



Economic Development Advisory Committee

West Fargo City Hall, West Fargo Room

Thursday, June 5th, 2025

8:00 -9:30 am

Voting Members

Eddie Sheeley Chair
Banking
Choice Financial
Marshall McCullough
Service V.Chair
Ohnstad Twitchell
Vacant
Retail
Jaysen Schock
Past Chair
Manufacturing
Cargill
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

Dan Hanson
Senior Director of Com. Srv.
Casey Sanders- Berglund
Economic Development
Aaron Nelson
Planning Director
Paul Fracassi
City Assessor
Evan Frisk
Economic Development

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 to 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. Restad Properties Renaissance Zone application (Casey Sanders)
6. Converdia Health Staffing parking lot upkeep
7. Introduction of Melissa Sampson
8. Non-Agenda Items
9. Adjournment

Future Meeting Dates (1st Thursdays of each month)

Thursday, July 10, 2025

Thursday, August 7, 2025

Thursday, September 4, 2025



**West Fargo Economic Development
Advisory Committee
Thursday, May 15th, 2025
8:00 am**

The City of West Fargo Economic Development Advisory Committee met on Thursday, May 15th, 2025, at 8:00 am.

Voting Members Present: Eddie Sheeley (Chair), Marshall McCullough (Vice-Chair), Chad Brosseau, Tom McDougall, Jeff Volk, & Nick Killoran.

City Staff: Casey Sanders-Berglund (Economic Development Manager) & Dan Hanson (Senior Director of Community Development).

Ex-Officio Members: None

Commissioners: Brad Olson and Amy Zundel

Eddie called the meeting to order.

Marshall moved and Tom seconded to approve the minutes for March 6th, 2025 as presented. No opposition. Motion carried.

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

Casey Sanders-Berglund shared the Charleswood TIF Impact Summary report and information to share the impact and outcomes of the TIF district. This is a non-actionable item.

Casey Sanders-Berglund shared an application for the vacant seat on the EDAC. This applicant, Melissa Sampson is seeking the small business seat on the committee. Chad moved and Eddie seconded. No opposition. Motion carried.

Casey Sanders-Berglund shared some insight as to how the Placer AI tool is being used and functions, that this committee supported in December of 2024. This is a non-actionable item.

Casey Sanders-Berglund shared in Non-Agenda items that the Economic Development department hired Evan Frisk and he would be starting at the City on May 19, 2025.

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

Chair, Eddie Sheeley

CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

Restad Properties	
Parcel: 02-0801-00030-000	West Fargo ND 58078
Lot 3 BLK 1 Halversons Industrial 2 nd	
Applicant: Restad Properties Owner: Ryan Restad	Staff Contact: Director of Economic Development Casey Sanders
Economic Development Advisory Committee:	June 5, 2025
West Fargo Public School District:	N/A
Cass County Board of Commissioners:	N/A
Public Hearing:	N/A
City Commission:	TBD

PURPOSE:

The applicant is proposing to build a fourth building to this business industrial park. The property once constructed aims to add to the already bustling business industrial park. There will be opportunities to bring future businesses and jobs to this area which has access to infrastructure already. The building plans show the property to be 11,340 Sq. Foot and valued at approximately \$1,000,000 – \$1,100,000 after completion.



STAFF REPORT

**DISCUSSION AND OBSERVATIONS:**

- Located in Renaissance Zone Block #32 (Lot 3 BLK 1 Halversons Industrial 2nd)
- Zoned as Light Industrial no change needed for future use.
- Speculative building to accommodate future leasing tenants will complement the surrounding structures and provide continuity to the area.
- All tax and specials payments are current on this property.
- The property value is expected to be \$1,000,000- \$1,100,000.
- The other 3 projects Ryan has brought to this area have attracted 6 businesses / tenants and created approximately 50 jobs.
- A letter of good standing has been provided from the office of the state tax commissioner.

PROJECT ELIGIBILITY FOR DEVELOPMENT:

The project is located within block 32 of the Renaissance Zone identified in the West Fargo Renaissance Zone Development Plan.

The property is a piece of vacant land and will be developed to provide a speculative building / warehouse for increasing business, goods, and services. Once built this property will complement the surrounding properties and the businesses that operate from them and support the goal of the zone by improving overall appearances, encouraging new development, and business vibrancy.

STAFF REPORT

PUBLIC PARTICIPATION:

Public assistance for this project is through property tax through the renaissance zone program.

This program uses property tax as an incentive in which are subject to a comparison of percentage of the current properties true and full value (less land) and the future value of the building. Based on the percentage of the increase the property is eligible for a maximum of 5 years and 100% exemption as long as the 100% (+) of the current building value is being proposed.

In this case, the improvements being proposed offer to add a building value on vacant property. There is no current building located here and adding this one would increase the value to approximately \$1,000,000. This program is not subject to land tax so there is no current property tax on this parcel, so the taxing entities are not missing any expected taxes on this property. The future taxes on a \$1,000,000 commercial property estimate to be \$14,496 annually and this incentive request is for the approval of five years of tax abatement in which you can see in the below table that it totals to be \$72,480 based on these estimates.

Current Building Value	Future Bulding Value	Difference
\$ -	\$ 1,000,000.00	\$ 1,000,000.00

Property Tax Currently	Future Property Tax	Difference Annually
\$ -	\$ 14,496.00	\$ 14,496.00

Year	Approximate Property Tax
1 2026	\$ 14,496.00
2 2027	\$ 14,496.00
3 2028	\$ 14,496.00
4 2029	\$ 14,496.00
5 2030	\$ 14,496.00
	\$ 72,480.00

RECOMMENDATIONS:

The economic development department recommends approval of the Renaissance as the increase in value and support of an infill area ripe for complementary businesses.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee is reviewing this project in June 5, 2025 and recommended it for approval.



STATE OF NORTH DAKOTA
OFFICE OF STATE TAX COMMISSIONER
BRIAN KROSHUS, COMMISSIONER

May 28, 2025

Ref: L1947517568

RYAN J. RESTAD
2328 12TH ST W
WEST FARGO ND 58078-4831

RE: Renaissance Zone Certificate Of Good Standing, State Income And Sales Taxes Only

This letter is evidence of good standing as required by the North Dakota Division of Community Services for purposes of obtaining final approval of a renaissance zone project.

As of the date of this letter, the records in the North Dakota Office of State Tax Commissioner do not show probable cause to believe that any income taxes (including income tax withheld from wages) or sales and use taxes are due and owing to the State of North Dakota by the following taxpayer:

Taxpayer's Name: RYAN J. RESTAD
SSN or FEIN: ***-**-4936

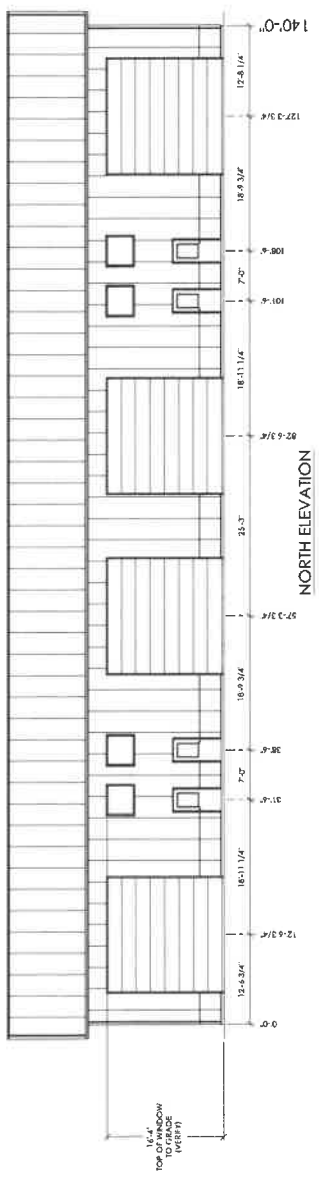
This letter must be submitted (as part of the zone project application) to the local zone authority for the renaissance zone in which the proposed zone project will be located. Please keep a copy of this letter for your records.

Liliya Montgomery

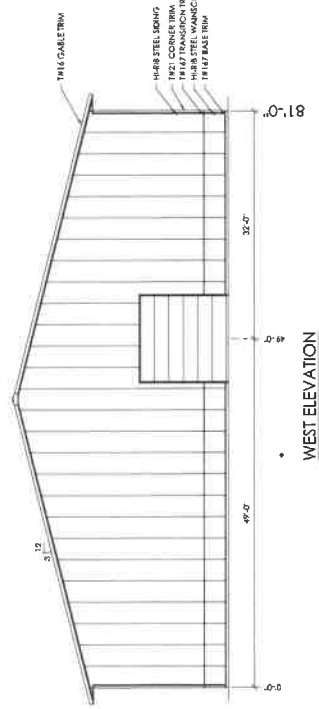
Liliya Montgomery
Supervisor, Individual Income Tax and Passthrough Entities
Phone: 701-328-1296
Email: lmontgomery@nd.gov

DESIGN AND EXPLANATORY NOTES

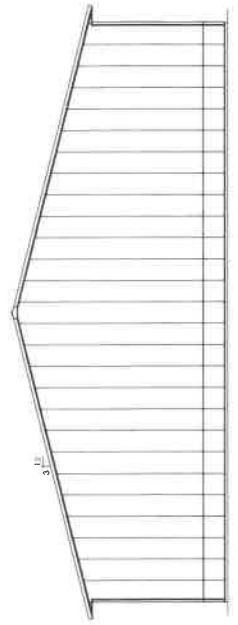
1) EXTERIOR DOOR AND WINDOW LOCATIONS ARE TAKEN FROM THE EXTERIOR FACE OF THE WALLS AND ARE TO THE CENTER OF THE DOOR AND WINDOW UNITS. VERIFY ALL DOOR AND WINDOW LOCATIONS WITH THE OWNER.



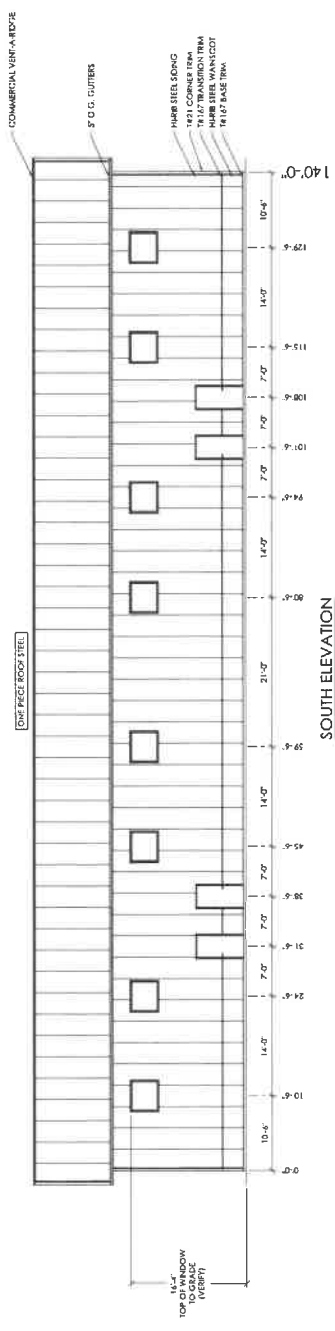
NORTH ELEVATION



WEST ELEVATION



EAST ELEVATION



SOUTH ELEVATION

SCALE: AS SHOWN
SHEET NO. 34 OF 36

NOT CHECKED
THREAT DATE

DRAWN BY:	TS/2025
DATE:	12/11/2025
CHECKED BY:	
DATE:	
DESIGNED BY:	
DATE:	
PROJECT NO.:	
PROJECT NAME:	
PROJECT DATE:	
PROJECT LOCATION:	
PROJECT OWNER:	

RYAN RESTAD
WESTFASCO, MD

ALLIED DESIGN ARCHITECTURAL & ENGINEERING GROUP, P.C.
100 S. PERSHING F.O. BOX 110 MORTON, L. 61202
COA # 23-22-000 (ENR & AS) PHONE NUMBER: 301-263-1105

OFFICE: LUGO HEAD, MD
FOR INFO: 301-263-1105

PRELIMINARY



SITE PLANS
 RESTAD TRUCKING COMPLEX
 310 3RD AVENUE NORTHWEST
 WEST FARGO, NORTH DAKOTA

DATE:	05.23.25
REV DATE:	---
REV/NO:	---
RECORD:	---
PROJECT NO.:	Z8476
MANAGER:	MAP
DESIGNER:	BUP
DRAWN BY:	BUP
REVIEWER:	EAG

C-603



- SEE NOTATIONS - UNUSUAL AREAS**
- ① CONCRETE PADDED AREA - REBAR
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CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

Converdia Health Staffing	
301 Sheyenne Street, West Fargo, ND 58078	
Downtown Mixed Use Zone	
Applicant: Converdia Health Staffing Owner: Brian Rahman	Staff Contact: Economic Development Casey Sanders
Economic Development Advisory Committee:	6/5/2025
West Fargo Public School District:	N/A
Cass County Board of Commissioners:	N/A
Public Hearing:	N/A
City Commission:	TBD

PURPOSE:

The applicant is proposing to use the funds to support the wear and tear on the parking lot of his business Converdia Health Staffing Solutions. The work to be done on the parking surface includes asphalt milling, crackfill, sealcoating , and re-striping. There are a total of 18 parking spots, located in the front of the business facing Sheyenne street.

The ownership has continued to welcome the public during non-business hours to park in this lot understanding that the nature of the downtown business culture is parking and walking to other businesses or events.



DISCUSSION AND OBSERVATIONS:

- Located in the (DMU) Downtown Mixed Used zone.
- This business received an enterprise grant in 2022 for the fit up of the south portion of the facility.
- The current taxes and assessments are not current as of 2024.
- WFE hosts approximately 50 events in Downtown WF annually.

PROJECT ELIGIBILITY FOR DEVELOPMENT:

The project is located in a parcel that is zoned Downtown Mixed Use and is an urban renewal area in the City’s General Plan for Urban Renewal and Urban Development. The project would advance the City’s economic development goals by providing support to a locally owned small business owner in upkeep of parking that allows for a more walkable downtown.

- Encouraging re-investment
- Support community pride in the adjacent neighborhoods
- Supporting the upkeep of a parking lot that is often used for public or adjacent businesses from becoming substandard.

PUBLIC PARTICIPATION:

Public assistance for this project is funded through economic development sales tax.

The proposed work totals \$11,585.00.

The applicant is requesting support towards the overall total.

18 Spots	1/2 cost	\$5,792.50
18 Spots	1/3 cost	\$3,862.00

RECOMMENDATIONS:

The proposed request comes from an understanding that the city intends to continue to seek out parking options in the Downtown area to support the economic activity, community events, and continued growth.

The Director of Economic Development recommends offering support to this proposed project but requests that the EDAC offer guidance as to which level of support to provide.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee reviewing this project for approval on June 5th, 2025.

Advanced Striping

4586 27 St N
Fargo, ND 58102
701.388.4426
office@fmstriping.com

Prepared by: Zach Dahlen
zach@fmstriping.com
701-230-2888



Prepared For:
Converdia Health Services
301 Sheyenne St
West Fargo, ND 58078

Attention:
Brian Rahman

Project Address:
Converdia Health Services
301 Sheyenne St
West Fargo, ND 58078

Dear Brian Rahman, thank you for the opportunity to provide you with this proposal. We look forward to answering any questions you may have and working with you on this project.

****This proposal is valid for thirty (30) days from the date written at the bottom of this estimate.***

****Parking Lots Only: If towing is required for us to complete scheduled work, this will be your responsibility. If we are working after business hours, or on weekends, the towing cost will be added to your invoice****

ASPHALT MILLING \$6,390.00

Mill out approximately 809 SQFT of asphalt to a depth of 2 inches, then completely clean out milled out area and apply tack oil. Install new asphalt and compact.

***Green areas on aerial map below

CRACKFILL \$750.00

Clean and seal all suitable cracks on asphalt with WR Meadows 3405 hot pour rubber sealant.
***Crack sealing does not include alligator or spider cracking. Only suitable cracks will be filled.

SEALCOAT PARKING LOT \$3,870.00

Clean and sealcoat approximately 4,300 SQFT of asphalt with a commercial-grade pavement sealer. Two coats with an application rate of 85-100 SQFT per a gal.

***There will be a \$540 surcharge if work must be completed on the weekend
***Irrigation must be turned off 24 hours prior to work and remain off until 24 hours after completed work
***Cars must be clear of parking lot, towing will be at owners expense

RE-STRIPE \$575.00

Re-stripe parking lot using oil based traffic paint. All areas must be clean and clear of obstructions. Striping will consist of approximately:

- 17 Parking Stalls
- 1 ADA stalls
- 1 Hash Marking

PROPOSAL TOTAL: \$11,585.00

Advanced Striping proposes to furnish material and labor to perform the work outlined herein for the sum of: **\$11,585.00**

*Additional MOB charges due to obstruction will be charged; *Additional \$50/man hour for downtime accrued due to parking lot not being ready

We accept checks, cashiers checks, money orders and all major credit cards (credit card payments will be subject to a 4% convenience fee)

*This Agreement shall supersede and replace all prior agreements, promises, and understandings, oral or written.

Client Signature: _____ Today's date: _____



TERMS, CONDITIONS & GUARANTEE

Advanced Striping Inc.

Asphalt Guarantee Fully covering labor, and materials against breakup for a period of 1 year. This excludes skin patching. Any request made to Advanced Striping INC by the owner, general contractor or their respective authorized supervisory employees to overlook the standard practices and procedures previously stated in these conditions will automatically negate any guarantee of material or workmanship whether such guarantee is written, implied or orally stated. Guarantee does not cover markings from sharp pointed objects, power steering created tire marks, or drippings from solvents and gas. Guarantee does not cover heaving of asphalt, subgrade failure, settling or expansion cracks due to freeze thaw weather cycle or tree roots. Asphalt is a machine laid surface which has seams that are sometimes noticeable. The surface texture of hand laid areas may not be uniform to machine laid areas, due to hand raking. "Advanced Striping INC not be liable for water ponding or retention in surrounding areas of patching due to current grades or construction method chosen. Guarantee does not cover damage caused by acts of third parties.

Sealcoat Guarantee: Advanced Striping INC will guarantee sealers (Asphalt emulsions and Blended sealers) from chipping and peeling for a period of 1 year. This guarantee does not include wearing of sealer and adherence of sealer to oil spots, hydraulic spots and tree sap. Guarantee does not cover damage caused by acts of third parties.

Terms: Payment Payment is due upon receipt of your invoice. If payment is not made in accordance, the customer agrees to pay any collection, legal fees and interest for any unpaid balances. Interest will accrue at a rate of .66% per month from the date of completion. Terms of guarantee are contingent upon receipt of final payment.

PRICE is based on specifications and estimates as shown on the "Proposal & Agreement". Field measurements may be made when the job is completed and any changes of specifications, areas, tonnage, or gallonages will correspondingly change the completed price. One mobilization charge is included in price, unless stated on the "Proposal & Agreement".

ADDITIONAL CHARGES may become necessary if permit(s), extra equipment time, extra materials, or extra labor would become necessary to complete this job, if subgrade is not up to acceptable specifications or requirements or if extra services and/or materials are requested in writing by the owner or general contractor of their respective authorized supervisory employees. Advanced Striping INC shall not be held liable for damage to surrounding areas of driveway or parking lot due to poor subgrade, moisture, or other unforeseen circumstance. Additional charges would be in accordance with the agreed upon change order which is made part and parcel of these conditions and "Proposal & Agreement". Advanced Striping INC reserves the right to refuse additional equipment time, extra materials or extra labor if it would interfere with advanced scheduling with other customers with whom previous commitments had already been extended.

Conditions: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are contracted to do the work as specified and the stated payment terms are acceptable. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner in accordance to standard construction practices. Any deviation from this proposal or extra work will be executed only upon owner or owners agent orders and may become an extra charge over and above this agreement. All agreements are contingent upon delays beyond our control. Property owner to carry fire, tornado and any other necessary insurance. We do not guarantee against pavement cracking from weather cycles and water ponding or retention due to pre-existing grade conditions. We cannot guarantee drainage or against water ponding on new asphalt without adequate slope. In flat areas water will not drain unless there is more than 1-1/2" of fall per 10 feet. Advanced Striping INC shall not be liable for damage to adjoining concrete flat work by asphalt installation equipment during standard construction procedures. Proposal excludes the following unless otherwise stated in the proposal: Permits, Excavation, Staking, Material Testing, Sod Restoration & Landscaping, Manhole/Catch Basin/Gate Valve Adjustments or Repairs, Vegetation Removal, SAC/WAC Charges, Dewatering.

Notice Of Lien: Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

_____ Date _____

www.advancedstripingfargo.com





IMG_2667



IMG_2677