



Economic Development Advisory Committee
West Fargo City Hall, Riverside Room
Thursday, August 1, 2024
8:00 -9:30 am

Voting Members

Eddie Sheeley Chair
Banking
Choice Financial
Nicole Steen-Dutton V.
Chair
Retail
Thunder Coffee
Jaysen Schock
Past Chair
Manufacturing
Cargill
Marshall McCullough
Service
Ohnstad Twichell
Paul Matthys
Utilities
Cass County Electric
Tom McDougall
Technology
High Point Networks
Nick Killoran
Small Business Owner
Great North Insurance
Jeffrey Volk
Const./ Engineering
Moore Engineering
Caim Reisch
Member at Large
Marvin

Ex-Officio Members

Shannon Full
FMWF Chamber of
Joe Raso
GFMEDC
Levi Bachmeier
WFPS
Robert Wilson
Cass County

City Commissioners

Brad Olson
Amy Zundel

City Staff

Nick Lee
Senior Director of Admin.
Casey Sanders- Berglund
Economic Development
Aaron Nelson
Planning Director

The Economic Development Advisory Committee (EDAC) meets regularly on the first Thursday of every month to review incentive applications and other items pertaining to the Economic Development within the City of West Fargo. The committee provides recommendations to the City Commission for final review. All Committee meetings are open to the public and any Executive Sessions abide by North Dakota Century Code. The Committee reserves the right to hold special meetings at its discretion facilitate efficient development within the City of West Fargo.

AGENDA:

1. Call to order
2. Attendance roll call
3. Approval of last meetings minutes
4. Approve order of Agenda
5. Enterprise Grant Request- Optima Realty (Casey Sanders-Berglund)
6. Growth Initiative Fund Request - (Casey Sanders-Berglund/ GFMEDC)
7. Committee Transitions (Casey Sanders-Berglund)
8. Non-Agenda Items
9. Adjournment

Future Meeting Dates (1st Thursdays of each month)

Thursday, September 5, 2024

Thursday, October 3, 2024

Thursday, November 7, 2024



**West Fargo Economic Development
Advisory Committee
Thursday, June 6, 2024
8 am**

The City of West Fargo Economic Development Advisory Committee met on Thursday, June 6, 2024, at 8 am.

Voting Members Present: Eddie Sheeley (Chair), Nicole Steen-Dutton (Vice-Chair), Marshall McCullough, Tom McDougall, Jeffery Volk.

City Staff: Casey Sanders-Berglund (Economic Development Manager), Nick Lee (City Assessor) & Dan Hanson (Senior Director of Community Development)

Ex-Officio Members: Joe Raso & Joey Ness (GFMEDC)

Commissioners: Brad Olson

Eddie called the meeting to order.

Marshall moved and Nicole seconded to approve the minutes for April 4th, 2024 as presented. No opposition. Motion carried.

Jeff moved and Marshall seconded to approve the Order of Agenda. No opposition. Motion carried.

Casey Sanders-Berglund presented the Renaissance Zone application for Red River Refrigeration. Red River Refrigeration is a service provider located in an eligible Renaissance Zone. They have conducted business in West Fargo for over 30 years and are looking at adding to their current facility and expanding their operations. Based on the guidelines for the city this application is eligible for up to 50% of the true and full value of the property tax. Marshall moved and Nicole seconded the motion. No opposition. Motion carried.

Request for the July meeting to be rescheduled from July 4th. Tentatively scheduled for July 11th should a meeting be needed based on applications. (Same time and place)

Tom motioned and Marshall seconded to adjourn the meeting. No opposition. Meeting was adjourned.

Chair, Eddie Sheeley

CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

Shoppes on Sheyenne LLP

Current Location: 110 Sheyenne St, West Fargo ND 58078

Applicant: Shoppes on Sheyenne LLP
Owner: Tony Paul

Staff Contact: Economic Development
Casey Sanders

Economic Development Advisory Committee:

August 1, 2024

West Fargo Public School District:

N/A

Cass County Board of Commissioners:

N/A

Public Hearing:

N/A

City Commission:

PURPOSE:

To conduct an interior and exterior update of the property that is welcoming a new business, Scan Designs. The update to the 40,000 square foot facility will include some HVAC work, signage, window work, window seals, exterior doors, and continued work on the parking lot for the property.

PROJECT ELIGIBILITY FOR DEVELOPMENT:

The project is located in the Downtown Mixed-Use zone and meets several of the enterprise grant goals:

- Diversification of business types
- Increase exterior building facades and enhancing the area
- Encouraging redevelopment and reinvestment
- Complimentary business to the area bringing local ownership and staff that value local business partnership.
- Increase and enhance space activation on a regular basis.

DISCUSSION AND OBSERVATIONS:

- Ownership is bringing Scan Designs a Furniture business to expand their services into a larger footprint from their previous location in downtown Fargo.
- 40,000 SF facility that will enhance the façade of the building with new windows, exterior doors, HVAC work, Signage, and continued work on the parking lot including striping.
- The property was previously Furniture for Less and had occupied this property since 2004 and the renovations will increase the appearance, use, and lifespan of the building.

CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT



PUBLIC PARTICIPATION:

Public assistance for this project would be funded through Economic Development Sales Tax. The project is eligible for \$70,961.95 which is 50% of the total being spent based on the estimated \$141,923.60.

Estimated Renovation	50% Reimbursable
\$ 141,923.60	\$ 70,961.95

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee is reviewing this project on August 1st, 2024.

CITY OF WEST FARGO ECONOMIC DEVELOPMENT
STAFF REPORT



CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

Greater Fargo Moorhead EDC

Growth Initiative Fund

Applicant: Joe Raso / John Machacek Owner: Greater Fargo Moorhead EDC	Staff Contact: Economic Development Casey Sanders
Economic Development Advisory Committee:	August 1, 2024
West Fargo Public School District:	N/A
Cass County Board of Commissioners:	N/A
Public Hearing:	N/A
City Commission:	

PURPOSE:

This request proposes to use economic development sales tax to support the Growth Initiative Fund (GIF) low interest loan program administered by the Greater Fargo Moorhead EDC. The current request comes from the outlook that this program faces a pause on new loan approvals, as outgoing new loan activity greatly exceeds the timing of loan repayments.

The Growth Initiative Fund is outlined on the Greater Fargo Moorhead Economic Development's website as:

The GIF is a revolving loan fund administered by the GFMEDC. While the primary function is serving as the community portion of the BND PACE & Flex PACE program within Cass County, ND, a portion of the GIF's funds are available for projects targeted at the emerging sectors identified in GFMEDC's strategic objectives.

The Funding Partners Program can be explored with GFMEDC for projects that involve additional funding partners (such as ND Development Fund, Bank of North Dakota, etc.) and there are remaining financing gaps to be addressed. Projects will be considered on a case-by-case basis.

DISCUSSION AND OBSERVATIONS:

- The city of West Fargo has contributed 4.5% of the overall total of \$7,295,000 in public funding sources for this program. Additional funders have been the City of Fargo and Cass County.
- Sixty-seven total businesses or 22.7% of all of the loans have been awarded to West Fargo businesses.
- Since the inception of this program West Fargo has contributed \$330,985.00. In the past twenty-nine years businesses in West Fargo have had access to \$4,095,055.00 of low interest GIF loans, which in turn have also enabled \$7,700,000 in additional matching state grant funds for those businesses.
- The support of this program has offered access to these funds to support a business over eleven times.
- With the requested total added to the total already sources the total West Fargo contribution would be \$980,985.00 bringing the support to 12% of the overall funding sources.

CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

PUBLIC PARTICIPATION:

- Public assistance for this request consists of a total of \$650,000.00 from the economic development sales tax.
- The Economic Development Sales Tax's goal is to support job growth and economic development. This program has a proven track record of supporting businesses and multiplying the impact.

RECOMMENDATIONS:

The proposed request brings West Fargo closer to a percentage of support based on size of our city. Additionally, Fargo and Cass County have the bulk of the revolving loan funds investment. This request comes from economic development sales tax and brings the cities regional support percentage to a more comparable overall match

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee to review this request on August 1, 2024