TO: Mayor Shaun Sipma
Members of the City Council

FROM: Emily Berg, Assistant Disaster Recovery Grant Administrator

DATE: February 7, 2022

SUBJECT: QUIT CLAIM DEED FOR 1901 S BROADWAY

I. RECOMMENDED ACTION
   A. City Council authorize Mayor & City Clerk to sign quit claim deed for 1901 S Broadway conveying property to Project BEE.
   B. City Council authorize City of Minot Finance Department to file signed & notarized quit claim deed for 1901 S Broadway with Ward County.

II. DEPARTMENT CONTACT PERSONS
Emily Berg, Assistant Disaster Recovery Grant Administrator, 857-1553

III. DESCRIPTION

Background
The property located at 1901 S Broadway Minot, ND was conveyed to City of Minot on May 11, 2021 from Lighthouse Management Group, Inc. as the designated receiver of the property due to Lutheran Social Services Housing filing for bankruptcy. This property is the location of the planned Family Homeless Shelter project as well as the Broadway Circle LMI housing project. The family homeless shelter will contain six units of transitional housing, commercial kitchen, and local food pantry while Broadway Circle will contain seventeen units of LMI housing. On September 7, 2021 City Council approved subrecipient agreements with Project BEE to take over management of these two projects.

Proposed Project
In the subrecipient agreements with Project BEE there is a provision that City of Minot will convey title to the property to Project BEE upon signature of the agreements.

IV. IMPACT:

Service/Delivery Impact:
Conveying ownership of this property to Project BEE will allow them to move forward with dividing the property into two separate plats as described in the subrecipient agreements. This separation will allow deed restrictions to be placed on both properties in accordance with the HUD requirements for each project.

V. CITY COUNCIL ASPIRATIONS
Approval of this action achieves the City Council aspiration of being resilient and prepared.

VI. ALTERNATIVES
N/A
VII. TIME CONSTRAINTS
Splitting the property into two separate parcels does take time and require ownership of the property. The sooner City of Minot can convey the property to Project BEE, the more quickly they will be able to move forward with these requirements placed upon them in the subrecipient agreements.

VIII. LIST OF ATTACHMENTS
   A. 1901 S Broadway Quit Claim Deed