings are owned by Midwest Rentals Inc and on a land lease with BNSF. Plans for remodeling the buildings include installing new metal siding on the west buildings (shop & main storefront) and the east building, including the canopy/carport. The buildings are being renovated for Dakota Kustomz to move their business from Memorial Highway to Main Street, expanding the business which specializes in restoration and customization of hot rods, muscle cars and motorcycles. The business currently has 11 employees, but has a desire to hire to get that number up to 22-24 employees.

The main storefront will be built with a showroom, offices, service counter and restrooms. The rear building will have lift stations, fabrication bays, parts storage, equipment and break rooms. The east building will have a paint boot, paint bays, an office, a restroom and storage. Other work includes installing new roof panels, trim and gutters. The project is estimated at \$271,008, and the applicant is seeking up to \$90,000 in matching funds with \$60,000 for the west building and \$30,000 for the east building.

There may also be a Renaissance Zone application, with the anticipation that there will be no overlap of the investment and incentives. The applicant is hoping to have the project completed by the beginning of 2025.

The materials have not yet been approved by the Mandan Architectural Review Commission (MARC).

Gerhardt moved and Haas seconded to recommend approval of the Storefront Improvement application for 1121 E Main St by Midwest Rentals Inc for up to \$90,000 in matching funds to be structured as a forgivable loan, pending MARC approval. The motion passed unanimously with Fisketjon absent.

The application will go to City Commission after it goes to MARC.

3. *Consider a Fire Sprinkler Assistance application by Missouri Valley Rentals at 104 2nd Ave NW.* Cermak explained this was the former home of the Ben Franklin store and is under the ownership of Missouri Valley Rentals LLC. Plans are to renovate the space and lease it to a Mandan-based cigar shop (Big Stick Cigars). The building has already received storefront improvement funds, and is eligible for the fire sprinkler assistance program.

Currently there is no fire code requirement for a fire suppression system as plans are, but plans to remodel for future use in the lower level of the building will create enough reason to require a fire suppression system by fire code. The proposal of work by Noval Fire Protection is limited to the main floor and lower level areas only. Estimated cost of the project is \$29,802. The applicant is seeking \$10,000 in matching funds for the sprinkler system and will exceed the 50% match requirement.

Gerhardt moved and Arenz seconded to recommend providing 50% matching funds not to exceed \$10,000 to be structured as a forgivable loan for the installation of a fire sprinkler system at 104 2nd Ave NW. The motion passed unanimously with Fisketjon absent.

- D. OTHER BUSINESS Cermak asked if the committee is interested in scheduling monthly meetings. There's an opportunity to review existing programs and explore new programs, should the committee meet monthly. Neubauer suggested meeting quarterly at a minimum. Leonard agreed. No policy change is needed, but should be noted that the committee will meet quarterly. Noon works well for the majority of the committee. Staff will share date options with the committee for the next 3 meetings.
- E. ADJOURN There being no further business, the meeting adjourned.