



Economic Development Advisory Committee
West Fargo City Hall, West Fargo Room
Thursday, December 19th, 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
Chad Brousseau
Utilities
Cass County Electric
Tom McDougall
Technology
High Point Networks
Nick Killoran
Small Business Owner
Great North Insurance
Jeffrey Volk
Const./ Engineering
Moore Engineering
Cairn 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. Welcome Chad Brousseau to the committee
6. Recommendation on Beyond Running Façade Improvement Grant closing.
7. Discuss possible reschedule January Meeting (Jan 2nd)
8. Review of 2024
-Opportunity for Q & A Discussion
-2025 Items of note
9. Non-Agenda Items
10. Adjournment

Future Meeting Dates (1st Thursdays of each month)

Thursday, January 2, 2025

Thursday, February 6, 2025

Thursday, March 6, 2025



**West Fargo Economic Development
Advisory Committee
Thursday, September 5, 2024
8 am**

The City of West Fargo Economic Development Advisory Committee met on Thursday, September 5th, 2024, at 8 am.

Voting Members Present: Nicole Steen-Dutton (Vice-Chair), Jaysen Schock, Marshall McCullough, Tom McDougall, Jeffery Volk, Cairn Reisch.

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

Ex-Officio Members: Joey Ness & Ryan Asheim (GFMEDC)

Commissioners: Brad Olson & Amy Zundel

Nicole called the meeting to order.

Marshall moved and Jeff seconded to approve the minutes for August 1st, 2024 as presented. No opposition. Motion carried.

Tom moved and Jaysen seconded to approve the Order of Agenda. No opposition. Motion carried.

Casey Sanders-Berglund presented the enterprise grant for Markar (Sandy's Doughnuts). Jeff recommended approval Tom seconded to approve the recommendation of the application. No opposition. Motion carried.

Casey Sanders-Berglund introduced the application of Chad Brousseau for the vacant seat holding the position of utilities industry for the committee. Opened up for consideration and discussion. Tom moved to approve recommendation to the city commission. Marshall seconded. No opposition. Motion carried.

Aaron Nelson reviewed the draft of the Growth Area Masterplan project overview. Opened the floor for discussion, feedback, and questions. No action requested.

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

Vice Chair, Nicole Steen-Dutton



To: EDAC

From: Casey Sanders- Berglund Director of Economic Development

Date: December 19th, 2024

Subject: Beyond Running – Façade Improvement Loan

Action: Recommendation to City Commission

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
Chad Brousseau
Utilities
Cass County Electric
Tom McDougall
Technology
High Point Networks
Nick Killoran
Small Business Owner
Great North Insurance
Jeffrey Volk
Const./ Engineering
Moore Engineering
Cairn 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

Summary:

Beyond Running received a Façade Improvement Loan in March of 2016.

Though the Façade Improvement Loan program is no longer an active option for new incentive inquiries this loan is coming to a close.

The original loan outline is as follows:

- The city will participate in 50% of the qualified improvements up to \$40,000.
- Of the 50% half (\$10,000) was an interest free loan
- The second half (\$10,000) is a forgivable grant from the city provided the loan payments are made on time and improvements to the building are maintained.
- The loan repayment term is 10 years
- There is no penalty to pay off the loan early

Request:

Now, in 2024 the loan is at the point where the business, Beyond Running, has paid the balance and would like to close the loan and have the final portion forgiven.

There has been a handful of months in which the balance has carried over for up to 4 months. Then the four months of payments have been paid and applied to the correct loan monthly invoices. The majority of these situations happened near the end of the year in 2020 with a handful of time blocks subsequently in 2021-2023. Each loan payment has been paid.

To remain accountable to the details of the agreement the request is to offer a recommendation regarding the closing of the Façade Improvement Loan for Beyond Running.

January 2024-December 2024**Incentives:****Enterprise Grants**

3 of 4 Applications were approved in 2024

One application did not move forward due to eligibility.

Total approved funds of \$225,00

Renaissance Zone

2 of 3 Applications were approved in 2024

One application did not move forward due to eligibility

Total approved tax abatement over 5 years \$337,082

Pilot & TIF

No applications moved forward in 2024

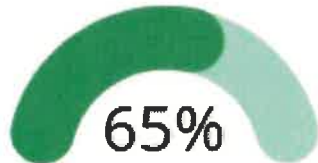
Child Care Grants

31 of 51 total grant awards have been completed

Communication to complete spending by year end

\$521,650.50 of the total approved \$769,322.24 spent

Impact survey sent to all participating Child Care programs

Business Retention & Prospects:**Business Retention and Expansion Visits**

59 business visits were completed out of a goal of 91

12 businesses indicated they were new or planning an expansion in the next 1-2 years

Prospective Businesses

27 prospects were connected with out of a goal of 31

5 are confirmed to have begun business as of the end of 2024 in the City of West Fargo