Kenmare, North Dakota

Renaissance Zone Application

April, 2006

I. Description of the Kenmare Renaissance Zone

1. Map of Kenmare Renaissance Zone (hereinafter called the Zone)
Appendix A

2. Inventory of buildings in the blocks
Appendix B
Need use of building

3. Natural and historical assets/sites
Kenmare has no buildings within the Renaissance Zone listed in the historic registry of properties. A few of the buildings have historic significance and this will be taken into consideration when the funding applications in this area.

4. Local regulatory burdens that may affect renovation of historic properties
The City of Kenmare has no regulatory burdens for development in the identified Zone area. The Renaissance Zone Authority (hereinafter called the Authority) will encourage applicants to work with city, county and state entities to maintain any structures that have historic significance.

II. Management of the Kenmare Renaissance Zone

1. Administration of all Zone activities
Promotion
The Authority will work diligently to promote the Zone within the city and with new residents and businesses that move to the community. Promotion will include:

- The Authority and city will produce a flyer with a map of the Zone that will be available through realtors, Chamber and the economic development authority.
- The economic development director will personally visit with existing businesses and new businesses on the benefits of renovation and purchases within the Zone.
- Information and details on the Zone will be placed on the Kenmare city website.
- The economic development director and economic development board will hold informational meetings with the Chamber and other service organizations in the community to inform them of the benefits of a Zone.
- Information will be placed in the newspaper on a regular basis.
- Letters will be sent to all residential members in the Zone to notify them of the benefits of the Zone.
- The economic development director will send a letter to the tax services in Minot and Kenmare notifying them of the Zone and benefits to their clients.

Development and management strategies

Development of the Zone will lie with the established Authority, city council, economic development director and city auditor. These entities have agreed to promote the project and help individuals and businesses succeed within the Zone and the community.

The daily management of the Zone will lie with the city auditor and the economic development director. The Kenmare city auditor will be the initial point of contact, receive the applications and verify the tax status through a variety of means. The members of the Authority, or their designees, will follow-up on the project and be available to answer questions as the project progresses.

Each application will be thoroughly reviewed by the Authority and if acceptable, will be submitted to the city council for approval. The Authority is made up of a diverse group of interested individuals involved in economic, city council and infrastructure which provides a comprehensive team.

Monitoring activities

The Authority will conduct an annual assessment of the projects and potential growth of the Zone area. This report will be submitted to Division of Community Services (DCS), along with the Kenmare City Council and the local media for their information.

Maintenance of reportable information

The Kenmare City Auditor and economic development director, who also serve on the Authority, will be responsible for initial applications, Authority meetings and timely hearings at city council meetings. These two people will also keep a reportable log of all activities in the Zone and submit reports to the DCS for application acceptance. The auditor will also cross reference the project against the city assessment, water and sewer billing to assure ownership.

Building permits must be obtained from the City of Kenmare, thus assuring the city administration is aware of any construction occurring in the Zone area. Final inspection will require sign-off by the Authority and city council before tax incentives are applied to the applicant.

The Authority members have also committed to a two or three year commitment to the committee. This, along with the auditor and economic development director being the main point of contact, will allow consistency with reporting and applications.

The Authority holds a right to review the project at any time within the five year commitment.

III. Goals and objectives of the Kenmare Renaissance Zone

Kenmare Renaissance Zone vision
Maintain and improve infrastructure, services, commercial and residential opportunities for citizens of Kenmare.

Kenmare Renaissance Zone goals
The Authority would like to see a variety of returning or new businesses locate within the Zone. Included is this list is a bowling alley, all-terrain vehicle (ATV) sales and service, housing rental properties including single-level condominiums and duplexes, animal veterinarian, bed and breakfast.

One idea is to expand/renovate an existing frontage block into a "connected mall" that would allow the shopper to go from one business to another without having to leave the facility. This would include street-front offices and shopping with apartments overhead.

Another goal of the Zone would be to improve the overall appearance of the downtown and zone area, which includes becoming a "senior friendly" community. This would include walking paths, properly placed benches and gazebos, maintained sidewalks, consistency in signage and accessibility to shopping.

Kenmare Renaissance Zone objectives
The Authority, city and economic development leaders have established objectives for their community through a strategic plan. Their specific objectives, along with meeting the benchmarks, include:

- A solid working relationship between economic development, "Fund-It" committee and city leaders to promote the Zone
- Work with regional economic development and community organizations such as the Souris Basin Planning Council to assure the citizens of the community have the tools needed to succeed
- Coordinate projects with banks, accountant services and real estate agents throughout the region
- Fully utilize the economic development director to promote the Zone to service clubs and community groups to gain a full understanding of the potential for development in the Zone and the community

How do these projects support the Kenmare Renaissance Zone goals and objectives?
Kenmare's strategic plan identified housing and economic development as two of their top priorities in development of the community. With the addition of the Zone, the community will have another tool to help achieve the goals of affordable, quality housing and retention of small business and higher paying jobs.

The community has committed to reviewing the strategic plan as they go through the 15 year Zone timeframe to assure they are meeting and adjusting their goals as their community grows.

2. Milestones for managements and monitoring the progress of the Kenmare's Renaissance Zone

The Authority would like to see a consistent use of the Zone benefits.

Year 1 through 5:	10 residential housing applications
	2 commercial applications
Year 6 through 10:	10 residential applications
	1 commercial building that was vacant converted
	1 commercial building rehabilitation
Year 11-15:	10 residential applications
	4 additional commercial renovations/additions

3. Duration of Kenmare's Renaissance Zone and why this time is needed

The Authority requests the full 15 years for the Zone. The Kenmare area continues a slow growth, and it will require the full 15 years to fully utilize this program.

IV. Selection of Kenmare's Renaissance Zone projects

1. Criteria and Process to select Kenmare's non-residential Renaissance Zone projects, including public participation

After submitting a written application, the city auditor will check the applicant to assure they are up-to-date on city, county and state taxes. The auditor will then submit the application to the Authority for review and recommendations to the city council. The final hearing/approval will be held by the city council, which publicizes their meetings in the local paper and are open to the public at all times. Throughout this process, the applicant will be kept informed of the process in order to make the process as efficient as possible.

Any project that is submitted and approved must meet the goals identified both in this plan and with the Kenmare Strategic Plan. The county, city and rural residents will work together to promote the project and keep the plan current and a viable tool for economic development.

2. Identification and confirmation of primary residences in the Renaissance Zone

Mary Breckus, the Kenmare City Auditor, will be the primary point of contact for the Zone applications. Her office will provide the applicant with a Zone application and will cross-check the application against all official documents (water bill, previous taxation, etc) before the Authority reviews the application. The city has a close working relationship with the Kenmare economic

development staff and the building inspector, and will maintain communication regarding potential and ongoing projects.

The Authority will make use of a yearly form, maintained by the city auditor, to identify primary residence. The city will access tax assessment, water and sewer records to monitor projects. The Authority reserves the right to request proof of home ownership anytime during the five year tax credit period they are in the Zone.

3. How the city will approve property tax exemptions

Guideline for project approval

- Property may not have been part of a previous Zone project
- Project must bring property into compliance with all current building codes
- Property owner must make all necessary improvements to eliminate any and all deteriorated conditions that are visible on the exterior of the building
- Property ownership must be transferred after the state authorization of the Zone to be eligible for both real estate and income tax exemptions
- Proposed capital improvements must substantially improve the life expectancy of the property
- There will be no tax incentives (local or state) for purchase only of a existing residential property in the Zone
- Income tax exemptions are available for income generated in the Zone of businesses operating in an approved project

Residential Property:

- Property owner must make capital improvements to the greater of:
  - 20% of the true and full value of the property prior to improvements
    - or -
  - $10,000 of capital investment
- The city will grant 100% exemption from property taxation for five taxable years on the improvements to a single-family residential property that is rehabilitated by an individual for use as the individual's primary residence.
- The city will grant 100% exemption from property taxation for five years on the new construction of a single-family residential property built by an individual for use as the individual's primary residence.
- The city will grant 100% tax exemption for five years on the improvements made to residential property if the property is listed as good to excellent condition. This rehabilitation investment must increase the overall taxable value of the project by a minimum of 10%.

Commercial Property:

- Project must bring property into compliance with all current building codes and all deteriorated conditions that are visible on the exterior of the building.
- Property owner must make capital improvements to the greater of the following
  - 50% of the true and full value of the property prior to improvements
  - or -
  - $15,000 of capital investment
- The city will grant 100% exemption from property taxation for five years on the improvements on any property rehabilitated as an approved Zone project for any business for investment purpose.
- The city will grant 100% exemption from property taxation for five years on any property newly constructed as an approved Zone project for any business purpose.
- Purchase only of a commercial property in the Renaissance Zone will receive 100% local tax exemption for five years.

Lease Property:
Income tax exemptions are available for income generated in the Zone of businesses operating in an approved project

V. Renaissance Fund Organization

At this time, the Authority will not be pursuing a Renaissance Fund Organization, but will reserve this right for future planning.

VI. Local Commitment

1. Public hearing in regard to the Kenmare Renaissance Zone- Appendix C

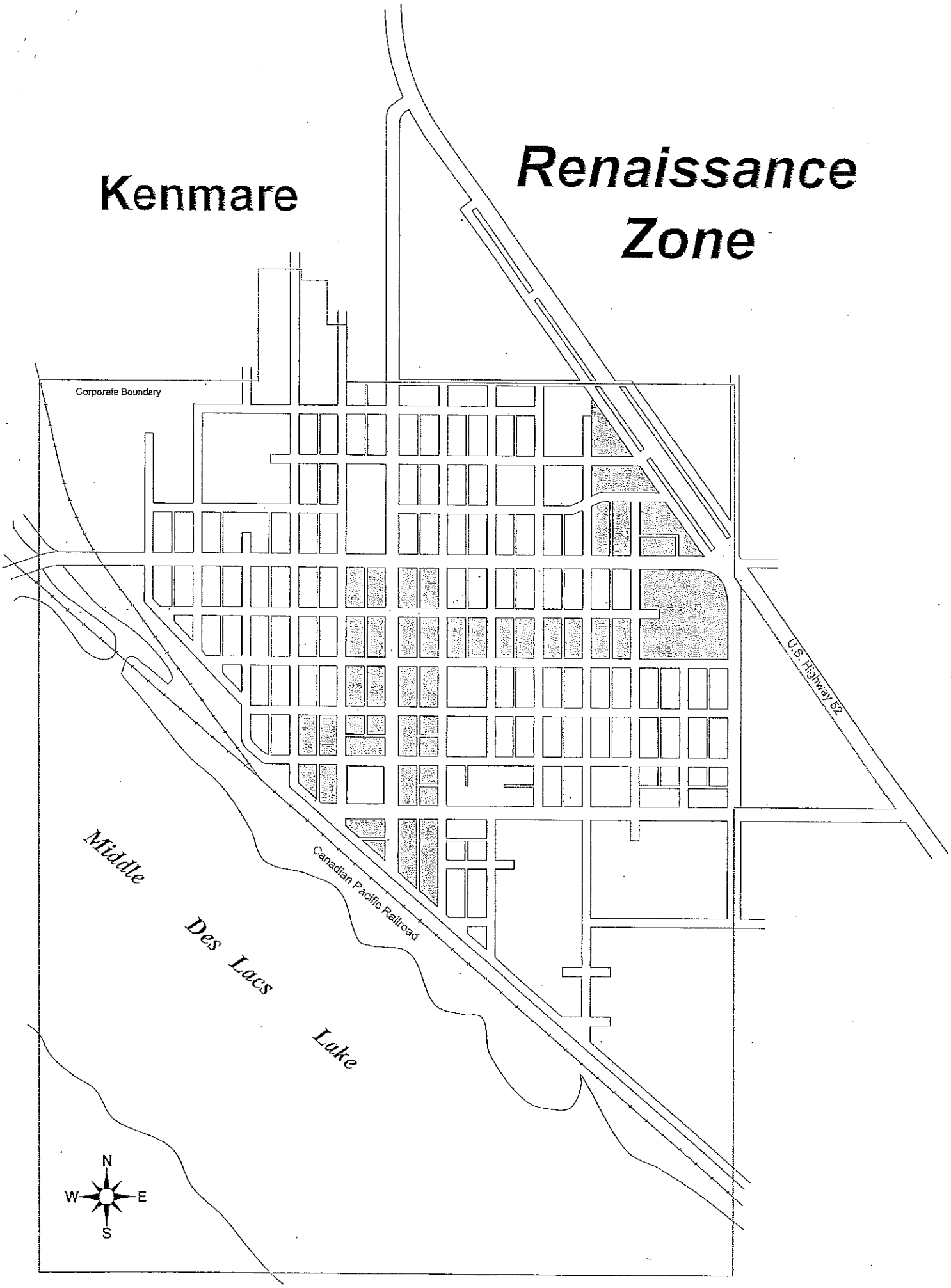
2. Issues at the public hearing
Issues raised at the public hearing were minimal and centered around the timeframe for the Zone to be in place in the city. Two interested individuals were in attendance at the public hearing and both have potential projects.

3. Efforts to involve the public in the Kenmare Renaissance Zone – Appendix D
The *Kenmare News* has been supportive and printed multiple stories on the Zone and names for interested individuals to contact if they are interested in a project in the Zone area. The *Minot Daily News* also printed a feature story on the Zone.

4. Community support and commitment for Kenmare's Renaissance Zone- Appendix E

5. Kenmare City Council resolution- Appendix F

APPENDIX A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Renaissance Zone
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Canadian Pacific Railroad
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APPENDIX B

APPENDIX C

Kenmare Renaissance Zone
Public meeting
February 15, 2006

NAME (PLEASE PRINT)	ADDRESS	EMAIL	COMMENTS
CAROLINE DOLONS	The Kenmare News PO Box 896 Kenmare ND 58746	news@kenmarend.com	
Danny Schiosser	P.O. Box 14 Tolley ND 58787	—	
Cameron Bartuska	PO Box 393		
Roger Ness	Box 117 Kenmare ND 58746	—	
[illegible]	Box 178 Kenmare N.D. 58746		

Kenmare Renaissance Zone
Public meeting
February 15, 2006

NAME (PLEASE PRINT)	ADDRESS	EMAIL	COMMENTS
Mary Brekhus	Box 816 Kenmare	cityofkenmare@restel.net	
Jerome Essler	P.O. Box 458 Kenmare, ND	jke@restel.net	
Connie Livingston	Box 372 Kenmare, ND.		
JAN KOSTAD	320 N CENTRAL AVE KENMARE ND		

APPENDIX D

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SOURIS BASIN PLANNING COUNCIL **R005
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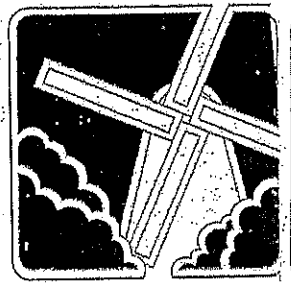
Berthold High School to graduate 11 on Sunday, May 22

see story on page 8



Kenmare N
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CITY COUNCIL MEETS:

Street project underway

By Terry Froselli

The city's street improvement project got underway during this past week with construction crews working on replacing sunken and broken sections of curb and gutter.

Engineers from Ackerman-Estvold reported on the early progress of the project on Monday to the Kenmare City Council. Ryan Ackerman said the curb and gutter work could take about a month to complete. Meanwhile, the engineers will be marking pavement areas in need of repair. Paving work should begin next week and will continue for six to eight weeks, Alan Estvold said.

Mayor Duane Sandberg asked if the engineers would be helping the special assessments committee. Estvold said, "We will help if they need help."

Sandberg also asked when the special assessments committee could get started with their task of figuring the taxes that will be assessed to property owners to pay for the project. City attorney Charles DeMakis said the committee could begin work now.

DeMakis also reported to the council that Wells Fargo Brokerage Services LLC was the low bidder in the bond bidding for the street improvement project. The city will receive funds at 3.66 percent interest for a ten year term, with a net interest cost of $246,922. The council passed a resolution awarding the sale of the warrants and bonds to Wells Fargo.

It was discussed that the ten year term will require the city to limit the term of the special assessments to ten years also. Mayor Sandberg said that made sense since the city may need to consider redoing the streets before the payments are done if the term was longer than 10 years.

City auditor Mary Brekhus said she was told by the bond company that the difference between a 10 year term and 15 year term would amount to $40 more per year for the average taxpayer. "I still think it will be a hardship for some people," Brekhus said.

Renaissance Zone

DonnaRae Jacobson, executive director of the Kenmare Community Renaissance Zone community. The city can include 20 contiguous blocks in its application for Renaissance Zone designation.

Property owners in the zone, including residential and commercial, could qualify for many tax incentives and abatements from the local level on up to the federal level.

Council president Roger Ness added that the tax abatements, usually for five years, most often apply only to property improvements and not to the base value of the property. He said tax incentives can also include credits for income tax.

Jacobson said the city is the agency to manage the process. The city auditor does the reporting. The Development Corporation does the promoting. She said the city council and school board must be on board with the process.

Jacobson said the city council must first make the decision to proceed and set up a meeting with a state commerce department representative. Next, the city will need to form an authority, a committee to work on the process. She said the committee should include the city auditor, the mayor, a CPA, a banker, and a commerce member.

A consultant from Souris Basin Planning Council can be contracted to help the city get the process under way, Jacobson said.

A timetable was suggested wherein the initial meeting to consider the Renaissance Zone be held soon, then after some time to think it over, the process could possibly get started in October.

Drainage problems

Jerry Munch told the council that the alleyway on the east side of the Senior Citizens Center is in need of reshaping to divert runoff water away from the building's doorway. He asked that the city shape the alleyway to slope to the east and reestablish drainage on the east side. He said the Senior Center would like to put in a new doorway and a new cement pad for unloading the bus.

Sandberg asked if the city crew could do the work with their equipment. Munch said the changes could be accomplished with the city's blade you guys and get it the way you want it."

The council also discussed possible remedies to runoff near the Jim Hansen home. Some council members said they didn't think installing curb and gutter along that street would help the situation.

In other action:

* Liquor license extensions were granted to City Limits Bar for three wedding dances to be held at the Memorial Hall.

* The city's Farmall A tractor was sold to the highest bidder, Gaylen Swenson, for $1005.

* A meeting will be held May 23 at 7:00 pm to close the sale on the street improvement project bonds.

* A new police car is now in service.

* Four Vet's Gaming sites were approved, along with the Minot Hockey Boosters gaming site at Wayne's Bar.

* *The Kenmare News* was named the official newspaper for the city.

* A Fund-Itt grant of $10,000 was approved for Health Department mandated improvements for the swimming pool's chemical controller and filtering system.

* Raffle permits were approved to the Nazareth Lutheran Church Centennial Committee and the St. Agnes Catholic Church.

* A bid for upkeep, maintenance, spraying and mowing at the Lakeview Cemetery for $6000 from Don Knatterud was accepted.

* An estimate for custom hired street sweeping would amount to $6000 per year. Mayor Sandberg reported that a good used street sweeper can be purchased for $20,000 to $25,000.

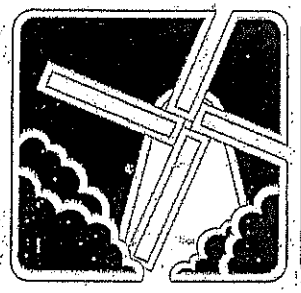
* Water and sewer lines will be stubbed into the proposed location for the new Fire Hall before the street repair project is completed.

* The council agreed to purchase three lots near the city shop for $3000 total from Lloyd Holter. The property will be used for parking city equipment and piling of sand.

* The report from Muncipal Court listed three No Dog Registration violations, two Dog at Large, one Simple Assault, one Stop Sign, one Speed-

Truck crashes into the Jim Carlson family's home

see story on page 14



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Paving project done, seal coat comes next

By Terry Froseth

The paving portion of the city's street improvement project is "basically done" according to Ryan Ackerman of Ackerman-Estvold Engineering. Ackerman and Alan Estvold updated the Kenmare City Council on the project during the monthly meeting held Monday evening.

Ackerman said Keller Paving has about two to three days of clean up items and a punch list of items from the engineers before their work is finished. He said a seal coat crew, subcontracted by Keller Paving, is expected to start work prior to September 1 and have the project completed by September 17.

Three claims submitted by Keller Paving for additional charges on the project totalling about $30,000 were rejected by the engineers, Ackerman said.

Councilman Cameron Bartuska and other council members brought up numerous areas of concern regarding the paving project. Some of the areas in question were taken out of the project to save costs, while some of the other areas are included in the engineer's punch list of items yet to be tended to.

One issue was the thickness of pavement near the gutters and up against the downtown sidewalks. Bartuska said he had specifically asked before the project started about keeping the overlays thinner near the curbs and gutters. He said the pavement is now two to three inches above the gutter on some overlays. "We won't be able to clean out those gutters," Bartuska said.

Estvold acknowledged that Bartuska expressed concern about the overlay thickness near the gutters, and that concern was relayed to the contractor. Estvold said, however, it was decided to keep the thickness to keep the driving surface strong. He said milling would have been necessary to bring the level of the pavement down before doing the overlay, incurring an additional $100,000 in costs.

Bartuska pointed out the pavement is nearly as high as the sidewalk in some places in front of businesses downtown on the south and west sides of the square.

Estvold said the problem in those cases is the sidewalk having sunk over the years, causing it to slope towards the street. "I'd just as soon tear out that sidewalk and replace it," he said. "If you get a chance, I'd like you to walk downtown and look at those sidewalks."

Other areas were mentioned by council members who thought more should have been done to improve the streets.

Councilman Butch Norrie questioned why the engineers decided against $100,000 in milling as part of a $1,165,000 project. "That's nothing," he said.

Ackerman said the $100,000 milling would have come out of the $270,000 spent on overlays. He defended the project, saying, "Basically, we gave you the best bang for the buck, so that's why we did what we did."

Bartuska also questioned why the city included paving behind the hospital as part of the project.

Mayor Duane Sandberg said, "It needed to be done."

Bartuska responded, "Yes, but is it our responsibility."

Sandberg said the cost would be covered within the contingency amount of the project.

Arsenic without a plan

Rural Development Specialist, Audrey Boe Olsen, of the Midwest Assistance Program again visited the council to check on their progress in meeting deadlines for removal of arsenic from the city water supply. Boe Olsen had spoke to the council in June regarding federal standards and requir ments from the State Health D partment for arsenic removal.

She stressed that the Nover ber 1st deadline for submitting a exemption application will soo arrive. If approved, the exemptio would allow a three year extensio of requirement deadlines.

Boe Olsen said the city mus show progress in having approve an engineering plan, cost est mates, and securing of funding fo carrying out the plan.

Engineer Alan Estvold inter jected that their recommendatio to the council is to build a treat ment plant in town, rather tha considering the option of buildin a rural treatment plant in coopera tion with Upper Souris Water Us ers. "The plant should be here in Kenmare, owned by Kenmare. You will be the biggest user of that plant, far and away."

Boe Olsen said funding for a re gional plant to serve a broader area will be looked on more favor ably for funding from grants.

Council president Roger Ness questioned Boe Olsen as to whether any treatment method was certain to work, as well as how a small city could even afford such treatment. "How do we know what way we are supposed to go ... what will work?"

Boe Olsen informed the council on many potential aspects of treatment, partial funding, the timeframes for the Health Department requirements, and the consequences of not meeting the deadlines.

Mayor Sandberg suspended discussion of the issue, turning it over to the water committee.

Boe Olsen concluded, "I just encourage you not to drag it out. You are going to have to do something to show you are making progress."

(Continued on Page 14)

City moves ahead with Renaissance Zone

(Continued from Front Page)

The city will move forward with achieving Renaissance Zone designation, as they gave their approval of the idea.

Kenmare Community Development Corporation's executive director, DonnaRae Jacobson, presented a list of prospects to be named as the city's Renaissance Zone Authority.

The council appointed Jerry Essler, Gary Hager, Jim Jorgenson, Jan Kostad, Bob Mau, Roger Ness, Duane Sandberg, Mary Brekhus, and DonnaRae Jacobson as the Zone Authority. A Zone Authority will ideally consist of the city auditor, a C.P.A., a bank representative, city councilman, and an economic development representative, Maria Effertz Hanson, of Souris Basin Planning Council for a fee of $3000 to carry the city through the process of establishing and gaining state approval of its Renaissance Zone.

The council approved having Kenmare Community Development Corporation pay the fee.

The Renaissance Zone Program creates property tax deductions, required, one for disregarding a state income tax credits, and the possibility of federal income tax credits on improvements to businesses and residences in the zone. The deductions and credits generally are good for five years. The original base value of the businesses or residences remain taxable. Only the improvements are eligible for the tax breaks. The program runs for 15 years.

It will likely take a minimum of six months to get Renaissance Zone approval once the city begins the process. A public meeting for input will be held during the process.

In other action:

* The Municipal Court Report for July listed one parking violation, one for speeding, one for care stop sign, and one for dog at large.
* A propane contract with Farmers Union Oil was approved.
* More nuisance notices are being issued by the city and distributed by the city police.
* The council approved giving away the old street sweeper to the City of Bowbells if they want it, as they have a similar model.
* A public hearing on the Spe- [illegible] for the street re- [illegible]

Minot Daily News

REGION

Tuesday, February 7, 2006 • Section B

STOCK MARKET

The Dow Jones average rose 4.65 to 10,798.27

INSIDE: ► Markets, B2 ► Obituaries, B3

Managing Editor: Kent Olson 857-1939 or 1-800-735-3229; e-mail kolson@ndweb.com

2by2

Yesterday's winning 2by2 numbers: Red: 3-10 White: 19-13

For verification of winning numbers, check the North Dakota lottery Web site at (www.ndlottery.org)

BRIEFLY

Three suspects may be charged as adults

It's still not known if three boys charged with armed robbery in connection with three convenience store holdups in Minot will face court action as adults or will remain in the juvenile court system.

The boys, all 17, were arrested Sunday after a search warrant was executed on a Burlington residence. The search followed a holdup at the BP Amoco station located near Dakota Square at about 5:15 a.m. Sunday.

The usual procedure in such cases is that juvenile authorities make the decision and then confer with the state's attorney's office.

Two of the boys are from Burlington, while the third gave a Minot address to authorities.

The boys were being held in the county's juvenile detention facility, according to police.

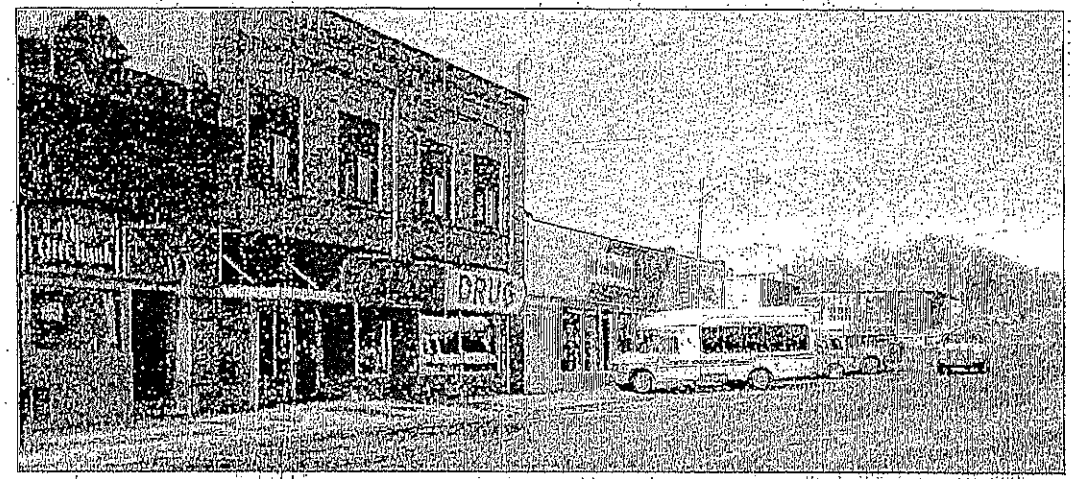
The robberies occurred Jan. 14 and Jan. 27 at the Gas Stop at 3010 S. Broadway in Minot.

Authorities said that evidence from the robberies was discovered during the seach of the

Awaiting approval

Kenmare applying for approval of a Renaissance Zone

By KEN CRITES
Staff Writer
kcrites@ndweb.com



KENMARE – This Ward County community is in the process of applying for state approval of a Renaissance Zone program.

The Renaissance Zone was created by the state Legislature and allows property tax deductions, state income tax credits and the possibility of federal income tax credits for participants. The program is aimed at improvements made to business places and residences located in the designated zone.

Tax deductions and credits are usually for a period of five years under the program. Only improvements made to property are eligible for the tax incentives. The program when approved will run for 15 years.

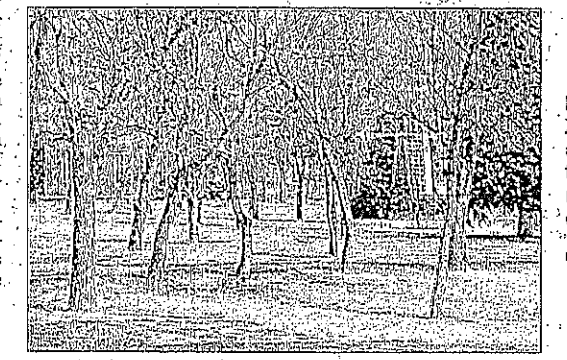
The Renaissance Zone program is already in place in a number of state communities, including Minot, where projects involving remodeling of several buildings in the downtown area have been finished or are under way.

The Kenmare program was started last summer, and the first draft has been created for the 22 contiguous blocks that will make up the zone.

Several of the blocks are around the community's town square in the downtown area. The area involved runs from south of the square, north of the square and on to the northeast.

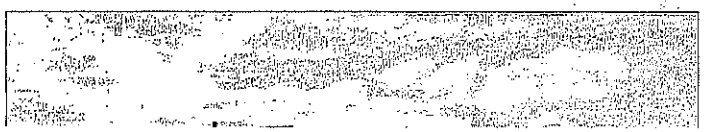
When the program was proposed, a nine-member committee was appointed to serve as the Kenmare Renaissance Zone Authority.

See ZONE — Page B4



Kenmare's Renaissance Zone program is aimed at improvements made to business places and residences located in the designated zone.

Photos by Ken Crites/MDN



Senate to vote

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Renaissance Zone plan may be in effect by April

By Caroline Downs

Kenmare's Renaissance Zone project continues to develop, with a public meeting held last Wednesday as part of the approval process.

Maria Effertz Hanson, community development specialist with the Souris Basin Planning Council, joined local Zone Authority members and interested business owners to review the draft plan.

"You have to look at the Renaissance Zone as a tool," Hanson said. "It's not costing the city that much, nor it is generating a whole lot of money right away. But it creates a larger tax base."

The plan, which would be in place for 15 years, includes 22 contiguous blocks in Kenmare designated for state and local tax exemptions and credits. Certain transactions within the Zone, including purchase of a building, new construction, rehabilitation and/or leasing, as well as historical preservation and renovation, could be eligible for the benefits.

Hanson praised the Zone Authority for the goals outlined in the draft plan. "There's some pretty strong commitment about what they want to see happening," she said.

Kenmare's draft includes a vision statement to maintain and improve the infrastructure, services, and commercial and residential opportunities for all local citizens through the Renaissance Zone incentives.

Several specific goals are listed, such as locating a variety of new or returning businesses within the Zone, including a bowling alley, veterinary practice, and rental properties. Another goal is to create a "senior friendly" community by improving the overall appearance of the Zone area with walking paths, maintained sidewalks, consistent signage and accessibility to shopping.

For property owners, the benefits can be substantial. State laws allow an individual taxpayer who purchases, builds or spends at least $10,000 on a major renovation within the Renaissance Zone to be exempt for up to $10,000 of personal income tax for five taxable years. The city of Kenmare decided to also grant 100 percent exemption from property taxes for five taxable years to property owners who build a new residence, or on improvements made to an existing residence, in accordance with the plan's guidelines.

Property that is purchased, leased or rehabilitated for business or investment purpose could see five years' exemption from any tax on income derived from that business or investment. The Kenmare plan also proposes to reward commercial property owners who have met building codes and made specified levels of capital investments with 100 percent exemption from property taxes for five years on newly constructed property or on improvements made to an existing property. Purchase of a commercial property within the Zone could result in three years exemption from property taxes.

"Not every community does this," Hanson said. "The state doesn't have any (incentives) on a new purchase."

She pointed out that taxpayers may qualify for more than one tax exemption or credit under the plan. "For example, a business you decided to purchase, you could qualify with that," she said, "but also qualify with a residential property within the Renaissance Zone. With one building, there may be opportunities for both owners and renters. There are opportunities for multiple taxpayers."

Hanson noted that parking lots and vacant lots within the Zone are not eligible for the tax benefits. She also stated Kenmare currently has no buildings designated as historical, although that status could change within the 15-year span of the Renaissance Zone plan.

She suggested property owners look at their short- and long-range plans, as well as their finances, before deciding when and how to make use of the Renaissance Zone incentives. She maintained the time and effort needed to apply for and carry out a project paid worthwhile dividends.

In fact, she mentioned the transformation of Watford City's business district as an example of a successful Renaissance Zone plan in another small community. "They had hit bottom and decided they needed to work together," she said. "They also had a lot of help from a local bank there."

Kenmare's plan should be ready to implement by April, if not earlier. "The whole Renaissance Zone project (still) has to be approved," Hanson said. She explained the process would include taking inventory of the blocks and buildings in the proposed zone, which she would complete with assistance from city auditor Mary Brekhus.

The city council's approval of the draft plan must also be obtained, along with letters from the Kenmare school board and Ward County Commissioners. All documentation will then sent to the state for review and final approval. "Once that happens, individual businesses or residents make applications to the city," Hanson said.

Local Zone Authority members are happy to hear from residents and business owners now, however, who want to take advantage of the incentives. "If they live in the Zone and they're interested, they should contact us," said Jerry Essler. "It's a work in progress. There's no better time than the present to start thinking about it."

A map of the city blocks currently included in Kenmare's Renaissance Zone was published in the January 25th issue of *The Kenmare News* and is available for viewing at the city auditor's office.

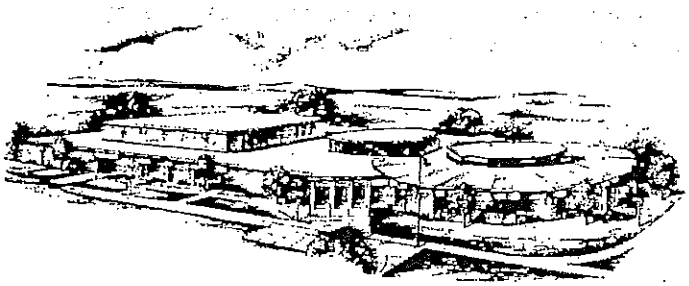
For further information about the plan, contact Zone Authority members Essler, Roger Ness, Jan Kostad, Gary Hager, Jim Jorgenson, Bob Mau, Duane Sandberg or Mary Brekhus.

APPENDIX E

Kenmare Public Schools

Box 667
Kenmare, North Dakota 58746

Board of Education:
Lars Christensen
Larry Johnson
Roger Johnson
David King
Lenny Rodin
Connie Schmit
Wayne Ystaas



Administration:
Greg Haugland, Supt.
Arnold Jordan, Sec. Prin.
Joanne Haugland, Elem. Prin.
Renae Murphy, Bus. Mgr.
High School: 385-4996
Grade School: 385-4688
Fax: 385-4390

Minutes
Board of Education
March 13, 2006

A regular meeting of the Board of Education, Kenmare Public School No. 28, was held on Monday at 7:00 p.m. in the Board Room at the Kenmare Public School.

Directors Ystaas, L. Johnson, Rodin, Schmit, Christensen and King were present. Director R. Johnson arrived at 7:07 p.m.

Supt. Haugland and Principal Haugland were present. Also present was the news media, staff members and community members. Principal Jordan arrived at 7:15 p.m.

President King called the meeting to order. Moved by Director Ystaas and seconded by Director Christensen to approve the minutes of the February meeting. Director R. Johnson arrived. Motion carried unanimously.

Treasurer's report reviewed by the board. The General Fund has a balance of $1,002,022.38, Building Fund balance is $123,028.38, Hot Lunch balance is $4,242.96 and the High School Activities Account balance is $93,678.67.

Moved by Director R. Johnson and seconded by Director Schmit to approve the bills as presented. Motion carried unanimously.

The Kenmare School District has received an offer of $32,500 for the property located at the old football field. There are 9 ½ lots available at that area which would equal approximately $3400/lot. The special assessments have been paid in full for those lots and that amounts to $7850. After much discussion is was moved by Director Schmit and seconded by Director Christensen to accept the offer made by F&L Development in the amount of $32,500. Motion defeated unanimously. Moved by Director Schmit and seconded by Director Christensen to make a counteroffer to F&L Development in the amount of $32,500 plus closing costs and abstract costs. Motion opposed by Directors Rodin and Ystaas. Motion carried 5 to 2.

The board received a copy of the Conflict of Interest Policy that was sent from NDSBA. This item will be placed on the agenda next month.

The Negotiation Committee met on February 21st to discuss salary increases and they are making the following recommendations for non-certified and administrative staff for 2006-2007:

Approximately $.40/hour increase for hourly non-certified employees:

Holly Grubb	$9.30	Tory Michel	$8.90
Andrea Hager	$8.40	Jerry Mickelsen	$14.25
Leanne Heidel	$8.80	Kathy Mickelsen	$11.60
Barb Henderson	$11.85	Cheryl Miller	$8.90
Donna Henderson	$10.90	Susan Rodin	$9.40
Mariea Holter	$10.30	Grant Steen	$9.80
Lee Jones	$9.40	Karen Steidl	$8.40
Monica Kjos	$10.15		

Arnold Jordan	=	$3200.00 annual increase
Joanne Haugland	=	$1250.00 annual increase
Renae Murphy	=	$1500.00 annual increase

WARD COUNTY 1885

Board of Commissioners

Carroll Erickson (701) 838-4604
Jerome Gruenberg (701) 839-8845
Jim Lee (701) 722-3667
Molla B. Romine (701) 852-4142
Darlene Watne (701) 852-4376

March 7, 2006

Kenmare Renaissance Zone Authority
c/o Souris Basin Planning Council
4215 E Burdick Expy
Minot ND 58701

Re: Renaissance Zone

Dear Kenmare Renaissance Zone Authority

This letter will serve as the Ward County Board of Commissioner's support for the proposed Renaissance Zone in Kenmare.

We feel Renaissance Zones are important to the survival of our cities' downtown areas. They help revitalize the downtown business districts and make them more appealing to future businesses.

The Renaissance Zone is an excellent way to create a public/private partnership in the Kenmare area.

Sincerely,

Darlene Watne

Darlene Watne, Vice-Chair
Ward County Board of Commissioners

MAR 08 2006

Ward County Courthouse • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 857-6420 • Fax (701) 857-6424

Kenmare Community Development Corporation #2

P.O. Box 324
Kenmare, ND 58746
701-217-0048 cell
kcdc@nccray.som
www.kenmarend.org

February 23, 2006

Kenmare Renaissance Zone Authority

Dear Renaissance Zone Committee Members:

The Kenmare Development Corporation members are very pleased that the City of Kenmare is applying for a Renaissance Zone designation. We feel this step will greatly enhance the city's ability to grow and prosper.

Our mission is to promote economic development in the City of Kenmare and the surrounding area. We feel that establishment of a Renaissance Zone is a very positive step toward that goal and are in full support of this step. We look forward to the many benefits that a well implemented plan will bring to our community.

Sincerely,

Jerry Essler

Jerry Essler, President
Kenmare Community Development Corporation

KENMARE ASSOCIATION OF COMMERCE

P.O. BOX 324
KENMARE, ND 58746
701-385-4287

February 21, 2006

Dear Kenmare Renaissance Zone Authority,

On behalf of the Board of Directors of the Kenmare Association of Commerce, I would like to add our support to the establishment of the Kenmare Renaissance Zone. It is our understanding that the zone provides incentives to individuals and businesses to improve their existing structures or to expand.

We look forward to the adoption of the Kenmare Renaissance Zone and are optimistic about the long term benefits that will come to our community.

Sincerely,

Jamie Livingston
President

FEB 22 2006

APPENDIX F

APPENDIX C
A RESOLUTION FOR THE ESTABLISHMENT OF A RENAISSANCE ZONE IN THE CITY OF KENMARE.

WHEREAS, the City of Kenmare recognizes the need to encourage investment within a defined geographic area of its jurisdiction that needs to be revitalized, and

WHEREAS, the Renaissance Zone Act (North Dakota Century Code (N.D.C.C.) ch. 40-63 authorizes cities to apply to the Division of Community Services (DCS) for the designation of an area within their respective political boundaries as a Renaissance Zone and, as a precondition of such application, to enact a resolution which provides within the designated and approved Renaissance Zone state income tax and local property tax exemptions, historical tax credits, and, if applicable, investment tax credits in a Renaissance Fund Organization, which resolution will be contingent upon DCS approval of the application, and

WHEREAS, enactment of such exemptions and credits will result in improving the economic, physical, and social conditions with the proposed Renaissance Zone, and

WHEREAS, the City of Kenmare is participating in an application to the DCS seeking approval of a Renaissance Zone (and a Renaissance Fund Organization).

NOW, THEREFORE, BE IT RESOLVED by the City of Kenmare, that, contingent upon DCS approval of the city's Renaissance Zone (and if applicable, a Renaissance Fund Organization) application, the city will approve the tax exemptions and credits provided for in the Renaissance Zone Act.

ENACTED by the Council of the City of Kenmare, North Dakota, this 8th day of August, 2005.

ATTEST:

Mayor

By:

ı served in the position for more n 40 years, submitted her resation effective January 10, 16.

Cheryl Knecht, council presiıt, said she had contacted the rth Dakota League of Cities, ich recommended a new audibe appointed immediately. ıen, when a new mayor is cted, they can appoint a differ-

the individual be a citizen. The auditor does not have to live within the city limits.

Feldner

Knecht said the auditor's position would be posted at City Hall. She explained the auditor was responsible for handling the city's mail, bills, budget, meeting minutes, and payment of bills, with a salary of $150 per month.

months before taking the exam to become certified.

The council decided to post the notice locally to see if anyone submitted a bid by February 1st.

Knecht announced the city's new address was P.O. Box 55, Donnybrook, ND 58734. She also reported that accountant Bruce Johnson had the city's financial books and would report to the

noted the city had letters to send for first and second notifications.

"We can have the county come and get them if they're running loose," said Jeff Jones.

Knecht said she would send the first notification immediately.

The next meeting of the Donnybrook City Council will be Monday, February 6, 2006, at 8 pm at City Hall.

First draft created for Kenmare Renaissance Zone

By Terry Froseth

The City of Kenmare has cred a first draft of its Renaissance ıe program. The draft includes ıap showing the 22 contiguous ıcks that will comprise nmare's Renaissance Zone.

The Renaissance Zone Proım, created through state legision, allows property tax deducns, state income tax credits, and ə possibility of federal income ɛ credits on improvements to sinesses and residences in the ne. The program consists en-ely of tax incentives. No grants loans are funded with the proam.

The tax deductions and credits e generally for a period of five ars. The original base value of e businesses or residences reain taxable. Only the improveents are eligible for the tax eaks. The program runs for 15 ars.

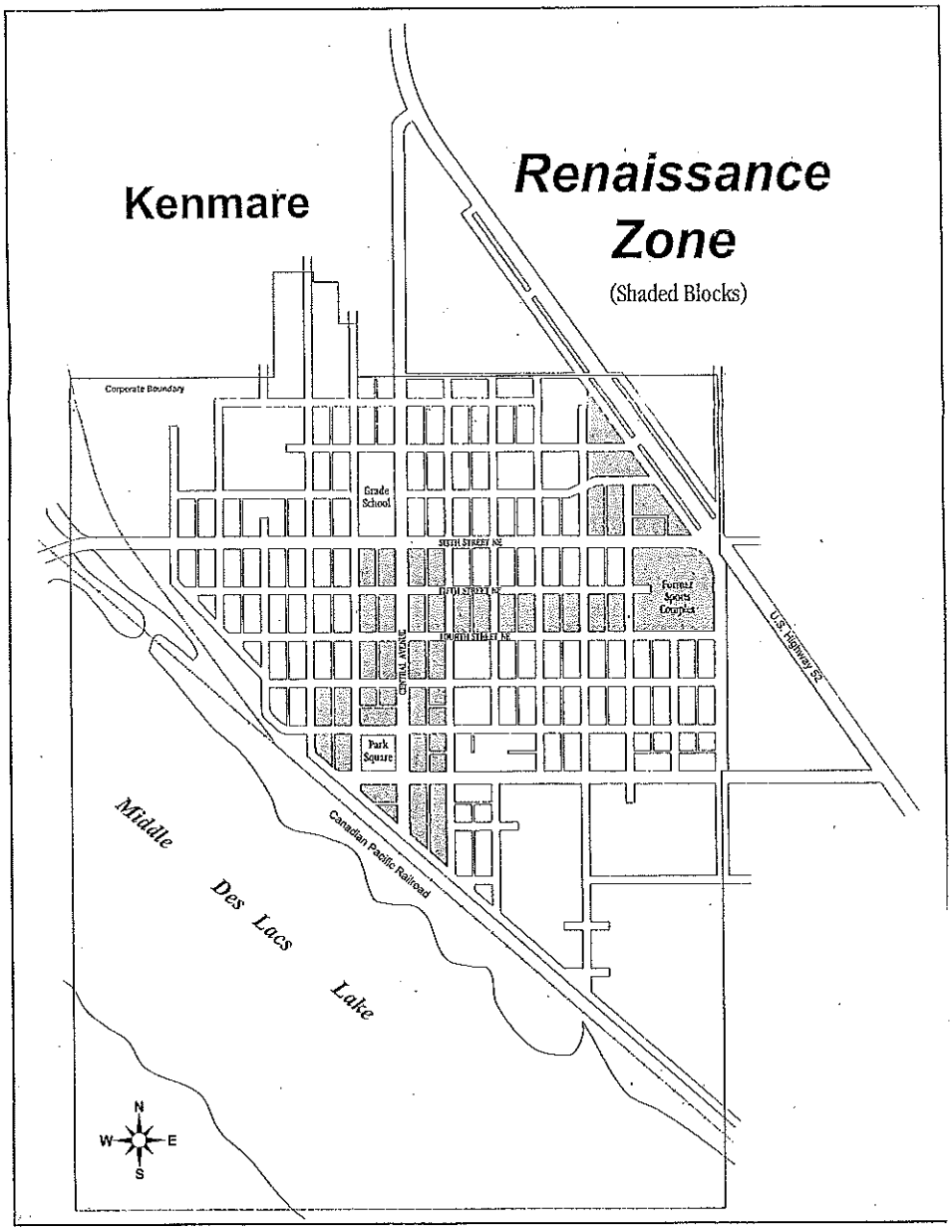
As an example, a property ner who builds a new home or novates an existing home within e zone would be eligible for a e-year real estate tax deduction. he new construction or improvent was assessed at $150,000 cluding the original lot or house lue), the property owner would ceive a tax deduction of $2,830 r year, amounting to $14,150 er five years. The same deducns would apply for businesses thin the zone. In addition, busisses may be eligible for state come tax deductions.

The initial value of the property, fore the improvements, remains xable during the five-year peıd. If a vacant lot was valued at ;000 before a new house was built ı it, the property owner would ıy taxes of only $94 per year for e five year period.

City leaders first met to conder the concept in June 2005. In ugust, the City Council apinted Jerry Essler, Gary Hager, m Jorgenson, Jan Kostad, Bob au, Roger Ness, Duane Sandrg, Mary Brekhus, and DonıRae Jacobson as the Kenmare ne Authority.

It is recommended the Zone Auıority consist of the city auditor, certified public accountant, a ınk representative, city councilan, and an economic developent representative. Additional embers may be added.

The Zone Authority is responble for promoting the program ıd working with the applications ceived for projects.



Maria Effertz Hanson, Community Development Specialist with Souris Basin Planning Council, was contracted by the city in August to guide the Kenmare Zone Authority through the process of gaining state approval for its Renaissance Zone.

Hanson presented the Kenmare Renaissance Zone draft to the city council last week. The council approved the portion of the draft relating to tax incentives.

The draft and the map are now available for reviewal by the public. The next step in the process is a public input meeting, which Hanson said will be held in February.

The map is important because only those properties within the designated zone area will be eligible for Renaissance Zone tax incentives. It includes the blocks surrounding the downtown park square; the blocks on each side of Central Avenue running north to the intersection of Sixth Street; the blocks contained between Fifth Street NE and Fourth Street NE the block comprising the formei high school sports complex; the blocks north of the sports complex and adjacent to the west side o U.S. Highway 52.

At this point, the Renaissanc Zone draft and the blocks compris ing the zone are open to revision.

See page 10 for the complete draft of the Renaissance Zone.

I. Description of the Kenmare Renaissance Zone

1. Map of Kenmare Renaissance Zone (hereinafter called the Zone)
Appendix A

2. Inventory of buildings in the blocks
Appendix B
Potential businesses that could occur in existing or vacant lots:

- 107 N. Central: Furniture store
- Connect one side of the "Square" to make an enclosed mini-mall
- 120 S. Central: potential hotel site or additional unique store areas
- 200 N. Central: Possible RV and ATV repair shop

3. Natural and historical assets/sites
Kenmare has no buildings within the Renaissance Zone listed in the historic registry of properties. A small number of the buildings have historic significance and this will be taken into consideration when the funding applications are in this area.

4. Local regulatory burdens that may affect renovation of historic properties
The City of Kenmare has no regulatory burdens for development in the identified Zone area. The Renaissance Zone Authority (hereinafter called the Authority) will encourage applicants to work with city, county and state entities to maintain any structures that have historic significance.

II. Management of the Kenmare Renaissance Zone

1. Management of the Zone/ Zone Authority membership
The Zone Authority is comprised of city leaders including the mayor, economic development corporation members and auditor. The Authority also includes business owners in the community.

All Zone projects will be reviewed by the Authority. If they are recommended for funding, the project will be heard by the City Council at the next regularly scheduled meeting.

The Kenmare City Auditor, who also serves on the Authority, will be responsible for initial applications. With recommendations from the city council, the Auditor will submit reports to the DCS for application acceptance. The auditor will also cross reference the project against the city assessment, and water and sewer billing to assure ownership.

2. Marketing and Promotion

Promotion

The Authority will work diligently to promote the Zone within the city and with new residents and businesses that move to the community. Promotion will include:

- The Authority and city will produce a flyer with a map of the Zone that will be available through realtors, Chamber and the economic development authority.
- The economic development director will personally visit with existing businesses and new businesses on the benefits of renovation and purchases within the Zone.
- Information and details on the Zone will be placed on the Kenmare city website.
- The economic development director and economic development board will hold informational meetings with the Chamber and other service organizations in the community to inform them of the benefits of a Zone.
- Information will be placed in the newspaper on a regular basis.
- Letters will be sent to all residential members in the Zone to notify them of the benefits of the Zone.
- The economic development director will send a letter to the tax services in Minot and Kenmare notifying them of the Zone and benefits to their clients.

3 & 4. Monitoring progress and activities in the Zone

Development of the Zone will lie with the established Authority, city council, economic development director and city auditor. These entities have agreed to promote the project and help individuals and businesses succeed within the Zone and the community.

The daily management of the Zone will lie with the city auditor and the economic development director. The Kenmare city auditor will be the initial point of contact, receive the applications and verify the tax status through a variety of means. The members of the Authority, or their designees, will follow-up on the project and be available to answer questions as the project progresses.

Each application will be thoroughly reviewed by the Authority and if acceptable, will be submitted to the city council for approval. The Authority is made up of a diverse group of interested individuals involved in economic, city council and infrastructure which provides a comprehensive team.

5. Maintenance of reportable information

The Kenmare City Auditor and economic development director, who also serve on the Authority, will be responsible for initial applications, Authority meetings and timely hearings at city council meetings. These two people will also keep a reportable log of all activities in the Zone and submit reports to the DCS for application acceptance. The auditor will also cross reference the project against the city assessment, water and sewer billing to assure ownership.

Building permits must be obtained from the City of Kenmare, thus assuring the city administration is aware of any construction occurring in the Zone area. Final inspection will require sign-off by the Authority and city council before tax incentives are applied to the applicant.

The Authority members have also committed to a two or three year commitment to the committee. This, along with the auditor and economic development director being the main point of contact, will allow consistency with reporting and applications.

The Authority holds a right to review the project at any time within the five year commitment.

III. Goals and objectives of the Kenmare Renaissance Zone

Kenmare Renaissance Zone vision
Maintain and improve infrastructure, services, commercial and residential opportunities for citizens of Kenmare.

Kenmare Renaissance Zone goals
The Authority would like to see a variety of returning or new businesses locate within the Zone. Included is this list is a bowling alley, all-terrain vehicle (ATV) sales and service, housing rental properties including single-level condominiums and duplexes, animal veterinarian, bed and breakfast.

One idea is to expand/renovate an existing frontage block into a "connected mall" that would allow the shopper to go from one business to another without having to leave the facility. This would include street-front offices and shopping with apartments overhead.

Another goal of the Zone would be to improve the overall appearance of the downtown and zone area, which includes becoming a "senior friendly" community. This would include walking paths, properly placed benches and gazebos, maintained sidewalks, consistency in signage and accessibility to shopping.

Kenmare Renaissance Zone objectives
The Authority, city and economic development leaders have established objectives for their community through a strategic plan. Their specific objectives, along with meeting the benchmarks, include:

- A solid working relationship between economic development, "Fund-It" committee and city leaders to promote the Zone

- Work with regional economic development and community organizations such as the Souris Basin Planning Council to assure the citizens of the community have the tools needed to succeed
- Coordinate projects with banks, accountant services and real estate agents throughout the region
- Fully utilize the economic development director to promote the Zone to service clubs and community groups to gain a full understanding of the potential for development in the Zone and the community

2. How do these projects support the Kenmare Renaissance Zone goals and objectives?

Kenmare's strategic plan identified housing and economic development as two of their top priorities in development of the community. With the addition of the Zone, the community will have another tool to help achieve the goals of affordable, quality housing and retention of small business and higher paying jobs.

The community has committed to reviewing the strategic plan as they go through the 15 year Zone timeframe to assure they are meeting and adjusting their goals as their community grows.

3. Milestones for managements and monitoring the progress of the Kenmare's Renaissance Zone

The Authority would like to see a consistent use of the Zone benefits.

Year 1 through 5:	10 residential housing applications
	2 commercial applications
Year 6 through 10:	10 residential applications
	1 commercial building that was vacant converted
	1 commercial building rehabilitation
Year 11-15:	10 residential applications
	4 additional commercial renovations/additions

Duration of Kenmare's Renaissance Zone and why this time is needed

The Authority requests the full 15 years for the Zone. The Kenmare area continues a slow growth, and it will require the full 15 years to fully utilize this program.

IV. Selection of Kenmare's Renaissance Zone projects

Commercial and residential property will be identified through the city auditor. The auditor will cross reference the property values.

Guideline for project approval

- Property may not have been part of a previous Zone project
- Project must bring property into compliance with all current building codes
- Property owner must make all necessary improvements to eliminate any and all deteriorated conditions that are visible on the exterior of the building
- Property ownership must be transferred after the state authorization of the Zone to be eligible for both real estate and income tax exemptions
- Proposed capital improvements must substantially improve the life expectancy of the property
- Income tax exemptions are available for income generated in the Zone of businesses operating in an approved project

1. Criteria and Process to select Kenmare's non-residential Renaissance Zone projects

Commercial Property:

After submitting a written application, the city auditor will check the applicant to assure they are up-to-date on city, county and state taxes. The auditor will then submit the application to the Authority for review and recommendations to the city council. The final hearing/approval will be held by the city council, which publicizes their meetings in the local paper and are open to the public at all times. Throughout this process, the applicant will be kept informed of the process in order to make the process as efficient as possible.

Any project that is submitted and approved must meet the goals identified both in this plan and with the Kenmare Strategic Plan. The county, city and rural residents will work together to promote the project and keep the plan current and a viable tool for economic development.

- Project must bring property into compliance with all current building codes and all deteriorated conditions that are visible on the exterior of the building.
- Property owner must make capital improvements to the greater of the following
    - 50% of the true and full value of the property prior to improvements
    - or -
    - $15,000 of capital investment
- The city will grant 100% exemption from property taxation for five years on the improvements on any property rehabilitated as an approved Zone project for any business for investment purpose.

- The city will grant 100% exemption from property taxation for five years on any property newly constructed as an approved Zone project for any business purpose.
- Purchase only of a commercial property in the Renaissance Zone will receive 100% local tax exemption for five years.

2. Identification and confirmation of primary residences in the Renaissance Zone

The Kenmare City Auditor, will be the primary point of contact for the Zone applications. Her office will provide the applicant with a Zone application and will cross-check the application against all official documents (water bill, previous taxation, etc) before the Authority reviews the application. The city has a close working relationship with the Kenmare economic development staff and the building inspector, and will maintain communication regarding potential and ongoing projects.

The Authority will make use of a yearly form, maintained by the city auditor, to identify primary residence. The city will access tax assessment, water and sewer records to monitor projects. The Authority reserves the right to request proof of home ownership anytime during the five year tax credit period they are in the Zone.

Residential Property:

- Property owner must make capital improvements to the greater of:
  - 20% of the true and full value of the property prior to improvements
    - or -
  - $10,000 of capital investment
- The city will grant 100% exemption from property taxation for five taxable years on the improvements to a single-family residential property that is rehabilitated by an individual for use as the individual's primary residence.
- The city will grant 100% exemption from property taxation for five years on the new construction of a single-family residential property built by an individual for use as the individual's primary residence.
- The city will grant 100% tax exemption for five years on the improvements made to residential property if the property is listed as good to excellent condition. This rehabilitation investment must increase the overall taxable value of the project by a minimum of 10%.

3. Types of projects the city WILL NOT fund

Residential: Purchase only of property will not be accepted as a Renaissance Zone project.

4. Process for receiving, reviewing and approving applications

The City Auditor will be the primary point of contact for Zone projects. This office will provide the applicant with a Zone application and will cross-check the application against all official documents (water bill, previous taxation, etc) before the Authority reviews the application.

Monitoring activities
Each application will be thoroughly reviewed by the Authority and if acceptable, will be submitted to the city council for approval. The Authority is made up of community leaders who have been part of the community planning process and have committed to three years on the Zone Authority.

The Authority will conduct an annual assessment of the projects and potential growth of the zone area. This report will be submitted to Division of Community Services (DCS), along with the City of Kenmare.

Maintenance of reportable information
The Kenmare City Auditor and the City Mayor will be responsible for initial applications, Authority meetings and timely hearings at city council meetings. These two people will also submit reports to the DCS for application acceptance. The auditor will also cross reference the project against the city assessment, water and sewer billing to assure ownership.

5. How will projects be reviewed to determine public benefit?
Projects that meet the minimal qualifications and provide economic or housing benefits to the community will be presented to the city council. Prior to presentation, the Authority will meet directly with the individual or business to assure they understand the Renaissance Zone goals.

Before tax benefits are received, the project must submit all required documentation that shows the expenditures for the project.

6. Describe the basis for determining amount of local property tax to be exempted.
See above description

V. Renaissance Fund Organization

At this time, the Authority will not be pursuing a Renaissance Fund Organization, but will reserve this right for future planning. At this time they have not determined if they will be contracting this agreement or carrying it out themselves.

VI. Local Commitment

1. Public hearing in regard to the Kenmare Renaissance Zone- Appendix C

2. Issues at the public hearing
Issues raised at the public hearing were minimal and centered around the timeframe for the Zone to be in place in the city. Two interested individuals were in attendance at the public hearing and both have potential projects.

3. Efforts to involve the public in the Kenmare Renaissance Zone – Appendix D
The *Kenmare News* has been supportive and printed multiple stories on the Zone and names for interested individuals to contact if they are interested in a project in the Zone area. The *Minot Daily News* also printed a feature story on the Zone.

4. Community support and commitment for Kenmare's Renaissance Zone- Appendix E

5. Kenmare City Council resolution- Appendix F