

COMMUNITY DEVELOPMENT COMMITTEE APPLICATION AND REQUEST FORM FOR USE OF SALES TAX PROCEEDS FOR COMMUNITY FACILITIES

INTRODUCTION

Pursuant to Ordinance No. 4380 of the Minot Code of Ordinances, the City of Minot may make proceeds available from the city sales tax for purposes of upgrading, remodeling and constructing community facilities. These community facilities, for example, may be constituted by arenas, auditoriums, and facilities for conventions, tourist and spring events. Community facilities must meet one of the following three categories in order to be eligible for possible funding: (1) community facilities owned directly by the City of Minot; (2) community facilities owned directly by another county, city, township, city park district, school district, or other political subdivision of the state of North Dakota, including any agency, board, or institution of the State of North Dakota, and for which entities an appropriate Joint Powers Agreement has been lawfully executed between the City of Minot and the applicable entity; and (3) community facilities of private non-profit entities with which the City of Minot has authority to engage in with respect to a lawful business or enterprise under North Dakota law meeting a public purpose and for which an independent and applicable implementing Ordinance has been passed by the City, and which lawful business or enterprise is predicated upon subsequent written agreement sufficiently detailed to ensure supervisory controls and measurable analysis that the public purpose is being met.

The filing of an application or request form is not intended to guarantee an award or granting of sales tax proceeds to an applicant. The City of Minot reserves the right to approve or reject applications and projects on a case-by-case basis, taking into consideration established policies, project criteria, and demand on City services and finances in relation to the potential benefits from the project. In the consideration of submitted applications, the City will address the specific and unique needs of the community as a whole and will review the submitted applications in terms of serving the best interests of the community. Approval or denial of one project is not intended to set precedence for approval or denial of another project. The City of Minot shall also consider whether funding of an identified project results in unfair advantage or constitutes unfair competition, if applicable, with similar competitors or other like businesses.

The City of Minot may also request additional information, which is deemed necessary in the consideration and determination of a submitted application. Finally, applicants should not that all information submitted with respect to an application or request for sales tax proceeds in the construction, enhancement or improvement of community facilities, is subject to public disclosure, and that the City does not guarantee the confidentiality of the information submitted in the application process.

APPLICATION/REQUEST

Name of Organization/Facility:

YWCA Minot

Address: 205 3rd ave SE Minot, ND 58701

Contact Person/Spokesperson

Name: Ashley Boyd

Telephone No: 701-838-1812

Address: 205 3rd ave SE

Minot, ND 58701

Telephone: No: 701-838-1812

Type of Organization/Facility:

City/Public

Private Non/Profit

Another Governmental Entity

List of Applicant's Governing Board/Supervisor: Lorena Starkey, 2301 Landmark Drive North West
Minot, ND 58703
(Name/Address) Chelsea Gleich, 205 3rd ave SE Minot, ND 58701
Ann Olson, 205 3rd ave SE Minot, ND 58701

Physical Location of Project: YWCA Shelter: 205 3rd ave SE Minot, ND 58701

Please describe this project and its benefits, and also explain how it relates to the community of Minot (For example, a description of the project or service; an outline of the project goals and intended results; a description of the economic impact of the project on the community; a projected time table for completion of the project; an explanation of how the City of Minot will benefit from the expenditure of sales tax proceeds for the project or service; and an explanation of how the outcome or success of the project will be evaluated or measured.)

See attached documents

If available, please describe and attach diagrams, or schematic designs of the requested project:

See attached documents

Specific amounts requested from the City of Minot and dates requested:

\$5,000.00

Describe any alternative sources of funding, other than the City of Minot, which will be pursued with respect to this project (also please indicate whether those sources are presently confirmed or tentative funding sources)

Minot Sertoma and Verendrye Electric have contributed funding for this project totaling \$7500.00. We have also solicited funding from Coca Cola .

Please list any other information, which the applicant believes, should be considered by the City of Minot in the determination of this request.

YWCA Minot is a great resource for the women and children we serve, but as an organization we always strive to achieve more. The "Fresh Start" program will enable us to serve those who do not qualify for our program or are unwilling to stay in the shelter. Its impact is unlimited. Additionally, the ability to serve our handicapped clients better will improve the success rates for the women staying in the shelter who have a physical disability.

CERTIFICATION OF APPLICATION

The undersigned hereby certifies that both they and the entity listed in this application, and the specific request herein for the use of sales tax proceeds for community facilities, does not, and will not discriminate in its plans, programs, and activities on the basis of race, color, national, origin, creed, religion, age, sex, handicap or any other basis which has been declared as discriminatory by federal or state cases or law.

Date: 4-24-2017

Signature: Abby Boyel

(Title/Position): Resident Manager

Community Facilities Application Questions

1. Please describe this project and its benefits, and also explain how it relates to the community of Minot

YWCA Minot is seeking funding to convert our main floor restroom into a handicapped accessible bathroom, and to create a new program called "Fresh Start."

YWCA Minot is located in a 3 story building, and can house 17 homeless women and children at a time. Currently, 5 of our 6 homeless shelter rooms are in our basement and our handicapped accessible room is on the main floor. The problem that we encounter when we house a handicapped client is that the shelter's showering facility is on the basement level, and going down stairs can be hazardous or even impossible for a handicapped person. While we do have a restroom on the main floor, it is not equipped with the necessary features to serve our disabled clients. We hope to change that to better meet the needs of everyone who comes through our doors. With support, we intend to renovate the main floor restroom to include a handicapped accessible shower, a shower bench, and support rails.

In addition to this upgrade improving the lives of our handicapped clients, it will also be an opportunity to extend our community outreach. YWCA Minot is a zero-tolerance drug and alcohol shelter. If a person has any illegal substances in their system, they are not permitted to stay at the shelter until they are clean. While we do this to protect our clients, we recognize that these women and children need help too. That is why we intend to open our doors to the women and children in the Minot community during business hours to allow them to take a shower, meet with our staff, and get access to toiletries and clothing. This new service has been named the "Fresh Start" program. This is because we believe that simply being freshly showered may enable some of these women to pick up their lives, find jobs, and be a more marketable person in the community. Everyone deserves a "fresh start."

Because of the age of the building and the fact that we will have to re-work the layout of the restroom, we expect to pay up to \$14,000 dollars. It is our hope that we can stay closer to \$10,000. This number includes a new handicap accessible shower with accessories (safety bars and shower seats as necessary), plumbing changes, potential building related issues, and contractor fees. It is our goal to complete the project in the 2017 year, but understand that it may take longer.

HIGHT CONSTRUCTION

*Experience Built Into
Every Project*

PO Box 458 | 21 2nd Street SW | Minot, ND 58702 | Ph: (701)839-5819 | Fax: (701)839-1094

April 24, 2017

Lauren Moore – Executive Director [Email: laurenmooreywca@gmail.com]
YWCA Minot
205 3rd Ave SE
Minot, ND 58701

Re: Construction proposal to add new shower into existing bathroom

Dear Lauren:

Thank you for allowing us to submit this proposal for your proposed addition of a new shower unit at the YWCA location in Minot. We appreciate the opportunity. We have based our proposal on the plans/plan specifications attached and Hight Construction will provide all labor, materials, equipment and supervision necessary to complete the project per the scope of work outlined below. All work will be performed according to North Dakota and City of Minot building and dwelling codes and ordinances.

Summary Scope of Work (included in proposal):

- General requirements commonly associated with construction such as insurances, supervision, small tools, equipment, vehicles, fuel, safety/OSHA adherence, office administration/billing, warranty/closeout procedures and as-built/operation and maintenance information as applicable to our scope of work.
- Architectural work including permitting and approvals from the City of Minot.
- Selective demolition as required for our new construction including removal/relocate of toilet, grab bars, wall cabinet & towel dispenser.
- Construct mini-ramp with feathered concrete/aluminum cap for shower stall access.
- Carpentry including framing new 2 x 4 wall - 78" high to enclose new shower unit.
- Re-install wall cabinet, grab bars & towel dispenser.
- Gypsum board work for new wall plus patching where needed (i.e. old towel dispenser location).
- Painting/finishing of new walls and patched areas including general touch-up.
- Mechanical (plumbing) work including furnish & installation of new shower stall complete fixtures/accessories and the running of new supply/waste for relocated toilet installation
- No electrical work is included.

Base bid for all work above: \$ 13,000

Notes & Exclusions

- No work other than that expressly noted above
- This proposal is valid for 60 days from the above date at which time it may be withdrawn or extended at the sole discretion of Hight Construction, LLC.

Please call with any questions or to proceed with work. Thanks very much and have a great Christmas.

Sincerely yours,

YWCA SHOWER ADDITION

MINOT, NORTH DAKOTA



HIGHT
CONSTRUCTION

HIGHT CONSTRUCTION, LLC
PO BOX 458, MINOT, ND 58701
701.839.8119 www.hightconstruction.com

YWCA SHOWER ADDITION

205 3RD AVENUE SE
MINOT, NORTH DAKOTA 58701

PROJECT # 2016-04
ISSUE DATE 12/21/2016
DRAWN BY MFB
CHECKED BY MFB

REVISIONS

CONSTRUCTION DOCUMENTS

TITLE SHEET

SHEET NUMBER

T1.0

DESIGN-BUILD FIRM
HIGHT CONSTRUCTION, LLC
PO BOX 458, MINOT ND 58702-0458
JAY P. HIGHT, PRESIDENT
MICHAEL W. OAKLEAF, ARCHITECT
ph: 701.839.5819 jhight@srt.com
fx: 701.839.1094 hightarch@srt.com

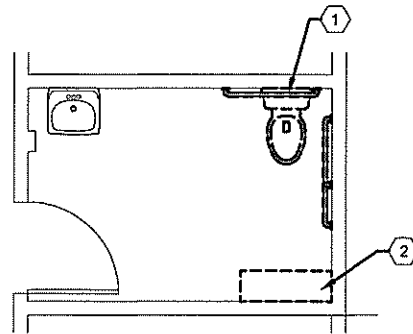
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INDEX OF DRAWINGS

T 1.0	TITLE SHEET
A 2.0	DEMOLITION & REMODEL FLOOR PLANS
A 3.0	BATHROOM ELEVATIONS

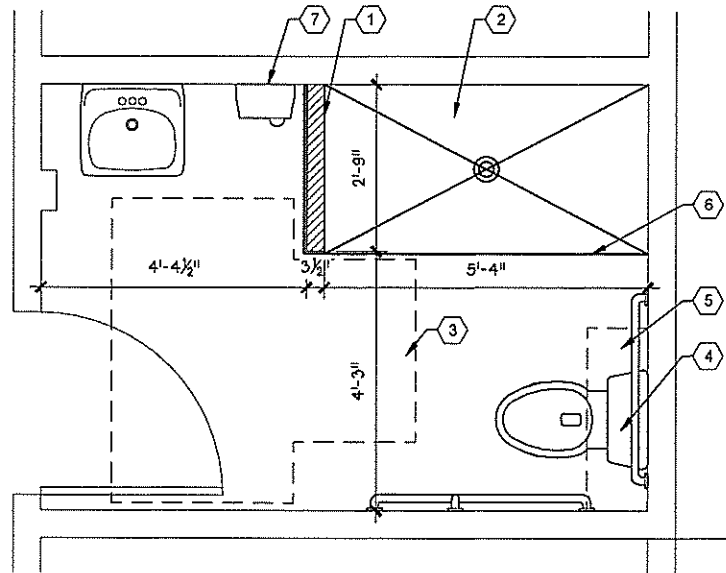


1 DEMOLITION PLAN
A2.0 SCALE: 1/4" = 1'-0"



DEMOLITION KEY NOTES:

- ① REMOVE TOILET AND GRAB BARS FOR NEW BATHROOM CONFIGURATION.
- ② REMOVE WALL CABINET FOR NEW LOCATION.



2 MAIN FLOOR PLAN
A2.0 SCALE: 1/2" = 1'-0"



REMODEL FLOOR PLAN KEY NOTES:

- ① 78" TALL WOOD FRAMED WALL WITH 2X4'S @ 16" O.C.
- ② NEW H.C. ACCESSIBLE SHOWER USING WR 6030 OR SIMILAR TO FIT.
- ③ T-SHAPED TURNING SPACE.
- ④ RELOCATED TOILET AND GRAB BARS.
- ⑤ RELOCATED WALL CABINET.
- ⑥ MINI-RAMP TRANSITION USING ARDEX FEATHER FINISH OR COMPARABLE PRODUCT.
- ⑦ REPOSITION PAPER TOWEL DISPENSER AWAY FROM NEW WALL.
- ⑧ PATCH WALLS AS NECESSARY.

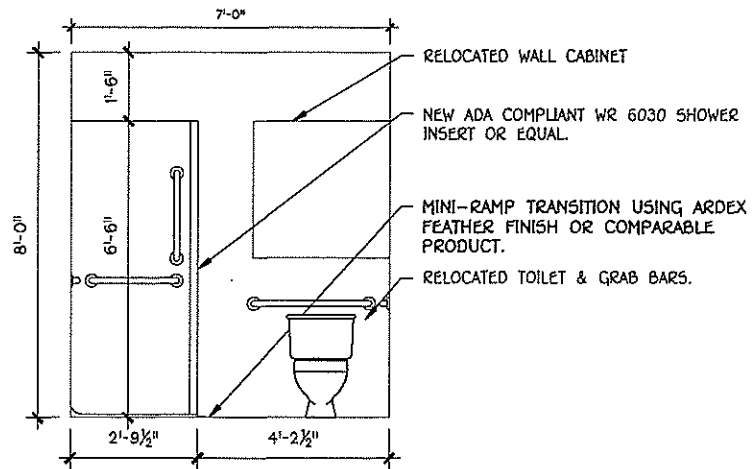
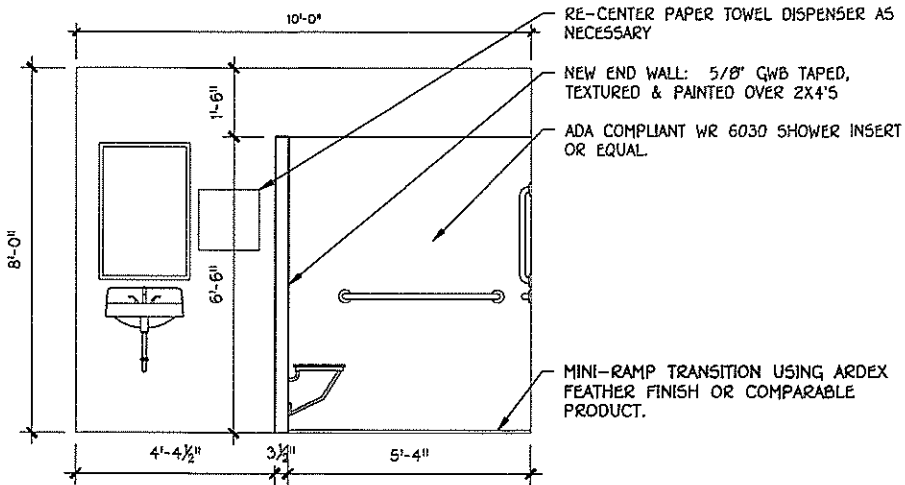
PROPERTY #	2010-04
ISSUE DATE	12-11-2010
DRAWN BY	MWV
CHECKED BY	MWV

REVISIONS

CONSTRUCTION DOCUMENTS

REMODEL PLAN

SHEET NUMBER
A2.0



1 ELEVATION - NORTH WALL

A3.0 SCALE: 3/8= 1'-0"

2 ELEVATION - EAST WALL

A3.0 SCALE: 3/8= 1'-0"

HIGHT CONSTRUCTION

HIGHT CONSTRUCTION, LLC
 1000 S. UNIVERSITY AVENUE
 MINOT, NORTH DAKOTA 58701
 701.837.2616 www.hightconstruction.com

YWCA SHOWER ADDITION

205 3RD AVENUE SE
 MINOT, NORTH DAKOTA 58701

PROJECT # 0119-04
 ISSUE DATE 12.21.2016
 DRAWN BY JFW
 CHECKED BY JFW

REVISIONS

CONSTRUCTION DOCUMENTS

ELEVATIONS

SHEET NUMBER

A3.0