

**Growth Fund Members:**

Chairman,

Tim Spilman

Vice Chairman,

Mark Weide

Jeremy Bauer

Annette Behm-Caldwell

Don Boehm

Jeff Erickson

Rick Horn

Curtis Patzell

Michael J.B. Schaff

**Liaisons:**

City Commissioner, City of  
Mandan

Mike Braun

City Attorney, City of Mandan

Malcolm Brown

City Administrator, City of  
Mandan

Jim Neubauer

Chief Building Official, City of  
Mandan

Douglas Lalim

Finance Director, City of  
Mandan

Greg Welch

Business Development  
Director, City of Mandan

Ellen Huber

Bismarck-Mandan  
Development Association

Brian Ritter

Nathan Schneider

Lewis & Clark Regional  
Development Council

Brent Ekstrom

**Mandan Growth Fund  
Friday, January 9, 2015**

**Noon**

**Ed "Bosh" Froehlich Meeting Room**

**Mandan City Hall**

**205 Second Avenue NW**

1. Introductions

*Chairman Tim Spilman called the meeting to order. Members indicated with a  were in attendance. Susan Beehler and Dan Anderson attended as committee applicants. Program Coordinator Krista Harju and Assessor Shirley Shaw were also in attendance.*

2. Consider for approval the following minutes:

- a) Nov. 13, 2014

*Jeremy Bauer moved to approve the minutes. Don Boehm seconded. Motion passed unanimously.*

3. Consider letters of interest for service on the MGF and recommendations to City Commission

- a) Dan Anderson  
b) Susan Beehler  
c) Jeff Erickson  
d) Rick Horn  
e) Mark Weide

*The committee considered five applicants for four open positions, including two new applicants and three individuals whose terms had expired. Spilman asked each candidate to introduce themselves, explain why they want to serve on the committee and share their views of strengths and weaknesses of the community. There was considerable dialogue between the interested parties and committee members.*

*Huber noted that the committee has strived for representation in certain sectors including two financial and three community-at-large. Neubauer said it would be good to have someone from the northern industrial area. Huber also noted the term recently expired for the previous Memorial Highway representative.*

*Curtis Patzell moved to recommend the appointments to the City Commission of Dan Anderson, Mark Weide,*

*Rick Horn and Jeff Erickson. Boehm seconded. Motion passed unanimously. The recommendation will go to the City Commission at a Jan. 20 meeting.*

4. Discussion regarding proposed Commercial Remodeling Exemption policy  
*Huber introduced the discussion. City Assessor Shirley Shaw and City Finance Director Greg Welch have been monitoring policy changes adopted by the City of Bismarck in 2014. Bismarck approved recommendations from its Assessing Department, which tightened things up a bit beyond what the state allows. The state law allows a remodeling exemption for up to five years at the full value of the improvement for residential properties 25 years or older and commercial properties without restriction to age. Bismarck's new policy limits the exemption to three years for both residential and commercial properties. Bismarck allows the exemption for residential properties 40 years or older and for commercial properties 25 years or older. Bismarck also eliminated additions to properties and indicated a property would only be eligible for one remodeling exemption per assessment period. City of Mandan staff developed recommendations after reviewing Bismarck's changes. The City is seeking opinion of the committee before taking it before City Commission.*

*Shaw presented the staff recommendations. Staff recommend limiting the remodeling exemption to three years, but does not recommend the additional age restriction proposed by Bismarck. There is no current policy for additions. As long as they qualify and meet all requirements, City officials are not opposed to allowing for additions. Huber said remodeling exemptions for additions have allowed for the expansion of many businesses. She recommended Mandan take a different approach than Bismarck. Applications for a remodeling exemption must be submitted to the Assessing Department and a re-assessment of the property needs to occur prior to approval and project commencement. Applications go to the City Commission for final approval. Property owners are also required to get their building permit before construction begins.*

*Brent Ekstrom suggested leaving the commercial remodeling exemption at five years, because it could benefit the City to have an advantage over Bismarck. Huber said it is still business friendly. Properties in the Renaissance Zone can still get the full exemption for five years. Schaff recommended adding, "other insurable incidents" to the language regarding flood or fire damage.*

*Schaff moved to recommend to the City Commission the remodeling exemption policy as presented with the indicated change. Boehm seconded. Motion passed unanimously. It will be presented to the City Commission on Jan. 20.*

5. Review MGF general policy guidelines  
*City Commissioner Laber had questions about how the Storefront Improvement Program aligns with the general purpose of the Growth Fund. The current language states, "The primary purpose of this fund is to encourage and assist in the development of employment within the area by creating jobs." Huber recommends changing the language to include economic development and the retaining and expanding of jobs. She also recommended including the Retail and Restaurant Incentive Application as an application the*

*committee reviews. Her last recommendation was to adjust the last sentence under Eligible Projects/Fund Uses to read, "Generally, these funds will not be used for retail activities unless a known gap exists or restructuring existing debt."*

*Boehm moved to table discussion until the next meeting. Schaff seconded. Motion passed unanimously.*

6. Other Business

7. Adjourn

*Schaff moved to adjourn. Boehm seconded. Motion passed unanimously.*