West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Tuesday, February 21, 2023 5:30 PM

Meeting Items

A. Call to Order
B. Pledge of Allegiance
C. Approve Order of Agenda
D. Approval of Minutes – February 6, 2023 (Pages 3-5)
E. Building Permits (Pages 6-7)

Consent Agenda - Approve the Following:

a. Bills (pending documentation 8-48)
b. Improvement District No. 2270 – Traffic Signal at 9th St W and 32nd Ave W
    - Approve Plans and Specifications and Authorize Advertisement for Bids (Pages 49-55)
c. Improvement District No. 2271 – 7th Ave NE and 5th St CT NW
    - Approve Plans and Specifications and Authorize Advertisement for Bids (Pages 56-63)
d. Site plan approval for Two Rivers Veterinary Clinic, 2630 Sheyenne St (Pages 64-73)
e. Gaming Site Authorization for Fargo West Rotary. Games to be conducted: Raffle on May 25, 2023 at Fargo Harley Davidson at 701 Christianson Dr W (Page 74)
f. Games of Chance for Red River Regional Marksmanship Center. Games to be conducted: Raffle on April 21, 2023 at Speedway Event Center at 680 Main Ave W (Page 75)
g. Games of Chance for the American Legion Department of North Dakota. Games to be conducted: Raffle on June 19, 2023 at The American Legion Department of North Dakota at 405 West Main Ave Suite 4A (Page 76)
h. Approve expenditure of asset forfeiture funds (Police funds that have been forfeited based on criminal investigations) (Pages 77-84)

Regular Agenda

1. Second Reading and final approval of rezoning ordinance, final plat approval, & parking reduction resolution for proposed North Pond at the Preserve 16th Addition -- Lisa Sankey, Planner (Page 85-99)
2. Furniture Bid -- Dan Fuller, Fire Chief
    - Accept bid for furniture package which was previously approved for Headquarters budget (Pages 100-101)
3. Review Child Care Facility Improvement Grant -- Casey Sanders-Berglund, Economic Development Manager
    - Approval to adopt Child Care Facility Improvement Grant (Pages 102-111)
4. Junkyard 5yr PILOT and Business Incentive Agreement -- Casey Sanders-Berglund, Economic Development Manager
    - Approve 5yr PILOT and Business Incentive Agreement (Pages 112-113)

5. Project No. 1343 – Sanitary Lift Station System Rehabilitation; Project No. 4068 – Storm Sewer Lift Station (SM64) and Forcemain Rehabilitation -- Dan Hanson, City Engineer
    - Accept Bid and Award Contract (Pages 114-126)
6. Backyard chicken keeping for residential properties -- Commissioners Mandy George and Roben Anderson
    - Direct City Attorney to draft an ordinance to allow for backyard chicken keeping
    - Direct staff to work on public engagement/input (Pages 127-142)
7. City Administrator's Report -- Tina Fisk, City Administrator
8. Correspondence
9. Non-Agenda Items
10. Adjourn

West Fargo City Commission Meeting
Monday, February 6, 2023
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, February 6, 2023, at 5:30 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Roben Anderson, Mandy George, and Mark Simmons, who was present via Zoom. President of the Board Bernie Dardis called the meeting to order at 5:30 p.m.

Commissioner Olson moved and Commissioner Anderson seconded to approve the order of the agenda as distributed. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner George moved and Commissioner Simmons seconded to approve the minutes from January 16, 2023 as presented. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Anderson moved and Commissioner Olson seconded to approve the building permits as distributed. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and Commissioner Anderson seconded to approve the consent agenda as presented.

a. Bills (Pages 8-19)
b. Pledging of Securities (Pages 20-43)
c. MSA with Moore Engineering
   - Approve MSA extension with Moore Engineering (Pages 44-46)
d. Project No. 2272 – Concrete Pavement Repair (Various City Locations)
   - Approve Plans and Specifications; and Direct advertisement for bids (Pages 47-53)
e. Midwest Fidelity Partners LLC Encroachment Agreement (SilverStar Carwash)
   - Approve Encroachment Agreement (Pages 54-61)
f. Games of Chance for West Fargo Exchange Club. Games to be conducted Raffle and Raffle Board at Veterans Memorial Union at 1201 7th Ave E (Page 62)
g. Games of Chance for the Packer Backers (West Fargo High School Post Prom/Grad). Games to be conducted: Raffle and Raffle Board on 2/24/2023 and 3/24/2023 at Silver Dollar at 221 Sheyenne St (Page 63)
h. Gaming Site Authorization for West Fargo Events. Games to conducted: Poker on February 17, 18 and 19, 2023 at DoubleTree by Hilton at 815 Beaton Dr (Pages 64-65)
i. Request to Reinstate Forfeited Personal Leave
   - Approval of Reinstatement of Forfeited Personal Leave (Page 66)
j. Request for Right-of-way Access, Brooks Harbor 1st Addition (Pages 67-75)

Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Lisa Sankey, Planner appeared before the Commission for a public hearing and first reading of rezoning ordinance for the proposed North Pond at the Preserve 16th Addition. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the rezoning ordinance for the proposed North Pond at the Preserve 16th Addition. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Aaron Nelson, Planning and Zoning Director appeared before the Commission for approval of the Conditional Use Permit for temporary concrete crushing & aggregate stockpiling, West Fargo 12th Addition. Following discussion, Commissioner Anderson moved and Commissioner Olson seconded to approve the Conditional Use Permit for temporary concrete crushing & aggregate stockpiling, West Fargo 12th Addition. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Aaron Nelson, Planning and Zoning Director appeared before the Commission for approval of the resolution for parking reduction for proposed taproom, Sukut's 3rd Addition; approve parking reduction resolution for proposed taproom. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the resolution for parking reduction for proposed taproom, Sukut's 3rd Addition; approve parking reduction resolution for proposed taproom. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development appeared before the Commission for the proposal of Child Care Workforce Grant; approval to adopt Child Care Workforce Grant. Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the draft, moving the Child Care Workforce Grant forward and bring a final back in two weeks. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Matt Andvik, Public Works Director appeared before the Commission to request approval of the contract with Johnson Controls for HVAC service and maintenance. Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the contract with Johnson Controls for HVAC service and maintenance. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Dan Hanson, City Engineer appeared before the Commission to request approval of the 2023 Mill and Overlay (Various Neighborhoods); create Improvement District No. 2261, approve Engineer's Report, authorize Resolution of Necessity; and Direct Engineer to prepare a Task Order for "Basic Services". Following discussion, Commissioner Anderson moved and Commissioner Olson seconded to approve 2023 Mill and Overlay (Various Neighborhoods); create Improvement District No. 2261, approve Engineer's Report, authorize Resolution of Necessity; and Direct Engineer to prepare a Task Order for "Basic Services" with the condition that staff looks into ways to reduce or remove Specials from this Project. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. Commissioners George and Simmons voted nay, the motion was declared carried.

Dustin Scott, Assistant City Administrator appeared before the Commission for the Resolution modifying the water rate. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the Resolution modifying water rate. Commissioners George, Olson, Simmons and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner Olson seconded to reconsider the enterprise grant for Noble Hare. Commissioners George, Olson, Simmons and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the enterprise grant for Noble Hare. Commissioners George, Olson, Simmons and Dardis voted aye. Commissioner Anderson voted nay, the motion was declared carried.

In regards to the Administrator's Report, Dustin Scott, Assistant City Administrator appeared before the Commission:

1. Reminder that City offices will be closed on Monday, February 20 (Presidents Day)

The correspondence was passed out to each Commissioner.

There were no non-agenda items.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the meeting adjourned at 7:05 p.m.

______________________________ Bernie Dardis, Commission President

______________________________ Tina Fisk, City Administrator

WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
02/06/2023

	AS OF 1/31/2023			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
BUILDING NEW						
COMMERCIAL						
RESIDENTIAL DWELLING						
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	1		$ 8,500.00	1		$ 8,500.00
FOUNDATION ONLY						
BUILDING REMODEL						
COMMERCIAL	1		$ 175,000.00	1		$ 175,000.00
RESIDENTIAL	4		$ 58,869.00	4		$ 58,869.00
PUBLIC	1		$ 141,652.00	1		$ 141,652.00
CHURCH						
ACCESSORY						
BUILDING OTHER						
DEMOLITION	1		$ 20,000.00	1		$ 20,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	8	0	$ 404,021.00	8	0	$ 404,021.00

WEST FARGO CITY COMMISSION MEETING

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
230017	Bartholomay Construction	800 4 Avenue East	City of West Fargo	$ 141,652.00	Remodel - Public - Add office area
230014	Dirt Dynamics	1131 Rachel Drive West	Wildco LLC	$ 20,000.00	Demolish - Commercial - Two Buildings
230023	Joshua & Katie Layfield	2622 Pyle Lane East	Joshua Layfield	$ 14,000.00	Remodel - Residential - Finish Lower Level
230027	Jordahl Custom Homes	2528 North Pond Drive East	Meridian Mortgage	$ 25,000.00	Remodel - Residential - Finish Lower Level
230028	Precision Concrete Cutters	607 2nd Street East	Kristi Wick	$ 4,869.00	Remodel - Residential - Egress Window
230040	Joshua & Amber Diemert	2503 Mcleod Drive East	Joshua Diemert	$ 15,000.00	Remodel - Residential - Finish Lower Level
220825	Jordan Fulsebakke	552 Prescott Lane	Jordan & Erin Fulsebakke	$ 8,500.00	Accessory - Shed
221367	Great States Construction	295 6 Street NW	ABC Mini Storage	$ 175,000.00	Remodel - Commercial - Rebuild Fire Damaged Self Storage Building

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108815	3639 3X GEAR LLC	800.00							
	15829 11/18/22 #158239 Stocking Caps/t-shirts	800.00			2060	415200	641		101000
	Total for Vendor:	**800.00**							
108816	4509 911 SCULPTURE LLC	30,445.00							
	189-B 08/16/22 Final Payment Bronze Statues	30,445.00*			4795	480000	864		101000
	Total for Vendor:	**30,445.00**							
108848	4717 ACME RENTS	38.50							
	289361-3 02/13/23 WORK CAGE RENTAL	38.50			1000	430001	358		101000
	Total for Vendor:	**38.50**							
108888	289 ACME TOOLS	1,710.19							
	10954118 02/13/23 5420 SKID SHOE	202.34			1000	430001	427		101000
	10921619 02/03/23 5419 ASSY ELEMENT/FILTERS	582.04			1000	430001	427		101000
	10928257 02/06/23 5419 OIL	73.08			1000	430001	427		101000
	10929462 02/06/23 TOOLS	215.73			6020	450000	432		101000
	10923895 02/03/23 TOOLS	637.00			6020	450000	432		101000
	Total for Vendor:	**1,710.19**							
108897	2947 ALLSTATE PETERBILT OF FARGO	409.32							
	4004354049 02/03/23 7045 STUD HOOD SPRING	217.62*			4387	480000	427		101000
	4004354255 02/06/23 7045 MOUNT CONV CAB RUBBER	191.70*			4387	480000	427		101000
108978	2947 ALLSTATE PETERBILT OF FARGO	671.75							
	4003149826 01/12/23 4101 TOWING/GASKET	671.75			6010	450200	427		101000
	Total for Vendor:	**1,081.07**							
108841	317 AMERICAN WELDING & GAS, INC.	38.39							
	09102247 02/07/23 SAFETY GLASSES	38.39			1000	455000	432		101000
	Total for Vendor:	**38.39**							
108886	2931 AUTO VALUE PARTS STORES	265.75							
	99186727 02/13/23 FITTING/LRG WHL PLASTIC	175.79			1000	455000	433		101000
	99186729 02/13/23 FILTERS	42.80			6010	450200	427		101000
	99186730 02/13/23 FILTERS	37.38			1000	430000	427		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
		99186731 02/13/23 FILTERS	9.78			1000	421000	427		101000
108899		2931 AUTO VALUE PARTS STORES	44.26							
		99185408 02/07/23 FILTERS	31.22			6020	450000	427		101000
		99185412 02/07/23 FILTERS	9.78			1000	421000	427		101000
		99185409 02/07/23 FILTERS	3.26			1000	430000	427		101000
108975		2931 AUTO VALUE PARTS STORES	31.96							
		99187380 02/16/23 MINI INLINE HOLDER	31.96			1000	430000	427		101000
		Total for Vendor:	**341.97**							
108775		3032 AXON ENTERPRISE INC	436.00							
		134126 01/26/23 batteries for x26p	436.00			1000	421000	641		101000
		Total for Vendor:	**436.00**							
108952		1695 BAKER & TAYLOR	1,201.30							
		2037279236 01/27/23 BOOKS	340.18			7000	411600	662		101000
		2037283149 01/31/23 BOOKS	87.08			7000	411600	662		101000
		2037288721 01/31/23 BOOKS	774.04			7000	411600	662		101000
		Total for Vendor:	**1,201.30**							
108847		36 BERT'S TRUCK EQUIPMENT	102.90							
		96276 02/08/23 3019C CHAIN, ROLLER	102.90			1000	430000	427		101000
108965		36 BERT'S TRUCK EQUIPMENT	110.17							
		96677 02/16/23 3050 POWER GRIND CABLE	110.17			1000	430000	427		101000
108977		36 BERT'S TRUCK EQUIPMENT	320.94							
		96684 02/16/23 3050 MOTOR KIT	320.94			1000	430000	427		101000
109006		36 BERT'S TRUCK EQUIPMENT	350.94							
		96670 02/15/23 3019C ACTUATOR KIT	350.94			1000	430000	427		101000
		Total for Vendor:	**884.95**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108817		3512 BOUND TREE MEDICAL, LLC	285.11							
		84850879 02/06/23 Medical Supplies	374.45			2060	415200	410		101000
		84854301 02/08/23 Medical Supplies	110.72			2060	415200	410		101000
		84819879 02/15/23 Credit deduction/duplicate p	-186.68			2060	415200	410		101000
		84833274 02/15/23 Credit deduction/duplicate p	-13.38			2060	415200	410		101000
		Total for Vendor:	**285.11**							
		*** Claim from another period (12/22) ****								
108940		73 BRAUN INTERTEC	5,565.00							
		B315551 10/31/22 4795	832.00*			4795	480000	313		101000
		B319103 11/29/22 4795	3,248.50*			4795	480000	313		101000
		B323329 12/22/22 4795	1,484.50*			4795	480000	313		101000
108941		73 BRAUN INTERTEC	1,678.00							
		B326648 01/20/23 4795	1,678.00*			4795	480000	313		101000
		Total for Vendor:	**7,243.00**							
108818		652 BRENCO CORPORATION	244.97							
		0126096 02/09/23 SS Wash Brushes	244.97			2060	415200	420		101000
		Total for Vendor:	**244.97**							
108893		4270 BRUCE RENSVOLD	144.02							
		02/15/23 TRAVEL REIMBURSEMENT	144.02			6010	450200	340		101000
		Total for Vendor:	**144.02**							
108858		3892 BURGGRAF'S ACE FARGO WEST #17458	29.97							
		2072 02/07/23 WALL HANGING SUPPLIES	29.97			1000	455000	420		101000
108999		3892 BURGGRAF'S ACE FARGO WEST #17458	24.99							
		001993 01/10/23 SCOOP SHOVEL	24.99			1000	430002	392		101000
		Total for Vendor:	**54.96**							
108953		351 BUSINESS ESSENTIALS	3,690.58							
		OEQT711041 02/01/23 FURN (DESK, CHAIR)	3,523.92			7000	411600	641		101000
		WO12283071 02/06/23 OFFICE SUPPLIES	19.39			7000	411600	410		101000
		WO12244891 02/08/23 OFFICE SUPPLIES	147.27			7000	411600	410		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108959		351 BUSINESS ESSENTIALS	54.95							
		1228736 02/08/23 OFFICE SUPPLIES	54.95			1000	430000	410		101000
		Total for Vendor:	**3,745.53**							
108879		39 BUTLER MACHINERY	968.36							
		PS0609045 02/11/23 3000 SEAL/COUPLING	413.77			1000	430000	427		101000
		PS0609046 02/11/23 3000 CM GUARD	554.59			1000	430000	427		101000
108919		39 BUTLER MACHINERY	9,300.00							
		PS0609047 02/11/23 4008 EXT. WARRANTY	9,300.00*			6010	450200	490		101000
		Total for Vendor:	**10,268.36**							
108821		51 CASS COUNTY ELECTRIC COOP	1,989.00							
		1090222 02/06/23 fire utilities	1,989.00			2060	415200	527		101000
108865		51 CASS COUNTY ELECTRIC COOP	378.10							
		428342 02/06/23 AIRPORT ELECTRIC	378.10			7050	500000	420		101000
		Total for Vendor:	**2,367.10**							
108910		4108 CED	52.17							
		3481017717 02/08/23 40A 2P OPEN DEF PUR CNTR	52.17			1000	455000	420		101000
		Total for Vendor:	**52.17**							
108867		1777 CENTURY LINK	230.18							
		01/01/23 jan 2023 police sirens	230.18			1000	421000	356		101000
109014		1777 CENTURY LINK	68.54							
		02/07/23 PHONE BILLING AIRPORT	68.54			7050	500000	356		101000
		Total for Vendor:	**298.72**							
108881		2429 CERTIFIED LABORATORIES	377.95							
		8114287 02/10/23 DRILUBE AEROSOL	189.00			1000	430000	433		101000
		8114287 02/10/23 FREE AEROSOL	188.95			1000	455000	433		101000
		Total for Vendor:	**377.95**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108948		3417 CHELSEA SIMDORN	15.90							
		02/07/23 MILEAGE	15.90			7000	411600	340		101000
		Total for Vendor:	**15.90**							
108947		928 CHRISTIANSON'S BUSINESS	721.94							
		74921RF 02/13/23 BETTY & ALISHA CHAIRS (FURN)	721.94			7000	411600	641		101000
		Total for Vendor:	**721.94**							
108900		3216 CINTAS	80.99							
		414699774 02/06/23 SHOP TOWELS	80.99			1000	455000	433		101000
		Total for Vendor:	**80.99**							
108922		111 CITY OF FARGO	41,745.70							
		434862 02/08/23 LANDFILL FEES	19,679.77			6010	450200	355		101000
		434508 02/01/23 LANDFILL FEES	22,065.93			6010	450200	355		101000
		Total for Vendor:	**41,745.70**							
108958		2880 CITY OF FARGO	553,946.25							
		600014321 02/06/23 WATER	110,733.70			6020	450000	345		101000
		992003406 02/06/23 WATER	46,292.95			6020	450000	345		101000
		600021281 02/06/23 WATER	161,647.55			6020	450000	345		101000
		600021501 02/06/23 WATER	21.05			6020	450000	345		101000
		600024641 02/06/23 SEWER	235,251.00			6025	450000	347		101000
		Total for Vendor:	**553,946.25**							
		*** Claim from another period (12/22) ****								
108771		1904 CODE 4 SERVICES, INC	5,258.13							
		8003 02/03/23 #1203 installs	4,413.77			1000	421000	610		101000
		8006 02/03/23 #1172 repairs	844.36			1000	421000	427		101000
108774		1904 CODE 4 SERVICES, INC	380.62							
		7973 02/03/23 #2020 dodge charger repairs	380.62			1000	421000	527		101000
		*** Claim from another period (12/22) ****								
108866		1904 CODE 4 SERVICES, INC	4,572.34							
		8042 02/13/23 2022 #1206 installs	4,572.34			1000	421000	610		101000
		Total for Vendor:	**10,211.09**							

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108856	133 COLE PAPER	2,057.03							
	10255924 02/03/23 SA - PAPER PRODUCTS	338.21*			6010	450200	500		101000
	10255922 02/03/23 PD - PAPER PRODUCTS	575.98			1000	455000	500		101000
	10255921 02/03/23 PW - PAPER PRODUCTS	575.98*			6020	450000	500		101000
	10255920 02/03/23 CH - PAPER PRODUCTS	566.86			1000	455000	500		101000
109001	133 COLE PAPER	61.78							
	10256404 02/07/23 PD PAPER PRODUCTS	30.89			1000	455000	500		101000
	10256407 02/07/23 CH PAPER PRODUCTS	30.89			1000	455000	500		101000
	Total for Vendor:	**2,118.81**							
108819	229 CONSOLIDATED COMMUNICATIONS	151.95							
	7014335381 02/01/23 January Telephone-Fire	151.95			2060	415200	356		101000
	Total for Vendor:	**151.95**							
108907	3245 CORE & MAIN	13,603.49							
	S358880 02/13/23 510M S/POINT WIRED	13,500.00			2230	454000	429		101000
	S299930 02/09/23 SOCKETS	103.49			6020	450000	432		101000
108967	3245 CORE & MAIN	730.80							
	S369069 02/15/23 WAT HYD FLAGS	331.50			6020	450000	438		101000
	S371879 02/15/23 HYD MARKER FOLD DOWN	399.30			6020	450000	438		101000
	Total for Vendor:	**14,334.29**							
108852	47 CORWIN CHRYSLER	554.00							
	128464 02/07/23 1196 FRONT PAD KIT	554.00			1000	421000	427		101000
108887	47 CORWIN CHRYSLER	255.00							
	128948 02/13/23 1197 RADIATOR-ENGINE	255.00			1000	421000	427		101000
109004	47 CORWIN CHRYSLER	249.00							
	129203 02/14/23 1197 CONDENSER	249.00			1000	421000	427		101000
	Total for Vendor:	**1,058.00**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108892		4723 CRAIG A. MANOCK	62.27							
		7067411351 02/03/23 MAILBOX REPAIR REIMBURSEME	62.27*			1000	430000	444		101000
		Total for Vendor:	**62.27**							
108834		1675 DAKOTA FLUID POWER, INC	362.25							
		7042307 02/08/23 HARDWARE	362.25			1000	430000	427		101000
		Total for Vendor:	**362.25**							
108911		624 DAKOTA SUPPLY GROUP	574.84							
		102474832 02/06/23 FSHLDR INLINE MAX	422.73			1000	430002	391		101000
		102497442 02/08/23 MNEA NEC 2023 SOFT COVER	152.11			1000	450000	340		101000
108957		624 DAKOTA SUPPLY GROUP	275.99							
		s102497421 02/08/23 cable box install sss/patr	275.99			1000	421000	641		101000
		Total for Vendor:	**850.83**							
108809		2948 DELTA 54 AVIATION LLC	3,600.00							
		02/08/23 MANAGEMENT	3,600.00			7050	500000	307		101000
		Total for Vendor:	**3,600.00**							
108874		2225 DTN, LLC	465.00							
		6250804 02/03/23 WEATHER BILLING	465.00			1000	450000	497		101000
		Total for Vendor:	**465.00**							
109012		2100 EAGLE RUN CROSSING LLC	1,842.79							
		3156 02/06/23 5419 DIESEL	45.18*			1000	430001	424		101000
		3172 02/06/23 5600 DIESEL	37.80*			1000	430001	424		101000
		1157 02/06/23 5400 DIESEL	37.30*			1000	430001	424		101000
		1986 02/09/23 5400 DIESEL	30.50*			1000	430001	424		101000
		2252 02/10/23 5400 DIESEL	33.60*			1000	430001	424		101000
		6435 02/16/23 5400 DIESEL	31.60*			1000	430001	424		101000
		2190 02/10/23 5400 DIESEL	30.11*			1000	430001	424		101000
		4613 02/10/23 294 DIESEL	99.33			6020	450000	424		101000
		6128 02/15/23 294 DIESEL	106.76			6020	450000	424		101000
		6052 02/15/23 5402 DIESEL	39.50*			1000	430001	424		101000
		6101 02/15/23 RENTAL DIESEL	219.97			1000	430000	424		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
		6106 02/15/23 RENTAL DIESEL	252.05			1000	430000	424		101000
		6151 02/15/23 5400 DIESEL	38.31*			1000	430001	424		101000
		6439 02/16/23 294 DIESEL	79.44			6020	450000	424		101000
		3521 02/15/23 RENTAL DIESEL	289.35			1000	430000	424		101000
		6064 02/15/23 5400 DIESEL	35.20*			1000	430001	424		101000
		9806 01/27/23 4502 DIESEL	291.08			6010	450200	424		101000
		3210 01/06/23 SW DIESEL	145.71			6025	450000	424		101000
		Total for Vendor:	**1,842.79**							
108921		1841 EMERGENCY AUTOMOTIVE	1,436.16							
		JP01192346 01/31/23 8104 LED LIGHTS	718.08*			1000	414200	864		101000
		JP01192346 01/31/23 STOCK LED LIGHTS	718.08			1000	430000	639		101000
		Total for Vendor:	**1,436.16**							
108788		3410 ENGRAPHIX	15.00							
		a2854 02/07/23 service plates	15.00			1000	421000	422		101000
		Total for Vendor:	**15.00**							
108981		3722 ENVIROTECH	17,037.13							
		202310155 02/14/23 ICE SLICER	5,872.42			1000	430000	377		101000
		202310156 02/14/23 ICE SLICER	5,746.76			1000	430000	377		101000
		202310154 02/14/23 ICE SLICER	5,417.95			1000	430000	377		101000
		Total for Vendor:	**17,037.13**							
108789		2862 ESSENTIA HEALTH	593.00							
		02/09/23 pre-employment	593.00			1000	421000	387		101000
108791		2862 ESSENTIA HEALTH	5,199.09							
		02/09/23 heart screening	659.87			1000	421000	387		101000
		02/09/23 heart screening	645.87			1000	421000	387		101000
		02/09/23 heart screening	801.87			1000	421000	387		101000
		02/09/23 heart screening	768.87			1000	421000	387		101000
		02/09/23 heart screening	768.87			1000	421000	387		101000
		02/09/23 heart screening test	33.00			1000	421000	387		101000
		02/09/23 heart screening test	751.87			1000	421000	387		101000
		02/09/23 heart screening test	768.87			1000	421000	387		101000

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
108822	2862 ESSENTIA HEALTH	473.00						
	8000013881 02/09/23 Fire Annual Physicals	473.00			2060 415200	996		101000
.02.2023								
	Total for Vendor:	**6,265.09**						
108915	979 FARGO LINE-X	210.00						
	26657 01/30/23 8104 FLOOR LINERS	210.00*			1000 414200	864		101000
	Total for Vendor:	**210.00**						
108966	1648 FARSTAD OIL, INC	388.74						
	315493-23 02/14/23 WIPEOFF	110.00			6010 450200	427		101000
	315490-23 02/14/23 RIDGELINE DEF	278.74			6010 450200	424		101000
	Total for Vendor:	**388.74**						
108869	2098 FBI-LEEDA	795.00						
	200082320 02/14/23 reg for randy burkhartsmeie	795.00			1000 421000	340		101000
	Total for Vendor:	**795.00**						
108784	151 FEDERAL EXPRESS	5.08						
	803223168 02/08/23 pkg mailed	5.08			1000 421000	661		101000
	Total for Vendor:	**5.08**						
	*** Claim from another period (2/22) ****							
108870	2543 FM COALITION FOR HOMELESS	150.00						
	02/01/23 membership for pam cota	150.00			1000 421000	667		101000
	Total for Vendor:	**150.00**						
108924	2637 FORCE AMERICA DISTRIBUTING LLC	1,598.88						
	0011702917 01/30/23 243 VALVE MOD	1,598.88			6020 450000	427		101000
	Total for Vendor:	**1,598.88**						
108923	1593 FRONTIER PRECISION, INC	6,255.00						
	268651 02/03/23 TRIMBLE R2 UPGRADE REC MODE	6,255.00			6020 450000	497		101000
	Total for Vendor:	**6,255.00**						

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
		*** Claim from another period (12/22) ****								
108770		155 GALLS, LLC	139.06							
		023342138 01/25/23 heatgear for otterness	103.96			1000	421000	422		101000
		023367286 01/27/23 winter gear for d. todd	35.10			1000	421000	422		101000
108773		155 GALLS, LLC	427.25							
		023342073 01/25/23 k9 pants for nobles	63.00			1000	421000	422		101000
		023368055 01/27/23 equip for booth	233.96			1000	421000	422		101000
		023342074 01/25/23 equip for nelson	53.10			1000	421000	422		101000
		023358700 01/26/23 shirt for werner	77.19			1000	421000	422		101000
108875		155 GALLS, LLC	3,316.72							
		023426243 02/02/23 rotation jackets	557.48			1000	421000	422		101000
		023416469 02/01/23 new officer equipment	2,759.24			1000	421000	422		101000
108901		155 GALLS, LLC	1,761.27							
		023337236 01/24/23 H Kalina-New Employee Gear	136.82			2060	415200	422		101000
		023380404 01/29/23 A Wagemann-New Employee Gea	231.12			2060	415200	422		101000
		023398951 01/31/23 Uniforms	755.78			2060	415200	422		101000
		023451060 02/04/23 R Dirk uniform	58.15			2060	415200	422		101000
		023451109 02/04/23 Uniforms	541.15			2060	415200	422		101000
		022760126 11/21/22 Credit posted twice-charge	38.25			2060	415200	422		101000
		Total for Vendor:	**5,644.30**							
		*** Claim from another period (12/22) ****								
108880		93 GATEWAY CHEVROLET	25.50							
		1234239 06/06/22 8006C GUARD PKG	25.50			1000	430000	427		101000
		Total for Vendor:	**25.50**							
108839		556 GRAINGER, INC.	17.74							
		9599441442 02/07/23 AUTO RESET	17.74			1000	455000	427		101000
108913		556 GRAINGER, INC.	341.37							
		9595571168 02/02/23 8104 BOOT BRUSH	40.95*			1000	414200	864		101000
		9599271997 02/07/23 ACTUATOR	300.42			1000	455000	420		101000
		Total for Vendor:	**359.11**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108846		3534 GRAND FORKS FIRE EQUIPMENT LLC	215.40							
		36713 12/28/22 Hydro Test	43.02			2060	415200	427		101000
		36746 01/03/23 SCBA Repairs	172.38			2060	415200	427		101000
		Total for Vendor:	**215.40**							
		*** Claim from another period (12/22) ****								
108995		939 GRAYBAR	113.28							
		9330112428 12/20/22 CONNECTOR	113.28			1000	430002	391		101000
		Total for Vendor:	**113.28**							
108996		135 HAWKINS WTR TREATMENT	5,034.25							
		6397616 02/08/23 AQUAHAWK	5,034.25			6025	450000	423		101000
		Total for Vendor:	**5,034.25**							
108861		180 HAZERS	595.00							
		60833 01/20/23 REFRIGERATOR PIECES 17	595.00*			6010	450200	490		101000
		Total for Vendor:	**595.00**							
108909		358 HUBERT OYE-SONS CONST.	579.15							
		1211391 02/08/23 COLD MIX ASPHALT	252.45			1000	430000	722		101000
		1211390 02/07/23 COLD MIX ASPHALT	326.70			1000	430000	722		101000
		Total for Vendor:	**579.15**							
108777		687 INFORMATION TECHNOLOGY DEPT	1,015.90							
		012023 01/31/23 jan 2023 wan fiber	1,015.90			1000	414104	497		101000
		Total for Vendor:	**1,015.90**							
108823		3894 INTERNATIONAL CODE COUNCIL, INC	844.20							
Purchase Order No INS2023-02										
		101476061 02/06/23 3 sets 2021 Int. Code boo	844.20*			2060	415200	245		101000
		Total for Vendor:	**844.20**							
108854		211 INTERSTATE BATTERIES	66.15							
		28172 02/09/23 BATTERIES	66.15			1000	455000	433		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108904		211 INTERSTATE BATTERIES	399.80							
		2801036565 02/07/23 BATTERY	399.80			1000	430002	487		101000
		Total for Vendor:	**465.95**							
108868		233 J & L SPORTS	218.93							
		29893 02/14/23 chaplains polo's	97.46			1000	421000	375		101000
		29892 02/14/23 new officer polo's	66.97			1000	421000	422		101000
		29911 02/15/23 chaplain hats/embroidery	54.50			1000	421000	375		101000
108998		233 J & L SPORTS	147.00							
		29910 02/15/23 CLOTHES	147.00			1000	450000	422		101000
		Total for Vendor:	**365.93**							
108926		2798 JOHNSON CONTROLS	378.95							
		7316753153 01/27/23 IT COOLING UNIT REP	2,349.30			1000	455000	420		101000
		7578857517 02/15/23 RTU #4 CO DETECTOR REP	1,449.75			1000	455000	420		101000
		7579117248 02/15/23 SA 27 REPAIR	2,654.75			6025	450000	825		101000
		5004304546 02/16/23 DOUBLE PMT CREDIT	-5,250.85			1000	455000	420		101000
		02/16/23 CREDIT	-824.00			1000	455000	420		101000
		Total for Vendor:	**378.95**							
108929		2709 JOHNSON LAWN SERVICE	75.00							
		276996 02/06/23 907 30th Ave W	75.00*			1000	415000	555		101000
		Total for Vendor:	**75.00**							
108785		3647 K-9 DEFENSE LLC	2,350.00							
		01/02/23 treadmill	2,350.00*			2515	421000	915		101000
		Total for Vendor:	**2,350.00**							
109018		4124 KYLE ZINCK	188.00							
		02/21/23 Reimbursement	188.00			1000	418000	340		101000
		Total for Vendor:	**188.00**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108780		2085 LANGUAGE LINE SERVICES	105.57							
		10739267 01/31/23 jan 2023 interpreter	105.57			1000	421000	304		101000
		Total for Vendor:	**105.57**							
108488		260 LAR'S BODY SHOP	333.88							
		5336 01/24/23 #158 repair	333.88			1000	421000	427		101000
		Total for Vendor:	**333.88**							
108979		705 LAWSON PRODUCTS	1,041.48							
		9310322631 02/04/23 HARDWARE	1,041.48			1000	455000	433		101000
		Total for Vendor:	**1,041.48**							
108864		4432 LIBERTY BUSINESS SYSTEMS INC	656.40							
		500074 02/02/23 Contract	656.40			1000	415000	428		101000
		Total for Vendor:	**656.40**							
108824		3502 M &T Fire	811.69							
		9668 02/02/23 PPE Suspenders	363.31			2060	415200	641		101000
		9699 02/08/23 Helmet	448.38			2060	415200	641		101000
		Total for Vendor:	**811.69**							
		*** Claim from another period (12/22) ****								
108903		4418 MAC TOOLS	8,370.37							
		2188485831 05/16/22 TOOLS	6,640.84			1000	455000	432		101000
		2364297441 05/16/22 TOOLS	39.19			1000	455000	432		101000
		2856458731 12/20/22 TOOLS	100.99			1000	455000	432		101000
		2846390801 09/16/22 TOOLS	157.49			1000	455000	432		101000
		2843812901 08/24/22 TOOLS	92.49			1000	455000	432		101000
		2841952281 08/08/22 TOOLS	135.99			1000	455000	432		101000
		2839852461 07/18/22 TOOLS	147.99			1000	455000	432		101000
		2838881841 07/08/22 TOOLS	66.99			1000	455000	432		101000
		2836166311 06/03/22 TOOLS	219.99			1000	455000	432		101000
		2836097991 06/02/22 TOOLS	48.49			1000	455000	432		101000
		2835737931 05/31/22 TOOLS	80.98			1000	455000	432		101000
		2835218751 05/20/22 TOOLS	74.49			1000	455000	432		101000
		2835052491 05/18/22 TOOLS	96.49			1000	455000	432		101000
		2835031771 05/18/22 TOOLS	260.48			1000	455000	432		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
		2834962221 05/17/22 TOOLS	207.48			1000	455000	432		101000
		Total for Vendor:	**8,370.37**							
108898		3304 MAC'S - FARGO	401.19							
		G03906 02/06/23 NUTS	1.21			6025	450000	427		101000
		G06792 02/15/23 TOW ROPE	399.98			1000	430001	432		101000
		Total for Vendor:	**401.19**							
108825		3536 MACQUEEN EMERGENCY	1,695.18							
		po8288 01/04/23 4 Helmets	1,431.92			2060	415200	641		101000
		po8530 02/08/23 20 Coat Hangers	263.26			2060	415200	641		101000
		Total for Vendor:	**1,695.18**							
108811		3119 MATT RETKA	50.00							
		01/31/23 airport secretary	50.00			7050	500000	120		101000
		Total for Vendor:	**50.00**							
108826		299 MENARDS	449.06							
		96262 02/01/23 4x8 shelves for SS	162.90			2060	415200	420		101000
		96262 02/01/23 Misc Station Supplies	52.63			2060	415200	420		101000
		96701 02/07/23 8 Gear Totes	94.32			2060	415200	641		101000
		96701 02/07/23 Winterize Boat	19.55			2060	415200	420		101000
		96337 02/02/23 2 Gear Totes	23.58			2060	415200	641		101000
		96337 02/02/23 Wrenches, utility knife	60.89			2060	415200	432		101000
		96337 02/02/23 Misc Station Supplies	35.19			2060	415200	420		101000
		Total for Vendor:	**449.06**							
108857		4622 MENARDS PW	304.06							
		96770 02/08/23 DROP CLOTH/TOWELS	32.38			6020	450000	433		101000
		96286 02/01/23 MISC SUPPLIES	109.83			1000	455000	420		101000
		96217 01/31/23 CABLE TIES	29.99			6020	450000	433		101000
		96263 02/01/23 HARDWARE	14.53			1000	430000	722		101000
		96699 02/07/23 BRASS BALL/NS SIGN	56.44*			4387	480000	427		101000
		96856 02/09/23 HARDWARE	37.35			6010	450200	433		101000
		96648 02/06/23 WALL CLOCK/TESTER	23.54			1000	455000	420		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108971		4622 MENARDS PW	28.12							
		97290 02/16/23 ELEC SUPPLIES	28.12			1000	455000	420		101000
108988		4622 MENARDS PW	39.98							
		97160 02/14/23 WIFI SWITCH	39.98			6020	450000	420		101000
109002		4622 MENARDS PW	22.93							
		97232 02/15/23 HARDWARE	22.93			6025	450000	420		101000
		Total for Vendor:	**395.09**							
109017		2847 MICHAEL CARLSON	227.03							
		Brooklyn Park, MN Education 02/21/23 Reimbursement	227.03			1000	418000	340		101000
		Total for Vendor:	**227.03**							
108772		2657 MICHAEL KANE	412.17							
		02/08/23 clothing reimb	412.17			1000	421000	422		101000
		Total for Vendor:	**412.17**							
108783		2766 MIDCONTINENT COMMUNICATIONS	325.84							
		0113144 01/23/23 jan 2023 icac	220.42			1000	414104	497		101000
		0113144 01/23/23 jan 2023 pw	105.42			1000	414104	497		101000
		Total for Vendor:	**325.84**							
108873		102 MIDSTATES WIRELESS	349.90							
		154621-1 02/08/23 new officer ear piece sets	349.90			1000	421000	422		101000
108896		102 MIDSTATES WIRELESS	162.00							
		102012034 02/02/23 LO PROFILE CELL/CABLE	162.00*			1000	430000	382		101000
		Total for Vendor:	**511.90**							
108949		1854 MIDWEST TAPE	2,667.11							
		503310613 01/31/23 E RECOURCES	2,667.11			7000	411600	650		101000
		Total for Vendor:	**2,667.11**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
108843		1014 MOTION INDUSTRIES, INC	82.22							
		00480912 02/08/23 SALES TAX CREDIT	-6.17			6010	450200	427		101000
		00480855 02/08/23 412 BEARINGS	88.39			6010	450200	427		101000
108883		1014 MOTION INDUSTRIES, INC	363.84							
		00481084 02/10/23 BEARINGS	193.09			6010	450200	427		101000
		00481171 02/10/23 BALL BEARINGS	253.02			6010	450200	427		101000
		31282788DP 01/12/22 RET CREDIT	-82.27			6010	450200	427		101000
		Total for Vendor:	**446.06**							
108829		298 MVTL LABORATORIES	81.45							
		1185656 02/13/23 TECH TIME	81.45			6025	450000	335		101000
		Total for Vendor:	**81.45**							
108853		728 NAPA CENTRAL	153.40							
		319818 02/07/23 HYD HOSE FITTINGS	153.40			6020	450000	427		101000
108882		728 NAPA CENTRAL	275.70							
		320532 02/10/23 OIL DRY	275.70			1000	430000	433		101000
108885		728 NAPA CENTRAL	301.57							
		320367 02/09/23 OIL	301.57			1000	421000	424		101000
		Total for Vendor:	**730.67**							
108969		723 ND POST BOARD	250.00							
		02/16/23 late fee POST lic supler	250.00			1000	421000	667		101000
		Total for Vendor:	**250.00**							
108987		756 NELCO FIRST AID	250.68							
		062720 02/13/23 SA - FIRST AID SUPPLIES	95.76			6010	450200	639		101000
		062721 02/13/23 PW - FIRST AID SUPPLIES	106.40			6020	450000	639		101000
		062722 02/13/23 CH - FIRST AID SUPPLIES	48.52*			1000	455000	639		101000
		Total for Vendor:	**250.68**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
108844		364 NELSON INTERNATIONAL	470.80								
		X102190480 01/30/23 243 SPRING CHASSIS FRONT	1,898.61			6020	450000		427		101000
		X102170658 05/10/22 GEAR ASM STEERING RET	-1,427.81			1000	430000		427		101000
108877		364 NELSON INTERNATIONAL	80.41								
		X102191581 02/13/23 3005 GUARD FT FENDER	258.74			1000	430000		427		101000
		X102191796 02/14/23 BRACKET CAMSHAFT CHAMB RET	-163.02			6020	450000		427		101000
		X102191797 02/14/23 NUT CAD LOCK RET	-15.31			6020	450000		427		101000
108964		364 NELSON INTERNATIONAL	146.60								
		X102191950 02/15/23 228 STEERING DRAG LINK	110.57			6020	450000		427		101000
		X102191489 02/09/23 3005 CLAMP/BATTERY BOX	509.78			1000	430000		427		101000
		X102186226 11/25/22 AIR COMP RET	-473.75			6020	450000		427		101000
108983		364 NELSON INTERNATIONAL	1,475.92								
		X102191904 02/15/23 228 STEERING DUAL GEARS	1,475.92			6020	450000		427		101000
109005		364 NELSON INTERNATIONAL	686.04								
		X102191837 02/14/23 241 SENSOR ASSEMBLY/GASKET	686.04			6020	450000		427		101000
		Total for Vendor:	**2,859.77**								
108781		3915 NIAIA NATIONAL INTERNAL AFFAIRS	100.00								
		3158 02/01/23 annual dues for anderson	100.00			1000	421000		667		101000
		Total for Vendor:	**100.00**								
108936		2626 NICK LEE	64.48								
		Winter Workshop NDAAO - Bismarck, ND - 2/7-2/8 Travel Reimbursement	64.48			1000	414101		340		101000
		Total for Vendor:	**64.48**								
109013		1966 NORTH IOWA K-9	2,545.00								
		23003 02/16/23 K9 training	2,545.00			1000	421000		340		101000
		Total for Vendor:	**2,545.00**								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108994		3111 NORTHERN SALT INCORPORATED	26,335.33							
		28492 02/14/23 BULK DEICING SALT	26,335.33			1000	430000	377		101000
		Total for Vendor:	**26,335.33**							
		*** Claim from another period (12/22) ****								
108835		331 NORTHERN STATES SUPPLY	14.23							
		20550050 12/27/22 TOPLOCK NUT ZINC	14.23			1000	430000	427		101000
108837		331 NORTHERN STATES SUPPLY	4.33							
		1662132 02/03/23 PLOWBOLT	4.33			1000	430000	427		101000
		Total for Vendor:	**18.56**							
108827		1774 O'REILLY AUTOMOTIVE STORES, INC	6.60							
		1932-17974 02/03/23 Batt 70 mini bulbs	6.60			2060	415200	427		101000
108845		1774 O'REILLY AUTOMOTIVE STORES, INC	769.51							
		1932181138 02/09/23 2004 BATTERY	170.17			6020	450000	427		101000
		1932181138 02/09/23 8008 BATTERY	144.92*			1000	415000	427		101000
		1932180233 02/06/23 1196 TRUCK TURNED	50.00			1000	421000	427		101000
		1932177621 01/27/23 135 WIPER BLADES	42.17			1000	421000	427		101000
		1932179569 02/03/23 1184 BATTERY	362.25			1000	421000	427		101000
108884		1774 O'REILLY AUTOMOTIVE STORES, INC	202.10							
		1932180720 02/07/23 1182 MIRROR MOUNT	5.99			1000	421000	427		101000
		1932180879 02/08/23 8104 WIFE MF CONN	6.49*			1000	415000	427		101000
		1932182241 02/13/23 8011 BATTERY	149.62*			1000	415000	427		101000
		1932182348 02/13/23 1197 ROTOR	40.00			1000	421000	427		101000
108976		1774 O'REILLY AUTOMOTIVE STORES, INC	255.38							
		1932183172 02/16/23 8014 RESISTOR	20.95*			1000	415000	427		101000
		1932183191 02/16/23 8014 BLOWER MOTOR	75.98*			1000	415000	427		101000
		1932182944 02/15/23 412 BATTERY	158.45			6010	450200	427		101000
		Total for Vendor:	**1,233.59**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108950		3416 OCLC, INC.	364.24							
		1000285722 02/02/23 E RESOURCES	364.24			7000	411600	650		101000
		Total for Vendor:	**364.24**							
109015		353 OHNSTAD TWICHELL	21,481.89							
		187041 01/21/23 1308	523.75*			4386	480000	312		101000
		187042 01/21/23 1337	383.50*			4086	480000	312		101000
		187048 01/21/23 1343	75.00*			4004	480000	312		101000
		187050 01/21/23 2271	75.00*			4005	480000	312		101000
		187053 01/21/23 4068	75.00*			4007	480000	312		101000
		187054 01/21/23 2270	450.00*			4006	480000	312		101000
		187063 01/21/23 1344	300.00*			4008	480000	312		101000
		187065 01/21/23 2272	75.00*			4014	480000	312		101000
		187043 01/21/23 gen	9,042.89			1000	415000	312		101000
		187043 01/21/23 court	4,095.00			1000	412000	312		101000
		187043 01/21/23 planning	1,763.25			1000	418000	312		101000
		187043 01/21/23 ED	3,150.00			2960	411900	312		101000
		187043 01/21/23 HR	1,473.50			1000	414103	312		101000
		*** Claim from another period (12/22) ****								
109016		353 OHNSTAD TWICHELL	36,160.36							
		187041 01/21/23 1308	1,478.75*			4386	480000	312		101000
		187042 01/21/23 1337	285.00*			4086	480000	312		101000
		187054 01/21/23 2270	225.00*			4006	480000	312		101000
		187055 01/21/23 2275	112.50			4016	480000	312		101000
		187043 01/21/23 Gen	3,131.39			1000	415000	312		101000
		187043 01/21/23 Court	1,485.00			1000	412000	312		101000
		187043 01/21/23 Sanitation	67.50			6010	450200	312		101000
		187043 01/21/23 Planning	1,211.75			1000	418000	312		101000
		187043 01/21/23 ED	1,777.50			2960	411900	312		101000
		187043 01/21/23 HR	990.00			1000	414103	312		101000
		187043 01/21/23 grant	28.12			4901	415000	312		101000
		187043 01/21/23 grant	28.13			4902	415000	312		101000
		187043 01/21/23 grant	28.12			4903	415000	312		101000
		187043 01/21/23 grant	28.13			4904	415000	312		101000
		187044 12/31/22 Mun prosecutor	25,283.47			1000	412000	312		101000
		Total for Vendor:	**57,642.25**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108973		352 OK TIRE STORE - COM CTR	6,214.93							
		331301 02/09/23 4008 TIRES	2,495.24			6010	450200	427		101000
		331012 02/01/23 294 TIRES	3,433.10			1000	430000	427		101000
		331478 02/14/23 241 FLAT REPAIR	67.50			6020	450000	427		101000
		331159 02/06/23 CAT RENTAL OTR SERVICE CALL	219.09			1000	430000	427		101000
		*** Claim from another period (12/22) ****								
108974		352 OK TIRE STORE - COM CTR	1,200.00							
		329520 12/20/22 CAT RENTAL POLAR AWT CASING	1,200.00			1000	430000	427		101000
		Total for Vendor:	**7,414.93**							
108878		399 OLYMPIC SALES	524.04							
		13609 02/07/23 412 VERTICLE LIFT SERVICE ASSY	524.04			6010	450200	427		101000
108980		399 OLYMPIC SALES	2,145.00							
		13599 02/01/23 6 YD REAR LOAD CONTAINER	2,145.00			6010	450200	665		101000
		Total for Vendor:	**2,669.04**							
108908		631 ONE CALL CONCEPT INC	83.95							
		3014281 01/31/23 ONE CALL	83.95			6020	450000	412		101000
		Total for Vendor:	**83.95**							
108830		276 OSTROMS ACE HARDWARE	93.23							
		223199 02/10/23 ROPE/SNAP LINKS	19.17			6025	450000	439		101000
		223174 02/07/23 RUSTSTOP SPRAY	34.92			6020	450000	433		101000
		223186 02/08/23 LIGHTER FLINT	11.18			1000	430000	432		101000
		223147 02/02/23 SHOP TOWELS	13.99			6025	450000	433		101000
		223152 02/03/23 MAGNET HOOKS/GUARD KNOB	13.97			1000	455000	420		101000
108891		276 OSTROMS ACE HARDWARE	35.57							
		223150 02/02/23 WHIP HOSE/GREASE	35.57			1000	455000	420		101000
108912		276 OSTROMS ACE HARDWARE	103.06							
		223222 02/15/23 car and windshield wash/fluid	103.06			1000	421000	641		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108961		276 OSTROMS ACE HARDWARE	22.99							
		223221 02/15/23 TORCH TRIGGER ACE	22.99			6010	450200	433		101000
		Total for Vendor:	**254.85**							
108876		4722 PASSPORT LABS INC	1,818.15							
		1035922 01/31/23 passport printers	1,818.15			1000	421000	497		101000
		Total for Vendor:	**1,818.15**							
108810		563 PETRO SERVE USA	136.91							
		0967933 01/31/23 AIRPORT FUEL	136.91			7050	500000	420		101000
108828		563 PETRO SERVE USA	1,118.94							
		0967995 01/31/23 FD January Fuel Billing	1,118.94			2060	415200	424		101000
		Total for Vendor:	**1,255.85**							
109011		4034 PETRO SERVE USA #63	5,210.78							
		8249 02/07/23 359 DIESEL	159.95			1000	430000	424		101000
		8482 02/08/23 7000 DIESEL	113.04			6025	450000	424		101000
		8242 02/07/23 4100 DIESEL	127.69			6010	450200	424		101000
		7546 02/05/23 3069 DIESEL	105.06			1000	430000	424		101000
		6726 02/02/23 4100 DIESEL	172.49			6010	450200	424		101000
		1455 01/17/23 411 DIESEL	89.89			6010	450200	424		101000
		2673 01/20/23 411 DIESEL	117.23			6010	450200	424		101000
		8605 02/08/23 7701 DIESEL	286.09			6025	450000	424		101000
		9841 02/13/23 7045 DIESEL	146.64			6025	450000	424		101000
		1011 02/16/23 2200 DIESEL	216.29			6020	450000	424		101000
		275 02/14/23 7000 DIESEL	142.94			6025	450000	424		101000
		326 02/15/23 3001 NO ETH	68.38			1000	430000	424		101000
		9273 02/10/23 359 DIESEL	144.81			1000	430000	424		101000
		630 02/16/23 LEASE DIESEL	322.72			1000	430000	424		101000
		7887 01/05/23 SA DIESEL	80.54			6010	450200	424		101000
		6984 02/08/23 BULK PETRO	2,917.02			1000	430000	424		101000
		Total for Vendor:	**5,210.78**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108778		1310 PETTYS CONSULTING, LLC	267.00							
		1784 02/01/23 feb 2023 user fees	267.00			1000	421000	497		101000
108831		1310 PETTYS CONSULTING, LLC	165.00							
		1783 02/01/23 FD February Monthly Charge	165.00			2060	415200	497		101000
		Total for Vendor:	**432.00**							
108906		360 PIONEER RIM/WHEEL	735.77							
		02CQ6292 02/03/23 STOCK BRAKES	735.77			1000	421000	427		101000
		02CQ6824 02/08/23 FRONT BRAKE ROTOR - RET	-186.33			1000	421000	427		101000
		02CQ6294 02/03/23 FRONT BRAKE ROTOR	186.33			1000	421000	427		101000
108918		360 PIONEER RIM/WHEEL	207.68							
		02CQ6293 02/03/23 8104 REC HITCH	188.67*			1000	414200	864		101000
		02CQ6295 02/03/23 8104 BALL MNT	19.01*			1000	414200	864		101000
		Total for Vendor:	**943.45**							
108985		3831 PLACEMAKERS, LLC	5,808.75							
		230215 02/15/23 Zoom Project	5,808.75			1000	418000	418		101000
		Total for Vendor:	**5,808.75**							
108951		3276 PREMIUM WATERS INC	123.78							
		8013870123 01/31/23 WATER (OFFICE SUPPLIES)	123.78			7000	411600	410		101000
		Total for Vendor:	**123.78**							
108963		1166 PRODUCTIVITY PLUS ACCOUNT	199.00							
		17988753 01/18/23 5800 ANNUAL INSPECTION	199.00			1000	430002	427		101000
		Total for Vendor:	**199.00**							
108992		2982 RDO EQUIPMENT CO	7,446.66							
		P1820154 02/10/23 CUTTING EDGES	7,446.66			1000	430000	377		101000
109003		2982 RDO EQUIPMENT CO	109.20							
		P1847554 02/14/23 FILTER ELEMENT	109.20*			4387	480000	427		101000
		Total for Vendor:	**7,555.86**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
109010		3183 RDO EXCH 80-5800/6130	3,100.00							
		E2190954 02/14/23 LAND PLANES	3,100.00			1000	430001	641		101000
		Total for Vendor:	**3,100.00**							
108889		1016 RED WING BUSINESS ADVANTAGE	220.99							
		135299 02/03/23 R BEAUCHANE BOOTS	220.99			6025	450000	422		101000
		Total for Vendor:	**220.99**							
108990		1182 RH SUPPLY	135.37							
		1229874 02/16/23 DOB TIMER	22.00			6020	450000	420		101000
		1229827 02/16/23 DOB TIMER	22.00			6020	450000	420		101000
		1229743 02/16/23 TRANSFORMER/DRIVER	91.37			6020	450000	420		101000
		Total for Vendor:	**135.37**							
108836		3655 RIGELS	549.00							
		02013015 02/09/23 FD Washer Replacement for SS	549.00			2060	415200	641		101000
		Total for Vendor:	**549.00**							
108833		3522 RJ'S TESORO	1,846.64							
		WF Fire 01/31/23 FD January Fuel Billing	1,846.64			2060	415200	424		101000
		Total for Vendor:	**1,846.64**							
108955		1881 SAM'S CLUB/SYNCHRONY BANK	61.66							
		FIRE 01/24/23 CRR-HCA introduction meeting	12.72			2060	415200	375		101000
		FIRE 02/02/23 SS-Mop Bucket	48.94			2060	415200	420		101000
		Total for Vendor:	**61.66**							
108972		454 SANITATION PRODUCTS	368.87							
		84760 02/16/23 HANDLES	245.20			6010	450200	427		101000
		84759 02/16/23 RH COVER	123.67			6010	450200	427		101000
		Total for Vendor:	**368.87**							
108935		1201 SHANE MARCUSON	28.00							
		Winter Workshop NDAAO - Bismarck, ND - 2/7-2/8 Travel Reimbursement	28.00			1000	414101	340		101000
		Total for Vendor:	**28.00**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108779		2885 SHORTPRINTER	140.30							
		133491 02/06/23 notary stamp-richardson	41.95			1000	421000	667		101000
		133383 01/27/23 3 bc's	98.35			1000	421000	668		101000
108872		2885 SHORTPRINTER	1,366.98							
		133849 02/10/23 CSO forms	661.21			1000	421000	668		101000
		133849 02/10/23 forms	705.77			1000	421000	668		101000
		Total for Vendor:	**1,507.28**							
108968		91 SIGN SOLUTIONS USA	447.18							
		40513 02/13/23 SIGNS	447.18			1000	430000	487		101000
108982		91 SIGN SOLUTIONS USA	1,336.03							
		405015 02/13/23 SIGNS	1,336.03			1000	430000	487		101000
		Total for Vendor:	**1,783.21**							
109000		2535 SKOOTER'S PLUMBING	300.00							
		7612 02/08/23 BALL VALVE REPLACE	300.00			6020	450000	420		101000
		Total for Vendor:	**300.00**							
108989		3150 SKYHAWK TELEMATICS	200.50							
		27216 02/01/23 SKYHAWK	200.50			6010	450200	307		101000
		Total for Vendor:	**200.50**							
108838		3516 STEIN'S INC	506.21							
		913611 02/01/23 FD Paper Products	350.33			2060	415200	420		101000
		913611-1 02/01/23 FD (4) Waterwands SS	155.88			2060	415200	420		101000
		Total for Vendor:	**506.21**							
109019		2935 STEPHEN ROLCZYNSKI	56.89							
reimburse for clothing										
		02/03/23 Reimb for clothing purcahse	56.89			1000	414101	410		101000
		Total for Vendor:	**56.89**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108890		176 SUMMIT FIRE PROTECTION	175.75							
		192019905 01/18/23 SA - TECHNICIAN LABOR	175.75			6010	450200	420		101000
108986		176 SUMMIT FIRE PROTECTION	8,995.00							
		2213008 01/06/23 INSTALL 4 NEW DOOR ACCESS	8,995.00			6010	450200	497		101000
		Total for Vendor:	**9,170.75**							
108905		733 SWANSTON EQUIPMENT CORP.	482.37							
		P87490 02/03/23 GLASS DOOR	482.37			1000	430001	427		101000
		Total for Vendor:	**482.37**							
108927		4559 TAMI CRIST	89.99							
		02/15/23 reimb for chaplain jackets	89.99			1000	421000	375		101000
		Total for Vendor:	**89.99**							
108812		3733 TIMECLOCK PLUS	600.00							
		INV0024866 02/08/23 Clockable License	600.00			1000	414103	497		101000
		Total for Vendor:	**600.00**							
108894		4724 TOMMAS MILNER	97.00							
		02/15/23 TRAVEL REIMBURSEMENT	97.00			6010	450200	340		101000
		Total for Vendor:	**97.00**							
108925		1285 TRAFFIC CONTROL CORPORATION	1,900.00							
		141462 02/01/23 MOAB RND/APB BS FS	1,900.00			1000	430002	487		101000
108997		1285 TRAFFIC CONTROL CORPORATION	5,020.00							
		141536 02/07/23 CONTROLLER	5,020.00			1000	430002	487		101000
		Total for Vendor:	**6,920.00**							
108840		3524 TRAVIS OLSON	52.54							
		02/13/23 Reimbursement folders/file box	52.54			2060	415200	410		101000
		Total for Vendor:	**52.54**							

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108851	1373 TROY FREADRICH	178.11							
	02/14/23 TRAVEL REIMBURSEMENT	178.11			6010	450200	340		101000
	Total for Vendor:	**178.11**							
108930	2951 TYLER TECHNOLOGIES, INC	416.35							
	020-140884 01/31/23 OTC	416.35			1000	412000	740		101000
	Total for Vendor:	**416.35**							
108855	2136 ULINE INC	54.91							
	159668878 02/07/23 J FREEMAN LATEX GLOVES	54.91			6025	450000	639		101000
	Total for Vendor:	**54.91**							
108914	3668 VERIZON WIRELESS	13,797.13							
	9927109444 01/08/23 jan 2023 city admin	47.40			1000	414000	356		101000
	9927109444 01/08/23 jan 2023 econ development	47.40			1000	414102	356		101000
	9927109444 01/08/23 jan 2023 HR	98.31			1000	414103	356		101000
	9927109444 01/08/23 jan 2023 IT	440.89			1000	414104	356		101000
	9927109444 01/08/23 jan 2023 engineering	529.24			1000	414200	356		101000
	9927109444 01/08/23 jan 2023 commission	87.41			1000	415000	356		101000
	9927109444 01/08/23 jan 2023 communication	2,387.17			1000	416200	356		101000
	9927109444 01/08/23 jan 2023 planning	222.00			1000	418000	356		101000
	9927109444 01/08/23 jan 2023 pd cell phones	3,837.47			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd bait phone	42.40			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd mdc	680.17			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd cp	480.24			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd investigations	40.01			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd icac	42.40			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd pole camera	80.02			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd investigations	80.02			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pd alpr	40.01			1000	421000	356		101000
	9927109444 01/08/23 jan 2023 pw street	364.87			1000	430000	356		101000
	9927109444 01/08/23 jan 2023 pw row	82.41			1000	430001	356		101000
	9927109444 01/08/23 jan 2023 pw	729.07			1000	450000	356		101000
	9927109444 01/08/23 jan 2023 pw b&g	249.62			1000	455000	356		101000
	9927109444 01/08/23 jan 2023 fire	1,076.65			2060	415200	356		101000
	9927109444 01/08/23 jan 2023 fire drone	40.01*			2060	416200	356		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
		9927109444 01/08/23 jan 2023 forestry	94.80			2210	428000	356		101000
		9927109444 01/08/23 jan 2023 pw sanitation	819.92			6010	450200	356		101000
		9927109444 01/08/23 jan 2023 pw water	597.42			6020	450000	356		101000
		9927109444 01/08/23 jan 2023 pw sewer	432.38			6025	450000	356		101000
		9927109444 01/08/23 jan 2023 library	127.42			7000	411600	356		101000
		Total for Vendor:	**13,797.13**							
108902	E	3569 VISA FIRE DEPT 1	47.44							
		CC-1034 01/30/23 SCREW CHIEF COLLAR PIN	47.44			2060	202200			101000
WPSG, INC				CC Accounting: 2060-		-415200-641				
		Total for Vendor:	**47.44**							
108917	E	3568 VISA FIRE DEPT 2	7,534.06							
		CC-1035 01/03/23 BOLT RIGGING PLATE	279.00			2060	202200			101000
MNT SHOP				CC Accounting: 2060-		-415200-641				
		CC-1035 01/05/23 RNR PICKET KIT	670.00			2060	202200			101000
ROCKNRESCUE				CC Accounting: 2060-		-415200-641				
		CC-1035 01/05/23 DRONE-64GB MEMORY CARD	17.00			2060	202200			101000
AMAZON CAPITAL SERVICES				CC Accounting: 2060-		-415200-410				
		CC-1035 01/04/23 MANILA FOLDER	12.50			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				
		CC-1035 01/04/23 2 LEATHER PADFOLIO-BC'S	90.18			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				
		CC-1035 01/10/23 2 CASES PAPER	85.98			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				
		CC-1035 01/10/23 SPRECHER-CLASS REGISTRATION	675.00			2060	202200			101000
INTERNATIONAL CODE COUNCIL, INC				CC Accounting: 2060-		-415200-245				
		CC-1035 01/10/23 NEEB-CLASS REGISTRATION	450.00			2060	202200			101000
INTERNATIONAL CODE COUNCIL, INC				CC Accounting: 2060-		-415200-245				
		CC-1035 01/08/23 CASE PAPER/MANILA FOLDERS	59.49			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				
		CC-1035 01/13/23 PUSH PINS	15.69			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				
		CC-1035 01/12/23 POSTAGE TO ASPEN MILLS	59.56			2060	202200			101000
UNITED PARCEL SERVICE				CC Accounting: 2060-		-415200-661				
		CC-1035 01/13/23 LINE ITEM NUMBER STAMP	24.16			2060	202200			101000
OFFICE DEPOT OFFICEMAX				CC Accounting: 2060-		-415200-410				

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1035 01/10/23 TRAINING ACADEMY-YOGA MATS	116.82			2060 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-245			
	CC-1035 01/16/23 SS CHARGING STATION	25.99			2060 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-420			
	CC-1035 01/18/23 NFPA PACKAGE	2.88			2060 202200			101000
	USPS		CC Accounting: 2060-		-415200-661			
	CC-1035 01/19/23 GIFT CARD-HYDRANT PROGRAM	20.00			2060 202200			101000
	THREE DOG BAKERY		CC Accounting: 2060-		-415200-375			
	CC-1035 01/23/23 Send gear for repair	44.37			2060 202200			101000
	UNITED PARCEL SERVICE		CC Accounting: 2060-		-415200-427			
	CC-1035 01/23/23 NDFA Certs.	2.70			2060 202200			101000
	USPS		CC Accounting: 2060-		-415200-661			
	CC-1035 01/24/23 FDSOA Academy registration	1,980.00			2060 202200			101000
	Fire Department Safety Officers Associat		CC Accounting: 2060-		-415200-340			
	CC-1035 01/25/23 FDSOA Books	298.50			2060 202200			101000
	Fire Department Safety Officers Associat		CC Accounting: 2060-		-415200-245			
	CC-1035 01/25/23 Community Health Alliance	1,592.24			2060 202200			101000
	JIMMY JOHN'S - JJ3292		CC Accounting: 2060-		-415200-245			
	CC-1035 01/25/23 EMT Exams for Academy	126.00			2060 202200			101000
	JONES & BARTLETT LEARNING		CC Accounting: 2060-		-415200-245			
	CC-1035 01/24/23 EMT Registration (4 FF's)	416.00			2060 202200			101000
	National Registry of Emergency Medical T		CC Accounting: 2060-		-415200-340			
	CC-1035 01/31/23 Fire Officer II Class Nesvold	350.00			2060 202200			101000
	COLUMBIA SOUTHERN UNIVERSITY		CC Accounting: 2060-		-415200-340			
	CC-1035 01/31/23 Academy Hose Straps	120.00			2060 202200			101000
	FIRE BY TRADE		CC Accounting: 2060-		-415200-641			
	Total for Vendor:	**7,534.06**						
108920 E	4351 VISA FIRE DEPT 3	8,451.72						
	CC-1037 01/03/23 wall mount air freshners-SS	33.34			2060 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-500			
	CC-1037 02/27/23 CPSE LODGING-CLARK, FROST	1,569.38			2060 202200			101000
	CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-245			
	CC-1037 01/03/23 CPSE REGIST-CLARK, FROST	1,390.00			2060 202200			101000
	CENTER FOR PUBLIC SAFETY EXCELLENCE INC		CC Accounting: 2060-		-415200-340			
	CC-1037 01/06/23 CPSE AIR FARE-CLARK, FROST	3,225.60			2060 202200			101000
	DELTA AIR		CC Accounting: 2060-		-415200-340			

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1037 01/06/23 CPSE AIRFARE INSURANCE	241.92			2060 202200			101000
	ALLIANZ GLOBAL ASSISTANCE			CC Accounting: 2060-	-415200-340			
	CC-1037 01/16/23 BLS AHA INSTRUCTOR TRAIN NEEB	439.00			2060 202200			101000
	CPR CERTIFIED TRAINER			CC Accounting: 2060-	-415200-340			
	CC-1037 01/16/23 BLS AHA INSTRUCTOR MARKEL	439.00			2060 202200			101000
	CPR CERTIFIED TRAINER			CC Accounting: 2060-	-415200-340			
	CC-1037 01/16/23 BLS AHA INSTRUCTOR RIX	439.00			2060 202200			101000
	CPR CERTIFIED TRAINER			CC Accounting: 2060-	-415200-340			
	CC-1037 01/19/23 TRAUMA TACTICS COURSE	615.00			2060 202200			101000
	SANFORD AMBULANCE			CC Accounting: 2060-	-415200-340			
	CC-1037 01/19/23 COFFEE FOR FUNDRAISERS	59.48			2060 202200			101000
	FIRE DEPARTMENT COFFEE			CC Accounting: 2060-	-415200-378			
	Total for Vendor:	**8,451.72**						
108807 E	3161 VISA LIBRARY #1	1,199.05						
	CC-1032 02/02/23 BOOKS	42.15			7000 202200			101000
				CC Accounting: 7000-	-411600-662			
	CC-1032 TECHNOLOGY	269.89			7000 202200			101000
				CC Accounting: 7000-	-411600-497			
	CC-1032 PROGRAMMING	685.76			7000 202200			101000
				CC Accounting: 7000-	-411600-649			
	CC-1032 OFFICE SUPPLIES	93.74			7000 202200			101000
				CC Accounting: 7000-	-411600-410			
	CC-1032 MAGAZINES	5.99			7000 202200			101000
				CC Accounting: 7000-	-411600-663			
	CC-1032 PROMOTIONS	101.52			7000 202200			101000
				CC Accounting: 7000-	-411600-689			
	Total for Vendor:	**1,199.05**						
108808 E	3162 VISA LIBRARY #2	1,696.86						
	CC-1033 02/02/23 OFFICE SUPPLIES	36.93			7000 202200			101000
				CC Accounting: 7000-	-411600-410			
	CC-1033 TRAVEL & EDUCATION	1,053.04			7000 202200			101000
				CC Accounting: 7000-	-411600-340			
	CC-1033 PROGRAMMING	59.97			7000 202200			101000
				CC Accounting: 7000-	-411600-649			
	CC-1033 MISC	112.36			7000 202200			101000
				CC Accounting: 7000-	-411600-490			

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1033	MEMBERSHIPS	259.00		CC Accounting: 7000-	7000 202200 -411600-667			101000
	CC-1033	PROFESSIONAL PUBLICATIONS	175.56		CC Accounting: 7000-	7000 202200 -411600-648			101000
		Total for Vendor:	**1,696.86**						
108806	E	4576 VISA LIBRARY #3	994.17						
	CC-1030	02/02/23 BOOKS	573.22		CC Accounting: 7000-	7000 202200 -411600-662			101000
	CC-1030	PROGRAMMING	236.00		CC Accounting: 7000-	7000 202200 -411600-649			101000
	CC-1030	MAGAZINE	184.95		CC Accounting: 7000-	7000 202200 -411600-663			101000
		Total for Vendor:	**994.17**						
108800	E	2435 VISA POLICE #1	3,951.13						
	CC-1027	01/06/23 reg for haskell IACP	550.00		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/13/23 lodging for two RESERVATION.COM	1,208.30		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/13/23 reg for birney C.O.P.S. NATIONAL CONFERENCE	325.00		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/13/23 reg for sorenson C.O.P.S. NATIONAL CONFERENCE	325.00		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/20/23 whiteboards for invest AMAZON CAPITAL SERVICES	999.96		CC Accounting: 1000-	1000 202200 -421000-641			101000
	CC-1027	01/25/23 cabinet for bci AMAZON CAPITAL SERVICES	278.64		CC Accounting: 1000-	1000 202200 -421000-641			101000
	CC-1027	01/26/23 gun case AMAZON CAPITAL SERVICES	89.99		CC Accounting: 1000-	1000 202200 -421000-987			101000
	CC-1027	01/13/23 booking fee for feltman/schey RESERVATION.COM	78.72		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/29/23 fuel RED CARPET INTERSTATE	43.43		CC Accounting: 1000-	1000 202200 -421000-340			101000
	CC-1027	01/29/23 fuel RED CARPET INTERSTATE	52.09		CC Accounting: 1000-	1000 202200 -421000-340			101000
		Total for Vendor:	**3,951.13**						

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
108801	E	3233 VISA POLICE #2	4,174.12						
		CC-1028 01/05/23 reg for brown	350.00			1000 202200			101000
		AMERICAN RED CROSS TRAINING SERVICES			CC Accounting: 1000-	-421000-340			
		CC-1028 01/05/23 reg for t. johnson	550.00			1000 202200			101000
		IACP			CC Accounting: 1000-	-421000-340			
		CC-1028 01/16/23 ceremony for sworn	91.98			1000 202200			101000
		HORNBACHERS			CC Accounting: 1000-	-421000-375			
		CC-1028 01/16/23 ceremony for sworn	11.79			1000 202200			101000
		HORNBACHERS			CC Accounting: 1000-	-421000-375			
		CC-1028 01/18/23 boots for m. oldham	290.25			1000 202200			101000
		DANNER			CC Accounting: 1000-	-421000-422			
		CC-1028 01/18/23 chaplain badges	232.00			1000 202200			101000
		CHAPLAIN BADGE			CC Accounting: 1000-	-421000-422			
		CC-1028 01/19/23 reg for two	450.00			1000 202200			101000
		STREET COP TRAINING			CC Accounting: 1000-	-421000-340			
		CC-1028 01/19/23 reg for k. johnson	595.00			1000 202200			101000
		SAVAGE TRAINING GROUP			CC Accounting: 1000-	-421000-340			
		CC-1028 01/20/23 lodging for k. johnson	435.46			1000 202200			101000
		BOOKING.COM			CC Accounting: 1000-	-421000-340			
		CC-1028 01/26/23 k9 items	670.65			1000 202200			101000
		RAY ALLEN MANUFACTURING			CC Accounting: 1000-	-421000-915			
		CC-1028 01/26/23 tv for sss	479.99			1000 202200			101000
		BEST BUY BUSINESS ADVANTAGE ACCOUNT			CC Accounting: 1000-	-421000-641			
		CC-1028 01/30/23 fuel new squad	17.00			1000 202200			101000
		SOUTHTOWN C-STORE			CC Accounting: 1000-	-421000-424			
		Total for Vendor:	**4,174.12**						
108799	E	3234 VISA POLICE #3	88.83						
		CC-1026 01/26/23 fuel	43.67			1000 202200			101000
		MARATHON PETRO			CC Accounting: 1000-	-421000-340			
		CC-1026 01/11/23 fuel	45.16			1000 202200			101000
		SHELL			CC Accounting: 1000-	-421000-340			

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
		*** Claim from another period (12/22) ****							
108805	E	3234 VISA POLICE #3	21.45						
		CC-984 11/01/22 fuel for training	45.12			1000 202200			101000
		SHELL OIL			CC Accounting: 1000-	-421000-340			
		CC-984 11/02/22 knives	28.99			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-420			
		CC-984 11/03/22 rifle maintenance	46.96			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-987			
		CC-984 11/05/22 flash drives	75.94			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-410			
		CC-984 11/05/22 kitchen items	57.58			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-420			
		CC-984 11/06/22 welding gloves	35.96			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-641			
		CC-984 11/06/22 rifle maintenance	65.33			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-987			
		CC-984 11/06/22 leashes	45.53			1000 202200			101000
		AMAZON CAPITAL SERVICES			CC Accounting: 1000-	-421000-641			
		CC-984 11/14/22 overnight package	141.11			1000 202200			101000
		THE UPS STORE #6740			CC Accounting: 1000-	-421000-661			
		CC-984 11/29/22 kitchen	192.99			1000 202200			101000
		BEST BUY #13			CC Accounting: 1000-	-421000-641			
		CC-1029 12/22/22 previous credit transactions	-714.06			1000 202200			101000
		MISC CLAIM VENDOR			CC Accounting: 1000-	-421000-340			
		Total for Vendor:	**110.28**						
108798	E	3244 VISA POLICE #4	333.68						
		CC-1024 01/26/23 fuel	35.95			1000 202200			101000
		MISC CLAIM VENDOR			CC Accounting: 1000-	-421000-340			
		CC-1024 01/29/23 fuel	20.65			1000 202200			101000
		MARATHON PETRO			CC Accounting: 1000-	-421000-340			
		CC-1024 01/30/23 fuel	22.80			1000 202200			101000
		MARATHON PETRO			CC Accounting: 1000-	-421000-340			
		CC-1024 01/30/23 fuel	32.87			1000 202200			101000
		SINCLAIR EXPRESS MART			CC Accounting: 1000-	-421000-340			
		CC-1024 02/01/23 fuel	8.25			1000 202200			101000
		PETRO SERVE USA #63			CC Accounting: 1000-	-421000-340			

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1024 01/30/23 lodging	106.58			1000 202200			101000
	EXPEDIA.COM HEADQUARTERS			CC Accounting: 1000-	-421000-340			
	CC-1024 01/30/23 lodging	106.58			1000 202200			101000
	EXPEDIA.COM HEADQUARTERS			CC Accounting: 1000-	-421000-340			
	Total for Vendor:	**333.68**						
108794 E	4300 VISA POLICE #5	97.58						
	CC-1021 01/26/23 fuel	46.11			1000 202200			101000
	MARATHON PETRO			CC Accounting: 1000-	-421000-340			
	CC-1021 01/31/23 fuel	51.47			1000 202200			101000
	TRI-ENERGY CENEX			CC Accounting: 1000-	-421000-340			
	Total for Vendor:	**97.58**						
108797 E	4301 VISA POLICE #6	1,922.24						
	CC-1023 01/26/23 fuel	34.34			1000 202200			101000
	MARATHON PETRO			CC Accounting: 1000-	-421000-340			
	CC-1023 01/13/23 reg for two	1,887.90			1000 202200			101000
	STORM COMBATIVES			CC Accounting: 1000-	-421000-340			
	Total for Vendor:	**1,922.24**						
108954 E	2423 VISA PUBLIC WORKS #1	13,773.00						
	CC-1039 01/04/23 C ZANDER DUES	248.00			2210 202200			101000
	ISA MEMBERSHIP			CC Accounting: 2210-	-428000-667			
	CC-1039 01/05/23 B HANSON PANTS	49.99			6020 202200			101000
	FLEET FARM			CC Accounting: 6020-	-450000-422			
	CC-1039 01/05/23 PLAQUE SIGNS	69.00			1000 202200			101000
	AZTEC IP SOLUTIONS			CC Accounting: 1000-	-430000-410			
	CC-1039 01/07/23 VINYL SUCTION LINE	222.00			6025 202200			101000
	TELEDYNE INSTRUMENTS			CC Accounting: 6025-	-450000-431			
	CC-1039 01/06/23 WWETT SHOW REG - SW	120.00			6025 202200			101000
	WWETT REG			CC Accounting: 6025-	-450000-340			
	CC-1039 01/06/23 WWETT SHOW REGISTRATION - WA	120.00			6020 202200			101000
	WWETT REG			CC Accounting: 6020-	-450000-340			
	CC-1039 01/06/23 CONF REG	500.00			2210 202200			101000
	ISA (PURCHASE) 678-367-0981			CC Accounting: 2210-	-428000-340			
	CC-1039 01/09/23 WWETT CONF FLIGHTS - SW	1,040.82			6025 202200			101000
	PRICELINE			CC Accounting: 6025-	-450000-340			

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1039 01/09/23 WWETT CONF FLIGHTS - WA	1,040.82			6020 202200			101000
	PRICELINE		CC Accounting: 6020-		-450000-340			
	CC-1039 01/09/23 TRACK MAT	119.98			1000 202200			101000
	PERFORMANCE AUTO		CC Accounting: 1000-		-430000-432			
	CC-1039 01/12/23 ROW FUEL	49.18			1000 202200			101000
	MAPLE SQUARE FUEL		CC Accounting: 1000-		-430001-340			
	CC-1039 01/12/23 PARKING - MPLS	50.00			1000 202200			101000
	LORING		CC Accounting: 1000-		-430001-340			
	CC-1039 01/12/23 A HAGLE LODGING	285.22			1000 202200			101000
	HYATT REGENCY MPLS		CC Accounting: 1000-		-430001-340			
	CC-1039 01/12/23 B GRONAAS LODGING	278.22			2210 202200			101000
	HYATT REGENCY MPLS		CC Accounting: 2210-		-428000-340			
	CC-1039 01/12/23 P MONTPLAISIR LODGING	278.22			1000 202200			101000
	HYATT REGENCY MPLS		CC Accounting: 1000-		-430001-340			
	CC-1039 01/14/23 J GOULET RET PARTY	242.30			6020 202200			101000
	MARCO'S PIZZA		CC Accounting: 6020-		-450000-490			
	CC-1039 01/17/23 ICE CLEATS - SA	68.25			6010 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 6010-		-450200-639			
	CC-1039 01/17/23 ICE CLEATS - ST	68.25			1000 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-430000-639			
	CC-1039 01/17/23 ICE CLEATS - BG	68.25			1000 202200			101000
	AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-450000-639			
	CC-1039 01/21/23 D JOHN PANTS	127.98			1000 202200			101000
	CARHARTT		CC Accounting: 1000-		-430001-422			
	CC-1039 01/21/23 Z STEFFENS PANTS	97.73			1000 202200			101000
	CARHARTT		CC Accounting: 1000-		-455000-422			
	CC-1039 01/24/23 BRE & BARRY - CLOTHES	511.28			2210 202200			101000
	ARBORWEAR LLC		CC Accounting: 2210-		-428000-422			
	CC-1039 01/23/23 TREE BAGS	380.34			2210 202200			101000
	GEMPLER'S		CC Accounting: 2210-		-428000-358			
	CC-1039 01/26/23 FUEL - FORESTRY	49.20			2210 202200			101000
	HOLIDAY STATIONSTORE		CC Accounting: 2210-		-428000-340			
	CC-1039 01/26/23 B GRONAAS LODGING	447.39			2210 202200			101000
	HOLIDAY INN EXPRESS ABERDEEN		CC Accounting: 2210-		-428000-340			
	CC-1039 01/26/23 B KIMELIE LODGING	447.39			2210 202200			101000
	HOLIDAY INN EXPRESS ABERDEEN		CC Accounting: 2210-		-428000-340			
	CC-1039 01/27/23 DRIVING SIMULATOR	10.00			1000 202200			101000
	MYTRUCKING.COM		CC Accounting: 1000-		-450000-340			

* ... Over spent expenditure

Claim/ Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
	CC-1039 01/30/23 J MILLER COVERALLS	139.99			1000 202200			101000
FLEET FARM			CC Accounting: 1000-		-430000-422			
	CC-1039 01/30/23 C CUSEY PANTS	63.43			6020 202200			101000
BRUNT WORKWEAR			CC Accounting: 6020-		-450000-422			
	CC-1039 01/31/23 APWA CONF LODGING - ST	1,931.85			1000 202200			101000
AIRBNB			CC Accounting: 1000-		-430000-340			
	CC-1039 01/31/23 APWA CONF LODGING - ROW	482.96			1000 202200			101000
AIRBNB			CC Accounting: 1000-		-430001-340			
	CC-1039 01/31/23 S HENRICKS PANTS	239.96			1000 202200			101000
FLEET FARM			CC Accounting: 1000-		-430000-422			
	CC-1039 01/31/23 CONF REG - DAN	575.00			1000 202200			101000
APWA SNOW CONFERENCE			CC Accounting: 1000-		-430000-340			
	CC-1039 01/31/23 CONF REG - JOE REULE	825.00			1000 202200			101000
APWA SNOW CONFERENCE			CC Accounting: 1000-		-430000-340			
	CC-1039 01/31/23 CONF REG - SHANE HENRICKS	875.00			1000 202200			101000
APWA SNOW CONFERENCE			CC Accounting: 1000-		-430000-340			
	CC-1039 01/31/23 CONF REG - JUSTIN DONLEY	825.00			1000 202200			101000
APWA SNOW CONFERENCE			CC Accounting: 1000-		-430000-340			
	CC-1039 01/31/23 CONF REG - PAUL MONTPLAISIR	825.00			1000 202200			101000
APWA SNOW CONFERENCE			CC Accounting: 1000-		-430001-340			
	Total for Vendor:	**13,773.00**						
108956 E	4256 VISA PUBLIC WORKS #2	2,041.09						
	CC-1038 01/05/23 S GRAVALIN PANTS	76.48			1000 202200			101000
KARL'S AT THE NODAK CENTER			CC Accounting: 1000-		-430000-422			
	CC-1038 01/05/23 C COSTELLO BOOTS	165.74			6020 202200			101000
KARL'S AT THE NODAK CENTER			CC Accounting: 6020-		-450000-422			
	CC-1038 01/08/23 BADGE HOLDER CARABEENERS	19.99			1000 202200			101000
AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-450000-410			
	CC-1038 01/10/23 T FRAEDRICH LODGING	152.78			6010 202200			101000
DAYS INN BISMARCK			CC Accounting: 6010-		-450200-340			
	CC-1038 01/10/23 B RENSVOLD LODGING	152.78			6010 202200			101000
DAYS INN BISMARCK			CC Accounting: 6010-		-450200-340			
	CC-1038 01/13/23 POWER INVERTER	59.99			6025 202200			101000
AMAZON CAPITAL SERVICES			CC Accounting: 6025-		-450000-427			
	CC-1038 01/13/23 SAFETY GLASSES	31.14			1000 202200			101000
AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-430000-639			

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
		CC-1038 01/13/23 SAFETY GLASSES	10.38			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-430000-639			
		CC-1038 01/19/23 CREDIT	-98.97			6010 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6010-		-450200-497			
		CC-1038 01/21/23 EXTERNAL ANTENNA	93.68			6020 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6020-		-450000-420			
		CC-1038 01/22/23 RATCHET & BIT SET	94.84			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-455000-432			
		CC-1038 01/23/23 T BUCHOLTZ BOOTS/PANTS	243.29			6020 202200			101000
		FLEET FARM		CC Accounting: 6020-		-450000-422			
		CC-1038 01/23/23 NATE & TUCKER PANTS	129.41			6020 202200			101000
		BRUNT WORKWEAR		CC Accounting: 6020-		-450000-422			
		CC-1038 01/24/23 8104 RAM MOUNTS	329.11			1000 202200			101000
		RAM MOUNTS		CC Accounting: 1000-		-414200-864			
		CC-1038 01/26/23 D PRANKE JEANS	101.98			6025 202200			101000
		KARL'S AT THE NODAK CENTER		CC Accounting: 6025-		-450000-422			
		CC-1038 01/26/23 C ZANDER LODGING	263.44			2210 202200			101000
		HAMPTON INN & SUITES		CC Accounting: 2210-		-428000-340			
		CC-1038 01/30/23 Z PAINTNER JEANS	55.24			1000 202200			101000
		KARL'S AT THE NODAK CENTER		CC Accounting: 1000-		-450000-422			
		CC-1038 01/31/23 LENS WIPES	13.86			6025 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6025-		-450000-639			
		CC-1038 01/31/23 ORBITOR PAD	122.95			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-455000-432			
		CC-1038 02/02/23 J MILLER BOOT INSOLES	22.98			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-430000-639			
		Total for Vendor:	**2,041.09**						
108842		1040 WEST FARGO EXCHANGE CLUB	50.00						
		882 02/05/23 Fuller 3rd/4th Qtr Dues	50.00			2060 415200	667		101000
		Total for Vendor:	**50.00**						
108970		2625 WEST FARGO POLICE PUBLIC SAFETY	15.00						
		061 02/13/23 non profit registration	15.00			1000 421000	375		101000
		Total for Vendor:	**15.00**						

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
108860		2184 WEST SIDE STEEL	20.08							
		5355 02/09/23 1/2" HR ROUND	10.00			6010	450200	427		101000
		5349 02/09/23 FLAT BAR	10.08			6010	450200	427		101000
108895		2184 WEST SIDE STEEL	23.87							
		5331 02/07/23 1/8 SHEET	23.87			6010	450200	914		101000
108962		2184 WEST SIDE STEEL	197.64							
		5379 02/14/23 1/8 SHEET	197.64			6010	450200	914		101000
		Total for Vendor:	**241.59**							
108776		4129 WESTERN NATIONAL MUTUAL INS CO	50.00							
		70606 02/06/23 notary bond for melting	50.00			1000	421000	667		101000
		Total for Vendor:	**50.00**							
108945		807 WEX HEALTH, INC	642.65							
		1666511-IN 01/31/23 Jan 23 COBRA/FSA/HSA	642.65			1000	414103	307		101000
		Total for Vendor:	**642.65**							
108782		569 WF ANIMAL HOSPITAL	3,580.68							
		260150 01/31/23 jan 2023 pound fees	3,411.75			1000	421000	396		101000
		259572 01/31/23 k9 thor	168.93			1000	421000	915		101000
		Total for Vendor:	**3,580.68**							
108993		4283 WINTER EQUIPMENT	1,866.86							
		55011 02/01/23 PLOW GUARDS	1,866.86			1000	430000	381		101000
		Total for Vendor:	**1,866.86**							
108991		4003 WM CORPORATE SERVICES INC	92,345.39							
		6725910 02/01/23 HORACE DIVERSION	22.16*			6020	450000	448		101000
		6725416 02/01/23 WF WATERTOWER	5,771.92			6010	450200	916		101000
		6725417 02/01/23 WF SANITATION	1,053.88			6010	450200	916		101000
		6725418 02/01/23 WF RECYCLING	85,497.43			6010	450200	916		101000
		Total for Vendor:	**92,345.39**							

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
108946		2517 WORLD BOOK, INC	598.00							
		0001648095 01/31/23 BOOKS	199.00			7000	411600	662		101000
		0001648101 01/31/23 BOOKS	399.00			7000	411600	662		101000
		Total for Vendor:	**598.00**							
108871		4127 X-TREME DETAILING	150.00							
		145180 02/09/23 #1176 detailed	150.00			1000	421000	427		101000
		Total for Vendor:	**150.00**							
108960		338 XCEL ENERGY	399.11							
		813883793 02/21/23 13TH AVE ST LIGHT	144.48			1000	430002	391		101000
		813888706 01/27/23 1690 13TH AVE TRAFFIC SIG	59.37			1000	430002	391		101000
		813880743 01/27/23 1410 13TH AVE TRAFFIC SIG	45.67			1000	430002	391		101000
		813698341 01/26/23 SM33	86.18*			6020	450000	351		101000
		813697936 01/26/23 60L 12TH ST E	9.71*			6020	450000	351		101000
		813711160 01/26/23 309 ND AVE W	19.35			1000	430002	391		101000
		813529238 01/25/23 SHEYENNE PLAZA	34.35			2310	452120	527		101000
109007		338 XCEL ENERGY	2,477.47							
		81358044 01/27/23 STREET LIGHT FEED POINTS	2,019.94			1000	430002	391		101000
		81358044 01/27/23 VECHILE STORAGE BUIDLING PW	457.53*			6020	450000	351		101000
109008		338 XCEL ENERGY	9,704.18							
		814717209 02/03/23 STREET LIGHTS	8,391.32*			1000	415000	351		101000
		814709296 02/03/23 STREET LIGHTS	702.30*			1000	415000	351		101000
		815128957 02/07/23 SM 67	610.56*			6025	450000	351		101000
109009		338 XCEL ENERGY	33,526.27							
		814548592 02/02/23 302200458	137.24*			6020	450000	351		101000
		02/02/23 302275116	398.40*			6020	450000	351		101000
		02/02/23 302293619	57.18*			6020	450000	351		101000
		02/02/23 302376512	97.61*			6020	450000	351		101000
		02/02/23 302535492	125.81*			6020	450000	351		101000
		02/02/23 302621158	120.84*			6020	450000	351		101000
		02/02/23 302889790	4,985.94*			6020	450000	351		101000
		02/02/23 302909223	132.30*			6020	450000	351		101000

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
		02/02/23 303127181	1,450.44*			6020	450000	351		101000
		02/02/23 303362861	112.48*			6020	450000	351		101000
		02/02/23 303368168	838.59*			6020	450000	351		101000
		02/02/23 303478678	1,085.48*			6020	450000	351		101000
		02/02/23 303584876	29.22*			6020	450000	351		101000
		02/02/23 303587764	141.13*			6020	450000	351		101000
		02/02/23 303670468	50.34*			6020	450000	351		101000
		02/02/23 304030561 PW BUILDING	13,487.51*			6020	450000	351		101000
		02/02/23 304165981	4,419.55*			6020	450000	351		101000
		02/02/23 304294004	630.98*			6020	450000	351		101000
		02/02/23 304294005	912.54*			6020	450000	351		101000
		02/02/23 304294006	864.37*			6020	450000	351		101000
		02/02/23 304297374	143.83*			6020	450000	351		101000
		02/02/23 304297375	30.58*			6020	450000	351		101000
		02/02/23 304297376	205.81*			6020	450000	351		101000
		02/02/23 304509239	17.09*			6020	450000	351		101000
		02/02/23 304530865	1,295.31*			6020	450000	351		101000
		02/02/23 304603696	264.39*			6020	450000	351		101000
		02/02/23 304603697	276.02*			6020	450000	351		101000
		02/02/23 304681776	174.26*			6020	450000	351		101000
		02/02/23 304697015	306.71*			6020	450000	351		101000
		02/02/23 304717058	106.64			1000	430002	391		101000
		02/02/23 304724227	615.24*			6020	450000	351		101000
		02/02/23 FIRE	12.44			1000	430002	391		101000
		Total for Vendor:	**46,107.03**							
108859		582 ZEP MANUFACTURING	371.42							
	9008222606	01/27/23 ZEPLIFT	371.42			1000	455000	500		101000
		Total for Vendor:	**371.42**							

# of Claims 220 Total: 1126,048.56 # of Vendors 144

Total Electronic Claims 46,326.42

Total Non-Electronic Claims 1079722.14

Fund/Account	Amount
1000 GENERAL	
101000 CASH - OPERATING	$229,411.35
2060 FIRE FUND	
101000 CASH - OPERATING	$31,227.30
2210 FORESTRY	
101000 CASH - OPERATING	$3,220.06
2230 CITY UTILITY	
101000 CASH - OPERATING	$13,500.00
2310 SHEYENNE PLAZAS OPERATING FUND	
101000 CASH - OPERATING	$34.35
2515 K9 FUNDRAISER	
101000 CASH - OPERATING	$2,350.00
2960 ECONOMIC DEVELOPMENT SALES TAX	
101000 CASH - OPERATING	$4,927.50
4004 1343 SS LIFT STATION REHAB (SA 2,3,12 &	
101000 CASH - OPERATING	$75.00
4005 2271 - 7TH AVE NW-5TH ST CT PAVING	
101000 CASH - OPERATING	$75.00
4006 2270-TRAFFIC SIGNALS-9TH ST W & 32 AVE	
101000 CASH - OPERATING	$675.00
4007 4068-STORM SEWER LIFT(SM54)& FORCE MAIN	
101000 CASH - OPERATING	$75.00
4008 1344-THE WILDS 22ND ADDITION	
101000 CASH - OPERATING	$300.00
4014 2272-2023 CITYWIDE CONCRETE PAVEMENT	
101000 CASH - OPERATING	$75.00
4016 2275-26TH AVE W(5TH ST NW TO SHEYENNE)	
101000 CASH - OPERATING	$112.50
4086 1337-WILDS 21ST ADDITION IMPROVEMENTS	
101000 CASH - OPERATING	$668.50
4386 1308 FARGO WASTEWATER CONNECTION PROJECT	
101000 CASH - OPERATING	$2,002.50
4387 1309 LAGOON DECOMMISSIONING PROJECT	
101000 CASH - OPERATING	$574.96
4795 FIRE HALL CONSTRUCTION 2022-2024	
101000 CASH - OPERATING	$37,688.00
4901 506 1ST AVE-SLOUGHING-MITIGATION GRANT	
101000 CASH - OPERATING	$28.12
4902 508 1ST AVE-SLOUGHING-MITIGATION GRANT	
101000 CASH - OPERATING	$28.13
4903 510 1ST AVE-SLOUGHING-MITIGATION GRANT	
101000 CASH - OPERATING	$28.12
4904 512 1ST AVE-SLOUGHING-MITIGATION GRANT	
101000 CASH - OPERATING	$28.13
6010 HEALTH & SANITATION	
101000 CASH - OPERATING	$163,772.34
6020 WATER ENTERPRISE	
101000 CASH - OPERATING	$370,747.14
6025 SEWER ENTERPRISE	
101000 CASH - OPERATING	$246,790.66
7000 LIBRARY	
101000 CASH - OPERATING	$13,400.35
7050 AIRPORT AUTHORITY	

Fund/Account	Amount
101000 CASH - OPERATING	$4,233.55
Total:	**$1,126,048.56**

"Consent" or "Regular" Agenda Item?
[Consent]

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Sanitation

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Administration/Finance

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator
Tina Fisk

Assistant City Administrator
Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: February 21, 2023

Subject: Improvement District No. 2270 - Traffic Signal at 9th St W and 32nd Ave W

Action: Approve Plans and Specifications and Authorize Advertisement for Bids.

New Information and Recommendation:
Design has been completed by the consultant and it is time to move from the design phase to the bidding phase.

The following documents are attached for review/consideration:
- Cover sheet, which represent the Plans and specifications
  Note: A full plan set is available at the Engineering Department
- Draft Bid Advertisement - will be published for two weeks
- Resolution Approving Plans and Specifications
- Resolution Directing Bid Advertisement

Staff Recommendation: Approve Plans and Specifications and Authorize Advertisement for Bids.

Background and Project Summary:
Project will add a traffic signal and update the geometry of the intersection of 9th Street W and 32nd Ave W. This will be the first traffic signal added to 9th St W, and will require additional infrastructure installation to service the signal.

Policy Analysis:
Project will improve traffic flow on 9th Street W during peak hours.

Financial Analysis:
Per the Engineer's Report, this project is estimated to cost $860,000 and is scheduled to be funded using a combination of CIP sales tax and Special Assessments.

Previously Presented Information and Commission Actions:

January 3, 2023-
- ***Staff Recommendation:*** Initiate Public Hearing for the recently approved Resolution Declaring Work Necessary, and Direct Engineer to prepare Plans and Specifications.
- ***Commission Action***: Commissioner Simmons moved and Commissioner Olson seconded to approve. Commissioner George voted nay, motioned carried on a 4 to 1 vote.

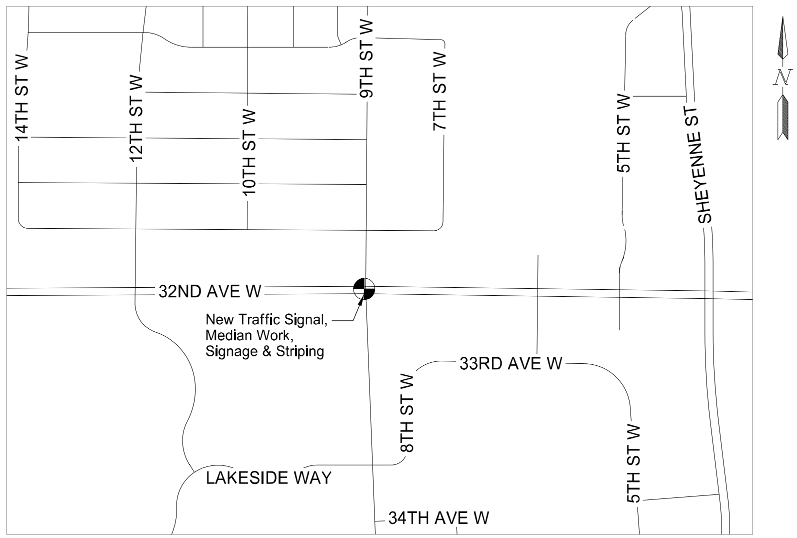
November 21, 2022-
- ***Staff Recommendation:*** Create Improvement District No. 2270, Approve Engineer's Report and Authorize Resolution of Necessity
- ***Commission Action***: Commissioner Simmons moved and Commissioner Olson seconded to approve, Commissioner George voted nay, motion carried on a 4 to 1 vote.

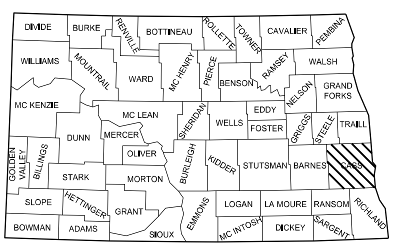
STATE	PROJECT NO.		SECTION NO.	SHEET NO.
ND				

CITY OF WEST FARGO

GOVERNING SPECIFICATIONS	Date Published and Adopted
NDDOT Standard Specifications	1/1/2022
City of West Fargo Engineering Specifications	5/9/2022

PROJECT NUMBER \ DESCRIPTION
2270 Traffic Signal at 9th St W and 32nd Ave





STATE COUNTY MAP

DESIGNER
DESIGNER Traci Sletmoe
DESIGNER Matt Clevenger
DESIGNER

CITY OF WEST FARGO

Approval Name Date Signed

2/15/2023 9:57:40 PM Matt.Clevenger H:\WFARGO_CI_ND\0T4128427\CAD\MS\Plan\001TS.dgn

CITY OF WEST FARGO, NORTH DAKOTA
IPROVEMENT DISTRICT NO. 2270
TRAFFIC SIGNAL INSTALLATION ADVERTISEMENT FOR BIDS

City of West Fargo is requesting Bids for the construction of the project listed above.

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until March 16, 2023 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. the same day. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.westfargond.gov/268/Engineer by clicking the Project Bid Information tab, or at www.questcdn.com.

The Project consists of installation of a traffic signal at 9th Street W and 32nd Ave W.

Bids will be received for a single prime Contract. Bids shall be on a unit price basis as indicated in the Bid Form.

Digital project bidding documents will be available at https://www.westfargond.gov/268/Engineer by clicking the Project Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of $42.00 by locating eBidDoc™ Number 8397709 on the website. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading and working with this digital project information, and online bid submittal.

Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond, and any conditions of the City of West Fargo, as required by law. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder’s bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder.

Each bidder must possess a valid North Dakota contractor’s license for the full amount of their bid, as required by N.D.C.C. § 43-07-7. Each bidder MUST enclose a copy of their Contractor’s License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12. The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05

Owner: City of West Fargo
By: Tina Fisk
Title: City Administrator
Date: February 21, 2023

Publish Dates: March 1 and 8, 2023

Commissioner ____________ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR IMPROVEMENTS IN IMPROVEMENT DISTRICT NO. 2270- NEW TRAFFIC CONTROL SYSTEM, STREET RECONSTRUCTION; AND INCIDENTALS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Improvement District No. 2270 – New Traffic Control System, Street Reconstruction; and Incidentals of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in her office open to public inspection.

Dated: February 21, 2023

APPROVED:

____

President of Board of City Commissioners

ATTEST:

____

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _________. On roll call vote the following commissioners voted aye: ___________________ ______________________________. The following commissioners voted nay: __________.

The following commissioners were absent and not voting: ___________. The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner ________ introduced the following resolution and moved for its adoption:

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Improvement District No. 2270 - New Traffic System, Street Reconstruction; and Incidentals of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said Improvement District No. 2270 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

WHEREAS, said plans, specifications and estimates of cost have been prepared and have been approved by the Board of City Commissioners of the City of West Fargo; and

WHEREAS, it is necessary to advertise for bids for the work in said project.

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Improvement District No. 2270- New Traffic System, Street Reconstruction; and Incidentals to be published once each week for two consecutive weeks in *The Forum*, and that the City Auditor and Engineer will meet at the City Hall in the City of West Fargo, at a time and date to be determined by the City Auditor, for the purpose of opening sealed bids received prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. Such advertisements shall be published in form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: February 21, 2023

APPROVED:

____
President of Board of City Commissioners

ATTEST:

____
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner __________. On roll call vote the following commissioners voted aye: ___________ ____________________________________. The following commissioners voted nay: ___________. The following commissioners were absent and not voting: ________________. The majority having voted aye, the motion carried and the resolution was duly adopted.

"Consent" or "Regular" Agenda Item?
[Consent]

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Sanitation

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Administration/Finance

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator
Tina Fisk

Assistant City Administrator
Dustin T. Scott

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: February 21, 2023
Subject: Improvement District No. 2271 - 7th Ave NW & 5th St Ct NW
Action: Approve Plans and Specifications and Authorize Advertisement for Bids.

New Information and Recommendation:
In December after holding a public hearing of necessity for this project, the Commission directed the Engineer to prepare plans and specifications. This has been completed and the project is ready to move from design to a bidding phase.

The following documents are attached for information purposes:
- Cover sheet, which represent the Plans and specifications
  Note: A full plan set is available at the Engineering Department
- Draft Bid Advertisement - will be published for two weeks
- Resolution Approving Plans and Specifications
- Resolution Directing Bid Advertisement

Staff Recommendation: Approve Plans and Specifications and Authorize Advertisement for Bids.

Background and Project Summary:
The project will pave the existing gravel road into an urban section concrete roadway which will include the installation of storm sewer. This will accommodate increased activity at the Stockyards site and businesses adjacent to this roadway as well as reduce dust in the area.

Additionally, the cul-de-sac on 5th St Ct NW will be bid as an alternate.

Policy Analysis:
This project will improve the accessibility of the Stockyards site by creating a concrete roadway, replacing the existing gravel road. This will be designed by a consultant and bid following city and state procedures.

Financial Analysis:
This project is proposed to be funded exclusively through special assessments to the adjacent properties

Previously Presented Information and Commission Actions:

January 16, 2023 –
- ***Staff Recommendation***: Project Update
- ***Commission Action:*** No action requested

December 19, 2022
- ***Staff Recommendation:*** Initiate Public Hearing for the recently approved Resolution Declaring Work Necessary, Approve Task Order for "Basic Services" and Direct engineer to prepare Plans and Specifications.

- ***Commission Action:*** Commissioner Olson moved and Commissioner Simmons seconded to approve. Commissioner Anderson voted no. Motion carried on a 4 to 1 vote.

November 7, 2022

- ***Staff Recommendation:*** Create Improvement District No. 2271, Approve Engineer's Report, and Authorize Resolution of Necessity.
- ***Commission Action:*** Commissioner Olson moved and Commissioner Anderson seconded to approve. Commissioner Dardis voted nay and Commissioner George was absent, motion carried on a 3 to 1 vote.

FILE LOCATION: R:\Projects\22000\22800\22824\CIVIL\PRODUCTION\22824_Cover.dwg

IMPROVEMENT DISTRICT NO. 2271

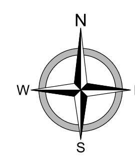
CONCRETE PAVING, STREET LIGHTING, STORM SEWER; AND INCIDENTALS

City of WEST FARGO
810 12TH AVENUE N.W., WEST FARGO, NORTH DAKOTA 58078

moore engineering, inc.
Consulting Engineering • Land Surveying
925 10th Avenue East, Suite 1 • West Fargo, North Dakota
www.mooreengineeringinc.com

7TH AVENUE NW & 5TH STREET CT. NW
WEST FARGO

VICINITY MAP



PROJECT No. 22824

PRELIMINARY

FILE LOCATION: R:\Projects\22000\22800\22824\CIVIL\PRODUCTION\22824_General Layout.dwg

PRELIMINARY

moore engineering, inc.

PROJECT LAYOUTS
IMPROVEMENTS DISTRICT NO. 2271
7TH AVENUE NW & 5TH STREET CT. NW
WEST FARGO, NORTH DAKOTA
GENERAL LAYOUT

DATE:	02.28.23
REV DATE:	----
REV NUM:	----
RECORD:	----
PROJECT No.	22824
MANAGER:	MJP
DESIGNER:	DJD
DRAFTER:	DJD
REVIEWER:	MJP

C-102

CITY OF WEST FARGO, NORTH DAKOTA
IMPROVEMENT DISTRICT NO. 2271
CONCRETE PAVING, STREET LIGHTING, STORM SEWER; AND INCIDENTALS
(7TH AVENUE NW & 5TH STREET CT. NW)

ADVERTISEMENT FOR BIDS

City of West Fargo is requesting Bids for the construction of the project listed above.

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until March 16, 2023 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com .

The Project consists of constructing storm sewer, concrete streets with curb & gutter, street lights, and other miscellaneous installations.

Bids will be received for a single prime Contract. Bids shall be on a unit price basis, with additive alternate bid items as indicated in the Bid Form.

Digital project bidding documents will be available at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of $50.00 by locating eBidDoc™ Number 8396584 on the website. Contact QuestCDN Customer Support at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading digital project information, and vBid online bid submittal questions.

Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond, and any conditions of the City of West Fargo, as required by law. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder.

Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-7. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05

Owner: City of West Fargo
By: Tina Fisk
Title: City Administrator
Date: February 21, 2023

Commissioner ____________ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR IMPROVEMENTS IN DISTRICT NO. 2271 - NEW CONCRETE PAVEMENT, STREET LIGHTING, STORM SEWER; AND INCIDENTALS OF THE CITY OF WEST FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Improvement District No. 2271 – New Concrete pavements, Street Lighting, Storm Sewer; and Incidentals of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in her office open to public inspection.

Dated: February 21, 2023

APPROVED:

____
President of Board of City Commissioners

ATTEST:

____
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _________. On roll call vote the following commissioners voted aye: ___________________ ________________________________. The following commissioners voted nay: __________. The following commissioners were absent and not voting: __________. The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner ________ introduced the following resolution and moved for its adoption:

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Improvement District No. 2271 - New Concrete Pavement, Street Lighting, Storm Sewer; and Incidentals of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said improvements consisting of new concrete paving, street lighting, storm sewer and incidentals have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

WHEREAS, said plans, specifications and estimates of cost have been prepared and have been approved by the Board of City Commissioners of the City of West Fargo; and

WHEREAS, it is necessary to advertise for bids for the work in said project.

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Improvement District No. 2271 - New Concrete Pavement, Street Lighting, Storm Sewer; and Incidentals to be published once each week for two consecutive weeks in *The Forum*, and that the City Auditor and Engineer will meet at the City Hall in the City of West Fargo, at a time and date to be determined by the City Auditor, for the purpose of opening sealed bids received prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. Such advertisements shall be published in form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: February 21, 2023

APPROVED:

____
President of Board of City Commissioners

ATTEST:

____
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner __________. On roll call vote the following commissioners voted aye: ___________ ____________________________________. The following commissioners voted nay: ___________. The following commissioners were absent and not voting: ________________. The majority having voted aye, the motion carried and the resolution was duly adopted.

**** Consent Agenda ****

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey

2. PHONE NUMBER: 515-5376 DATE: February 14, 2023

3. AGENDA TITLE:

   Corridor Overlay Site and Building Plan Review for Veterinary Clinic at 2630 Sheyenne Street.

4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

   CO: Corridor Overlay Plan Review and Approval. Prior to issuance of a building permit, plans must be approved by the City Commission

5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

   Located at 2630 Sheyenne Street (Lot 3, less right-of way, Block 1 of Eaglewood 2nd Addition), City of West Fargo, North Dakota.

6. ACTION BEING REQUESTED FROM CITY COMMISSION:

   Approval - At their February 14, 2023 meeting, the Planning and Zoning Commission recommended approval on the basis the proposed development on the site is consistent with the intent of the Corridor Overlay District.

FACT SHEET

WEST FARGO CITY COMMISSION

February 21, 2023

BACKGROUND:

PURPOSE: CO: Corridor Overlay Plan Review at 2630 Sheyenne Street (Lot 3, less right-of-way, Block 1 of Eaglewood 2nd Addition), City of West Fargo, North Dakota

EXISTING LAND USE: Vacant

PROPOSED LAND USE: Veterinary Clinic

EXISTING ZONING: CO: Corridor Overlay & C: Light Commercial

PARCEL SIZE: 2.1 Acres

The applicant has submitted site plans, including elevations showing a 7,654 square foot, two-story structure for use as a veterinary clinic without overnight facilities is proposed along the south side of the lot with a possible future building associated with the veterinary facility proposed along the north side.

Under Section 4-431.5.2.a, there is a higher construction standard for areas in the CO: Corridor Overlay District requiring the applicant receive approval of site and building plans by the West Fargo Planning and Zoning and City Commissions prior to approval of a building permit for those areas along Sheyenne Street between Interstate 94 as well as 40th Avenue, 32nd Avenue west of Sheyenne Street and 13th Avenue East.

The Building Construction standards under 4-431.5. of the CO: Corridor Overlay District limits Light Commercial properties to no more than 30% metal or fiberglass on all walls fronting a public street provided it is coordinated into the architectural design. Seventy percent (70%) of any wall (facade area) which fronts on a public street shall be constructed of glass, brick, wood, stone, architectural concrete cast in place or precast concrete panels, or, as approved by the Commission(s), other integrated materials per the architectural design. The building is faced with a combination of glass, LP smartside siding (wood composite), manufactured stone, and exposed wood columns, which would exceed the standard.

According to the submitted civil plans, setbacks for the building are more than adequate for the CO: Corridor Overlay District, as is the landscaping, as per the submitted landscaping plan. As per the landscaping ordinance a required screening shall consist of a six-foot screen and 15-foot buffer yard along the west side of the property, which is shown on the plans.

Required parking for medical offices and clinics would be one space per 200 square feet of gross floor area. A total of 48 spaces are provided which exceeds the 44 spaces required.

Access would be via a 40-foot access and utility easement along the west side of the City of West Fargo lift station going through the lot to the south and accessing 5th Avenue West.

Due to the access, the applicant is requesting a directional sign on the City owned property adjacent to the access easement along 5th Avenue West. Under Section 4-460.8.1.d. Directional Signage. Off-Premise Signs. Shall be limited to situations where access is confusing and traffic safety could be jeopardized or traffic could be inappropriately routed through residential streets. The size of the sign shall be approved by the City Commission. The applicant will need to obtain an encroachment agreement to allow for the signage.

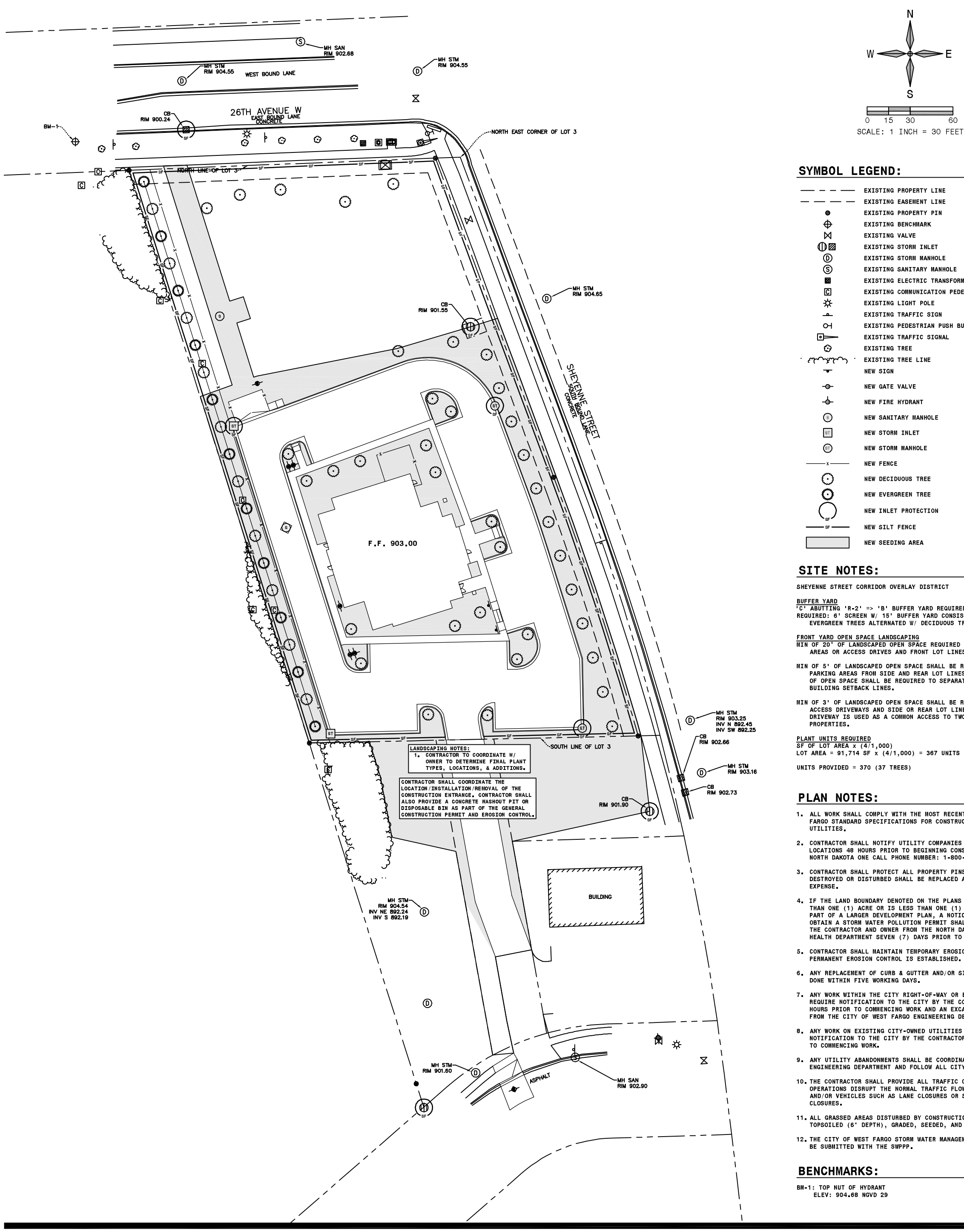
Also under section 4-460.7.14 of the General Sign Provisions, Signs in residential districts and signs facing residential districts shall not be illuminated unless approved as a conditional use. The proposed sign facing the residential property to the west may not be illuminated unless a separate conditional use permit is approved. Signage facing the east and south may be illuminated.

Approval subject to the all provisions of West Fargo City Ordinances are met to ensure sufficient review is provided for building inspections and other City departments.

At their February 14, 2023 meeting, the Planning and Zoning Commission recommended approval subject to the all provisions of West Fargo City Ordinances are met to ensure sufficient review is provided for building inspections and other City departments.

Attachments:

1. Civil Site Plans including landscaping plan
2. Architectural Renderings



LANDSCAPING NOTES:
1. CONTRACTOR TO COORDINATE W/ OWNER TO DETERMINE FINAL PLANT TYPES, LOCATIONS, & ADDITIONS.

CONTRACTOR SHALL COORDINATE THE LOCATION/INSTALLATION/REMOVAL OF THE CONSTRUCTION ENTRANCE, CONTRACTOR SHALL ALSO PROVIDE A CONCRETE WASHOUT PIT OR DISPOSABLE BIN AS PART OF THE GENERAL CONSTRUCTION PERMIT AND EROSION CONTROL.

SYMBOL LEGEND:

- EXISTING PROPERTY LINE
- EXISTING EASEMENT LINE
- EXISTING PROPERTY PIN
- EXISTING BENCHMARK
- EXISTING VALVE
- EXISTING STORM INLET
- EXISTING STORM MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING ELECTRIC TRANSFORMER
- EXISTING COMMUNICATION PEDESTAL
- EXISTING LIGHT POLE
- EXISTING TRAFFIC SIGN
- EXISTING PEDESTRIAN PUSH BUTTON
- EXISTING TRAFFIC SIGNAL
- EXISTING TREE
- EXISTING TREE LINE
- NEW SIGN
- NEW GATE VALVE
- NEW FIRE HYDRANT
- NEW SANITARY MANHOLE
- NEW STORM INLET
- NEW STORM MANHOLE
- NEW FENCE
- NEW DECIDUOUS TREE
- NEW EVERGREEN TREE
- NEW INLET PROTECTION
- NEW SILT FENCE
- NEW SEEDING AREA

SITE NOTES:

SHEYENNE STREET CORRIDOR OVERLAY DISTRICT

BUFFER YARD
'C' ABUTTING 'R-2' => 'B' BUFFER YARD REQUIRED
REQUIRED: 6' SCREEN W/ 15' BUFFER YARD CONSISTING OF SMALL EVERGREEN TREES ALTERNATED W/ DECIDUOUS TREES.

FRONT YARD OPEN SPACE LANDSCAPING
MIN OF 20' OF LANDSCAPED OPEN SPACE REQUIRED TO SEPARATE PARKING AREAS OR ACCESS DRIVES AND FRONT LOT LINES.

MIN OF 5' OF LANDSCAPED OPEN SPACE SHALL BE REQUIRED TO SEPARATE PARKING AREAS FROM SIDE AND REAR LOT LINES AND A MINIMUM OF 5' OF OPEN SPACE SHALL BE REQUIRED TO SEPARATE PARKING AREAS AND BUILDING SETBACK LINES.

MIN OF 3' OF LANDSCAPED OPEN SPACE SHALL BE REQUIRED TO SEPARATE ACCESS DRIVEWAYS AND SIDE OR REAR LOT LINES UNLESS SAID DRIVEWAY IS USED AS A COMMON ACCESS TO TWO ADJACENT PROPERTIES.

PLANT UNITS REQUIRED
SF OF LOT AREA x (4/1,000)
LOT AREA = 91,714 SF x (4/1,000) = 367 UNITS REQUIRED

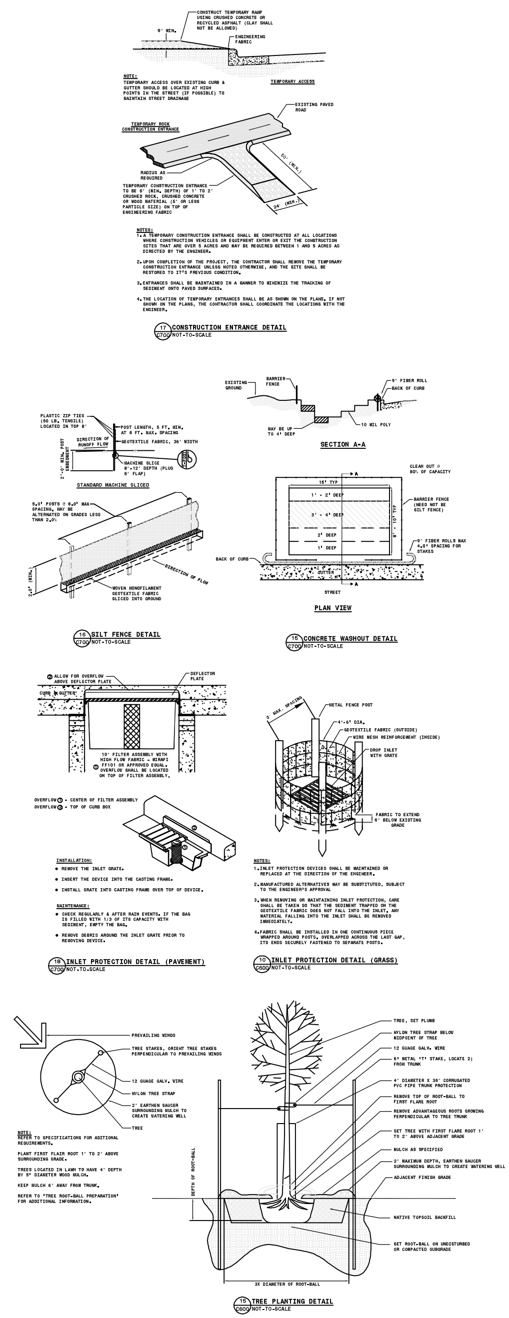
UNITS PROVIDED = 370 (37 TREES)

PLAN NOTES:

1. ALL WORK SHALL COMPLY WITH THE MOST RECENT CITY OF WEST FARGO STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC UTILITIES.
2. CONTRACTOR SHALL NOTIFY UTILITY COMPANIES FOR UNDERGROUND LOCATIONS 48 HOURS PRIOR TO BEGINNING CONSTRUCTION. NORTH DAKOTA ONE CALL PHONE NUMBER: 1-800-795-0555
3. CONTRACTOR SHALL PROTECT ALL PROPERTY PINS. PROPERTY PINS DESTROYED OR DISTURBED SHALL BE REPLACED AT CONTRACTORS EXPENSE.
4. IF THE LAND BOUNDARY DENOTED ON THE PLANS ENCOMPASSES MORE THAN ONE (1) ACRE OR IS LESS THAN ONE (1) ACRE, BUT IS PART OF A LARGER DEVELOPMENT PLAN, A NOTICE OF INTENT TO OBTAIN A STORM WATER POLLUTION PERMIT SHALL BE ACQUIRED BY THE CONTRACTOR AND OWNER FROM THE NORTH DAKOTA STATE HEALTH DEPARTMENT SEVEN (7) DAYS PRIOR TO CONSTRUCTION.
5. CONTRACTOR SHALL MAINTAIN TEMPORARY EROSION CONTROL UNTIL PERMANENT EROSION CONTROL IS ESTABLISHED.
6. ANY REPLACEMENT OF CURB & GUTTER AND/OR SIDEWALK SHALL BE DONE WITHIN FIVE WORKING DAYS.
7. ANY WORK WITHIN THE CITY RIGHT-OF-WAY OR EASEMENTS SHALL REQUIRE NOTIFICATION TO THE CITY BY THE CONTRACTOR 24 HOURS PRIOR TO COMMENCING WORK AND AN EXCAVATION PERMIT FROM THE CITY OF WEST FARGO ENGINEERING DEPARTMENT.
8. ANY WORK ON EXISTING CITY-OWNED UTILITIES SHALL REQUIRE NOTIFICATION TO THE CITY BY THE CONTRACTOR 24 HOURS PRIOR TO COMMENCING WORK.
9. ANY UTILITY ABANDONMENTS SHALL BE COORDINATED WITH THE ENGINEERING DEPARTMENT AND FOLLOW ALL CITY STANDARDS.
10. THE CONTRACTOR SHALL PROVIDE ALL TRAFFIC CONTROL WHEN WORK OPERATIONS DISRUPT THE NORMAL TRAFFIC FLOW OF PEDESTRIANS AND/OR VEHICLES SUCH AS LANE CLOSURES OR SIDEWALK CLOSURES.
11. ALL GRASSED AREAS DISTURBED BY CONSTRUCTION SHALL BE TOPSOILED (6" DEPTH), GRADED, SEEDED, AND HYDRO-MULCHED.
12. THE CITY OF WEST FARGO STORM WATER MANAGEMENT PERMIT MUST BE SUBMITTED WITH THE SWPPP.

BENCHMARKS:

BM-1: TOP NUT OF HYDRANT
ELEV: 904.68 NGVD 29



MBN ENGINEERING
MECHANICAL * ELECTRICAL * CIVIL
503 7TH ST. N , SUITE 200
FARGO, ND 58102
PHONE: 701.478.6336
FAX: 701.478.6340

EROSION CONTROL / LANDSCAPING PLAN

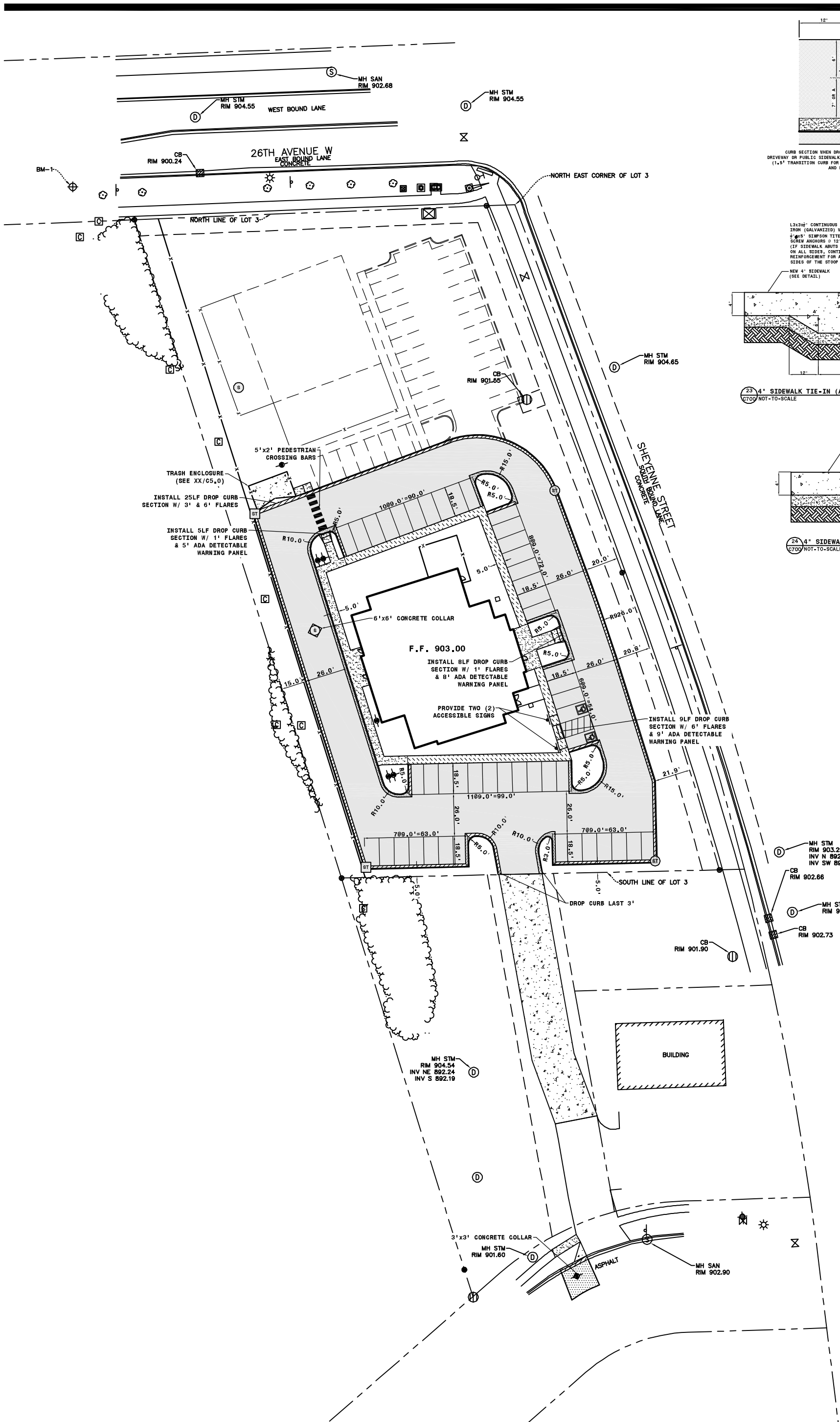
TWO RIVERS VETERINARY HOSPITAL CLINIC

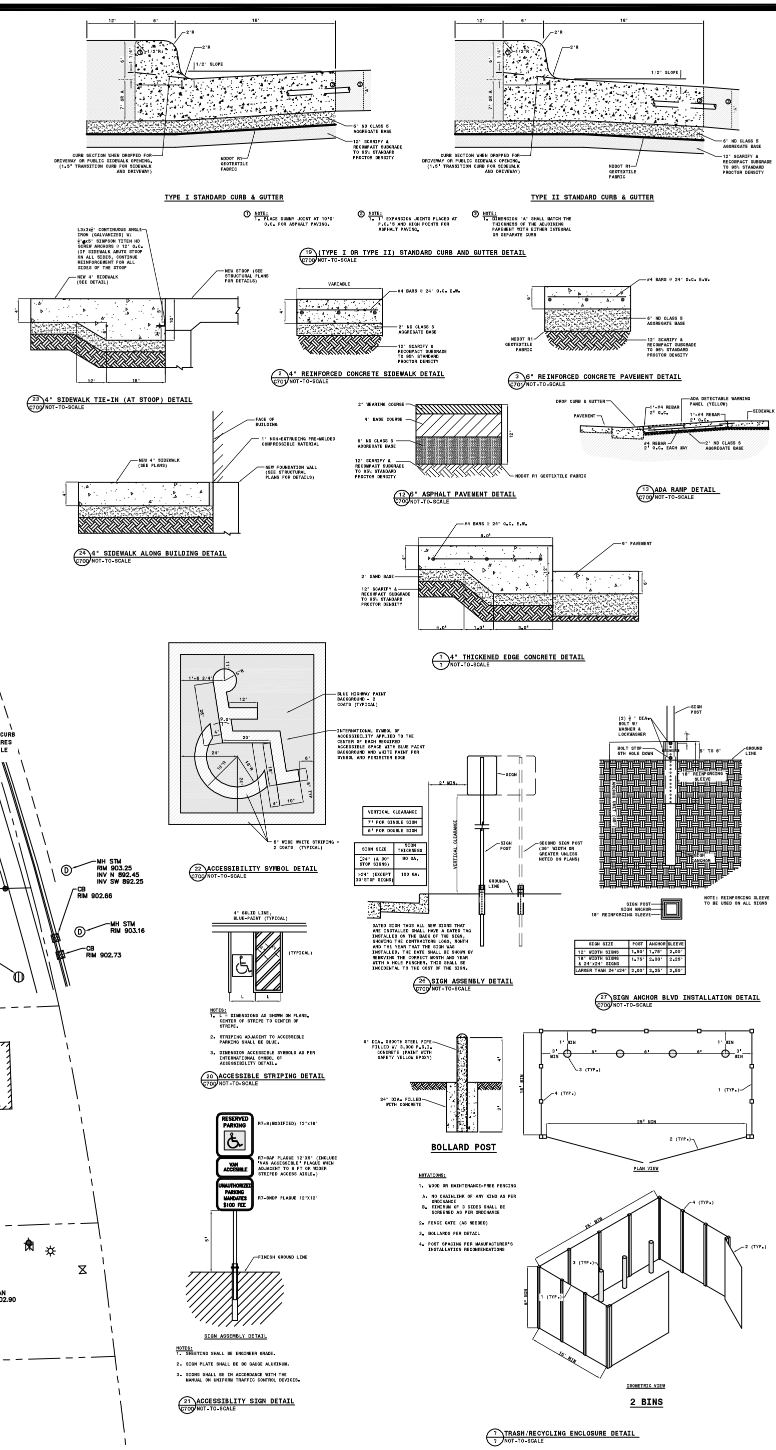
WEST FARGO, NORTH DAKOTA

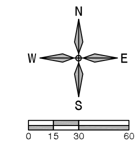
NOT FOR CONSTRUCTION

MBN JOB #: 22-281 DATE: 1-20-23

C2.0







SCALE: 1 INCH = 30 FEET

SYMBOL LEGEND:

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- EXISTING EASEMENT LINE
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- EXISTING TREE
- EXISTING TREE LINE
- NEW SIGN
- NEW GATE VALVE
- NEW FIRE HYDRANT
- NEW SANITARY MANHOLE
- NEW STORM INLET
- NEW STORM MANHOLE
- NEW FENCE
- NEW 4" REINFORCED CONCRETE SIDEWALK
- NEW 4" THICKENED EDGE CONCRETE SIDEWALK
- NEW 6" REINFORCED CONCRETE PAVEMENT
- NEW 6" ASPHALT PAVEMENT
- NEW TYPE 1 STANDARD CONCRETE CURB & GUTTER
- NEW TYPE 2 STANDARD CONCRETE CURB & GUTTER
- MATCH EXISTING PAVEMENT SECTION (FIELD VERIFY)

SITE NOTES:

OFF-STREET PARKING
MEDICAL OFFICES AND CLINICS: 1 SPACE / 200 SF OF GROSS FLOOR AREA
NEW BLDG SF: 7,809 SF x (1/200) = 40 SPACES REQUIRED

SPACES PROVIDED: 48 STALLS (2 ACCESSIBLE)

SHEYENNE STREET CORRIDOR OVERLAY DISTRICT

MINIMUM BUILDING SETBACKS
REAR: 30'
SIDE: 10'
FRONT: 45'

PLAN NOTES:

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BENCHMARKS:

BM-1: TOP NUT OF HYDRANT
ELEV: 904.68 NGVD 29

PAVING PLAN

MBN
ENGINEERING
MECHANICAL * ELECTRICAL * CIVIL
503 7TH ST. N , SUITE 200
FARGO, ND 58102
PHONE: 701.478.6336
FAX: 701.478.6340

TWO RIVERS VETERINARY HOSPITAL CLINIC

WEST FARGO, NORTH DAKOTA

NOT FOR CONSTRUCTION

MBN JOB #: 22-281 DATE: 1-20-23

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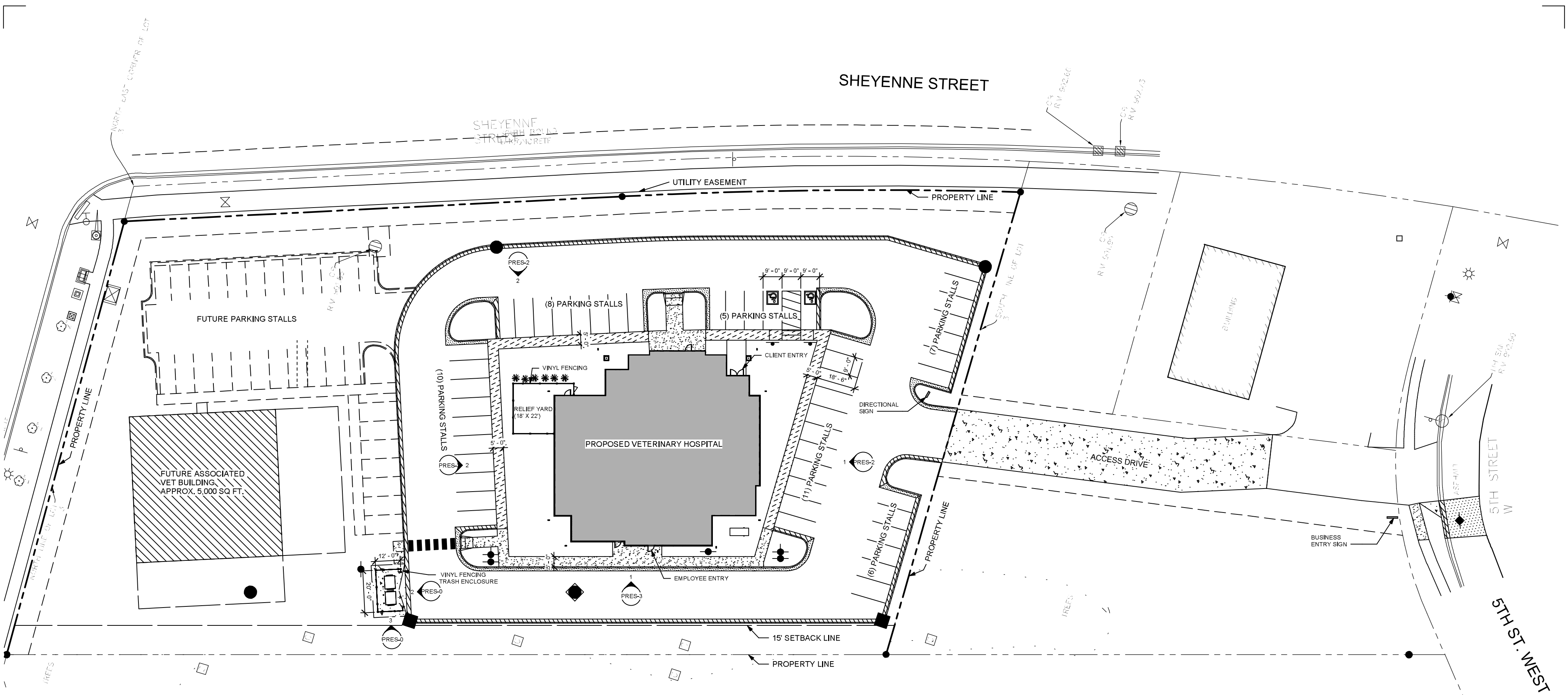
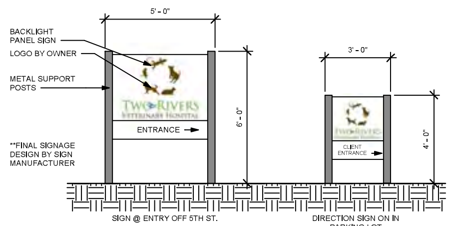
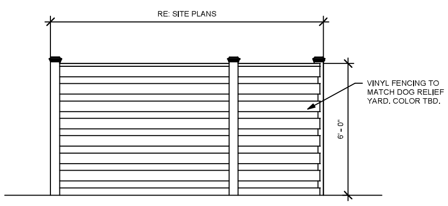


1 (PRESENTATION) SITE PLAN
PRES-0 3/64" = 1'-0"

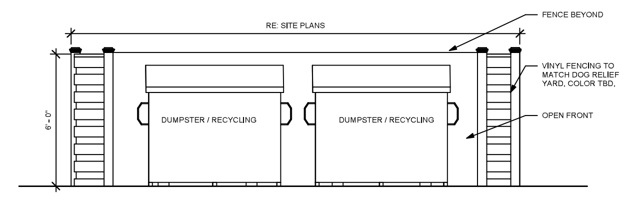
0' 12' 24' 48' 96'
3/64" = 1'



4 ENTRY SIGN ELEVATION
PRES-0 3/8" = 1'-0"



3 TRASH ENCLOSURE SIDE ELEVATION
PRES-0 3/8" = 1'-0"



2 TRASH ENCLOSURE FRONT ELEVATION
PRES-0 3/8" = 1'-0"

TWC TERWISSCHA CONSTRUCTION, INC.

1/20/2023 1:15:00 PM

TWO RIVERS VETERINARY HOSPITAL

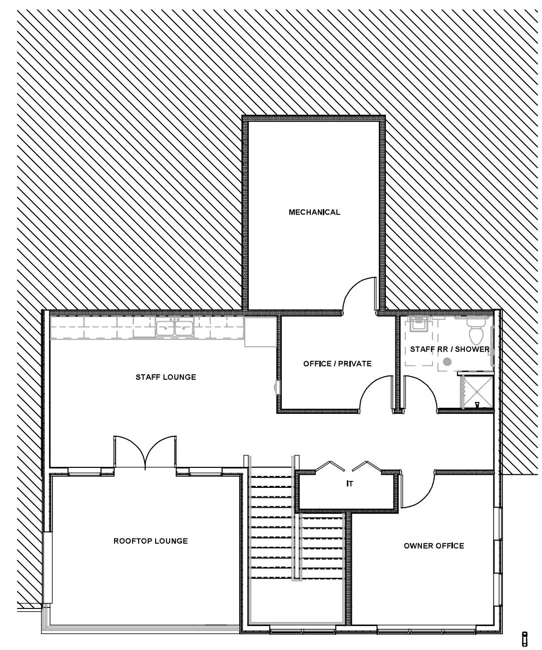
2630 SHEYENNE ST. WEST FARGO, ND 58078

01/19/2023

PRESENTATION SITE PLAN

1 FIRST FLOOR PLAN
PRES-1 3/16" = 1'-0"

0' 3' 6' 12' 24'
3/16" = 1'



2 (PRESENTATION) SECOND FLOOR
PRES-1 3/16" = 1'-0"

AREA SCHEDULE	
Level	AREA
FIRST FLOOR	7654.26 SF
SECOND FLOOR FFE / TRUSS BRG	1202.01 SF
GRAND TOTAL	8856.27 SF

TWO RIVERS VETERINARY HOSPITAL

2630 SHEYENNE ST. WEST FARGO, ND 58078

01/19/2023

FLOOR PLANS

TWC TERWISSCHA CONSTRUCTION, INC.

1/20/2023 1:15:03 PM

1 PRES-2 (PRESENTATION) SOUTH
3/16" = 1'-0"

2 PRES-2 (PRESENTATION) EAST
3/16" = 1'-0"

EXTERIOR MATERIAL LEGEND

1 **SIDING - HORIZONTAL LAP**
- MANUF: LP SMARTSIDE
- SIZE: 8" LAP (38 SERIES) CEDAR TEXTURE FINISH
- COLOR: TBD

2 **SIDING - VERTICAL BOARD & BATTEN**
- MANUF: LP SMARTSIDE
- SIZE: 16" BD (38 SERIES), 1.5" BATTEN (540 SERIES); CEDAR TEXTURE FINISH
- COLOR: TBD

3 **SIDING - SHAKES**
- MANUF: LP SMARTSIDE
- SIZE: 36 SERIES STAGGERED SHAKES
- COLOR: TBD

4 **MANUFACTURED STONE**
- MANUF: ENVIRONMENTAL STONEWORKS
- STYLE / COLOR: TBD

5 **EXPOSED WOOD COLUMNS / BEAMS**
- COLOR: TBD

R1 **ROOFING #1 - ASPHALT SHINGLES**
- MANUF: TBD
- COLOR: TBD

ADDITIONAL EXTERIOR MATERIALS

WINDOWS:	RE: WINDOW SCHEDULE
FASCIA:	COLOR TBD
SOFFIT:	COLOR TBD
GUTTERS/ DOWNSPOUTS:	COLOR TBD
WINDOW TRIM:	COLOR TBD

EXTERIOR MATERIAL PERCENTAGES

NORTH ELEVATION

SIDING:	1650 SF	
STONE:	166 SF	
GLASS/DOORS:	74 SF	
TOTAL:	1890 SF	

EAST ELEVATION

SIDING:	1063 SF	
STONE:	417 SF	
GLASS/DOORS:	218 SF	
TOTAL:	1698 SF	

SOUTH ELEVATION

SIDING:	1340 SF	
STONE:	329 SF	
GLASS/DOORS:	236 SF	
TOTAL:	1905 SF	

WEST ELEVATION

SIDING:	1457 SF	
STONE:	117 SF	
GLASS/DOORS:	246 SF	
TOTAL:	1820 SF	

ELEVATION TOTAL PERCENTAGES:

SIDING:	5510 SF	(75%)
STONE:	1029 SF	(14%)
GLASS/DOORS:	774 SF	(11%)
TOTAL:	7313 SF	(100%)

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TWC TERWISSCHA CONSTRUCTION, INC.

TWO RIVERS VETERINARY HOSPITAL

2630 SHEYENNE ST. WEST FARGO, ND 58078

01/19/2023

PRESENTATION ELEVATIONS

1 PRES-3 (PRESENTATION) WEST
3/16" = 1'-0"

2 PRES-3 (PRESENTATION) NORTH
3/16" = 1'-0"

EXTERIOR MATERIAL LEGEND

1 — SIDING - HORIZONTAL LAP
- MANUF: LP SMARTSIDE
- SIZE: 8" LAP (38 SERIES) CEDAR TEXTURE FINISH
- COLOR: TBD

2 — SIDING - VERTICAL BOARD & BATTEN
- MANUF: LP SMARTSIDE
- SIZE: 16" BD (38 SERIES), 1.5" BATTEN (540 SERIES); CEDAR TEXTURE FINISH
- COLOR: TBD

3 — SIDING - SHAKES
- MANUF: LP SMARTSIDE
- SIZE: 36 SERIES STAGGERED SHAKES
- COLOR: TBD

4 — MANUFACTURED STONE
- MANUF: ENVIRONMENTAL STONEWORKS
- STYLE / COLOR: TBD

5 — EXPOSED WOOD COLUMNS / BEAMS
- COLOR: TBD

R1 — ROOFING #1 - ASPHALT SHINGLES
- MANUF: TBD
- COLOR: TBD

ADDITIONAL EXTERIOR MATERIALS

WINDOWS:	RE: WINDOW SCHEDULE
FASCIA:	COLOR TBD
SOFFIT:	COLOR TBD
GUTTERS/ DOWNSPOUTS:	COLOR TBD
WINDOW TRIM:	COLOR TBD

EXTERIOR MATERIAL PERCENTAGES

NORTH ELEVATION

SIDING:	1650 SF
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GLASS/DOORS:	74 SF
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SIDING:	1063 SF
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GLASS/DOORS:	218 SF
TOTAL:	1698 SF

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SIDING:	1340 SF
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TOTAL:	1905 SF

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SIDING:	1457 SF
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TOTAL:	1820 SF

ELEVATION TOTAL PERCENTAGES:

SIDING:	5510 SF	(75%)
STONE:	1029 SF	(14%)
GLASS/DOORS:	774 SF	(11%)
TOTAL:	7313 SF	(100%)

TWC TERWISSCHA CONSTRUCTION, INC.

1/20/2023 1:15:14 PM

TWO RIVERS VETERINARY HOSPITAL

2630 SHEYENNE ST. WEST FARGO, ND 58078

01/19/2023

PRESENTATION ELEVATIONS

1 PRES-4 3D PERSPECTIVE 1

2 PRES-4 3D PERSPECTIVE 2

3 PRES-4 3D PERSPECTIVE 3

4 PRES-4 3D PERSPECTIVE 4

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TWC
TERWISSCHA
CONSTRUCTION, INC.

TWO RIVERS VETERINARY HOSPITAL

2630 SHEYENNE ST. WEST FARGO, ND 58078

01/19/2023

PRESENTATION PERSPECTIVES

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	Fargo West Rotary

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: Fargo Harley Davidson			
Street: 701 Christianson Dr W	City: West Fargo	ZIP Code: 58078	County: CASS
Beginning Date(s) Authorized: May 25, 2023	Ending Date(s) Authorized: May 25, 2023		Number of twenty-one tables if zero, enter "0": 0
Specific location where games of chance will be conducted and played at the site (**required**): Fargo Harley Davidson			
If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of event(s) if known: May 25, 2023			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

- [ ] Bingo
- [ ] **ELECTRONIC** Quick Shot Bingo
- [x] Raffles
- [ ] **ELECTRONIC** 50/50 Raffle
- [ ] Pull Tab Jar
- [ ] Pull Tab Dispensing Device
- [ ] **ELECTRONIC** Pull Tab Device
- [ ] Club Special
- [ ] Tip Board
- [ ] Seal Board
- [ ] Punchboard
- [ ] Prize Board
- [ ] Prize Board Dispensing Device
- [ ] Sports Pools
- [ ] Twenty-One
- [ ] Poker
- [ ] Calcuttas
- [ ] Paddlewheels with Tickets
- [ ] Paddlewheel Table

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:

$100 #197
dated 2/3/23

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

APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9338 (09-2021)

Applying for *(check one)*	
[X] Local Permit	[ ] Restricted Event Permit*
Games to be Conducted	[ ] Raffle by a Political or Legislative District Party

[ ] Bingo [X] Raffle [ ] Raffle Board [ ] Calendar Raffle [ ] Sports Pool [ ] Poker* [ ] Twenty-One* [ ] Paddlewheels*

*Poker, Twenty-One, and Paddlewheels may be conducted **Only** with a Restricted Event Permit. Only one permit allowed per year.*

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS.

Name of Organization or Group of People permit is issued to: Red River Regional Marksmanship Center	Dates of Activity: April 21, 2023	If raffle, provide drawing date: April 21, 2023	
Organization or Group Contact Person: Terri Suchy	Title or Position: Operations Manager	Telephone Number: 701-356-0677	
Business Address: 640 16th Street NE	City: West Fargo	State: ND	ZIP Code: 58078
Mailing Address *(if different)*:	City:	State:	ZIP Code:
Site Name *(where gaming will be conducted)*: Speedway Event Center			
Site Address: 680 Main Avenue W	City: West Fargo	ZIP Code: 58078	County: Cass

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Raffle	Numerous	

Add Row | Delete Row

Total *(limit $40,000 per year)*	

Intended Uses of Gaming Proceeds

Does the organization presently have a state gaming license? *(If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)*

[ ] Yes [X] No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1-June 30? *(If yes, the organization or group does not qualify for a local permit or restricted event permit)*

[ ] Yes [X] No

Has the organization or group received a local permit from any city or county for the fiscal year July 1-June 30? *(If yes, indicate the total retail value of all prizes previously awarded)*

[ ] No [X] Yes - Total Retail Value: 10,000 (This amount is part of the total prize limit of $40,000 per year)

Is the organization or group a state political party or legislative district party? *(If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be used for political purposes.)*

[ ] Yes [X] No

$1000 cash EH

Organization or Group Contact Person

Name	Title	Telephone Number	E-mail Address
Terri Suchy	Operation Manager	701-356-0677	tsuchy@rrrmc.com

Signature of Organization or Group's Top Official	Title	Date
Mull Linclr	Board President	2-8-2023

APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9338 (09-2021)

Applying for *(check one)*
☒ Local Permit ☐ Restricted Event Permit*

Games to be Conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*Poker, Twenty-One, and Paddlewheels may be conducted **Only** with a Restricted Event Permit. Only one permit allowed per year.*

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS.

Name of Organization or Group of People permit is issued to	Dates of Activity	If raffle, provide drawing date	
The American Legion Department of ND		6/19/2023	
Organization or Group Contact Person: Ronald Matthews	Title or Position: Adjutant	Telephone Number: 701-293-3120	
Business Address: 405 West Main Ave Suite 4A	City: West Fargo	State: ND	ZIP Code: 58078
Mailing Address *(if different)*: PO Box 5057	City: West Fargo	State: ND	ZIP Code: 58078
Site Name *(where gaming will be conducted)*: The American Legion Department of ND			
Site Address: 405 West Main Ave Suite 4A	City: West Fargo	ZIP Code: 58078	County: Clay

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Raffle/Sweepstakes	1st Place - $2000	$2000
Raffle/Sweepstakes	2nd Place - $1000	$1000
Raffle/Sweepstakes	3rd + 4th Place - $200 each	$200x2 = $400
Raffle/Sweepstakes	5th - 10th Place - $100 each	$100x6 = $600
~~Ra~~		
	Total *(limit $40,000 per year)*	$4000

Intended Uses of Gaming Proceeds
Support the Four Pillars of the American Legion, assisting Veterans, legion programs

Does the organization presently have a state gaming license? *(If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)*
☐ Yes ☒ No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1-June 30? *(If yes, the organization or group does not qualify for a local permit or restricted event permit)*
☐ Yes ☒ No

Has the organization or group received a local permit from any city or county for the fiscal year July 1-June 30? *(If yes, indicate the total retail value of all prizes previously awarded)*
☐ No ☒ Yes - Total Retail Value: $8000 (This amount is part of the total prize limit of $40,000 per year)

Is the organization or group a state political party or legislative district party? *(If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be used for political purposes.)*
☐ Yes ☒ No

#36768 $25.00

Organization or Group Contact Person

Name	Title	Telephone Number	E-mail Address
Ronald Matthews	Adjutant	701-293-3120	adjutant@ndlegion.org
Signature of Organization or Group's Top Official: Ronald J Matthews		Title: Adjutant	Date: 1-20-2023

To: West Fargo City Commission
From: Denis Otterness, Chief of Police
Date: February 16th, 2023
Subject: Request to Expend Asset Forfeiture Funds
Action: Approve Expenditure of $19,994.07 in Asset Forfeiture Funds

City of WEST FARGO a city on the grow

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Administration/Finance

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Sanitation

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

Administration
Tina Fisk, Administrator

Dustin Scott, Assistant City Administrator

Summary and Recommendation:

As part of the 2023 budget process the West Fargo Police Department requested and was granted funding from the City Commission to install new temporary offices within the police department. We have recently received a quote from Christiansons, dated January 31st, 2023, detailing the costs associated with outfitting these new offices with the necessary furniture that includes desks, chairs, file cabinets, etc. The quote total is $19,994.07.

I am requesting the West Fargo City Commission grant permission for the police department to utilize asset forfeiture funds to purchase the requested office furniture. Asset forfeiture funds are funds that have been forfeited to the police department based on criminal and civil proceedings, typically associated with narcotics related investigations. These funds are typically forfeited to the City of West Fargo through the Cass County States Attorney's Office, the federal government or other jurisdictions where West Fargo Police Officers are currently assigned and/or assist with criminal investigations.

Financial Analysis:

Currently the Department's Asset Forfeiture fund has a balance of roughly $140,000 in unrestricted funds. The Christiansons quote is attached for reference.

Process/Timeline:
Request the City Commission approve the expenditure of $19,994.07 in asset forfeiture funds.

christiansons
by FLUID

West Fargo Police Department

WF - PD - PANELS, CHAIR, DESKS

Date: 1/31/2023
Prepared For: Chris Davidson

Quote Number: 7476-38601
Valid For 6 Days
Prepared by: Rich Fenno

Confidential

Christiansons by Fluid
2828 13th Ave South
Fargo, ND 58103
Phone: (701) 293-3944
Fax: (701) 293-3626
http://www.cbfplus.com/

QUOTATION

 # 7476-38601

VALID UNTIL 2/6/2023

BILL TO

West Fargo Police Department
800 4Th Ave E, Suite 2
West Fargo, ND 58078

INSTALL TO

West Fargo Police Department
800 4Th Ave E, Suite 2
West Fargo, ND 58078

Salesperson
Rich Fenno

Payment Terms
Net 10

WF - PD - Panels, Chair, Desks

Admin Panels

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
(3) non powered panels and 2 way post.					
1	1.00	EA	P-DLFRPM6624 / DiVi LINEAR Hard PANEL -NPWR-PERM MONO- 66H X 24W	$188.96	$188.96
			OPTIONS		
			DIV-SIDE-A-P1 Side A Position 1		
			DIV-FAB-TAC-A Fabric Grade A		
			RAINFALL Rainfall Fabrics		
			RO-F2057-V2 Sundown		
			DIV-SIDE-B-P1 Side B Position 1		
			DIV-FAB-TAC-A Fabric Grade A		
			RAINFALL Rainfall Fabrics		
			RO-F2057-V2 Sundown		
			DVMD Metal Power/Data Divider		
			NODVMD None - No Metal Power/Data Divider		
			DVRB Paint - Raceway Cover Selection		
			RP-VSKPCBMT Medium Tone		
			PAINTDPL1 Paint - Linear Panel Trim		
			DIV-PAINT-A Paint Grade A		
			RO-P0012 Medium Tone		
			DIV-MAT-DIR Divi Fabric/Laminate Direction Horizontal Or Vertical		
			AVERTICAL (Fabric/Laminate Applied Vertically) (Default)		
2	2.00	EA	P-DLFRPM6642 / DiVi LINEAR Hard PANEL -NPWR-PERM MONO- 66H X 42W	$246.08	$492.16
			OPTIONS		
			DIV-SIDE-A-P1 Side A Position 1		
			DIV-FAB-TAC-A Fabric Grade A		
			RAINFALL Rainfall Fabrics		
			RO-F2057-V2 Sundown		
			DIV-SIDE-B-P1 Side B Position 1		
			DIV-FAB-TAC-A Fabric Grade A		
			RAINFALL Rainfall Fabrics		
			RO-F2057-V2 Sundown		
			DVMD Metal Power/Data Divider		
			NODVMD None - No Metal Power/Data Divider		
			DVRB Paint - Raceway Cover Selection		
			RP-VSKPCBMT Medium Tone		
			PAINTDPL1 Paint - Linear Panel Trim		
			DIV-PAINT-A Paint Grade A		
			RO-P0012 Medium Tone		
			DIV-MAT-DIR Divi Fabric/Laminate Direction Horizontal Or Vertical		
			AVERTICAL (Fabric/Laminate Applied Vertically) (Default)		

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Fargo, ND 58103
Phone: (701) 293-3944
Fax: (701) 293-3626
http://www.cbfplus.com/

christiansons by FLUID

QUOTATION

 # 7476-38601

VALID UNTIL 2/6/2023

WF - PD - Panels, Chair, Desks

Admin Panels

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
3	1.00	EA	P-DLPF266 / POST FILLER DiVi LINEAR 2 WAY 66"H	$86.19	$86.19

OPTIONS

DIV-PAINT	Retainer Paint Selection
DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
4	2.00	EA	P-DLSEOR / DIVI LINEAR BASE RACEWAY SHROUD END OF RUN	$6.12	$12.24

OPTIONS

DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone

Investigating Panels

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE

(3) non powered panels and 2 way post.

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
5	1.00	EA	P-DLFRPM6624 / DiVi LINEAR Hard PANEL -NPWR-PERM MONO- 66H X 24W	$188.96	$188.96

OPTIONS

DIV-SIDE-A-P1	Side A Position 1
DIV-FAB-TAC-A	Fabric Grade A
RAINFALL	Rainfall Fabrics
RO-F2057-V2	Sundown
DIV-SIDE-B-P1	Side B Position 1
DIV-FAB-TAC-A	Fabric Grade A
RAINFALL	Rainfall Fabrics
RO-F2057-V2	Sundown
DVMD	Metal Power/Data Divider
NODVMD	None - No Metal Power/Data Divider
DVRB	Paint - Raceway Cover Selection
RP-VSKPCBMT	Medium Tone
PAINTDPL1	Paint - Linear Panel Trim
DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone
DIV-MAT-DIR	Divi Fabric/Laminate Direction Horizontal Or Vertical
AVERTICAL	(Fabric/Laminate Applied Vertically) (Default)

Christiansons by Fluid
2828 13th Ave South
Fargo, ND 58103
Phone: (701) 293-3944
Fax: (701) 293-3626
http://www.cbfplus.com/

QUOTATION

7476-38601

VALID UNTIL 2/6/2023

WF - PD - Panels, Chair, Desks

Investigating Panels

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
6	2.00	EA	P-DLFRPM6642 / DiVi LINEAR Hard PANEL -NPWR-PERM MONO- 66H X 42W	$246.08	$492.16

OPTIONS

DIV-SIDE-A-P1	Side A Position 1
DIV-FAB-TAC-A	Fabric Grade A
RAINFALL	Rainfall Fabrics
RO-F2057-V2	Sundown
DIV-SIDE-B-P1	Side B Position 1
DIV-FAB-TAC-A	Fabric Grade A
RAINFALL	Rainfall Fabrics
RO-F2057-V2	Sundown
DVMD	Metal Power/Data Divider
NODVMD	None - No Metal Power/Data Divider
DVRB	Paint - Raceway Cover Selection
RP-VSKPCBMT	Medium Tone
PAINTDPL1	Paint - Linear Panel Trim
DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone
DIV-MAT-DIR	Divi Fabric/Laminate Direction Horizontal Or Vertical
AVERTICAL	(Fabric/Laminate Applied Vertically) (Default)

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
7	1.00	EA	P-DLPF266 / POST FILLER DiVi LINEAR 2 WAY 66"H	$86.19	$86.19

OPTIONS

DIV-PAINT	Retainer Paint Selection
DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
8	2.00	EA	P-DLSEOR / DIVI LINEAR BASE RACEWAY SHROUD END OF RUN	$6.12	$12.24

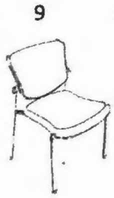
OPTIONS

DIV-PAINT-A	Paint Grade A
RO-P0012	Medium Tone

Improv Side Chairs

(2) Improv side chairs on soft casters, no arms.

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
9	2.00	EA	SPLX-6524 / Improv,4Leg, Side chair, Uph Plstc Bk,Armless,Glides,	$306.31	$612.62



OPTIONS

(MM)	Twist (Mm) Grd A (Seat 1 Color)
MM-S	Snail Grd A (Seat 1 Color)
MM-S	Snail Grd A (Frame Color)
TR-F	Black Grd A

Christiansons by Fluid
2828 13th Ave South
Fargo, ND 58103
Phone: (701) 293-3944
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christiansons by FLUID

QUOTATION

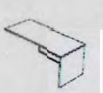
 # 7476-38601

VALID UNTIL 2/6/2023

WF - PD - Panels, Chair, Desks

Office Typicals

L-shaped desk with box/box/file, lateral file, hutch with undercabinet lights.

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
10 	4.00	EA	LUTN-0044-19ULDN / Light, Task, LED,Adapt,44", Stand Alone,18 Watt,9' Cord	$150.49	$601.96
11 	8.00	EA	ZUBF-0000-PN / Flush Mount Plate	$10.09	$80.72
12	4.00	EA	LSET-4 / HW,Lock Set, Keyed Alike,Lock Plug And Key, Qty Of 4 OPTIONS LX-BP Chrome Grd A (Lock Color)	$0.00	$0.00
13 	4.00	EA	VLRD-0230-L / V Series,Lateral File,27.5"H x 30"W,Two-High,Freestanding,Full Pull Style OPTIONS TR-J Graphite, Grade A (Case Color) LR-BP Chrome, Grade A (Lock Color)	$513.91	$2,055.64
14	4.00	EA	VPDH-30-SLLF / V Series,Desk Ped,Attached,Box/Box/File,30"D,Full Pull, Left Hand, Full Modesty OPTIONS TR-J Graphite, Grade A (Drawer Front Color 1A) LR-BP Chrome, Grade A (Lock Color)	$319.23	$1,276.92
15	4.00	EA	JDRL-2442-JNFSFNS / X Series,Return,Lam,2442,Open,End Stl Pnl,Full Modesty,No Cable Mgt OPTIONS H-KL Neo Walnut, Grade B (Worktop Surface Color) HP-KL Neo Walnut, Grade A (Worktop Edge Color-Users Edge) TR-J Graphite, Grade A (Case Trim Color) TR-J Graphite, Grade A (Modesty Surface Color)	$659.20	$2,636.80
16 	4.00	EA	JDSL-3072-JAFSFN / X Series,Rect Desk,Lam, EB3,30X72,Ped,End,Ptd,Full Mod,No Cbl Mgt OPTIONS H-KL Neo Walnut, Grade B (Worktop Surface Color) HP-KL Neo Walnut, Grade A (Worktop Edge Color-Users Edge) TR-J Graphite, Grade A (Case Trim Color) TR-J Graphite, Grade A (Modesty Surface Color)	$881.44	$3,525.76

Christiansons by Fluid
2828 13th Ave South
Fargo, ND 58103
Phone: (701) 293-3944
Fax: (701) 293-3626
http://www.cbfplus.com/

christiansons by FLUID

QUOTATION

 # 7476-38601

VALID UNTIL 2/6/2023

WF - PD - Panels, Chair, Desks

Office Typicals

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
17	4.00	EA	JUFS-3372-SL / X Series,Vertical Storage,Stl End Pnls,Flip,Ptd Door,33IN. X 72IN.,2 Locks	$1,242.01	$4,968.04

OPTIONS

TR-J	Graphite, Grade A (SHELF COLOR)
TR-J	*Graphite, Grade A (Door Front Color 1A)*
LR-~	Undecided, Please Verify, Grade A (Lock Color)

Freight

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
18	1.00	EA	Generic Freight / Freight Charges	$264.99	$264.99
19	1.00	EA	Surcharge / Surcharge	$81.52	$81.52

Installation / Design / Delivery Services

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
20	6.00	EA	Design Services / CBF Design, Drawing Creation, Specification, and Finish Selection.	$95.00	$570.00
21	16.50	EA	Installation / CBF RDI Haworth Offices	$80.00	$1,320.00
22	1.00	EA	Installation / CBF RDI chairs	$80.00	$80.00
23	4.50	EA	Installation / CBF RDI AIS DIVI panels	$80.00	$360.00

CUSTOMER SIGN OFF

This quote is subject to potential freight cost adjustments, product surcharges, and lead time changes without notice that are out of our control.

subtotal	$19,994.07
sales tax	$0.00
total	**$19,994.07**

Authorized Signature

Accepted Date

Print Name

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2828 13th Ave South
Fargo, ND 58103
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christiansons by FLUID

QUOTATION

 # 7476-38601

VALID UNTIL 2/6/2023

TERMS AND CONDITIONS

Christianson's Business Furniture would like to thank you for the opportunity to quote your furniture needs. The attached proposal outlines the specifications and pricing based on the information provided. By signing and returning this quote, you agree to be bound by the terms and conditions contained herein which shall become the fully integrated agreement between you, the Client, and Christianson's Business Furniture.

DELIVERY AND INSTALLATION

1. Delivery/installation services are performed during normal business hours Monday through Friday 8:00am to 5:00pm unless otherwise specified; after hours and weekends will be at additional cost. All labor is quoted as a single-phase installation unless noted otherwise. Additional trips or phases may result in added cost to the labor quote. Product will be delivered and installed on a mutually agreed upon date. All available spaces must be ready for furniture; installation of all carpet, painting, lighting, and ceiling tiles must be completed. If delivery and/or installation are requested by the client to an uncompleted space, client accepts responsibility for any damage to or theft of the product. The client may request partial delivery and/or installation when placing the order. If so, the client agrees to both take delivery and pay for all delivered items on a partial basis.
2. Prior to the installation, Christianson's Business Furniture is to be informed of the following guidelines or restrictions for proper access to the building: dock accessibility, sidewalks, parking lots, elevator access above the first floor, time restrictions, security checks or any safety requirements needed for access to your facility during the time of the installation. In the event delivery and/or installation are delayed due to the above-mentioned requirements or client schedule, additional costs may be incurred for storage and/or double handling. Any notification that delivery and/or installation cannot be accepted must be communicated to Christianson's Business Furniture by no later than 12:00pm on the business day prior to the scheduled delivery and/or installation date. Christianson's Business Furniture requests product to be shipped by our manufacturers according to customer needs. If a client has requested product to be installed by a specific date, Christianson's Business Furniture will work with the manufacturer to have all product received in time for the installation date requested by the customer. Christianson's Business Furniture shall not be held liable for manufacturing/delivery delays outside of Christianson's Business Furniture Control. If for any reason the customer delays the original installation date, Christianson's Business Furniture reserves the right to invoice for all product shipped according to the customer requested delivery date.

SALES TAX

Prices quoted include sales tax. Taxes will be included upon invoicing unless an exemption certificate is furnished by the Client.

PAYMENT TERMS

1. The following estimate is valid for 30 days. A 50% deposit is required prior to order placement; an invoice will be issued upon receipt of signed estimate. Payment terms are net due 10 days from invoice date, which is initiated upon shipment and/or fulfillment of service.
2. In the event of project delays due to construction, trades or equipment, the client is expected to bring payments to a net retainage of 95% of the estimate. The client is permitted to hold as retainage an amount equal to the value of uncompleted work, damaged or incorrect items.
3. Should client default in payment of this Contract, charges shall be added from the date of default at the rate of one and one half percent (1 ½%) per month, (18% per annum).
4. Client agrees to pay a Transaction Convenience fee of three percent (3.0%) of the sell price shown on the proposal (including applicable sales tax) when the method of payment is in any form other than Christianson's Business Furniture's standard payment methods, which include cash, check, or ACH/direct deposit.

ACCEPTANCE

All sales are final; specified product is non-returnable and non-refundable. Claims for defects, errors or shortages must be made in writing within ten business days after delivery. Failure to make a claim within such period shall constitute acceptance of the items.

CANCELLATIONS AND CHANGES

To accept the following estimate, drawings, specifications and delivery and installation conditions please sign both below and the last page of the estimate. If a purchase order is required for payment, that order number must be provided at the time of order placement. Any change(s) to an existing order may incur additional fees once order has been placed. Such charges may include but not limited to; date moves, product changes/deletions, and "ship to" changes. Your signature approves Christianson's Business Furniture Terms and Conditions stated above.

Authorized Signature ______________________________ Date ______________

Title ______________________________ PO No. ______________

Company ______________________________

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey

2. PHONE NUMBER: 515-5370 DATE: February 7, 2023

3. AGENDA TITLE:

   Second Reading of rezoning ordinance, Final Plat Approval and Resolution for Parking Reduction for proposed North Pond at the Preserve 16th Addition.

4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

   Second on the Rezoning. Rezoning from C-OP: Commercial Office Park to R-3: Multiple Dwellings for Lot 2, Block 1 of the proposed North Pond at the Preserve 16th Addition. Final Plat Approval. And Parking Reduction

5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

   Lots 1 and Block 1 of North Pond at the Preserve 6th Addition (2500 6th Street East), City of West Fargo, North Dakota (Proposed North Pond at the Preserve 16th Addition).

6. ACTION BEING REQUESTED FROM CITY COMMISSION:

   Approve Second Reading of the Rezone Ordinance and Final Plat for North Pond at the Preserve 16th Addition and Approve Resolution for Parking Reduction.

A23-1	REPLAT, REZONING & PARKING REDUCTION
North Pond at the Preserve 16th Addition	
Lot 2, Block 1 of North Pond at the Preserve 6th Addition (2500 6th Street East)	
Owner: ABM Investments, LLC Applicant: Beyond Shelter	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	01/10/2023 - Approval
City Commission Public Hearing & 1st Reading:	02/06/2023
2nd Reading and Final Plat Approval:	02/21/2023

PURPOSE:

Rezone from C-OP: Commercial Office Park to R-3: Multiple Dwellings, replat, and parking reduction for Senior Affordable Housing project (apartments).

STATEMENTS OF FACT:	
Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	C-OP: Commercial Office Park
Zoning Overlay District(s):	n/a
Proposed Zoning District(s):	R-3: Multiple Dwellings & C-OP: Commercial Office Park
Proposed Lot size(s) or range:	Lot 1 - 101,368 ft^2; Lot 2 – 171,279 ft^2
Total area size:	6.26 Acres
Adjacent Zoning Districts:	North – C: Light Commercial South – P: Public Facilities (Rustad Center Park) East – C-OP: Commercial Office Park West – P: Public Facilities (Retention Pond); R-1A: Single Family Dwellings
Adjacent street(s):	6th Street East (local); 26th Ave E (collector)
Adjacent Bike/Pedestrian Facilities:	Path along south side of 23rd Ave E
Available Parks/Trail Facilities:	River's Bend at the Preserve Park and North Pond Trail and Pond lookout within ½ mile; Rustad Center across 26th Ave E.
Land Dedication Requirements:	n/a

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application for a replat and rezoning to R-3: Multiple Dwellings for Lot 2.
- Additionally, the applicant is petitioning for reduced off-street parking requirements. The applicant is proposing to utilize a minimum parking ratio of 1.25 spaces per apartment unit in lieu of the standard residential multi-family ratio, which is typically 1.0 space per efficiency unit and 2.0 spaces per units with one or more bedrooms.
- Under Section 4-451 of the Off-Street Parking and Loading Regulations:
    - *If it can be demonstrated by the property owner through market studies or other means that the required off-street parking is excessive and/or a lower parking demand is supported by the*

Institute of Traffic Engineers Parking Generation manual and a lesser requirement justifiable, the City Commission may reduce the number of required spaces by passage of a resolution approved by a majority of the members of the City Commission

- The applicant has submitted a letter in support of their requested parking reduction which describes the parking utilization at two similar senior housing locations that they manage.
- Preliminary site plans show a 71-unit, senior housing project with underground parking on proposed Lot 2, Block 1. Lot 1 to the north will remain C-OP: Commercial Office Park.
- As per the landscaping ordinance, a buffer yard would be required along the west side of the property, abutting the single family homes, which should consist of either a four-foot screen and 10 feet buffer yard consisting of small evergreen trees alternated with deciduous trees or a 20-foot buffer yard consisting of Small Evergreen Trees, Alternated with Deciduous Trees, and One Row Evergreen or Other Shrubs.
- Prior to the public hearing at the Planning and Zoning Commission, the developer held two neighborhood meetings at the Rustad Center. Two individuals appeared at the evening meeting, one resident was concerned they would be looking straight at the building from their backyard across the pond. Both attendees were glad that the project was for seniors and the proposed plan had underground parking. They did like the location away from the pond.
- A total of 142 parking spaces are required by the zoning ordinance with 106 spaces provided, so the applicant would either need to provide for the 36 parking spaces on site, arrange for additional parking on an adjacent lot or receive approval from the City Commission for the proposed reduction in parking.

NOTICES:	
Sent to:	Property owners within 150' and applicable agencies and departments

Comments Received:

- An area property owner asked if they would be special assessed for improvements for this project and were opposed if that were the case.
- Engineering reviewed the proposed site plan and indicated concern with the trash enclosure/access onto 6th Street East. Concerns were with sanitation trucks backing onto the road, as well as the access interfering with the functional area of the intersection to the south.
- The Park District indicated they do not intend to continue maintaining the bike path and the business/property owner would need to maintain it once development is completed. The easement was dedicated to the public.

CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:

- The proposed application is consistent with the City plans and ordinances in terms of the need for more affordable senior housing; however, there is a finite amount of commercial property within the City of West Fargo and this would remove that use in favor of additional housing.
- Mixed use is suggested under Economy of West Fargo 2.0, in so much as West Fargo's business development efforts should include working with existing and future business owners to locate retail and destination uses on the street level, with office and residential uses on upper levels. Mixed-use development creates a higher tax base because the "stacked uses" allow for denser development. Moreover, mixed use developments create a "built in" customer base for the uses on the ground floor, allows for a variety of housing options, and encourages a broader range of

household types to locate in a community

- Under Strengthen Neighborhoods and Expand Housing Choice in West Fargo 2.0 there is continually a need for more senior housing which is affordable. The city has recognized the increased need for subsidized housing for the elderly and has supported applications, as well as provided tax incentives to stimulate project development. Furthermore, while housing is provided primarily by the private sector, strong public policies are needed to ensure a healthy balance of mixed-income housing that is located in the right place and in conjunction with other types of uses

PLANNING AND ZONING RECOMMENDATION:

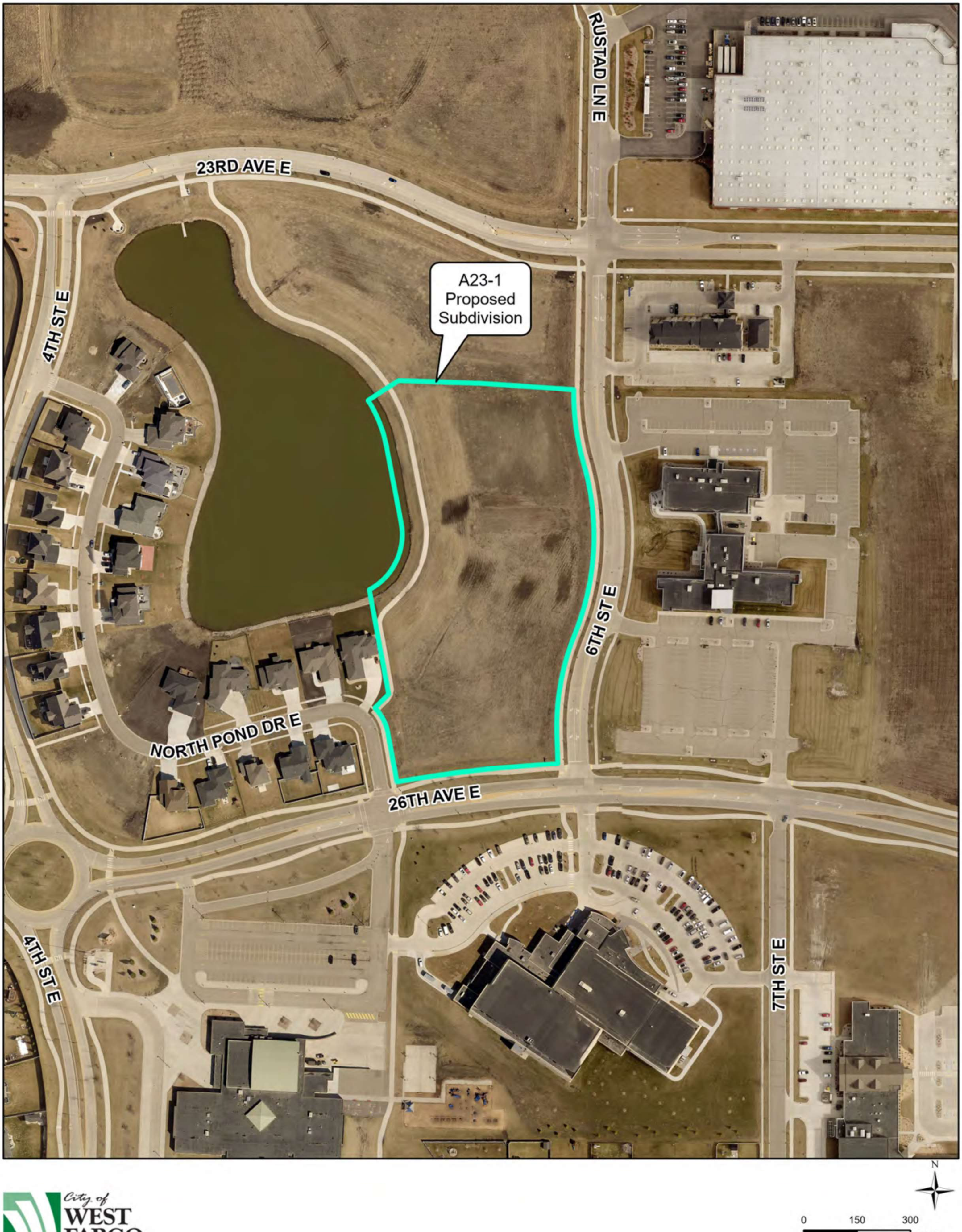
At their January 10, 2023 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed subdivision and rezoning on the basis it is consistent with City plans and ordinances.

RECOMMENDATION:

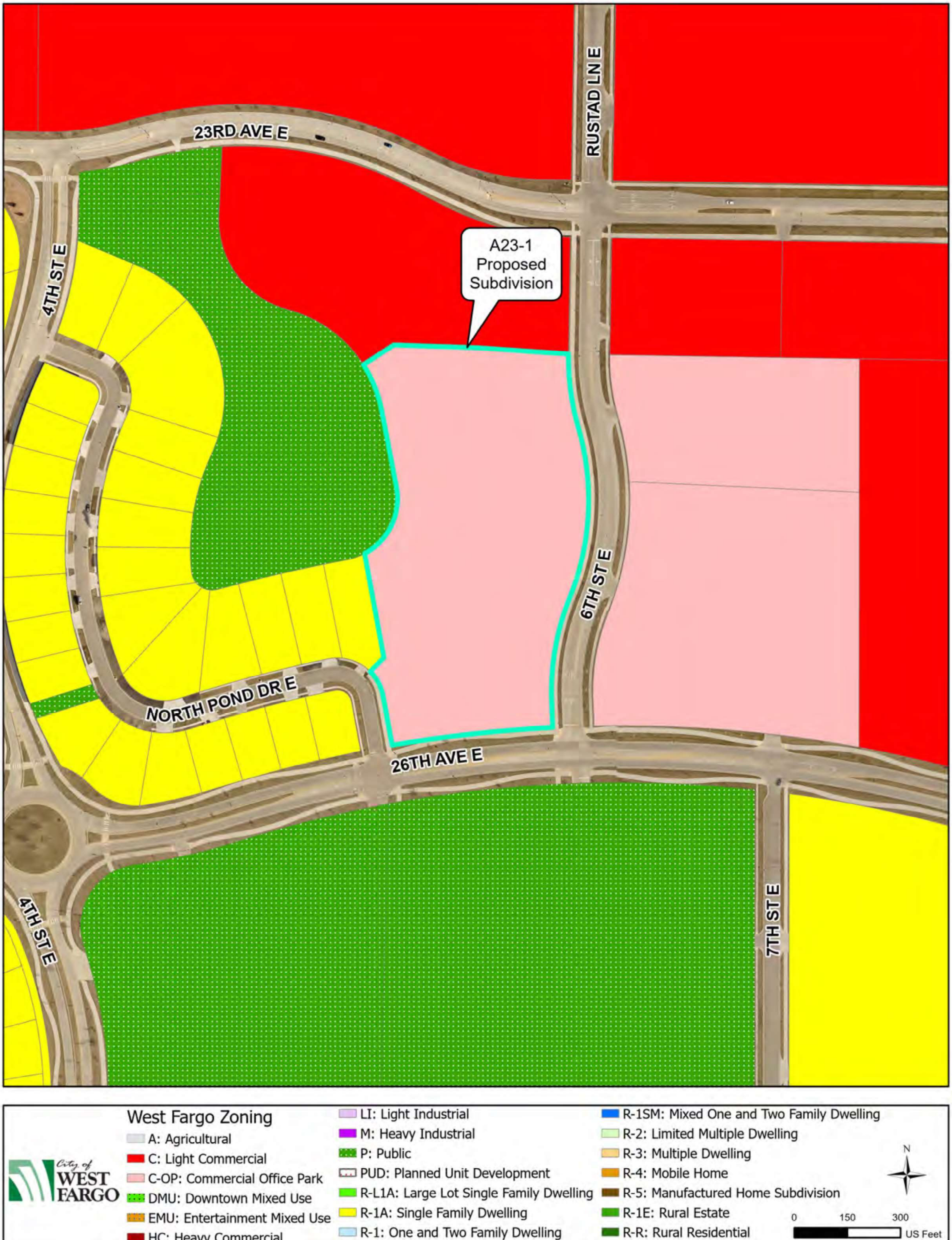
It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances.

Attachments

1. Aerial map
2. Zoning map
3. Preliminary plat
4. Site Plan
5. Parking Reduction Letter
6. Zoning Ordinance Amendment
7. Resolution Approving Subdivision
8. Parking Reduction Resolution



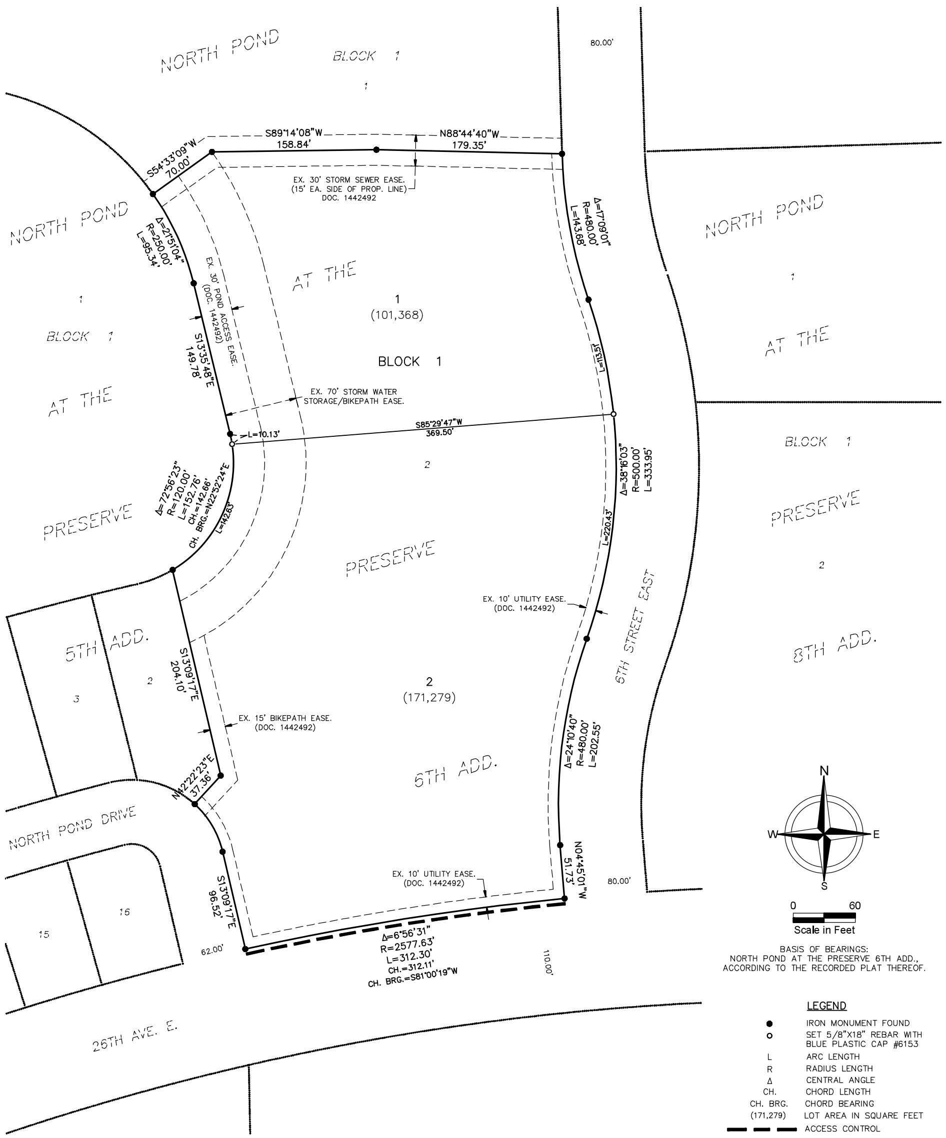
City of WEST FARGO


23RD AVE E
RUSTAD LN E
4TH ST E
A23-1
Proposed
Subdivision
6TH ST E
NORTH POND DR E
26TH AVE E
4TH ST E
7TH ST E
West Fargo Zoning
A: Agricultural
C: Light Commercial
C-OP: Commercial Office Park
DMU: Downtown Mixed Use
EMU: Entertainment Mixed Use
HC: Heavy Commercial
LI: Light Industrial
M: Heavy Industrial
P: Public
PUD: Planned Unit Development
R-L1A: Large Lot Single Family Dwelling
R-1A: Single Family Dwelling
R-1: One and Two Family Dwelling
R-1SM: Mixed One and Two Family Dwelling
R-2: Limited Multiple Dwelling
R-3: Multiple Dwelling
R-4: Mobile Home
R-5: Manufactured Home Subdivision
R-1E: Rural Estate
R-R: Rural Residential
City of WEST FARGO
N
0
150
300
US Feet

PLAT OF

NORTH POND AT THE PRESERVE SIXTEENTH ADDITION

TO THE CITY OF WEST FARGO, A REPLAT OF LOT 2, BLOCK 1 OF NORTH POND AT THE PRESERVE SIXTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA



CERTIFICATE

AARON SKATTUM, BEING DULY SWORN, DEPOSES AND SAYS THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "NORTH POND AT THE PRESERVE SIXTEENTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 2, BLOCK 1 OF NORTH POND AT THE PRESERVE SIXTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY; THAT ALL DISTANCES ARE CORRECTLY SHOWN ON SAID PLAT; THAT MONUMENTS HAVE BEEN PLACED IN THE GROUND AS INDICATED FOR THE GUIDANCE OF FUTURE SURVEYS AND THAT SAID SUBDIVISION IS DESCRIBED AS FOLLOWS:

ALL OF LOT 2, BLOCK 1 OF NORTH POND AT THE PRESERVE SIXTH ADDITION TO THE CITY OF WEST FARGO, NORTH DAKOTA, ACCORDING TO THE RECORDED PLAT THEREOF.

SAID TRACT CONTAINS 6.26 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY.

REGISTERED LAND SURVEYOR
AARON SKATTUM
LS-6153
DATE
NORTH DAKOTA

____
AARON SKATTUM
REGISTERED LAND SURVEYOR
REG. NO. LS-6153

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ________________, 20_____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED AARON SKATTUM, REGISTERED LAND SURVEYOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE ACT AND DEED.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

DEDICATION

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "NORTH POND AT THE PRESERVE SIXTEENTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 2, BLOCK 1 OF NORTH POND AT THE PRESERVE SIXTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT WE HAVE CAUSED IT TO BE PLATTED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF AARON SKATTUM, REGISTERED LAND SURVEYOR, AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT.

OWNER: AMB INVESTMENTS, LLC, A NORTH DAKOTA LIMITED LIABILITY COMPANY

____
NICOLE A. NELSON, PRESIDENT

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ______________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED NICOLE A. NELSON, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF AMB INVESTMENTS, LLC, A NORTH DAKOTA LIMITED LIABILITY COMPANY.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

MORTGAGEE: BELL BANK

BY: ____________________________
ITS: ____________________________

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ______________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED ____________________________, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING DEDICATION AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF BELL BANK.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO CITY ATTORNEY APPROVAL

I HEREBY CERTIFY THAT PROPER EVIDENCE OF TITLE HAS BEEN EXAMINED BY ME AND I APPROVE THE PLAT AS TO FORM AND EXECUTION THIS _________ DAY OF ____________________, 2022.

____
JOHN T. SHOCKLEY, CITY ATTORNEY

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ________________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOHN T. SHOCKLEY, CITY ATTORNEY, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS THE CITY ATTORNEY.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO PLANNING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _________ DAY OF __________________, 2022.

____
JOSEPH F. KOLB, CHAIRMAN

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ______________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOSEPH F. KOLB, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WEST FARGO PLANNING COMMISSION.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO CITY COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ________ DAY OF ___________________, 2022.

____
BERNIE L. DARDIS, PRESIDENT OF
THE WEST FARGO CITY COMMISSION

____
TINA FISK, CITY AUDITOR

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ________________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND TINA FISK, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF THE CITY OF WEST FARGO.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

CITY ENGINEER'S APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ________ DAY OF ___________________, 2022.

REGISTERED PROFESSIONAL ENGINEER
DANIEL R. HANSON
PE-4962
DATE
NORTH DAKOTA

____
DANIEL R. HANSON, CITY ENGINEER

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _________ DAY OF ________________, 2022, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DANIEL R. HANSON, CITY ENGINEER, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS CITY ENGINEER.

____
NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

PRELIMINARY

moore engineering, inc.
SHEET 1 OF 1
PROJ. NO. 22956

WEST FARGO PRESERVE SENIOR HOUSING

Beyond Shelter inc. | Housing Authority of CASS COUNTY

2022.11.28 OPTION

FOSS ARCHITECTURE +INTERIORS

Nov 28, 2022

PROJECT METRICS

PARCEL C

REZONED	R-3 MULTIPLE DWELLING
ZONING	R-3 MULTIPLE DWELLING DISTRICT
MAX. BUILDING COVERAGE	40%
MIN. OPEN SPACE	25% MIN. (75% MAX IMPERVIOUS)
MIN. LOT SIZE	1600 sf per unit + 200 sf for each bedroom. 8000 sf min.
MIN. LOT WIDTH	NONE
FRONT SETBACK	25'
INTERIOR SIDE SETBACK	12' WITH EXCEPTIONS
STREET SIDE SETBACK	12'
REAR SETBACK	25'
MAX. HEIGHT	35'
DENSITY	NONE
MIN. PARKING RESIDENTIAL	1 PER EFFICIENCY 2 PER 1-BED+ OR FLOOR AREA / 440

PROPERTY METRICS	
LOT SIZE	171,000 SF = 3.93 ACRES
MAX. BLDG. FOOTPRINT	40% X 171,000 = 68,400 SF
# UNITS ALLOWED	N/A
MIN. OPEN SPACE	25% X 171,000 = 42,750 SF

DENSITY	
TOTAL UNITS	71 TOTAL UNITS
DENSITY	71 / 3.93 = 18 UNITS PER ACRE
BUILDING FOOTPRINT	31,700 SF (18.5%)
GREEN SPACE	83,000 SF (48.5%)

PARKING MIX PROVIDED	
COVERED PARKING	71 INDOOR PARKING STALLS (1 PER UNIT)
SURFACE PARKING	35 SURFACE STALLS (REDUCTION REQ'D)
TOTAL STALLS	106 TOTAL STALLS PROVIDED

KEY

COMMON SPACE

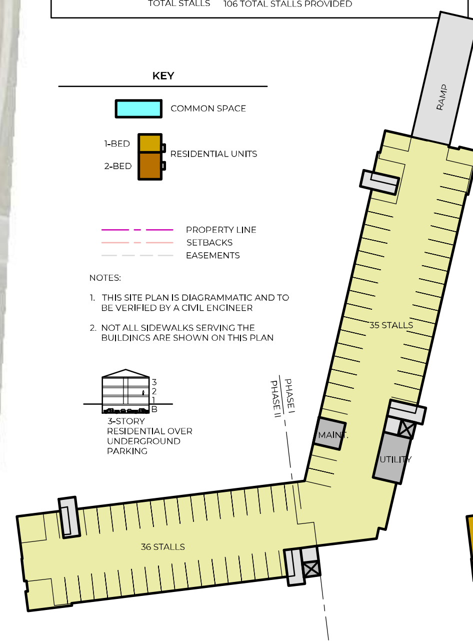
1-BED / 2-BED — RESIDENTIAL UNITS

PROPERTY LINE
SETBACKS
EASEMENTS

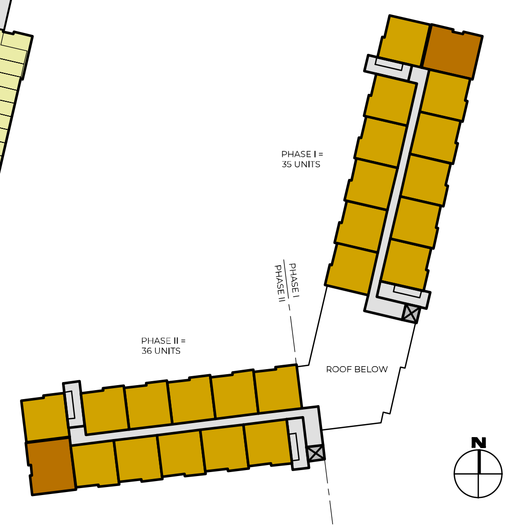
NOTES:

1. THIS SITE PLAN IS DIAGRAMMATIC AND TO BE VERIFIED BY A CIVIL ENGINEER
2. NOT ALL SIDEWALKS SERVING THE BUILDINGS ARE SHOWN ON THIS PLAN

3
2
1
B
3-STORY RESIDENTIAL OVER UNDERGROUND PARKING



UNDERGROUND PARKING



2ND & 3RD FLOORS

SCALE 0 10' 50' 100'

Beyond Shelter inc.
PO Box 310 | Fargo, ND 58107-0310 | (701) 551-0480 | Fax (701) 551-0499 | TTY 800-366-6888

December 16, 2022

City of West Fargo Planning and Zoning
800 Fourth Ave. E.
Suite 1
West Fargo, ND 58078

RE: Parking Variance Request

The Housing Authority of Cass County has two senior apartment complexes that it manages in West Fargo. When compared to the other multi-family properties that HACC manages, our senior apartment residents have far fewer parking needs. A reduction in the parking requirement to 1.25 spaces per apartment is more than adequate for our projected needs with the proposed development at 2500 6 St E, West Fargo, ND 58078. The proposed project is currently 71 units with underground parking.

The first property, Serenity Apartments, is comprised of 18 one-bedroom units reserved for households age 55 and older. The property has a detached garage building with 18 single stall garages, and a parking lot with 7 parking spaces (2 are handicap spaces). Since opening in 2005, there have been no issues with a lack of parking. Attached is a photo taken on a weekday at 2:00 pm, with one space utilized.

The second property, Monterey and Brighton Place Apartments, is comprised of 79 one-bedroom units and 6 two-bedroom units. The property has three enclosed ground level parking garages, with a total of 85 parking spaces. It also has a parking lot with 25 parking spaces. As of 12/01/2022, only 61 of the 85 spaces were assigned to tenants with vehicles. This is in line with what we have seen since opening the building in 2021. Attached is a photo of the parking lot taken on a weekday at 2:00 pm, with 5 spaces utilized.

We appreciate the time and consideration in reviewing this request. Please contact me with any questions at 701-551-0483 or cmiller@beyondshelterinc.com.

Sincerely,

Christopher Miller, Developer
Beyond Shelter, Inc.

ORDINANCE NO. 1218

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF WEST FARGO, NORTH DAKOTA, AS ADOPTED IN SECTION 4-301 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF WEST FARGO, NORTH DAKOTA:

SECTION 1. Amendment. The Official Zoning Map of the City of West Fargo, North Dakota, as adopted in Section 4-301 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended as follows:

The district as shown upon the following described area shall be and the same is hereby rezoned from C-OP (Commercial Office Park District) to R-3 (Multiple Dwelling District):

> Lot 2, Block 1 of proposed North Pond at The Preserve 16th Addition to the City of West Fargo.

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

____
President of Board of City Commissioners of the City of West Fargo, North Dakota

ATTEST:

____
City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

Commissioner _____________ introduced and moved the adoption of the following resolution:

RESOLUTION

BE IT RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF WEST FARGO, NORTH DAKOTA:

WHEREAS, the City Commission of the City of West Fargo, North Dakota, has heretofore platted North Pond at the Preserve Sixth Addition to the City of West Fargo, North Dakota; and

WHEREAS, a copy of said resolution duly certified to by the City Auditor of the City of West Fargo, North Dakota, was recorded on the 31st day of March, 2015, at 3:16 p.m. as Document No. 1442492 in the office of the County Recorder in and for Cass County, North Dakota; and

WHEREAS, the replat of Lot 2, Block 1, North Pond at The Preserve Sixth Addition (as replatted to be known as the Plat of North Pond at the Preserve Sixteenth Addition) to the City of West Fargo, North Dakota, has been submitted to the City Commission of the City of West Fargo, North Dakota, for approval of the same and acceptance of the dedications contained therein; and

WHEREAS, the City Commission of the City of West Fargo, North Dakota, has determined that the dedications contained in said replat shall be accepted; and

WHEREAS, the City Commission of the City of West Fargo, North Dakota, has determined that said replat shall be approved.

NOW THEREFORE, BE IT RESOLVED, by the Board of City Commissioners of the City of West Fargo, North Dakota, that the dedications contained in the replat of Lot 2, Block 1, North Pond at The Preserve Sixth Addition (as replatted to be known as the Plat of North Pond at the Preserve Sixteenth Addition) to the City of West Fargo, North Dakota, be accepted, that said replat be approved, and the President of the Board of City Commissioners and the City Auditor of the City of West Fargo, North Dakota, are directed to execute any and all necessary instruments to effectuate the same.

____
President of the Board of City Commissioners

ATTEST:

____
City Auditor

Commissioner ____________ seconded the motion for the adoption of said Resolution. The following Commissioners voted in favor: ____. The following Commissioners voted nay: ____________. The following Commissioners were absent and not voting: ________________. The majority of the Commission having voted aye, the Resolution was declared duly adopted.

Commissioner ____________ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING REDUCTION IN
REQUIRED PARKING SPACES

WHEREAS, a petition has been received for a reduction in the number of required off-street parking spaces for a senior living apartment complex located on Lot 2, Block 1 of North Pond at the Preserve 16th Addition (2500 6th Street East) in the City of West Fargo; and

WHEREAS, Section 4-451 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, requires one parking space per efficiency dwelling unit and two spaces per dwelling unit for one or more bedroom units or the floor area divided by 440, whichever is greater; and

WHEREAS, the senior living apartment complex is a project of Beyond Shelter, Inc and managed by the Housing Authority of Cass County (HACC) which intend to construct a 71 unit apartment building to support permanent housing for households of age 55 and older; and

WHEREAS, the Section 4-451 would require 142 parking spaces for the senior living apartment complex, which the owner has provided justification that it is beyond what is necessary to provide for their tenants and finds that a reduction in the parking requirements to 1.25 spaces per apartment unit is more than adequate for their projected needs within the proposed development, based on similar senior living apartments they manage; and

WHEREAS, pursuant to Section 4-451 of the Revised Ordinances of 1990 of the Board of City Commission of the City of West Fargo may reduce the number of required spaces by passage of a resolution approved by a majority of the members of the City Commission.

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that, in accordance with Section 4-451 of the Revised Ordinances of 1990 of the City of West Fargo, the petition for the reduction of parking spaces to a rate of 1.25 spaces per dwelling unit for the senior housing apartment complex is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that this Resolution shall be effective as of February 22, 2023.

Dated: February 21, 2023.

APPROVED:

____
President of Board of City Commissioners

ATTEST:

____
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner ___________. On roll call vote the following commissioners voted aye: ______ ___________________________________. The following commissioners voted nay: ________. The following commissioners were absent and not voting: ____________. The majority having voted aye, the motion carried and the resolution was duly adopted.

To: West Fargo City Commission
From: Fire Chief Dan Fuller
Date: Feb 21st , 2023
Subject: Furniture Bid Acceptance Fire HQ
Action: Accept bid for furniture package

Summary and Recommendation:
As part of the Furniture, Fixtures, and Equipment (FFE) package for the new Fire Headquarters, our Architectural Firm EAPC complied and submitted for bid a furniture package for the building.

Policy Analysis:
EAPC advertised the bid for this package for 21 days. Three companies submitted bid packages with an alternate for additional furniture in the pre-function space of the training center.

Connect Interiors: $181,511.27 / $11,860.77 for the alt / $193,372.04
Interoffice: $242,342.63 / $12,938.70 for the alt / $255,281.33
Business Essentials: $186,061.58 / $6,701.78 for the alt / $192,763.36

Financial Analysis:
The budget for the FFE packages is $640,000 and this portion of the FFE budget was estimated to be $200,000.

Process/Timeline:
Place order before March 1st, 2023 and begin taking delivery in June for installation of furniture

WEST FARGO FIRE DEPARTMENT BIDS					
CONNECT INTERIORS		INTEROFFICE		BUSINESS ESSENTIALS	
BID SUB-TOTAL	$ 162,916.82	BID SUB-TOTAL	$ 225,435.00	BID SUB-TOTAL	$ 183,111.58
MANUFACTURER FREIGHT		MANUFACTURER FREIGHT		MANUFACTURER FREIGHT	
Freight Total	$ 2,094.45	ULINE	$ 275.00		N/A
DELIVERY & INSTALLATION	$ 16,500.00	TAX	$ 16,907.63	DELIVERY & INSTALLATION	$ 2,950.00
TOTAL	$ 181,511.27	TOTAL	$ 242,342.63	TOTAL W/O TAX	$ 186,061.58
ALT		ALT		ALT	
LOCATION	N/A	LOCATION	RM 103	LOCATION	RM 103
SUB-TOTAL	N/A	SUB-TOTAL	$ 12,036.00	SUB-TOTAL	$ 6,701.78
TAX	N/A	TAX	$ 902.70	TAX	N/A
ALT TOTAL	11,860.77	ALT TOTAL	$ 12,938.70	ALT TOTAL	$ 6,701.78
TOTAL W/ ALT	$ 193,372.04	TOTAL W/ ALT	$ 255,281.33	TOTAL W/ ALT	$ 192,763.36
		RM 103 INCLUDED AS ALT IN BID PACKAGE		RM 103 INCLUDED AS ALT IN BID PACKAGE	
				TAX NOT INCLUDED IN BID PRICING	

To:	West Fargo City Commission
From:	Casey Sanders-Berglund, Economic Development Manager
Date:	February 21, 2023
Subject:	Review Child Care Facility Improvement Grant
Action:	Approval to adopt Child Care Facility Improvement Grant

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Sanitation

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Administration/Finance

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator
Tina Fisk

Summary:
The child care workforce grant is proposed to support essential workforce support network to foster the City of West Fargo to maintain and grow in capacity in child care. A survey was conducted in Nov-Dec of 2022 to residents through utility bills. See survey summary on following page.

Updates Key Points:

- Three application time periods for grant applications to be processed.
- An allotment of 1,000,000 is earmarked for this grant. If there would be additional requests it is based on City Commission approval to adjust this dollar amount.
- Itemized list based on Licensing Requirements, Health Code, Fire Requirements, and Best Practices.

Financial Analysis:
This proposal includes both new and existing childcare providers with maximum award amount for in-home, group home, school age, and early learning centers.

Child Care Provider	Potential CC capacity	Maximum Award Amount
In-Home Child Care	7 Children	$7,500
Group Home Child Care	20+ Children	$10,000
School Age Center	20 + Children	$20,000
Early Learning Centers	20+ Children	$50,000
Center Only: Infant Room	8 infants	$15,000- in addition

Economic Development
800 4th Avenue East
West Fargo, ND 58078
701-373-5666

Child Care Facility Improvement Grant

Program Purpose and Benefits

This program authorizes the City of West Fargo City Commission to approve economic development public funds to support child care businesses within the City of West Fargo. The intent of this grant is to assist child care businesses by enhancing the opportunity for new child care businesses as well as to ensure our city retains its current child care businesses. There is a workforce need throughout all sectors of business. In order to support our business community to gain a potential increase in workforce The City seeks to support a struggling essential business sector in order to support our residents and the current businesses seeking employees.

The City of West Fargo (city) Child Care Grant program (the "Program") provides for the use of public funds to support specific safety, licensure, and quality insurances to support new, expanding, and existing child care centers and in-home programs. The Program is intended to encourage safety, adherence to federal, state and city laws, and to support this essential need in our community through maintaining capacity and growing capacity through infrastructure and safety support materials.

Program Goals

- Support the child care sector to incentivize capacity growth within the city in effort to support additional opportunities for individuals to return or enter the workforce.
- Foster the retention of child care sector to ensure the existing facilities remain an option for our workforce.
- Support a significant improvement in facility that increases quality, safety, supports the potential for capacity of endurance of operations or capacity for more children.
- Five priorities in order have been identified to assist in reaching our goal for this program (See application section).

Program Availability

• There is a cap of total dollars allotted for this grant at 1,000,000. If a time arises in which the allotted amount is reached the city commission will review the opportunity to renew.

• A location may apply for a grant within each application periods. The total award will not exceed the maximum award amount. The three application time periods are:

- February, 24th 2023 (Open) – March, 15th 2023 (Closed)
  Application review March 15th- 21st

- May 29th 2023 (Open) – June 19th, 2023 (Closed)
  Application review June, 19th- 26th

- August 14th, 2023 (Open) – September, 18th 2023 (Closed)
  Application review September, 18th – 22nd

Project Eligibility

The Program is offered through and administered by the City of West Fargo Economic Development office. Interested parties may apply for a grant based on the business child care capacity not to exceed total in the maximum award allocution. To qualify for the grant the applicant must prove eligibility through certificate of good standing of operation in the state of North Dakota and be a licensed child care.

An additional award is available for the fit up of an infant room at a center that will increase capacity for infants by one room or eight infants. The eligible expenditures would include day to day needs to build out a room, infant safety equipment, cleaning equipment, supplies, etc.

Child Care Provider	Potential CC capacity	Maximum Award Amount
In-Home Child Care	7 Children	$7,500
Group Home Child Care	20+ Children	$10,000
School Age Center	20 + Children	$20,000
Early Learning Centers	20+ Children	$50,000
Center Only: Infant Room	8 infants	$15,000- in addition

Non-Eligible Improvements

- Building permits, title reports, and fees title reports
- Acquisition of land or buildings, sales taxes, income or property taxes
- Refinancing of existing debt
- Consumables (Ex: food, diapers, cleaning supplies)
- General repair/maintenance work not contributing to the overall interior or exterior impact of the building
- Operating capital or staffing

Eligibility requirements include:

- Must be a business located in West Fargo (not including WF School District)
- Must be a licensed child care
- Payment of all taxes and/or assessments must be current
- Improvements must comply with all City zoning and building code requirements
- Owned by a US Citizen or resident alien

Eligible Items: In-home, Group In-home, Group Facility		
LR- License Requirement HC- Required by Health Code FR- Fire Requirement BP- Best Practice (Quality Assurance)		
	Facility or Capital Expense	
Req.	**Items**	**Maximum Amount Allowable**
LR, HC	Paint & Wall Repair	Bid Required ($2,000)
LR	Flooring Repair	Bid Required ($2,000)
LR	Repairs to fencing, gates, handrails	Bid Required ($2,000)
LR	Door replacement	Bid Required ($400)
LR, HC	Washer or Dryer	($200)
LR, HC	Dishwasher	($200)
LR, HC	Refrigerator	($350)
	Equipment or Supplies	
Req.	**Items**	**Maximum Amount Allowable**
LR	Indoor Gates	$500
LR	Restroom (sink, toilet, toilet adapters)	Bid Required ($750)
LR	Children's personal belonging space shelving (durable)	$750
LR	Cribs, changing tables, Cots, non- porous mats for sleeping	$1,000
LR, HC	Food Storage	$500
LR	Child Size equipment - tables, chairs, shelving	$500
	Safety	
Req.	**Items**	**Maximum Amount Allowable**
BP	AED (s)	$2,500
LR, FR	Fire Extinguisher (s)	$500
LR, FR	Exterior hazard repair (outdoor play area or surface, fire exits, steps)	Bid Required ($3,000)
LR	First Aid Kit (s)	$200
LR, FR	Smoke Detectors	$200
BP	Lockdown Kits	$500
LR	Infant Monitors (Sight and Sound)	$250
	Children Activity Equipment	
Req.	**Items**	**Maximum Amount Allowable**
LR	Outdoor Play Materials (sandbox, backyard metal swing set, etc.)	$800

Eligible Items: Center Facilities and School Age Centers		
LR- License Requirement HC- Required by Health Code FR- Fire Requirement BP- Best Practice (Quality Assurance)		
	Facility or Capital Expense	
Req.	**Items**	**Maximum Amount Allowable**
LR, HC	Paint & Wall Repair	Bid Required
LR	Flooring Repair	Bid Required
LR	Repairs to fencing, gates, handrails	Bid Required
LR	Door replacement	Bid Required
LR, HC	Washer or Dryer	$1,000
LR, HC	Dishwasher	$1,500
LR, HC	Refrigerator	$2,500
	Equipment or Supplies	
Req.	**Items**	**Maximum Amount Allowable**
LR	Indoor Gates	2,000
LR	Restroom (sink, toilet, toilet adapters)	Bid Required
LR	Children's personal belonging space shelving (durable)	Bid Required $4,000
LR	Cribs, changing tables, Cots, non- porous mats for sleeping	$4,000
LR, HC	Food Storage	$2,000
LR	Child Size equipment - tables, chairs, shelving	$7,500
BP	Area Carpets	$1,000
	Safety	
Req.	**Items**	**Maximum Amount Allowable**
BP	AED (s)	$5,000
LR, FR	Fire Extinguisher (s)	$850
LR, FR	Exterior hazard repair (outdoor play area or surface, fire exits, steps)	Bid Required
LR	First Aid Kit (s)	$500
LR, FR	Smoke Detectors	$500
BP	Lockdown Kits	$500
BP	Security Control Access	$10,000
LR	Infant Monitors (Sight and Sound)	$500
	Children Activity Equipment	
Req.	**Items**	**Maximum Amount Allowable**
LR	Outdoor Play Materials (balls, sandbox, backyard metal swing set, etc.)	$1,500
BP	Commercial Outdoor Play Equipment (climbing equipment, swings, slides, tunnels, etc.)	$7,500

Eligible Items: Infant Room		
LR- License Requirement HC- Required by Health Code FR- Fire Requirement BP- Best Practice (Quality Assurance)		
	Facility or Capital Expense	
Req.	**Items**	**Maximum Amount Allowable**
LR, HC	Paint & Wall Repair	Bid Required
LR	Flooring Repair	Bid Required
LR	Repairs to fencing, gates, handrails	Bid Required
LR	Door replacement	Bid Required
	Equipment or Supplies	
Req.	**Items**	**Maximum Amount Allowable**
LR	Indoor Gates	$1,500
LR	Restroom (sink, toilet, toilet adapters)	Bid Required
LR	Children's personal belonging space shelving (durable)	Bid Required $4,000
LR	Cribs, changing tables, Cots, non- porous mats for sleeping	$3,500
LR, HC	Food Storage	$2,000
LR	Infant & Toddler Size equipment - tables, chairs, high-chairs, shelving	$7,500
BP	Area Carpets	$1,500
	Safety	
Req.	**Items**	**Maximum Amount Allowable**
LR	Infant Monitors (Sight and Sound)	$500
	Children Activity Equipment	
Req.	**Items**	**Maximum Amount Allowable**
LR	Indoor infant mobile activity (climber,	$1,500
BP	Commercial Outdoor Play Equipment (climbing equipment, swings, slides, tunnels, etc.)	$7,500
LR	Educational Learning Play (Blocks, books, explore your world sensory items)	$1,000

Funding

The funding for this program is through The City of West Fargo's economic development sales tax dollars.

Process

1. Application received by Economic Development Manager for eligibility
2. Eligibility
    a. If applicant is deemed not eligible Economic Development Manager will discuss with applicant based on the five priorities identified.
    b. If applicant is eligible based on the overall amount the application will move forward in process as follows:

- If the overall dollar amount is less than $20,000 the Economic Development manager will bring to City Commission for consideration.
- If the overall dollar amount is more than $20,000 the Economic Development Manager will move this applicant through the recommendation process through the EDAC and the City Commission for consideration.
    c. Upon recommendation City Commission has the opportunity to approve or deny any requests for any reason.

3. Upon final approval by the West Fargo City Commission the Economic Development Manager works with applicant on a reimbursement process to document expenditures and grant funds.

Application & Supporting Documentation

- Application will be available on City of West Fargo Website
- All applications will go to the Economic Development Department
- All applicants will be compared to the scoring rubric to place priority on applicants that will foster West Fargo's goal of increasing Capacity.
- Priorities by rank:
  1. Increase Infant Capacity (Infant Fit up Room).
  2. Increase in Capacity in Care for children ages 1-4.
  3. Maintain- Remain open based on support of Licensing Requirements, Health Code, and Fire Regulations.
  4. Increase in Capacity in Care for children 5-12.
  5. Maintain- Remain open based on support of Best Practices.

Grant Award

Grant funding will be awarded upon a post completion basis only. Applicants must provide verification of all project costs including copies of all paid invoices before funds can be disbursed.

Payment

In the event of a default payments are due 30 Days after official notice from the city. If a payment is more than 30 days late applicant will be charged 3% of the amount of payment or $800 whichever is less for each 30 days late. Applicant will be considered in default if upon review of the commission any of the following events occur:

- **Insolvency or bankruptcy:** The death, dissolution or insolvency of appointment of a receiver by or on behalf of the business or applicant; application of any debtor relief law, the assignment of the benefit of credit or by or on behalf of; the voluntary or involuntary termination of existence by; or the commencement of any proceeding under any present or future federal or state insolvency, bankruptcy, reorganization compensation or debtor relief law by or against applicant or any co-signer, endorser, surety or guarantor of this note or any other obligations applicant may have.

- **Business Termination:** Applicant merges, dissolves, reorganizes, and terminates business existence or a partner or majority owner dies or is declared legally incompetent.
- **New Organization:** Without city's written consent, applicant reorganizes, merges into or consolidates with an entity; acquires all or substantially all of the assets of another business; materially changes the legal structure, management, ownership, or financial condition; or affects or enters into a domestication, conversion or interest exchange.
- **Failure to Perform:** Applicant fails to perform any condition or to keep any promise or covenant of this agreement.
- **Other Agreements:** -Applicant is in default on any other debt or agreement with city.
- **Misrepresentation:** Applicant makes any verbal or written statement(s) or provides any financial information that is untrue or inaccurate, or conceals a material fact at the time it is made or provided.
- **Judgment:** Applicant fails to satisfy or appeal any judgment against city.
- **Forfeiture:** The property is used in a manner or for purpose that threatens confiscation by a legal authority.
- **Name Change:** Applicant changes name or assumes an additional name without notifying city before making such a change.
- **Property Value:** City determines in good faith that the value of applicant's property has declined, is impaired, or in a gross state of disrepair.
- **Material Change:** Without first notifying city, there is a material change in applicant's business, including ownership, management and financial conditions.
- **Due on Sale or Encumbrance:** City may, at its option, declare the entire balance of this note to be immediately due and payable upon the creation of or contract for the creation of, any lien, encumbrance, or transfer of sale of, all or any part of the property. If applicant is in default under this agreement, applicant may not sell the inventory portion of the property even in the ordinary course of business.

*Should the business be sold, the incentive may be assumed by the buyer, provided they meet all of the requirements and agree to terms of the Note.

*Should a home that includes an In-Home child care be sold before 3 years of acceptance of an award from this grant the City may request the funds returned on a case-by-case basis.

*Upon review by the city commission, at the commission's discretion an applicant may be given up to 60 days to become compliant with the terms of the agreement.

Waivers and Consent: To the extent not prohibited by law, applicant waives the right to protest and/or appeal the decision of the West Fargo City Commission as the grant program is a purely discretionary program with a limited budget.

Release of Funds

By executing this application and supporting documentation, you are indicating that you are personally responsible and liable for the terms of the Program and you understand and agree to be bound by the terms and conditions of the Program. The conditions of the Grant are subject to the West Fargo Childcare Grant specifications and the application packet you have provided and have been approved by the West Fargo City Commission.

Grant funding will be awarded upon a post completion basis only. Applicants must provide verification of all project costs including copies of all paid invoices before any funds may be disbursed.

To:	West Fargo City Commission
From:	Casey Sanders-Berglund, Economic Development Manager
Date:	February 21, 2023
Subject:	Junkyard 5yr PILOT and Business Incentive Agreement
Action:	Approve 5yr PILOT and Business Incentive Agreement

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Sanitation

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Administration/Finance

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator
Tina Fisk

Summary:
Junkyard LLC is considering opening a taphouse in Downtown West Fargo. They have applied for a 5-year PILOT as well as a business agreement incentive.

Financial Analysis:
This proposal includes two incentives that when applied to this proposed business's plans would ensure that if they choose to come to West Fargo and renovate this building, they could also ensure that they build the patio and rooftop patio in the initial build.

Source	PILOT Payment	Property Tax	City Gain	Variance
5 Year PILOT	$ 500	$ (249,470)		$ (248,970.90)
5 Yr Projected Sales Tax			$ 249,473	$ 249,473.40
Total				$ 1,003

Business Incentive Agreement is outlined below.

- Commitment: 10 years
- Process: Reimbursement process with proof of purchase for accountability
- Financial: Up to $ 442,692.30 for fit up for expansion and re-construction

Based on bids provided here is a section of the estimated cost for just these specific improvements.
The first two items the Rooftop Patio and Outdoor Patio without this incentive would potentially have to wait to complete. With the DMU goals this would be a driver for space activation. The additional items noted are typical items that would be considered within an Enterprise Grant within the fit up of a building in this DMU.

Fit Up	Estimated Cost
Rooftop Patio	$ 127,500.00
Outdoor Patio	$ 156,200.00
Building Permit	$ 5,000.00
Demo	$ 53,636.00
Interior & Exterior Painting	$ 48,500.00
Electrical (including Fire Alarm)	$ 40,551.24
	$ 431,387.24

Junkyard is positioned to be a potential economic driver for our DT area. A quick snapshot based on their current daily transactions with an outlook of if one third or one fourth of those purchasers also spent an additional $25 dollars somewhere else in DT West Fargo and the roll out for one year.

Potential Economic Driver (185 Daily Transactions)	**Daily Transactions X $25**	**Daily Transactions Total X 360 Days**	**Potential Sales Tax**
(One Third) 185 /3 = 61.60 transactions	$ 1,540	$ 554,400	$ 41,580
(One Fourth) 185 /4 = 46.25 transactions	$ 1,56.25	$ 416,250	$ 31,218.75

EDAC Recommendation:
The EDAC had a robust discussion about this particular business as well as the proposed incentive. The incentive was brought forward as a 10 -Year PILOT and a business incentive agreement. During our conversation the motion that was put forward unanimously is what is proposed today. The discussion focused around three main points. The economic development sales tax was designed for this purpose and this is a great example of the use of these funds. Adding to the years in a PILOT does not seem like a complementary asset to the School or County with this particular project and as a city we want to respect that relationship. Lastly, the recognition of the potential for greater economic growth in this area with a business that not only has an already built-in customer base as well as meeting several of the overall goals outlined in the West Fargo 2.0 Big Ideas grow the economy section regarding the downtown area.

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: February 21, 2023

Subject: Project No. 1343 - Sanitary Lift Station System Rehabilitation (SA 2, 3, 12, 13 & 25) and Project No. 4068 – Storm Sewer Lift Station (SM-54) and Force main Rehabilitation

Action: Accept Bid and Award Contract

"Consent" or "Regular" Agenda Item?
[Regular]

Commission President
Bernie Dardis
Primary Portfolio:
Administration/Finance
Secondary Portfolio:
Street, Water and Sewer

Commission Vice President
Brad Olson
Primary Portfolio:
Street, Water and Sewer
Secondary Portfolio:
Sanitation

Commissioner
Roben Anderson
Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Administration/Finance

Commissioner
Mark Simmons
Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

City Administrator
Tina Fisk

Assistant City Administrator
Dustin T. Scott

New Information and Recommendation:

Bids were opened for these combined projects and the lowest bidder, including electrical work for the combined projects was CC Steel LLC. This project consists of upgrading 5 sanitary lift stations as well as storm lift station SM-54.

The following documents are attached for review/consideration:

- Recommendation letter including the following: Affidavit of Publication, Bid Tabulation, Signed Engineer's Statement of Estimated Cost, and a Draft Notice of Award
- Resolution Accepting Bid for Project 1343 and Project 4068

Staff Recommendation: Accept Bid and Award Contract to CC Steel LLC for their bid amount of $1,188,400.

Financial Analysis:

The estimated project cost for these projects was $1,375,000 so the bids were underneath the estimate. We do not anticipate any special assessments associated with this project.

Previously Presented Information and Commission Actions:

Project No. 1343

January 3, 2023-

- ***Staff Recommendation:*** Approve Plans and Specifications, and Direct Advertisement for Bids in conjunction with Project No. 4068
- ***Commission Action:*** Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motioned carried.

October 17, 2022-

- ***Staff Recommendation:*** Approve Task Order No. 63-1 in the amount of $126,500 for Project No. 1343.
- ***Commission Action:*** Commissioner Anderson moved and Commissioner George seconded. No opposition, motion carried.

October 3, 2022-

- ***Staff Recommendation:*** Create Project No. 1343, Approve Engineer's Report, Direct Engineer to prepare plans and specifications and a Task Order for Basic Services.
- ***Commission Action:*** Commissioner Simmons moved and Commissioner Anderson seconded. Commissioner George was absent and not voting. No opposition, motion carried.

Project No. 4068

(A portion of this work was performed under Project No. 4066)

January 3, 2023-

- ***Staff Recommendation:*** Approve plans and Specifications, and Direct Advertisement for Bids in conjunction with Project 1343.
- ***Commission Action:*** Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

December 19, 2022-

- ***Staff Recommendation:*** Approve Task Order No. 65-1 for "Basic Services, and Direct Engineer to prepare Plans and Specifications
- ***Commission Action:*** Commissioner Olson moved and Commissioner Anderson seconded to approve. No, opposition, motion carried.

November 21, 2022-

- ***Staff Recommendation***: Create Project 4068, Approve Engineer's Report and Authorize Engineering to Prepare a Task order for Basic Services.
- ***Commission Action***: Commissioner Anderson moved and Commissioner Olson seconded to approve. No opposition, motion carried.

925 10th Avenue East
Suite 1
West Fargo, ND 58078
P: 701.282.4692
F: 701.282.4530

moore engineering, inc.

February 9, 2023

Mr. Daniel R. Hanson, PE
City Engineer
City of West Fargo
800 4th Avenue East
West Fargo ND 58078

Re: Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Part B: Project No. 4068; Storm Sewer Lift Station SM-54
West Fargo, ND

Dear Mr. Hanson:

Bids were opened online during a virtual meeting for the above referenced project on February 2, 2023 at 10:30 a.m. The Work included in the Bid consists of two Projects, Part A: Project No. 1343, and Part B: Project No. 4068. As the design progressed, it was decided to combine the two Projects into a single Work package due to the similar Work included under both Projects, the relatively small value of Part B, and simplification by consolidating contract overhead.

Furthermore, prime bids for both the General and Electrical portions of the project were requested to comply with North Dakota Century Code, designated as Contract No. 1 and Contract No. 2 respectively. Contract No. 1 was for the general portion of the project and included an optional alternate bid to add the electrical work to the contract. If the electrical alternate was favorable, then the low bid for the electrical work, (Contract No. 2) would no longer be needed.

The received bids were compiled and the bid tabulation is enclosed for your review. North Dakota Century Code allows the acceptance of the single prime bid for the complete project when that bid is lower than the combined total of the multiple bids for the project. CC Steel LLC was the lowest bidder for Contract No. 1, with a base bid amount of $918,400 and a combined bid amount (including electrical work) of $1,188,400 (General Construction plus Optional Alternate A). Our Engineer's Opinion of Probable Cost with the Engineer's Reports was $1,375,000 not including contingencies, and the final engineer's estimate prior to bidding was $1,200,000.00.

Enclosed is the Engineer's Statement of Cost including the low bidder's construction prices for your review. Please review the enclosed information and provide comment, if any, at your earliest convenience. If you find this acceptable, please sign and return the letter. To meet the project's proposed schedule, the Contract is anticipated to be awarded by the West Fargo City Commission on February 21, 2023. If the Contract is awarded by the Commission, please sign, date, and return the enclosed Notice of Award so we can begin working on the Contracts.

Sincerely,

Mathew Welle, PE
Project Manager

Enclosures:
- Affidavit of Publication
- Bid Tabulations
- Engineer's Statement of Cost
- Notice of Award

ND Affidavit No. 150282

AFFIDAVIT OF PUBLICATION

STATE OF NORTH DAKOTA
ss.
COUNTY OF CASS

Taylor Herhold,The Forum of Fargo-Moorhead, being duly sworn, states as follows:

1. I am the designated agent of The Forum of Fargo-Moorhead, under the provisions and for the purposes of, Section 31-04-06, NDCC, for the newspaper listed on the attached exhibit.

2. The newspaper listed on the exhibit published the advertisement of: ***Legal Notice***; *(3) time: Wednesday January 11, 2023, Wednesday January 18, 2023, Wednesday January 25, 2023*, as required by law or ordinance.

3. All of the listed newspapers are legal newspapers in the State of North Dakota and, under the provisions of Section 46-05-01, NDCC, are qualified to publish any public notice or any matter required by law or ordinance to be printed or published in a newspaper in North Dakota.

Dated this 25th day of January, 2023

Taylor Herhold

Legals Clerk

Nichole Seitz

Notary Public

NICHOLE SEITZ
Notary Public
State of North Dakota
My Commission Expires Jan. 3, 2024

CITY OF WEST FARGO, NORTH DAKOTA
PART A: PROJECT NO. 1343; SANITARY LIFT STATIONS SA-2, 3, 12, 15, & 25
PART B: PROJECT NO. 4068; STORM SEWER LIFT STATION SM-54
ADVERTISEMENT FOR BIDS

City of West Fargo is requesting Bids for the construction of the project listed above.

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until February 2, 2023 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com .

The Project consists of rehabilitation of wastewater and storm sewer lift stations including piping and valve replacement, sanitary sewer and force main extension, sanitary sewer and force main cured in place pipe lining, electrical control panel replacement, painting and coatings, incidental road repair, and associated surface restoration.

Separate Bids will be received for Contract No. 1 – General Construction and Contract No. 2 – Electrical Construction. Bids shall be on a unit price basis. Bids may be submitted for either single Contract or for all Work under a prime Contract.

Digital project bidding documents will be available at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of $40.00 by locating eBidDoc™ Number 8358857 on the website. Contact QuestCDN Customer Support at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading digital project information, and vBid online bid submittal questions.

Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond, and any conditions of the City of West Fargo, as required by law. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder.

Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-7. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05

Owner: City of West Fargo
By: Tina Fisk
Title: City Administrator
Date: January 3, 2023
(Jan. 11, 18 & 25, 2023) 150282

BID TABULATION
Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Part B: Project No. 4068; Storm Sewer Lift Station SM-54
West Fargo ND
Project No. 22772 | 22794
Bid Date: February 2, 2023

						CC Steel, LLC 5303 Creekview Green Maple Plain, MN 55359		Tom's Backhoe 323 Woodland Hills Ln Brainerd, MN 56401		John's Refrigeration & Electric, Inc. PO Box 251 Valley City, ND 58072	
BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY		BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
Contract No. 1: General Construction Project No. 1343											
1.	15000	Traffic Control	L SUM	1		$8,500.00	$8,500.00	$15,000.00	$15,000.00		No Bid
2.	PLAN	Removal of Curbing & Pavements - 6th Ave	L SUM	1		$4,500.00	$4,500.00	$2,500.00	$2,500.00		No Bid
3.	PLAN	Removal of Curbing & Pavements - 13th Ave	L SUM	1		$5,500.00	$5,500.00	$10,000.00	$10,000.00		No Bid
4.	PLAN	Removal of Sanitary Manhole	EA	1		$6,500.00	$6,500.00	$1,500.00	$1,500.00		No Bid
5.	330561	Sanitary Sewer Manhole - 48"	EA	1		$41,500.00	$41,500.00	$4,000.00	$4,000.00		No Bid
6.	330130	Pre- and Post-Television Inspection Liner	LF	420		$12.00	$5,040.00	$14.00	$5,880.00		No Bid
7.	330131	Sanitary Sewer CIPP Liner for 8" Clay Sewer	LF	210		$165.00	$34,650.00	$140.00	$29,400.00		No Bid
8.	PLAN	Temporary Wastewater Bypassing - CIPP	L SUM	1		$10,500.00	$10,500.00	$3,000.00	$3,000.00		No Bid
9.	333123	Sanitary Sewer Force Main - 6"	LF	66		$400.00	$26,400.00	$200.00	$13,200.00		No Bid
10.	331419	Gate Valve & Box - 6"	EA	2		$2,250.00	$4,500.00	$4,000.00	$8,000.00		No Bid
11.	PLAN	Rehabilitate Lift Station - SA-2	L SUM	1		$87,500.00	$87,500.00	$191,000.00	$191,000.00		No Bid
12.	PLAN	Rehabilitate Lift Station - SA-3	L SUM	1		$95,500.00	$95,500.00	$181,000.00	$181,000.00		No Bid
13.	PLAN	Rehabilitate Lift Station - SA-12	L SUM	1		$86,500.00	$86,500.00	$181,000.00	$181,000.00		No Bid
14.	PLAN	Rehabilitate Lift Station - SA-25	L SUM	1		$98,500.00	$98,500.00	$250,000.00	$250,000.00		No Bid
15.	PLAN	Air Release Manhole S2 Complete	L SUM	1		$38,000.00	$38,000.00	$11,000.00	$11,000.00		No Bid
16.	PLAN	Asphalt Paving	SY	18		$550.00	$9,900.00	$250.00	$4,500.00		No Bid
17.	PLAN	Concrete Roadway Paving	SY	22		$400.00	$8,800.00	$250.00	$5,500.00		No Bid
18.	PLAN	Concrete Driveway and Sidewalk Pavement	SY	26		$225.00	$5,850.00	$120.00	$3,120.00		No Bid
19.	PLAN	Curb & Gutter-Type I	LF	36		$100.00	$3,600.00	$80.00	$2,880.00		No Bid
20.	PLAN	Turf Establishment	L SUM	1		$7,500.00	$7,500.00	$15,000.00	$15,000.00		No Bid
21.	12000	Pumps Cash Allowance	ALLOW	1		$125,000.00	$125,000.00	$125,000.00	$125,000.00		No Bid
Contract No. 1: General Construction Project No. 4068											
22.	24200	Removal of Pipe All Types And Sizes	LF	24		$100.00	$2,400.00	$50.00	$1,200.00		No Bid
23.	PLAN	Removal of Pavements - SM-54	L SUM	1		$2,500.00	$2,500.00	$4,000.00	$4,000.00		No Bid
24.	330130	Pre- and Post-Television Inspection Liner	LF	720		$8.00	$5,760.00	$14.00	$10,080.00		No Bid
25.	330131	Storm Sewer CIPP Liner for 24" RCP	LF	360		$350.00	$126,000.00	$320.00	$115,200.00		No Bid
26.	333123	Storm Sewer Force Main - 24"	LF	24		$400.00	$9,600.00	$300.00	$7,200.00		No Bid

BID TABULATION
Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Part B: Project No. 4068; Storm Sewer Lift Station SM-54
West Fargo ND
Project No. 22772 | 22794
Bid Date: February 2, 2023

					CC Steel, LLC 5303 Creekview Green Maple Plain, MN 55359		Tom's Backhoe 323 Woodland Hills Ln Brainerd, MN 56401		John's Refrigeration & Electric, Inc. PO Box 251 Valley City, ND 58072	
BID ITEM NO. & DESCRIPTION			**UNIT**	**ESTIMATED QUANTITY**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**	**BID UNIT PRICE**	**BID PRICE**
27.	PLAN	Rehabilitate Lift Station - SM-54	L SUM	1	$25,400.00	$25,400.00	$40,000.00	$40,000.00		No Bid
28.	PLAN	Concrete Driveway Pavement	SY	80	$100.00	$8,000.00	$145.00	$11,600.00		No Bid
29.	PLAN	Turf Establishment	L SUM	1	$4,500.00	$4,500.00	$5,000.00	$5,000.00		No Bid
30.	12000	Pump Refurbishment Cash Allowance	ALLOW	1	$20,000.00	$20,000.00	$20,000.00	$20,000.00		No Bid
Contract No. 1: Optional Alternate A - Add Electrical Work to General Construction Contract										
A1	PLAN	1343 Electrical Work - Lift Station SA-2	L SUM	1	$12,000.00	$12,000.00	$9,000.00	$9,000.00		No Bid
A2	PLAN	1343 Electrical Work - Lift Station SA-3	L SUM	1	$12,000.00	$12,000.00	$9,000.00	$9,000.00		No Bid
A3	PLAN	1343 Electrical Work - Lift Station SA-12	L SUM	1	$12,000.00	$12,000.00	$9,000.00	$9,000.00		No Bid
A4	PLAN	1343 Electrical Work - Lift Station SA-13	L SUM	1	$12,000.00	$12,000.00	$9,000.00	$9,000.00		No Bid
A5	PLAN	1343 Electrical Work - Lift Station SA-25	L SUM	1	$12,000.00	$12,000.00	$9,000.00	$9,000.00		No Bid
A6	12000	1343 Control Panel Cash Allowance	ALLOW	1	$210,000.00	$210,000.00	$210,000.00	$210,000.00		No Bid
Contract No. 2: Electrical Construction (Project No. 1343 and 4068)										
B1	PLAN	1343 Electrical Work - Lift Station SA-2	L SUM	1		No Bid		No Bid	$13,999.00	$13,999.00
B2	PLAN	1343 Electrical Work - Lift Station SA-3	L SUM	1		No Bid		No Bid	$13,999.00	$13,999.00
B3	PLAN	1343 Electrical Work - Lift Station SA-12	L SUM	1		No Bid		No Bid	$13,999.00	$13,999.00
B4	PLAN	1343 Electrical Work - Lift Station SA-13	L SUM	1		No Bid		No Bid	$13,999.00	$13,999.00
B5	PLAN	1343 Electrical Work - Lift Station SA-25	L SUM	1		No Bid		No Bid	$11,999.00	$11,999.00
B6	12000	1343 Control Panel Cash Allowance	ALLOW	1		No Bid		No Bid	$210,000.00	$210,000.00
		TOTAL CONTRACT NO. 1: GENERAL CONSTRUCTION				**$918,400.00**		**$1,276,760.00**		**NO BID**
		TOTAL CONTRACT NO. 1: OPTIONAL ALTERNATE A - ELECTRICAL				**$270,000.00**		**$255,000.00**		**NO BID**
		TOTAL CONTRACT NO. 1: GENERAL + ELECTRICAL CONSTRUCTION				**$1,188,400.00**		**$1,531,760.00**		**-**
		TOTAL CONTRACT NO. 2: ELECTRICAL				**NO BID**		**NO BID**		**$277,995.00**

ENGINEERING DEPARTMENT
800 4 Ave E, Suite 1
West Fargo, ND 58078
701.515.5100
www.westfargond.gov

February 20, 2023

Board of City Commissioners
City of West Fargo
800 4th Avenue East
West Fargo, ND

Re: Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25 and
Part B: Project No. 4068; Storm Sewer Lift Station SM-54

WHEREAS, bids were opened and filed for Project No. 1343 and Project No. 4068 for the City of West Fargo, North Dakota; and

WHEREAS, the engineer for the City of West Fargo, North Dakota is required to make a careful and detailed statement of the estimated cost of work *(pursuant to N.D.C.C. 40-22-29)*;

NOW THEREFORE, I, Daniel R. Hanson, do hereby certify as follows:

That I am the City Engineer for the City of West Fargo, North Dakota;

That the following (and/or attached hereto) is a detailed statement of the estimated cost for work described as Project No. 1343 and Project No. 4068 of the City of West Fargo, North Dakota.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 13TH day of FEBRUARY, 2023.

DANIEL R. HANSON
ND REG. NO. 4962

Dan Hanson

Engineer for the City of West Fargo
West Fargo, North Dakota

REGISTERED PROFESSIONAL ENGINEER
DANIEL R. HANSON
PE-4962
Dan Hanson
DATE 2/13/23
NORTH DAKOTA

moore engineering, inc.

Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Part B: Project No. 4068; Storm Sewer Lift Station SM-54
West Fargo ND
Project No. 22772 | 22794

ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
Contract No. 1: General Construction Project No. 1343						
1.	15000.00	Traffic Control	L SUM	1	$8,500.00	$8,500.00
2.	PLAN	Removal of Curbing & Pavements - 6th Ave	L SUM	1	$4,500.00	$4,500.00
3.	PLAN	Removal of Curbing & Pavements - 13th Ave	L SUM	1	$5,500.00	$5,500.00
4.	PLAN	Removal of Sanitary Manhole	EA	1	$6,500.00	$6,500.00
5.	330561.00	Sanitary Sewer Manhole - 48"	EA	1	$41,500.00	$41,500.00
6.	330130.11	Pre- and Post-Television Inspection Liner	LF	420	$12.00	$5,040.00
7.	330130.72	Sanitary Sewer CIPP Liner for 8" Clay Sewer	LF	210	$165.00	$34,650.00
8.	PLAN	Temporary Wastewater Bypassing - CIPP	L SUM	1	$10,500.00	$10,500.00
9.	333123.00	Sanitary Sewer Force Main - 6"	LF	66	$400.00	$26,400.00
10.	331419.00	Gate Valve & Box - 6"	EA	2	$2,250.00	$4,500.00
11.	PLAN	Rehabilitate Lift Station - SA-2	L SUM	1	$87,500.00	$87,500.00
12.	PLAN	Rehabilitate Lift Station - SA-3	L SUM	1	$95,500.00	$95,500.00
13.	PLAN	Rehabilitate Lift Station - SA-12	L SUM	1	$86,500.00	$86,500.00
14.	PLAN	Rehabilitate Lift Station - SA-25	L SUM	1	$98,500.00	$98,500.00
15.	PLAN	Air Release Manhole S2 Complete	L SUM	1	$38,000.00	$38,000.00
16.	PLAN	Asphalt Paving	SY	18	$550.00	$9,900.00
17.	PLAN	Concrete Roadway Paving	SY	22	$400.00	$8,800.00
18.	PLAN	Concrete Driveway and Sidewalk Pavement	SY	26	$225.00	$5,850.00
19.	PLAN	Curb & Gutter-Type I	LF	36	$100.00	$3,600.00
20.	PLAN	Turf Establishment	L SUM	1	$7,500.00	$7,500.00
21.	12000.00	Pumps Cash Allowance	ALLOW	1	$125,000.00	$125,000.00
Contract No. 1: General Construction Project No. 4068						
22.	24200.00	Removal of Pipe All Types And Sizes	LF	24	$100.00	$2,400.00
23.	PLAN	Removal of Pavements - SM-54	L SUM	1	$2,500.00	$2,500.00
24.	330130.11	Pre- and Post-Television Inspection Liner	LF	720	$8.00	$5,760.00
25.	330130.72	Storm Sewer CIPP Liner for 24" RCP	LF	360	$350.00	$126,000.00
26.	333123.00	Storm Sewer Force Main - 24"	LF	24	$400.00	$9,600.00
27.	PLAN	Rehabilitate Lift Station - SM-54	L SUM	1	$25,400.00	$25,400.00
28.	PLAN	Concrete Driveway Pavement	SY	80	$100.00	$8,000.00
29.	PLAN	Turf Establishment	L SUM	1	$4,500.00	$4,500.00
30.	12000.00	Pump Refurbishment Cash Allowance	ALLOW	1	$20,000.00	$20,000.00
Contract No. 1: Alternate A - Electrical Work						
A1	PLAN	1343 Electrical Work - Lift Station SA-2	L SUM	1	$12,000.00	$12,000.00
A2	PLAN	1343 Electrical Work - Lift Station SA-3	L SUM	1	$12,000.00	$12,000.00
A3	PLAN	1343 Electrical Work - Lift Station SA-12	L SUM	1	$12,000.00	$12,000.00
A4	PLAN	1343 Electrical Work - Lift Station SA-13	L SUM	1	$12,000.00	$12,000.00
A5	PLAN	1343 Electrical Work - Lift Station SA-25	L SUM	1	$12,000.00	$12,000.00
A6	12000.00	1343 Control Panel Cash Allowance	ALLOW	1	$210,000.00	$210,000.00
					Part A: Project No. 1343 Construction Subtotal	$984,240.00
					Part B: Project No. 4068 Construction Subtotal	$204,160.00

moore engineering, inc.

Part A: Project No. 1343; Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Part B: Project No. 4068; Storm Sewer Lift Station SM-54
West Fargo ND
Project No. 22772 | 22794

ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
			Parts A & B Construction Subtotal	$1,188,400.00
			Contingencies (~10%)	$121,600.00
			Total Construction	**$1,310,000.00**
			Study & Report	$21,500.00
			Engineering	$144,100.00
			Additional Consulting Services	$32,000.00
			Legal & Administration	$7,400.00
			TOTAL COST	**$1,515,000.00**

NOTICE OF AWARD

Date of Issuance: February 21, 2023

Owner: City of West Fargo

Owner's Contract No.: 1343 | 4068

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 22772 | 22794

Project: Sanitary Lift Stations SA-2, 3, 12, 13, & 25
Storm Sewer Lift Station SM-54

Contract Name: Project No. 1343; Sanitary Lift Station System Rehabilitation and Incidentals

Project No. 4068; Replacement of Sewerage Systems and Incidentals

Bidder: CC Steel, LLC

Bidder's Address: 5303 Creekview Green; Maple Plain, MN 55359

TO BIDDER:

You are notified that Owner has accepted your Bid dated February 2, 2023 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: General and Electrical Construction for Sanitary Lift Stations SA-2, 3, 12, 13, & 25 and Storm Sewer Lift Station SM-54.

The Contract Price of the awarded Contract is: $1,188,400.00

2 unexecuted counterparts of the Agreement accompany this Notice of Award, and two copies of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ 3 sets of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 2 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Copy: Engineer

Commissioner __________ introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING BID, SHOWING
RECEIPT OF ENGINEER'S STATEMENT OF ESTIMATED COST
AND DIRECTING EXECUTION OF CONTRACT

WHEREAS, bids have heretofore been received for the making of certain improvements in Project No. 1343- Sanitary Sewer Lift Station Rehabilitation of the City of West Fargo, North Dakota; and

WHEREAS, bids have heretofore been received for the making of certain improvements in Project No. 4068- Replacement of Sewerage Systems; and Incidentals of the City of West Fargo, North Dakota; and

WHEREAS, said bids were opened and made public and are on file in the office of the City Auditor of the City of West Fargo; and

WHEREAS, the Engineer for the City of West Fargo has made and filed a careful and detailed statement of the estimated cost of said work; and

WHEREAS, it is necessary to accept the bid for the work to be completed;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the contract bid of CC Steel LLC, in the amount of $1,188,400, is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the sum of $500.00, a certified or cashier's check in the amount of $50.00 and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code.

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Project No 1343 and Project No. 4068;

That the contract for the construction of said Projects 1343 and 4068 for which advertisement for bids is made, be and the same is hereby awarded to the said CC Steel LLC, in the amount of $1,188,400, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: Feburary 21, 2023

APPROVED:

____
President of Board of City Commissioners

ATTEST:

____
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner ______________. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: ____. The following commissioners were absent and not voting: ______________. The following commissioners voted nay: ___________. The majority having voted aye, the motion was carried and the resolution was duly adopted.

"

a city on the grow

To:	West Fargo City Commission
From:	Commissioners George and Anderson
Date:	February 21, 2023
Subject:	Backyard chicken keeping for residential properties
Action:	Direct staff to work on ordinance and public engagement

Summary:

Commissioners Mandy George and Roben Anderson recently held a meeting with staff and a representative of Cass Clay Food Commission, Adam Altenburg (also of MetroCOG) to discuss a potential ordinance allowing backyard chickens. The City of Fargo currently has an ordinance in place that could be used as an example along with their correlating procedures and policies to administrate this use. Some of the research and information from Fargo's work on this issue is attached for reference.

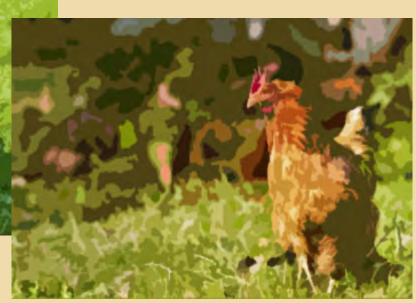
Requested Action:

- *Direct City Attorney to draft an ordinance to allow for backyard chicken keeping*
- *Direct staff to work on public engagement/input*

Urban Agriculture and

Backyard Chickens

Amended June 2020



A Blueprint Developed by the Cass Clay Food Partners

Backyard Chickens

This issue brief will provide background information related to urban chickens, and address the common concerns and benefits from a health, environment, social, and economic standpoint. The brief will also address how each concern can be remedied through ordinance language and education. Appendices have been provided to share how regional jurisdictions are addressing backyard chickens as well as example policy language from other jurisdictions.

Background

Hundreds of cities across the U.S. and at least 20 communities in Minnesota, including Fergus Falls, have permitted urban chicken keeping. People have a desire for urban chickens for a number of reasons, including companionship, teaching children about agriculture, and the ability to raise one's own food (one hen provides on average 3-4 eggs per week). After setting up the coop and the initial learning curve, urban chicken farmers say a small flock can be as easy to raise as a dog.

The following are common issues addressed in local ordinances:

- ➢ Number of birds permitted per household
- ➢ Permit and fee process
- ➢ Regulation of roosters
- ➢ Enclosure/containment restrictions
- ➢ Distance of coop from other homes/property line (setback)
- ➢ Location on the lot (e.g. backyard)
- ➢ Nuisance clause
- ➢ Requiring written consent by neighbors
- ➢ Storing chicken feed in rat-proof containers
- ➢ Slaughtering restrictions
- ➢ Number of chickens based on property size
- ➢ Restrictions of chickens in multi-family areas
- ➢ Zoning
- ➢ Violation or penalty
- ➢ If eggs can be bought/sold or only consumed by owner

Table 1. Summary of chicken keeping approval in local jurisdictions (as of June 2020)

Moorhead	Dilworth	Clay County	Fargo	West Fargo	Cass County	Horace
Prohibited	Prohibited	Permitted in some areas*	Permitted with conditions**	Prohibited	Permitted***	Permitted with Conditional Use Permit****

For current and additional information regarding policy provisions and stipulation in each jurisdiction, view the Frequently Asked Question Guide PDF: https://z.umn.edu/cassclayurbanag

**Permitted depending on which part of the county you live in. See policy tree for more information https://drive.google.com/file/d/1siknr-tbEPh-Y5iUCw2IXYzG7E1amLbF/view*

***Up to 6 chickens may be kept (through 9.30.20), no roosters are permitted, owners must provide a coop or shelter (check section 12-0310 of the ordinance for specifics on coop and run requirements), coops and runs may not be located in the front yard and must be at least 3 feet from any adjacent premises, chickens may not run at large and need to be kept in the coop and run at all times unless under the direct supervision of an adult, no slaughtering within city limits, an annual $10 permit is required and can be obtained through the City Auditor's office.*

Check the following website for additional information including links to sections in the municipal code where backyard chicken keeping is addressed: https://fargond.gov/city-government/departments/fargo-cass-public-health/nutrition-fitness/let-s-eat-local/fargo-backyard-chicken-keeping or www.letseatlocal.org.

****Requires a 250 foot buffer zone and individual townships may have their own zoning regulations.*

***** Chickens are permitted by Conditional Use Permit through public hearing process. Properties zoned A Agriculture of S-R Suburban residential are allowed. If granted, owner complies with 11-0102 to maintain 75 ft. Chickens not permitted in other zoning districts. Chickens over 50 units in number are deemed a feedlot and adhere to section 17.6.2*

Table 2. Framework for evaluating urban chicken keeping

DOMAIN	BENEFIT	CONCERN
Health	Increases access to nutritious food source	Disease risk[1]
Environment	Keeps yard clean by eating bugs, pests, and weeds Chicken droppings can be composted and used as fertilizer, as long as safe composting practices are used Reduces food waste going into the garbage by feeding it to chickens instead Sustainable way to raise food in an urban environment (i.e. less energy used for transportation)	Attraction of unwanted pests or predators
Economic	Possible financial relief for low-income families Potential for individuals to sell backyard chicken eggs (if permitted) Reduces kitchen waste in municipal trash collection system	Cost of permitting fee, setting up a coop and the equipment may be cost prohibitive for low-income families Jurisdiction cost of monitoring and addressing issues Disposal of dead birds can be expensive for individuals if the only disposal option is a vet's office

[1] Human Health Concerns about Raising Poultry. Illinois Dept of Public Health. Accessed 2015 January 21. http://www.idph.state.il.us/health/infect/Poultry.htm

Social	Can be regarded as pets and allows for positive social, cognitive, physical and emotional connection Increases awareness of the food cycle and connection to agriculture Can bring neighbors together Provides companionship Provides a positive family activity	Possibility of noise nuisance If not properly cared for, possibility of odor or not visually appealing Can be difficult to keep in winter

Table 3. Common urban chicken keeping concerns addressed

CONCERN	MORE INFORMATION	POSSIBLE SOLUTIONS
Disease	Contracting a communicable disease, like the flu or respiratory illness is negligible for urban poultry farming because of the size of the flock. This is a larger concern in industrial farming. Bacteria, like *Salmonella*, can be found in poultry droppings.	The hazards of bacterial infections can be mitigated by education regarding how to handle and care for poultry, including washing hands after returning indoors, and how to properly compost droppings for fertilizer. This can easily be addressed by educating urban chicken farmers with printed materials or offering classes.
Attracting pests	Flies and other pests lay their eggs in droppings because they like moisture.	Pests can be minimized through proper bedding care, and the chickens help by eating pests.
Attracting predators	Chickens should not attract urban predators any more than a cat or dog.	With the exception of hawks, most predators are nocturnal while chickens are diurnal (active during the day). Enclosing the chickens at night should prevent predators from accessing the chickens.
Cost for low-income families		Part of the Metropolitan Food Systems Plan is addressing issues of food access, possible barrier reduction could include funding and management from outside sources, like a non-profit, to cover the startup costs.
Disposal		For a fee, the Vet Diagnostic Lab at NDSU will provide dead animal disposal.* Other communities have offered these options: 1. City provides dead animal pick-up free of charge 2. Buried on property at least two feet down 3. Closed securely in a plastic bag and placed in the municipal trash

Noise	Hens “talking” at their loudest, speak at the same decibel level as human conversation (about 60 decibels). This is also personality-based; some hens are more talkative than others. Roosters crow at about the same decibel level as a barking dog (90 decibels).	A majority of urban ordinances ban roosters, because of their loud crowing.
Smell	Chicken manure is high in nitrogen, which can lead to an ammonia smell if not properly cared for.	Adding carbon material, like dried leaves and straw, to the bedding will get rid of the smell; it is all about carbon to nitrogen ratio. Odor can be remedied through quality bedding.
Winter keeping		Proper education can reduce the impact of winter poultry farming: make sure to keep combs warm and use a heat lamp when the temperature gets below 20 degrees.

**NDSU Veterinarian Diagnostic Lab: http://www.vdl.ndsu.edu/tests/general-investigation*

Resources

If you have questions, please contact Kim Lipetzky with the Fargo Cass Public Health Office at 701-241-8195 or klipetzky@fargond.gov.

Case study on the process for passing the backyard chicken ordinance in Fargo: http://download.fargond.gov/0/case_study_fargo_city_chickens3.pdf

Check the University of Minnesota Extension website for helpful information on backyard chicken keeping including the Raising Chickens for Eggs webpage: https://extension.umn.edu/small-scale-poultry/raising-chickens-eggs

Appendix A: Backyard Chicken Keeping in Regional Jurisdictions

Bismarck, ND
Urban chicken keeping is not permitted.

Duluth, MN
Allows for backyard chickens with common restrictions (must have a license, no more than five hens, no roosters, no slaughtering, coop requirements, fenced yard, etc.).

Grand Forks, ND
Urban chicken keeping is not permitted.

Lincoln, NE
Allows for backyard chickens with common restrictions (must have a permit, number of chickens based upon property and shelter size, no roosters, sanitation requirements, etc.).

Mankato, MN
In 2010, the city passed a temporary ordinance allowing urban chicken keeping, but no one applied in the two-year period. (The ordinance expired as of 2012.) If there was more interest from residents, it is likely that their city council would pass another ordinance allowing urban chicken keeping.

Rochester, MN
Allows for backyard chickens with common restrictions (must have a permit, no more than three hens, no roosters, coop requirements, sanitation requirements, etc.).

Sioux Falls, SD
Urban chicken keeping is permitted with common restrictions (must have license, no more than six hens, no roosters, nuisance clause, etc.).

Appendix B: Example Ordinances

Ann Arbor, MI (population 117,025)

Chapter 107 (Animals) - 9:42. Keeping of Chickens

(1) Any person who keeps chickens in the City of Ann Arbor shall obtain a permit from the City prior to acquiring the chickens. No permit shall be issued to a person, by the City, and no chickens shall be allowed to be kept unless the owners of all residentially zoned adjacent properties (as defined below in subsection 3 (j)) consent in writing to the permit and this consent is presented along with an application for a permit. Written statements waiving the distance requirement in subsection (3) below shall also be submitted at the time of application and become a part of the permit if issued. Application shall be made to the City Clerk and the fee for the permit shall be as determined by Council resolution.

Permits expire and become invalid five (5) years after the date of issuance. A person who wishes to continue keeping chickens shall have obtained a new permit on or before the expiration date of the previous permit. Application for a new permit shall be pursuant to the procedures and requirements that are applicable at the time the person applies for a new permit.

(2) Notwithstanding the issuance of a permit by the City, private restrictions on the use of property shall remain enforceable and take precedence over a permit. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association by-laws, and covenant deeds. A permit issued to a person whose property is subject to private restrictions that prohibit the keeping of chickens is void. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.

(3) A person who keeps or houses chickens on his or her property shall comply with all of the following requirements:

a. Have been issued the permit required under subsection (1) of this section.

b. Keep no more than four (4) chickens.

c. The principal use of the person's property is for a single-family dwelling or two-family dwelling.

d. No person shall keep any rooster.

e. No person shall slaughter any chickens.

f. The chickens shall be provided with a covered enclosure and must be kept in the covered enclosure or a fenced enclosure at all times. Fenced enclosures are subject to all provisions of Chapter 104 (Fences).

g. A person shall not keep chickens in any location on the property other than in the backyard. For purposes of this section, "backyard" means that portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family or two family structure and extending to the side lot lines.

h. No covered enclosure or fenced enclosure shall be located closer than ten (10) feet to any property line of an adjacent property;

i. All enclosures for the keeping of chickens shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure. A covered enclosure or fenced enclosure shall not be located closer than forty (40) feet to any residential structure on an adjacent property provided, however, this requirement can be waived as follows:

(i) If the principal use of applicant's property is for a single-family dwelling, to obtain such a waiver the applicant shall present at the time of applying for a permit the written statements of all adjacent landowners that there is no objection to the issuance of the permit.

(ii) If the principal use of the applicant's property is for a two-family dwelling, to obtain such a waiver the applicant shall present at the time of applying for a permit the written statements of all adjacent landowners and of the occupants of the other dwelling stating that there is no objection to the issuance of the permit.

j. For purposes of this section, adjacent property means all parcels of property that the applicant's property comes into contact with at one or more points, except for parcels that are legally adjacent to but are in fact separated from the applicant's property by a public or private street.

k. All enclosures for the keeping of chickens shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure.

l. All feed and other items associated with the keeping of chickens that are likely to attract or to become infested with or infected by rats, mice, or other rodents shall be protected so as to prevent rats, mice, or other rodents from gaining access to or coming into contact with them.

m. If the above requirements are not complied with, the City may revoke any permit granted under this section and/or initiate prosecution for a civil infraction violation.
(4) A person who has been issued a permit shall submit it for examination upon demand by any police officer or code enforcement officer.

Boston, MA (population 645,966)
SECTION 89-9. **Accessory Keeping of Hens.**
1. Use Regulations. See Underlying Zoning for applicable use regulations.
(a) For all areas covered under the Base Code, see Article 8 – Use No. 76.
(b) For all other areas not covered under the Base Code, see Use Regulation Table in specific Article.
(c) Where the Accessory Keeping of Animals is a Conditional Use in the applicable Underlying Zoning, the Board of Appeal shall not grant a Conditional Use Permit for the Accessory Keeping of Hens unless the following conditions are met.
(d) The maximum number of adult Hens in all Districts and Subdistricts not covered under the Base Code shall be six (6) per Lot.
(e) The maximum number of non-egg-laying replacement Chicks or Pullets in all Districts and Subdistricts not covered under the Base Code shall be six (6) per Lot.
(f) Roosters are expressly Forbidden.
(g) The on-site slaughtering of Hens is prohibited.
2. Dimensional Regulations.
(a) Maximum Height.
i. Coop. Enclosed Coop space shall not exceed eight (8) feet in height.
ii. Run. Runs shall not exceed eight (8) feet in height.
(b) Size.
i. Coop. Coop space must allow a minimum of two (2) square feet per Hen and one (1) nest box per three (3) Hens within, and shall not exceed a maximum size of eight (8) feet by six (6) feet.
ii. Run. Runs must allow a minimum of four (4) square feet per Hen, but in no case shall occupy more than twenty-five percent (25%) of the rear yard.
(c) Setbacks.
i. Subject to Article 10 (Accessory Uses), Coops and Runs shall be set back five (5) feet from all property lines in all Districts and Subdistricts unless there is a solid, opaque barrier such as a wall of fence along the property line.
ii. Coops and Runs shall not be located in the front yard or in a side yard that abuts a street in all residential and commercial Districts and Subdistricts.
iii. Coops and Runs shall not be within a fifteen (15) foot buffer of habitable structures on adjacent properties in all residential Districts and Subdistricts unless prior permission is granted in writing by the neighboring property owner(s).
(d) Materials.
i. All Coops shall be made of washable and sanitizable material such as fiberglass reinforced plastic.
ii. All Runs shall have a securely built frame, preferably wooden; shall be covered in wire mesh material such as hardware cloth; and designed to be predator proof.
(e) Screening.
i. Any portion of the Coop or Run directly visible from a street at any distance shall be screened by either a fence that is constructed to be at least sixty percent (60%) opaque or a landscaped buffer of at least four (4) feet in height.
(f) Free Ranging.
i. Free-ranging of adult egg-laying Hens shall be supervised and is allowed exclusively in fenced yards with consent of all residents and property owners who have legal access to the premises.

Fergus Falls, MN (population 13,351)
(F) Keeping of Chickens.
(1) Chickens permitted. It is unlawful for any person to own, control, keep, maintain or harbor chickens on any premises within the City unless issued a permit to do so as provided in this section. No permit shall be issued for the keeping or harboring of more than four (4) female chickens or hens on any premises. The keeping or harboring of male chickens or roosters is prohibited.

(2) Definitions. For the purpose of this paragraph, the following definitions shall apply unless the context clearly indicates or requires a different meaning.
“CHICKEN” means a female chicken or hen.
“AT LARGE” means a chicken out of its chicken run, off the premises or not under the custody and control of the owner.
“CHICKEN COOP” means a structure for housing chickens made of wood or other similar materials that provides shelter from the elements.
“CHICKEN RUN” means an enclosed outside yard for keeping chickens.
“PERSON” means the resident, property owner, custodian, or keeper or of any chicken.
“PREMISES” means any platted lot or group of contiguous lots, parcels or tracts of land and is located within the city.
(3) Permit. No person shall maintain a chicken coop and/or chicken run unless granted a permit by the Animal Control Officer. The Animal Control Officer is authorized to issue a maximum of 12 permits annually for the keeping of chickens. The permit shall be subject to all the terms and conditions of this section and any additional conditions deemed necessary by the Animal Control Officer to protect the public health, safety and welfare. The necessary permit application may be obtained from the City Administrator‟s office. Included with the completed application must be a scaled diagram that indicates the location of any chicken coop and/or chicken run, and the approximate size and distance from adjoining structures and property lines, the number and species of chickens to be maintained at the premises, and a statement that the applicant/permittee will at all times keep the chickens in accordance with this ordinance and all the conditions prescribed by the Animal Control Officer, or modification thereof, and failure to obey such conditions will constitute a violation of the provisions of this section and grounds for cancellation of the permit. The applicant shall include written consents/approval of the keeping of chickens on their premises from all abutting property owners, or shall provide proof of the certified mailing of a notice, and copies of said notice(s) to all abutting property owner(s) which advises the abutting property owner(s) the applicant is applying for a permit from the City of Fergus Falls for the keeping of chickens on their premises, the abutting property owner may object to the applicant‟s permit application, any objection must be received by the Animal Control Officer within 10 days of the mailing date of said notice, and failure to provide written objections to the Animal Control Officer within 10 days of the mailing of said notice will authorize the Animal Control Officer to issue a permit for the keeping of chickens to the applicant at their premises. Upon receipt of a permit application, the Animal Control Officer shall determine if the application is complete and contains the required consents/approvals and/or proof of the certified mailing of the required notices. If the application is complete and includes written consents/approval from all abutting property owners, the Animal Control Officer shall issue a permit for the keeping of chickens to the applicant. If the application is complete and includes proof of mailing certified notices to abutting property owner(s) as required by this section, the Animal Control Officer shall issue a permit to the applicant 10 days after receipt of the completed application, unless the Animal Control Officer receives a written objection from an abutting property owner objecting to the applicant‟s application for the keeping of chickens, in which case no permit shall be issued. No permit shall be issued for an incomplete application or for the keeping of chickens on any rental premises. A permit for the keeping of chickens may be revoked or suspended by the Animal Control Officer for any violation of this section following written notice. The applicant / permittee may appeal the revocation or suspension of their permit by requesting in writing a hearing before the city council within seven (7) days of the notice of revocation or suspension. The request for hearing must be either postmarked or received in the city administrator‟s office within seven (7) days of the date of the notice. The city council shall hold a hearing on the applicant/permittee‟s request for hearing within thirty (30) days of the request for hearing. An annual fee will be set by resolution.
(4) Confinement. Every person who owns, controls, keeps, maintains, or harbors chickens must keep them confined at all times in a chicken coop and chicken run and may not allow the chickens to run at large. Any chicken coop and chicken run shall be at least twenty-five (25) feet from any residential structure or any other structures on any adjacent premises.
(5) Chicken Coops and Chicken Runs.
(a) All chicken coops and chicken runs must be located within the rear yard subject to a twenty (20) foot setback from any adjacent premises and be at least twenty-five (25) feet from any residential structure or dwelling or any other structures or dwellings on any adjacent premises. All chicken coops must be a minimum of four (4) square feet per chicken in size, must not exceed ten (10) square feet per chicken in size and must not exceed six (6) feet in total height. Attached fenced-in chicken runs must not exceed 20 square feet per chicken and fencing must not exceed six (6) feet in total height. Chicken runs may be enclosed with wood and/or woven wire materials, and may allow

chickens contact with the ground. Chicken feed must be kept in metal predator proof containers. Chicken manure may be placed in yard compost piles.
(b) Chicken coops must either be:

(i) Elevated with a clear open space of at least twenty-four (24) inches between the ground surface and framing/floor of the coop; or,

(ii) The coop floor, foundation and footings must be constructed using rodent resistant construction.

(c) Chicken coops are not allowed to be located in any part of a home and/or garage.
(d) Chickens must be secured in a chicken coop from sunset to sunrise each day.
(6) Conditions and Inspections. No person who owns, controls, keeps, maintains, or harbors chickens shall permit the premises, whether the chickens are kept to be or remain in an unhealthy, unsanitary or noxious condition or to permit the premises to be in such condition that noxious odors are carried to adjacent public or private property. Any chicken coop or chicken run authorized by permit under this section may be inspected at any reasonable time by the Animal Control Officer, Law Enforcement Officer or other agent of the City. A person who has been issued a permit shall submit it for examination upon demand by the Animal Control Officer, Law Enforcement Officer or other agent of the City. Slaughter and breeding of chickens on any premises within the City is prohibited.
(7) Private Restrictions and Covenants on Property. Notwithstanding the issuance of a permit by the City, private restrictions and/or covenants on the use of property shall remain enforceable and take precedence over a permit. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association by-laws, covenant declarations and deed restrictions. A permit issued to a person whose premises are subject to private restrictions and/or covenants that prohibit the keeping of chickens is void. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.
(8) Refusal to Grant or Renew Permit. The Animal Control Officer may refuse to grant or renew a permit to keep or maintain chickens for failure to comply with the provisions of this section, submitting an inaccurate or incomplete application, if the conditions of the permit are not met, if a nuisance condition is created, or if the public health and safety would be unreasonably endangered by the granting or renewing of such permit.
(9) Removal of chicken coop and chicken run. Any chicken coop or chicken run constructed or maintained on any premises shall be immediately removed from said premises after the expiration of the permit or shall be removed within thirty (30) days upon ceasing to use the chicken coop and/or chicken run for the keeping of chickens.
(10) Residential Agricultural District. This ordinance does not apply to premises located in a residential agricultural district as that area is defined in this Code.
(11) Prohibited. The keeping of chickens, male or female, is prohibited in R-3, R-4 and R-5 Multiple-Family and Multiple-Residence Districts and all Business and Industrial Districts (B-1 though B-6 and I-1 through I-3) as those areas are defined in this Code.
(12) Violations a Misdemeanor. Any person who owns, controls, keeps, maintains or harbors chickens in the City of Fergus Falls without obtaining or maintaining a current permit or after a permit has been suspended or revoked by Council action shall be guilty of a misdemeanor.

Minneapolis, MN (population 400,070)
70.10. - Permit required.
(a) No person shall anywhere in the city keep, harbor, or maintain care, custody, or control over any small animal or any fowl such as a chicken, turkey, duck, or pigeon, without obtaining a permit issued by Minneapolis Animal Care and Control.
(b) Minneapolis Animal Care and Control may grant permit pursuant to this section after the applicant has sought the written consent of at least eighty (80) percent of the occupants of the several descriptions of real estate situated within one hundred (100) feet of the applicant's real estate. Such written consent shall be required on the initial application and as often thereafter as Minneapolis Animal Care and Control deems necessary.
(c) No permit shall be granted to keep any animal, fowl, or pigeon within a dwelling unit or part thereof, nor on any real estate which contains three (3) or more dwelling units.
(d) This section shall not apply to dogs, cats, ferrets, or rabbits nor to veterinarians or licensed pet shops or licensed kennels.
(e) Application for permit. Any person desiring a permit under this chapter shall make written application to Minneapolis Animal Care and Control. Approval of application is subject to conditions prescribed by Minneapolis Animal Care and Control. Failure to adhere to conditions is cause for cancellation of the permit and/or result in an administrative fine.

(f) Duration of permit. All permits issued shall expire on January 31 of the following year after its issuance unless sooner revoked. The application fee for such permit shall be fifty dollars ($50.00) which shall be paid at the time of application. The annual renewal fee thereafter for such permit shall be forty dollars ($40.00). Minneapolis Animal Care and Control will inspect the premises annually or as deemed necessary.
(g) Five-year permit. The fee for a five-year permit will be one hundred fifty dollars ($150.00). All five-year permits issued shall expire on January 31 of the year following the fifth year after its issuance unless sooner revoked. Minneapolis Animal Care and Control will inspect the premises annually or as deemed necessary.
(h) Refusal to grant permit. Minneapolis Animal Care and Control may refuse a permit to keep or maintain animals or fowl hereunder for failure to comply with the provisions of this chapter, and shall refuse a permit if such animals or fowl should not be kept upon the premises described in the application for the permit. If any such permit is refused, the fee paid with the application shall be retained by Minneapolis Animal Care and Control.
(i) Enforcement. Minneapolis Animal Care and Control shall enforce the provisions of this chapter.

Park River, ND (population 1,390)
AN ORDINANCE RELATING TO CONTROL OF ANIMALS AND POULTRY
Animals and poultry not to be raised or kept in certain areas, penalty. No person or persons shall raise or keep any domestic animals or poultry, or both, of the species of horses, mules, asses, cattle, sheep, goats , swine, geese, chickens, ducks, turkeys, peacocks, guinea hens, or similar livestock or fowl within the city limits of the City of Park River, except as follows:
I. Up to 8 hen chickens (no roosters) will be allowed with a license.
2. Initial license must be approved by 75% of the property owners within 200 feet of the coop.
3. Applicant shall pay an initial license fee of $25.00 and annual fee of $5.00.
4. In the event a complaint has been filed with the City of Park River prior to renewal of said license within the past calendar year, the Building Inspector will determine if the license renewal is issued. If no complaints have been filed, the renewal shall be considered extended for all additional year provided payment is received.
5. Slaughtering of chickens on the premises is prohibited.
6. A separate coop and run is required to house the chickens. Coop must be located in the rear and be setback at least five feet from the property lines.
7. All premises on which hens are kept or maintained shall be an enclosed fence and be kept clean from filth, garbage, and any substances which attract rodents. The coop and its surrounding area must be cleaned to control odor so as not to be detectable on another property.
8. All grain and food stored for the use of the hens on premises with a chicken license shall be kept in a rodent proof container.
9. All applicants must notify the owner of the property if the applicant is not the owner.
10. A complaint against any person owning, keeping or harboring chickens may be filed with the City of Park River Building Inspector. If an investigation from the Building Inspector reveals that the use of chickens is in violation of this section or any other section of this Code the City Building Inspector shall have authority to require the owner or user of the property to fix, abate, or alleviate the problem. If the problem is not satisfactorily abated or alleviated the City Building Inspector shall have authority to revoke the license.

Salt Lake City, UT (population 191,180)
8.08.010: DOMESTIC FOWL AND LIVESTOCK; PERMIT REQUIRED:
A. Except as provided in Subsection B of this section, it is unlawful for any person to keep within the city any chickens, turkeys, ducks, geese, pigeons or other similar domestic fowl, or more than two (2) rabbits, or other similar animals, without first making application for and obtaining a permit from the office of animal services to do so. The fee for such permit shall be five dollars ($5.00) per animal, but shall not exceed forty dollars ($40.00) per year.
B. Notwithstanding Subsection A of this section, chickens may be kept in any area zoned as a residential district under Chapter 21A.24 of this code or its successor, subject to the requirements of Section 8.08.065 of this chapter.
SECTION 2. **Amending Section 8.08.060.** That Section 8.08.060 of the *Salt Lake City Code,* shall be, and hereby is, amended to read as follows:
8.08.060: HOUSING AND FEEDING OF ANIMALS; LOCATION RESTRICTIONS:
It is unlawful to house, keep, run or feed any of the above mentioned animals within fifty feet (50') of any structure used for human habitation except as provided in Section 8.08.065 of this chapter.

SECTION 3. **Enacting Section 8.08.065.** That Section 8.08.065 of the *Salt Lake City Code* shall be, and hereby is, enacted to authorize the keeping of chickens in residential districts, subject to certain requirements, as follows:
8.08.065: KEEPING CHICKENS:
A. Subject to the requirements of this section and any other applicable provision of this chapter, fifteen (15) hen chickens (and no roosters) may be kept on a lot or parcel of land in a residential district for the sole purpose of producing eggs. The principal use on the lot or parcel shall be a one-family dwelling, a two-family dwelling, or a multi-family dwelling. Notwithstanding the foregoing, a person who complies with the requirements of Section 8.08.030 of this title may keep chickens as provided in such section.
B. Chickens shall be confined within a secure outdoor enclosed area.
1. The enclosed area shall include a covered, ventilated, and predator-resistant chicken coop.
a. The coop shall have a minimum floor area of at least two (2) square feet per chicken.
b. If chickens are not allowed to roam within an enclosed area outside the coop, the coop shall have a minimum floor area of six (6) square feet per chicken.
2. The coop shall be located in a rear yard at least twenty-five (25) feet from any dwelling located on an adjacent lot.
a. The coop and enclosed area shall be maintained in a neat and sanitary condition and shall be maintained as provided in Section 8.08.070 of this chapter.
b. No chicken shall be permitted to roam outside the coop or enclosed area.
3. Chicken feed shall be stored and dispensed in rodent-proof and predator-proof containers.
C. Chickens shall not be kept on a residential lot or parcel unless the person keeping chickens first obtains a permit as provided in Section 8.08.010 of this chapter.
1. The permittee shall acknowledge the rules set forth in this section and shall, as a condition of permit issuance, agree in writing to comply with such rules.
2. The permit shall be good for one (1) year and may be renewed annually.
D. It shall be unlawful for any person to keep any chicken in a residential district in a manner contrary to the provisions of this section.
SECTION 4. **Amending Section 8.08.080.** That Section 8.08.080 of the *Salt Lake City Code,* shall be, and hereby is, amended to read as follows:
8.08.080: TRESPASS BY FOWL OR DOMESTIC ANIMALS:
It is unlawful for the owner or any person in charge of domestic fowl, such as turkeys, ducks, geese, chickens or other similar domestic fowls, or domestic animals such as dogs or cats, to permit such fowls or domestic animals to trespass upon the premises of another. It is unlawful for any person to house, keep, run or feed any such fowls within fifty feet (50') of any house used for human habitation except as provided in Section 8.08.065 of this chapter.

Frequently asked questions about keeping chickens in Fargo

How do I obtain a permit for backyard chicken keeping?

Print and complete the permit application including a scaled diagram. Applications may be brought into the city auditor's office on the second floor of city hall or mailed in with the application fee to: City Auditor, 200 3rd St. N, Fargo, ND 58102. Prior to receiving a permit, the city will inspect and approve the installed chicken coop and run. Once approved the city will mail out a permit tag to be posted on the chicken coop. Permits need to be renewed each calendar year.

Can I move my coop around my yard?

Yes, if you plan to use a portable coop and periodically move it around the yard, indicate possible locations on the permit application.

Am I allowed to have the coop in my garage?

Chicken coops are not allowed in any part of a home or attached garage. A coop may be part of a detached garage or shed as long as there is a physical separation between the coop and run and the space used for non-chicken-keeping purposes.

What if there are private restrictions or covenants on my property?

Private restrictions on the use of property remain intact. A permit issued to a person whose premises are subject to covenants that prohibit the keeping of chickens is void.

Can I compost the manure from my chickens?

Yes, chicken manure may be placed in yard compost piles. If you choose not to compost the manure, the waste must be disposed of properly on a regular basis.

Are chickens noisy?

Hens are social animals and generally cluck amongst themselves during daylight hours at a decibel level similar to that of human conversation. They will briefly make more noise when they are laying their eggs. Hens will occasionally squawk if disturbed by an unfamiliar person or animal.

How many eggs do hens lay?

According to the University of Minnesota Extension Service, hens begin laying at around six months of age and can continue for 5-10 years. Peak production occurs in the first 2 years and they will lay roughly 5-6 eggs each week. Hens need at least 12- 14 hours of light each day to continue laying eggs. A regular light bulb is sufficient to supply this light.

Where can I take my chickens if I decide I do not want them anymore?

Slaughtering chickens in town is prohibited. Unwanted birds may be given to another chicken owner or an area farmer.

Where can I dispose of a dead bird?

If an animal is dead, please double bag the animal and place it in the trash.
https://www.cityoffargo.com/Residential/YourNeighborhood/Problems/Animals.aspx

Can I get salmonella infection from my chickens?

Chickens can carry germs such as salmonella even when they appear healthy and clean. Germs can get on coops, feed, water dishes and soil in the areas where they live. Germs can also get on clothing, shoes and hands when handling the birds and if you touch your mouth germs can be transmitted and make you sick. Young children are at risk because their immune systems are still developing and they are more likely to put their fingers in their mouth, and adults with compromised immune systems are more susceptible to becoming infected.

How can I reduce the change of salmonella infection?

To avoid getting sick from salmonella, the North Dakota Department of Health suggests:

- Always wash your hands with soap and water after touching live poultry or anything in the area where they live
- Do not bring chickens into the house
- Do not let children under 5, elderly adults or those with a weak immune system handle the birds
- Do not snuggle or kiss the birds, touch with your mouth or eat or drink around live poultry
- Thoroughly cook eggs collected from the hens

Visit www.cdc.gov/features/salmonellapoultry for additional information

What is avian influenza or "bird flu"?

Avian influenza, commonly referred to as bird flu, is a potential concern with backyard poultry. This is a respiratory disease in birds that has many different subtypes. These viruses occur naturally among wild aquatic birds worldwide and can infect domestic poultry and animal species. Avian flu viruses do not normally infect humans. Rare cases of human infection with these viruses have been reported, however, no documented cases of this has been seen in the United States. Visit www.cdc.gov/flu/avianflu/index.htm for additional information on avian influenza.

What steps should I take if I suspect bird flu?

Bird diseases can spread quickly and kill other nearby birds. Early detection can help prevent this. Currently, Fargo Cass Public Health and Cass County Extension are working on a plan for how to address the issue should there be an avian flu outbreak on our community.

Who do I contact to file a complaint?

Information regarding animal related concerns can be found at:
www.cityoffargo.com/Residential/YourNeighborhood/Problems/Animals.aspx

In general, call the Fargo Police Department at 701-235-4493 to report a noise complaint, chicken at large, permit violation, or animal abuse. If the complaint is related to odor, improper cleaning of a coop, or issues with rodents, call the Environmental Health Division of Fargo Cass Public Health at 701-476-6729.

Where can I find additional information about backyard chicken keeping?

Kelcey Hoffmann, Extension Agricultural and Natural Resource Agent, Cass County. Contact if you have questions about raising chickens, Kelcey.hoffmann@ndsu.edu, 701-241-5700.

University of Minnesota Extension website:
www.extension.umn.edu/food/small-farms/livestock/poultry/backyard-chicken-basics

Internet searches will provide many sites on how to get started and what you need to do to raise healthy egg laying chickens.