



TO: Mayor Tom Ross
Members of the City Council

FROM: Jonathan Rosenthal, Economic Development Administrator

DATE: February 15, 2023

SUBJECT: **Contract Amendment for FI-1 (Auslander, LLC)**

I. RECOMMENDED ACTION

1. Approve an Amendment to Case No. FI-1 for Auslander, LLC for façade renovation work to be performed at 24 1st Street NE as amended in an amount not to exceed \$180,000, subject to terms and conditions and authorize the mayor to execute all necessary documents. The agreement shall replace the earlier agreement executed on November 19, 2021, including a provision not to construct a building in the parking lot in order to maintain the view of the south face from the street, and allow work to be performed by the existing contractor chosen by the low bid.

II. DEPARTMENT CONTACT PERSONS

Jonathan Rosenthal, Economic Development Administrator – 420-4524
Brian Billingsley, Community & Economic Development Director – 857-4147

III. DESCRIPTION

1. Background
The City of Minot approved a program and committed to façade improvements in downtown Minot’s Central Business District in July 2021. This is, subject to these modifications, the first application under this program. The application has been reviewed and recommended by staff along with a review from the Renaissance Zone Review Board who was tasked with that work. The recommended amount is determined from the lowest of three qualified bids obtained by the applicant times 75%.
2. Proposed Project
The renovations will restore the façade of the building to true-to-period condition by removal of materials inappropriate to the original design and the installation of arched windows on the second floor, removal of an air conditioner cut into the façade, removal of vinyl siding from a chimney that wraps around the southwest corner of the building, installation of five (5) first floor arched windows, two containing entrance doors, and brick and other masonry work along with painting required for repair. The work was begun by the contractor who won the low bid and the additional work may be treated as a change order.

IV. IMPACT

1. Strategic Impact:

This proposal is the first of several downtown Minot properties to make renovations that will improve the appearance and viability of downtown as a place for retail businesses and cultural institutions to thrive and as a place making effort as a unique, regional attraction in North Central North Dakota.

2. Service/Delivery Impact:

This construction will be permitted and inspected by the Inspections Department. The program activity will be monitored by the Economic Development Administrator. Sidewalk and right-of-way encroachments are regulated by the Engineering Department.

3. Fiscal Impact:

This proposal will use sales tax funds already allocated by the City. These projects are expected to increase downtown property values over time.

V. ALTERNATIVES

1. The City Council can send the project back for review by the Renaissance Zone Review Board.
2. The City Council can reject the application if it decides the application sent to them does not significantly adhere to the program guidelines adopted by the council in July 2021.

VI. TIME CONSTRAINTS

This item cannot be approved until the Façade Improvement Program amendments are approved. If this Council denies the proposed amendments or tables a decision until a future date, this item will need to be tabled or denied.

VII. CITY COUNCIL ASPIRATIONS

This amendment fulfills the following City Council aspirations:

1. Dynamic and Prosperous – Improving the appearance of building facades downtown will help to increase business redevelopment and occupancy.
2. Excellent and Connected – Improving the fabric of the downtown neighborhood, making it more livable and user-friendly while increasing usage and local commerce.

VIII. LIST OF ATTACHMENTS

1. Amended Contract
2. Proposed Renderings
3. Quote from Contractor
4. Updated Description of Project
5. Auslander Operating Agreement
6. Report on Condition of the Property
7. Staff Recommendations to Renaissance Zone Review Board