

**Renaissance Zone Board Meeting**  
Meeting Minutes for July 27, 2023 at 8:30am  
City Hall Finance Conference Room (10 3<sup>rd</sup> Ave SW)  
Minot, ND

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

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**Call to Order.**

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

Mr. Rosenthal mentioned he is currently trying to contact the Minot Housing Authority to discuss a new appointment for the board to replace Candrian who retired from the board this past spring.

**Adopt Meeting Minutes.**

Motion by Lyman to adopt the minutes of the May 25, 2023 meeting. Second by Bailey. Passed by the following vote: ayes: all, nays: none. **Motion Passes.**

**Renaissance Zone Applications.**

- o M-105 for 117 Central Ave West by Kristin Boen, Boomtown Enterprises, LLC  
Mr. Rosenthal recommended approval by the board. By state law, this investment requires new investments equal to 50% of the current value of the improvements. Kristen Boen wanted to clarify if she can also put in an application for the façade program. She is currently struggling to find 3 bids due to the prism glass windows. Mr. Rosenthal explained that the program is generous in order to deal with exactly these issues. He added that he is reluctant to recommend the removal of a historic element regardless of the inconvenience caused. According to Ms. Boen, contractors are not wanting to deal with the removal, restoration, and installation. Boen was able to find a window expert out of Minnesota for \$60,000 for just the windows. Mr. Hugret asked about the \$20,000 bid Margie Bolton had put in for the same work. She will use the St. Paul bid as a subcontractor bid embedded in the other bids. Mr. Rosenthal recommended approval to City Council. Motion by Lyman to approve the request. Second by Cook. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

The group discussed the questions Ms. Boen had about the façade program. The deadline for the application for the next meeting would be August 10<sup>th</sup> or 11<sup>th</sup>.

**Amendments to Façade Program**

**FI-7 by Joseph L. Hurt for 121 Main St S**

This was a design change and the windows cost more money. Joseph Hurt's initial application was under

the maximum amount, allowing him to request an increase. Mr. Rosenthal recommended approving the changes to design and amending the contract for the amount of the change 75% of \$9,800 or \$7,350. Motion by Bailey to approve the request. Second by Anderson. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

#### **FI-2 One Eleven (111 Central Ave W) , Kevin Black**

Kevin Black made a design change without prior approval on the **façade**. Ken Black is now doing the construction and Mr. Rosenthal had a meeting last week to discuss the changes to the design. The windows that have been purchased and installed do not match the sizes in the original design. A couple of large glass windows were inserted rather than carry the upper and lower panel sizes extending along the **façade**, with the large glass panels becoming longer in size along the length of the **façade** as the height along the sidewalk increased. It does not follow the original design on the Central Avenue facade as approved for funding under the **Façade Program**. The windows would have been 15-20% bigger as shown in the original design. This application was accepted prior to the rule change about requiring a contractor meeting. Kevin did mention he was able to locate the original Viking ship leaded glass window that was on the building and will be installing it again. Mr. Rosenthal recommended the approval of the design change. By new rules, staff now meets with the contractor before works begin. Motion by Bailey to approve the request. Second by Staley. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

#### **Update on passed Senate Bill 2391**

Pete Hugret and Pat Bailey met with the City Manager and Mr. Rosenthal to discuss the changes in the adopted legislation. The major changes to the Renaissance Zone Program include the option of adopting a 8 benefit if the owner invests in improvements of 75% (commercial only) benefit. The group discussed if there should be expectations set on the 8-year plan. No other community has made the changes in their program. The new law is effective August 1, 2023. No board action is required to be taken. The other change in the program is there can now be two islands instead of one. There are no blocks available to add at this time. The next step, if adopting local changes are desired, is to involve the school district and the county in discussions.

#### **QR Code Stickers**

Mr. Rosenthal is going to work with Lowe's on the printing of the QR Code stickers for both programs. He showed the board the designs of the stickers.

#### **Next Scheduled Meeting**

Thursday, August 24, 2023, in the new City Hall Finance Conference Room, 10 3<sup>rd</sup> Ave SW.

#### **Adjournment**

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

The meeting was adjourned at 9:51 am.

*Minutes prepared by: Mikayla McWilliams, City Clerk*