

CITY OF HILLSBORO

Commission Members:
Terry Sando, President
Levi Reese, Vice President
Dave Sather & Mike Kress

19 S Main, PO Box 400
Hillsboro, ND 58045
Phone: (701) 636-4620 Fax (701) 636-4621

Auditor: Ashley Frederick
Public Works Director: Jim Anderson
City Attorney: John Juelson

REGULAR CITY COMMISSION MEETING

May 16, 2022, 6:30PM at MSCC

A G E N D A

1. **Open with Pledge of Allegiance**
2. **Reading of Minutes** – May 2, 2022, Regular Meeting Minutes.
3. **Presentation of Bills**
4. **May 2022 Disconnects**
5. **City Commissioners Reports**
6. **Report of City Officers**
 - 6.1 Superintendent
 - 6.2 Attorney
 - 6.3 Auditor
 - 6.4 Sheriff's Office
 - 6.5 City Engineer
7. **BC Ticket Items – See Attachment**
8. **Old Business**
 - 8.1 City Wide Street Paving Project - update
 - 8.2 Building Permit Process recommendation from P&Z
 - 8.3 ND Community Foundation - updates
 - 8.4 Railroad Park - update
 - 8.5 Mural Contest - update
 - 8.6 1881 Extraction Document – update
 - 8.7 Petition to Rezone RW Block 1 Lots 3 & 4 – P&Z Approved
 - 8.8 Outdoor Drinking Ordinance First Reading
9. **New Business**
 - 9.1 Running Club – 5K Run 06/16/22 7PM – Same route as last year
 - 9.2 Armory Cleaning – Request to post job opening
 - 9.3 Tap That – Aggie foundation Site Authorization Renewal Approval
 - 9.4 MSCC & Armory Rental Rates
 - 9.5 Brew Pub Façade Grant Application
10. **Citizens Addressing the Commission**
11. **Adjournment**

**NEXT REGULAR MEETING:
Monday, June 6, 2022, 6:30 PM
MAIN STREET COMMUNITY CENTER**

HBC Ticket's

- 7.1 HBC Ticket #2021002 – 206 4th Ave SE – Update if any
- 7.2 HBC Ticket #2021004 – 105 4th St NE – Progress Report
- 7.3 HBC Ticket # 2021005 – 13 S Main St. – Deadline 06/30 – Has been working on it.
- 7.4 HBC Ticket # 2021007 – 322 1st Ave NW – Closed on the 9th

DATE: 05/02/2022

TIME: 6:30 PM

THE HILLSBORO BOARD OF CITY COMMISSIONERS HELD A REGULAR MEETING AT MAIN COMMUNITY CENTER AT THE ABOVE DATE AND TIME.

Commissioners present: Sando, Reese, Kress, Sather, and Geray

Commissioners absent none

Commissioner Sando opened the meeting with the Pledge of Allegiance at 6:30 PM.

Reading of the Minutes:

Commissioner Sather moved to approve the April 18, 2022, Regular City Commission Meeting Minutes and the April 18, 2022, Tax Equalization meeting Minutes. Commissioner Reese seconded. Motion carried.

Presentation of Bills

<u>AP to be approved on</u> <u>05/02/2022</u>	<u>5/2/2022</u>	<u>Amount</u>	<u>Check #</u>
<u>Aramark</u>	<u>Rugs & mops</u>	<u>\$93.74</u>	<u>25527</u>
<u>Bank of North Dakota</u>	<u>Evans Properties LLC</u>	<u>\$1,181.52</u>	<u>25528</u>
<u>Bears Home Solutions</u>	<u>BES rebate</u>	<u>\$100.00</u>	<u>25529</u>
<u>Boeddeker Septic Pumping</u>	<u>Water valves & shop drain</u>	<u>\$400.00</u>	<u>25530</u>
<u>Border States</u>	<u>Electric parts</u>	<u>\$25,984.34</u>	<u>25531</u>
<u>Bruce Bowersox</u>	<u>P&Z</u>	<u>\$200.00</u>	<u>25532</u>
<u>Business Essentials</u>	<u>Mailing street project</u>	<u>\$195.70</u>	<u>25533</u>
<u>Cardmember Service</u>	<u>April Statement</u>	<u>\$327.73</u>	<u>25534</u>
<u>Core & Main</u>	<u>Parts</u>	<u>\$9,702.30</u>	<u>25535</u>
<u>East Central Regional Water Dist</u>	<u>Raw Water</u>	<u>\$7,814.60</u>	<u>25536</u>
<u>Electric Pump</u>	<u>Service call/replacement</u>	<u>\$31,843.14</u>	<u>25537</u>
<u>Ferguson</u>	<u>Water meter & hydrant</u>	<u>\$956.41</u>	<u>25538</u>
<u>Goose River Heating & Cooling</u>	<u>Convert propane to NG</u>	<u>\$1,186.00</u>	<u>25539</u>
<u>Halstad Telephone Company</u>	<u>Phone & internet</u>	<u>\$944.04</u>	<u>25540</u>
<u>Hawkins</u>	<u>Demurrage</u>	<u>\$55.00</u>	<u>25541</u>
<u>Hillsboro Economic Dev</u>	<u>Sales Tax</u>	<u>\$6,695.05</u>	<u>25542</u>
<u>Hillsboro Economic Dev</u>	<u>Lodging Tax</u>	<u>\$18.78</u>	<u>25543</u>
<u>Hillsboro Park Board</u>	<u>April Rev Share</u>	<u>\$1,706.42</u>	<u>25544</u>
<u>Hillsboro Public School</u>	<u>Library Program 2021 & 2022</u>	<u>\$7,994.70</u>	<u>25545</u>
<u>Mavis Johnson</u>	<u>Refund meter deposit</u>	<u>\$111.01</u>	<u>25546</u>
<u>Mike Kress</u>	<u>P&Z</u>	<u>\$200.00</u>	<u>25547</u>
<u>Mike Lessard</u>	<u>P&Z</u>	<u>\$200.00</u>	<u>25548</u>
<u>Wayne Manthy</u>	<u>Snow Clearing</u>	<u>\$1,208.75</u>	<u>25549</u>
<u>Simon Mau</u>	<u>Mowing contract cemetery</u>	<u>\$1,333.33</u>	<u>25550</u>
<u>Miller's Fresh Foods</u>	<u>Supplies</u>	<u>\$16.67</u>	<u>25551</u>
<u>Missouri River Energy Services</u>	<u>Monthly Fee</u>	<u>\$474.80</u>	<u>25552</u>
<u>NDLC</u>	<u>Webinar</u>	<u>\$30.00</u>	<u>25553</u>
<u>Office of the State Auditor</u>	<u>2020 - Audit bill #1</u>	<u>\$3,500.00</u>	<u>25554</u>
<u>Ohnstad Twichell</u>	<u>Legal service</u>	<u>\$3,500.00</u>	<u>769E</u>

<u>Olsen Hardware</u>	<u>Parts</u>	<u>\$104.85</u>	<u>25555</u>
<u>RMB Environmental Lab</u>	<u>Water testing</u>	<u>\$70.00</u>	<u>25556</u>
<u>RoenJo Junk Haul and Removal</u>	<u>Man Hours</u>	<u>\$225.00</u>	<u>25557</u>
<u>Sorum Oil Co.</u>	<u>Fuel</u>	<u>\$2,471.08</u>	<u>25558</u>
<u>Tim Spurgeon</u>	<u>BES rebate</u>	<u>\$400.00</u>	<u>25559</u>
<u>Sunbelt Solomon</u>	<u>Transformers</u>	<u>\$1,120.92</u>	<u>25560</u>
<u>Trails County Treasurer</u>	<u>Sheriff Contract May</u>	<u>\$17,254.08</u>	<u>25561</u>
<u>Sonia Trinidad</u>	<u>Armory Cleaning April</u>	<u>\$236.00</u>	<u>25562</u>
<u>Verizon</u>	<u>Phones</u>	<u>\$336.05</u>	<u>25563</u>
<u>Waste Management</u>	<u>Rolloffs</u>	<u>\$1,220.15</u>	<u>25564</u>
<u>Mike Willison</u>	<u>P&Z</u>	<u>\$200.00</u>	<u>25565</u>
		<u>\$131,612.16</u>	

Commissioner Reese moved to pay bills as presented. Commissioner Kress seconded. None voted no. Motion carried

City Commissioners Reports:

Commissioner Reese:

- Pool will not be opening anytime soon.
- There is a lot of cleaning that needs to be done.
- Will be looking this month for lifeguards. May have a replacement for Kathy.

Commissioner Sather: Nothing to report.

Commissioner Kress – Nothing to report

Commissioner Geray:

- Waiting for water to go down at the cemetery once it does it will be assessed.
- HEDC Meeting, and a thank you to the city for helping with the tent.

Commissioner Sando- Nothing to report

City Officers Reports:

Public Works Superintendent Anderson –

- Butler gave quote for reversible plow for \$27,595
Commissioner Sather made the motion to accept the quote for the new plow. Commissioner Reese seconded.

In a roll call vote

Yes- Geray, Kress, Sather, Reese, and Sando

Motion Carried.

City Attorney Juelson- Received lease from Pat Muller for Total Ag for 1881 Tax exemption.

Auditor Frederick- Due to all the weather we have pushed back our cleanup day to May 9 weather permitting.

Sheriff Hunt – Nothing to report

Old Business:

City Paving:

- Cover letter approval
- Good to send out.
- Superintendent Anderson thinks we should budget a little for curb and gutter every year.
- Fix up some of the roads before we get to the city-wide paving.

Building Permit Process- Tabled.

HBC Ticket #2021002- 204 4th Ave SE: Eviction court last week, they have 5 days to leave.

HBC Ticket #2021004- 105 4th St NE:

- *Commissioner Reese made a motion for Sheriff's office to move forward with criminal charges for the following properties: 2021004, 2021001, and 2021002. Commissioner Kress seconded.*

In a roll call vote

Yes- Sather, Kress, Geray, Reese, and Sando

Motion Carried.

- One Property owner addressed the commission and will talk with Charlie Stock.

HBC Ticket #2021007- 322 1st Ave NW: Property has been sold. Closing date is set for May 9.

HBC Ticket # 2021005-13 S Main St: No update

ND Community Foundation: No updates

Railroad Park:

Commissioner Reese makes a motion to get the process started with the \$600 fee from the leasing agency. Commissioner Sather seconded.

In a roll call vote

Yes- Kress, Geray, Reese, Sather, and Sando

Motion Carried.

Mural on MSCC – Contest update if any: June 1st is the new deadline for the entries to be submitted. Have gotten 5-6 entries so far.

1881 Extraction Document:

Petition to Rezone RW Block 1 Lots 3&4: Has to go to Planning & Zoning.

HBA tent Contribution- Wire transfer approval

Commissioner Reese made the motion to approve Auditor Frederick to make a wire transfer for \$20,800.87 to Celina for purchase of an Event Tent and to invoice the HBA, HEDC and any other organization their share of the cost of the tent. Commissioner Kress seconded.

In a roll call vote

Yes- Geray, Reese, Sather, Kress, and Sando.

Motion Carried.

New Business:

Flooding Emergency Disaster Declaration Approval:

Commissioner Reese made a motion to approve the Emergency Declaration for Spring flooding. Commissioner Kress seconded.

In a roll call vote

Yes- Sather, Reese, Geray, Kress, and Sando

Motion Carried.

Hillsboro Sanford Hospital Auxiliary- App for local permit for raffle:

Commissioner Sather made the motion to approve a Local permit for the Sanford Hospital Auxiliary Raffle. Commissioner Reese seconded.

In a roll call vote

Yes- Kress, Geray, Sather, Reese, and Sando

Motion Carried.

Outdoor Drinking Ordinance needs to be updated for patio seating establishments:

- Need to update our ordinance for beer gardens and Patios
- Commissioner Sando will work with Sheriff Steve Hunt for a patio solution
- Tabled

Citizens/Businesses Addressing the Commission

Marilu Person:

- Concerned about the Riverwalk drainage
- Will send pictures of the problem areas to the city

Chuck Putnam

- Clean up Questions
- HBA Tent will be kept and insured by the city

Adjournment:

Commissioner Sather moved to adjourn the meeting at 7:42pm. Commissioner Kress seconded. Motion carried.

Ashley Frederick
City Auditor

Terry Sando
Commission President

**The next regular meeting of the Hillsboro Board of City Commissioners
will be at 6:30 PM on Monday May 16, 2022, at Main Street Community Center.**

AP to be approved on 05/16/2022	5/16/2022	Amount	Check #
AE2S	Watermain Replacement	\$6,950.75	
Andresen, Andres J.	Beautification	\$200.00	
Aramark	Rugs & Mops	\$93.74	
Border States	Parts	\$3,094.23	
Celina Tent	Tent	\$20,800.87	ach
Dakota Natural Gas	NG shop	\$224.57	
Electric Pump	Lift Station	\$1,100.00	
Ewing Oil	Fuel	\$333.17	
Ferguson Waterworks	Meter	\$111.54	
Grainger	Parts	\$87.72	
Hawkins	Chemicals	\$2,554.24	
Hillsboro Airport Authority	April Contribution	\$72.26	
Hillsboro Banner	Legals/Ads, Env	\$3,219.45	
Hillsboro Banner (Beautification)	Ads	\$60.00	
Hillsboro Body Shop	Repairs	\$4,219.55	
Hillsboro Lumber	Shelf brackets	\$4.32	
Johnson, Eric	Beautification	\$200.00	
Kress, Mike	Beautification	\$200.00	
KRJB	Power Ads, sports	\$2,048.90	
Lawson	Parts	\$3.26	
Loffler	Copies	\$407.07	
Lovro Electric	LED shop, ripple con	\$825.00	
Midwest Inspections	Building Permit Fee	\$16,644.37	
Midwest Pest Control	Pest Control	\$178.00	
MRES	Energy Charge	\$144,313.32	ach
NAPA Central	Parts	\$879.68	
ND One Call	Locates April	\$10.40	
Paulson Gravel Service	Road Gravel shop	\$640.00	
Payment Service Network	April Statement	\$387.77	ach
Premium Waters	Water	\$84.57	
Reese, Levi	Beautification	\$200.00	
Smelden, Adam	Beautification	\$200.00	
Team Lab	Chemicals	\$2,411.00	
Vettel, Cindy	Refund deposit	\$50.00	
Waste Management	Trash, Roll offs	\$25,846.64	

TOTAL AG INDUSTRIES

THIS LEASE AGREEMENT is made and entered into on January 1, 2022, by and between Total Ag Industries (hereinafter referred to as "Landlord"), and 1881 Extraction Company (hereinafter referred to as "Tenant").

ARTICLE 1 - LEASE TERM

Section 1. Term of Lease. The term of this Lease shall begin on the Commencement Date, as defined in Section 2 of this Article I, and shall terminate on January 1, 2027 ("the Termination Date"); provided.

Section 2. Commencement Date. The "Commencement Date" shall mean January 1, 2022.

ARTICLE 11 - EXTENSIONS

The parties hereto may elect to extend this Agreement upon such terms and conditions as may be agreed upon in writing and signed by the parties at the time of any such extension.

ARTICLE 111 — BUILDING USAGE & DETERMINATION OF RENT

Section 1. Space Utilized. The Tenant agrees to the following space utilized within the building:

- 1) Lobby — 1,160 square feet
- 2) Kitchen — 342 square feet
- 3) Lab Room — 1,144 square feet
- 4) Upstairs Lobby — 321 square feet
- 5) Conference Room — 486 square feet
- 6) Office Room — 197 square feet
- 7) Upstairs Restrooms — 124 square feet
- 8) Dorm Room — 175 square feet
- 9) Mezzanine Storage Area — 983 square feet
- 10) Shop Area — 4,678 square feet
- 11) Loading Dock — 666 square feet
- 12) Cold Storage 18,425 square feet
- 13) CO2 Tank — 246 square feet
- 14) Loading Dock — 589 square feet



TOTAL AG INDUSTRIES

15) Research & Development Room — 1,244 square feet
The above space being utilized by Tenant is 30,780 square feet of the 54,000 square foot facility.

This is equivalent to 57% of the total facility.

Section 2. Monthly Rent. The Tenant agrees to pay the Landlord at a rate of \$0.97 cents per square foot for a monthly rate of \$2,488.05 which is equivalent to \$29,856.60 per year. The Landlord agrees to accept, during the term hereof, at such place as the Landlord shall from time to time direct by notice to the Tenant, monthly rent set forth in the following table:

January 1, 2022 to December 31, 2022:
\$ 2,488.05/month
January 1, 2023 to December 31, 2023:
\$ 2,488.05/month
January 1, 2024 to December 31, 2024:
\$ 2,488.05/month
January 1, 2025 to December 31, 2025:
\$ 2,488.05/month
January 1, 2026 to December 31, 2026:
\$ 2,488.05/month

Landlord and Tenant agree that the above rent shall be reduced annually by the Tenant paying the amount of 57% of the real estate taxes each year for Landlord's 54,000 square foot facility, or by the Tenant receiving a tax incentive for a new business in the form of a Payment in Lieu of Taxes (PILOT) of \$1.00 per year for and during the term of the Lease and any one (1) year extension thereof, such that Tenant receives a five (5) year PILOT benefit of \$ 1.00 per year on Tenant's 57% of the leased premises. Landlord and Tenant agree that any tax incentive (PILOT) granted to the Tenant shall be solely for Tenant's benefit, and should Tenant discontinue its business or terminate this Lease, the PILOT benefit shall not transfer to Landlord.

Section 3. Late Fee. A late fee in the amount of 5% of the Monthly Rent shall be assessed if payment is not postmarked or received by Landlord on or before the tenth day of each month.

Section 4. Utilities. Tenant shall pay for all electricity, light, power, janitorial, and other services incident to Tenant's use of the Leased Premises, whether or not the cost thereof be a charge or imposition against the Leased Premises.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

1881 Extraction Company:

Total Ag Industries:

Pat Muller, Partner

Pat Muller, President





RENTAL AGREEMENT
 OFFICE OF ATTORNEY GENERAL
 LICENSING SECTION
 SFN 9413 (Rev. 08-2019)

License Number (Office Use Only)

Site Owner (Lessor) <i>Peg Klemetsen</i>		Site Name <i>Tap That</i>		Site Phone Number <i>701-636-59</i>	
Site Address <i>15 Main St</i>		City <i>Hillsboro</i>	State <i>ND</i>	Zip Code <i>58045</i>	County <i>Traill</i>
Organization (Lessee) <i>Aggie Foundation</i>			Rental Period <i>July 1st 2022 to June 30th 2023</i>		Monthly Rent Amount
1. Is Bingo going to be conducted at this site? 1a. If "Yes" to number 1 above, is Bingo the primary game conducted? If "Yes," enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.				<input type="checkbox"/> No	<input type="checkbox"/> Yes
				<input type="checkbox"/> No	<input type="checkbox"/> Yes
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____ Number of Tables with wagers over \$5 _____ X Rent per Table \$ _____				<input type="checkbox"/> No	<input type="checkbox"/> Yes
3. Is Paddlewheels conducted at this site? Number of Tables _____ X Rent per Table \$ _____				<input type="checkbox"/> No	<input type="checkbox"/> Yes
4. Is Pull Tabs involving either a jar bar, standard, or electronic dispensing device conducted at this site? Please check: <input type="checkbox"/> Jar Bar <input checked="" type="checkbox"/> Standard Dispensing Device				<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> Electronic Dispensing Device Number of Electronic Devices <u>4</u>					\$ <u>400.00</u>
Total Monthly Rent					\$ <u>400.00</u>
5. If the only gaming activity to be conducted at this site is a raffle drawing, please check here.				<input type="checkbox"/>	

TERMS OF RENTAL AGREEMENT:

This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance.

The LESSOR agrees that no game will be directly operated as part of the lessor's business.

The LESSOR agrees that the (lessor) (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and, except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a winning pull tab, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device and sell raffle tickets or sports pool chances on a board on behalf of an organization.

The LESSOR agrees that the lessor's on call or temporary or permanent employee will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed.

If the LESSEE provides the Lessor with a temporary loan of funds for redeeming pull tabs or prize boards, or both, involving a dispensing device, the Lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.

The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds.

The LESSOR agrees not to loan money to provide gaming equipment to, or count drop box cash for the lessee.

The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name.

At the LESSOR'S option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.

Signature of Lessor <i>Tony</i> <i>Tony & Peg Klemetsen</i>	Title <i>OWNER</i>	Date <i>7-10-2022</i>
Signature of Lessee <i>[Signature]</i>	Title <i>Gaming Manager</i>	Date <i>2-10-2022</i>



GAMING SITE AUTHORIZATION
OFFICE OF ATTORNEY GENERAL
 SFN 17996 (02/2018)

G - _____ (_____) _____
 Site License Number
 (Attorney General Use Only)

Full, Legal Name of Gaming Organization
Aggie Foundation

The above organization is hereby authorized to conduct games of chance under the license granted by the Attorney General of the State of North Dakota at the following location

Name of Location <i>Tap That</i>			
Street <i>15 Main St</i>	City <i>Hillsboro</i>	ZIP Code <i>58045</i>	County <i>Traill</i>
Beginning Date(s) Authorized <i>July 1st 2022</i>	Ending Date(s) Authorized <i>June 30th 2023</i>		Number of twenty-one tables if zero, enter "0":
Specific location where games of chance will be conducted and played at the site (required) <i>South Wall for Electronics and West Wall for hard Card Machine</i>			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
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ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

<input checked="" type="checkbox"/> Bingo	<input checked="" type="checkbox"/> Club Special	<input checked="" type="checkbox"/> Sports Pools
<input checked="" type="checkbox"/> ELECTRONIC Quick Shot Bingo	<input checked="" type="checkbox"/> Tip Board	<input checked="" type="checkbox"/> Twenty-One
<input checked="" type="checkbox"/> Raffles	<input checked="" type="checkbox"/> Seal Board	<input checked="" type="checkbox"/> Poker
<input checked="" type="checkbox"/> ELECTRONIC 50/50 Raffle	<input checked="" type="checkbox"/> Punchboard	<input checked="" type="checkbox"/> Calcuttas
<input checked="" type="checkbox"/> Pull Tab Jar	<input checked="" type="checkbox"/> Prize Board	<input checked="" type="checkbox"/> Paddlewheels with Tickets
<input checked="" type="checkbox"/> Pull Tab Dispensing Device	<input checked="" type="checkbox"/> Prize Board Dispensing Device	<input checked="" type="checkbox"/> Paddlewheel Table
<input checked="" type="checkbox"/> ELECTRONIC Pull Tab Device		

APPROVALS

Attorney General	Date
Signature of City/County Official	Date
PRINT Name and official position of person signing on behalf of city/county above	

- INSTRUCTIONS:**
1. City/County-Retain a copy of the Site Authorization for your files.
 2. City/County-Return the original Site Authorization form to the Organization.
 3. Organizations - Send the original, signed, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval.

RETURN ALL DOCUMENTS TO:
 Office of Attorney General
 Licensing Section
 600 E Boulevard Ave, Dept. 125
 Bismarck, ND 58505-0040
 Telephone: 701-328-2329 OR 800-326-9240



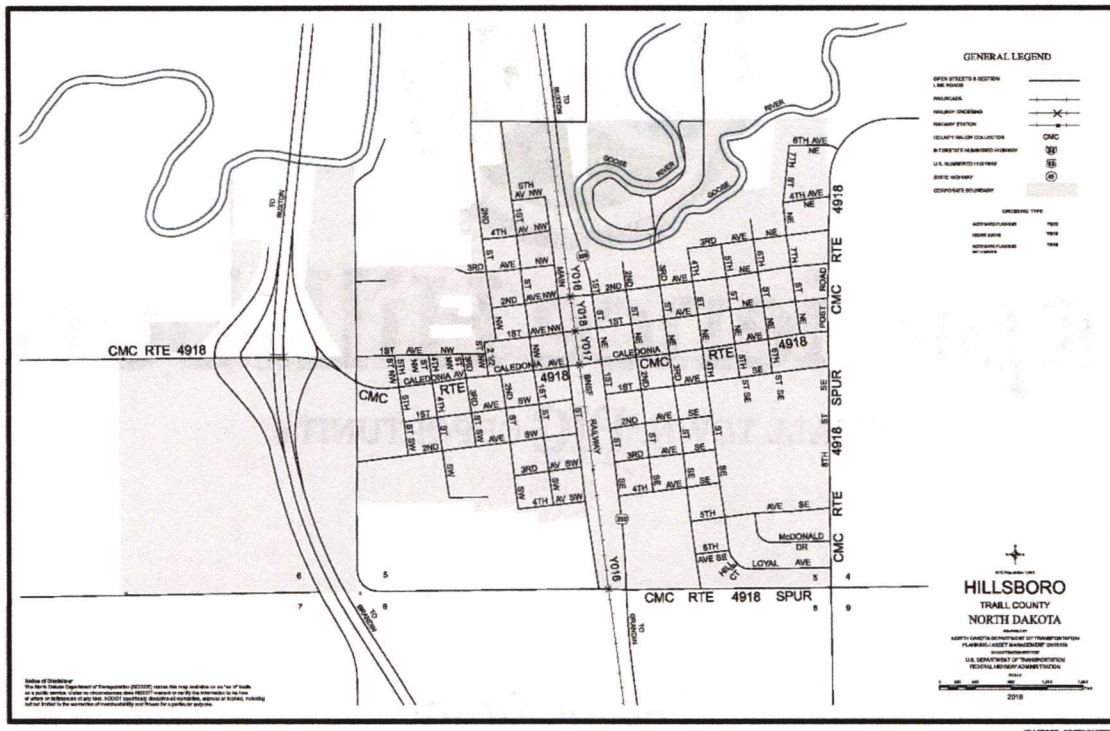
Experience Hillsboro

SMALL TOWN. **BIG** OPPORTUNITY.

Facade Grant
City of Hillsboro

1.1.2021

The Facade Grant Program is available to business and/or building owners located in the City of Hillsboro.



Facade grant renovation can be used on any exterior portion of the building that is visible to the public. This can include the front, back and sides of the building, exterior doors, windows, shutters, gates and any other decorative elements that are an integral part of the facade. **Facade grant money may not be used for interior renovations or roof repair.**

Application Process

Applications are accepted at any time during the year. However, if all available funds have been expended for the fiscal year, the application will not be considered until the next fiscal year.

Application Requirements

The grant application must include a recent price quote for the proposed project from either an architect or a licensed contractor. This quote shall be utilized only for the purpose of determining the amount of grant needed for the project and any costs incurred in obtaining the quote shall be the responsibility of the applicant, not the City of Hillsboro or Hillsboro Economic Development Corporation.

Guidelines

All work must be completed within 300 days of the awarding of the grant or the City of

The City of Hillsboro is an equal opportunity provider.

Hillsboro reserves the right to revoke the grant.

All Downtown projects that involve exterior changes to a building must be approved by the Hillsboro Planning and Zoning Board. In the event that a grant is awarded and the project does not meet the design standards, the City of Hillsboro reserves the right to revoke the grant.

All grants require a minimum match of 50% and the max per grant is \$5000 for any business. Any improvements completed under the Facade Grant program shall become permanent fixtures of the building. They may not be removed by the business owner or the building owner in the event of the closing or sale of the business or the sale of the building without the express written consent of the City of Hillsboro. With the Application a Building permit must be submitted to the City of Hillsboro, application fee will be waived by the City of Hillsboro if it is submitted with the application.



Experience Hillsboro

SMALL TOWN. **BIG** OPPORTUNITY.

FACADE GRANT APPLICATION

Applicant Goose River Brewing

Street Address 24 West Caledonia Ave

Mailing Address (if different) P.O. Box 451, Hillsboro, ND 58045

Contact Person Terry Sando Title Managing Partner

Daytime Phone 701-430-1786 Fax _____ Email tdtsando@aol.com

Applicant is: Building & Business Owner Business Owner Building Owner

If applicant is not the building owner, please provide the following:

Building Owner Name _____

Mailing Address _____

City _____ State _____ Zip _____

Important: If applicant is not the building owner, please include a letter from the building owner providing endorsement and permission for the proposed façade renovations.

How long has the current business been at this location? 1 Month

How long has the present building owner owned the property? 2 Years

Description of Proposed Facade Work: (if additional space is needed, please attach as an additional page)

Outdoor patio areas enclosed with a railing system. Outdoor furniture that will allow patrons to enjoy the nice weather. Patio posts will be finished as rails are attached. Dirt fill will be added to the west side and grass will be planted. The bolovard will also be replanted with grass and leveled. Removal and replacement of west side sidewalk.

Estimated Total Cost of Project: \$16,500.00
(Please include quote from contractor or architect)

Portion of project that applicant proposes to pay \$11,500.00
Must be at least the minimum match as specified in the program

Estimated date that project will begin if grant is awarded Already Started

Estimated completion date for project 10/1/2022

Certification

I certify to the City of Hillsboro that all of the information contained in this application is true and correct to the best of my knowledge.

I understand that if I am approved for this grant, the City may be required to issue me an IRS Form 1099-G for the grant payments I receive from the City or HEDC, depending upon the federal tax classification status marked on the IRS Form W-9 that I will be required to complete as a condition of obtaining this grant.

Terrence Sands Date 5/13/2022
Applicant's Signature

The City of Hillsboro is an equal opportunity provider.

Abentroth Brothers Construction

106 2nd St. East

Caledonia, ND 58219

Casey Abentroth, General Licensed Contractor

701-430-1584, Casey.abentroth@hotmail.com

Mitch Abentroth, General Licensed Contractor

701-430-1583, mitchabentroth@yahoo.com

Estimate

For: Goose River Brewing

Hillsboro, ND 58045

Prepared: May 13, 2022

JOB Description: Outdoor beautification project including new sidewalks, landscaping and patio railing construction for *Goose River Brewing, Hillsboro ND*

- ❖ Removal and replacement of sidewalk on west side of brewery, wrapping posts on the patio and installing a patio railing, and brining in dirt and landscaping the westside of the building.

(All materials and labor included for above tasks)

Entire Project ESTIMATE TOTAL: \$16,500.00

**** Please note: Estimate subject to change- **only** if changes or additions (not listed above) are requested by the project manager/owner. Any work that would need to be completed above the estimated cost due to additional requests or unassessed requirements, would be ran by the owner for explanation and approval prior to completing.**

THANK YOU for your consideration! WE APPRECIATE IT!

We 100% stand behind our work and guarantee customer satisfaction.