

**Renaissance Zone Board Meeting**  
Meeting Minutes for August 24, 2023 at  
8:30am City Hall Finance Conference Room  
Minot, ND

**Members Present:** Pete Hugret (Chair), Pat Bailey (Vice-Chair), Jason Bentley, Mark Lyman, Christine Staley, Rachelle Sian  
**Members Absent:** Michael King, Justin Anderson, Jen Cook, Betty Fedorchak  
**Others Present:** Jonathan Rosenthal (Economic Development Administrator) and Mikayla McWilliams (City Clerk)  
**Guests:** Alderman Paul Pitner (Liaison), Kristin Boen (Applicant)

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**Call to Order.**

Chairman Hugret called the meeting to order at 8:30 am.

**Adopt Meeting Minutes.**

Motion by Bailey to adopt the minutes of the July 27, 2023 meeting. Second by Staley. Passed by the following vote: ayes: all, nays: none. **Motion Passes.**

**Façade Program Applications**

o **FI-10 by Kristen Boen for 117 Central Ave W**

Mr. Rosenthal discussed with the board how the walk-through had been completed and the applicant is able to receive the maximum amount of \$180,000 due to the width of the building. Hight Construction was the low bid for the project and came in at \$363,980.00. The design and construction of the building will include the replacement of windows, the repair and restoration of the prism windows, the restoration to the original 1925 era, the replacement/fixing of the glazed issues, and the removal/replacement of the air conditioning units. There was discussion about the new brick needed to restore the facade where air conditioning units were cut in below the windows. The brick will be a complementary color to the existing brick and Kristin Boen will supply a new drawing to include the soldier pattern for the new brick portion. Based on a recommendation from the State Historic Preservation Office, Mr. Rosenthal recommends not removing existing historic bricks to do the soldier brick pattern along the street side of the building. The applicant wants the building to have a consistent design. Mr. Rosenthal recommended approval to the City Council in the amount of \$180,000.00.

Motion by Lyman to approve the request. Second by Bentley. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

**Other Activity**

**FI-9 by John and Irene Pitner at 111 Main Street S**

This was a design change to the windows was deemed necessary after demolition. This is only a change to design and will not require any more monetary commitment at this time because they have already reached the maximum. The window plan was small and additional windows need to be added. Mr. Rosenthal recommended the board approve the design changes.

Motion by Bailey to approve the request. Second by Staley. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

### **Next Scheduled Meeting**

Thursday, September 28, 2023, in the new City Hall Finance Conference Room, 10 3<sup>rd</sup> Ave SW.

Christine Staley asked Mr. Rosenthal about the current budget for projects. Mr. Rosenthal discussed how he feels that currently there is enough in the budget to complete two more projects. The proposed 2024 budget has approximately \$400,000.00 budgeted for the façade program.

He would like to have discussions in the future about subsidizing any upper-floor renovations to downtown buildings. There would need to be discussions with the banks/lenders, the Bank of ND, and the City of Minot.

### **Adjournment**

Motion by Bailey to adjourn the meeting. Second by Sian. Motion carried by the following vote: ayes: all, nays: none. **Motion passes.**

The meeting was adjourned at 9:04 am.

*Minutes prepared by: Mikayla McWilliams, City Clerk*