

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Approve Order of Agenda
- D. Approval of Minutes -- May 1, 2023 (Pages 3-7)
- E. Building Permits (Pages 8-10)

Consent Agenda - Approve the Following:

- a. Bills (Pages 11-58)
- b. Improvement District No. 2271 – 7th Ave NW and 5th St Ct NW
 - Authorize Notice to Proceed; and Adopt Resolution Approving Contract and Contractor's Bond (Pages 59-62)
- c. Games of Chance for Dan Dahlstrom Benefit. Games to be conducted: Raffle on June 10, 2023 at Town Hall Bar at 103 Main Ave, West Fargo, ND 58078 (Page 63)
- d. Gaming Site Authorization for Team Makers Club, Inc. Games to be conducted: Pull Tab Jar, Pull Tab Dispensing Device and Electronic Pull Tab Device from July 1, 2023 to June 30, 2024 at Town Hall at 103 Main Ave W, West Fargo, ND 58078 (Pages 64-66)
- e. Gaming Site Authorizations for Prairie Public Broadcasting. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Prize Board, Twenty-One and Poker at Three Lyons LLC at 675 13th Ave E, West Fargo, ND 58078; Bingo, Raffles, Pull Tab Dispensing Device, Electronic Pull Tab Device at Wurst Bier Hall at 3179 Bluestem Dr West Fargo, ND 58078 (Pages 67-72)

Public Comment

Regular Agenda

- 1. Swearing in of Officers: Parker Borg and Jeff Boyer -- Denis Otterness, Chief of Police
- 2. First Reading of Ordinance No 1224 through 1231 (Code Amendments)
-- Mark Housh, Inspections Administrator (Pages 73-142)
- 3. Economic Development Advisory Committee Volunteer
 - Approve EDAC Nominee for Member -At- Large position (Page 143)
- 4. Second Reading and Final Approval – Zoning Ordinance Amendments to Title IV of the City Ordinances pertaining to site plan review -- Lisa Sankey, Planner (Pages 144-154)
- 5. Public Works Asphalt Overlays (Various Locations) – Matt Andvik, Public Works Director
 - Create Project No. 2277, Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications (Pages 155-161)
- 6. MOU between City of West Fargo and WF Parks Dept. -- Matt Andvik, Public Works Director
 - Approve the MOU for Charleswood Community Orchard (Pages 162-166)

7. Consideration draft Purchasing Policy -- Dustin Scott, Assistant City Administrator
(Pages 167-181)
8. Citywide Centerline Striping Project -- Dan Hanson, City Engineer
 - Create Project No. 2278, Approve Engineer's Report and Award Project to Contractor
(Pages 182-189)
9. Project No 9034 – Core Area Capital Improvement Planning -- Dan Hanson, City Engineer
 - Approve Task Order No. 67 (Pages 190-205)
10. Traffic Signal Upgrades – Citywide -- Dan Hanson, City Engineer
 - Approve Purchase of Equipment (Pages 206-207)
11. Application for Lead Service Line Inventory Assistance (LSLI) -- Dan Hanson, City Engineer
 - Approve Resolution Authorizing filing of an application with NDDEQ for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions (Pages 208-214)
12. Second Reading of Ordinance No. 1223 – Collection of Garbage Fees
-- John Shockley, City Attorney (Page 215)
13. Discussion about the utility billing issue and article that was published on 5/10/2023
-- Roben Anderson, Commissioner (Page 216)
14. City Administrator's Report -- Dustin Scott, Assistant City Administrator
 - Finance Director Hiring update
 - July 3rd meeting
15. Correspondence
16. Non-Agenda Items
17. Adjourn

Members of the public who wish to speak during the public comment period must sign-up in advance, and provide their name and residential address. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish to attend.

[City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](#)



West Fargo City Commission Meeting
Monday, May 1, 2023
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday, May 1, 2023, at 5:30 p.m. Those present were Commissioners Bernie Dardis, Brad Olson, Roben Anderson, Mark Simmons, and Mandy George 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 with the movement of consent agenda item d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m. (Pages 42-43), being moved to the regular agenda. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes from April 17, 2023 as presented. 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 building permits as distributed. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner Anderson seconded to approve the consent agenda as presented with the removal of item d to be placed as regular agenda item 10.5.

- a. Bills (Pages 10-34)
- b. Improvement District No. 2270 – Traffic Signal at 9th St W and 32nd Ave W
 - Authorize Notice to Proceed; and Adopt Resolution Approving Contract and Contractor's Bond (Pages 35-38)
- c. Right-of-Way Permitting
 - Authorize Engineering to lift Right-of-Way season shutdown and Approve draft letter to be sent to registered contractors (Pages 39-41)
- d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m. (Pages 42-43)
- e. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Metro Sports Foundation: Games to be conducted: Pull Tab Dispensing Device and Electronic Pull Tab Device at Gimmies located at 635 32nd Ave S #144, West Fargo, ND 58078. Games to be conducted: Pull Tab Jar, Electronic Pull Tab Jar, Twenty-One and Paddlewheel Table located at Brewtus Brickhouse at 635 32nd Ave S #108, West Fargo, ND 58078 (Pages 44-47)
- f. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for West Fargo Rural Fire Department: Games to be conducted: Bingo, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool, Twenty-One and Poker at West Fargo Speedway located at 680 Main Ave W, West Fargo, ND 58078. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool and Twenty-One

- located at Silver Dollar Bar & Flying Pig at 221 Sheyenne St, West Fargo, ND 58078 (Pages 48-49)
- g. Gaming Site Authorization for North Dakota Association for the Disabled, Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Pull Tab Dispensing Device, Electronic Pull Tab Device, Sports Pool, Twenty-One, Poker and Paddlewheel Table at the Bordertown Bar & Grill at 807 Main Ave E, West Fargo, ND 58078 (Pages 50-52)
 - h. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Arc Upper Valley. Games to be conducted: Bingo, Raffles, Pull Tab Dispensing Device and Electronic Pull Tab Device at The Piggy BBQ at 816 24th Ave #118 (Pages 53-55)
 - i. Games of Chance for Veterans Warrior Foundation. Games to be conducted: Raffle at the West Fargo VFW at 444 Sheyenne St, West Fargo, ND 58078 (Page 56)
 - j. Gaming Site Authorization from July 1, 2023 to June 30, 2024 for Arthur W Jones Post 7564 VFW of the U.S. Inc. Games to be conducted: Bingo, Raffles, Pull Tab Jar, Electronic Pull Tab Device, Seal Board, Prize Board, Sports Pool, Twenty-One and Paddlewheels with Tickets at Arthur W. Jones Post 7564 VFW at 444 Sheyenne St #1, West Fargo, ND 58078 (Page 57)
 - k. Gaming Site Authorization from July 17, 2023 to July 25, 2023 for Metro Sports Foundation. Games to be conducted: Poker at DoubleTree at 825 E Beaton Dr, West Fargo, ND 58078 (Pages 58-59)
 - l. Games of Chance for Cystic Fibrosis Association of ND. Games to be conducted: Raffle on June 24, 2023 at Hooligans at 107 W Main Ave, Ste 150, West Fargo, ND 58078 (Page 60)

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

The Local Board of Equalization Agenda was opened and closed at 5:35 PM. Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes from April 11 & 17, 2023 as presented. 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 Zoning Ordinance amendments to Title IV of the City Ordinances pertaining to site plan review. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the First Reading of Zoning Ordinance amendments to Title IV of the City Ordinances pertaining to site plan review. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of the Enterprise Grant for Cookie Krums. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the request for approval of the Enterprise Grant for Cookie Krums. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of four Child Care Improvement Grants. Following discussion:

Commissioner George moved and Commissioner Simmons seconded to approve the Summit child care improvement grant. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and Commissioner George seconded to approve the YMCA School Age Centers 8 locations child care improvement grant. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner George seconded to approve the Sheyenne Learning Center child care improvement grant. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner George moved and Commissioner Anderson seconded to approve the Creative Learning Center child care improvement grant. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. Commissioner President Dardis voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of fifteen Child Care Facility Improvement Grants. Commissioner Olson moved and Commissioner George seconded to approve the request for approval of the fifteen Child Care Facility Improvement Grants. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Casey Sanders-Berglund, Economic Development Manager appeared before the Commission to request approval of the parking lot proposal with Olson Family Properties. Commissioner Simmons moved and Commissioner Olson seconded to approve the parking lot proposal with Olson Family Properties. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Pierre Freeman, Emergency Manager appeared before the Commission for the closure of the emergency declaration for flooding. Commissioner Simmons moved and Commissioner Olson seconded to approve the closure of the emergency declaration for flooding. 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 Improvement District No. 2265 – 9th St NE Reconstruction; approve Task Order No. 3-3 for "Design Services". Following discussion, Commissioner Simmons moved and Commissioner George seconded to approve the Improvement District No. 2265 – 9th St NE Reconstruction; approve Task Order No. 3-3 for "Design Services". 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 Project No. 2273 – 23rd Ave S and Bluestem Dr E (Intersection Modifications and Traffic Signal Improvement); approve Task Order No. 1 for "Basic Services". Following discussion, Commissioner Olson moved and Commissioner Anderson seconded to approve the Project No. 2273 – 23rd Ave S and Bluestem Dr E (Intersection Modifications and Traffic Signal Improvement); approve Task Order No. 1 for "Basic Services". 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 Sanitary Sewer Access Improvement; create Project No. 1346, approve Engineer's Report; and direct Engineer to prepare both a Task Order for "Basic Services" and Plans and Specifications. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the Sanitary Sewer Access Improvement; create Project No. 1346, Approve Engineer's Report; and direct Engineer to prepare both a Task Order for "Basic Services" and Plans and Specifications. 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 Sandhill's 6th Addition (proposed Improvement District No. 1345); accept Petition for Improvements and Preliminary Work Agreements from developers; and authorize preliminary engineering. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the Sandhill's 6th Addition (proposed Improvement District No. 1345); accept Petition for Improvements and Preliminary Work Agreements from developers; and authorize preliminary engineering. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Consent agenda item d. Alcohol Consumption at the Red River Market in West Fargo, ND on May 13, 2023 from 10 a.m. to 2 p.m., was moved from the consent agenda to the regular agenda as item 10.5. There was no action on the item.



West Fargo City Commission Meeting
Monday, May 1, 2023
Commission Chambers 5:30 PM

John Shockley, City Attorney and Dustin Scott, Assistant City Administrator City appeared before the Commission with requests in regards to Administrator and Department Head positions:

- a. Request to approve contract with Baker Tilly to assist with hiring of City Administrator
Following discussion, Commissioner Olson moved and Commissioner Simmons seconded for approve the contract with Baker Tilly to assist with hiring of City Administrator. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.
- b. Commission President appointment of (2) commissioners for vacant Department Head positions
Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve Commission President appointment of (2) commissioners for vacant Department Head positions. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

Bernie Dardis, Commission President brought forth the discussion on public comment format at Commission meetings. Following discussion, Commissioner Simmons moved and Commissioner Anderson seconded to approve the public comment format at Commission meetings. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motion was declared carried.

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

- a. Moving forward to schedule interviews to hire a Finance IT and HR Director

In regards to correspondence, Commissioner Dardis requested Casey Sanders-Berglund, Economic Development Manager to meet with the group that is putting on the Civic Event. Bernie Dardis also wanted to recognize Kathi Schwan of West Fargo has been named the new state president of AARP in North Dakota. Roben Anderson wanted to remind everyone of the Arbor Day Event happening at City Hall on May 12th.

There were no non-agenda items.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the meeting adjourned at 7:40 p.m.

Bernie Dardis, Commission President

Dustin Scott, Assistant City Administrator

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
05/15/2023**

	AS OF 5/12/2023			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL				1		\$ 1,450,000.00
RESIDENTIAL DWELLING	9	9	\$ 2,860,956.00	51	51	\$ 15,194,880.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	10		\$ 124,833.00	21		\$ 361,793.00
FOUNDATION ONLY						
<u>BUILDING REMODEL</u>						
COMMERCIAL	1		\$ 43,000.00	11		\$ 3,853,000.00
RESIDENTIAL	5		\$ 205,580.00	30		\$ 832,388.00
PUBLIC				4		\$ 3,306,452.00
CHURCH						
ACCESSORY						
<u>BUILDING OTHER</u>						
DEMOLITION				2		\$ 60,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	25	9	\$ 3,234,369.00	120	51	\$ 25,058,513.00

WEST FARGO CITY COMMISSION MEETING

1 of 2

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
230241	Groundworks of MN	1114 5th Avenue West	Larry Jensen	\$ 3,028.00	Remodel - Residential -basement
230170	Ryezon Construction LLC	5315 8th Street West	Alexis Ganser, ETAL	\$ 17,000.00	Accessory - Shed
230234	Deckmen Designs	1065 Hickory Lane	David Collins	\$ 22,750.00	Accessory - Deck
230239	Premium Decks	467 38th Avenue West	Rebecca Kremer	\$ 12,000.00	Accessory - Deck
230242	Remodeling by Foss	1700 Main Avenue West	Netreit West Fargo	\$ 43,000.00	Remodel - Commercial - Add Office Space
230237	William Satrom	340 13th Avenue East	William Satrom	\$ 1,108.00	Accessory - Deck
230230	Premium Decks	961 41st Avenue West	Michael Bindas	\$ 15,000.00	Accessory - Deck
230253	Groundworks of MN	401 11th Avenue NW	Austen Becker	\$ 8,052.00	Remodel - Residential - intellijacks
230252	Precision Concrete Cutters	1021 Meyer Boulevard	Mark Anderson	\$ 12,000.00	Remodel - Residential - egress window
230247	Mathew Carisa	1843 10th Street West	Matthew Carisa	\$ 4,000.00	Accessory - Pool
230250	Thomsen Homes, LLC	6052 8th Street West	Thomsen Homes LLC	\$ 218,500.00	Residential Dwelling
230255	Heritage Homes	836 Rania Way West	Active55, LLC	\$ 504,441.00	Residential Dwelling
230259	Jordahl Custom Homes	1228 Marlys Drive West	Jordahl Custom Homes	\$ 215,000.00	Residential Dwelling
230262	Thomsen Homes, LLC	6134 Martin Lane West	Thomsen Homes LLC	\$ 246,615.00	Residential Dwelling
230264	Dabbert Custom Homes	5845 11th Street West	Dabbert Custom Homes	\$ 405,900.00	Residential Dwelling
230260	Thomsen Homes, LLC	6048 8th Street West	Thomsen Homes LLC	\$ 242,600.00	Residential Dwelling
230267	Dabbert Custom Homes	5507 Lori Lane West	Dabbert Custom Homes	\$ 12,500.00	Accessory - Deck
230269	Dabbert Custom Homes	1025 Ashley Drive West	Dabbert Custom Homes	\$ 354,900.00	Residential Dwelling
230271	Designer Homes	6109 Martin Lane West	Designer Homes	\$ 333,000.00	Residential Dwelling
230272	Designer Homes	6005 Martin Lane West	Designer Homes	\$ 340,000.00	Residential Dwelling
230273	Cornerstone Remodeling	1815 3rd Avenue East	Raymond Rickelman	\$ 18,475.00	Accessory - Deck

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
230270	Evolution Construction	823 Lakeridge Place	Megan Schreiner	\$ 50,000.00	Remodel - Residential - Lower Level Finish
230280	Matthew Bunting	5562 8th Street West	Matthew Bunting	\$ 10,000.00	Accessory - Deck
230276	Premium Decks	717 35th Avenue East	Kal Skadberg	\$ 12,000.00	Accessory - Deck
230285	Benjamin Custom Homes	2312 Harbor Lane West	Aaron Haroldson	\$ 132,500.00	Remodel - Residential - Lower Level Finish

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 1 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110416		2954 A-0X WELDING SUPPLY CO INC	224.06						
1	1301731	04/30/23 PROPANE	43.59			1000 430000	722		101000
2	1297560	04/06/23 44LB SPOOL	180.47			1000 455000	433		101000
		Total for Vendor:	224.06						
110395		289 ACME TOOLS	560.41						
1	11271729	05/10/23 TOOLS	560.41			2210 428000	641		101000
110437		289 ACME TOOLS	545.61						
1	11214237	04/26/23 TOOLS	46.66			4387 480000	500		101000
2	11228720	04/29/23 HEPA STICK VAC	131.12			1000 455000	432		101000
3	11259524	05/08/23 BUFFER BARE TOOL	358.00			4387 480000	500		101000
4	11264272	05/09/23 BLOWER SUPPORT	9.83			1000 430001	427		101000
110445		289 ACME TOOLS	176.50						
1	11269063	05/10/23 MILWAUKEE TOOLS	164.55			4387 480000	500		101000
2	11271925	05/10/23 SDS PLUS	11.95			6025 450000	432		101000
		Total for Vendor:	1,282.52						
110498		3441 AIRPORT ASSOCIATION OF ND	100.00						
1	May 23	AAND Annual Dues	100.00			7050 500000	420		101000
		Total for Vendor:	100.00						
110459		4871 ALAN RANDALL	75.00						
1	2023	MAILBOX REPAIR	75.00			1000 430000	444		101000
		Total for Vendor:	75.00						
110411		3869 ALISHA REIS	65.33						
1	05/08/23	STAFF TRAINING REIMBURSEMENT	65.33			7000 411600	340		101000
		Total for Vendor:	65.33						
110353	107332S	4856 ALLANDRA ARECHIGO	136.70						
		REFUND FOR 2030 5TH AVE E, WEST FARGO, ND 58078							
		020000115-06							
3	05/04/23	MOVE OUT REFUND	136.70			6020 214100			101000
		Total for Vendor:	136.70						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
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Page: 2 of 48
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110484		2947 ALLSTATE PETERBILT OF FARGO	118.23								
1	4004367979	05/10/23 7045 LINK LEVELING VALVE	10.11			4387		480000	427		101000
2	4004367987	05/10/23 7045 HEIGHT CONTROL VALVE	108.12			4387		480000	427		101000
		Total for Vendor:	118.23								
110365	-99695E	4672 ASSURE PAYROLL TAX MANAGEMENT	198,977.99								
1		Social Security	91,318.36			1000		212501			101000
2		Medicare	21,356.78			1000		212502			101000
3		Federal Income Tax	74,844.85			1000		212503			101000
4		ND State Tax	7,435.00			1000		212504			101000
5		MN State Tax	4,023.00			1000		212505			101000
		Total for Vendor:	198,977.99								
110137	107179S	2931 AUTO VALUE PARTS STORES	462.98								
1	99197920	04/18/23 OIL FILTER	3.26			1000		455000	427		101000
2	99197929	04/18/23 OIL FILTER	3.26			1000		415000	427		101000
3	99197922	04/18/23 OIL FLEET	28.17			6010		450200	427		101000
4	99197924	04/18/23 OIL FILTER	16.51			6020		450000	427		101000
5	99197921	04/18/23 OIL FLEET	28.17			1000		430000	427		101000
6	99198795	04/21/23 FUEL FLEET	69.06			1000		430000	427		101000
7	99198268	04/19/23 LEVER ACTION GREASE	48.99			1000		455000	432		101000
8	99197817	04/17/23 OIL FILTER	19.56			1000		421000	427		101000
9	99197433	04/14/23 PIPE EXPANDER RET	-68.99			1000		455000	432		101000
10	99197690	04/17/23 9.25" CHY 33SPL	314.99			6020		450000	427		101000
110246	107179S	2931 AUTO VALUE PARTS STORES	288.86								
1	99199563	04/26/23 AIR FILTER	21.38			1000		430000	427		101000
2	99199256	04/25/23 OIL FILTER	13.04			1000		421000	427		101000
3	99199251	04/25/23 OIL FILTERS	16.30			6025		450000	427		101000
4	99199253	04/25/23 OIL FILTERS	6.52			1000		415000	427		101000
5	99199249	04/25/23 OIL FILTERS	3.26			6020		450000	427		101000
6	99199250	04/25/23 AIR/OIL FILTERS	75.91			1000		430000	427		101000
7	99199522	04/26/23 STYLUS PRO BLACK	89.10			1000		455000	433		101000
8	99197927	04/18/23 OIL FILTER	3.26			1000		421000	427		101000
9	99199684	04/26/23 FILTERS	60.09			1000		430000	427		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
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Page: 3 of 48
Report ID: AP100V

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110432		2931 AUTO VALUE PARTS STORES	304.05						
1	99201069	05/03/23 3401 OIL FILTER RET	-3.26			1000 430000	427		101000
2	99198056	04/18/23 3401 CLAMSHELL RET	-251.99			1000 430000	427		101000
3	99200715	05/02/23 AIR FILTER	45.22			1000 430000	427		101000
4	99200091	04/28/23 LOOM CLIP ACCES	74.50			1000 430000	427		101000
5	99200720	05/02/23 OIL FILTERS	16.30			1000 421000	427		101000
6	99200714	05/02/23 FILTER STOCK	161.31			1000 430000	427		101000
7	99202193	05/08/23 3401 OIL	97.79			1000 430000	427		101000
8	99202195	05/08/23 3401 POLY RECOI	31.79			1000 430000	427		101000
9	99202308	05/09/23 OIL FLEET	28.17			6010 450200	427		101000
10	99202307	05/09/23 LAWN/GARDEN APPLICATOR	36.82			1000 430000	427		101000
11	99202317	05/09/23 OIL FILTERS	9.78			1000 421000	427		101000
12	99202314	05/09/23 FILTERS	36.16			1000 430000	427		101000
13	99202319	05/09/23 OIL FILTER	6.52			1000 421000	427		101000
14	99202310	05/09/23 AIR FILTER	14.94			1000 430000	427		101000
110480		2931 AUTO VALUE PARTS STORES	222.22						
1	99202806	05/10/23 STARTER	222.22			1000 421000	427		101000
		Total for Vendor:	1,278.11						
110408		4426 BACHMAN'S	8,071.00						
1	323092/50	05/10/23 TREES	8,071.00			2210 428000	446		101000
		Total for Vendor:	8,071.00						
110262	107180S	1695 BAKER & TAYLOR	1,091.70						
1	2037416782	04/04/23 BOOKS	164.55			7000 411600	662		101000
2	2037423277	04/05/23 BOOKS	251.84			7000 411600	662		101000
3	2037439930	04/11/23 BOOKS	10.92			7000 411600	662		101000
4	2037436929	04/12/23 BOOKS	278.62			7000 411600	662		101000
5	2037445142	04/14/23 BOOKS	385.77			7000 411600	662		101000
110478		1695 BAKER & TAYLOR	2,078.28						
1	2037455975	04/18/23 BOOKS	385.86			7000 411600	662		101000
2	2037470277	04/24/23 BOOKS	28.13			7000 411600	662		101000
3	2037465940	04/24/23 BOOKS	206.28			7000 411600	662		101000
4	2037473609	04/24/23 BOOKS	1,209.34			7000 411600	662		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 4 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	2037487781	04/28/23 BOOKS	248.67			7000 411600	662		101000
		Total for Vendor:	3,169.98						
110399		4867 BATEMAN TREE & LAWN CARE	6,756.94						
1	223 05/07/23	TREE PRUNING PROJECT PMT 1	6,756.94			2210 428000	307		101000
		Total for Vendor:	6,756.94						
110490		3149 BEE SEEN GEAR	128.00						
1	59899 05/04/23	Patch covering names-8 items	128.00			2060 415200	422		101000
		Total for Vendor:	128.00						
110415		36 BERT'S TRUCK EQUIPMENT	39.56						
1	97631 05/08/23	3019 BELT	39.56			1000 430000	427		101000
		Total for Vendor:	39.56						
110418		4043 BIG DOG AUTOGLASS	615.00						
1	2867020 05/05/23	BACKHOE GLASS INSTALL	200.00			1000 430000	427		101000
2	2871544 05/08/23	4007 GLASS REPAIR	415.00			6010 450200	427		101000
		Total for Vendor:	615.00						
110294	107312S	4831 Billings County Rural Fire	50.00						
1	2023 05/01/23	2023 St. Conv. B Gaugler	50.00			2060 415200	378		101000
110531		4831 Billings County Rural Fire	50.00						
1	2023 05/12/23	2023 St. Conv. B Gaugler	50.00			2060 415200	378		101000
		Total for Vendor:	100.00						
110367		3489 BOLTON & MENK, INC	17,000.00						
1	0310714 04/20/23	2270	17,000.00			4006 480000	313		101000
		Total for Vendor:	17,000.00						
110491		3512 BOUND TREE MEDICAL, LLC	447.81						
1	84942309 05/01/23	Medical Supplies	169.00			2060 415200	500		101000
2	84944275 05/02/23	Medical Supplies	278.81			2060 415200	500		101000
		Total for Vendor:	447.81						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 5 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110495		73 BRAUN INTERTEC	19,900.00								
1	B339815	04/25/23 4795	1,714.00			4795		480000	724		101000
2	B341853	05/11/23 4795	2,227.00			4795		480000	724		101000
3	B341854	05/11/23 4795	164.00			4795		480000	724		101000
4	B329026	02/07/23 Landfill Geotech	3,698.50			6010		450200	724		101000
5	B341912	05/12/23 1337	9,960.00			4086		480000	724		101000
6	B341913	05/12/23 1339	151.50			4088		480000	724		101000
7	B341914	05/12/23 2263	1,985.00			4797		480000	724		101000
		Total for Vendor:	19,900.00								
110248	107184S	652 BRENCO CORPORATION	342.97								
1	0128940	04/19/23 7035 HARDWARE	107.98			6025		450000	427		101000
2	0128941	04/19/23 6400 HOSE	234.99			2210		428000	427		101000
		Total for Vendor:	342.97								
110255	107186S	2811 BROCK ACKERMAN	15.99								
1	04/05/23	K9 item reimb	15.99			1000		421000	915		101000
		Total for Vendor:	15.99								
110276	107189S	351 BUSINESS ESSENTIALS	175.24								
1	1225801	02/09/23 Credit Return-Badge Holders	-45.38			2060		415200	410		101000
2	1235133	03/21/23 POSTED Title Stamp	12.29			2060		415200	410		101000
3	619749	04/24/23 20 Books EMS Run Reports	208.33			2060		415200	668		101000
110344		351 BUSINESS ESSENTIALS	1,341.86								
1	oe6199691	04/26/23 water bottle/hometown heros	1,341.86			2529		421000	375		101000
110345		351 BUSINESS ESSENTIALS	629.24								
1	wo12390481	04/18/23 copy paper	185.24			1000		421000	410		101000
2	wo12390481	04/18/23 chair mats	379.96			1000		421000	641		101000
3	cpwo123904	05/08/23 chair mats, credit	-379.96			1000		421000	641		101000
4	oe6197951	04/21/23 chair mats	444.00			1000		421000	641		101000
		Total for Vendor:	2,146.34								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 6 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110263	107190S	39 BUTLER MACHINERY	7,038.24						
1	W00255966	04/25/23 7700 RECOIL SPRING/TRACKS	6,273.24			4387 480000	427		101000
2	W00256021	04/26/23 LIFT STATION REPAIR	765.00			6025 450000	826		101000
110405		39 BUTLER MACHINERY	1,450.49						
1	PS0614349	05/04/23 380 GLASS/PEDAL/VALVE	1,450.49			1000 430000	427		101000
110440		39 BUTLER MACHINERY	584.72						
1	PS0613867	04/27/23 380 ELEMENT REP	241.44			1000 430000	427		101000
2	PS0613866	04/27/23 380 ELEMENT HYD	173.28			1000 430000	427		101000
3	W00255638	04/12/23 4008 INJECTOR REP	170.00			6010 450200	427		101000
110486		39 BUTLER MACHINERY	5.53						
1	PS0614770	05/10/23 380 GASKET	5.53			1000 430000	427		101000
		Total for Vendor:	9,078.98						
110268	107191S	4788 CAMELOT CLEANERS	29.75						
1	23108848	04/20/23 Fuller Class A's, Frost Shir	29.75			2060 415200	420		101000
		Total for Vendor:	29.75						
110493		4508 CARE RESOURCE CONNECTION	3,000.00						
1	2404	05/05/23 March Services-Care Alliance	3,000.00			2060 415200	307		101000
		Total for Vendor:	3,000.00						
110528		51 CASS COUNTY ELECTRIC COOP	71.22						
1	05/05/23	428342 Airport Electric	71.22			7050 500000	420		101000
110529		51 CASS COUNTY ELECTRIC COOP	1,637.74						
1	1090222	05/05/23 1090222 03/31/23 to 04/30/23	1,637.74			2060 415200	527		101000
		Total for Vendor:	1,708.96						
110277	107194S	46 CASS RURAL WATER USERS	28.03						
1	04/25/23	Airport April Water	28.03			7050 500000	420		101000
		Total for Vendor:	28.03						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 7 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110287	107195S	1512 CDW GOVERNMENT, INC	329.16								
1	NJKQ505	04/28/23 Adobe Subscription	329.16			1000		414100	497		101000
110289	107195S	1512 CDW GOVERNMENT, INC	984.99								
1	GQ69569	02/08/23 Scanner	984.99			1000		414000	497		101000
110316		1512 CDW GOVERNMENT, INC	164.58								
1	NJHH337	04/25/23 adobe pro/glaser	164.58			1000		421000	497		101000
110541		1512 CDW GOVERNMENT, INC	164.58								
1	JG24288	04/26/23 adobe pro/glaser	164.58			1000		421000	497		101000
Total for Vendor:			1,643.31								
110244	107196S	4108 CED	745.92								
1	3481022389	04/14/23 SALT SHED ELECTRICAL	745.92			4796		480000	670		101000
110422		4108 CED	4,782.50								
1	3481019398	03/08/23 HARDWARE	357.50			6020		450000	420		101000
2	3481020092	05/01/23 LED BULBS	3,969.00			1000		430002	392		101000
3	3481022398	05/01/23 SALT SHACK FEED THROUGH	456.00			4796		480000	670		101000
110511		4108 CED	223.45								
1	3481024398	05/10/23 RIGID PIPE HGR	223.45			4796		480000	670		101000
Total for Vendor:			5,751.87								
110267	107198S	1777 CENTURY LINK	68.04								
1	04/07/23	Apr. 2023 Airport	68.04			7050		500000	356		101000
110275	107198S	1777 CENTURY LINK	230.18								
1	04/01/23	Apr 2023 police sirens	230.18			1000		421000	356		101000
Total for Vendor:			298.22								
110406		4868 CHELSEY MOSS	177.57								
	CARTECON - ARLINGTON, TX										
1	05/10/23	TRAVEL REIMBURSEMENT	177.57			1000		450000	340		101000
Total for Vendor:			177.57								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 8 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110336		928 CHRISTIANSON'S BUSINESS	19,994.07								
1	74761rf	04/28/23 office furniture/4 new office	19,994.07			2950		421000	750		101000
		Total for Vendor:	19,994.07								
110456		3216 CINTAS	80.99								
1	4154018096	05/01/23 SHOP TOWELS	80.99			1000		455000	433		101000
		Total for Vendor:	80.99								
110305	107329S	111 CITY OF FARGO	560.00								
1	438102	04/26/23 WATER TESTING	560.00			6020		450000	335		101000
110508		111 CITY OF FARGO	91,750.11								
1	438101	04/26/23 LANDFILL FEES	28,341.37			6010		450200	355		101000
2	438950	05/03/23 LANDFILL FEES	28,672.20			6010		450200	355		101000
3	439276	05/10/23 LANDFILL FEES	34,755.97			6010		450200	355		101000
4	438101	05/26/23 LANDFILL TICKET ERROR	-19.43			6010		450200	355		101000
		Total for Vendor:	92,310.11								
110299	107313S	3167 City of West Fargo	73.00								
1	April 23	04/24/23 WF Airport Dumpster	73.00			7050		500000	420		101000
		Total for Vendor:	73.00								
110533		72 CLASSIC FLORAL	96.75								
1	130145/1	04/21/23 000401 R Rausch Funeral	96.75			2060		415200	378		101000
		Total for Vendor:	96.75								
110320		2482 CODY BEILKE	90.00								
1	05/07/23	meal reimb	90.00			1000		421000	340		101000
		Total for Vendor:	90.00								
110502		133 COLE PAPER	63.85								
1	10291212	05/08/23 AIR FRESHENER	63.85			6020		450000	500		101000
		Total for Vendor:	63.85								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 9 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110303	107314S	4832 CONNECT INTERIORS	102,911.11						
1	14346	05/03/23 1/2 FURNITURE/FD HDQTRS	102,911.11			4795 480000	864		101000
		Total for Vendor:	102,911.11						
110534		229 CONSOLIDATED COMMUNICATIONS	141.03						
1	7014335381	05/01/23 701-433-5381 april telepho	141.03			2060 415200	356		101000
		Total for Vendor:	141.03						
110391		3245 CORE & MAIN	191.45						
1	S826994	05/10/23 BRASS NIPPLE/GASKET/SOCKET	191.45			6020 450000	438		101000
110450		3245 CORE & MAIN	227.86						
1	S7454123	04/27/23 MANHOLE SEAL	227.86			6025 450000	437		101000
110489		3245 CORE & MAIN	3,998.26						
1	S557300	04/28/23 CARGILL METER	3,998.26			6020 450000	429		101000
		Total for Vendor:	4,417.57						
110458		1633 CROWN TROPHY	44.90						
1	62938	05/02/23 ARBOR DAY SIGN	44.90			2210 428000	375		101000
		Total for Vendor:	44.90						
110503		65 CURT'S LOCK & KEY	8.38						
1	270324	05/10/23 DUPLICATE KEY	8.38			1000 455000	420		101000
		Total for Vendor:	8.38						
110441		1675 DAKOTA FLUID POWER, INC	150.08						
1	7069428	04/28/23 HARDWARE	105.16			6020 450000	427		101000
2	7072756	05/08/23 HARDWARE	44.92			1000 430000	427		101000
		Total for Vendor:	150.08						
110201	107209S	87 DAKOTA TIRE	124.40						
1	930747	04/17/23 Batt 70 Oil Change	42.13			2060 415200	427		101000
2	930783	04/18/23 Insp-2 Oil Change	40.14			2060 415200	427		101000
3	930911	04/24/23 Sq-75 Oil Change	42.13			2060 415200	427		101000
		Total for Vendor:	124.40						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 10 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110347		856 DAVE'S WEST FARGO TIRE	31.31								
1	118797	05/08/23 #1180 tire repair	31.31			1000		421000	375		101000
		Total for Vendor:	31.31								
110499		2948 DELTA 54 AVIATION LLC	3,759.99								
1	05/10/23	Airport Mgmt Fees	3,600.00			7050		500000	307		101000
2	05/10/23	Weed Control	159.99			7050		500000	420		101000
		Total for Vendor:	3,759.99								
110258	107213S	77 DEMCO INC	121.62								
1	7295342	04/18/23 OFFICE SUPPLIES	121.62			7000		411600	410		101000
		Total for Vendor:	121.62								
110515		3767 DENIS OTTERNESS	38.50								
1	05/12/23	meal reimb/officer memorial	38.50			1000		421000	340		101000
		Total for Vendor:	38.50								
110265	107214S	2070 DORA ROLL	119.98								
1	04/28/23	boot reimb	119.98			1000		421000	422		101000
		Total for Vendor:	119.98								
110509		2225 DTN, LLC	465.00								
1	6299545	05/05/23 WEATHER BILLING	465.00			1000		450000	497		101000
		Total for Vendor:	465.00								
110252	107216S	2100 EAGLE RUN CROSSING LLC	1,349.34								
1	4938	04/17/23 285 DIESEL	76.70			6020		450000	424		101000
2	2637	04/21/23 4006 DIESEL	129.95			6010		450200	424		101000
3	2630	04/21/23 5402 DIESEL	44.78			1000		430001	424		101000
4	2706	03/12/23 SW DIESEL	218.24			6025		450000	424		101000
5	2078	03/09/23 294 DIESEL	73.34			6020		450000	424		101000
6	8920	03/28/23 SW DIESEL	378.54			6025		450000	424		101000
7	6309	03/28/23 ST DIESEL	105.69			1000		430000	424		101000
8	3910	03/12/23 SW DIESEL	322.10			6025		450000	424		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 11 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110519		2100 EAGLE RUN CROSSING LLC	214.16								
1	282 05/03/23	SA DIESEL	124.96			6010		450200	424		101000
2	7994 05/09/23	7018 DIESEL	89.20			6020		450000	424		101000
		Total for Vendor:	1,563.50								
110427		3091 EBSCO INFORMATION SERVICES	2,130.00								
1	1000202250 03/01/23	E RESOURCES	2,130.00			7000		411600	650		101000
		Total for Vendor:	2,130.00								
110302	107315S	1502 EIDE BAILLY	290.00								
1	EI01515916 04/30/23	IT Background	100.00			1000		414104	399		101000
2	EI01515916 04/30/23	PD Background	20.00			1000		421000	399		101000
3	EI01515916 04/30/23	Engineering Background	70.00			1000		414200	399		101000
4	EI01515916 04/30/23	PW - Street Background	100.00			1000		430000	399		101000
		Total for Vendor:	290.00								
110429		2089 ENVISIONWARE, INC	1,184.40								
1	INVUS65496 05/03/23	TECHNOLOGY	1,184.40			7000		411600	497		101000
		Total for Vendor:	1,184.40								
110333		2862 ESSENTIA HEALTH	129.00								
1	05/04/23	annual physical	129.00			1000		421000	996		101000
	800012110.05.2023										
110535		2862 ESSENTIA HEALTH	3,328.61								
1	8000013881 05/04/23	800013881.052023 April B-d	1,050.00			2060		415200	996		101000
2	05.2023.1 05/04/23	8000013881.05.2023.1 Wagemma	768.87			2060		415200	996		101000
3	05.202.3 05/04/23	8000013881.05.2023.3 Dirk	754.87			2060		415200	996		101000
4	05.2023.2 05/04/23	8000013881.05.2023.2 Frost	754.87			2060		415200	996		101000
		Total for Vendor:	3,457.61								
110401		660 FARGO FREIGHTLINER	2,164.94								
1	X101115441 05/08/23	411 SPR ASSY	2,164.94			6010		450200	427		101000
		Total for Vendor:	2,164.94								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 12 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110270	107220S	4777 Fargo Line-X Inc	610.00								
1	27092	04/17/23 B-75 Line-X Grip Steps	610.00			2060		415200	864		101000
		Total for Vendor:	610.00								
110249	107221S	1648 FARSTAD OIL, INC	448.08								
1	4272223	04/20/23 MOBIL SUPER SYN	448.08			1000		421000	427		101000
110469		1648 FARSTAD OIL, INC	310.00								
1	445652	05/01/23 RIDGELINE DEF	310.00			1000		430000	424		101000
110485		1648 FARSTAD OIL, INC	336.06								
1	459462	05/09/23 MOBIL SUPER SYN	336.06			1000		421000	424		101000
		Total for Vendor:	1,094.14								
110260	107222S	151 FEDERAL EXPRESS	34.54								
1	811223488	04/26/23 pk mailed	19.29			1000		421000	661		101000
2	810557851	04/19/23 pk mailed	10.16			1000		421000	661		101000
3	811223487	04/26/23 pk mailed	5.09			1000		421000	661		101000
		Total for Vendor:	34.54								
110444		329 FERGUSON WATERWORKS #2516	84.29								
1	0459158	05/09/23 HARDWARE	84.29			1000		430000	433		101000
		Total for Vendor:	84.29								
110330		3347 FIRST INTERNATIONAL INSURANCE	855.00								
1	420275	04/27/23 2020 Explorer vin #3566	855.00			1000		421000	321		101000
110393		3347 FIRST INTERNATIONAL INSURANCE	8,800.00								
1	415846	03/29/23 SA INSURANCE ADDITION	8,800.00			6010		450200	321		101000
110435		3347 FIRST INTERNATIONAL INSURANCE	1,426.00								
1	423132	05/04/23 liability K9 Jazz	50.00			1000		421000	321		101000
2	419375	04/11/23 Squad 1210 business auto	1,376.00			1000		421000	321		101000
		Total for Vendor:	11,081.00								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 13 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110266	107224S	932 FIRST LINK	7,000.00								
1	4236	04/28/23 2023 disaster & 24/7 support	7,000.00			1000		421000	461		101000
		Total for Vendor:	7,000.00								
110300	107325S	2499 FM CONVENTION & VISITORS BUREAU	22,762.20								
1	04/25/23	Lodging Tax Collection 2%	22,762.20			2141		411500	533		101000
110309	107326S	2499 FM CONVENTION & VISITORS BUREAU	11,381.09								
1	04/25/23	Lodging Tax Collection 1%	11,381.09			2141		411500	653		101000
		Total for Vendor:	34,143.29								
110477		4870 FRED GAYE	50.00								
1	05/06/23	PROGRAMMING	50.00			7000		411600	649		101000
		Total for Vendor:	50.00								
110264	107225S	155 GALLS, LLC	555.80								
1	024147583	04/12/23 jacket for booth	18.74			1000		421000	422		101000
2	024171043	04/14/23 knife for brown	149.99			1000		421000	422		101000
3	024172017	04/14/23 knife for burkhartsmeier	149.99			1000		421000	422		101000
4	024171382	04/14/23 new officer equipment	106.11			1000		421000	422		101000
5	024117955	04/10/23 new officer equipment	103.97			1000		421000	422		101000
6	024172669	04/14/23 new officer equipment	27.00			1000		421000	422		101000
110311		155 GALLS, LLC	2,292.63								
1	024198736	04/17/23 new officer	134.12			1000		421000	422		101000
2	024208539	04/18/23 new officer	22.05			1000		421000	422		101000
3	024260317	04/22/23 new officer	42.87			1000		421000	422		101000
4	024260385	04/22/23 knife for christianson	192.50			1000		421000	422		101000
5	024272027	05/24/23 belt for zach	27.00			1000		421000	422		101000
6	024272256	05/24/23 knife for k. johnson	149.99			1000		421000	422		101000
7	024286103	04/25/23 rotation jackets/outer	1,724.10			1000		421000	422		101000
110350		155 GALLS, LLC	392.53								
1	023233963	01/14/23 gloves for werner	42.48			1000		421000	422		101000
2	023349009	01/25/23 holster for zach	66.55			1000		421000	422		101000
3	023489647	02/08/23 pants for t. todd	162.00			1000		421000	422		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 14 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	023560082	02/14/23 boots for nobles	121.50			1000 421000	422		101000
110352		155 GALLS, LLC	148.39						
1	024348959	05/01/23 new officer casperson	148.39			1000 421000	422		101000
110356		155 GALLS, LLC	2,140.71						
1	024348964	05/01/23 pullover for mueller	148.39			1000 421000	422		101000
2	024350482	05/01/23 boots for nielsen	386.96			1000 421000	422		101000
3	024348662	05/01/23 rotation jackets outer	492.60			1000 421000	422		101000
4	024348605	05/01/23 rotation jackets inside	696.85			1000 421000	422		101000
5	024348531	05/01/23 pants for booth	81.00			1000 421000	422		101000
6	024314129	04/27/23 pant for angeles	114.52			1000 421000	422		101000
7	024306202	04/26/23 honor guard shoes	72.00			1000 421000	422		101000
8	024348968	05/01/23 new officer supler	148.39			1000 421000	422		101000
110536		155 GALLS, LLC	511.18						
1	24325545	04/28/23 3617954 A Morgan	73.40			2060 415200	422		101000
2	24325578	04/28/23 3617954 E Menge	212.45			2060 415200	422		101000
3	24288275	04/25/23 3617954 B Gaugler	139.49			2060 415200	422		101000
4	24236629	04/20/23 3617954 C McCann	85.84			2060 415200	422		101000
Total for Vendor:			6,041.24						
110461		2864 GOODIN COMPANY	572.15						
1	08227274	04/28/23 AIR FILTERS	572.15			1000 455000	500		101000
Total for Vendor:			572.15						
110227	107228S	2558 GOODYEAR COMMERCIAL TIRE	1,412.90						
1	1301088493	04/21/23 4021 TIRES	2,132.90			6010 450200	427		101000
2	1301088288	03/22/23 CREDIT	-360.00			6010 450200	427		101000
3	1301088280	03/21/23 CREDIT	-360.00			6010 450200	427		101000
110431		2558 GOODYEAR COMMERCIAL TIRE	2,474.09						
1	1301088581	05/02/23 4007 TIRES	2,202.64			6010 450200	427		101000
2	1301088601	05/04/23 TIRE REPLACE	271.45			6010 450200	427		101000
Total for Vendor:			3,886.99						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 15 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110539		3534 GRAND FORKS FIRE EQUIPMENT LLC	2,646.02						
1	37287 03/13/23	3 Sm SCBA Masks	1,255.90			2060 415200	641		101000
2	37077 02/15/23	3 Sm SCBA Masks	1,255.90			2060 415200	641		101000
3	37077 02/15/23	Gas Strut, Fill Door	134.22			2060 415200	427		101000
		Total for Vendor:	2,646.02						
110259	107231S	2877 GREATAMERICA FINANCIAL SERVICES	442.89						
1	33882546 04/19/23	SERVICE AGREEMENTS/CONTRACTS	442.89			7000 411600	428		101000
		Total for Vendor:	442.89						
110380		1601 GTL MANAGEMENT LLC, SPITFIRE BAR	332.18						
1	05/02/23	CPA grad	332.18			1000 421000	375		101000
		Total for Vendor:	332.18						
110512		2713 HAMPTON INN & SUITES	185.22						
1	665304 05/12/23	lodging - nielsen	97.02			1000 421000	340		101000
2	665368 05/12/23	lodging - otterness	88.20			1000 421000	340		101000
		Total for Vendor:	185.22						
110397		1339 HANCOCK CONCRETE PRODUCTS CO,	1,348.00						
1	1806460 04/27/23	MH ADJ RING 27X12	1,348.00			6025 450000	437		101000
		Total for Vendor:	1,348.00						
110079	107311S	4823 HANDS DOWN FLOORING AND TILE	71,863.65						
1	1374 03/27/23		50,000.00			2960 411900	654		101000
2	1375 03/27/23		21,863.65			2960 411900	654		101000
		Total for Vendor:	71,863.65						
110460		769 HARBOR FREIGHT TOOLS	51.96						
1	04427537 05/04/23	LOCKS	51.96			6025 450000	825		101000
		Total for Vendor:	51.96						
110413		180 HAZERS	665.00						
1	62136 04/19/23	APPLIANCE DISPOSAL (19)	665.00			6010 450200	357		101000
		Total for Vendor:	665.00						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 16 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110315		2850 HENRY SCHEIN, INC	343.86								
1	40357487	04/22/23 medical supplies	343.86			1000		421000	610		101000
		Total for Vendor:	343.86								
110329		3593 HOLIDAY COMPANIES	15.00								
1	04/30/23	april 2023 car wash	15.00			1000		421000	420		101000
		Total for Vendor:	15.00								
110366		3285 HOUSTON ENGINEERING INC.	93,640.14								
1	64968	05/05/23 2265	93,640.14			4793		480000	313		101000
		Total for Vendor:	93,640.14								
110471		358 HUBERT OYE-SONS CONST.	2,079.00								
1	1211533	05/06/23 SANDY LOAM	2,079.00			1000		430001	358		101000
		Total for Vendor:	2,079.00								
110334		687 INFORMATION TECHNOLOGY DEPT	673.90								
1	042023	04/30/23 april 2023 wan fiber	673.90			1000		414104	497		101000
		Total for Vendor:	673.90								
110483		2500 INLAND TRUCK PARTS & SERVICE	557.18								
1	1375588	05/11/23 7045 STARTER	557.18			4387		480000	427		101000
		Total for Vendor:	557.18								
110462		211 INTERSTATE BATTERIES	1,603.90								
1	2028534	05/10/23 SIREN REP	331.90			1000		430002	803		101000
2	2028533	05/10/23 SLA1075 IB	318.00			6020		450000	420		101000
3	2028532	05/10/23 SLA 1075 IB	318.00			6025		450000	420		101000
4	2028531	05/10/23 CH/PD SLA 1075 IB	636.00			1000		455000	420		101000
		Total for Vendor:	1,603.90								
110454		233 J & L SPORTS	173.00								
1	30301	05/01/23 EMBROIDERY	14.00			1000		455000	422		101000
2	30302	05/01/23 SCREEN PRINT VESTS - SA	79.50			6010		450200	422		101000
3	30302	05/01/23 SCREEN PRINT VESTS - SW	26.50			6025		450000	422		101000
4	30302	05/01/23 SCREEN PRINT VESTS - WA	26.50			6020		450000	422		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 17 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	30302	05/01/23 SCREEN PRINT VESTS - ST	26.50			1000 430000	422		101000
		Total for Vendor:	173.00						
110394		811 JASON ANDERSON	306.83						
1	05/11/23	meal reimb	227.00			1000 421000	340		101000
2	05/11/23	ground trans reimb	79.83			1000 421000	340		101000
		Total for Vendor:	306.83						
110382		794 JASON DURA	262.00						
1	05/10/23	meal reimb	262.00			1000 421000	422		101000
		Total for Vendor:	262.00						
110256	107240S	2450 JEFFREY SALVESON	250.00						
1	04/24/23	PROGRAMMING	250.00			7000 411600	649		101000
		Total for Vendor:	250.00						
110369		4858 JIM MOHR	150.00						
1	05/09/23	Boot Reimbursement	150.00			1000 414200	422		101000
		Total for Vendor:	150.00						
110517		2798 JOHNSON CONTROLS	2,102.00						
1	46368348	05/08/23 CONTRACT PMT	2,102.00			1000 455000	420		101000
		Total for Vendor:	2,102.00						
110355	107335S	2709 JOHNSON LAWN SERVICE	401.22						
1	279142	05/02/23 126 1st Ave E	76.18			1000 415000	555		101000
2	279141	05/02/23 201 1st Ave E	121.89			1000 415000	555		101000
3	279143	05/02/23 2636 8th St W	76.18			1000 415000	555		101000
4	279147	05/02/23 3471 Eagle Run Lane	76.18			1000 415000	555		101000
5	279148	05/02/23 3475 Eagle Run Lane	50.79			1000 415000	555		101000
		Total for Vendor:	401.22						
110466		1522 JOHNSONS PEST CONTROL	250.00						
1	205286	04/24/23 CH PEST CONTROL MAR/APR	250.00			1000 455000	420		101000
		Total for Vendor:	250.00						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 18 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110412		344 KARL'S AT THE NODAK CENTER	184.85						
1	342996399	05/05/23 A JOHNSON JEANS	110.48			1000 455000	422		101000
2	342993518	05/01/23 S GRAVALIN JEANS	42.49			1000 430000	422		101000
3	342984024	04/15/23 E JOHNSON PANTS	31.88			6025 450000	422		101000
110455		344 KARL'S AT THE NODAK CENTER	182.71						
1	342995114	05/03/23 L PORTER JEANS	101.98			1000 455000	422		101000
2	342995176	05/03/23 S RUDOLPH JEANS	80.73			1000 430000	422		101000
		Total for Vendor:	367.56						
110537		4874 KRISTINE LUNDE	300.00						
1	04/26/23	tree 1316 28th Ave W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
110543		2325 KUSTOM KONCEPTS	1,559.15						
1	8178 05/02/23	2282 B-75 new Veh.	1,559.15			2060 415200	610		101000
		Total for Vendor:	1,559.15						
110273	107245S	4829 Lang Appraisals	1,600.00						
1	Leeman 03/31/23	510 1st Ave NW Vaulation	800.00			4903 415000	418		101000
2	Azure 04/07/23	512 1st Ave NW Valuation	800.00			4904 415000	418		101000
		Total for Vendor:	1,600.00						
110332		2085 LANGUAGE LINE SERVICES	31.19						
1	11003356 04/30/23	april interpretor fee	31.19			1000 421000	304		101000
		Total for Vendor:	31.19						
110419		705 LAWSON PRODUCTS	552.18						
1	9310586845 05/05/23	HARDWARE	552.18			1000 455000	433		101000
		Total for Vendor:	552.18						
110285	107248S	1741 LIBERTY BUSINESS SYSTEMS, INC	1,187.01						
1	33924483 04/25/23	copier	156.05			1000 415000	428		101000
2	33924484 04/25/23	copier	1,030.96			1000 415000	428		101000
		Total for Vendor:	1,187.01						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 19 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110476		4872 LOWE'S (FD)	278.25								
1	11956446	05/01/23 Pre-mix, oils husqvarna	278.25			2060		415200	424		101000
		Total for Vendor:	278.25								
110403		711 LUTHER FAMILY FORD	1,591.90								
1	351744	05/01/23 356 SPRING	1,591.90			1000		430000	427		101000
		Total for Vendor:	1,591.90								
110544		3502 M &T Fire	592.93								
1	10479	05/03/23 Truck Mount Charger-MulitRAE	592.93			2060		415200	497		101000
		Total for Vendor:	592.93								
110504		3304 MAC'S - FARGO	340.16								
1	G28652	04/25/23 TOOLS	200.21			4387		480000	500		101000
2	G30003	04/28/23 HARDWARE	4.02			6010		450200	427		101000
3	G29801	04/27/23 HARDWARE	90.55			6020		450000	427		101000
4	G34323	05/08/23 TIEDOWN	37.58			4387		480000	427		101000
5	G26021	04/18/23 HARDWARE	7.80			6025		450000	433		101000
110510		3304 MAC'S - FARGO	212.67								
1	G20195	03/31/23 J FREEMAN COVERALLS/MUK BOOTS	207.98			6025		450000	422		101000
2	G30004	04/28/23 HARDWARE	4.69			6010		450200	427		101000
		Total for Vendor:	552.83								
110084		2733 MACKENZIE CARR	66.50								
1	04/19/23	meal reimb	66.50			1000		421000	340		101000
110388		2733 MACKENZIE CARR	245.00								
1	05/11/23	meal reimb	245.00			1000		421000	340		101000
		Total for Vendor:	311.50								
110545		3536 MACQUEEN EMERGENCY	89.24								
1	9050	05/08/23 WESTF002 E-75 Fuel Cap	89.24			2060		415200	427		101000
		Total for Vendor:	89.24								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 20 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110278	-99710E	4664 MASS MUTUAL	4,434.66						
1	04/21/23	Employee Before Tax	4,434.66			1000 212528			101000
		Total for Vendor:	4,434.66						
110497		3119 MATT RETKA	50.00						
1	May 23	WFAA Secretary Position	50.00			7050 500000	120		101000
		Total for Vendor:	50.00						
110308	107324S	3449 MBN ENGINEERING, INC	3,500.00						
1	139101 04/30/23	23-078 WF Junkyard Taproom	3,500.00			2960 411900	654		101000
		Total for Vendor:	3,500.00						
110324		4399 MEGAN LARSON	80.00						
1	05/07/23	cadet meal reimb/rochester	80.00			1000 421000	375		101000
		Total for Vendor:	80.00						
110442		299 MENARDS	142.91						
1	02349 05/06/23	Training supplies-fur strip	53.64			2060 415200	340		101000
2	2503 05/09/23	Insp. supplies	76.87			2060 415200	340		101000
3	2137 05/03/23	hdqtrs signs	12.40			4795 480000	670		101000
		Total for Vendor:	142.91						
110428		4622 MENARDS PW	2,109.93						
1	02502 05/09/23	BRASS VALVE	83.11			6020 450000	438		101000
2	1792 04/28/23	TOOLBOX 200CT BLUE BOX	10.99			6020 450000	433		101000
3	614 04/11/23	SHOP SUPPLIES	60.98			1000 455000	500		101000
4	01996 05/01/23	CUTTER SET/DRUM AUGER	594.97			1000 455000	432		101000
5	70721 04/24/23	MAILBOX REPAIR	124.98			1000 430000	444		101000
6	01559 04/25/23	MAILBOX REPAIR	377.23			1000 430000	444		101000
7	700 04/12/23	ACCESS PANNEL RETURN	-17.98			1000 455000	420		101000
8	01664 04/26/23	BOOT SCRAPER/RAKE/POLE	88.12			4387 480000	500		101000
9	02129 05/03/23	FLOOR FAN	254.97			1000 455000	639		101000
10	70862 04/26/23	MAILBOX REPAIR	374.94			1000 430000	444		101000
11	1816 04/28/23	MAILBOX REPAIR	38.99			1000 430000	444		101000
12	1787 04/28/23	MAILBOX REPAIR	63.99			1000 430000	444		101000
13	1750 04/27/23	CHISEL SET/MUFFS	54.64			6025 450000	432		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 21 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110487		4622 MENARDS PW	46.98								
1	1640	04/26/23 POLY CLEAR/STAPLES	46.98			1000		455000	444		101000
110500		4622 MENARDS PW	59.67								
1	02665	05/11/23 ROUNDUP/SPRAYER	59.67			1000		455000	420		101000
		Total for Vendor:	2,216.58								
110297	107317S	323 METRO COG	5,832.00								
1	989	04/25/23 2050 Transp. Plan Local Match	5,832.00			1000		418000	372		101000
		Total for Vendor:	5,832.00								
110420		2766 MIDCONTINENT COMMUNICATIONS	84.02								
1	113324	05/01/23 PW INTERNET	84.02			1000		414104	356		101000
		Total for Vendor:	84.02								
110468		102 MIDSTATES WIRELESS	485.00								
1	206001473	04/27/23 4200 INSTALL	242.50			6010		450200	427		101000
2	206001488	04/27/23 4201 INSTALL	242.50			6010		450200	427		101000
		Total for Vendor:	485.00								
110261	107261S	1854 MIDWEST TAPE	265.14								
1	503660990	04/18/23 DVD	196.23			7000		411600	664		101000
2	503691218	04/25/23 DVD	68.91			7000		411600	664		101000
110479		1854 MIDWEST TAPE	3,402.26								
1	503758426	05/08/23 AUDIOBOOK	122.47			7000		411600	664		101000
2	503721425	04/30/23 E RESOURCES	1,999.41			7000		411600	650		101000
3	503729826	05/03/23 DVD	29.08			7000		411600	664		101000
4	503729828	05/03/23 DVD	79.41			7000		411600	664		101000
5	503729827	05/03/23 DVD	27.72			7000		411600	664		101000
6	503731960	05/03/23 DVD	77.91			7000		411600	664		101000
7	503729829	05/03/23 DVD	46.30			7000		411600	664		101000
8	503758428	05/08/23 DVD	53.94			7000		411600	664		101000
9	503758425	05/08/23 DVD	260.64			7000		411600	664		101000
10	503758424	05/08/23 DVD	187.72			7000		411600	664		101000
11	503758423	05/08/23 DVD	161.79			7000		411600	664		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 22 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12	503761127	05/09/23 DVD	266.74			7000 411600	664		101000
13	503761128	05/09/23 DVD	89.13			7000 411600	664		101000
		Total for Vendor:	3,667.40						
110389		772 MINNKOTA	55.14						
1	442848	04/30/23 april 2023 recycling	55.14			1000 421000	420		101000
		Total for Vendor:	55.14						
110326		3120 MLEEA STATE CONFERENCE	150.00						
1	5272	12/28/22 cadet 2023 association dues	150.00			1000 421000	375		101000
		Total for Vendor:	150.00						
110295	107318S	305 MOORE ENGINEERING INC	55,235.59						
1	33237	04/25/23 4068	1,300.00			4007 480000	313		101000
2	33230	04/25/23 20520	865.00			1000 414200	313		101000
3	33238	04/25/23 2276	3,727.50			4017 480000	313		101000
4	33327	04/26/23 1337	19,795.48			4086 480000	313		101000
5	33232	04/25/23 6057	815.00			4432 480000	313		101000
6	33293	04/26/23 2271	18,024.43			4005 480000	313		101000
7	33290	04/26/23 1339	2,158.83			4088 480000	313		101000
8	33329	04/26/23 4069	1,980.00			4018 480000	313		101000
9	33233	04/25/23 1346	1,112.50			4024 480000	313		101000
10	33242	04/25/23 1342	2,208.86			4002 480000	313		101000
11	33235	04/25/23 1343	3,247.99			4004 480000	313		101000
110452		305 MOORE ENGINEERING INC	640.00						
1	33294	04/26/23 WATER STUDY	640.00			6020 450000	335		101000
		Total for Vendor:	55,875.59						
110279	-99709E	4663 MUTUAL OF OMAHA	1,969.38						
1		April Contributions	1,969.38			1000 212515			101000
		Total for Vendor:	1,969.38						
110449		298 MVTL LABORATORIES	680.90						
1	1195844	05/02/23 WATER TESTING	680.90			6025 450000	335		101000
		Total for Vendor:	680.90						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 23 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110280 1	-99708E 04/21/23	3546 NATIONWIDE INVESTMENT ADVISORS April Contributions - PostTax	1,580.00 1,580.00			1000		212551			101000
110281 1	-99707E April	3546 NATIONWIDE INVESTMENT ADVISORS Contributions - Pre-Tax	7,339.32 7,339.32			1000		212550			101000
		Total for Vendor:	8,919.32								
110364 1	-99694E 05/05/23	4482 ND CHILD SUPPORT DIVISION Child Support	3,388.97 3,388.97			1000		212549			101000
		Total for Vendor:	3,388.97								
110292 1	107319S N PRATT	3428 ND DEPARTMENT OF ENVIORNMENTAL WATER 02 TEST	600.00 50.00			6020		450000	340		101000
2	N PRATT	WASTEWATER 02 TEST	50.00			6020		450000	340		101000
3	C CUSEY	WATER 02 TEST	50.00			6020		450000	340		101000
4	L DUDDEN	WATER 01 TEST	50.00			1000		430000	340		101000
5	J MILLER	WATER 01 TEST	50.00			1000		430000	340		101000
6	J MILLER	WASTEWATER 01 TEST	50.00			1000		430000	340		101000
7	B KROG	WATER 01 TEST	50.00			6025		450000	340		101000
8	B KROG	WASTEWATER 01 TEST	50.00			6025		450000	340		101000
9	A HAGLE	WASTEWATER 01 TEST	50.00			1000		430001	340		101000
10	R BEAUCHANE	WATER 01 TEST	50.00			6025		450000	340		101000
11	R BEAUCHANE	WASTEWATER 01 TEST	50.00			6025		450000	340		101000
12	D BEHRNS	WATER 01 TEST	50.00			6025		450000	340		101000
110351 6	107334S D JOHN	3428 ND DEPARTMENT OF ENVIORNMENTAL WATER TESTING 01	50.00 50.00			1000		430001	340		101000
		Total for Vendor:	650.00								
110368 1		335 ND DEPT OF TRANSPORTATION	18,331.24								
2	2315700 02/02/23 6057		5,736.53			4432		480000	670		101000
	2315697 02/02/23 6055		12,594.71			4072		480000	670		101000
		Total for Vendor:	18,331.24								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 24 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110293	107320S	3946 NDFA	40.00						
1	2023 05/01/23	D Sprecher 35 Yr Pin	40.00			2060 415200	378		101000
		Total for Vendor:	40.00						
110464		756 NELCO FIRST AID	51.48						
1	065093 05/01/23	FIRST AID SUPPLIES SA	13.64			6010 450200	639		101000
2	065085 04/27/23	FIRST AID SUPPLIES CH	9.40			1000 455000	639		101000
3	065084 04/27/23	FIRST AID SUPPLIES TS	28.44			6010 450200	639		101000
		Total for Vendor:	51.48						
110448		364 NELSON INTERNATIONAL	166.18						
1	X102197285 05/02/23	2006 CLAMP/GASKET	166.18			6020 450000	427		101000
		Total for Vendor:	166.18						
110313		3114 NEOLOGY INC	4,910.00						
1	Quote: 260 04/17/23	BOSS annual lic fee	4,910.00			1000 421000	497		101000
		Total for Vendor:	4,910.00						
110288	107266S	271 NETCENTER TECHNOLOGIES	97.50						
1	190885 04/17/23	IT Support	42.50			1000 414104	497		101000
2	190964 04/19/23	IT Support	55.00			1000 414104	497		101000
110374		271 NETCENTER TECHNOLOGIES	381.60						
1	190980 04/26/23	IT Support	171.00			1000 414104	497		101000
2	191180 04/30/23		210.60			1000 412000	740		101000
		Total for Vendor:	479.10						
110358	107336S	2261 NETWORK CENTER INCORPORATED	14,521.35						
		cancelled prior claim and check 107149 due to duplicate payment reprinted check on 05/10/2023 and dropped off in person at Network Center EH							
1	INV193408 02/21/23	INVOICE 191695	45.71			1000 414104	497		101000
2	INV193408 03/06/23	INVOICE 192506	116.00			1000 414104	497		101000
3	INV193408 03/09/23	INVOICE 192934	14,359.64			1000 414104	497		101000
		Total for Vendor:	14,521.35						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 25 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110514		2035 NORTH CENTRAL RENTAL & LEASING,	82,260.00								
1	0123399	05/06/23 CAT RENTAL	27,090.00			1000		430000	657		101000
2	0123400	05/06/23 CAT RENTAL	28,080.00			1000		430000	657		101000
3	0015252	05/06/23 CAT RENTAL	13,776.00			1000		430000	657		101000
4	0123399	05/06/23 CAT RENTAL	27,090.00			1000		430000	657		101000
5	0015252	05/06/23 CAT RENTAL	-13,776.00			1000		430000	657		101000
		Total for Vendor:	82,260.00								
110538		3789 NORTH DAKOTA FIREFIGHTER'S	75.00								
1	2023032438	03/24/23 No Show Fee Dosch	75.00			2060		415200	245		101000
		Total for Vendor:	75.00								
110447		4869 NORTH DAKOTA FOREST SERVICE	71.00								
1	013445	05/08/23 BUR OAK TREES	71.00			2210		428000	375		101000
		Total for Vendor:	71.00								
110414		1477 NORTHERN STATES EXCAVATING	108.24								
1	20551493	05/09/23 HARDWARE	108.24			1000		430001	427		101000
		Total for Vendor:	108.24								
110371		141 NORTHSTAR SAFETY, INC	123.17								
1	35040	05/01/23 Uniform Supplies	123.17			1000		414200	422		101000
		Total for Vendor:	123.17								
110453		1715 NORTHWEST TIRE INC	799.31								
1	26037510	04/28/23 8011 TIRES	799.31			1000		415000	427		101000
		Total for Vendor:	799.31								
110546		1774 O'REILLY AUTOMOTIVE STORES, INC	8.99								
1	6022-14745	05/08/23 2475269 St. 75 Chain Lube	8.99			2060		415200	500		101000
		Total for Vendor:	8.99								
110247	107269S	4744 O'REILLY AUTOMOTIVE STORES, INC	261.39								
1	1932202890	04/24/23 1179 BRAKE PADS/ROTORS	157.50			1000		421000	427		101000
2	1932202743	04/24/23 1178 BOOT KIT/IRIDIUM	103.89			1000		421000	427		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 26 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110423		4744 O'REILLY AUTOMOTIVE STORES, INC	30.48						
1	1932208246	05/08/23 3401 ROCKER SWITCH	11.99			1000 430000	427		101000
2	1932205481	05/01/23 BATTERY STOCK	154.62			1000 421000	427		101000
3	1932205763	05/02/23 1175 BRAKE ROTOR	145.03			1000 421000	427		101000
4	1932206230	05/03/23 BATTERY STOCK	136.45			6020 450000	427		101000
5	1932200856	04/18/23 STRTFD	20.37			4387 480000	427		101000
6	1932208523	05/09/23 BRAKE CLEAN/BATTERY STOCK	186.80			1000 455000	433		101000
7	1932156939	11/14/22 CORE RETURN CREDIT	-455.98			1000 421000	427		101000
8	1932149002	10/19/22 CORE RETURN CREDIT	-88.00			6020 450000	427		101000
9	1932190670	03/15/23 CORE RETURN CREDIT	-66.00			6025 450000	427		101000
10	1932146667	10/11/22 LAMP RETURN	-14.80			1000 430000	427		101000
110481		4744 O'REILLY AUTOMOTIVE STORES, INC	890.73						
1	1932208988	05/10/23 WIPER BLADE	54.92			1000 421000	427		101000
2	1932208976	05/10/23 WIPER BLADE	54.92			1000 421000	427		101000
3	1932208851	05/10/23 COP BOOT KIT	103.89			1000 421000	427		101000
4	1932208779	05/10/23 COP COIL	677.00			6025 450000	427		101000
		Total for Vendor:	1,182.60						
110290	107308S	353 OHNSTAD TWICHELL	27,035.29						
1	188211	04/13/23 2023 Municipal Prosecutions	25,114.60			1000 412000	312		101000
2	188232	04/13/23 2272	80.00			4014 480000	312		101000
3	188230	04/13/23 1344	27.19			4008 480000	312		101000
4	188224	04/13/23 2261	21.50			4442 480000	312		101000
5	188223	04/13/23 4068	80.00			4007 480000	312		101000
6	188220	04/13/23 2271	369.00			4005 480000	312		101000
7	188218	04/13/23 1343	80.00			4002 480000	312		101000
8	188216	04/13/23 1339	120.00			4088 480000	312		101000
9	170008	04/13/23 1313	136.50			4399 480000	312		101000
10	188213	04/13/23 2250	666.50			4391 480000	312		101000
11	188212	04/13/23 1308	340.00			4386 480000	312		101000
		Total for Vendor:	27,035.29						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 27 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110527		399 OLYMPIC SALES	21,670.00								
1	13668	05/03/23 6YD DUMPSTERS (3)	5,670.00			6010		450200	665		101000
2	13670	05/03/23 20YD ROLLOFFS (2)	16,000.00			6010		450200	665		101000
		Total for Vendor:	21,670.00								
110451		631 ONE CALL CONCEPT INC	293.80								
1	3044280	04/30/23 ONE CALL	293.80			6020		450000	412		101000
		Total for Vendor:	293.80								
110328		276 OSTROMS ACE HARDWARE	27.96								
1	223717	05/01/23 car cleaning supplies	27.96			1000		421000	427		101000
110433		276 OSTROMS ACE HARDWARE	19.18								
1	223804	05/11/23 thermoters	19.18			1000		421000	641		101000
110526		276 OSTROMS ACE HARDWARE	22.99								
1	223816	05/12/23 surge protector	22.99			1000		421000	641		101000
		Total for Vendor:	70.13								
110457		3277 OUT FRONT POWER EQUIPMENT	91.60								
1	1319	05/01/23 FILTER ELEMENT	91.60			1000		430001	427		101000
		Total for Vendor:	91.60								
110291	107310S	4830 PDQ/SMARTDEPLOY	8,496.00								
1	PDQ36900	02/09/23 SmartDeploy Subscription	8,496.00			1000		414104	497		101000
		Total for Vendor:	8,496.00								
110516		903 PETE NIELSEN	38.50								
1		05/12/23 meal reimb/officer memorial	38.50			1000		421000	340		101000
		Total for Vendor:	38.50								
110245	107273S	563 PETRO SERVE USA	331.95								
1	91724	04/27/23 CENEX MAXTRON	101.10			1000		430000	424		101000
2	91718	04/25/23 CENEX POWER	230.85			1000		430000	424		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 28 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110335	1	563 PETRO SERVE USA 25971 04/30/23 plow truck	68.60 68.60			2060 415200	424		101000
110361	1	563 PETRO SERVE USA 04/30/23 Airport Fuel May 2023	118.30 118.30			7050 500000	420		101000
110375	1	563 PETRO SERVE USA PD Gas 12355.93	50,638.55 12,897.56			1000 421000	424		101000
	2	City Hall G 617.18; D 108.74	757.36			1000 415000	420		101000
	3	Sanitation G 339.61; D 14909.9	15,866.98			6010 450200	424		101000
	4	Street G 2494.35; D 7046.05	9,934.47			1000 430000	424		101000
	5	Sewer G 2246.07; D 362.62	2,721.80			6025 450000	424		101000
	6	Water G 2369.16; D 2079.96	4,637.02			6020 450000	424		101000
	7	PW G 671.19	700.61			1000 450000	424		101000
	8	F&F G 459.14; D 171.89	658.11			1000 455000	424		101000
	9	Storm G 693.33; D 1378.52	2,157.94			4387 480000	424		101000
	10	Forestry G 293.83	306.70			1000 430000	424		101000
110501	1	563 PETRO SERVE USA 7967 05/13/23 DRAIN 21 POLYTAC GREASE	2,120.40 2,120.40			6020 450000	448		101000
110518	1	563 PETRO SERVE USA 5785 05/03/23 2200 DIESEL	5,942.57 194.39			6020 450000	424		101000
	2	3014 05/02/23 3005 DIESEL	72.65			1000 430000	424		101000
	3	8940 05/11/23 7000 DIESEL	180.97			6025 450000	424		101000
	4	1736 04/27/23 7702 DIESEL	547.14			6025 450000	424		101000
	5	1737 04/27/23 7702 DIESEL	781.92			6025 450000	424		101000
	6	5307 05/02/23 4003 DIESEL	75.97			6010 450200	424		101000
	7	3825 05/04/23 3005 DIESEL	77.93			1000 430000	424		101000
	8	7225 05/08/23 CRACK SEALER DIESEL	86.17			1000 430000	424		101000
	9	4270 05/05/23 3005 DIESEL	36.87			1000 430000	424		101000
	10	4277 05/05/23 487 DIESEL	101.69			6010 450200	424		101000
	11	4174 05/05/23 LAGOON DIESEL	990.00			4387 480000	424		101000
	12	4173 05/05/23 LAGOON DIESEL	990.00			4387 480000	424		101000
	13	2399 04/25/23 FUEL TRAILER	821.44			4387 480000	424		101000
	14	753 04/25/23 FUEL TRAILER	401.35			4387 480000	424		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 29 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
15	6020	04/10/23 ROW DIESEL	55.54			1000 430001	424		101000
16	5004	04/05/23 359 DIESEL	127.19			1000 430000	424		101000
17	753	04/25/23 LAG00N DIESEL	401.35			4387 480000	424		101000
110548		563 PETRO SERVE USA	779.75						
1	967995	04/30/23 April Fuel FD	779.75			2060 415200	424		101000
		Total for Vendor:	60,000.12						
110253	107274S	4034 PETRO SERVE USA #63	2,219.90						
1	9908	04/21/23 3039 DIESEL	46.88			1000 430000	424		101000
2	4655	04/04/23 FORKLIFT LP LBS	34.33			1000 430000	424		101000
3	4587	04/04/23 7702 DIESEL	990.00			6025 450000	424		101000
4	5693	04/04/23 7702 DIESEL	262.35			6025 450000	424		101000
5	7779	04/11/23 3039 DIESEL	96.57			1000 430000	424		101000
6	5705	04/04/23 7702 DIESEL	502.02			6025 450000	424		101000
7	9797	04/17/23 4100 DIESEL	100.50			6010 450200	424		101000
8	3529	04/27/23 2200 DIESEL	187.25			6020 450000	424		101000
		Total for Vendor:	2,219.90						
110327		1310 PETTYS CONSULTING, LLC	267.00						
1	1813	05/01/23 may 2023 user fee	267.00			1000 421000	497		101000
110542		1310 PETTYS CONSULTING, LLC	168.00						
1	1812	05/01/23 Hero Scheduler May 2023	168.00			2060 415200	497		101000
		Total for Vendor:	435.00						
110242	107276S	1483 PITNEY BOWES RESERVE ACCOUNT	2,500.00						
		PD postage for mail machine							
1		04/28/23 reserve acct 53241956	2,500.00			1000 421000	661		101000
		Total for Vendor:	2,500.00						
110254	107277S	4792 PLAYAWAY PRODUCTS	222.11						
1	427358	04/27/23 LAUNCHPADS AC POWER ADAPTER	222.11			7000 411600	497		101000
		Total for Vendor:	222.11						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 30 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110446		4825 PRAIRIE SCALE SYSTEMS, INC.	330.40								
1	101178	04/27/23 KEYPAD INSTALL	330.40			6010		450200	497		101000
		Total for Vendor:	330.40								
110472		916 PRAIRIE SUPPLY INC	6,600.00								
1	0570780	05/04/23 SEALER 6312 5 GAL	6,600.00			1000		430000	377		101000
		Total for Vendor:	6,600.00								
110425		3276 PREMIUM WATERS INC	160.98								
1	8013870423	04/30/23 OFFICE SUPPLIES	160.98			7000		411600	410		101000
		Total for Vendor:	160.98								
110430		1295 PRO-WEST & ASSOCIATES, INC	41.07								
1	7387	05/04/23 GIS Tech Support	41.07			1000		414000	497		101000
		Total for Vendor:	41.07								
110286	107280S	4348 R L ENGBRETSON ARCHITECTS FARGO	5,225.60								
1	23099	04/27/23 city hall & police space	5,225.60			2970		480000	307		101000
		Total for Vendor:	5,225.60								
110243	107282S	2982 RDO EQUIPMENT CO	2,325.44								
1	W1744654	04/25/23 7701 DIFFERENTIAL	2,325.44			4387		480000	427		101000
110251	107282S	2982 RDO EQUIPMENT CO	280.80								
1	W1862354	04/25/23 2200 DIAGNOSTIC	280.80			6020		450000	427		101000
		Total for Vendor:	2,606.24								
110304	107328S	3204 RECORD KEEPERS	17.50								
1	A253520	04/30/23 city hall	17.50			1000		415000	420		101000
		Total for Vendor:	17.50								
110272	107283S	4828 Red River Valuations, Inc	1,500.00								
1	230418-1	04/26/23 506 1st Ave NW Valuation	750.00			4901		415000	418		101000
2	230418-2	04/27/23 508 1st Ave NW Valuation	750.00			4902		415000	418		101000
		Total for Vendor:	1,500.00								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 31 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110421		1016 RED WING BUSINESS ADVANTAGE	237.99								
1	139731	04/28/23 T TWEITEN BOOTS	237.99			6025		450000	422		101000
		Total for Vendor:	237.99								
110381		920 RHONDA JORGENSEN	262.00								
1	05/10/23	meal reimb	262.00			1000		421000	422		101000
		Total for Vendor:	262.00								
110390		3522 RJ'S TESORO	199.80								
1	04/24/23	fuel/pumps down	199.80			1000		421000	424		101000
110520		3522 RJ'S TESORO	255.33								
1	7117	02/06/23 410 DIESEL	123.67			6010		450200	424		101000
2	2756	10/01/22 SA DIESEL	131.66			6010		450200	424		101000
110549		3522 RJ'S TESORO	2,036.33								
1	WF Fire	04/30/23 April Fuel FD	2,036.33			2060		415200	424		101000
		Total for Vendor:	2,491.46								
110319		4412 ROBERT MUELLER	256.00								
1	05/07/23	meal reimb	256.00			1000		421000	340		101000
110325		4412 ROBERT MUELLER	80.00								
1	05/07/23	cadet meal reimb/rochester	80.00			1000		421000	375		101000
		Total for Vendor:	336.00								
110269	107286S	1881 SAM'S CLUB/SYNCHRONY BANK	26.36								
1	3247	04/20/23 CRR Mints	26.36			2060		415200	500		101000
110434		1881 SAM'S CLUB/SYNCHRONY BANK	45.76								
1	05/11/23	foam cups	45.76			1000		421000	375		101000
		Total for Vendor:	72.12								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 32 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110404		800 SANDERS	1,400.00						
1	55753 05/01/23	3100 FLOOR- SALTING TRUCK BED	1,400.00			1000 430000	427		101000
		Total for Vendor:	1,400.00						
110343		437 SANDY'S DONUTS & COFFEE SHOP	45.90						
1	7580 05/08/23	bakery for training	45.90			1000 421000	375		101000
110349		437 SANDY'S DONUTS & COFFEE SHOP	45.90						
1	925462 05/09/23	bakery for training	45.90			1000 421000	375		101000
110359		437 SANDY'S DONUTS & COFFEE SHOP	68.85						
1	7582 05/10/23	bakery for training	22.95			1000 421000	375		101000
2	925533 05/10/23	bakery for training	45.90			1000 421000	375		101000
110409		437 SANDY'S DONUTS & COFFEE SHOP	101.30						
1	925612 05/11/23	CFMH bakery for training	101.30			1000 421000	285		101000
110465		437 SANDY'S DONUTS & COFFEE SHOP	183.60						
1		DONUTS - SANDBAG EVENT	183.60			1000 415000	420		101000
		Total for Vendor:	445.55						
110467		454 SANITATION PRODUCTS	882.93						
1	85450 05/01/23	DEBRIS HOSE	882.93			6010 450200	427		101000
		Total for Vendor:	882.93						
110318		4834 SAWYER FALTERSACK	256.00						
1	05/07/23	meal reimb	256.00			1000 421000	340		101000
110322		4834 SAWYER FALTERSACK	80.00						
1	05/07/23	cadet meal reimb/rochester	80.00			1000 421000	375		101000
		Total for Vendor:	336.00						
110357	107337S	2512 SCOTT DIAMOND	880.00						
1	05/01/23	alternate judge	880.00			1000 412000	309		101000
		Total for Vendor:	880.00						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 33 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110317 1	05/02/23	639 SECRETARY OF STATE notary fee/hieb	36.00 36.00			1000 421000	667		101000
110378 1	05/10/23	639 SECRETARY OF STATE notary app/peterson	36.00 36.00			1000 421000	667		101000
		Total for Vendor:	72.00						
110321 1	05/07/23	1634 SHANE ORN fuel reimb	62.94 62.94			1000 421000	340		101000
		Total for Vendor:	62.94						
110257 1	107290S 136092 04/21/23	2885 SHORTPRINTER letterhead envelopes	355.50 355.50			1000 421000	668		101000
		Total for Vendor:	355.50						
110488 1	05/03/23	91 SIGN SOLUTIONS USA SIGNS	1,284.49 1,284.49			1000 430000	487		101000
		Total for Vendor:	1,284.49						
110331 1	04/30/23	3956 SILVER STATE CONSULTING april car wash	479.52 479.52			1000 421000	420		101000
		Total for Vendor:	479.52						
110298 1	107321S 04/30/23	2655 SIMPLIFILE Plat Kost 4th & Sukut's 6th	310.00 310.00			1000 418000	668		101000
		Total for Vendor:	310.00						
110370 1	14093.0110 04/30/23	440 SRF CONSULTING GROUP, INC ADA Transition Plan	901.92 901.92			2970 480000	313		101000
		Total for Vendor:	901.92						
110482 1	192021431 03/20/23	176 SUMMIT FIRE PROTECTION TRANSFER STATION - SANITATI	208.00 208.00			6020 450000	420		101000

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 34 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110550		176 SUMMIT FIRE PROTECTION	446.00						
1	192022807	05/01/23 SS Fire Alarm 5-23 to 4-24	446.00			2060 415200	428		101000
		Total for Vendor:	654.00						
110310	107331S	4833 SUNSET ENTERPRISES LLC	89.26						
		REFUND FOR 715 NORTHRIDGE WAY, WEST FARGO							
		03700018-03 ELAINE FREMLING							
3	04/26/23	MOVE OUT REFUND	89.26			6020 214100			101000
		Total for Vendor:	89.26						
110314		3360 SUNSET LAW ENFORCEMENT	12,400.00						
1	0008279in	05/03/23 ammo	12,400.00			1000 421000	987		101000
		Total for Vendor:	12,400.00						
110438		733 SWANSTON EQUIPMENT CORP.	2,735.59						
1	P90361	05/03/23 3035 KIT SEAL	84.55			1000 430000	427		101000
2	R15508	04/14/23 ASPHALT MACHINE RENTAL	2,600.00			1000 430000	722		101000
3	P90553	05/08/23 KIT SEAL	51.04			1000 430000	427		101000
110523		733 SWANSTON EQUIPMENT CORP.	6,709.00						
1	E08530	12/12/22 ANGLE BROOM	6,709.00			1000 430001	870		101000
		Total for Vendor:	9,444.59						
110396		2491 TEAM LABORATORY CHEMICAL, LLC	88,410.00						
1	0035425	05/05/23 MEGA BUGS SUPREME	88,410.00			4387 480000	670		101000
		Total for Vendor:	88,410.00						
110354	107333S	4857 TERRY BENSON	20.30						
		REFUND FOR 2709 10TH ST W							
		01452-04 TERRY BENSON							
3	05/01/23	MOVE OUT REFUND	20.30			6020 214100			101000
		Total for Vendor:	20.30						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 35 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110410		1156 TESSMAN	1,780.72								
1	S373659	04/27/23 GRASS SEED	314.76			4387		480000	670		101000
2	S374742	05/09/23 CEDAR BAG/MULCH	671.48			1000		455000	420		101000
3	S374876	05/10/23 CEDAR BAG/GRASS SEED	484.74			1000		455000	420		101000
4	S374715	05/09/23 CEDAR BAG	309.74			1000		455000	420		101000
110525		1156 TESSMAN	5,005.00								
1	374927	05/10/23 MULCH	5,005.00			1000		430001	358		101000
		Total for Vendor:	6,785.72								
110360		3733 TIMECLOCK PLUS	600.00								
1	INV0026747	05/03/23 CLOCKABLE LICENSE	600.00			1000		414103	497		101000
		Total for Vendor:	600.00								
110436		3352 TITAN MACHINERY-FARGO CASE	9,770.78								
1	18315934	04/28/23 359 GLASS/SEAL	394.00			6010		450200	427		101000
2	18327965	05/01/23 275 SPROCKET/ROLLER	9,376.78			1000		430000	427		101000
		Total for Vendor:	9,770.78								
110250	107296S	1234 TOOL WAREHOUSE INC	272.00								
1	0273571	04/21/23 PULLER, MANUAL	272.00			1000		455000	432		101000
110417		1234 TOOL WAREHOUSE INC	135.88								
1	0273777	05/05/23 TOOLS	135.88			1000		455000	427		101000
		Total for Vendor:	407.88								
110392		1062 TRACY HAUGEN	227.00								
1	05/11/23	meal reimb	227.00			1000		421000	340		101000
		Total for Vendor:	227.00								
110323		1495 TRAVIS JOHNSON	80.00								
1	05/07/23	cadet meal reimb/rochester	80.00			1000		421000	375		101000
		Total for Vendor:	80.00								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 36 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
110551		665 TWIN CITY GARAGE DOOR	1,042.00								
1	2239445	04/28/23 Sec Replace NS E bay doors	1,042.00			2060		415200	494		101000
		Total for Vendor:	1,042.00								
110474		1320 TYLER WILLIAMS	60.52								
1	05/11/23	fuel reimb	32.52			1000		421000	340		101000
2	05/11/23	meal reimb	28.00			1000		421000	340		101000
		Total for Vendor:	60.52								
110346		4854 UNIFY FINANCIAL CREDIT UNION	108.00								
1	23-8754	05/05/23 subpoena	108.00			1000		421000	365		101000
		Total for Vendor:	108.00								
110470		2720 UNITED RENTALS (NORTH AMERICA),	229.00								
1	218614968	04/20/23 GENERATOR RENTAL	229.00			4387		480000	670		101000
		Total for Vendor:	229.00								
110282	-99706E	4665 UNUM	4,291.57								
1		Employer Contributions	4,291.57			1000		212514			101000
110283	-99705E	4665 UNUM	4,092.92								
1		Voluntary Contributions	4,092.92			1000		212514			101000
		Total for Vendor:	8,384.49								
110475		4436 USPS	6.96								
1	4901	05/09/23 postage for offer 506 1st Ave	1.74			4901		415000	724		101000
2	4902	05/09/23 postage for offer 508 1st Ave	1.74			4902		415000	724		101000
3	4903	05/09/23 postage for offer 510 1st Ave	1.74			4903		415000	724		101000
4	4904	05/09/23 postage for offer 512 1st Ave	1.74			4904		415000	724		101000
		Total for Vendor:	6.96								
110540		2478 VALLI	7,437.62								
1	88121	04/30/23 WEB POST&ONLINE MAINT/FEES	5,638.31			6020		450000	360		101000
2	88123	04/30/23 WEB POST&ONLINE MAINT/FEES	1,799.31			6020		450000	360		101000
		Total for Vendor:	7,437.62								

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 37 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110301	107322S	2314 VANGUARD APPRAISALS, INC	125.00						
1		Appraisal Manual	125.00			1000 414101	410		101000
		Total for Vendor:	125.00						
110384	E	3569 VISA FIRE DEPT 1	179.95						
1	CC-1106	04/15/23 ANNUAL RENEWAL- CTC STARTER	179.95			2060 202200			101000
		SIMSUSHARE		CC Accounting: 2060-		-415200-497			
		Total for Vendor:	179.95						
110385	E	3568 VISA FIRE DEPT 2	6,083.20						
1	CC-1107	04/03/23 Office Supplies	115.01			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
2	CC-1107	04/12/23 Refund for FDSOA Cancellation	-1,980.00			2060 202200			101000
		Fire Department Safety Officers Associat		CC Accounting: 2060-		-415200-340			
3	CC-1107	04/12/23 D SAPP-PICK UP B-75	98.00			2060 202200			101000
		HYATT PLACE SOIUX FALLS		CC Accounting: 2060-		-415200-610			
4	CC-1107	04/12/23 M BERG-RENEWAL	135.00			2060 202200			101000
		INTERNATIONAL SOCIETY OF FIRE SERVICE IN		CC Accounting: 2060-		-415200-667			
5	CC-1107	04/13/23 D SAPP-PICK UP B-75	86.53			2060 202200			101000
		GET N GO #16		CC Accounting: 2060-		-415200-610			
6	CC-1107	04/17/23 6 PACK APPLE PHONE CABLES	17.98			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-500			
7	CC-1107	04/17/23 M BERG-NEW FC DEVELOPMENT	250.00			2060 202200			101000
		ENGINE HOUSE TRAINING LLC		CC Accounting: 2060-		-415200-340			
8	CC-1107	04/14/23 OFFICE SUPPLIES	24.87			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
9	CC-1107	04/14/23 OFFICE SUPPLIES	28.48			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
10	CC-1107	04/19/23 TRAINING PROP	4,100.00			2060 202200			101000
		PAR TRAINING AND PROPS LLC		CC Accounting: 2060-		-415200-641			
11	CC-1107	04/20/23 MIKA-NEW COLLAR	84.90			2060 202200			101000
		TACTIPUP		CC Accounting: 2060-		-415200-915			
12	CC-1107	04/20/23 AMAZON-E-CARDS	75.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
13	CC-1107	04/24/23 APPLE REMOTE-SS	21.49			2060 202200			101000
		BEST BUY BUSINESS ADVANTAGE ACCOUNT		CC Accounting: 2060-		-415200-420			

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 38 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
14	CC-1107	04/24/23 LADDER TESTING PARTS	1,958.70			2060 202200			101000
		GLOBAL INTUSTRIAL		CC Accounting: 2060-		-415200-420			
15	CC-1107	04/24/23 NEW HQ-TB8 TILE BRIDGE-SPEAKE	263.78			4795 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 4795-		-480000-670			
16	CC-1107	04/25/23 NEW HQ STORAGE	783.34			4795 202200			101000
		MOBILE MINI SOLUTIONS		CC Accounting: 4795-		-480000-670			
17	CC-1107	05/02/23 LATE FEE-PER EMILY	20.12			1000 202200			101000
		VISA FIRE DEPT 2		CC Accounting: 1000-		-414100-740			
Total for Vendor:			6,083.20						
110386	E	4351 VISA FIRE DEPT 3	3,416.37						
1	CC-1108	04/03/23 Wavra-swift h20 training	832.10			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
2	CC-1108	04/03/23 Obryant-swift h20 training	832.10			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
3	CC-1108	04/03/23 McCann-Swift h20 training	832.10			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
4	CC-1108	04/03/23 Wavra-seat assignment	207.00			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
5	CC-1108	04/03/23 Obryant-seat assignment	207.00			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
6	CC-1108	04/03/23 McCann-seat assignment	210.00			2060 202200			101000
		UNITED AIRLINES		CC Accounting: 2060-		-415200-340			
7	CC-1108	04/19/23 Carriveau-officer training	88.20			2060 202200			101000
		ASTORIA HOTEL & EVENT CENTER		CC Accounting: 2060-		-415200-340			
8	CC-1108	04/28/23 Frost-3 shirts	207.87			2060 202200			101000
		Blauer		CC Accounting: 2060-		-415200-422			
Total for Vendor:			3,416.37						
110274	-99711E	2439 VISA IT	3,644.95						
1	CC-1097	03/05/23 Zoom Subscription	40.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-414104-497			
2	CC-1097	03/10/23	102.40			1000 202200			101000
		GRAYBAR		CC Accounting: 1000-		-421000-497			
3	CC-1097	03/11/23 Supplies	35.97			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
4	CC-1097	03/12/23 Late Fee	35.00			1000 202200			101000
		1st International Bank & Trust		CC Accounting: 1000-		-414100-740			

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 39 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	CC-1097	03/14/23 Supplies	13.99			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-414104-497			
6	CC-1097	03/25/23 iPad Keyboard	39.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-414104-497			
7	CC-1097	03/27/23 Supplies	34.78			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-414104-497			
8	CC-1097	03/27/23 Adobe Creative Cloud	2,548.59			1000 202200			101000
	CDW GOVERNMENT, INC			CC Accounting: 1000-		-414104-497			
9	CC-1097	03/27/23 Adobe Creative Cloud	218.27			1000 202200			101000
	CDW GOVERNMENT, INC			CC Accounting: 1000-		-414104-497			
10	CC-1097	03/05/23 Apple	0.99			1000 202200			101000
	APPLE.COM			CC Accounting: 1000-		-414104-497			
11	CC-1097	03/15/23 Carahsoft Technology	585.00			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-414104-497			
12	CC-1097	03/23/23 Apple Credit	-10.02			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-414104-497			
Total for Vendor:			3,644.95						
110402	E	3161 VISA LIBRARY #1	788.38						
1	CC-1109	05/02/23 OFFICE SUPPLIES	345.88			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
2	CC-1109	TECHNOLOGY	65.87			7000 202200			101000
				CC Accounting: 7000-		-411600-497			
3	CC-1109	PROGRAMMING	358.31			7000 202200			101000
				CC Accounting: 7000-		-411600-649			
4	CC-1109	POSTAGE SUPPLIES	14.20			7000 202200			101000
				CC Accounting: 7000-		-411600-661			
5	CC-1109	PROMOTIONS	44.10			7000 202200			101000
				CC Accounting: 7000-		-411600-689			
6	CC-1109	OFFICE SUPPLIES (CREDIT)	-39.98			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
Total for Vendor:			788.38						
110407	E	4576 VISA LIBRARY #3	896.65						
1	CC-1110	05/02/23 OFFICE SUPPLIES	86.78			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
2	CC-1110	PROFESSIONAL PUBLICATIONS	45.00			7000 202200			101000
				CC Accounting: 7000-		-411600-648			

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 40 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	CC-1110	PROGRAMMING	453.89			7000 202200			101000
4	CC-1110	BOOKS	259.95	CC Accounting: 7000-		-411600-649			101000
5	CC-1110	AUDIO VIDEO	51.03	CC Accounting: 7000-		-411600-662			101000
				CC Accounting: 7000-		-411600-664			
		Total for Vendor:	896.65						
110337	-99703E	2435 VISA POLICE #1	1,709.22						
1	CC-1098	04/03/23 annual meeting breakfast for FIRST LINK	63.60	CC Accounting: 1000-		1000 202200 -421000-340			101000
2	CC-1098	04/03/23 membership for gomez MACIA-MN ASSO OF CRININAL INTEL ANALYSTS	40.00	CC Accounting: 1000-		1000 202200 -421000-668			101000
3	CC-1098	04/09/23 k9 items CHEWEY.COM	37.51	CC Accounting: 1000-		1000 202200 -421000-915			101000
4	CC-1098	04/10/23 workshop EVENTBRITE	25.00	CC Accounting: 1000-		1000 202200 -421000-340			101000
5	CC-1098	04/10/23 summer conf reg for 6 NDPCA - ND POLICE CHIEFS ASSOCIATION	823.60	CC Accounting: 1000-		1000 202200 -421000-340			101000
6	CC-1098	04/12/23 investigations luncheon MARCO'S PIZZA	159.33	CC Accounting: 1000-		1000 202200 -421000-375			101000
7	CC-1098	04/12/23 k9 crate for jazz MARCO'S PIZZA	149.00	CC Accounting: 1000-		1000 202200 -421000-915			101000
8	CC-1098	04/17/23 propane for grills PETRO SERVE USA #63	21.21	CC Accounting: 1000-		1000 202200 -421000-420			101000
9	CC-1098	04/17/23 office supplies AMAZON CAPITAL SERVICES	114.64	CC Accounting: 1000-		1000 202200 -421000-410			101000
10	CC-1098	04/17/23 power strips AMAZON CAPITAL SERVICES	27.98	CC Accounting: 1000-		1000 202200 -421000-420			101000
11	CC-1098	04/17/23 propane tanks for grills FAMILY FARE	87.96	CC Accounting: 1000-		1000 202200 -421000-420			101000
12	CC-1098	04/23/23 external hard drive AMAZON CAPITAL SERVICES	66.82	CC Accounting: 1000-		1000 202200 -421000-365			101000
13	CC-1098	04/23/23 credit AMAZON CAPITAL SERVICES	-41.99	CC Accounting: 1000-		1000 202200 -421000-420			101000
14	CC-1098	04/27/23 postage AMAZON CAPITAL SERVICES	134.56	CC Accounting: 1000-		1000 202200 -421000-661			101000
		Total for Vendor:	1,709.22						

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 41 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110338	-99702E	3233 VISA POLICE #2	997.89						
1	CC-1099 04/03/23	ground travel in NC	40.50			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
2	CC-1099 04/03/23	luggage	30.00			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting: 1000-		-421000-340			
3	CC-1099 04/03/23	seat	20.16			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting: 1000-		-421000-340			
4	CC-1099 04/06/23	travel insurance	22.00			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting: 1000-		-421000-340			
5	CC-1099 04/06/23	early checkout	39.00			1000 202200			101000
		OMNI CHARLOTTE HOTEL		CC Accounting: 1000-		-421000-340			
6	CC-1099 04/06/23	lodging	252.40			1000 202200			101000
		OMNI CHARLOTTE HOTEL		CC Accounting: 1000-		-421000-340			
7	CC-1099 04/06/23	lodging credit	-252.40			1000 202200			101000
		OMNI CHARLOTTE HOTEL		CC Accounting: 1000-		-421000-340			
8	CC-1099 04/06/23	lodging credit	-252.40			1000 202200			101000
		OMNI CHARLOTTE HOTEL		CC Accounting: 1000-		-421000-340			
9	CC-1099 04/18/23	fuel for travel	36.50			1000 202200			101000
		RED CARPET INTERSTATE		CC Accounting: 1000-		-421000-340			
10	CC-1099 04/22/23	fuel for travel	39.78			1000 202200			101000
		HOLIDAY STATIONSTORES #2746177		CC Accounting: 1000-		-421000-340			
11	CC-1099 04/22/23	fuel for travel	48.20			1000 202200			101000
		HOLIDAY STATIONSTORES #2746177		CC Accounting: 1000-		-421000-340			
12	CC-1099 04/26/23	honor guard item	4.95			1000 202200			101000
		MARLOW WHITE		CC Accounting: 1000-		-421000-422			
13	CC-1099 04/26/23	conf registrations for SRO's	411.80			1000 202200			101000
		NDPCA - ND POLICE CHIEFS ASSOCIATION		CC Accounting: 1000-		-421000-340			
14	CC-1099 04/06/23	flight to MSP	557.40			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	997.89						
110339	-99701E	3234 VISA POLICE #3	1,821.95						
1	CC-1100 03/31/23	fuel for travel	30.90			1000 202200			101000
		FRIENDLY'S CENEX		CC Accounting: 1000-		-421000-340			
2	CC-1100 04/01/23	lodging nobles	155.98			1000 202200			101000
		GRANDSTAY HOTEL AND SUITES		CC Accounting: 1000-		-421000-340			

05/12/23
16:47:34

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 42 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	CC-1100	04/11/23 lodging for two	1,437.50			1000 202200			101000
	BOOKING.COM			CC Accounting: 1000-		-421000-340			
4	CC-1100	04/17/23 fuel for travel	19.37			1000 202200			101000
	PETRO SERVE USA #63			CC Accounting: 1000-		-421000-340			
5	CC-1100	04/18/23 fuel for travel	39.33			1000 202200			101000
	STAMART #1224			CC Accounting: 1000-		-421000-340			
6	CC-1100	04/23/23 fuel for travel	56.22			1000 202200			101000
	HOLIDAY STATIONSTORE			CC Accounting: 1000-		-421000-340			
7	CC-1100	04/26/23 fuel for travel	37.03			1000 202200			101000
	KWIK TRIP			CC Accounting: 1000-		-421000-340			
8	CC-1100	04/27/23 fuel for travel	45.62			1000 202200			101000
	KWIK TRIP			CC Accounting: 1000-		-421000-340			
Total for Vendor:			1,821.95						
110340	-99700E	3244 VISA POLICE #4	1,535.67						
1	CC-1101	04/10/23 lodging for two	1,214.20			1000 202200			101000
	FAIRBRIDGE INN & SUTIES			CC Accounting: 1000-		-421000-340			
2	CC-1101	04/10/23 booking fee for two	15.99			1000 202200			101000
	FAIRBRIDGE INN & SUTIES			CC Accounting: 1000-		-421000-340			
3	CC-1101	04/16/23 fuel for travel	21.81			1000 202200			101000
	SIMONSON STATION STORE			CC Accounting: 1000-		-421000-340			
4	CC-1101	04/16/23 fuel for travel	48.93			1000 202200			101000
	SIMONSON STATION STORE			CC Accounting: 1000-		-421000-340			
5	CC-1101	04/17/23 fuel for travel	38.59			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
6	CC-1101	04/21/23 fuel for travel	44.00			1000 202200			101000
	SHELL			CC Accounting: 1000-		-421000-340			
7	CC-1101	04/21/23 fuel for travel	34.33			1000 202200			101000
	DANS INTERSTATE CONOCO INC			CC Accounting: 1000-		-421000-340			
8	CC-1101	04/21/23 fuel for travel	36.15			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
9	CC-1101	04/21/23 fuel for travel	19.71			1000 202200			101000
	PETRO SERVE USA #63			CC Accounting: 1000-		-421000-340			
10	CC-1101	04/28/23 fuel for travel	61.96			1000 202200			101000
	KUM & GO			CC Accounting: 1000-		-421000-340			
Total for Vendor:			1,535.67						

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 43 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110341	-99699E	4300 VISA POLICE #5	312.18						
1	CC-1103	04/17/23 fuel for travel	33.82			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
2	CC-1103	04/20/23 fuel for travel	44.14			1000 202200			101000
		SHELL		CC Accounting: 1000-		-421000-340			
3	CC-1103	04/28/23 fuel for travel	44.97			1000 202200			101000
		SHELL		CC Accounting: 1000-		-421000-340			
4	CC-1103	04/28/23 fuel for travel	41.68			1000 202200			101000
		LOVES #849		CC Accounting: 1000-		-421000-340			
5	CC-1103	04/28/23 fuel for travel	38.17			1000 202200			101000
		TRI-ENERGY CENEX		CC Accounting: 1000-		-421000-340			
6	CC-1103	05/01/23 lodging for beilke	109.40			1000 202200			101000
		GRAND HOTEL		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	312.18						
110342	-99698E	4301 VISA POLICE #6	386.15						
2	CC-1104	04/02/23 k9 jazz	75.24			1000 202200			101000
		PETSMART		CC Accounting: 1000-		-421000-915			
3	CC-1104	04/21/23 cadelt fuel for travel	55.55			1000 202200			101000
		HY-VEE FAST & FRESH		CC Accounting: 1000-		-421000-375			
4	CC-1104	04/21/23 cadelt fuel for travel	71.50			1000 202200			101000
		HY-VEE FAST & FRESH		CC Accounting: 1000-		-421000-375			
5	CC-1104	04/23/23 cadelt fuel for travel	53.61			1000 202200			101000
		HOLIDAY STATIONSTORE #415		CC Accounting: 1000-		-421000-375			
6	CC-1104	04/23/23 cadelt fuel for travel	66.84			1000 202200			101000
		HOLIDAY STATIONSTORE #415		CC Accounting: 1000-		-421000-375			
7	CC-1104	04/23/23 EOW funeral/dickinson nd	63.41			1000 202200			101000
		HOLIDAY STATIONSTORE		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	386.15						
110521	E	4256 VISA PUBLIC WORKS #2	2,343.44						
1	CC-1112	04/03/23 SNOW MEAL ST	137.19			1000 202200			101000
		SAM'S CLUB		CC Accounting: 1000-		-430000-490			
2	CC-1112	04/03/23 M MEHL PANTS/JACKET	173.87			6010 202200			101000
		KARL'S AT THE NODAK CENTER		CC Accounting: 6010-		-450200-422			
3	CC-1112	04/04/23 KITCHEN TOOLS	23.37			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-455000-500			

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 44 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	CC-1112 04/10/23	GLOVES - ST	126.00			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-430000-639			
5	CC-1112 04/10/23	GLOVES - WA	126.00			6020 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 6020-		-450000-639			
6	CC-1112 04/12/23	GLOVES - BG	110.28			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-455000-639			
7	CC-1112 04/12/23	GLOVES - SW	110.27			6025 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 6025-		-450000-639			
8	CC-1112 04/12/23	SA CONFERENCE	206.81			6010 202200			101000
	NDSWRA			CC Accounting: 6010-		-450200-340			
9	CC-1112 04/13/23	HARDHAT STOCK - ST	90.83			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-430000-639			
10	CC-1112 04/13/23	HARDHAT STOCK - WA	90.83			6020 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 6020-		-450000-639			
11	CC-1112 04/13/23	HARDHAT STOCK - SW	90.84			6025 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 6025-		-450000-639			
12	CC-1112 04/13/23	OFFICE SUPPLIES	103.58			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-430000-410			
13	CC-1112 04/13/23	T BUCHOLZ TRAINING	51.25			6020 202200			101000
	ND DEPT OF ENVIRONMENTAL QUALITY			CC Accounting: 6020-		-450000-340			
14	CC-1112 04/13/23	P MONTPLAISIR TRAINING	51.25			1000 202200			101000
	ND DEPT OF ENVIRONMENTAL QUALITY			CC Accounting: 1000-		-430001-340			
15	CC-1112 04/13/23	P MONTPLAISIR TRAINING	51.25			1000 202200			101000
	ND DEPT OF ENVIRONMENTAL QUALITY			CC Accounting: 1000-		-430001-340			
16	CC-1112 04/24/23	RETURN CREDIT	-160.18			1000 202200			101000
	BRUNT WORKWEAR			CC Accounting: 1000-		-430000-422			
17	CC-1112 04/26/23	ARBOR DAY SIGN	37.03			2210 202200			101000
	SIGNS.COM			CC Accounting: 2210-		-428000-375			
18	CC-1112 04/28/23	CLEAN UP WEEK LUNCHES	922.97			6010 202200			101000
	SAM'S CLUB			CC Accounting: 6010-		-450200-912			
Total for Vendor:			2,343.44						
110522	E	4625 VISA PUBLIC WORKS #3	2,384.97						
1	CC-1111 04/13/23	B KIMELE MEMBERSHIP	248.00			2210 202200			101000
	ISA MEMBERSHIP			CC Accounting: 2210-		-428000-667			
2	CC-1111 04/17/23	OIL FREE AIR COM	182.74			6025 202200			101000
	HARBOR FREIGHT TOOLS			CC Accounting: 6025-		-450000-825			

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 45 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	CC-1111 04/17/23	CREDIT TAX	-12.75			6025 202200			101000
		HARBOR FREIGHT TOOLS		CC Accounting: 6025-		-450000-825			
4	CC-1111 04/18/23	GLOVES	236.99			6025 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6025-		-450000-639			
5	CC-1111 04/18/23	GLOVES	53.87			6025 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6025-		-450000-639			
6	CC-1111 04/19/23	SAFETY VESTS/SWEATSHIRTS	273.61			6010 202200			101000
		FULL SOURCE LLC		CC Accounting: 6010-		-450200-422			
7	CC-1111 04/19/23	SAFETY VESTS/SWEATSHIRTS	91.20			6025 202200			101000
		FULL SOURCE LLC		CC Accounting: 6025-		-450000-422			
8	CC-1111 04/19/23	SAFETY VESTS/SWEATSHIRTS	91.20			6020 202200			101000
		FULL SOURCE LLC		CC Accounting: 6020-		-450000-422			
9	CC-1111 04/19/23	SAFETY VESTS/SWEATSHIRTS	91.21			1000 202200			101000
		FULL SOURCE LLC		CC Accounting: 1000-		-430000-422			
10	CC-1111 04/20/23	LATEX GLOVES	21.65			6020 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6020-		-450000-639			
11	CC-1111 04/23/23	SCOTT - PLANNER	21.96			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-430000-410			
12	CC-1111 04/24/23	T FRAEDRICH TRAVEL	324.96			6010 202200			101000
		MY PLACE HOTEL SHAKOPEE		CC Accounting: 6010-		-450200-340			
13	CC-1111 04/26/23	CLEAN UP WEEK SUPPLIES	143.72			6010 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6010-		-450200-912			
14	CC-1111 04/27/23	EDDY - BOOTS/TORY-PANTS	394.92			6020 202200			101000
		FLEET FARM		CC Accounting: 6020-		-450000-422			
15	CC-1111 04/26/23	TROY - ROOM CREDIT	-108.32			6010 202200			101000
		MY PLACE HOTEL SHAKOPEE		CC Accounting: 6010-		-450200-422			
16	CC-1111 04/28/23	SHOP SUPPLIES	89.12			1000 202200			101000
		FLEET FARM		CC Accounting: 1000-		-455000-433			
17	CC-1111 04/29/23	J MARTINEZ PANTS	64.49			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-455000-422			
18	CC-1111 04/27/23	T BUCHOLZ TRAVEL	88.20			6020 202200			101000
		WINGATE BISMARCK		CC Accounting: 6020-		-450000-340			
19	CC-1111 04/27/23	P MONTPLAISIR	88.20			1000 202200			101000
		WINGATE BISMARCK		CC Accounting: 1000-		-430001-340			
Total for Vendor:			2,384.97						

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 46 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110506		1346 VISTO'S TRAILER SALES	28.97						
1	99479	05/08/23 3401 ROCKER SWITCH	28.97			1000 430000	427		101000
		Total for Vendor:	28.97						
110284	-99704E	4662 VOYA	850.00						
1		April Contributions	850.00			1000 212511			101000
		Total for Vendor:	850.00						
110400		544 WALLWORK TRUCK CENTER	5,589.02						
1	01P363747	04/27/23 7045 ISX	5,589.02			4387 480000	427		101000
110439		544 WALLWORK TRUCK CENTER	530.14						
1	01P358275	04/06/23 7045 FLANGE/PIPE	281.61			4387 480000	427		101000
2	01P363711	04/21/23 381 SEAL/DRUM	248.53			1000 430000	427		101000
110552		544 WALLWORK TRUCK CENTER	6.12						
1	367255	05/02/23 E-75 Nylon Tubing	6.12			2060 415200	427		101000
		Total for Vendor:	6,125.28						
110377		4105 WALMART	69.54						
1	05/10/23	items for CFMH trning	69.54			1000 421000	285		101000
		Total for Vendor:	69.54						
110373		1040 WEST FARGO EXCHANGE CLUB	250.00						
1	868	02/05/23 3rd/4th Qtr Due	250.00			1000 414000	667		101000
		Total for Vendor:	250.00						
110376		4129 WESTERN NATIONAL MUTUAL INS CO	100.00						
1	71650	05/10/23 notary bond	50.00			1000 421000	667		101000
2	71651	05/10/23 notary bond	50.00			1000 421000	667		101000
		Total for Vendor:	100.00						
110307	107330S	3549 WEX	2,189.55						
1	05/04/23	MED MAY 2023	214.58			1000 212530			101000
2	05/04/23	DEP MAY 2023	1,974.97			1000 212523			101000
		Total for Vendor:	2,189.55						

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 47 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110362	-99697E	4676 WEX ELECTRONIC BIWEEKLY	26,715.82						
1	05/05/23	HSA Contributions	26,715.82			1000 212530			101000
110363	-99696E	4676 WEX ELECTRONIC BIWEEKLY	31.25						
1	05/06/23	HSA Michael Wuebben	31.25			1000 212530			101000
		Total for Vendor:	26,747.07						
110372		807 WEX HEALTH, INC	619.75						
1	1719194-IN	04/30/23 April 2023	619.75			1000 414103	307		101000
		Total for Vendor:	619.75						
110312		569 WF ANIMAL HOSPITAL	4,420.54						
1	264189	04/30/23 april pound fee	4,128.90			1000 421000	396		101000
2	263039	04/30/23 k9 bella medical	291.64			1000 421000	915		101000
		Total for Vendor:	4,420.54						
110513		4003 WM CORPORATE SERVICES INC	92,492.73						
1	6732784	05/01/23 WF CITY BILLING	85,644.27			6010 450200	916		101000
2	9732782	05/01/23 40TH AVE SITE	5,771.92			6010 450200	916		101000
3	6732783	05/01/23 SAN. SITE	1,053.88			6010 450200	916		101000
4	6733258	05/01/23 HORACE DIV SITE	22.66			6020 450000	448		101000
		Total for Vendor:	92,492.73						
110306	107323S	338 XCEL ENERGY	640.34						
4	825855458	04/26/23 SM33	82.68			6020 450000	351		101000
5	825860355	04/26/23 60L 12TH ST E	68.05			6020 450000	351		101000
6	825886100	04/26/23 309 2ND AVE W	18.88			1000 430002	391		101000
7	821593253	04/26/23 605 & 603 SHEYENNE	277.79			1000 421000	527		101000
8	825874113	04/26/23 312 5TH AVE W	192.94			1000 430002	391		101000
110348		338 XCEL ENERGY	9,375.20						
1	826031673	04/27/23 STREET LIGHT FEED POINTS	1,223.16			1000 430002	391		101000
2	1033697973	04/27/23 VEHICLE STORAGE BUIDLING P	254.30			6020 450000	351		101000
3	826737231	05/03/23 CITY HALL 51-4499174-8	618.05			1000 415000	351		101000
4	826742330	05/03/23 CITY HALL 51-5113183-4	7,279.69			1000 415000	351		101000

05/12/23
16:47:35

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/28/23 to 05/12/23

Page: 48 of 48
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
110547		338 XCEL ENERGY	9,217.03						
3	82643304	05/01/23 51-0012204271-4	9,217.03			1000 415000	351		101000
		Total for Vendor:	19,232.57						
110398		582 ZEP MANUFACTURING	5,249.53						
1	9008494758	04/24/23 CLEANING SUPPLIES	1,308.58			6020 450000	500		101000
2	9008504281	04/26/23 ENF FORMULA 777	3,940.95			6025 450000	160		101000
		Total for Vendor:	5,249.53						
110443		3612 ZOOBEAN INC	1,695.00						
1	27823	03/06/23 TECHNOLOGY	1,695.00			7000 411600	497		101000
		Total for Vendor:	1,695.00						
		# of Claims 299	Total: 1471,024.45			# of Vendors 200			
		Total Electronic Claims	280,172.85						
		Total Non-Electronic Claims	1190851.60						

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **



"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:

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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 15, 2023

Subject: Improvement District No. 2271 - 7th Ave NW & 5th St Ct NW

Action: Authorize Notice to Proceed; and Adopt Resolution Approving
Contract and Contractor's Bond

New Information and Recommendation:

During the regular meeting held on April 17, 2023 the City Commission reviewed bids and awarded contract to All Finish Concrete. The contract documents were prepared and delivered to the City Attorney's office for review. After their compliance review, the attached Resolution was prepared for the City Commission's review and approval.

The following documents are attached for review/consideration:

- Notice to Proceed
- Resolution Approving Contract and Contractor's Bond.

Staff Recommendation: Authorize Notice to Proceed; and Adopt Resolution Approving Contract and Contractor's Bond

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.

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. Given the favorable bid prices received on the project it is recommended that Alternate A is awarded as well.

Previously Presented Information and Commission Actions:

April 17, 2023 –

- Staff Recommendation: Accept Bids and Award Contract to All Finish Concrete for their base bid amount of \$1,562,664.00 AND their Alternate bid amount of \$336,870.00 totaling an award amount of \$1,899,534.00.
- Commission Action: Commissioner Olson moved and Commissioner Simmons seconded to approve. Commissioner George was absent and not voting. No opposition, motion carried.

February 21, 2023 –

- **Staff Recommendation:** Approve Plans and Specifications and Authorize Ad for Bid
- **Commission Action:** Commissioner Olson moved and Commissioner Anderson seconded to approve. No Opposition, motion Carried.

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.
-

NOTICE TO PROCEED

Owner:	City of West Fargo	Owner's Contract No.:	2271
Contractor:	All Finish Concrete, Inc.	Contractor's Project No.:	
Engineer:	Moore Engineering, Inc.	Engineer's Project No.:	22824
Project:	Concrete Paving, Street Lighting, Storm Sewer; and Incidentals	Contract Name:	Improvement District No. 2271
		Effective Date of Contract:	April 17, 2023

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on April 17, 2023.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the date of Substantial Completion is August 4, 2023, and the date of readiness for final payment is September 1, 2023.

Before starting any Work at the Site, Contractor must comply with the following:

[Note any access limitations, security procedures, or other restrictions]

[Submit any required Storm Water Permits or Plans.]

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Date Issued: _____

Copy: Engineer

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND IN
IMPROVEMENT DISTRICT NO. 2271
NEW CONCRETE PAVEMENT, STREET LIGHTING, STORM SEWER; AND
INCIDENTALS

BE IT RESOLVED by the City Commission of the City of West Fargo, North Dakota, that it is hereby found, determined and declared that the general contract heretofore entered into by and between the City of West Fargo and All Finish Concrete is in full conformity with the law, including Section 40-22-36 of the North Dakota Century Code; that the contractor's bond of All Finish Concrete heretofore received and filed with the City Auditor is in full conformity with the law including Section 48-02-06.2 of the North Dakota Century Code; and that the contract and contractor's bond are hereby approved.

Dated: May 15, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by _____.
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.

**APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT**

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (2-2023)

Applying for (check one)	
☐ Local Permit	☐ Restricted Event Permit*
Games to be conducted	
☐ Bingo	☒ Raffle
☐ Raffle Board	☐ Calendar Raffle
☐ Sports Pool	☐ Poker*
☐ Twenty-One	☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

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

ORGANIZATION INFO

Name of Organization or Group DAN Dahstrom Benefit		Dates of Activity (Does not include dates for the sales of tickets) 6-10-23	
Organization or Group Contact Person DAN MYSCHG	E-mail Rangerdan67@hotmail.com	Telephone Number 701-361-4084	
Business Address	City	State	ZIP Code
Mailing Address (if different) 5002 16th Ave S #105	City Fargo	State ND	ZIP Code 58103

SITE INFO

Site Name Town Hall Bar	County CASS
Site Physical Address 103 main Ave	City W Fargo
State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) 6-10-23	

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
	Silent Auction	
	Raffle	
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 ☒ 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: (This amount is part of the total prize limit for \$40,000 per fiscal 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 for political purposes.) ☐ Yes ☒ No	

Name DAN MYSCHG	Title	Telephone Number 701-361-4084	E-mail Address Rangerdan67@hotmail.com
Signature of Organization or Group's Top Official [Signature]		Title	Date 5-11-23



TEAM MAKERS

Team Makers Club, Inc.

3309 Fiechtner Drive - Suite G
Fargo, ND 58103
Office - (701) 277-9271
Teammakers@ideaone.net

West Fargo City Commission
RE: Gaming Sites

May 1, 2023

Honorable Commissioners,

Team Makers gaming is in the process of the renewal of our site authorization for the Town Hall, in the City of West Fargo, for the upcoming fiscal year. The appropriate documents and payments are included.

We respectfully ask that you approve our site authorizations. Should you have any questions, please feel free to contact me at your convenience.

Thank you for your consideration.

Sincerely,

Rick Stenseth
Gaming Manager
Team Makers Club, Inc.
701-277-9271



GAMING SITE AUTHORIZATION
ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (2-2023)

G - _____ (_____) _____

Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization

Team Makers Club, Inc.

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

Name of Location

Town Hall

Street 103 Main Ave. W.	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 7/1/23	Ending Date(s) Authorized 6/30/24	Number of Twenty-One tables, if zero, enter "0" 1	

Specific location where games of chance will be conducted and played at the site (required)

Entire lounge area

If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

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

INSTRUCTIONS:

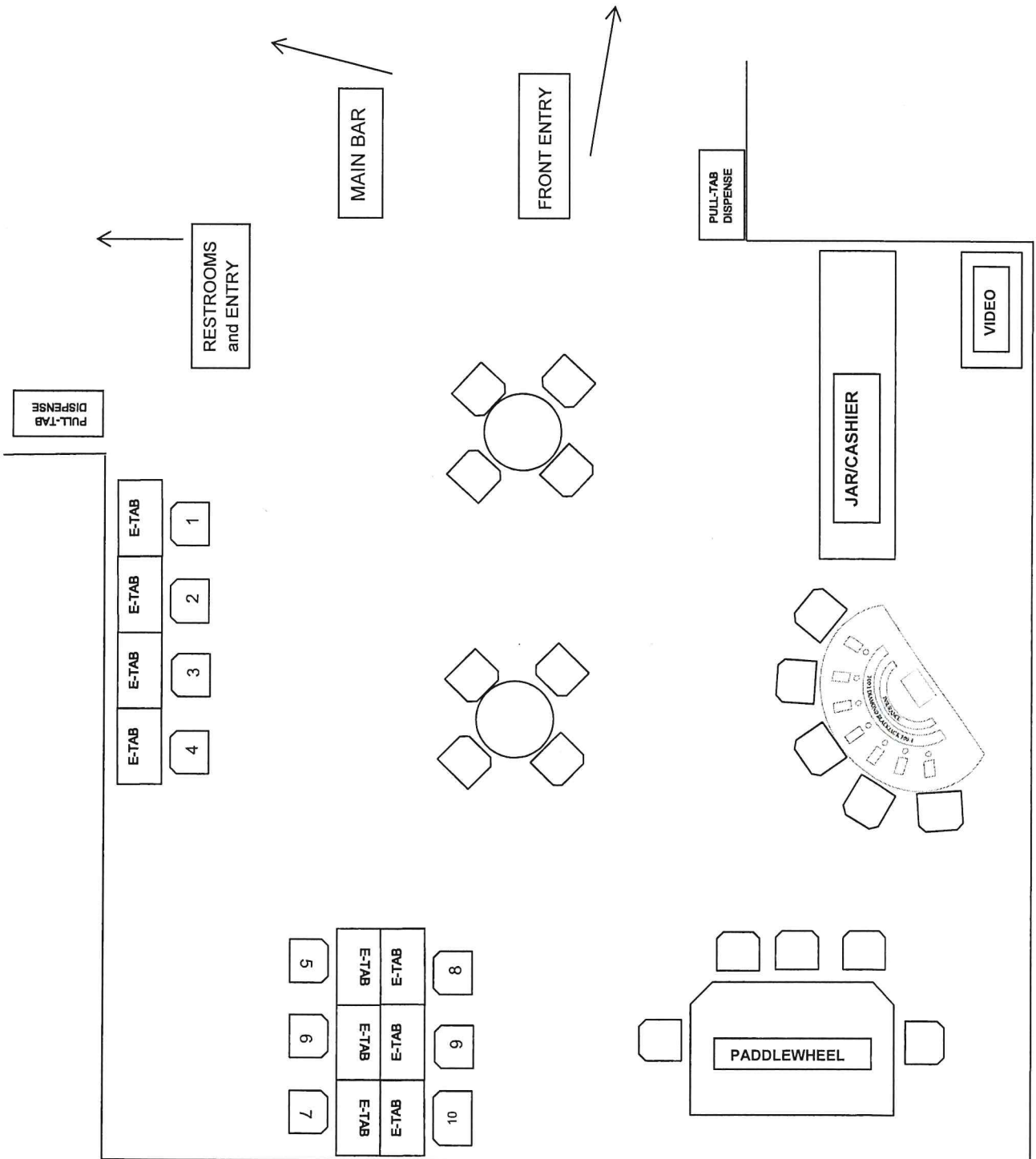
1. City/County - Retain a **copy** of the Site Authorization for your files.
2. City/County - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing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

RETURN ALL DOCUMENTS TO:

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

\$10000 check #14475

TOWN HALL





GAMING SITE AUTHORIZATION
ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (2-2023)

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

Full, Legal Name of Gaming Organization

Prairie Public Broadcasting

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

Name of Location

Wurst Bier Hall

Street

3179 Bluestem Dr

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

07/01/23

Ending Date(s) Authorized

06/30/24

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)

Entire facility, excluding restrooms

If conducting Raffle or Poker activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization must provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

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



Bingo



Club Special



Sports Pools



ELECTRONIC Quick Shot Bingo



Tip Board



Twenty-One



Raffles



Seal Board



Poker



ELECTRONIC 50/50 Raffle



Punchboard



Calcuttas



Pull Tab Jar



Prize Board



Paddlewheel with Tickets



Pull Tab Dispensing Device



Prize Board Dispensing Device



Paddlewheel Table



ELECTRONIC Pull Tab Device

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

PRINT Name and official position of person signing on behalf of city/county above

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files. *\$200.00 check (2 apps)*
2. City/County - Return the **original** Site Authorization form to the Organization. *#122765*
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

Prairie Public Broadcasting, Inc.

Site: Wurst Bier Hall

Game types to be conducted at this site
Internal Control Manual Available Upon Request

- | | | |
|-----|-------------------------------|-----------|
| 1. | Bingo | <u>✓</u> |
| 2. | Electronic Quick Shot Bingo | <u> </u> |
| 3. | Raffles | <u>✓</u> |
| 4. | Electronic 50/50 Raffle | <u> </u> |
| 5. | Pull Tab Jar | <u> </u> |
| 6. | Pull Tab Dispensing Device | <u>✓</u> |
| 7. | Electronic Pull Tab Device | <u>✓</u> |
| 8. | Club Special | <u> </u> |
| 9. | Tip Board | <u> </u> |
| 10. | Seal Board | <u> </u> |
| 11. | Punch Board | <u> </u> |
| 12. | Prize Board | <u> </u> |
| 13. | Prize Board Dispensing Device | <u> </u> |
| 14. | Sports Pool | <u> </u> |
| 15. | Twenty-One | <u> </u> |
| 16. | Poker | <u> </u> |
| 17. | Calcutta | <u> </u> |
| 18. | Paddlewheel with Tickets | <u> </u> |
| 19. | Paddlewheel Table | <u> </u> |



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

License Number (Office Use Only)

Site Owner (Lessor) Sausage King Llc		Site Name Wurst Bier Hall		Site Phone Number (701) 532-0484
Site Address 3179 Bluestem Dr	City West Fargo	State ND	Zip Code 58078	County Cass
Organization (Lessee) Prairie Public Broadcasting, Inc		Rental Period 7/1/2023 to 6/30/2028		Monthly Rent Amount
1. Is Bingo going to be conducted at this site? 1a. If "Yes" to number 1 above, is Bingo the primary game conducted? If "Yes," enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.				☒ No ☐ Yes ☐ No ☐ Yes \$
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____ Number of Tables with wagers over \$5 _____ X Rent per Table \$ _____				☒ No ☐ Yes \$ \$
3. Is Paddlewheels conducted at this site? Number of Tables _____ X Rent per Table \$ _____				☒ No ☐ Yes \$
4. Is Pull Tabs involving either a jar bar, standard, or electronic dispensing device conducted at this site? Please check: ☐ Jar Bar ☒ Standard Dispensing Device				☐ No ☒ Yes \$ 400.00
☐ Electronic Dispensing Device Number of Electronic Devices _____				\$
Total Monthly Rent				\$ 400.00
5. If the only gaming activity to be conducted at this site is a raffle drawing, please check here. ☐				
TERMS OF RENTAL AGREEMENT: This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance. The LESSOR agrees that no game will be directly operated as part of the lessor's business. The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and, except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a winning pull tab, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device and sell raffle tickets or sports pool chances on a board on behalf of an organization. The LESSOR agrees that the lessor's on call or temporary or permanent employee will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed. If the LESSEE provides the Lessor with a temporary loan of funds for redeeming pull tabs or prize boards, or both, involving a dispensing device, the Lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site. The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds. The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee. The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name. At the LESSOR'S option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.				
Signature of Lessor 		Title Owner		Date 5/10/23
Signature of Lessee 		Title President & CEO		Date 5/10/23



GAMING SITE AUTHORIZATION
ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (2-2023)

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

Full, Legal Name of Gaming Organization

Prairie Public Broadcasting

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

Name of Location

Three Lyons LLC

Street

675 13th Ave E

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

07/01/23

Ending Date(s) Authorized

06/30/24

Number of Twenty-One
tables, if zero, enter "0"

1

Specific location where games of chance will be conducted and played at the site (required)

Entire facility, excluding restrooms

If conducting Raffle or Poker activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization must provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

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



Bingo



Club Special



Sports Pools



ELECTRONIC Quick Shot Bingo



Tip Board



Twenty-One



Raffles



Seal Board



Poker



ELECTRONIC 50/50 Raffle



Punchboard



Calcuttas



Pull Tab Jar



Prize Board



Paddlewheel with Tickets



Pull Tab Dispensing Device



Prize Board Dispensing Device



Paddlewheel Table



ELECTRONIC Pull Tab Device

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

PRINT Name and official position of person signing on behalf of city/county above

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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

Prairie Public Broadcasting, Inc.

Site: Three Lyons LLC

Game types to be conducted at this site
Internal Control Manual Available Upon Request

- | | | |
|-----|-------------------------------|-----------|
| 1. | Bingo | <u>✓</u> |
| 2. | Electronic Quick Shot Bingo | <u> </u> |
| 3. | Raffles | <u>✓</u> |
| 4. | Electronic 50/50 Raffle | <u> </u> |
| 5. | Pull Tab Jar | <u>✓</u> |
| 6. | Pull Tab Dispensing Device | <u>✓</u> |
| 7. | Electronic Pull Tab Device | <u>✓</u> |
| 8. | Club Special | <u> </u> |
| 9. | Tip Board | <u> </u> |
| 10. | Seal Board | <u> </u> |
| 11. | Punch Board | <u> </u> |
| 12. | Prize Board | <u>✓</u> |
| 13. | Prize Board Dispensing Device | <u> </u> |
| 14. | Sports Pool | <u> </u> |
| 15. | Twenty-One | <u>✓</u> |
| 16. | Poker | <u>✓</u> |
| 17. | Calcutta | <u> </u> |
| 18. | Paddlewheel with Tickets | <u> </u> |
| 19. | Paddlewheel Table | <u>✓</u> |



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

License Number (Office Use Only)

Site Owner (Lessor) Three Lyons Llc		Site Name 3 Lyon's		Site Phone Number (701) 277-5966	
Site Address 675 13th Ave E		City West Fargo		State ND	Zip Code 58078
Organization (Lessee) Prairie Public Broadcasting, Inc		Rental Period 3/15/2022 to 6/30/2027		County Cass	
1. Is Bingo going to be conducted at this site? 1a. If "Yes" to number 1 above, is Bingo the primary game conducted? If "Yes," enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.				☐ No ☒ Yes ☒ No ☐ Yes \$	
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____ Number of Tables with wagers over \$5 <u>1</u> X Rent per Table \$ <u>0.00</u>				☐ No ☒ Yes \$ \$ 0.00	
3. Is Paddlewheels conducted at this site? Number of Tables _____ X Rent per Table \$ _____				☒ No ☐ Yes \$	
4. Is Pull Tabs involving either a jar bar, standard, or electronic dispensing device conducted at this site? Please check: ☒ Jar Bar ☒ Standard Dispensing Device				☐ No ☒ Yes \$ 325.00	
☒ Electronic Dispensing Device Number of Electronic Devices <u>10</u>				\$ 750.00	
Total Monthly Rent				\$ 1,225.00	
5. If the only gaming activity to be conducted at this site is a raffle drawing, please check here. ☐					
TERMS OF RENTAL AGREEMENT: This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance. The LESSOR agrees that no game will be directly operated as part of the lessor's business. The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and, except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a winning pull tab, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device and sell raffle tickets or sports pool chances on a board on behalf of an organization. The LESSOR agrees that the lessor's on call or temporary or permanent employee will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed. If the LESSEE provides the Lessor with a temporary loan of funds for redeeming pull tabs or prize boards, or both, involving a dispensing device, the Lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site. The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds. The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee. The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name. At the LESSOR'S option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.					
Signature of Lessor 		Title OWNER/GM		Date 02/18/22	
Signature of Lessee 		Title President & CEO		Date 2/23/22	

ORDINANCE NO. 1224

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0101, AND TO REPEAL AND REENACT SECTION 5-0102 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL BUILDING CODE.

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

SECTION 1. Section 5-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0101. ADOPTION OF INTERNATIONAL BUILDING CODE. The erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of buildings or structures in the City of West Fargo, North Dakota, shall meet with the provisions of the rules and regulations of the ~~2018~~ 2021 edition of the International Building Code, of the International Code Council as the same are now established in said code, a copy of which is on file in the office of the building inspector for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions in the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Building Code; and the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, as so modified, for use and application in the City of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the International Building Code may be adopted by the City by resolution.

SECTION 2. Section 5-0102 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0102. MODIFICATION OF INTERNATIONAL BUILDING CODE. The International Building Code as adopted in Section 5-0101 is hereby changed and amended as follows:

SECTION 101.1 is hereby amended to read as follows:

[A] 101.1 Title. These regulations shall be known as the *Building Code* of City of West Fargo, hereinafter referred to as “this code.”

SECTION 101.4.3 is hereby amended to read as follows:

[A] 101.4.3 Plumbing. The provisions of the North Dakota State Plumbing Code shall apply to the installation, *alteration*, *repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the North Dakota State Plumbing Code shall apply to private sewage disposal systems.

SECTION 103.1 is hereby amended to read as follows:

[A] 103.1 Creation of enforcement agency. The Inspections Department is hereby created and the official in charge thereof shall be known as the building official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

SECTION 104.2.1 is hereby deleted in its entirety.

SECTION 104.8 is hereby amended to read as follows:

[A] 104.8 Liability. The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provide by other applicable state and federal laws and shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION 104.8.1 is hereby amended to read as follows:

[A]104.8.1 Legal defense. Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

SECTION 104.10.1 is hereby deleted in its entirety.

SECTION 105.2 is hereby amended to read as follows:

[A] 105.2 Work exempt from permit. Exemptions ...

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet (11 m2).
2. Fences not over 8.5 feet (2591 mm) high.
3. Oil derricks. ...
6. Sidewalks and driveways. ...
11. Swings and other playground equipment.

12. Window awnings.

13. Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

14. Reroofing.

SECTION 107.2.6.1 is hereby deleted in its entirety.

SECTION 107.3.1 is hereby amended to read as follows:

[A] 107.3.1 Approval of construction documents. When the *building official* issues a *permit*, the *construction documents* shall be *approved*, in writing or by stamp, as “Reviewed for Code Compliance.” One set of *construction documents* so reviewed shall be retained by the *building official*

SECTION 109.2 is hereby amended to read as follows:

[A] 109.2 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical, and plumbing systems or *alterations* requiring a *permit*, a fee for each *permit and plan* review shall be paid as required, in accordance with the schedule as established by the Board of City Commissioners. The plan review fees specified in this subsection are separate from, and in addition to, permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in Section 107.3.4.1, an additional plan review fee shall be charged in an amount not to exceed 50% of the building permit fee established in Section 109.2.

SECTION 110.3.3 is hereby deleted in its entirety.

SECTION 110.3.12.1 is hereby deleted in its entirety.

SECTION 113 is hereby deleted in its entirety.

SECTION 201.3 is hereby amended to read as follows:

201.3 Terms defined in other codes. Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

SECTION 305.2 is hereby amended to read as follows:

305.2 Group E, day care facilities. This group includes buildings and structures or portions thereof occupied by more than twelve children older than 21/2 years of age who receive educational, supervision or *personal care services* for fewer than 24 hours per day.

SECTION 305.2.2 is hereby amended to read as follows:

305.2.2 Twelve or fewer children. A facility having five or fewer children receiving such day care shall be classified as part of the primary occupancy.

SECTION 305.2.3 is hereby amended to read as follows:

305.2.3 Twelve or fewer children in a dwelling unit. A facility such as the above within a *dwelling unit* and having twelve or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

SECTION 308.5 is hereby amended to read as follows:

308.5 Institutional Group I-4, day care facilities. Institutional Group I-4 occupancy shall include buildings and structures occupied by more than twelve persons of any age who receive *custodial care* for fewer than 24 hours per day by persons other than parents or guardians, relatives by blood, marriage or adoption, and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

Adult day care
Child day care

SECTION 308.5.1 is hereby amended to read as follows:

308.5.1 Classification as Group E. A child day care facility that provides care for more than twelve but not more than 100 children 21/2 years or less of age, where the rooms in which the children are cared for are located on a *level of exit discharge* serving such rooms and each of these child care rooms has an *exit* door directly to the exterior, shall be classified as Group E.

SECTION 308.5.3 is hereby amended to read as follows:

308.5.3 Twelve or fewer persons receiving care. A facility having twelve or fewer persons receiving *custodial care* shall be classified as part of the primary occupancy.

SECTION 308.5.4 is hereby amended to read as follows:

308.5.4 Twelve or fewer persons receiving care in a dwelling unit. A facility such as the above within a *dwelling unit* and having twelve or fewer persons receiving *custodial care* shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

SECTION 406.3.2.1 is hereby amended to read as follows:

406.3.2.1 Dwelling unit separation. The private garage shall be separated from the *dwelling unit* and its *attic* area by means of gypsum board, not less than 1/2 inch (12.7 mm) in thickness, applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than a 5/8-inch (15.9 mm) Type X gypsum board or equivalent and 1/2-inch (12.7 mm) gypsum board applied to structures supporting the separation from habitable rooms above the garage. Door openings between a private garage and the *dwelling unit* shall be equipped with either solid wood doors or solid or honeycomb core steel doors not less than 13/8 inches (34.9 mm) in thickness, or doors in compliance with Section 716.5.3 with a fire protection rating of not less than 20 minutes.

SECTION 706.6 is hereby amended to read as follows:

706.6 Vertical continuity. *Fire walls* shall extend from the foundation to a termination point not less than 30 inches (762 mm) above both adjacent roofs.

Exceptions:

1. Stepped buildings in accordance with Section 706.6.1.
2. Two-hour ...
6. Buildings with sloped roofs in accordance with Section 706.6.2.
7. Fire walls installed within detached structures of Group U or Group S-2 occupancies may terminate at the underside of the roof sheathing provided such walls are not required to be fire-resistive construction due to proximity to the property lines.

SECTION 802.4 is hereby deleted in its entirety.

SECTION 903.3.1.1 is hereby amended to read as follows:

[F] 903.3.1.1 NFPA 13 sprinkler systems. Where the provisions of this code require that a building or portion thereof be equipped throughout with an *automatic sprinkler system* in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Sections 903.3.1.1.1 and 903.3.1.1.2. Sprinkler heads in unoccupied mall tenant spaces may be installed at ceiling height if allowed by the code official. Permission will be granted on an individual basis. Combustible storage shall not be allowed in these unoccupied tenant spaces if sprinkler heads are installed at the ceiling height. Signage shall be provided where required.

SECTION 905.1 is hereby amended to read as follows:

[F] 905.1 General. Standpipe systems shall be provided in new buildings and structures in accordance with Sections 905.2 through 905.10. In buildings used for high-piled combustible storage, fire protection shall be in accordance with the *International Fire Code*.

Exception: The installation of fire hose on standpipes may be omitted when approved by the fire code official. Approved standpipe hose valves and connection shall be provide where required.

SECTION 907.2.3 is hereby amended to read as follows:

[F] 907.2.3 Group E. A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. Where approved by the fire code official, a buildings emergency communication system interfaced with the fire alarm system in accordance with NFPA 72 is acceptable.

SECTION 907.2.11.1 is hereby amended to read as follows:

[F] 907.2.11.2 Group R-1. Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the *means of egress* from the sleeping area to the door leading from the *sleeping unit*.
3. In each *story* within the *sleeping unit*, including basements. For *sleeping units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.
4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

SECTION 907.2.11.2 is hereby amended to read as follows:

[F] 907.2.10.2 Groups R-2, R-3, R-4 and I-1. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of *occupant load* at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
2. In each room used for sleeping purposes.
3. In each *story* within a *dwelling unit*, including basements but not including crawl spaces and uninhabitable *attics*. In *dwelling*s or *dwelling units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.

4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

SECTION 1003.3.1 is hereby amended to read as follows:

1003.3.1 Headroom. Protruding objects are permitted to extend below the minimum ceiling height required by Section 1003.2 where a minimum headroom of 80 inches (2032 mm) is provided over any circulation paths, including walks, *corridors*, *aisles* and passageways. Not more than 50 percent of the ceiling area of a *means of egress* shall be reduced in height by protruding objects.

Exception: Door closers and stops shall not reduce headroom to less than 78 inches (1981 mm).

An approved barrier shall be provided where the vertical clearance above a *circulation path* is less than 80 inches (2032 mm) high above the finished floor. A portion of such a barrier shall be located 27 inches (686 mm) maximum above the finished floor.

SECTION 1011.1 is hereby amended to read as follows:

1011.1 General. *Stairways* serving occupied portions of a building shall comply with the requirements of Sections 1011.2 through 1011.13. *Alternating tread devices* shall comply with Section 1011.14. Ships ladders shall comply with Section 1011.15. Ladders shall comply with Section 1011.16.

Exceptions:

1. Within rooms or spaces used for assembly purposes, stepped aisles shall comply with Section 1029.
2. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public need not to comply with Sections 1011.2 through 1011.13.

SECTION 1011.2 is hereby amended to read as follows:

1011.2 Width and capacity. The required capacity of *stairways* shall be determined as specified in Section 1005.1, but the minimum width shall be not less than 44 inches (1118 mm). See Section 1009.3 for accessible *means of egress stairways*.

Exceptions:

1. *Stairways* serving an *occupant load* of less than 50 shall have a width of not less than 36 inches (914 mm).
2. *Spiral stairways* as provided for in Section 1011.10.
3. Where an incline platform lift or stairway chairlift is installed on *stairways* serving occupancies in Group R-3, or within *dwelling units* in occupancies in Group R-2, a clear passage width not less than 20 inches (508 mm) shall be

provided. Where the seat and platform can be folded when not in use, the distance shall be measured from the folded position.

4. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public.

SECTION 1011.5.2 is hereby amended to read as follows:

1011.5.2 Riser height and tread depth. *Stair riser ...*

... treads at the intersections with the walk line and a minimum tread depth of 10 inches (254 mm) within the clear width of the *stair*.

Exceptions:

1. *Spiral stairways ...*

3. In Group R-3 occupancies; within *dwelling units* in Group R-2 occupancies; and in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual *dwelling units* in Group R-2 occupancies; the maximum riser height shall be 8 inches (203 mm); the minimum tread depth shall be 9 inches (229 mm); the minimum winder tread depth at the walkline shall be 10 inches (254 mm); and the minimum *winder* tread depth shall be 6 inches (152 mm). A *nosing* projection not less than $\frac{3}{4}$ inch (19.1 mm) but not more than $1\frac{1}{4}$ inches (32 mm) shall be provided on *stairways* with solid risers where the tread depth is less than 11 inches (279 mm). ...

5. In Group I-3 facilities, *stairways* providing access to guard towers, observation stations and control rooms, not more than 250 square feet (23 m²) in area, shall be permitted to have a maximum riser height of 8 inches (203 mm) and a minimum tread depth of 9 inches (229 mm).

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8 inch riser height and minimum 9 inch tread depth.

SECTION 1011.11 is hereby amended to read as follows:

1011.11 Handrails. *Stairways* shall have *handrails* on each side and shall comply with Section 1014. Where glass is used to provide the *handrail*, the *handrail* shall comply with Section 2407.

Exceptions:

1. *Stairways* within ...

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public. Handrail is required on one side.

7. Vehicle service pit stairways are exempt from the rules for stairway railings and guards if they would prevent a vehicle from moving into a position over the pit.

SECTION 1015.2 is hereby amended to read as follows:

1015.2 Where required. *Guards* shall be located along open-sided walking surfaces, including *mezzanines, equipment platforms, aisles, stairs, ramps* and landings that are located more than 30 inches (762 mm) above the floor or grade below or if within 36 inches (914 mm) horizontally to the edge of the open side the vertical measurement to the floor or grade below is greater than 48 inches. *Guards* shall be adequate in strength and attachment in accordance with Section 1607.9.

SECTION 1104.4 is hereby amended to read as follows:

1104.4 Multistory buildings and facilities. At least one *accessible route* shall connect each *accessible story* and *mezzanine* in multilevel buildings and *facilities*.

Exceptions:

1. An *accessible route* is not required to *stories, basements, mezzanines* and occupied roofs that have an area of not more than 3,000 square feet (278.7 m²), or are in a building 2 stories or less above the grade plane and are located above or below accessible levels. This exception shall not apply to:

1.1. Multiple tenant facilities of Group M occupancies ...

SECTION 1202.1 is hereby amended to read as follows:

1202.1 General. Buildings shall be provided with natural ventilation in accordance with Section 1202.5, or mechanical ventilation in accordance with the *International Mechanical Code*.

Ambulatory care facilities and Group I-2 occupancies shall be ventilated by mechanical means in accordance with Section 407 of the *International Mechanical Code*.

SECTION 1202.4.4 is hereby deleted in its entirety.

SECTION 1206 is hereby deleted in its entirety.

SECTION 1402.6 is hereby deleted in its entirety.

SECTION 1402.7 is hereby deleted in its entirety.

SECTION 1601.1 is hereby amended to read as follows:

1601.1 Scope. The provisions of this chapter shall govern the structural design of buildings, structures and portions thereof regulated by this code.

It shall not be the responsibility of the building official to determine engineering requirements of this code. Exclusive of the conventional light-framing wood construction provisions referenced in Section 2308, the method to resist loads as referenced in this chapter is the responsibility of a structural engineer or other qualified design professional.

SECTION 1603.1 is hereby amended to read as follows:

1603.1 General. *Construction documents* shall show the size, section and relative locations of structural members with floor levels, column centers and offsets dimensioned. The design loads and other information pertinent to the structural design required by Sections 1603.1.1 through 1603.1.8 shall be indicated on the *construction documents*.

Exception: *Construction documents* for buildings constructed in accordance with the *conventional light-frame construction* provisions of Section 2308 shall indicate the following structural design information:

1. Floor and roof live loads.
2. Ground snow load, *P_g*. ...
5. Design load-bearing values of soils.
6. Rain load data

SECTION 1603.1.7 is hereby deleted in its entirety.

SECTION 1610.1 is hereby amended to read as follows:

1610.1 General. Foundation walls and retaining walls...

Exception: Foundation walls extending not more than 9 feet (3251 mm) below grade and laterally supported at the top by flexible diaphragms shall be permitted to be designed for active pressure.

SECTION 1612 is hereby deleted in its entirety.

SECTION 1804.4 is hereby amended to read as follows:

1804.4 Site grading. Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection. Lots shall be graded to drain surface water away from foundation walls.

The procedure used to establish the final ground level adjacent to the foundation shall account for additional settlement of the backfill.

SECTION 1804.5 is hereby deleted in its entirety.

SECTION 1805.1.2.1 is hereby deleted in its entirety.

SECTION 1809.5 is hereby amended to read as follows:

1809.5 Frost protection. Except where otherwise protected from frost, foundations and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extending below the frost line of the locality.

2. Constructing in accordance with ASCE 32.
3. Erecting on solid rock.

Exception: Free-standing buildings meeting all of the following conditions shall not be required to be protected:

1. Assigned to *Risk Category I*.
2. Area of 600 square feet (56 m²) or less for light-frame construction or 400 square feet (37 m²) or less for other than light-frame construction.
3. Eave height of 10 feet (3048 mm) or less.
4. Free-standing buildings used as Group U occupancies for the storage of private or pleasure-type vehicles constructed in accordance with Sections 406.3.1.

Shallow foundations shall not bear on frozen soil unless such frozen condition is of a permanent character.

SECTION 2901.1 is hereby amended to read as follows:

[P] 2901.1 Scope. The provisions of this chapter and the North Dakota State Plumbing Code shall govern the erection, installation, *alteration*, repairs, relocation, replacement, addition to, use or maintenance of plumbing equipment and systems. Toilet and bathing rooms shall be constructed in accordance with Section 1210. Plumbing systems and equipment shall be constructed, installed and maintained in accordance with the North Dakota State Plumbing Code. Private sewage disposal systems shall conform to the North Dakota State Plumbing Code.

TABLE 2902.1 is hereby amended to read as follows:

TABLE 2902.1 MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES^a
(See Sections 2902.1.1 and 2902.2)

Minimum Number of Required Plumbing Fixtures							
No.	Classification	Description	Water Closets	Lavatories	Bathtubs/ Showers	Drinking Fountains	Other
5	Institutional	Adult day care and child day care	1 per 15	1 per 15	1 *child day cares are exempt from this requirement.	1 per 100	1 service sink

(Balance of table remains unchanged.)

SECTION 3313 is hereby deleted in its entirety.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1225

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0901, AND TO REPEAL AND REENACT SECTION 5-0902 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL ENERGY CONSERVATION CODE.

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

SECTION 1. Section 5-0901 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0901. ADOPTION OF INTERNATIONAL ENERGY CONSERVATION CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Energy Conservation Code, recommended and compiled by the International Code Council, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Energy Conservation Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0902 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0902. AMENDMENT TO INTERNATIONAL ENERGY CONSERVATION CODE. The International Energy Conservation Code, as adopted in Section 5-0901, is hereby changed and amended as follows:

SECTION C101.1 is hereby amended to read as follows:

C101.1 Title. This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

SECTION C109 is hereby deleted in its entirety.

SECTION C201.3 is hereby amended to read as follows:

Section C201.3 Terms defined in other codes. Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

SECTION R101.1 is hereby amended to read as follows:

R101.1 Title. This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

SECTION R110 is hereby deleted in its entirety.

SECTION R201.3 is hereby amended to read as follows:

Section R201.3 Terms defined in other codes. Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

TABLE R402.1.2 is hereby amended to read as follows:

CLIMATE ZONE	FENESTRATION U-FACTOR	SKYLIGHT ^b U- FACTOR	CEILING U- FACTOR	WOOD FRAMED WALL U- FACTOR	MASS WALL U- FACTOR

TABLE R402.1.3 is hereby amended to read as follows:

TABLE R402.1.3 INSULATION AND FENESTRATION REQUIREMENTS BY COMPONENT ^s										
CLIMATE ZONE	FENESTRATION U-FACTOR ^b	SKYLIGHT ^b U-FACTOR ^b	GLAZED FENESTRATION SHGC ^{b e}	CEILING R-VALUE	WOOD FRAMED WALL R-VALUE	MASS WALL R-VALUE ⁱ	FLOOR R-VALUE	BASEMENT ^c WALL R-VALUE	SLAB ^d R-VALUE AND DEPTH	CRAWL SPACE ^e WALL R-VALUE
1	NR	0.75	0.25	30	13	3/4	13	0	0	0
2	0.40	0.65	0.25	38	13	4/6	13	0	0	0
3	0.35	0.55	0.25	38	20 or 13 + 5 ^b	7/13	19	5/13 ^f	0	5/13
4 except Marine	0.35	0.55	0.40	60	20 or 13 + 5 ^b	8/13	19	10/13	10, 2 ft.	10/13
5 and Marine 4	0.32	0.55	NR	60	20 or 13 + 5 ^b	13/17	30 ^f	15/19	10, 2 ft.	15/19
6	0.32	0.55	NR	49	21 or 13 + 5 ^{ci}	15/20	30 ^g	10ci/15	10, 4 ft.	15/19
7 and 8	0.32	0.55	NR	49	21 or 13 + 5 ^{ci}	19/21	38 ^g	10ci/15	10, 4 ft.	15/19

SECTION R402.4 is hereby amended to read as follows:

R402.4 Air leakage (Mandatory). The *building thermal envelope* shall be constructed to limit air leakage in accordance with the requirements of Sections R402.4.1 through R402.4.4. Dwelling units of R-2 Occupancies and multiple single family dwellings shall be permitted to comply with IECC C402.5.

TABLE R402.4.1.1 is hereby amended to read as follows:

Air Barrier, Air Sealing and Insulation

<u>Basement crawl space and slab foundations</u>	<u>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section R402.2.10.</u>	<u>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section R402.2.10.</u>
	<u>Penetrations through concrete foundation walls and slabs shall be air sealed.</u>	<u>Conditioned basement foundation wall insulation shall be installed in accordance with Section R402.2.8.1.</u>
	<u>Class 1 vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7 of the <i>International Residential Code</i>.</u>	<u>Slab-on-grade floor insulation shall be installed in accordance with Section R402.2.10.</u>

(balance of table remains unchanged.)

SECTION R402.4.1.2 is hereby amended to read as follows:

R402.4.1.2 Testing. The building or dwelling unit shall be tested and verified as having an air leakage rate of not exceeding five air changes per hour in Climate Zones 1 through 8.

SECTION R402.4.1.3 is hereby amended to read as follows:

R402.4.1.3 Testing. The building or dwelling unit shall be tested and verified as having an air leakage rate of not exceeding five air changes per hour in Climate Zones 1 through 8.

SECTION R402.4.1.4 is hereby added to read as follows:

R402.4.1.4 Visual inspection option. Building envelope tightness and insulation shall be considered acceptable when installed in accordance with Table R402.4.1.1 – “Air Barrier and Insulation” and has been field verified.

SECTION R403.3.7 is hereby amended to read as follows:

R403.3.7 Building cavities (Mandatory). Building framing cavities shall not be used as supply ducts.

SECTION R403.6 is hereby amended to read as follows:

R403.6 Ventilation (Mandatory). The building shall be provided with ventilation that meets the requirements of Section M1507 of this code or the *International Mechanical Code*, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts shall have automatic or gravity dampers that close when the ventilation system is not operating.

Section R403.6.3 is hereby deleted in its entirety.

Section R404.2 is hereby deleted in its entirety.

Section R404.3 is hereby deleted in its entirety.

Table R406.5 is hereby amended to read as follows:

TABLE R406.5
MAXIMUM ENERGY RATING INDEX

CLIMATE ZONE	ENERGY RATING INDEX
0-1	52
2	52
3	51
4	54
5	55
6	58
7	53
8	53

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1226

AN ORDINANCE TO AMEND AND REENACT SECTIONS 6-0101 AND 6-0104, AND TO REPEAL AND REENACT SECTION 6-0103 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FIRE CODE.

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

SECTION 1. Section 6-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

6-0101. ADOPTION OF INTERNATIONAL FIRE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the provisions of the Code known as the International Fire Code, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said Code, save and except such portions as are hereinafter deleted, modified, or amended by ordinance, or in accordance with other provisions of this title. A copy of said Code is on file in the office of the Chief of the volunteer fire department of the City of West Fargo, and the same is hereby adopted and incorporated as fully as if set out in length herein, and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the International Fire Code may be adopted by the City by resolution. The International Fire Code is also adopted as part of the International Building Code of the City of West Fargo.

SECTION 2. Section 6-0103 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

6-0103. MODIFICATIONS TO INTERNATIONAL FIRE CODE. The International Fire Code is hereby changed and amended as follows:

Section 101.1 is amended to read as follows:

101.1 Title. These regulations shall be known as the *Fire Code* of the city of West Fargo, hereinafter referred to as “this code.”

Section 102.1 Subsection 3 is hereby deleted in its entirety

Section 102.6 is amended to read as follows:

102.6 Historic buildings. The provisions of this code relating to the construction, *alteration*, repair, enlargement, restoration, relocation or moving of buildings or structures shall not be mandatory for existing buildings or structures identified and classified by the state or local jurisdiction as historic buildings where such buildings or structures do not constitute a distinct hazard to life or property. Fire protection

in designated historic buildings shall be provided with an *approved* fire protection plan.

Section 103.1 is amended to read as follows:

103.1 Creation of Agency. The West Fargo Fire Department is hereby created and the official in charge thereof shall be known as the fire code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Section 104.7 is amended to read as follows:

104.7 Liability. The fire code official, member of the board of appeals, officer or employee charged with the enforcement of this code, while acting for the jurisdiction, in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provided by other applicable state and federal laws and shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

Section 105.5.1 is hereby deleted in its entirety.

Section 105.5.2 is hereby deleted in its entirety

Section 105.5.4 is hereby deleted in its entirety

Section 105.5.6 is hereby deleted in its entirety

Section 105.5.7 is hereby deleted in its entirety

Table 105.5.9 is amended to read as follows:

Table 105.5.9 Permit Amounts for Compressed Gases.

Carbon dioxide used in carbon dioxide enrichment systems 4375
(500 lbs.)

Carbon dioxide used in insulated liquid carbon dioxide beverage
dispensing applications 4375 (500 lbs.)

Section 105.5.12 is hereby deleted in its entirety

Section 105.5.14 is hereby deleted in its entirety

Section 105.5.17 is hereby deleted in its entirety

Section 105.5.18 Subsection 2 is hereby amended in part to read as follows:

2. To store, handle or use Class 1A liquids in excess of 30 gallons, Class 1B liquids in excess of 60 gallons, Class 1C liquids in excess of 90 gallons in a building or outside of a building, except that a permit is not required for the following:

3. To store, handle or use Class II or Class IIIA liquids in excess of 120 gallons in a building or in excess of 120 gallons outside a building, except for fuel oil used in connection with oil-burning equipment.

Section 105.5.18 is hereby deleted in its entirety

Section 105.5.19 is hereby deleted in its entirety.

Section 105.5.20 is hereby deleted in its entirety.

Section 105.5.21 is hereby deleted in its entirety

Section 105.5.25 is hereby deleted in their entirety.

Section 105.5.26 Industrial Ovens is hereby deleted in its entirety.

Section 105.5.28 is hereby deleted in its entirety.

Section 105.5.31 is hereby deleted in its entirety.

Section 105.5.32 is hereby deleted in its entirety.

Section 105.5.33 Motor fuel-dispensing facilities is hereby deleted in its entirety.

Section 105.5.35 is hereby deleted in its entirety

Section 105.5.36 is amended to read as follows:

105.5.36 Open flames and candles. An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. For purposes of this provision, churches shall not be deemed to be assembly areas and shall not be required to obtain a permit to utilize candles in religious ceremonies.

Section 105.5.37 is hereby deleted in its entirety.

Section 105.5.40 Plant extraction systems is hereby deleted in its entirety.

Section 105.5.41 is hereby deleted in its entirety.

Section 105.5.44 is deleted in its entirety.

Section 105.5.45 is deleted in its entirety.

Section 105.5.49 is amended to read as follows:

Section 105.5.49 Temporary membrane structures and tents. An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure, or a tent having an area in excess of 400 square feet (37m²) for the purposes of assembly.

Section 105.5.51 is deleted in its entirety.

Section 105.5.52 is deleted in its entirety.

Section 105.6.2 is hereby deleted in its entirety.

Section 105.6.5 is hereby deleted in its entirety.

Section 105.6.7 is hereby deleted in its entirety.

Section 105.6.10 is hereby deleted in its entirety.

Section 105.6.11 is hereby deleted in its entirety.

Section 105.6.12 is hereby deleted in its entirety.

Section 105.6.15 is hereby amended to read as follows:

105.6.15 LP-gas. A construction permit is required for installation of or modification to an LP-gas system with a single container in excess of 2000 gallons water capacity or the aggregate capacity of containers is more than 4000 gallons in water capacity.

Section 105.6.16 is hereby deleted in its entirety.

Section 105.6.17 is hereby deleted in its entirety.

Section 105.6.18 is hereby deleted in its entirety.

Section 105.6.19 is hereby deleted in its entirety.

Section 105.6.20 is hereby deleted in its entirety.

Section 105.6.21 is hereby deleted in its entirety.

Section 105.6.23 is hereby deleted in its entirety.

Section 105.6.24 is hereby deleted in its entirety.

Section 106.4 is hereby amended as follows:

106.4 Retention of construction documents. One set of construction documents shall be retained by the fire code official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

Section 112.4 is amended in part to read as follows:

112.4 Violation penalties.

.... shall be guilty of an {infraction. Every person, firm or corporation violating an ordinance which is punishable as an infraction shall be punished by a fine not to exceed \$1,000.00; the court to have power to suspend said sentence and to revoke the suspension thereof.

Section 307.1.1 is amended to read as follows:

307.1.1 Prohibited open burning. *Open burning* shall be prohibited when atmospheric conditions or local circumstances make such fires hazardous. All open burning, including recreational fires, is banned when the fire index is at the high, very high or extreme level and any time during a red flag warning.

Section 308.1.4 is amended to read as follows:

308.1.4 Open-flame cooking devices. Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or decks or within 10 feet (3048 mm) of combustible construction.

Exceptions:

One- and two-family *dwelling*s.

Where buildings, balconies and decks are protected by an *automatic sprinkler system*.

LP-gas cooking devices having LP-gas container with a water capacity not greater than 47.8 pounds [nominal 20 pounds (9 kg) LP-gas capacity].

Section 308.3 is amended by adding the following subsection 1.4 to exception 1:

308.3 Group A Occupancies. Open-flame devices shall not be used in a Group A occupancy.

Exceptions:

Open-flame devices are allowed to be used in the following situations, provided *approved* precautions are taken to prevent ignition of a combustible material or injury to occupants:

Open-flame devices for food warming.

Section 319.4 is hereby amended to read as follows:

319.4 Fire protection. Fire Protection shall be provided in accordance with Section 319.4.2.

Section 319.4.1 is hereby deleted in its entirety.

Section 507.5.4 Obstruction is amended to read as follows:

507.5.4 Obstruction. Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. An approved hydrant marker shall be installed immediately adjacent to the rear of the hydrant.

Section 806.1.1 is amended by adding the following exception:

For purposes of this provision, churches shall not be deemed public buildings and may utilize natural or resin bearing cut trees in the altar area of the church. No electric lighting is allowed on the tree.

Section 903.3.1 is amended to read as follows:

903.3.1 Standards. Sprinkler systems shall be designed with a 5-psi safety margin and installed in accordance with Sections 903.3.1.1, 903.3.1.2 or 903.3.1.3 and other chapters of this code, as applicable.

Section 903.3.1.1.1 Exempt locations is amended by adding the following exception:

7. Elevator machine room and machinery spaces. Where sprinklers are not installed in elevator machine rooms, shunt trip required in accordance with IBC 3005.5 shall not be installed. The exemption to this is for hoist ways that are enclosed, noncombustible, and do not contain combustible hydraulic fluid.

Section 903.3.5 Water Supplies is amended to read as follows:

903.3.5 Water supplies. Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the International Plumbing Code. For connections to public waterworks systems, the water supply test used for design of fire protection systems shall be adjusted to account for seasonal and daily pressure fluctuations based on information from the water supply authority and as approved by the fire code official. Underground water supply piping shall be constructed of a material allowed by West Fargo Water Department and shall be allowed to extend into the building through the slab or wall not more than 24 inches.

Section 905.1.1 is amended by adding the following:

Section 905.1.1 Standpipe Hose. The installation of fire hose on standpipes may be omitted when approved by the fire code official. Approved standpipe hose valves and connections shall be provided where required.

Section 907.8.3 is hereby deleted in its entirety.

Section 1009.8.1 is hereby amended to read as follows:

1009.8.1 System requirements. Two-way communication systems shall provide communication between each required location and the fire command center or a central control point location *approved* by the fire department. Where the central control point is not constantly attended, a two-way communication system shall have a timed automatic telephone dial-out capability to a monitoring location. The two-way communication system shall include both audible and visible signals.

Section 1011.1 Exceptions are hereby amended to read as follows:

Within rooms or spaces used for assembly purposes, stepped *aisles* shall comply with Section 1030.

A stairway complying with section 1011 except where in a B, F, M, S or U that serves an area of 750 sf or less, and is not open to the public, that has a maximum riser height of 8 inches and a minimum tread depth of 9 inches, has a minimum

width of 36 inches and has at least one handrail that terminates at the top and bottom riser and otherwise complies with section 1014.

Exception 3, 6 of Section 1011.5.2 is amended in part to read as follows:

In Group R-3 occupancies; within dwelling units in Group R-2 occupancies; and in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual dwelling units in Group R-2 occupancies; the maximum riser height shall be 8 inches; the minimum tread depth shall be 9 inches;

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8-inch riser height and minimum 9 tread depth.

Chapter 11 is hereby deleted with the exception of Sections 1103.8 and 1103.9.

Section 2303.1 is amended by adding the following Subsection 7:

7. On new installations, dispensing devices used to fill portable containers with home heating fuels shall not be located on the same island where Class I liquids are dispensed.

Section 3106.2 General is amended to read as follows:

3106.2 General. Outdoor assembly events with planned attendance exceeding 1,000 people shall be in accordance with this section and Section 403.12. Temporary structures erected for outdoor assembly events shall comply with this chapter.

Section 3303.1 is amended to read as follows:

3303.1 Program development and maintenance. The owner or owner's authorized agent shall be responsible for the development, implementation and maintenance of an *approved*, written *site safety plan* establishing a fire prevention program at the project site applicable throughout all phases of the construction, repair, *alteration* or demolition work. When required by the fire code official, the plan shall be submitted and *approved* before a building permit is issued, . . .

Section 5704.2.9.6.1 is amended to read as follows:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. Storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited within the limits established by law as the limits of districts in which such storage is prohibited. Above-ground tanks, with a capacity exceeding 660 gallons, outside of buildings shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoned districts.

Above-ground tanks outside of buildings in all non-industrial zoned districts shall not exceed 660 gallons in individual capacity or 1,320 gallons in aggregate capacity, and tanks outside of buildings used for dispensing shall be *listed* and *labeled* as protected above-ground tanks in accordance with UL 2085.

Section 5704.2.13.1.4 is amended by adding the following Subsection 7 to:

7. Site assessment is required to determine if there are any spills, leaks, or discharge from the tank system. Records of site assessment shall be kept on the site of tank location.

The exception to Section 5705.3.7.5.1 is amended to read as follows:

Exception:

1. Where natural ventilation can be shown to be effective for the materials used, dispensed or mixed.
2. When approved by the chief, continuous ventilation may be provided for one complete air change per hour, if supplemented with mechanical ventilation designed to provide for a complete air change six times per hour. The non-continuous ventilation equipment and any lighting fixtures shall be operated by the same switch located outside of the door.

Section 5806.2 is amended to read as follows:

5806.2 Limitations Storage of flammable *cryogenic fluids* in stationary containers outside of buildings is prohibited within the limits established by law as the limits of districts in which such storage is prohibited. Stationary containers shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

Section 6103.2.1.6 is amended to read as follows:

6103.2.1.6 Use with self-contained torch assemblies. Portable LP-gas containers are allowed to be used to supply *approved* self-contained torch assemblies or similar appliances. Such containers shall not exceed a water capacity of 12 pounds.

Section 6104.2 is amended to read as follows:

6104.2 Maximum capacity within established limits. Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed 2,000 gallons (7570 L). Unprotected tanks with a water capacity exceeding 2,000 gallons shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

Appendix B "Fire-Flow Requirements for Buildings" is adopted and enacted in its entirety.

Appendix C "Fire Hydrant Locations and Distribution" is adopted and enacted in its entirety.

Appendix D "Fire Apparatus Access Roads" is adopted and enacted in its entirety.

D103.1 is hereby deleted in its entirety.

SECTION 3. Section 6-0104 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

6-0104. STORAGE OF FLAMMABLE LIQUIDS. The limits referred to in the International Fire Code, in which storage of flammable or combustible liquids in outside above-ground tanks is prohibited, are hereby established as follows: "The corporate limits of the City of West Fargo, North Dakota, except for property zoned ~~A-Agricultural~~ LI-Light Industrial and M-Heavy Industrial as permitted, or property in the A-Agriculture, C-Light Commercial, HC-Heavy Commercial and ~~CM-Heavy Commercial/Light Industrial~~ LI-Light Industrial for which a conditional use permit has been granted. The limits referred to in the International Fire Code, in which new bulk plants for flammable or combustible liquids are prohibited, are hereby established as follows: "The corporate limits of the City of West Fargo, North Dakota."

SECTION 4. 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:

ORDINANCE NO. 1227

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0106, AND TO REPEAL AND REENACT SECTION 7-0107 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL MECHANICAL CODE.

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

SECTION 1. Section 7-0106 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0106. STANDARDS ADOPTED. The following standards are hereby adopted for all heating, air conditioning and other gas, oil, or coal consuming appliances within the City limits of West Fargo, as well as for any area within the extraterritorial zoning jurisdiction of the City.

1. All heating, air conditioning, or other gas, oil, or coal consuming appliances for either domestic or commercial use installed in the City of West Fargo shall bear a seal of approval from the American Gas Association, American Standards Association, Underwriters Laboratories, or other nationally recognized testing laboratory.
2. The provisions of the International Mechanical Code, sponsored by the International Code Council, ~~2018~~ 2021 edition, is hereby adopted as the mechanical code. Any amendments to the ~~2018~~ 2021 edition of the International Mechanical Code may be adopted by the City by resolution.

SECTION 2. Section 7-0107 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0107. MODIFICATIONS TO INTERNATIONAL MECHANICAL CODE. The International Mechanical Code, as adopted in Section 7-0106(2), is hereby changed and amended as follows:

SECTION 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the *Mechanical Code* of the City of West Fargo, hereinafter referred to as “this code.”

SECTION 103.1 is hereby amended to read as follows:

103.1 Creation of Agency. The City of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the Inspections Administrator. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

SECTION 104.8 is hereby amended to read as follows:

104.8 Liability. The code official, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of an act or by reason of an act or omission in the discharge of official duties. Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION 104.8.1 is hereby deleted in its entirety.

SECTION 106.4.7 is hereby deleted in its entirety.

SECTION 109.2 is hereby amended as follows:

109.2 Schedule of permit fees. Where work requires a permit, a fee for each permit and mechanical work shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

SECTION 109.6 is hereby amended as follows:

109.6.1 Refunds. The code official is authorized to establish a refund policy, which is as follows:

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty (80) percent of the permit fee paid where work has not been done under a permit issued in accordance with this code.
3. Not more than eighty (80) percent of the plan review fee paid where an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

SECTION 113 is hereby deleted in its entirety:

SECTION 115.4 is hereby amended as follows:

[A] 115.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

SECTION 201.3 is hereby amended to read as follows:

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the *International Building Code*, *International Fire Code*, *International Fuel Gas Code*, *National Electrical Code* and the *North Dakota State Wiring Standards* or the *North Dakota State Plumbing Code*, such terms shall have meanings ascribed to them as in those codes.

SECTION 305.4 is hereby amended read as follows:

305.4 Interval of support. Piping shall be supported at distances not exceeding the spacing specified in Table 305.4, or in accordance with ANSI/MSS SP-58. In addition to the requirements of Table 305.4, piping and tubing shall be supported within 2 feet (610 mm) of every bend or angle.

SECTION 307.2.2 is hereby amended to read as follows:

307.2.2 Drain pipe materials and sizes. Components of the condensate disposal system shall be ABS, cast iron, copper and copper alloy, CPVC, cross-linked polyethylene, galvanized steel, PE-RT, polyethylene, polypropylene, PVC or PVDF pipe or tubing. Components shall be selected for the pressure and temperature rating of the installation. Joints and connections shall be made in accordance with the applicable provisions of the North Dakota State Plumbing Code relative to the material type. Condensate waste and drain line size shall be not less than 3/4-inch (19 mm) pipe size and shall not decrease in size from the drain pan connection to the place of condensate disposal. Where the drain pipes from more than one unit are manifold together for condensate drainage, the pipe or tubing shall be sized in accordance with Table 307.2.2.

SECTION 401.2 is hereby amended as follows:

401.2 Ventilation required. Every occupied space shall be ventilated by natural means in accordance with Section 402 or by mechanical ventilation in accordance with Section 403.

SECTION 403.1 is hereby amended as follows:

403.1 Ventilation system. Mechanical ventilation shall be provided by a method of supply air and return or *exhaust air*. The amount of supply air shall be approximately equal to the amount of return and *exhaust air*. The system shall not be prohibited from producing negative or positive pressure. The system to convey *ventilation air* shall be designed and installed in accordance with Chapter 6.

SECTION 504.9.2 is hereby amended as follows:

504.8.2 Duct installation. Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

SECTION 505.4 is hereby amended as follows:

505.4 Makeup air required. Exhaust hood systems capable of exhausting in excess of 400 cfm (0.19 m³/s) shall be provided with *makeup air* at a rate in excess of 400 cfm. Such *makeup air* systems shall be equipped with a means of closure and shall be automatically controlled to start and operate simultaneously with the exhaust system.

SECTION 508.2 is hereby amended as follows:

508.2 Compensating hoods. Manufacturers of compensating hoods shall provide a label indicating minimum exhaust flow and/or maximum makeup airflow that provides capture and containment of the exhaust effluent. Short circuit compensating hoods are prohibited.

SECTION 508.2.1 is hereby added to read as follows:

508.2.1 Compensating Hood Make-up Air. Compensating hoods shall extract at least 40% of the required exhaust air flow from the kitchen area.

SECTION 701.2 is hereby added as follows:

701.3 Attic space. Attic space shall not be used for combustion air.

SECTION 908.5 is hereby amended as follows:

908.5 Water supply. Cooling towers, evaporative coolers and fluid coolers shall be provided with an approved water supply, sized for peak demand. The quality of water shall be provided in accordance with the equipment manufacturer's recommendations. The piping system and protection of the potable water supply system shall be installed as required by the *North Dakota State Plumbing Code*.

SECTION 1006.6 is hereby amended to read as follows:

1006.6 Safety and relief valve discharge.

* * * *

13. Be constructed of those materials listed in the North Dakota State Plumbing Code or materials tested, rated and approved for such use in accordance with ASME A112.4.1.

SECTION 1008.2 is hereby amended to read as follows:

1008.2 Discharge. Blow off valves shall discharge to a safe place of disposal. Where discharging to the drainage system, the installation shall conform to the North Dakota State Plumbing Code.

TABLE 1103.1 is hereby amended to read as follows:

Table 1103.1 Refrigerant Classification, Amount, and OEL.

Footnote:

c. The ASHRAE Standard 34 flammability classification for this refrigerant is 2L.

SECTION 1104.2 is hereby amended to add the following new third exception:

1104.2 Machinery room. ...

Exceptions: ...

3. If an existing refrigerating system is replaced or if an existing refrigeration plant is increased by not more than 50% of its original capacity, but not more than 100 tons per system using a nonflammable class A1 or B1 refrigerant and the refrigeration machinery room was not provided in the original installation prior to 1994, a refrigeration machinery room shall not be

required. If the existing refrigeration is not located in a general machinery room separated from occupied spaces, a refrigeration machinery room shall be provided. The space containing the refrigeration machinery shall meet the requirements of Section 1104.3.4, protection from refrigerant decomposition, and Section 1105.3, requiring refrigerant detection. If the requirements of 1104.3.4 and 1105.3 cannot be met, a refrigeration machinery room shall be provided.

SECTION 1104.3.1 is hereby amended to read as follows:

1104.3.1 Air conditioning for human comfort. High probability systems used for human comfort shall use Group A1 or A2L refrigerant. In other than industrial occupancies where the quantity in a single independent circuit does not exceed the amount in Table 1103.1, Group B1, B2 and B3 refrigerants shall not be used in high probability systems for air conditioning for human comfort

SECTION 1208.1 is hereby amended to read as follows:

Section 1208.1 General. New hydronic piping shall be isolated and tested hydrostatically at no less than 100 psi (689 kPa). The duration of the test shall be not less than 15 minutes.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1228

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0201, AND TO REPEAL AND REENACT SECTION 7-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FUEL GAS CODE.

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

SECTION 1. Section 7-0201 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0201. ADOPTION OF INTERNATIONAL FUEL GAS CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Fuel Gas Code, recommended and compiled by the International Code Council, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Fuel Gas Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 7-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0202. AMENDMENT TO INTERNATIONAL FUEL GAS CODE. The International Fuel Gas Code, as adopted in Section 7-0201, is hereby changed and amended as follows:

SECTION 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the *International Fuel Gas Code* of the City of West Fargo, hereinafter referred to as “this code.”

SECTION 104.8 is hereby amended to read as follows:

103.4 Liability. The code official, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally, and is hereby relieved from personal liability for any damage accruing to persons or

property as a result of an act or by reason of an act or omission in the discharge of official duties. Any suit instituted against any officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by the legal representative of the jurisdiction until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in an action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION 104.8.1 is hereby amended to read as follows:

[A]104.8.1 Legal defense. Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the immunities and defenses provided by other applicable local, state or federal laws. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code

SECTION 106.5.7 is hereby deleted in its entirety.

SECTION 109.2 is hereby amended as follows:

109.2 Schedule of permit fees. Where work requires a permit, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

SECTION 109.6 is hereby amended as follows:

106.6.3 Fee refunds. The code official is authorize to order the refunding of fees as follows.

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty [80] percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Not more than eighty [80] percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

SECTION 113 is hereby deleted in their entirety.

SECTION 115.4 is hereby amended as follows:

[A] 108.4 Violation penalties. Persons who shall violate a provision of this code, fail to comply with any of the requirements thereof or erect, install, alter or repair work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subjected to penalties as prescribed by law.

SECTION 201.3 is hereby amended to read as follows:

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the *International Building Code, International Fire Code, International Fuel Gas Code, National Electrical Code and the North Dakota State Wiring Standards* or the *North Dakota State Plumbing Code*, such terms shall have meanings ascribed to them as in those codes.

SECTION 303.3 is hereby amended to read as follows:

303.3 Prohibited locations. Appliances shall not be located in sleeping rooms, bathrooms, toilet rooms, storage closets or surgical rooms, or in a space that opens only into such rooms or spaces, except where the installation complies with one of the following:

1. The *appliance* is a direct-vent *appliance* installed in accordance with the conditions of the listing and the manufacturer's instructions.
2. Vented room heaters, wall furnaces, vented decorative appliances, vented gas fireplaces, vented gas fireplace heaters and decorative appliances for installation in vented solid fuel-burning fireplaces are installed in rooms that meet the required volume criteria of Section 304.5
3. The appliance is installed in a room or space that opens only into a bedroom or bathroom, and such room or space is used for no other purpose and is provided with a solid weather-stripped door equipped with an *approved* self-closing device. All *combustion air* shall be taken directly from the outdoors in accordance with Section 304.6.
4. A clothes dryer is installed in a residential bathroom or toilet room having a permanent opening with an area of not less than 100 square inches (0.06 m²) that communicates with a space outside of a sleeping room, bathroom, toilet room or storage closet.

SECTION 304.6.1 is hereby amended to read as follows:

304.6.1 Two-permanent-openings method. Two permanent openings, one commencing within ...

Where directly communicating with the outdoors, or where communicating with the outdoors through vertical ducts, each opening shall have a minimum free area of 1square inch per 4,000 Btu/h (550 mm²/kW) of total input rating of all appliances in the enclosure.

Where communicating ...

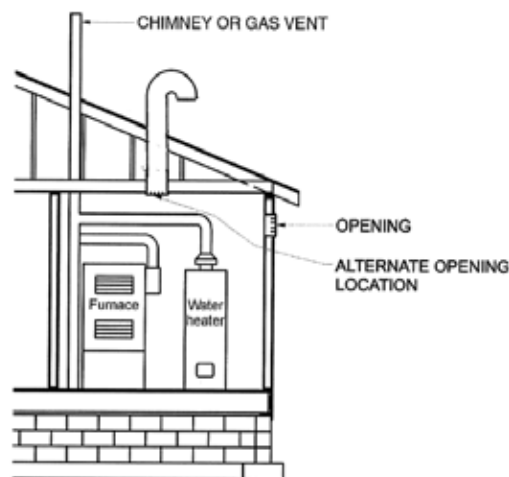
Figure 304.6.1 (1) is hereby deleted in its entirety:

Figure 304.6.1 (2) is hereby deleted in its entirety:

SECTION 304.6.2 is hereby amended to read as follows:

304.6.2 One-permanent-opening method. One permanent opening, commencing within 12 inches (305 mm) of the top of the enclosure, shall be provided. The *appliance* shall have clearances of at least 1 inch (25 mm) from the sides and back and 6 inches (152 mm) from the front of the *appliance*. The opening shall directly communicate with the outdoors or through a vertical or horizontal duct to the outdoors, (see Figure 304.6.2) and shall have a minimum free area of 1 square inch per 3,000 Btu/h (734mm²/kW) of the total input rating of all appliances located in the enclosure and not less than the sum of the areas of all vent connectors in the space.

Figure 304.6.2 is hereby amended to reference to an alternate opening location as shown.



SECTION 304.11 is hereby amended as follows:

304.11 Combustion air dusts. *Combustion air* dusts shall ...

1. Ducts shall ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper ...

SECTION 403.9.1.1 is hereby added to read as follows:

403.9.1.1 Gas supply systems with pressures 5 psig or greater and gas pipe joints 2½ inches or larger, regardless of pressure, shall be welded.

SECTION 403.9.5 is hereby amended to read as follows:

403.9.5 Metallic fittings. Metallic fittings shall ...

1. Threaded fittings in sizes 2½ inches or larger shall not be used except where *approved*.
2. Fittings used ...

SECTION 403.13 is hereby added as follows:

403.13 Other materials. Material not covered by the standards specifications listed herein shall be investigated and tested to determine that it is safe and suitable for the proposed service, and, in addition, shall be recommended for that service by the manufacturer and shall be *approved* by the code official. Listed LPG hose may be used with natural gas when used for temporary heating at a maximum length of 50 feet.

SECTION 406.4 is hereby amended to read as follows:

406.4 Test pressure measurement. Test pressure shall be measured with a manometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Dial gauges used to measure test pressures shall be performed with gauges of 2 psi incrimination or less and have a range not exceeding 100 psi unless otherwise approved.

SECTION 406.4.1 is hereby amended to read as follows:

406.4.1 Test pressure. The test pressure to be used shall be no less than 1½ times the proposed maximum working pressure, but not less than 25 psig irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test

pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe.

SECTION 408.2 is hereby amended to read as follows:

408.2 Drips. Where wet gas exists, a drip shall be provided at any point in the line of pipe where condensate could collect.

SECTION 411.2 is hereby amended to read as follows:

411.2 Manufactured home connections. Manufactured homes shall be connected to the distribution *piping* system by *listed* and *labeled* connectors in compliance with ANSI Z21.75/CSA 6.27 and installed in accordance with the manufacturer's installation instructions.

SECTION 415.1 is hereby amended to add the following:

415.1 Interval of support. *Piping* shall be supported at intervals not exceeding the spacing specified in Table 415.1. Spacing of supports for CSST shall be in accordance with the CSST manufacturer's instructions. In addition to the requirements of Table 415.1, piping and tubing shall be supported within 2 feet of every bend or angle.

SECTION 501.12 is hereby amended to read as follows:

501.12 Residential and low-heat appliances flue lining systems. Flue lining systems for use with residential-type and low-heat appliances shall be limited to the following:

1. Clay flue lining complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating greater than 400,000 Btu/h. Clay flue lining shall be installed in accordance with the *International Building Code*.
2. *Listed* chimney lining systems complying with UL1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, flue gases and condensate at temperatures up to 1,800°F (982°C).
 - a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches thick to 8 inches diameter.
 - b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches diameter or not less than 24 gauge (0.024 inches thick) 8 inches diameter and larger.

When a metal liner is used other than a listed chimney liner a condensation drip tee shall be installed and supported in an approved manner.

SECTION 503.5.3 is hereby amended to read as follows:

503.5.3 Masonry chimneys. Masonry chimneys shall be built and installed in accordance with NFPA 211 and shall be lined as per sec. 501.12.

SECTION 503.5.6.1 is hereby amended to read as follows:

503.5.6.1 Chimney lining. Chimneys shall be lined in accordance with NFPA 211 and Section 501.12.

Exception: Where an existing chimney complies with Sections 503.5.6 through-503.5.6.3 and its sizing is in accordance with Section 503.5.5, its continued use shall be allowed when, in more than one appliance venting system the secondary appliance, such as a water heater, is replaced and the primary heating appliance remains.

SECTION 614.9.2 is hereby amended as follows:

614.8.2 Duct installation. Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

SECTION 621 is hereby deleted in its entirety.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1229

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0501, AND TO REPEAL AND REENACT SECTION 5-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL PROPERTY MAINTENANCE CODE.

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

SECTION 1. Section 5-0501 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0501. ADOPTION OF INTERNATIONAL PROPERTY MAINTENANCE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Property Maintenance Code, recommended and compiled by the International Code Council, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Property Maintenance Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota. Provided, that any amendments of the ~~2018~~ 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0502 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0502. AMENDMENT TO INTERNATIONAL PROPERTY MAINTENANCE CODE. The International Property Maintenance Code, as adopted in Section 5-0501, is hereby changed and amended as follows:

SECTION 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the *Property Maintenance Code* of the City of West Fargo, hereinafter to as “this code.”

SECTION 102.3 is hereby amended to read as follows:

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of all applicable ordinances adopted by the City of West Fargo.

SECTION 103.1 is hereby amended to read as follows:

103.1 Creation of agency. The city of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the code official.

SECTION 104.1 is added to read as follows:

103.5 Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicated in the following schedule:

- A. Initial Inspection – No charge
- B. First Re-inspection – No charge
- C. Second Re-inspection – As to the second re-inspection, a fee of \$100
- D. Third Re-inspection – As to the third re-inspection, a fee of \$100
- E. Fourth and continuing Re-inspection – as to the fourth and any subsequent re-inspection, a fee of \$100

SECTION 105.7 is hereby amended to read as follows:

105.7 Liability. The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provide by other applicable state and federal laws and shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION 105.7.1 is hereby deleted in their entirety.

SECTION 107 is hereby deleted in their entirety.

SECTION 108 is hereby deleted in their entirety.

SECTION 201.3 is hereby amended to add the following:

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the *International Building Code*, *International Existing Building Code*, *International Fire Code*, *International Fuel Gas Code*, *International Mechanical Code*, *International Plumbing Code*, *International Residential Code*, or NFPA 70, such terms shall have meanings ascribed to them as in those codes.

Throughout this code, wherever reference is made to the International Plumbing Code it shall mean the North Dakota State Plumbing Code. Throughout this code, wherever reference is made to the ICC Electrical Code it shall mean the National Electrical Code together with the North Dakota State Wiring Standards.

SECTION 302.4 is hereby amended to read as follows:

302.4 Weeds. All *premises* and *exterior property* shall be maintained free from weeds or plant growth as per the City of West Fargo Ordinances. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with the City of West Fargo Ordinances and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

SECTION 304.14 is hereby amended to read as follows:

304.14 Insect screens. During the period from April 1 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

SECTION 602.2 is hereby amended to read as follows:

602.2 Residential occupancies. Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) in all habitable rooms,

bathrooms and toilet rooms. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

SECTION 602.3 is hereby amended to read as follows:

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from September 15 to June 1 to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity.

SECTION 602.4 is hereby amended to read as follows:

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from September 15th to June 1st to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

Exceptions:

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

SECTION 603.2 is hereby amended to read as follows:

603.2 Removal of combustion products. All fuel burning equipment and appliances shall be connected to an approved chimney or vent.

SECTION 703.7 is hereby deleted in its entirety.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1230

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0701, AND TO REPEAL AND REENACT SECTION 5-0702 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL RESIDENTIAL CODE.

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

SECTION 1. Section 5-0701 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0701. ADOPTION OF INTERNATIONAL RESIDENTIAL CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Residential Code, recommended and compiled by the International Code Council, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Residential Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0702 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0702. AMENDMENT TO INTERNATIONAL RESIDENTIAL CODE. The International Residential Code, as adopted in Section 5-0701 is hereby changed and amended as follows:

SECTION R101.1 is hereby amended to read as follows:

R101.1 Title. These provisions shall be known as the *Residential Code for One- and Two Family* of the City of West Fargo, hereinafter referred to as “this code.”

SECTION R104.8 is hereby amended to read as follows:

R104.8 Liability. The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable

personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provide by other applicable state and federal laws and shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION R104.8.1 is hereby amended to read as follows:

R104.8.1 Legal defense. Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code

SECTION R104.10.1 is hereby deleted in its entirety.

SECTION R105.2 is hereby amended to read as follows:

R105.2 Work exempt from permit. Exemptions ...

Building:

1. One-story detached accessory structures provided the floor area is not greater than 120 square feet (11 m2).
2. Fences not over 8.5 feet (2591 mm) high.
3. Retaining walls that are not ...
7. Non-permanent swimming pools. ...
10. Decks not exceeding 120 square feet in area, that are not more than 7 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

SECTION R105.3.1.1 is hereby deleted in its entirety.

SECTION R106.1.4 is hereby deleted in its entirety.

SECTION R108.3 is hereby amended to read as follows:

R108.3 Building permit valuations. Building *permit* valuation shall include total value of the work for which a *permit* is being issued, such as electrical, gas, mechanical, plumbing *equipment* and other permanent systems, including materials and labor. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

SECTION R201.3 is hereby amended to read as follows:

R201.3 Terms defined in other codes. Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Wherever the term ‘International Plumbing Code’ and/or ‘International Private Sewage Disposal Code’ is used in the International Residential Code, it shall mean the North Dakota State Plumbing Code. Wherever the term ‘ICC Electrical Code’ is used in the International Residential Code, it shall mean the National Electrical Code together with the North Dakota State Wiring Standards. Wherever reference is made to flood plain requirements, it shall mean the West Fargo Flood Damage Prevention Ordinance together with the West Fargo Flood Proofing Code.

Table R301.2 (1) is hereby amended to read as follows:

Table 301.2(1)														
Climactic and Geographic Design Criteria														
Ground Snow Load	Wind Design				Seismic Design Category	Subject to Damage From			Winter Design Temp	Ice Barrier Underlayment Required	Flood Hazards	Air Freezing Index	Mean Annual Temp	
	Speed (mph)	Topographic Effects	Special Wind Region	Windoborne Debris Zone		Weathering	Frost Line Depth	Termit e						
50	115	No	No	No	Zone A	Severe	4.5'	None	-18°	Yes	1978	4000	41.5°	
Manual J Design Criteria														
Elevation	Latitude	Winter Heating	Summer Cooling	Altitude Correction Factor	Indoor Design Temperature	Design Temperature Cooling	Heating Temperature Difference							
869	46	-17°	88°	None	70°	75°	87°							
Cooling Temperature Difference	Wind Velocity Heating	Wind Velocity Cooling	Coincident Wet Bulb	Daily Range	Winter Humidity	Summer Humidity								
13°	15 mph	7.5 mph	70	M	30%	50%								

SECTION R301.2.4 is hereby deleted in its entirety.

TABLE R301.2 (1) is hereby amended to read as follows:

**TABLE 302.1(1)
EXTERIOR WALLS**

EXTERIOR WALL ELEMENT	MINIMUM FIRE-RESISTANCE RATING	MINIMUM FIRE SEPARATION DISTANCE
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Walls

SECTION R307.1 is hereby amended to read as follows:

R307.1 Space required. Fixtures shall be spaced in accordance with the requirements of the North Dakota State Plumbing Code and per Figure R307.1, with the exception of the clearance in front of water closets and bidets which shall be 24 inches.

SECTION R309.3 is hereby deleted in its entirety.

SECTION R310.2.3 is hereby amended to read as follows:

R310.2.3 Maximum height from floor. Emergency escape and rescue openings shall have the bottom clear opening not greater than 44 inches (1118) above the floor.

Exception: Below grade emergency escape and rescue windows may have a maximum sill height of 48 inches.

SECTION R310.4.2 is hereby amended to read as follows:

R310.4.2 Ladder and steps. Area wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with an approved, permanently affixed ladder or steps. The ladder or steps shall not be obstructed by the emergency escape and rescue opening where the window or door is in the open position. Ladders or steps required by this section shall not be required to comply with Section R311.7.

Exception: Terraced window wells with a maximum of 24 inches per vertical rise and minimum 12 inches per horizontal projection on each level shall also be allowed.

SECTION R311.3 is hereby amended to read as follows:

R311.3 Floors and landings at exterior doors. There shall be a landing or floor on each side of each exterior door. The width of each landing shall be not less than the door served. Every landing shall have a dimension of not less than 36 inches (914 mm) measured in the direction of travel. The slope at exterior landings shall not exceed 1/4 unit vertical in 12 units horizontal (2 percent).

Exceptions:

1. Exterior balconies less than 60 square feet (5.6 m²) and only accessible from a door are permitted to have a landing less than 36 inches (914 mm) measured in the direction of travel.
2. A landing is not required on the outside of exterior doors other than the required egress door, where a stairway with a total rise of less than 30 inches

(762 mm) is located on the exterior side of the door, provided the door does not swing over the stairway.

SECTION R311.3.1 is hereby amended to read as follows:

R311.3.1 Floor elevations at the required egress doors. Landings or finished floors at the required egress door shall be not more than 11/2 inches (38 mm) lower than the top of the threshold.

Exception: The landing or floor on the exterior side shall be not more than 8 inches below the top of the threshold provided the door does not swing over the landing or floor.

Where exterior landings or floors serving the required egress door are not at *grade*, they shall be provided with access to *grade* by means of a ramp in accordance with Section R311.8 or a stairway in accordance with Section R311.7.

SECTION R311.3.2 is hereby amended to read as follows:

R311.3.2 Floor elevations for other exterior doors. Doors other than the required egress door shall be provided with landings or floors not more than 8 inches below the top of the threshold.

Exception: A landing is not required where a stairway with a total rise of not less than 30 inches (762 mm) is located on the exterior side of the door, provided that the door does not swing over the stairway.

SECTION R311.7.5.1 is hereby amended to read as follows:

R311.7.5.1 Risers. The riser height shall be not more than 8 inches (196 mm). The riser ...

SECTION R311.7.5.2 is hereby amended to read as follows:

R311.7.5.2 Treads. The tread depth shall be not less than 9 inches (254 mm). The tread depth shall be measured horizontally between the vertical planes of the foremost projection of adjacent treads and at a right angle to the tread's leading edge. The greatest tread depth within any flight of stairs shall not exceed the smallest by more than 3/8 inch (9.5 mm).

Exception: Where a landing is not provided or required by section R311.3, R311.3.2 or R311.7.6, the top tread of a stair serving exterior doors other than the required exit door, and in-swinging doors opening into an attached garage, shall be permitted to exceed the smallest tread by more than 3/8 inch (9.5 mm). Such a tread shall be at least 18 inches (457 mm) measured in the direction of travel.

SECTION R311.7.5.2.1 is hereby amended to read as follows:

R311.7.5.2.1 Winder treads. Winder treads shall have a tread depth of not less than 9 inches measured between the vertical planes of the foremost projection of adjacent treads at the intersections with the walk line. Winder treads shall have a tread depth of ...

SECTION R311.7.6 is hereby amended to read as follows:

R311.7.6 Landings for stairways. There shall be a floor or landing at the top and bottom of each stairway. The width perpendicular to the direction of travel shall be not less than the width of the flight served. Landings of shapes other than square or rectangular shall be permitted provided that the depth at the walk line and the total area is not less than that of a quarter circle with a radius equal to the required landing width. Where the stairway has a straight run, the depth in the direction of travel shall be not less than 36 inches (914 mm).

Exception:

1. A floor or landing is not required at the top of an interior flight of stairs, including stairs in an enclosed garage, provided that a door does not swing over the stairs.
2. A landing is not required at the top of an exterior flight of stairs with a total rise of less than 30 inches, provided the door does not swing over the stairway.

SECTION R312.1.1 is hereby amended to read as follows:

R312.1.1 Where required. *Guards* shall be located along open-sided walking surfaces, stairs, ramps and landings that are located more than 30 inches (762 mm) measured vertically to the floor or *grade* below. Insect screening shall not be considered as a *guard*.

SECTION R313.1 is hereby amended to read as follows:

R313.1 Townhouse automatic fire sprinkler systems. An automatic residential fire sprinkler system shall be installed in *townhouses* where the *townhouses* are located on a private street or private fire department access road that is required to greater than 150 feet in length as required by Section 503 of the International Fire Code.

SECTION R313.1.1 is hereby amended to read as follows:

R313.1.1 Design and installation. Automatic residential fire sprinkler systems for *townhouses* shall be designed and installed in accordance with NFPA 13D, NFPA 13R or NFPA 13.

SECTION R313.2 is hereby deleted in its entirety.

SECTION R322 is hereby deleted in its entirety.

SECTION R327 is hereby deleted in its entirety.

SECTION R401.1 is hereby amended to read as follows:

R401.1 Application. The provisions of this chapter shall control the design and construction of the foundation and foundation spaces for buildings. In addition to the provisions of this chapter, the design and construction of foundations in flood hazard areas shall meet the provisions of the West Fargo Flood Proofing Code (Section 5-04) and any other applicable requirements of the City of West Fargo. Wood foundations shall be designed and installed in accordance with AWC PWF.

Exception: The provisions of this chapter shall be permitted ...

SECTION R401.3 is hereby amended to read as follows:

R401.3 Drainage. Surface drainage shall be diverted to a storm sewer conveyance or other *approved* point of collection that does not create a hazard. *Lots* shall be graded to drain surface water away from foundation walls.

SECTION R403.1.4.1 is hereby amended to read as follows:

R403.1.4.1 Frost protection. Except where otherwise protected from frost, foundation walls, piers and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line ...

Exceptions:

1. Protection of freestanding *accessory structures* of light-frame construction shall not be required.
2. Protection of freestanding *accessory structures* with an area of 400 square feet (37 m²) or less, of other than light-frame construction shall not be required.
3. Uncovered decks need not be provided with footings that extend below the frost line.

Footings shall not bear on frozen soil unless the frozen condition is permanent.

SECTION R404.1.3.2 is hereby amended to read as follows:

R404.1.3.2 Reinforcement for foundation walls. Concrete foundation walls shall be laterally supported at the top and bottom. Horizontal reinforcement shall be

provided in accordance with Table R404.1.2(1). Vertical reinforcement shall be provided in accordance with Table R404.1.2(2), R404.1.2(3), R404.1.2(4), R404.1.2(5), R404.1.2(6), R404.1.2(7), or R404.1.2(8), or Table R404.1.2(10) and Figure R404.1.2(1) or Table R404.1.2(11) and Figure R404.1.2(2). Vertical reinforcement for flat *basement* walls retaining 4 feet (1219 mm) or more of unbalanced backfill is permitted to be determined in accordance with Table R404.1.2(9). For *basement* walls supporting above grade concrete walls, vertical reinforcement shall be the greater of that required by Tables R404.1.2(2) through R404.1.2(8) or by Section R608.6 for the above-grade wall. In buildings assigned to Seismic Design Category D0, D1 or D2, concrete foundation walls shall also comply with Section R404.1.4.2.

TABLE 404.1.2(10) is hereby adopted as follows:

Table R404.1.2(10)

Foundation Wall Reinforcing

Active Pressure = 45pcf

Minimum Reinforcement for Concrete		
Foundation Walls		
Wall Height (h) feet	Wall Thickness (t) inches	Vertical Reinforcing
8	8	#4 @ 24" o.c. #5 @ 40" o.c.
	10	#4 @ 30" o.c. #5 @ 50" o.c.
9	8	#4 @ 18" o.c. #5 @ 28" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c.
10	10	#4 @ 16" o.c. #5 @ 26" o.c.

Notes:

1. Chart is based on an active soil pressure of 45 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).
3. The vertical reinforcing bars are to be located on the inside face.

4. Minimum concrete strength $F_c^1 = 3,000$ pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

TABLE 404.1.2(11) is hereby adopted as follows:

Table R404.1.2(11)
Foundation Wall Reinforcing
Active Pressure = 65 pcf

Minimum Reinforcement for Concrete Foundation Walls		
Wall Height (h) Feet	Wall Thickness (t) Inches	Vertical Reinforcing
8	8	#4 @ 18" o.c. #5 @ 26" o.c. #6 @ 40" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c. #6 @ 52" o.c.
9	8	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 26" o.c.
	10	#4 @ 16" o.c. #5 @ 24" o.c. #6 @ 36" o.c.
10	10	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 24" o.c.

Notes:

1. Chart is based on an active soil pressure of 65 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 $F_y = 60,000$ pounds per square inch (psi).

3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength $F_c^1 = 3,000$ pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

FIGURE 404.1.2(1) is hereby adopted as follows:

FIGURE R404.1.2(1)

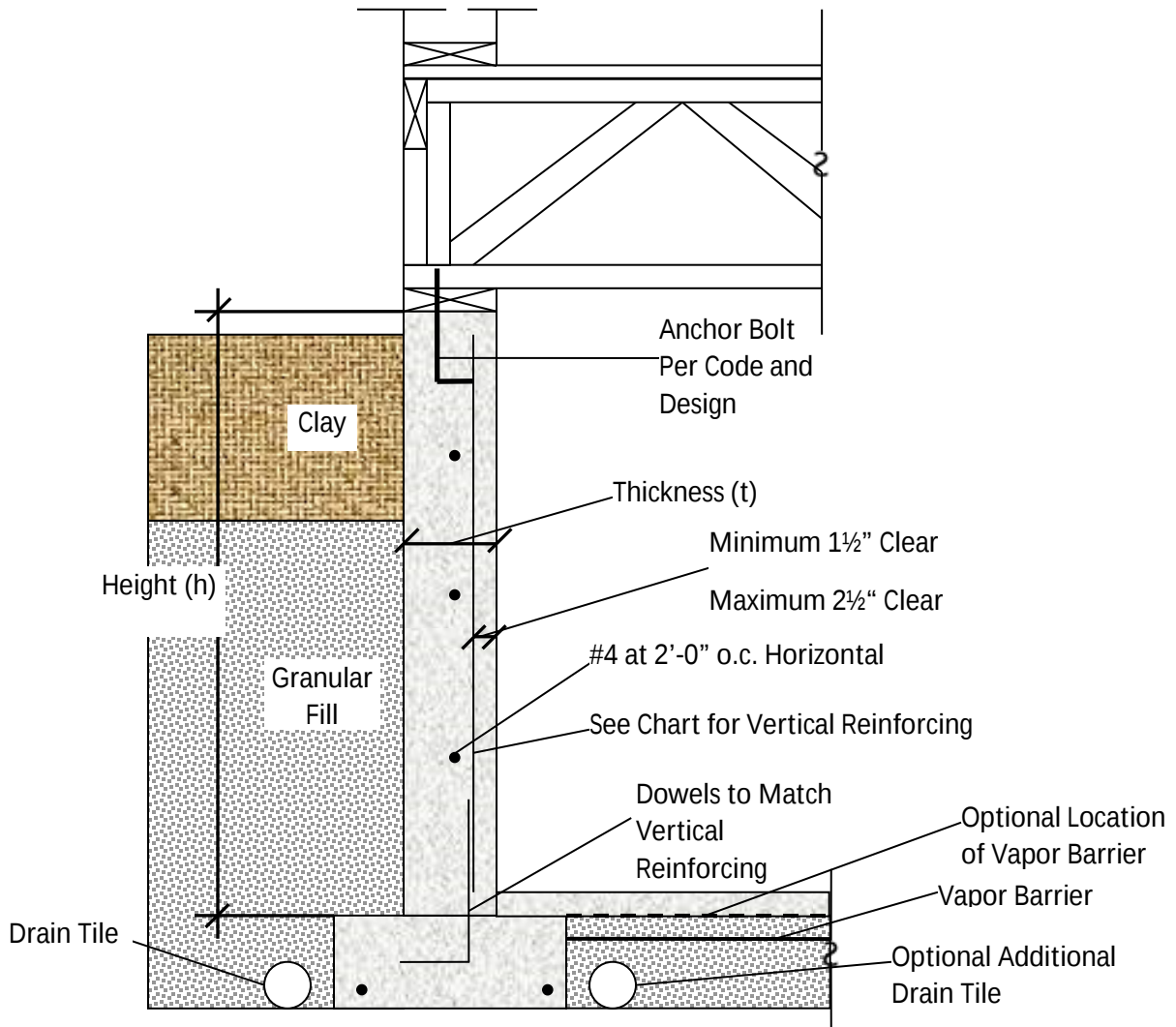
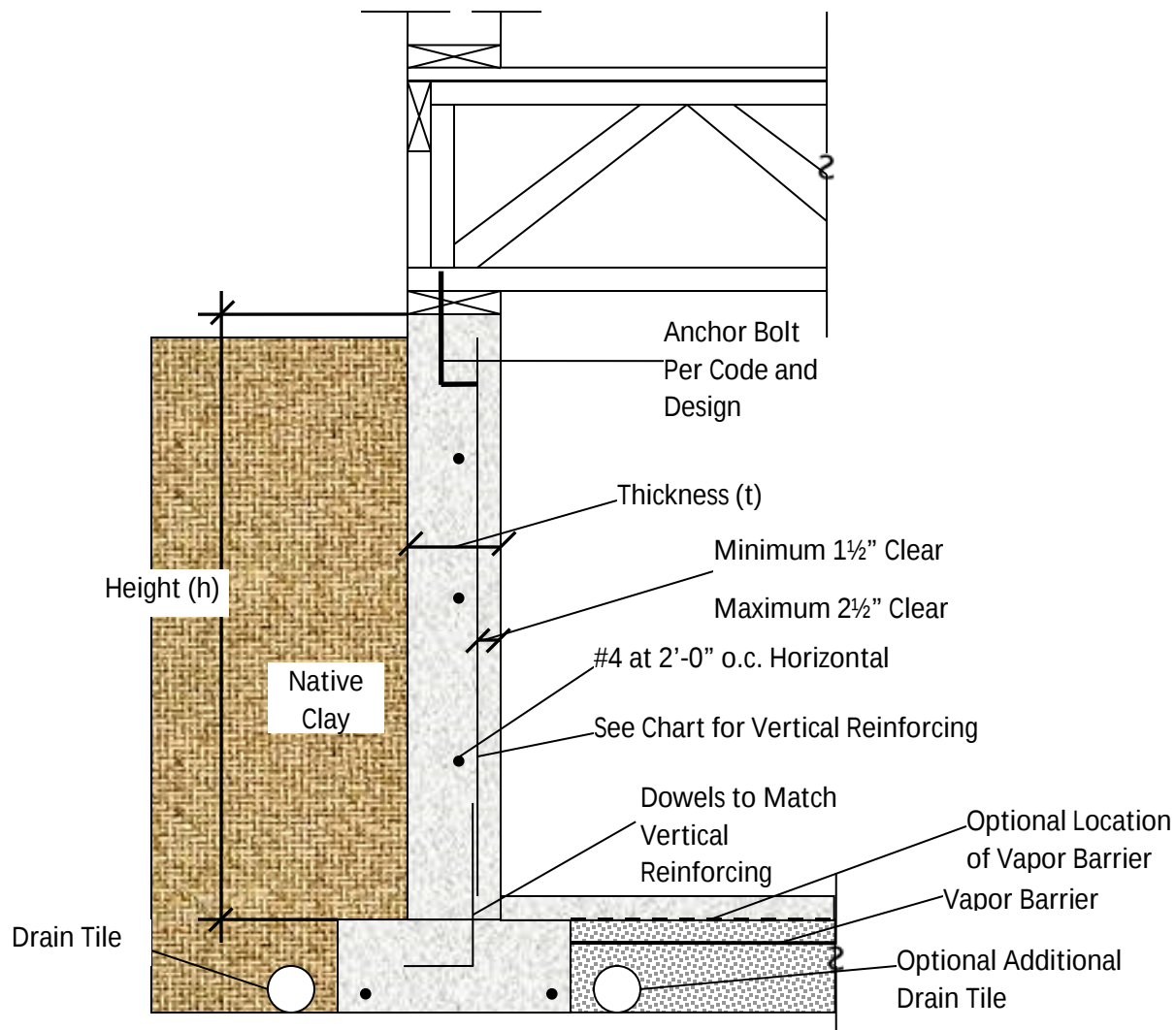


FIGURE 404.1.2(2) is hereby adopted as follows:

FIGURE R404.1.2(2)



SECTION R507.3 is hereby deleted in its entirety.

SECTION R507.3.1 is hereby deleted in its entirety.

SECTION R602.7.2 is hereby amended to read as follows:

R602.7.2 Rim board headers. Rim board header size, material and span shall be in accordance with Table R602.7(1). Rim board headers shall be constructed in accordance with Figure R602.7.2 and shall be supported at each end by full-height studs. Rim board headers supporting concentrated loads shall be designed in accordance with accepted engineering practice.

SECTION R602.7.5 is hereby amended to read as follows:

R602.7.5 Supports for headers. Headers shall be supported on each end with one or more jack studs or with approved framing anchors in accordance with Table R602.7(1) or R602.7(2). The full-height stud adjacent to each end of the header shall be end nailed to each end of the header in accordance with Table R602.3(1).

TABLE R602.7.5 is hereby deleted in its entirety.

TABLE N1102.1.2 (R402.1.2) is hereby amended to read as follows:

TABLE N1102.1.2 (R402.1.2) MAXIMUM ASSEMBLY U-FACTORS ^a AND FENESTRATION REQUIREMENTS								
CLIMATE ZONE	FENESTRATION U-FACTOR	SKYLIGHT ^b U-FACTOR	CEILING U-FACTOR	WOOD FRAMED WALL U-FACTOR	MASS WALL U-FACTOR ^b	FLOOR U-FACTOR	BASEMENT WALL U-FACTOR	CRAWL SPACE WALL U-FACTOR
6	0.32	0.55	0.026	0.057	0.060	0.033	0.059	0.055

(balance of table remains unchanged.)

TABLE N1102.1.3 (R402.1.3) is hereby amended to read as follows

TABLE N1102.1.3 (R402.1.3) INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT ^a										
CLIMATE ZONE	FENESTRATION U-FACTOR ^b	SKYLIGHT ^b U-FACTOR ^b	GLAZED FENESTRATION SHGC ^{b, c}	CEILING R-VALUE	WOOD FRAMED WALL R-VALUE	MASS WALL R-VALUE ^d	FLOOR R-VALUE	BASEMENT ^e WALL R-VALUE	SLAB ^d R-VALUE AND DEPTH	CRAWL SPACE ^c WALL R-VALUE
6	0.32	0.55	NR	19	21 or 13 + 5 ^{b, i}	15/20	30 ^g	10/13	10, 4 ft.	15/19

(balance of table remains unchanged.)

SECTION N1102.4 (R402.4) is hereby amended to read as follows:

N1102.4 (R402.4) Air leakage (Mandatory). The *building thermal envelope* shall be constructed to limit air leakage in accordance with the requirements of Sections N1102.4.1 through N1102.4.5.

Exception: Dwelling units of R-2 Occupancies and multiple single-family dwellings shall be permitted to comply with IECC C402.5.

SECTION N1102.4.1.2 (R402.4.1.2) is hereby added to read as follows:

N1102.4.1.2(R402.4.1.2) Testing. The building or dwelling unit shall be tested for air leakage or visual inspection to be completed. The maximum air leakage rate for any building or dwelling unit under any compliance path shall not exceed 5.0 air changes per hour or 0.28 cubic feet per minute (CFM) per square foot [0.0079 m³/(s × m²)] of dwelling unit enclosure area. Testing shall be conducted in accordance with ANSI/RESNET/ICC 380, ASTM E779 or ASTM E1827 and reported at a pressure of 0.2 inch w.g. (50 Pascals). Where required by the code official, testing

SECTION N1102.4.1.4 (R402.4.1.4) is hereby added to read as follows:

N1102.4.1.4 (R402.4.1.4) Visual inspection option. Building envelope tightness and insulation shall be considered acceptable when installed in accordance with Table N1102.4.1.1 (R402.4.1.1) – “Air Barrier and Insulation” and has been field verified.

Table N1102.4.1.1 (R402.4.1.1) is hereby amended to read as follows:

TABLE N1102.4.1.1 (R402.4.1.1)
AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION ^c

Component	Air Barrier Criteria	Insulation Installation Criteria
Basement, crawl space and slab foundations	<i>(Text Unchanged)</i>	Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.10. Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.8.1. Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10. Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weather to a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet over the entire surface.

(balance of table remains unchanged.)

c. Sections referenced in this table are in the International Energy Conservation Code.

Section N1103.3.6 (R403.3.6) is hereby amended to read as follows:

N1103.3.6 (R403.3.6) Duct Leakage. The total leakage of the ducts, where measured in accordance with Section N1103.3.5, shall be as follows:

3. A total leakage test shall not be required for ducts or air handlers that comply with Sections R403.3.2, Item 1.

A total leakage test shall not be required for ducts or air handlers that comply with Subsection 1 of Section N1103.3.2 (R403.3.2).

SECTION N1103.3.7 (R403.3.7) is hereby amended to read as follows:

N1103.3.7 (R403.3.7) Building cavities (Mandatory). Building framing cavities shall not be used as supply ducts.

SECTION N1103.6 (R403.6) is hereby amended to read as follows:

N1103.6 (R403.6) Ventilation (Mandatory). The building shall be provided with ventilation that meets the requirements of Section M1507 of this code or the *International Mechanical Code*, as applicable, or with other approved means of ventilation. Outdoor air intakes and exhausts shall have automatic or gravity dampers that close when the ventilation system is not operating.

Section N1104.2 (R404.2) is hereby deleted in its entirety.

Section N1104.3 (R404.3) is hereby deleted in its entirety.

TABLE N1105.4.2 (1) [R405.4.2 (1)] is hereby amended to read as follows:

TABLE N1105.5.2(1) [R405.5.2(1)]		
SPECIFICATIONS FOR THE STANDARD REFERENCE AND PROPOSED DESIGNS		
BUILDING COMPONENT	STANDARD REFERENCE DESIGN	PROPOSED DESIGN
...	...	...
Air exchange rate	Air leakage rate of 5 air changes per hour in Climate Zones 1 through 8 at a pressure of 0.2 inches w.g (50 Pa). (Balance is unchanged.)	For residences that are not tested, the same air leakage rate as the standard reference design. For tested residences, the measured air exchange The mechanical be in addition to the air leakage rate and shall be as proposed.
...	...	...

Table N1106.5 (R406.5) is hereby amended to read as follows:

Maximum Energy Rating Index
(balance of table remains unchanged.)

Climate Zone	Energy Rating Index
* * * *	* * * *
6	58

SECTION M1301.1.1 is hereby deleted in its entirety.

SECTION M1401.5 is hereby deleted in its entirety.

SECTION M1402.1 is hereby amended to read as follows:

Section M1402.1 General. Oil-fired central furnaces shall conform to ANSI/UL 727. Electric furnaces shall conform to UL 1995 or UL/CSA 60335-2-40.

SECTION M1403.1 is hereby amended to read as follows:

Section M1403.1. Heat Pumps. Electric Heat pumps shall be listed and labeled in accordance with UL 1995 or or UL/CSA 60335-2-40.

SECTION M1412.1 is hereby amended to read as follows:

Section M1412.1. Approval of Equipment. Absorption systems shall be installed in accordance with the manufacturer's instructions. Absorption equipment shall comply with UL 1995 or UL/CSA 60335-2-40.

SECTION M1413.1 is hereby amended to read as follows:

Section M1413.1 General. Evaporative cooling equipment and appliances shall comply with UL 1995 or UL/CSA 60335-2-40 and shall be installed:

SECTION M1502.4.2 is hereby amended to read as follows:

M1502.4.2 Duct installation. Exhaust ducts shall be supported at intervals not to exceed 12 feet (3658 mm) and shall be secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Exhaust duct joints shall may be mechanically fastened. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

SECTION M1503.6 is hereby amended to read as follows:

M1503.6 Makeup air required. Where one or more gas, liquid or solid fuel-burning appliance that is neither direct-vent nor uses a mechanical draft venting system is located within a dwelling unit's air barrier, each exhaust system capable of exhausting in excess of 400 cubic feet per minute (0.19 m³/s) shall be mechanically or passively provided with makeup air at a rate approximately equal to the exhaust air rate in excess of 400 cfm. Such makeup air systems shall be equipped with not fewer than one damper complying with Section M1503.6.2.

SECTION M1601.4.1 is hereby amended to read as follows:

M1601.4.1 Joints, seams and connections. Longitudinal and transverse joints, seams and connections in metallic and nonmetallic ducts shall be constructed ...

Exceptions:

1. Spray polyurethane foam shall be permitted to be applied without additional joint seals.
2. Where a duct connection is made that is partially inaccessible, three screws or rivets shall be equally spaced on the exposed portion of the joint so as to prevent a hinge effect.
3. For ducts having a static pressure classification of less than 2 inches of water column (500 Pa), additional closure systems shall not be required for continuously welded joints and seams and locking-type joints and seams.

SECTION M1601.4.10 is hereby deleted in its entirety.

SECTION M1701.2 is hereby deleted in its entirety.

SECTION M2001.4 is hereby deleted in its entirety.

SECTION M2005.1 is hereby amended to read as follows:

M2005.1 General. Water heaters shall be installed in accordance with the North Dakota State Plumbing Code, the manufacturer's instructions and the requirements of this code.

SECTION M2006.1 is hereby amended to read as follows:

Section 2006.1 General. Pool and spa heaters shall be installed in accordance with the manufacturer's installation instructions. Oil-fired pool heaters shall comply with UL 726. Electric pool and spa heaters shall comply with UL 1261. Pool and spa heat pump water heaters shall comply with UL 1995, UL/CSA 60335-2-40 or CSA C22.2 No. 236.

Exception: Portable residential spas and portable residential exercise spas shall comply with UL 1563 or CSA C22.2 No. 218.1.

SECTION M2101.3 is hereby amended to read as follows:

M2101.3 Protection of potable water. The potable water system shall be protected from backflow in accordance with the provisions listed in the North Dakota State Plumbing Code.

SECTION M2101.10 is hereby amended to read as follows:

M2101.10. Tests. New Hydronic piping systems shall be isolated and tested hydrostatically at a pressure of not less than 100 pounds per square inch (698 kPa). The duration of the test shall not be less than 15 min. Hydronic piping to be embedded in concrete shall be pressure tested and inspected prior to pouring concrete.

SECTION M2103.3 is hereby amended to read as follows:

M2103.3 Piping joints. Copper and copper alloy systems shall be soldered in accordance with ASTM B 828. Fluxes for soldering shall be in accordance with ASTM B 813. Brazing fluxes shall be in accordance with AWS A5.31. Piping joints that are embedded shall be installed in accordance with the following requirements:

1. Steel pipe joints shall be welded.
2. Copper tubing shall be joined by brazing complying with the North Dakota State Plumbing Code.
3. Polybutylene pipe and tubing joints ...

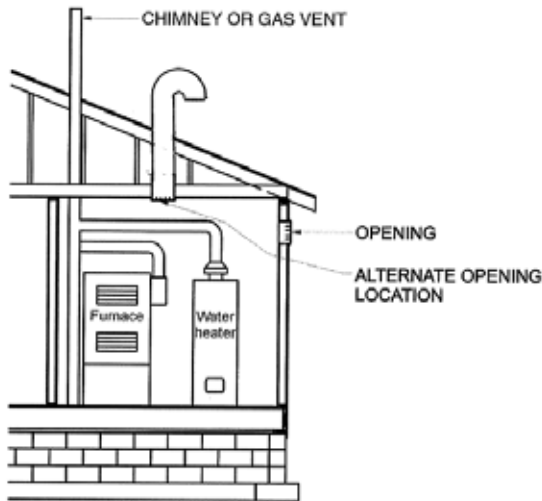
SECTION M2201.6 is hereby deleted in its entirety.

SECTION G2404.7 (301.11) is hereby deleted in its entirety.

FIGURE G2407.6.1(1) [304.6.1(1)] is hereby deleted in its entirety.

FIGURE G2407.6.1(2) [304.6.1(2)] is hereby deleted in its entirety.

FIGURE G2407.6.2 (304.6.2) is hereby amended to read as follows:



SECTION G2407.11 (304.11) is hereby amended to read as follows:

G2407.11 (304.11) Combustion air ducts. *Combustion air* ducts shall comply with all of the following:

1. Ducts shall be constructed of galvanized steel complying with Chapter 16 or of a material having equivalent corrosion ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper *combustion air* ducts shall not slope downward ...

SECTION G2413.6 (402.6) is hereby amended to read as follows:

G2413.6 (402.6) Allowable pressure drop. The design pressure loss in any *pipng* system under maximum probable flow conditions, from the *point of delivery* to the inlet connection of the *appliance*, shall be such that the supply pressure at the *appliance* is greater than or equal to the minimum pressure required by the *appliance* but such pressure loss shall not be greater than 0.5 inch water column for gas pipe systems operating at less than 2 psi.

SECTION G2417.4.1 (406.4.1) is hereby amended to read as follows:

G2417.4.1 (406.4.1) Test pressure. The test pressure to be used shall be not less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *pipng* greater than 50 percent of the specified minimum yield strength of the pipe.

SECTION G2425.12 (501.12) is hereby amended to read as follows:

G2425.12 (501.12) Residential and low-heat appliances flue lining systems. *Flue lining* systems for use with residential-type and low-heat *appliances* shall be limited to the following:

1. Clay *flue lining* complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating of greater than 400,000 Btu/h. Clay *flue lining* shall be installed in accordance with Chapter 10.
2. *Listed chimney* lining systems complying with UL 1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, *flue gases* and *condensate* at temperatures up to 1,800°F (982°C).
 - a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches up to 8 inches in diameter.
 - b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches in diameter or not less than 24 gauge (0.024 inches thick) 8 inches in diameter and larger.

When a metal liner is used other a listed chimney liner a condensation drip tee shall be installed and supported in an approved manner.

SECTION G2427.5.2 (503.5.3) is hereby amended to read as follows:

G2427.5.2 (503.5.3) Masonry chimneys. Masonry *chimneys* shall be built and installed in accordance with NFPA 211 and shall be lined as per Section G2424.12.

Exception: Masonry *chimney* flues serving *listed* ...

SECTION G2439.7.2 (614.8.2) is hereby amended to read as follows:

G2439.7.2 (614.8.2) Duct installation. Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

SECTION G2442.4 (618.4) is hereby amended to read as follows:

G2442.4 (618.4) Screen. Required outdoor air inlets shall be covered with a screen having 1/4-inch (6.4 mm) openings. Required outdoor air inlets serving a nonresidential portion of a building shall be covered with screen having openings larger than ¼ inch but not larger than ½ inch.

CHAPTERS 25 THROUGH 43 are hereby deleted in their entirety.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1231

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0801, AND TO REPEAL AND REENACT SECTION 5-0802 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL EXISTING BUILDING CODE.

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

SECTION 1. Section 5-0801 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0801. ADOPTION OF INTERNATIONAL EXISTING BUILDING CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Existing Building Code, recommended and compiled by the International Code Council, being particularly the ~~2018~~ 2021 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Existing Building Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0802 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0802. AMENDMENT TO INTERNATIONAL EXISTING BUILDING CODE. The International Existing Building Code, as adopted in Section 5-0801, is hereby changed and amended as follows:

SECTION 101.1 is hereby amended to read as follows:

101.1 Title. These regulations shall be known as the Existing Building Code of the City of West Fargo hereinafter referred to as “this code.”

SECTION 104.2.1 is hereby deleted in its entirety.

SECTION 104.2.2.1 is hereby amended to read as follows:

[A] 104.2.2.1 Building evaluation. The code official is authorized to require an existing building to be investigated and evaluated at the owner's expense by a registered design professional based on the circumstances agreed upon at the preliminary meeting. The design professional shall notify the code official if any potential nonconformance with the provisions of this code is identified.

SECTION 104.8 is hereby amended to add a new final paragraph to read as follows:

[A] 104.8 Liability. The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provide by other applicable state and federal laws and shall be defended by legal representatives of the jurisdiction until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

SECTION 104.8.1 is hereby deleted in its entirety.

SECTION 104.10.1 is hereby deleted in its entirety.

SECTION 105.2 is hereby amended to read as follows:

105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

Building:

1. Sidewalks, retaining walls, and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and that are not part of an accessible route.

2. Painting, papering, tiling
6. Movable cases, counters and partitions not over 96 inches (1753 mm) in height.
7. Reroofing.
8. Window Replacement.

SECTION 106.3.1 is hereby amended to read as follows:

106.3.1. Approval of construction documents. When the *code official*...
...One set of construction documents so reviewed shall be retained by the
code official.

SECTION 109.3.3 is hereby deleted in its entirety and subsequent sections renumbered accordingly.

SECTION 109.3.10 is hereby deleted in its entirety.

SECTION 112 is hereby deleted in its entirety.

SECTION 201.3 is hereby amended to add the following:

201.3 Terms defined in other codes. Where terms are not defined in this code and are defined in the other *International Codes*, such terms shall have the meanings ascribed to them in those codes.

Wherever the term “International Plumbing Code” and/or the “International Private Sewage Disposal Code” is used in this Code, it shall mean the North Dakota State Plumbing Code. Wherever the term “ICC Electrical Code” is used in this Code, it shall mean the National Electric Code together with the North Dakota State Wiring Standards. Wherever the term “Flood Hazard Area” is used, it shall mean the West Fargo Flood Plain Management ordinance together with the Flood Proofing Code of the city of West Fargo, North Dakota.

SECTION 401.3 is hereby deleted in its entirety.

SECTION 405.2.5 is hereby deleted in its entirety.

SECTION 502.3 is hereby deleted in its entirety.

SECTION 503.2 is hereby deleted in its entirety.

SECTION 507.3 is hereby deleted in its entirety.

SECTION 701.3 is hereby deleted in its entirety.

SECTION 1103.3 is hereby deleted in its entirety.

SECTION 1201.4 is hereby deleted in its entirety.

SECTION 1301.3.3 is hereby deleted in its entirety.

SECTION 1401.2 is hereby amended by adding a new second paragraph to read as follows:

1401.2 Conformance. Buildings to be moved within this jurisdiction shall comply with provisions of this Chapter. Buildings to be moved into this jurisdiction shall comply with the provisions of the International Codes for new buildings and shall be certified as to that compliance by an agency approved by the code official.

SECTION 1402.6 is hereby deleted in its entirety.

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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:



To: West Fargo City Commission

From: Ec. Development Manager Casey Sanders-Berglund

Date: May 15, 2023

Subject: Economic Development Advisory Committee Volunteer

Action: Approve EDAC Nominee for Member -At- Large position

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

Mark Simmons

Primary Portfolio:
Police and Fire
Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation
Secondary Portfolio:
Police and Fire

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering
Secondary Portfolio:
Sanitation

Administration

Dustin Scott,
Assistant Administrator
Emily Hagemeister,
Executive Assistant

Summary:

The Economic Development Advisory Committee is currently sitting with on vacant position. The position is that of Member -At – Large. This is a voting position on the EDAC that would begin if approved at the June 2023 meeting.

Nominee is Carin Reisch, Community Relations Manager at Marvin. She supports teams across nine local facilities in which four of them are located in West Fargo. In her role as Community Relations Manager, she focuses on working with and listening to communities to build long term relationships and develop meaningful solutions to complex issues.

EDAC Recommendation:

The Economic Development Advisory Committee meet on May 4th, 2023. The nominee Carin Reisch, Community Relations Manager with Marvin was recommended unanimously by the committee to the City Commission for approval.

Request

Other items to note regarding the representation of Marvin and Carin as a voice for West Fargo business include a business representative from a primary sector multi state business. Additionally, a business that continues to keep a pulse on employee satisfaction and retention culture and local and state policies and guidelines.

Economic Development Manager, Casey Sanders-Berglund requests that the nomination of Member -At-Large, Carin Reisch be approved.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey
2. PHONE NUMBER: 515-5376 DATE: May 8, 2023
3. AGENDA TITLE:
Second Reading - Title IV of the City Ordinances (Zoning Regulations) pertaining to site plan review
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Staff proposes amendment to Chapter 4 ordinances to modify and clarify zoning regulations relating to site and building plan review within overlay zoning districts and general clerical corrections. At their April 10, 2023 meeting the Planning & Zoning Commission recommended approval of the amendments.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
N/A.
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Second Reading and Final Approval of the Zoning Ordinance Amendments.

STAFF REPORT

A23-11 ZONING ORDINANCE AMENDMENTS	
Zoning Ordinance Amendment to Title IV of the City Ordinances (Zoning Regulations)	
Applicant: City of West Fargo	Staff Contact: Lisa Sankey
Planning and Zoning Commission Public Hearing:	04-10-2023 – Approval
City Commission Public Hearing & 1 st Reading:	05-01-2023
2 nd Reading:	05-15-2023

PURPOSE:

The purpose of the proposed amendments is to modify and clarify zoning regulations relating to site and building plan review within overlay zoning districts and general clerical corrections.

DISCUSSION AND OBSERVATIONS:

- In 2015, the CM: Heavy Commercial/Light Industrial Zoning District was eliminated and divided into two separate zoning districts, HC: Heavy Commercial and LI: Light Industrial. Within Title IV, there are still some references to the CM District. This text amendment would clean up that language.
- Within the CO: Corridor Overlay and CO-I Interstate Corridor Overlay District, there is a requirement for additional site and building plan review and approval by the Planning & Zoning and City Commissions, prior to obtaining a building permit. Being there are already specific development requirements regarding setbacks, lot coverage, building construction standards; staff is recommending eliminating that section of the ordinance.
- The proposed text amendment also eliminates a couple of typos.
- Specific text amendments are attached to this staff report.

NOTICES:

Sent to: Notice in the newspaper and to City Departments.

Comments Received:

- None to date.

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

- The proposed amendments do not make major substantive changes to the existing ordinances and are consistent with the Comprehensive Plan. The proposed amendments are consistent with the Comprehensive Plan.

PLANNING AND ZONING RECOMMENDATION:

At their April 10, 2023 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed Zoning Ordinance Amendments on the basis they are consistent with City plans and ordinances.

STAFF REPORT

RECOMMENDATION:

It is recommended that the City approve the proposed amendments on the basis that they are consistent with City plans and ordinances.

Attachments

- Proposed text amendments

ORDINANCE NO. 1222

AN ORDINANCE TO AMEND AND REENACT SECTIONS 4-431.4, 4-431.5, 4-431-A, 4-431-B.5.2, AND 4-449-A.9.C OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO SITE PLAN REVIEW AND LANDSCAPING STANDARD.

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

SECTION 1. Section 4-431.4 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-431.4. Yard Requirements for the CO District.

1. Side Yard Minimum. For commercially zoned lots, the minimum side yard shall be 10 feet. Residentially zoned property in the Corridor Overlay District shall maintain the side yard required in the underlying Residential District.
2. Rear Yard Minimum. For commercially zoned lots abutting the designated streets, the minimum rear yard shall be 20 feet. For commercially zoned lots not abutting the designated streets, the minimum rear yard shall be 10 feet. Residentially zoned property in the CO District shall maintain the same rear yard as required in the underlying residential district.
3. Front Yard Minimum. For the purpose of this ordinance, all front yards for properties abutting the designated streets shall be facing those streets. All front yards abutting a designated arterial or collector roadway, as approved by the City Commission, shall be considered facing that roadway. A minimum front yard depth of 45 feet shall be required for all properties abutting the designated street rights-of-way, with the exception of Sheyenne Street between Interstate 94 and 40th Avenue, 32nd Avenue west of Sheyenne Street and 13th Avenue East ~~where all development shall be subject to site and building plan review by the Planning and Zoning Commission and City Commission.~~ Minimum front yard depths for commercially zoned property not abutting the designated streets shall be 15 feet, except where frontage is on a designated arterial or collector roadway, as approved by the City Commission, where the minimum front yard depth shall be 30 feet. Depths for residentially zoned property not abutting the designated streets shall be the same as required for the underlying Residential Zoning District. For corner properties abutting the designated streets and an arterial or collector roadway, the secondary front yard which does not face the designated streets shall have a minimum front yard depth of 30 feet.
4. Lot Coverage. For commercial uses, lot coverage by buildings shall not exceed 40%; for residential uses, lot coverage shall be the same as in the underlying district.

SECTION 2. Section 4-431.5 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-431.5. Lot Design Standards.

1. Open Space Landscaping:

- a. All yard areas not covered by buildings, sidewalks or paved parking areas shall be landscaped. A minimum of 10% of the lot area shall be landscaped.
- b. For properties abutting the designated streets, with the exception of Sheyenne Street between Interstate 94 and 40th Avenue, 32nd Avenue west of Sheyenne Street and 13th Avenue East ~~where all development shall be subject to site and building plan review by the Planning and Zoning Commission and City Commission,~~ a minimum of 20 feet of landscaped open space shall be required to separate parking areas or access drives and front lot lines. For properties not abutting the designated streets or an arterial or collector roadway, a minimum of 5 feet of landscaped open space shall be required to separate parking areas or access drives and front lot lines. For properties abutting a designated collector or arterial roadway, as approved by the City Commission, a minimum of 10 feet of landscaped open space shall be required to separate parking areas or access drives and front lot lines.
- c. A minimum of 5 feet of landscaped open space shall be required to separate parking areas from side and rear lot lines and a minimum of 5 feet of open space shall be required to separate parking areas and building setback lines.
- d. A minimum of 3 feet 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.
- e. Ponds for management of storm water shall not count toward the minimum landscaped standard.

2. Building Construction:

- a. A higher construction standard is required in the Corridor Overlay District. In areas of the Corridor Overlay District, which is zoned Light Commercial, any exposed metal or fiberglass on all buildings shall be limited to no more than thirty (30) percent of any wall which fronts on a public street, provided that it is coordinated into the architectural design. Seventy percent (70%) of any wall (façade 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. In areas of the Corridor Overlay

District which are also zoned Heavy Commercial ~~District~~, Light Industrial District, and Heavy Industrial District, all buildings constructed of curtain wall panels of finished steel, aluminum or fiberglass shall be required to be faced with brick, wood, stone, architectural concrete cast in place or pre-cast concrete panels on all wall surfaces with frontage on a public street. The required wall surface treatment may allow a maximum of seventy (70) percent of the metal or fiberglass wall to remain exposed if it is coordinated into the architectural design.

- (1) Additions, Alterations, and Accessory Buildings. All subsequent additions, exterior alterations and accessory buildings, constructed after the erection of an original building or buildings shall be of the same materials as those used in the original building and shall be designed in a manner conforming to the original architectural concept and general appearance. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program.
 - (2) Appearance. Garages, accessory structures, screened walls and exposed areas of retaining walls shall be of a similar type, quality and appearance as the principal structure. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program.
3. Boulevard/Front Yard Plantings: The planting must be in conformance to any applicable major street corridor landscape plan developed as part of a subdivision, Planned Unit Development, or other site development plan adopted by the City. Each tree shall be at least 1½ inches in caliper and all tree species shall be as recommended by the City Forester.
4. Curbs Required: All buildings and walkways bordering any parking areas shall be curbed.
5. Refuse Collection Areas and Outdoor Storage Areas: All refuse collection and outdoor storage areas shall only be permitted in rear yards and shall be visually screened from adjoining properties or streets.
6. Parking Areas:
 - a. All parking areas shall be paved to provide a durable and dust-free surface.
 - b. Light poles located within parking area perimeters shall be surrounded by curbed islands with a minimum distance of 4 feet from the center line of the light pole to the curb, or protected by an elevated concrete pedestal at least 3 feet in height and 2 feet in diameter.

- c. Light poles located outside of paved parking areas shall be located a minimum of 4 feet from the curbed edge of the parking area, or protected by an elevated concrete pedestal of not less than 3 feet in height and 2 feet in diameter.
7. Fences: Fences along the Corridor Overlay District are not allowed within the required front yard along the designated streets of the development, except when a fence is an essential component of the development and is either approved as part of a Planned Unit Development for the development or as a conditional use. Special regard is given in residential areas for double frontage lots where the house faces a local street and the intended rear yard faces the designated street. Fences should be decorative and/or provide for added landscape treatments to meet the intent of the CO District and may be required to be set back to accomplish the intended effect. Once a fencing scheme has been approved, accessory buildings may be permitted, subject to the Supplementary District Regulations for accessory buildings and uses.

SECTION 3. Section 4-431-A of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-431-A. "CO-I" DISTRICT OR INTERSTATE CORRIDOR OVERLAY DISTRICT

4-431-A.1. Statement of Intent. The provisions of the "CO-I" District are intended to promote orderly development and safe, attractive and desirable spatial patterns and locations for urban land uses adjacent to the Interstate 94 Corridor. Full regard is given for the importance of this corridor as a major growth area for West Fargo and as a highly visible gateway through the City. The "CO-I" District shall extend along the entire I-94 section within the City Limits and Extraterritorial Area and shall be an approximate depth of 600 feet on each side of the interstate right-of-way.

4-431-A.2. Permitted Uses. All uses permitted in any underlying district as designated on the City Zoning Map.

4-431-A.3. Conditionally Permitted Uses. Any use conditionally permitted in any underlying district as designated on the City Zoning Map and subject to the specific provisions relating to each use.

~~4-431-A.4. Plan Review and Approval. All development shall be subject to site and building plan review and approval by the Planning and Zoning Commission and City Commission.~~

4-431-A.54 Site Development Standards.

1. Yard Setbacks. Structures adjacent to I-94 shall be set back a minimum of 100 feet from the interstate right-of-way for single and two-family uses. Principal structures for multiple family uses shall be set back a minimum of 100 feet from the interstate right-of-way with accessory structures set back a minimum of 50 feet. All other structures shall maintain a minimum setback of 50 feet from the interstate right-of-

way, except for structures adjacent to interstate on and off-ramps, which shall maintain a minimum setback of 30 feet. All other yard setbacks shall be according to requirements of the underlying district.

2. Lot Coverage. For commercial and other non-residential uses, lot coverage by buildings shall not exceed 40%; for residential uses, lot coverage shall be the same as in the underlying district.
3. Open Space Landscaping and Buffers.
 - a. All yards adjacent to I-94 shall be landscaped open space. At least one tree shall be installed along the Interstate frontage for every 50 feet of interstate frontage. Trees may be grouped to create the desired effect. All yard areas not covered by buildings, sidewalks or paved parking areas shall be landscaped. A minimum of 10% of the lot area shall be landscaped. In addition to landscaped open space requirements along I-94, properties shall comply with the Open Landscaping requirements found in Section 4-431.5. pertaining to front, side and rear yards.
 - b. Residential properties shall be buffered to minimize noise impacts from interstate traffic. Berming and vegetative buffers shall be created prior to development. For single family and two family uses berms shall be developed within an easement no less than 100 feet deep along I-94 and 30 feet deep along the on/off ramps and have a slope no greater than 3:1. Berms shall be required to be elevated six feet above the elevation of the driving lanes on I-94 with a lower elevation and more flexibility in design along the on/off ramps. The berms shall also have several rows of coniferous trees (evergreens) planted to provide year-round vegetative buffering. Berm easements should be placed so that there is minimal affect on utility easements. For multiple family residential uses, more flexibility is allowed in the design of berms and vegetative buffers.
4. Building Construction:
 - a. A higher construction standard is required in the Interstate Corridor Overlay District. In areas of the Interstate Corridor Overlay District, which are zoned Light Commercial, Commercial Office Park, or Planned Unit Development and intended for light commercial uses, any exposed metal or fiberglass on all buildings shall be limited to no more than thirty (30) percent of any wall which fronts on a public street, provided that it is coordinated into the architectural design. Seventy percent (70%) of any wall (façade 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. In areas of the Interstate Corridor Overlay District which are also zoned Heavy Commercial, Light Industrial, Heavy Industrial, or Planned Unit Development and intended for heavy

commercial and industrial uses all buildings constructed of curtain wall panels of finished steel, aluminum or fiberglass shall be required to be faced with brick, wood, stone, architectural concrete cast in place or pre-cast concrete panels on all wall surfaces with frontage on a public street. The required wall surface treatment may allow a maximum of seventy (70) percent of the metal or fiberglass wall to remain exposed if it is coordinated into the architectural design.

- (1) Additions, Alterations, and Accessory Buildings. All subsequent additions, exterior alterations and accessory buildings, constructed after the erection of an original building or buildings shall be of the same materials as those used in the original building and shall be designed in a manner conforming to the original architectural concept and general appearance. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program.
- (2) Appearance. Garages, accessory structures, screened walls and exposed areas of retaining walls shall be of a similar type, quality and appearance as the principal structure. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program.

SECTION 4. Section 4-431-B.5.2 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-431-B.5. Lot Design Standards.

* * *

2. Building Construction: A higher construction standard is required in the Redevelopment Corridor Overlay District. In areas of the Redevelopment Corridor Overlay District, which is zoned Light Commercial, any exposed metal or fiberglass on all fronting buildings shall be limited to no more than thirty (30) percent of any wall which fronts on a public street, provided that 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. In areas of the Redevelopment Corridor Overlay District which are also zoned Heavy Commercial, / Light Industrial District, and Heavy Industrial District, all fronting buildings constructed of curtain wall panels of finished steel, aluminum or fiberglass shall be required to be faced with brick, wood, stone, architectural concrete cast in place or pre-cast concrete panels on all wall surfaces with frontage on a public street. The required wall surface treatment may allow a maximum of seventy (70) percent of the metal or fiberglass wall to remain exposed if it is

coordinated into the architectural design. Truck loading dock areas shall be to the side or rear of the building so that they do not face a public street. Where this is not possible, special approval shall be required by the Planning and Zoning Commission and City Commission, and screening of the truck loading dock shall be considered.

- (1) Additions, Alterations, and Accessory Buildings. Buildings which are expanded or remodeled on the public street sides, or buildings which are expanded or remodeled by 25% of the building value shall conform to the building standards established above.
- (2) Appearance. Garages, accessory structures, screened walls and exposed areas of retaining walls shall be of a similar type, quality and appearance as the principal structure. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion program.

SECTION 5. The chart regarding Abutted Existing District in Section 4-449-A.9.C of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

Abutted Existing District					
Developers or Selected District	R1, R-1A, R-1B, R-1E, R-L1A, R-R	R-2, R-3, R-4, R-5	A	C, C-OP, CM <u>HC</u> , <u>LI</u> , P	M
R1, R-1A, R-1B, R-1E, R-L1A, R-R	N/A	A	B	C	D
R-2, R-3, R-4, R-5	A	N/A	A	B	C
A	B	A	N/A	A	B
C, C-OP, CM <u>HC</u> , <u>LI</u> , P	C	B	A	N/A	A
M	D	C	B	A	N/A

SECTION 6. 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:



“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:

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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Matt Andvik, Public Works Director

Date: May 15, 2023

Subject: Public Works Asphalt Overlays

Action: Create Project No. 2277; Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications.

New Information and Recommendation:

Public Works has identified Center Street from 7th Ave NE to 12th Ave NE, 13th Ave Westbound from Prairie Parkway to Sheyenne Street, 9th St NW from the railroad north approximately 1,500 LF, 2nd Ave NW, and 3rd Ave NW as roadways that are in critical need of rehabilitation. These roads will be overlaid using Public Works equipment and staff. The milling will be contracted out to an external company. The proposed cost to pave these roads is \$510,000 including contingencies.

The following documents are attached for review/consideration:

- Engineer's Report
- Associated Resolutions

Staff Recommendation: Create Project; Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications.

Policy Analysis:

The mill and overlay project proposed will extend the useful life of the existing roadways. This work is planned to be constructed by Public Works and the equipment purchased over the past 2 years.

Financial Analysis:

This project is intended to be completed utilizing Engineering and Public Works staff. Preliminary estimates for this work is estimated to be \$510,000 including contingencies. The 2022 CIP had a project cost of \$330,000 including equipment purchase costs. There is an unused \$330,000 2023 CIP project for chip seals, which will not be completed this year.

Previously Presented Information and Commission Actions:

2022 CIP

- As noted in Financial Analysis above, a project for Asphalt Overlays by the PW department and Chip Seals was approved in the 2022 CIP.



Dan Hanson, City Engineer
Jerry Wallace, Asst. City Engineer
Andrew Wrucke, Asst. City Engineer
Kayla Volness, Office Manager

Engineering Department
800 4th Ave E, West Fargo, ND
(701) 515-5100
westfargond.gov/Engineer

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Project No. 2277

2023 Pavement Rehabilitation

Center Street (7th Ave NE to 12th Ave NE), 13th Ave E (Prairie Parkway to Sheyenne Street), 2nd Ave NW, 3rd Ave NW and 9th St NW from the railroad north approximately 1,500 LF

General Nature (Scope)

Public Works has identified the above-mentioned roadways that are in critical need of improvement to maintain a safe and navigable roadway surface. Rehabilitation to these roadways will be completed by milling and overlaying the paved surface. The roadways consist of two arterial roadways and two residential streets.

The milling of the roadway surfaces will be performed by an external contractor, but paving operations will be completed by Public Works staff.

Purpose

In the council packet there are example pictures of the roadway surface showing its deterioration. Selected roads are in poor condition and require an asphalt overlay. This overlay will be used as a stop gap until further funds are acquired to reconstruct the arterial roadways, fixing drainage and existing pavement issues.

Feasibility

The 2022 CIP had the asphalt mill & overlay project listed at \$330,000. Each year, streets are reviewed and identified for this critically needed work. The current estimated work for the roadways listed is estimated to be \$510,000 including contingencies. Funding is anticipated to be from the Capital Improvement Sales Tax and there are no special assessments proposed with this project. There was also a 2023 CIP project for chip seals listed at \$330,000 which is not intended to be completed this year.

Estimate of Probable Cost

Construction		\$510,000
Bid Proposal Items	\$460,000	
Contingency (~10%)	\$50,000	
Consultant (Design/Construction)		\$0
Legal		\$0
Administration		\$0
Land Acquisition		\$0
Utility Relocation		\$0
Bonding/Interest		\$0
Total Estimated Cost		\$510,000

Source of Funds

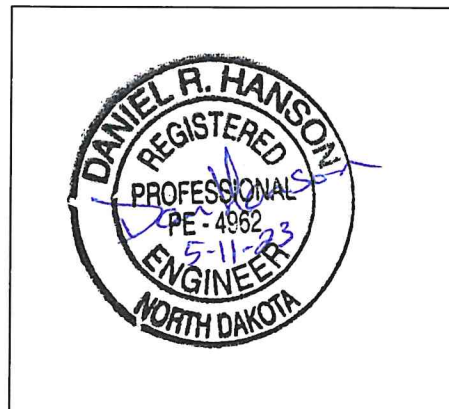
Special Assessments		\$0
City Funds		\$510,000
Capital Impr. Sales Tax	\$510,000	
Water/Sewer Revenue	\$0	
Water/Sewer Bond	\$0	
Total		\$510,000

Supporting Documents (available upon request)

- A. Itemized Estimate of Probable Cost
- B. Maps, Drawings, Etc.
- C. Photos

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.


Daniel R. Hanson, P.E.
ND Registration No. PE-4962



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2277 – 2023 PAVEMENT
REHABILITATION OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Project No. 2277 – 2023 Pavement Rehabilitation of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish a pavement rehabilitation project within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No. 2277 – 2023 Pavement Rehabilitation of the City of West Fargo, North Dakota, the boundaries of which shall be as shown on the attached map.

Dated: May 15, 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 its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of Patical depth asphalt milling and placement of hot mix asphalt overlay necessary to improve and maintain current roadway and ride quality, in connection with the above specified improvements, be constructed and made in Project No. 2277-2023 Pavement Rehabilitation of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: May 15, 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 its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Project No. 2277- 2023 Pavement Rehabilitation.

Dated: May 15, 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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of partial depth asphalt milling and placement of hot mix asphalt overlay necessary to improve and maintain current roadway and ride quality, in connection with the above specified improvements, be constructed and made in Project No. 2277 – 2023 Pavement Rehabilitation of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: May 15, 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.



To: West Fargo City Commission

From: Matthew Andvik, Public Works Director

Date: May 15, 2023

Subject: MOU between City of West Fargo and WF Parks Dept.

Action: Approve the MOU for Charleswood Community Orchard

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

Administrator

Dustin Scott, Assistant Administrator

Summary and Recommendation:

The Forestry Department has received a number of requests for a community orchard in the Charleswood area. When they were looking for a suitable spot, they began conversations with West Fargo Parks about any green spaces that might be available. The site that they agreed on is a bike path area on the 1500 block of 7th ST E. As part of the MOU that was drafted by the City Attorney, West Fargo Parks will still maintain the greenspace, and the Forestry Department will be responsible for all maintenance, watering and replacement of the trees. This will be a great partnership with West Fargo Parks and a great way to continue a popular and requested city program.

I recommend that you approve the MOU with the West Fargo Parks Department for the planting of the Charleswood Community Orchard.

Policy Analysis:

This will be the 9th orchard in the city. The community orchard program is extremely popular with residents and the feedback we get back is very positive. All the residents that live adjacent to the property were sent notices and given two months to respond with feedback, one response back just wondering about if it would be a special assessment, when told no, he said plant away....and he would like to volunteer.

Financial Analysis:

The cost for the 17 trees will come out of the tree planting line item in the 2023 Forestry Department budget. The cost will be \$800-900 for the project.

Process/Timeline:

If approved by the Commission, planting would start this spring, weather permitting.



**MEMORANDUM OF UNDERSTANDING
BETWEEN WEST FARGO PARK DISTRICT
AND CITY OF WEST FARGO**

1. Parties. This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the West Fargo Parks Department, whose address is 601 26th Ave. E., and the City of West Fargo whose address is 800 Fourth Ave. E., West Fargo, North Dakota, 58078

2. Purpose. The purpose of this MOU is to establish the terms and conditions under which the Charleswood Community Orchard will be maintained. The property is located at the 1500 block of 7th St. E. – Legal description - LOT 15 BLK 7 CHARLESWOOD 1st.

3. Term of MOU. This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties’ respective counties or municipalities and shall remain in full force and effect for not longer than 30 Years. This MOU may be terminated, without cause, by either party upon 90 Days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

4. Responsibilities of West Fargo Parks Department. The West Fargo Parks department will retain maintenance of the property, this includes mowing, landscape maintenance and all other general maintenance.

5. Responsibilities of West Fargo Public Works. The West Fargo Public Works Department will be responsible for any fruit tree and/or small fruit installed on the property. This includes standard pruning and watering, as well as any replacement.

6. Insurance. Each Party will maintain and keep in place liability insurance an amount(s) which are sufficient to provide coverage for North Dakota political subdivisions in accordance with North Dakota law.

7. General Provisions

A. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

B. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of North Dakota. The courts of the State of North Dakota shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Cass County District Court, Fargo, North Dakota.

D. Entirety of Agreement. This MOU, consisting of 3 pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

E. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

F. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

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8. Signatures. In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

West Fargo Parks Department

Todd Rheault, Park Board President Date

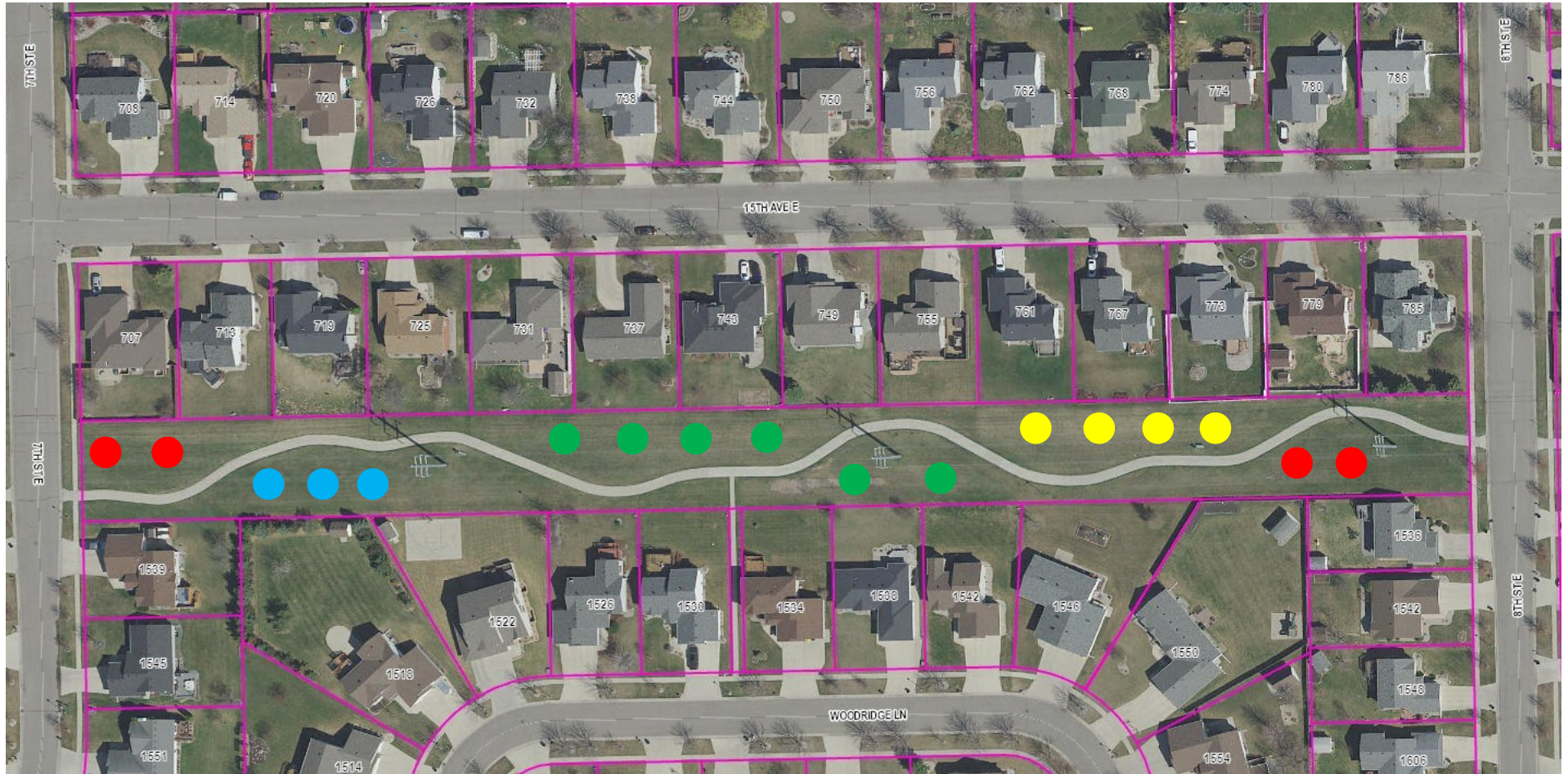
Barb Erbstoesser, Executive Director Date

City of West Fargo

Bernie Dardis Date
President West Fargo City Commission

Dustin Scott Date
Assistant City Administrator

Charleswood Orchard 2023



● Apple

● Pear

● Cherry

● Plum

**RESOLUTION ESTABLISHING THE PROCEDURE FOR APPROVAL OF
CONSTRUCTION CONTRACTS, PROFESSIONAL CONTRACTS, BUDGET ITEMS,
BUDGET AMENDMENT ITEMS, BUDGET ADJUSTMENT ITEMS, AND CHANGE
ORDERS AND AMENDMENTS**

of the

CITY OF WEST FARGO, NORTH DAKOTA

Adopted: _____, 2023

This instrument was drafted by:
Ohnstad Twichell, P.C.
P.O. Box 458
West Fargo, North Dakota 58078

TABLE OF CONTENTS

PREFACE AND SUMMARY TABLES	3
ARTICLE I. DEFINITIONS	5
SECTION 1.01 DEFINITIONS	5
ARTICLE II. APPROVAL OF NEW CONTRACTS	8
SECTION 2.01 CONSTRUCTION CONTRACTS.....	8
SECTION 2.02 PROFESSIONAL CONTRACTS	9
SECTION 2.03 NEW PURCHASES AND CONTRACTS FOR ITEMS PREVIOUSLY APPROVED BY THE CITY COMMISSION AS PART OF THE ANNUAL BUDGET OR AN AMENDMENT/ADJUSTMENT	10
SECTION 2.04 SOLE SOURCE AND PIGGYBACK PURCHASES/CONTRACTS	11
ARTICLE III. APPROVAL OF CHANGES AND AMENDMENTS.....	12
SECTION 3.01 STAFF DUTIES.....	12
SECTION 3.02 CHANGE ORDERS TO CONSTRUCTION CONTRACTS	12
SECTION 3.03 NEW TASK ORDERS AND AMENDMENTS TO TASK ORDERS UNDER A PROFESSIONAL CONTRACT.....	13
SECTION 3.04 AMENDMENTS TO CONTRACTS FOR BUDGET ITEMS, BUDGET AMENDMENT ITEMS, OR BUDGET ADJUSTMENT ITEMS.....	13
ARTICLE IV. MISCELLANEOUS.....	14
SECTION 4.01 GOVERNING LAW	14
SECTION 4.02 EMERGENCY POWERS	14
SECTION 4.03 EFFECTIVE DATE	14
SIGNATURES	15

Commissioner_____introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING THE PROCEDURE FOR APPROVAL OF
CONSTRUCTION CONTRACTS, PROFESSIONAL CONTRACTS, BUDGET ITEMS,
BUDGET AMENDMENT ITEMS, BUDGET ADJUSTMENT ITEMS, AND CHANGE
ORDERS AND AMENDMENTS**

WHEREAS, the Board of City Commissioners of the City of West Fargo (the “City Commission”) currently requires that all new Contracts for construction work, professional services, Budget Items, Budget Amendment Items, and Budget Adjustment Items, and any Amendments thereto, be approved by the City Commission prior to them taking effect; and

WHEREAS, the City Commission recognizes that due to the amount, size, and complexity of projects being undertaken by the City, there is a need to adopt additional operating procedures regarding the bidding, contracting, and payment procedures for new Contracts and any Amendments thereto; and

WHEREAS, to increase the efficiency at which certain new Contracts and any Amendments thereto may be approved, the City Commission now desires that the City Administrator and Department Heads, have certain additional authorities as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of West Fargo, North Dakota, as follows:

PREFACE AND SUMMARY TABLES

Compliance with this policy requires judgment regarding the application of specific policy thresholds listed herein, and care should be employed to avoid the acquisition of unnecessary or duplicative items. Additionally, consideration should be given to consolidating or separating procurements to obtain a more economical purchase. Where appropriate, an analysis must be made for leasing in lieu of purchasing or for any other applicable alternative to determine the most economical approach. Departmental personnel should evaluate their purchasing patterns and apply the appropriate procurement method based upon the annual volume of resources expended. An annual estimate of quantities of materials and services consumed by a department will help to determine which procurement method is appropriate. If a department reasonably expects to consume a large dollar amount of a small value item, then the total usage should be aggregated for the year to determine compliance with the purchasing policy.

Example: Department A can reasonably predict that it will consume One Thousand (1,000) items with a unit cost of One Hundred Dollars (\$100) per item. Items are purchased throughout the year at various times in multiple orders as needed. The estimated annual purchase volume should be measured as \$100,000 for purposes of the purchasing policy limits consideration.

Departmental personnel should also include the entire cost of making an asset ready for use by the City, including the cost of acquisition, accessories, delivery, and other incidentals, in its estimation of cost for an asset. The costs associated with payments for maintenance contracts are not to be considered capital costs.

The following table outlines parameters of this policy:

New Construction Contracts (Section 2.01)			
<u>Contract Amount (CA):</u>	<u>Approval By:</u>	<u>Competition:</u>	<u>Documentation:</u>
$CA \leq \$50,000$	City Administrator	Solicit quotes	Informal price quotes
$\$50,000 < CA \leq \$200,000$	City Commission	Solicit quotes	Informal price quotes
$CA > \$200,000$	City Commission	Advertise for Bids	Per N.D.C.C.
Change Orders to Construction Contracts (Section 3.02)			
<u>Change Order Amount:</u>	<u>Approval By:</u>		
$CO \leq \$25,000$ (not to exceed 25% of Contract)	City Engineer		
$\$25,000 < CO \leq \$100,000$ (not to exceed 25% of Contract)	City Administrator		
$CO > \$100,000$ or exceeds 25% of Contract	City Commission		
New Professional Contracts (Section 2.02)			
<u>Contract Amount (CA):</u>	<u>Approval By:</u>	<u>Competition:</u>	<u>Documentation:</u>
$CA \leq \$50,000$	City Administrator	Solicit quotes	Informal price quotes
$CA > \$50,000$	City Commission	Solicit bids/proposals	Formal submittal process
New Task Orders (under a Professional Contract) <u>AND</u> Amendments to Professional Contracts <u>OR</u> Task Orders (Section 3.03)			
<u>TO/Amend. Amount:</u>	<u>Approval By:</u>		
$TO/A \leq \$10,000$ (not to exceed 25% of Contract)	Department Head		
$\$10,000 < TO/A \leq \$50,000$ (not to exceed 25% of Contract)	City Administrator		
$TO/A > \$50,000$ or exceeds 25% of Contract	City Commission		
New Purchases and Contracts for Items Previously Approved by the City Commission as part of the Annual Budget or an Amendment/Adjustment (Section 2.03)			
<u>Purch. /Cont. Amt.:</u>	<u>Approval By:</u>	<u>Competition:</u>	<u>Documentation:</u>
$Amt. \leq \$25,000$	Department Head	Solicit quotes	Informal price quotes
$\$25,000 < Amt. \leq \$100,000$	City Administrator	Solicit quotes	Informal price quotes
$Amt. > \$100,000$	City Commission	Solicit bids/proposals	Formal submittal process
Amendments to Purchases & Contracts for Items Previously Approved by the City Commission as part of the Annual Budget or an Amendment/Adjustment (Section 3.04)			
<u>Amendment Amount:</u>	<u>Approval By:</u>		
$Amt. \leq \$50,000$ (not to exceed 25% of Purchase/Contract)	City Administrator		
$Amt. > \$50,000$ or exceeds 25% of Purchase/Contract	City Commission		
Sole Source and Piggyback (Section 2.04)			
Emergency Purchase (Section 4.02)			

ARTICLE I. DEFINITIONS

Section 1.01 DEFINITIONS. All capitalized terms used and not otherwise defined shall have the meanings given to them in this Resolution and as defined in this section unless a different meaning clearly applies from the context.

“Amendment” means an addition, deletion, or revision in the Work or an adjustment in the Contract Price or Contract Time, or other revision to the Contract, executed by the parties on or after the effective date of the Contract.

“Approved Budget” means the annual budget of the City that is approved by the City.

“Assistant City Administrator” means the assistant administrative officer of the City or his or her designee(s).

“Best Efforts” means that the individual will act in Good Faith, in accordance with generally accepted commercial practices, and use reasonable due diligence to undertake all action contemplated by this Resolution, in accordance with applicable federal and state laws, regulations, and rules.

“Bid” means the formal offer of an individual or entity submitted, pursuant to Chapter 48-01.2, N.D.C.C., as may be amended from time to time, on the prescribed form setting forth the prices for the Work to be performed.

“Budget Adjustment Item” means an item that is not initially included in the Approved Budget or Capital Improvement Plan but is added to the Approved Budget or Capital Improvement Plan at a later date by approval of the City Commission.

“Budget Amendment Item” means an item that is initially included in the Approved Budget or Capital Improvement but is adjusted at a later date by approval of the City Commission.

“Budget Item” means an item that is included in the Approved Budget and specifically identified as a line item in the Approved Budget.

“Capital Improvement Plan” means the capital improvement plan for the City that is approved by the City Commission.

“Change Order” means a document that is signed by the Contractor and City and authorizes an addition, deletion, or revision in the Work or an adjustment in the Contract Price or the Contract Time, or other revision to the Contract, issued on or after the effective date of the Contract.

“Change Proposal” means a written request by a Contractor, duly submitted in compliance with the procedural requirements set forth herein, seeking an adjustment in Contract Price or Contract Time or both; contesting an initial decision concerning the requirements of the Contract Documents or the acceptability of Work under the Contract Documents; challenging a set-off against payments due; or seeking other relief with respect to the terms of the Contract.

“City” means the City of West Fargo, North Dakota.

“City Administrator” means the chief administrative officer of the City and his or her designee(s).

“City Engineer” means the chief engineer of the City or his or her designee(s).

“City Work Directive” means a work directive given by the City to a Contractor.

“Contract” means the entire and integrated written contract between the City and Contractor, Consultant, and/or Vendor, concerning the Work.

“Contract Documents” means those items so designated in the Contract, which together comprise the Contract.

“Contract Price” means the money that the City has agreed to pay the Contractor for completion of the Work in accordance with the Contract Documents.

“Contract Time” means the number of days or the dates by which the Contractor shall: (a) achieve milestones, if any; (b) achieve substantial completion; and (c) complete the Work.

“Contractor” means the individual or entity with which the City has contracted for the performance of the Work or for supplying goods or services.

“Department Head” means the individual with the highest level of authority and responsibility for a city department; or the Assistant City Administrator as applicable.

“Effective Date of this Policy” means the date on which the policy is adopted or amended thereafter by the West Fargo Board of City Commissioners.

“Emergency Purchase” means a purchase and/or contract approval/amendment that must be made immediately for the sake of public health or public safety; or to protect the integrity of City property or infrastructure; or to minimize serious disruption of City services.

“Estimated Project Cost” means the initial estimate of all costs attributable to the Work.

“Field Order” means written instructions from the City to a Contractor for a minor change in the Work, but which does not involve an adjustment to the Contract Price or Contract Time.

“Finance Director” means the finance director of the City or his or her designee(s).

“Good Faith” means observance of reasonable commercial standards of fair dealing in a given trade or business.

“N.D.C.C.” means the North Dakota Century Code.

“Piggyback Procurement” means a purchase made from a competitively procured contract executed by other Federal, State, and Local government agencies.

“Professional Contracts” means Contracts for engineering, architectural, or other professional services, including maintenance contract, janitorial services, specialized testing or survey work.

“Proposal” means the formal offer of an individual or entity submitted on the prescribed form setting forth the Work to be performed, whether or not submitted pursuant to N.D.C.C. chapter 48-01.2.

“Public Works Director” means the public works director of the City or his or her designee(s).

“Purchasing Employee” means an employee that has been designated with purchasing authority for a City department.

“Quote” means an informal price quote for goods or services containing the date, the name of the Contractor, the Contractor’s contact person, and the quoted price for the Work.

“Requesting Party” means the City Engineer, the Public Works Director, the City Administrator, other City staff, or a consultant, as applicable to a request for change or Amendment.

“Work” means all tasks, services, and obligations required to be furnished, performed, and provided under a Contract.

“Work Change Directive” means a written directive to a Contractor that does not change the Contract Price or the Contract Time but is evidence that the parties expect that the modification ordered or documented by a Work Change Directive will be incorporated into a subsequently issued Change Order.

ARTICLE II. APPROVAL OF NEW CONTRACTS

Section 2.01 CONSTRUCTION CONTRACTS. The procedure for the approval of new construction Contracts that are not Budget Items, Budget Amendment Items, or Budget Adjustment Items is as follows:

(a) For construction Contracts in the amount of Fifty Thousand Dollars (\$50,000) or less:

(1) The City Engineer or Public Works Director will use their Best Efforts to secure two (2) Quotes for the proposed construction work. In the event they determine that only one (1) Contractor can provide the construction work or materials, they may dispense with the requirement to use their Best Efforts to secure two (2) Quotes.

(2) The City Engineer or Public Works Director will submit the proposed Quotes and Contracts, along with a recommendation, to the City Administrator. The City Administrator will review the Quotes and Contracts and may approve a Contract. If only one (1) Quote is secured, the City Administrator must consider the factors set forth in Section 2.04, if applicable, before approving a Contract. The City Administrator may approve a Contract that is not based on the lowest Quote.

(b) For construction Contracts greater than Fifty Thousand Dollars (\$50,000) but equal to or less than Two Hundred Thousand Dollars (\$200,000):

(1) The City Engineer or Public Works Director will use their Best Efforts to secure three (3) Quotes for the proposed construction work. In the event they determine that only one (1) Contractor can provide the construction work or materials, they will provide such recommendation to the City Administrator. The City Administrator will review and make the decision whether to dispense with the requirement to use Best Efforts to secure three (3) Quotes.

(2) The City Engineer or Public Works Director will submit the proposed Quotes and Contracts, along with a recommendation, to the City Commission. The City Commission will review the Quotes and Contracts and may approve a Contract. If only one (1) Quote is secured, the City Commission must consider the factors set forth in Section 2.04, if applicable, before approving a Contract. The City Commission may approve a Contract that is not based on the lowest Quote.

(c) For construction Contracts greater than Two Hundred Thousand Dollars (\$200,000):

(1) If the estimated cost for the proposed construction project is Two Hundred Thousand Dollars (\$200,000) or greater, the City Engineer will advertise for Bids and receive all Bids for the Contract.

(2) The City Engineer will open the Bids at a public meeting. The City Engineer will review the Bid of the lowest responsible bidder and make a recommendation to the

City Commission as to the sufficiency of the Bid. The City Engineer and the City Commission may reject all Bids, and the City Commission, with assistance from the City Engineer, may subsequently re-advertise for Bids if no Bids are satisfactory.

Section 2.02 PROFESSIONAL CONTRACTS. The procedure for the approval of new Professional Contracts, entered into after the Effective Date of this Policy¹, that are not Budget Items, Budget Amendment Items, or Budget Adjustment Items is as follows:

(a) For Professional Contracts in the amount of Fifty Thousand Dollars(\$50,000) or less:

(1) The Department Head will use his or her Best Efforts to secure two (2) Quotes for the proposed Professional Contract. In the event the Department Head determines that only one (1) Contractor can provide the services, they may dispense with the requirement to use his or her Best Efforts to secure two (2) Quotes.

(2) The Department Head will submit the proposed Quotes and Contracts, along with a recommendation, to the City Administrator. The City Administrator will review the Quotes and Contracts and may approve a Contract. If only one (1) Quote is secured, the City Administrator must consider the factors set forth in Section 2.04, if applicable, before approving a Contract.

(b) For Professional Contracts greater than Fifty Thousand Dollars (\$50,000):

(1) The Department Head shall advertise for Bids and/or Proposals and receive all Bids and/or Proposals for the Contract.

(2) The Department Head will open the Bids and/or Proposals. After confirming with the City Administrator, the Department Head will make a recommendation to the City Commission as to the sufficiency of the Bids and/or Proposals. The Department Head or the City Commission may reject all submittals and re-advertise for the same scope of work, or an agreed amended scope.

¹ This policy does not require existing professional service agreements to be rebid and only applies to any new professional service agreements entered into after the effective date of the Resolution.

Section 2.03 NEW PURCHASES AND CONTRACTS FOR ITEMS PREVIOUSLY APPROVED BY THE CITY COMMISSION AS PART OF THE ANNUAL BUDGET

The procedure for the approval of Contracts for new Budget Items, Budget Amendment Items, and Budget Adjustment Items is as follows:

(a) For Budget Items, Budget Amendment Items, or Budget Adjustment Items Contracts in the amount of Twenty-Five Thousand Dollars (\$25,000) or less:

(1) The Purchasing Employee will use his or her Best Efforts to secure two (2) Quotes for the goods or services. In the event the Purchase Employee determines only one (1) Contractor can provide the goods or services, the Purchasing Employee will provide such recommendation to the Department Head. The Department Head will review and make a recommendation to the Purchasing Employee to dispense with the requirement to use his or her Best Efforts to secure two (2) Quotes.

(2) The Purchasing Employee will submit the proposed Quotes and Contracts, along with a recommendation, to the Department Head. The Department Head will review the Quotes and Contracts and may approve a Contract. If only one (1) Quote is secured, the Department Head must consider the factors set forth in Section 2.04, if applicable, before approving a Contract. The Department Head will notify the Finance Director upon approval of a Contract.

(b) For Budget Items, Budget Amendment Items, or Budget Adjustment Items Contracts greater than Twenty-Five Thousand Dollars (\$25,000) but equal to or less than One Hundred Thousand Dollars (\$100,000):

(1) The Department Head will use his or her Best Efforts to secure three (3) Quotes for the proposed goods or services. In the event the Department Head determines only one (1) Contractor can provide the goods or services, the Department Head will provide such recommendation to the Finance Director. The Finance Director will review and make a recommendation to the Department Head to dispense with the requirement to use his or her Best Efforts to secure three (3) Quotes.

(2) The Department Head will submit the proposed Quotes and Contracts, along with a recommendation, to the Finance Director. The Finance Director will review the Quotes and Contracts and make a recommendation to the City Administrator. The City Administrator will review the Quotes and Contracts, along with the recommendations of the Department Head and the Finance Director, and may approve a Contract. If only one (1) Quote is secured, the City Administrator must consider the factors set forth in Section 2.04, if applicable, before approving a Contract.

(c) For Budget Items, Budget Amendment Items, or Budget Adjustment Items Contracts greater than One Hundred Thousand Dollars (\$100,000):

(1) The City Administrator, with assistance from the Department Head and the Finance Director, shall advertise for Bids and/or Proposals and receive all Bids and/or Proposals for the Contract.

(2) The Department Head and the Finance Director will open the Bids and/or Proposals at a public meeting in accordance with N.D.C.C. § 48-01.2-07. The Department Head and the Finance Director will review the Bid and/or Proposal of the lowest responsible bidder in accordance with N.D.C.C. § 48-01.2-07 and make a recommendation to the City Administrator as to the sufficiency of the Bid and/or Proposal. The Department Head, the Finance Director, and the City Administrator may reject all Bids and/or Proposals, and the City Administrator, with assistance from the Department Head and the Finance Director, may subsequently readvertise for Bids or Proposals if no Bids and/or Proposals are satisfactory.

Section 2.04 SOLE SOURCE AND PIGGYBACK PURCHASES/CONTRACTS. In the event only one (1) Quote is available, a sole source purchase may be used. Sole source shall be allowed only in the followingsituations:

- (a) Material, product, or item is regarded as one-of-a-kind and is the only known source; or
- (b) The item or product is a manufacturer direct sale with no distributors; or
- (c) The item or product is a patented or proprietary item; or
- (d) The purchase is necessary for repairing or replacing parts or components of existing assets or equipment; or
- (e) An item for which users have had extensive training and experience and the use of any other similar piece of equipment would require considerable reorientation and training.

When using “piggyback procurement”, the Department Head is responsible to assure evidence of a competitively procured contract is available for review if necessary.

ARTICLE III. APPROVAL OF CHANGES AND AMENDMENTS

Section 3.01 STAFF DUTIES. The City Commission recognizes and acknowledges that situations will arise that require the City Administrator or City Engineer to authorize work prior to submitting a Change Order, Work Change Directive, or City Work Directive to the City Commission pursuant to the procedure outlined in this Article. The City Administrator or City Engineer, as applicable, will use his or her Best Efforts to secure City Commission approval of all Changes Orders, Work Change Directives, and City Work Directives prior to work being commenced; however, the City Commission hereby authorizes the City Administrator and the City Engineer to authorize Change Orders, Work Change Directives, and City Work Directives, without City Commission approval, when public safety dictates that Contract actions need to be taken in order to stabilize worksites and/or mitigate costs to the public and/or the City. If the City Administrator or City Engineer, as applicable, acts pursuant to the authority set forth in this article, he or she will make a Good Faith effort to contact the President of the City Commission prior to authorizing a Contractor to proceed. The City Administrator or the City Engineer, as applicable, will report such actions and/or decisions to the City Commission for formal approval.

Section 3.02 CHANGE ORDERS TO CONSTRUCTION CONTRACTS.

(a) Change Order requests to City construction Contracts shall state in detail the reason for the proposed change and all costs associated with the change. The Requesting Party shall be responsible for preparing the Change Order requests with an itemization and narrative explanation of each Change Order. The Finance Director will provide the Requesting Party with the requirements for submitting all costs.

(b) If the Change Order request is for Twenty-Five Thousand Dollars (\$25,000) or less and does not exceed twenty five percent (25%) of the Estimated Project Cost, the Requesting Party will submit the Change Order request and his or her recommendation to the City Engineer. The City Engineer may approve the request in his or her discretion.

(c) If the Change Order request is greater than Twenty-Five Thousand Dollars (\$25,000), the Requesting Party will submit the Change Order request and his or her recommendation to the City Administrator. If the Change Order request is for One Hundred Thousand Dollars (\$100,000) or less and does not exceed twenty five percent (25%) of the Estimated Project Cost, the City Administrator may approve the request in his or her discretion. If the Change Order request; (i) is for greater than One Hundred Thousand Dollars (\$100,000) or (ii) exceeds twenty five percent (25%) of the Estimated Project Cost, then the City Administrator will review the Change Order and submit his or her recommendation to the City Commission for review and denial or approval.

(d) A Change Order approved by the City Engineer, the City Administrator, or the City Commission may be approved in whole or in part.

(e) The City Commission recognizes that time is of the essence in making Change Orders and, therefore, agrees to approve or deny requests for Change Orders during the next City Commission meeting after submittal by the City Administrator.

Section 3.03 NEW TASK ORDERS (*UNDER A PROFESSIONAL CONTRACT*) AND
AMENDMENTS TO PROFESSIONAL CONTRACTS OR TASK ORDERS.

(a) New Task Orders under a Professional Contract and Amendments to Professional Contracts or existing Task Orders shall be prepared by the Department Head. If an Amendment has a value equal to or less than twenty-five percent (25%) of the original Professional Contract or Task Order and/or Twelve Thousand Five Hundred Dollars (\$10,000) or less, the Department Head will review and approve. For task orders and amendments that exceed the aforementioned threshold, the Department Head will submit the proposed draft and a recommendation to the City Administrator.

(b) The City Administrator may, in his or her discretion, approve of a new Task Order or an Amendment up to a value of Fifty Thousand Dollars (\$50,000) as long as it does not exceed twenty-five (25%) of the original Professional Contract or Task Order. If a new task order or an Amendment is greater than Fifty Thousand Dollars (\$50,000) and/or exceeds twenty-five (25%) of the original Professional Contract or Task Order, the City Administrator will submit the proposed draft and a recommendation to the City Commission.

Section 3.04 AMENDMENTS TO PURCHASES AND CONTRACTS FOR ITEMS PREVIOUSLY
APPROVED BY THE CITY COMMISSION AS PART OF THE ANNUAL BUDGET

(a) The Department Head will submit an Amendment to the City Administrator with appropriate documentation and written justification.

(b) If an Amendment is Fifty Thousand Dollars (\$50,000) or less, the City Administrator may, in his or her discretion, give final approval. If the Amendment is greater than Fifty Thousand Dollars (\$50,000), the Department Head or City Administrator will prepare the appropriate documentation and request approval from the City Commission.

ARTICLE IV. MISCELLANEOUS

Section 4.01 GOVERNING LAW. This Resolution will be controlled by the laws of the State of North Dakota.

Section 4.02 EMERGENCY POWERS. Nothing in this Resolution shall be construed as limiting the Authority of the President of the City Commission, the City Commission, the City Administrator, Chief of Police, or Chief of the Fire Department from approving contracts, purchases, task order amendments, or task orders pursuant to their emergency powers during a declared emergency.

Section 4.03 EFFECTIVE DATE. This Resolution will take effect immediately upon adoption.

(Remainder of page intentionally left blank.)

CITY OF WEST FARGO

Bernie L. Dardis, President of the Board of
City Commissioners

ATTEST:

Dustin T. Scott, Deputy 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 were absent and not voting:_____, so the motion carried and the
Resolution was duly adopted.



"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:

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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 15, 2023

Subject: Citywide Centerline Striping Project

Action: Create Project No. 2278, Approve Engineer's Report and Award Project to Contractor.

New Information and Recommendation:

Every other year, the city hires a contractor to re-stripe all centerline and parking lane lines across the city and we are scheduled to complete this work in 2023.

The following documents are attached for review/consideration:

- Engineer's Report
- Associated Resolutions

Staff Recommendation: Create Project No. 2278, Approve Engineer's Report and Award Project to Northstar Safety.

Policy Analysis:

Quotes were solicited from multiple striping companies, and Northstar Safety was the lowest responding quote. They are the contractor that has done most of our striping in the past.

Financial Analysis:

This project is proposed to be paid out of Capital Improvement Sales Tax. The approximate cost is \$44,000. The 2022 CIP had a \$135,000 budget for the citywide striping.

In previous years, this was funded via a Public Works budget item. The budget item remains, but will be used for maintenance of crosswalks citywide. Utilizing the Capital Improvement Sales Tax will equalize the Public Works striping budget across years and allow for a consistent funding source to maintain the crosswalks citywide in a rotation.

Previously Presented Information and Commission Actions:

None



Dan Hanson, City Engineer
Jerry Wallace, Asst. City Engineer
Andrew Wrucke, Asst. City Engineer
Kayla Volness, Office Manager

Engineering Department
800 4th Ave E, West Fargo, ND
(701) 515-5100
westfargond.gov/Engineer

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Project No. 2278

2023 City Wide Striping

General Nature (Scope)

Every other year, the city hires a contractor to re-stripe all centerline and parking lane lines across the city and we are scheduled to complete this work in 2023.

Quotes were solicited from multiple striping companies, and Northstar Safety was the lowest responding quote. They are the contractor that has done most of our striping in the past.

Purpose

To provide striping on all of the designated roadways within the city. This is necessary for the safety of the traveling public.

Financial Analysis

This project is proposed to be paid out of Capital Improvement Sales Tax. The approximate cost is \$44,000. The 2022 CIP had a \$135,000 budget for the citywide striping.

In previous years, this was funded via a Public Works budget item. The budget item remains, but will be used for maintenance of crosswalks citywide. Utilizing the Capital Improvement Sales Tax will equalize the Public Works striping budget across years and allow for a consistent funding source to maintain the crosswalks citywide in a rotation.

Estimate of Probable Cost

Construction		\$44,000
Bid Proposal Items	\$40,000	
Contingency (~10%)	\$4,000	
Consultant (Design/Construction)		\$0
Legal		\$0
Administration		\$0
Land Acquisition		\$0
Utility Relocation		\$0
Bonding/Interest		\$0
Total Estimated Cost		\$44,000

Source of Funds

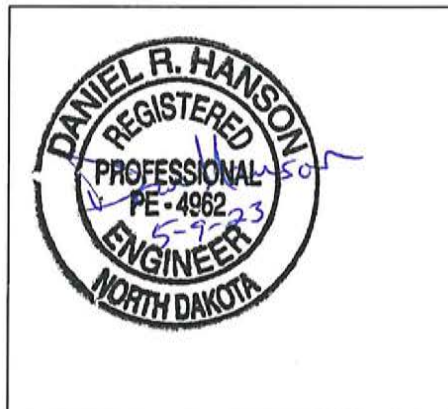
Special Assessments		\$0
City Funds		\$44,000
Capital Impr. Sales Tax	\$44,000	
Water/Sewer Revenue	\$0	
Water/Sewer Bond	\$0	
Total		\$44,000

Supporting Documents (available upon request)

- A. Itemized Estimate of Probable Cost
- B. Maps, Drawings, Etc.

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.


Daniel R. Hanson, P.E.
ND Registration No. 4962



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2278 – 2023 CITYWIDE STRIPING OF
THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Project No. 2278 – 2023 Citywide Striping of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such a striping project within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No. 2278 – 2023 Citywide Striping of the City of West Fargo, North Dakota.

Dated: May 15, 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 its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of restriping streets within the City of West Fargo, related incidentals, and all other appurtenances and contrivances used or useful in connection with the above specified improvements, be constructed and made in Project No. 2278 – 2023 Citywide Striping of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: May 15, 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 its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Project No. 2278 – 2023 Citywide Striping.

Dated: May 15, 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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING CONTRACTOR'S QUOTE
AND AUTHORIZING APPROVAL OF WORK

WHEREAS, one quote was received relating to Project No. 2278 – 2023 Citywide Striping of the City of West Fargo, North Dakota; and

WHEREAS, a quote was received from Northstar Safety; 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 quote for the striping work to be completed.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the City received a quote from Northstar Safety in the amount of \$36,641.36 for the 2023 Citywide Striping Project.

That Daniel Hanson, 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 striping work in said Project No. 2278;

That the contract for the striping work of said Project No. 2278 be and the same is hereby awarded to the said Northstar Safety, and that the President of the Board of City Commissioners and the Deputy City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of such striping work.

Dated: May 15, 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?

[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:

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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 15, 2023

Subject: Project No. 9034 – Core Area Capital Improvement Planning

Action: Approve Task Order No. 67

New Information and Recommendation:

In 2019 a Core Area Study (CAS) was conducted for the areas between 13th Avenue and Main Avenue from 9th Street E and west to the Sheyenne Diversion. Additionally, areas north of Main Avenue between 9th Street NW to the project of 5th Street E were included.

Since this study was completed in 2019, the pandemic has occurred as well as very high inflation with respect to construction projects. Within the CAS were recommendations shown in the Core Area CIP Plan exhibit that detailed additional studies needed for various CIP projects. Additionally, the CIP projects recommended in the original study were on a "worst to first" basis.

Task Order No. 67's purpose is to update the data from the CIP with respect to both costs as well as to recommend a list of CIP projects that are to be completed in a certain order, taking in to account that there are trunk line corridors for sanitary sewer, water main and storm sewer that need to be considered. The top prioritized projects will have a more detailed cost estimate completed to be more accurately reflected in the City's overall CIP.

Task Order NO. 67 will also have the consultant enter the Meadow Ridge neighborhood in to the consideration of proposed projects. This development was not included in the original Core Area Study.

The following documents are attached for review/consideration:

- Core Area Infrastructure Plan – Location Map
- Pavement System Grades Map
- Water Main Materials Map
- Sanitary System Materials Map
- Storm Sewer System Map
- Core Area CIP Plan
- Task Order No. 67

Staff Recommendation: Approve Task Order No. 67

Background and Project Summary:

A Core Area Study was conducted in 2019 that is in need of updating as described above.

Police Analysis:

The CIP is a living planning document listing projects that are identified as needs to provide service to our community. Projects can be added, removed or updated as more information is obtained. Each project listed in the CIP will be brought before the Commission prior to taking place.

Financial Analysis:

This proposed study is intended to be completed in August. During this time, staff will be completing a financial analysis to recommend how CIP projects can be funded utilizing different funding sources such as Capital Improvement Sales Tax, Assessments, Utility Rates...etc.

It is anticipated that the above information will be able to be compiled and presented to the Commission in or around August, 2023 so that project and financial decisions can be made moving in to the fall. This will enable 2024 projects to be designed and bid out in early 2024 to take advantage of the more favorable bidding environment.

Previously Presented Information and Commission Actions:

Under separate processes, the Core Area Study was completed in 2019 and the City Commission approved the 2022 CIP in June of 2022.

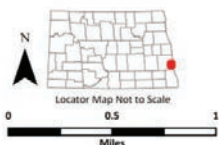
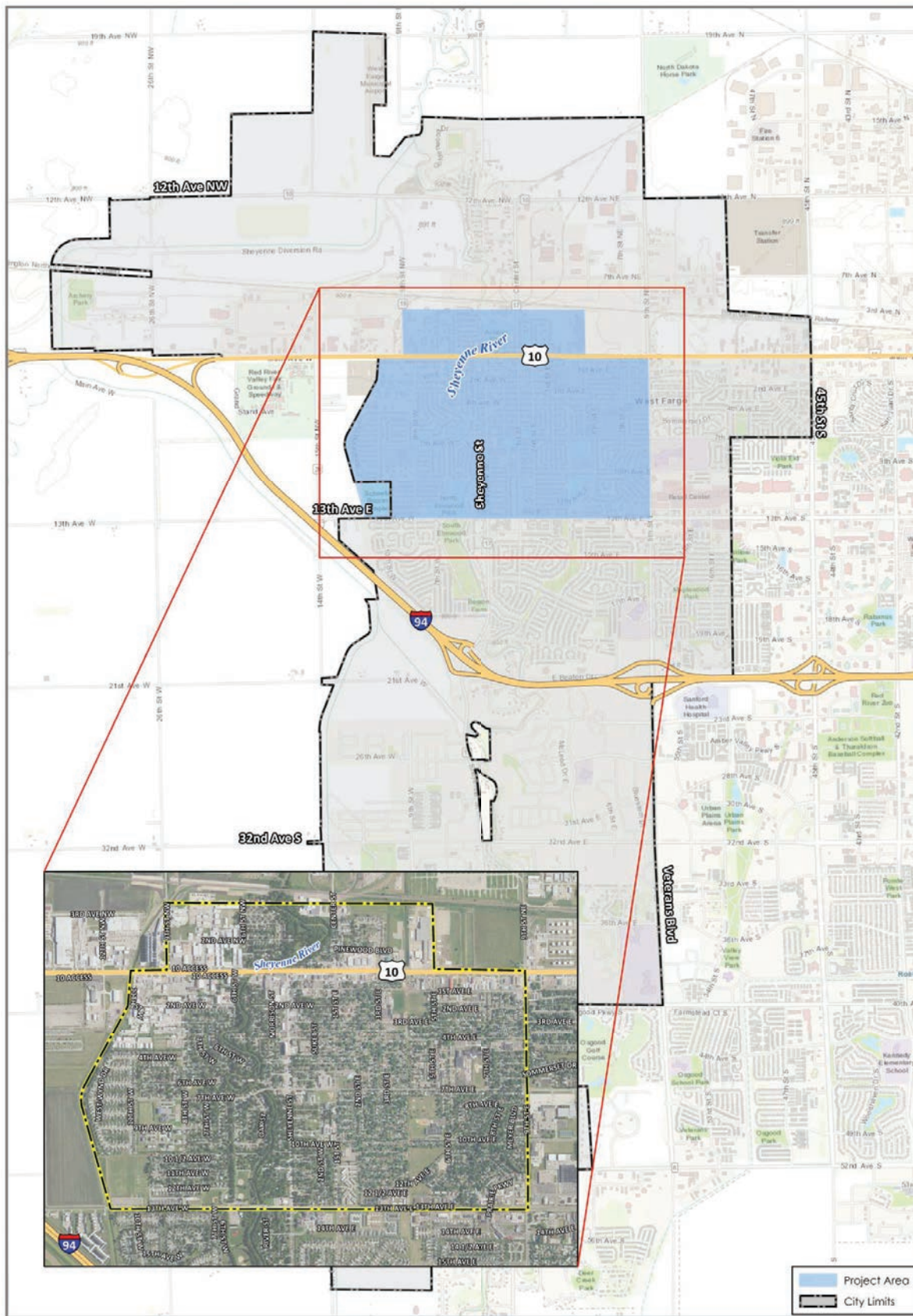
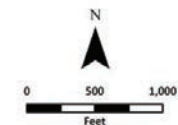
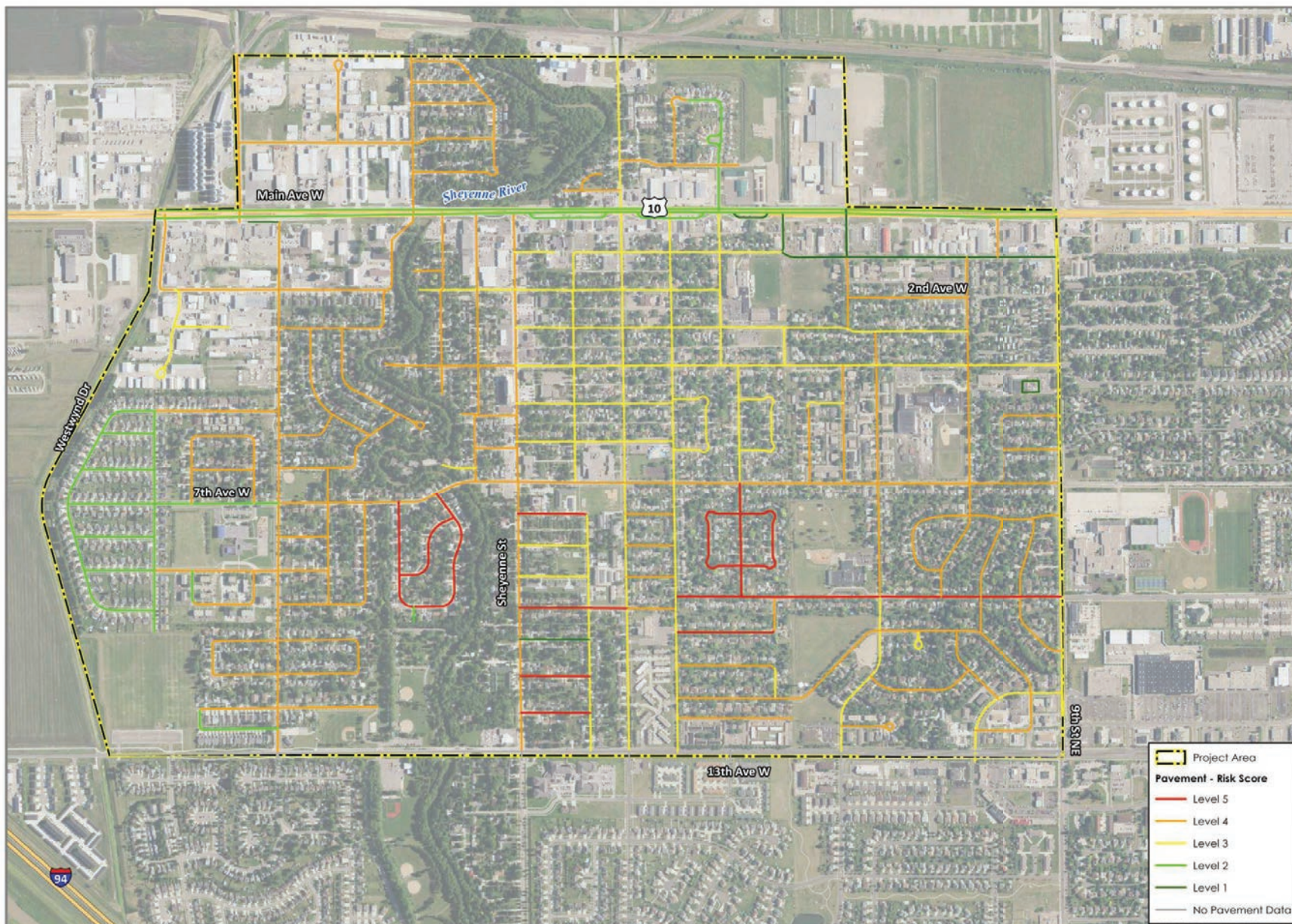


Figure 1.1 West Fargo Location Map and Study Area

CORE AREA INFRASTRUCTURE MASTER PLAN
 CITY OF WEST FARGO
 West Fargo | Cass County, ND



Locator Map Not to Scale

West Fargo
Cass County, ND

Figure 2.6 Pavement
System OCI Grade Groups

CORE AREA INFRASTRUCTURE MASTER PLAN

CITY OF WEST FARGO

Date: 10/3/2019



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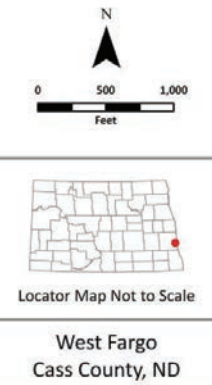
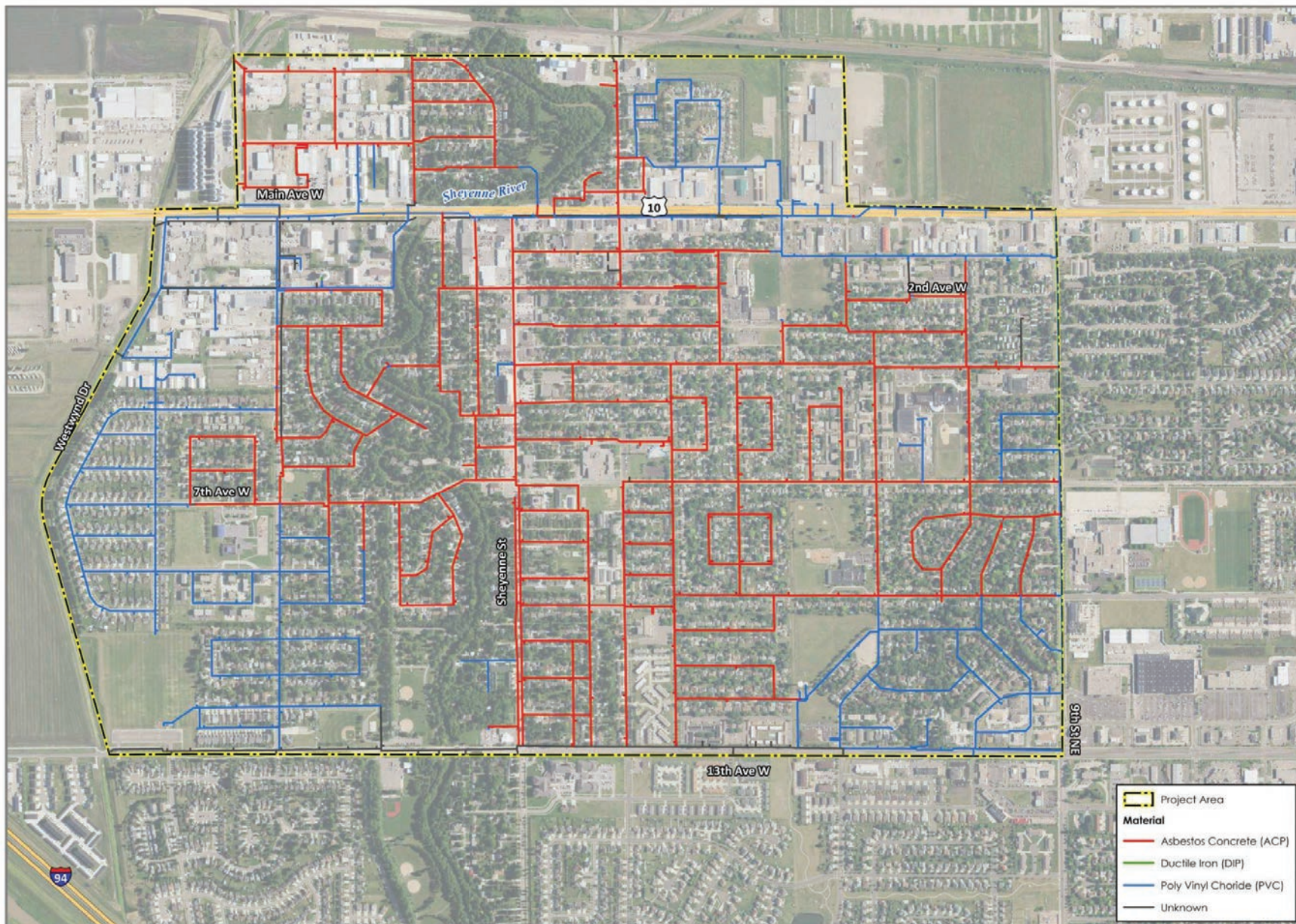
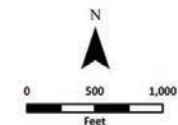
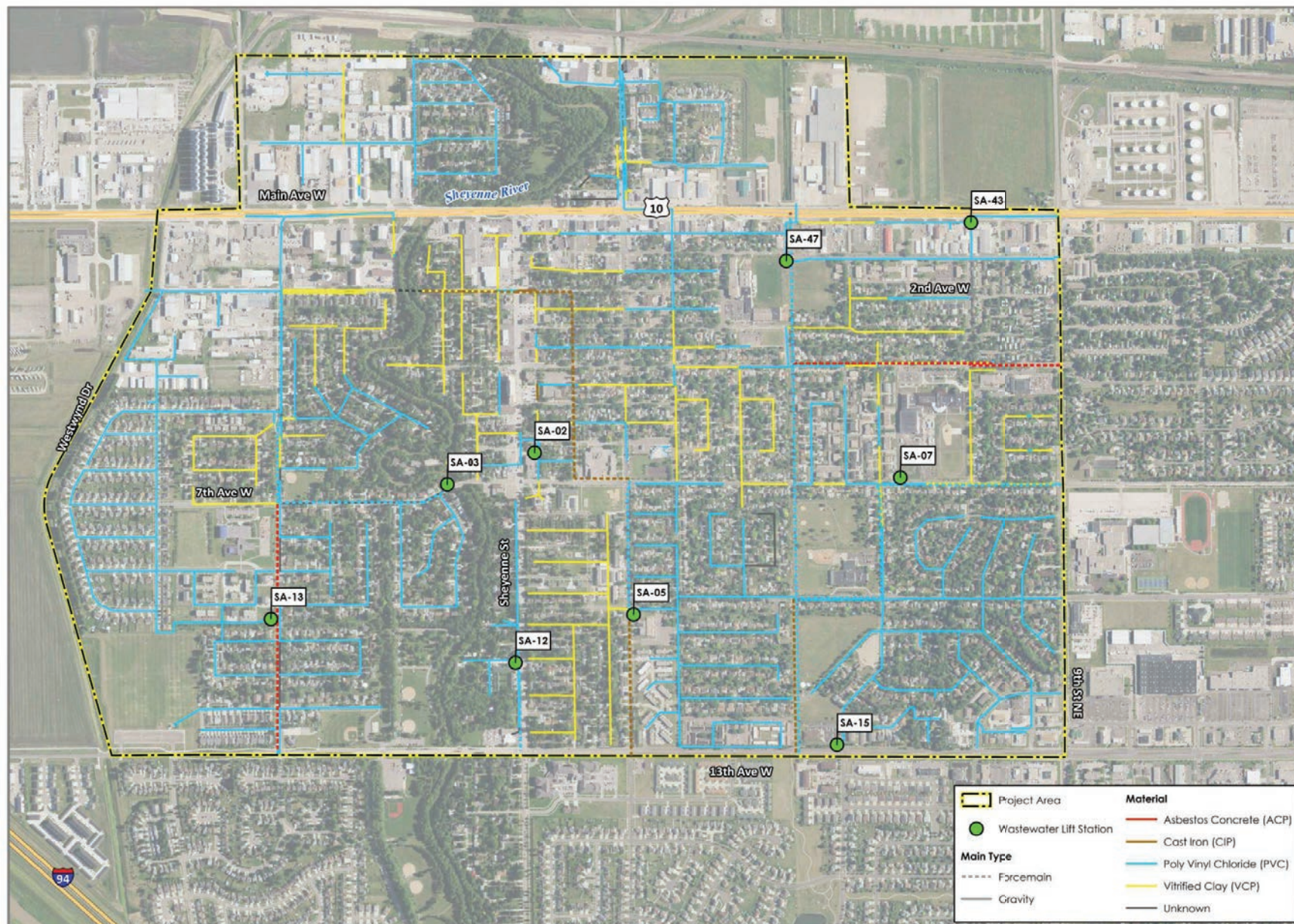


Figure 2.9 Water Main System - Pipe Materials

**CORE AREA
INFRASTRUCTURE
MASTER PLAN**
CITY OF WEST FARGO
Date: 10/3/2019



Information depicted may include data unverified by AE2S. Any reliance upon such data is at the user's own risk. AE2S does not warrant this map or its features are either spatially or temporally accurate.
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Locator Map Not to Scale

West Fargo
Cass County, ND

Figure 2.13 Sanitary Sewer System - Pipe Materials

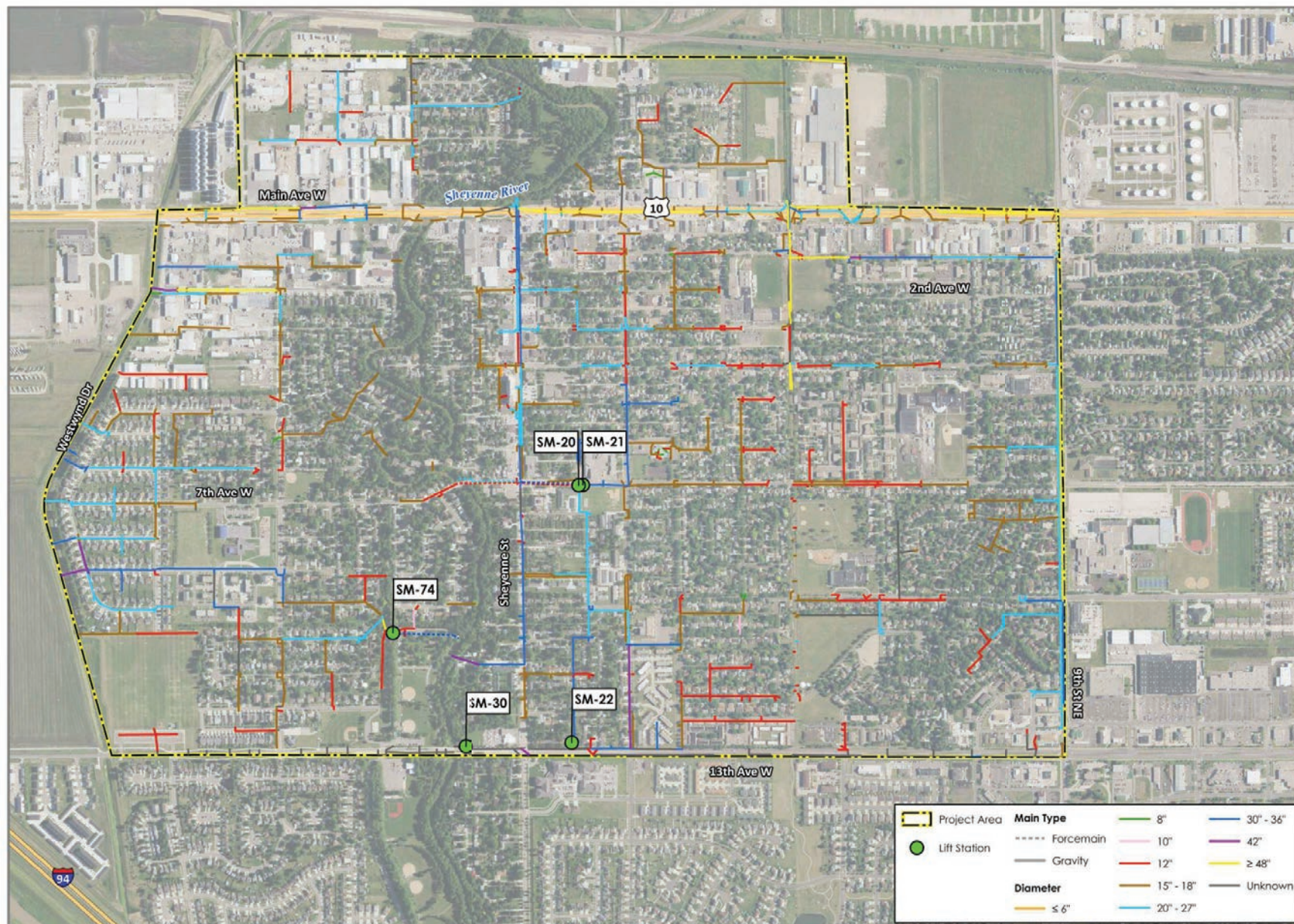
CORE AREA INFRASTRUCTURE MASTER PLAN

CITY OF WEST FARGO

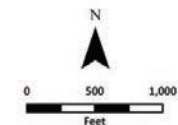
Date: 9/6/2019



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Locator Map Not to Scale

West Fargo
Cass County, ND

Figure 2.18 Storm Sewer System - Pipe Sizes

CORE AREA INFRASTRUCTURE MASTER PLAN

CITY OF WEST FARGO

Date: 10/3/2019

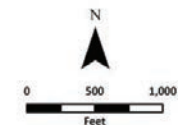
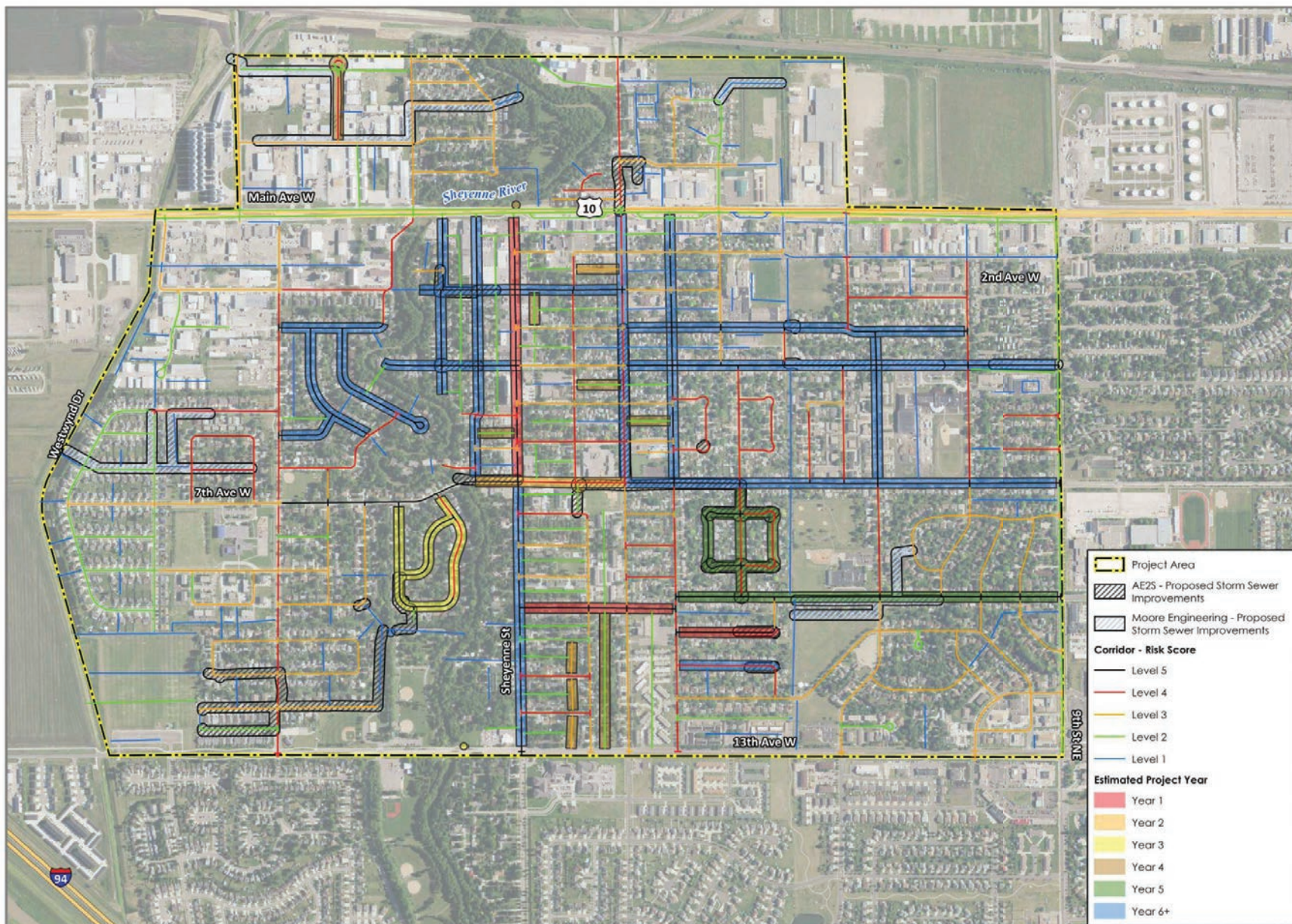


Table 6.4 West Fargo CAIMP 10-Year CIP (Table-View)

Project ID	Project Name	Project Category	Project Priority	Estimated Total Project Costs (2019\$)	Estimated Project Year	West Fargo CAIMP 10-Year CIP									
						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
						FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
FR-01	10th 1/2 Ave. E Reconstruction	Full Reconstruction	1	\$ 950,000	2020	\$ 950,000									
SMO-01	SM20 & SM21 Lift Station Replacement Study	Studies, Modeling, Optimization	2	\$ 75,000	2020	\$ 75,000									
FR-02	10th Ave. Reconstruction	Full Reconstruction	3	\$ 1,300,000	2020	\$ 1,300,000									
SMO-02	Sheyenne Street Storm Lift Station Study	Studies, Modeling, Optimization	4	\$ 100,000	2020	\$ 100,000									
FR-17-N	Sheyenne St. Reconstruction (North Segment)	Full Reconstruction	5	\$ 6,970,000	2020	\$ 6,970,000									
SMO-03	Sewer Televising Optimization Study	Studies, Modeling, Optimization	6	\$ 50,000	2021		\$ 50,000								
SMO-04	I/I Reduction Study	Studies, Modeling, Optimization	7	\$ 130,000	2021		\$ 130,000								
LS-01	SM20 & SM21 Lift Station Replacement	Lift Station Improvements	8A	\$ 5,640,000	2021		\$ 5,640,000								
FR-03	7th Ave. W. Reconstruction	Full Reconstruction	8B	\$ 2,670,000	2021		\$ 2,670,000								
FR-04	Elm St. and Oak St. Neighborhood Reconstruction	Full Reconstruction	9	\$ 3,510,000	2022			\$ 3,510,000							
SMO-05	SM22 Storm Lift Station Study	Studies, Modeling, Optimization	10	\$ 50,000	2022			\$ 50,000							
LS-02	SM30 Storm Lift Station Replacement	Lift Station Improvements	11	\$ 2,120,000	2022			\$ 2,120,000							
SMO-06	SA15 Sanitary Lift Station Study	Studies, Modeling, Optimization	12	\$ 80,000	2022			\$ 80,000							
LS-03	Sheyenne Street Regional Storm Lift Station Addition	Lift Station Improvements	13	\$ 7,000,000	2023				\$ 7,000,000						
RR-01	Alley/Backyard Sanitary Sewer Rehabilitation Project	Rehabilitation	14	\$ 420,000	2023				\$ 420,000						
FR-05	Cherry Court - Cedar Lane Neighborhood Reconstruction	Full Reconstruction	15	\$ 3,190,000	2024					\$ 3,190,000					
SMO-07	Cartegraph Optimization Study	Studies, Modeling, Optimization	16	\$ 80,000	2024					\$ 80,000					
FR-06	10th Ave. E. Reconstruction	Full Reconstruction	17	\$ 3,920,000	2024					\$ 3,920,000					



Project ID	Project Name	Project Category	Project Priority	Estimated Total Project Costs (2019\$)	Estimated Project Year	West Fargo CAIMP 10-Year CIP									
						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
						FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
FR-07	Francis St., 2nd Ave. W, and 4th Ave. W Reconstruction	Full Reconstruction	18	\$ 3,570,000	2025						\$ 3,570,000				
FR-08	4th Ave. E. Reconstruction	Full Reconstruction	19	\$ 4,740,000	2025						\$ 4,740,000				
SMO-08	SM74 Storm Lift Station Capacity Study	Studies, Modeling, Optimization	20	\$ 75,000	2026							\$ 75,000			
FR-09	7th Ave. E. Reconstruction	Full Reconstruction	21	\$ 4,790,000	2026							\$ 4,790,000			
FR-10	Morrison St. Reconstruction	Full Reconstruction	22	\$ 2,060,000	2026							\$ 2,060,000			
FR-11	2nd St. E Reconstruction	Full Reconstruction	23	\$ 2,130,000	2027								\$ 2,130,000		
FR-12	6th St. E Reconstruction	Full Reconstruction	24	\$ 1,230,000	2027								\$ 1,230,000		
FR-13	3rd Ave. E Reconstruction	Full Reconstruction	25	\$ 2,760,000	2027								\$ 2,760,000		
FR-14	6th St. W, 7th St. W, 3rd Ave. W, and 5th Ave. W Reconstruction	Full Reconstruction	26	\$ 4,730,000	2028									\$ 4,730,000	
FR-15	1st St. Reconstruction	Full Reconstruction	27	\$ 2,710,000	2028									\$ 2,710,000	
FR-16	11th Ave. E. Reconstruction	Full Reconstruction	28	\$ 920,000	2028									\$ 920,000	
FR-17-S	Shenenne St. Reconstruction (South Segment)	Full Reconstruction	29	\$ 6,360,000	2029										\$ 6,360,000
LS-04	SM74 Lift Station Capacity Upgrade	Lift Station Improvements	30	\$ 1,500,000	2029										\$ 1,500,000
Total Project Costs				\$ 75,830,000	n/a	\$ 9,395,000	\$ 8,490,000	\$ 5,760,000	\$ 7,420,000	\$ 7,190,000	\$ 8,310,000	\$ 6,925,000	\$ 6,120,000	\$ 8,360,000	\$ 7,860,000



Locator Map Not to Scale

West Fargo
Cass County, ND

Figure 6.2 West Fargo
CAIMP 10-Year CIP
Project Map

CORE AREA INFRASTRUCTURE MASTER PLAN

CITY OF WEST FARGO

Date: 10/3/2019



Information depicted may include data unverified by AE2S. Any reliance upon such data is at the user's own risk. AE2S does not warrant this map or its features are either spatially or temporally accurate.
Coordinate System: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet | Edited by: dlissick | C:\Data\Projects\WAFS\W\West Fargo\05557-2017-001\GIS\West Fargo.aprx

TASK ORDER

This is Task Order No. 67
consisting of 5 pages.

Task Order 67

In accordance with Paragraph 8 of the Master Agreement for Professional Services, dated May 1, 2018 and approved by the West Fargo City Commission ("Commission") on September 4, 2018 ("Agreement"), the City of West Fargo ("City") and Moore Engineering, Inc. ("Engineer" or "MEI") agree as follows:

1. Background Data

- a. Effective Date of Task Order: August 12, 2022
- b. City: City of West Fargo
- c. Engineer: Moore Engineering, Inc. ("MEI")
- d. Specific Project (title): Project No. 9034 – Core Area Capital Improvement Planning
- e. Specific Project (description): Core Area review for Capital Improvement Planning purposes
- f. Project Background: The City has requested that MEI review the existing Core Area Infrastructure Master Plan by evaluating the infrastructure types and data; infrastructure weighting algorithm; update weighting prioritization algorithm; define conceptual trunk line corridors; compile Core Area projects list; and review results with City. Additionally, preliminary review of City provided infrastructure data in the Meadow Ridge neighborhood.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows:

A. Study and Report Services

- 1. Discuss and define study scope with City (2 meetings)
- 2. Core Area Data Collection & Review
 - a. Coordinate, obtain and incorporate City provided data. (1 meeting) The data is assumed as follows:
 - 1) Shapefiles of project locations from City's prior Core Area Study
 - 2) Televising Tapes and review comments spreadsheet from the Core Area Study
 - 3) Weighting and prioritization algorithm of each corridor from the Core Area Study
 - 4) Shapefiles of infrastructure based on Core Area evaluation updates (i.e. updated pipe type and sizes from Sanitary Sewer Televising review)

- b. Brief review of Sanitary Sewer Televising to identify pipe type and update GIS files accordingly (Assume 600 segments [i.e. manhole to manhole] or sanitary sewer and 5 minutes per segment; Assume 50 segments needing updates in GIS)
 - c. Review infrastructure data and records (not including televising data) with the intent to verify pipe type. Pipe type assumptions will be based off records available such as platting year, construction year, housing records, as-built drawings, and any other data available to the City. (Assume 20 neighborhoods and 4 hours per neighborhood)
 - d. Review prioritization and infrastructure weighting algorithm and review with City (1 meeting)
 - e. Modify and update Core Area Study algorithm (Microsoft Excel)
3. Data Evaluation of Core Area
- a. Prepare updated prioritized project maps (Assume 25 projects)
 - b. Overlay Core Study Project Locations (Assume 25 projects)
 - c. Conceptually define Storm Sewer trunk line corridors
 - d. Conceptually define Sanitary Sewer trunk line corridors
 - e. Prepare new list of prioritized project locations for Core Area (Assume 25 projects)
 - f. Review list of 25 projects with City and define project scale limits for top priority projects (1 meeting)
4. Cost Estimates for top prioritized projects (Assumed 8 projects)
- a. Define scope of top priority projects with City
 - b. Prepare cost estimates of top projects
5. Compile and send final deliverables to the City
- a. List and maps of 25 priority projects
 - b. Maps and estimates for top 8 priority projects
 - c. Updated algorithm for infrastructure weighting
 - d. Updated shapefiles of infrastructure type
6. Meadow Ridge Neighborhood
- a. Meet with Public Works to discuss citizen complaints and identified issues within the neighborhood.
 - b. Review City provided data including the sanitary sewer, water, storm sewer, and pavement.

- c. Cost Estimate and Map for proposed project (Assumed 2 projects)
 - i. Define scope of project with City
 - ii. Prepare cost estimate and Map

3. City's Responsibilities

City shall have those responsibilities as follows:

- A. City shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of MEI
- B. City shall be responsible for, and MEI may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by City to MEI pursuant to this Agreement. MEI may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require MEI to affirmatively determine the accuracy of information that is prepared for City by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by MEI.
- C. City shall provide for MEI's right to enter the property owned by City and/or others in order for MEI to fulfill its services.
- D. City shall provide MEI the following data:
 - 1. Sanitary sewer televising of all sanitary sewer mains within Core Area.
 - 2. Existing sanitary sewer, storm sewer, watermain, and pavement data for the Meadow Ridge Neighborhood.
 - 3. Core Area Prioritization Algorithm developed by City's consultant as part of the Core Area Infrastructure Master Plan.

4. Task Order Schedule

In addition to any schedule provisions provided in the Services of Engineer or elsewhere, the parties shall meet the following schedule:

- B. The anticipated start date for these services is upon execution of the Task Order or as specified below.
- C. The anticipated completion for these services is as follows:
 - 1. The anticipated completion for these services is within 12 weeks of receipt of all data listed in Section 3.D of this task order.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
 - 1. Compensation for services defined in the Scope of Work shall be on a Time and Material basis in accordance with the Standard Hourly Rates shown in Exhibit B of the Agreement.

2. Estimates for the Compensation for the applicable Scope of Work are as follows:

TASK CATEGORY & TASK	TASK ORDER NO.	TASK ORDER FEE (\$)	MAXIMUM FEE (\$)
Study & Report Services			
Miscellaneous Study Services	67	\$99,000	\$99,000
ADDITIONAL SERVICES SUBTOTAL (TO 67)		\$99,000	\$99,000

B. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

6. **Consultants retained as of the Effective Date of the Task Order:** None

7. **Other Modifications to Agreement and Exhibits:** None

8. **Attachments:** None

9. **Other Documents Incorporated by Reference:** None

10. **Terms and Conditions**

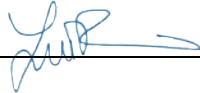
Execution of this Task Order by City and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order 67 is August 12, 2022

CITY: City of West Fargo

ENGINEER: Moore Engineering, Inc.

By: _____

By:  _____

Print Name: Dustin T. Scott, PE

Print Name: Lee Beauvais, PE

Title: Assistant City Administrator

Title: Chief Operations Officer

Engineer License or Firm's 011C
Certificate No. (if required): _____
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Dustin T. Scott, PE

Name: Matt Welle, PE

Title: Assistant City Administrator

Title: Senior Project Manager

Address: 800 4th Ave E. Suite #1
West Fargo, ND 58078

Address: 925 10th Avenue East,
West Fargo, ND 58078

E-Mail Dustin.Scott@westfargond.gov
Address: _____

E-Mail Matt.Welle@mooreengineeringinc.com
Address: _____

Phone: (701) 515-5050

Phone: (701) 282-4692

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"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:

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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 15, 2023

Subject: Traffic Signal Upgrades (Citywide)

Action: Approve Purchase of Equipment

New Information and Recommendation:

The city traffic signal system is aging and needs routine upgrading and maintenance. There are currently two types of controllers used across the city, requiring additional maintenance resources for the older versions. Project will upgrade all existing older ASC3 controllers to the modern Cobalt controllers, improving signal performance and maintenance. Controllers will be purchased from the vendor and installed by Public Works at 13 intersections city wide.

The following documents are attached for review/consideration:

- Quote from Traffic Control Corporation for signal upgrades

Staff Recommendation: *Approve purchase of equipment.*

Policy Analysis:

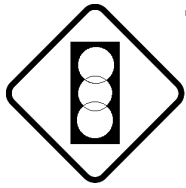
The vendor used is our sole source for traffic equipment, and has given us their best price. This is the only vendor selling Econolite in the area, and is used by both City of Fargo and City of Moorhead for that manufacturer.

Financial Analysis:

This project will be financed using Capital Improvement Sales Tax. The quoted cost is \$46,527. Cost savings will be realized by using city forces to install the equipment.

Previously Presented Information and Commission Actions:

None

**TRAFFIC CONTROL
CORPORATION**

5651 MEMORIAL AVENUE
OAK PARK HEIGHTS, MN 55082
PHONE: 651-439-1737

QUOTATION

Number 651690

Page: 1 of 1

To: 11084

WEST FARGO, CITY OF
800 4TH AVENUE E
WEST FARGO ND 58078 USA

Quote Date: 4/21/2023**Expires:** 6/20/2023**Terms:** NET 30 BASED ON APPROVED CREDIT**FOB:****Salesperson:** ALLEN EISINGER**Email:** AEisinger@TCC1.com**Phone:** 651-439-1737**Attn:****Email:****Phone:** 701-433-5410**Fax:** 701-282-9319**Letting Date:****Location:** WEST FARGO**Book / Call / Item:****Description:** ASC3 CONTROLLER SWAP OUT**Contract No:**

Part Number / Description	Unit Price	Qty/UM	Net Price
F27415	3,579.00	13.00 EA	46,527.00
(504) CONTROLLER, COBALT, C, TYPE 1, DATA KEY: ECONOLITE, COBS12120120000 - WISDOT STATE CONTRACT 510465-000-02 PRICING			

Item Total:

46,527.00

Misc Charges and Adjustments:

0.00

Quote Total:**46,527.00**



“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:
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Commissioner

Roben Anderson
Primary Portfolio:
Planning, Zoning and
Engineering
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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

City Administrator

Vacant

Assist. City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 15, 2023

Subject: Application for Lead Service Line Inventory Assistance (LSLI)

Action: Approve Resolution Authorizing filing of an application with NDDEQ for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revision.

New Information and Recommendation:

The State of North Dakota Department of Environmental Quality (NDDEQ) is requiring that cities report to them in 2024 an inventory of water service lines to aid public water systems in complying with the Safe Drinking Water Act (SDWA) Lead and Copper Rule Revisions (LCRR).

The attached application requests the NDDEQ provide financial assistance to the city to compile data for this water service line inventory.

The following documents are attached for review/consideration:

- LSLI Assistance Application
- Associated Resolutions (2)

Staff Recommendation: Approve Resolution Authorizing filing of an application with NDDEQ for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revision.

Policy Analysis:

The City of West Fargo is committed to identifying and eliminating all lead water service lines and comply with the SDWA and LCRR.

Financial Analysis:

With this application, the NDDEQ will cover the costs to have a consultant compile the information needed to comply with the SDWA and LCRR. There is no anticipated cost to the city.

Previously Presented Information and Commission Actions:

None



APPLICATION FOR LEAD SERVICE LINE INVENTORY ASSISTANCE
NORTH DAKOTA DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF MUNICIPAL FACILITIES
SFN 62297 (1-2023)

Applicant City of West Fargo			
Address 800 4th Avenue East, Suite 1		City West Fargo	State ND
Contact Name Dustin Scott		ZIP Code 58078	
Title Assistant City Administrator			
Email Address Dustin.Scott@WestFargoND.gov		Telephone Number (701) 515-5000	

The Lead Service Line Inventory Program through the North Dakota Department of Environmental Quality (NDDEQ) is intended to aid public water systems (PWSs) in complying with the Safe Drinking Water Act (SDWA) Lead and Copper Rule Revisions (LCRR).

Assistance available through this program includes the following:

Category A: Records reviews and customer surveys. The vendor will review local records to identify service line materials in the public water system. The vendor may also be requested to conduct customer surveys or other outreach to determine privately-owned service line materials. Reviews and surveys may require on-site records research and/or direct customer contact. May also include statistical analysis, predictive modeling, machine learning, and digitization of records.

Category B: On-site investigations for validation of records review results conducted under Category A. Activities may include non-compliance water sampling, excavation, and vacuum or hydro-excavation. Other emerging technologies may be used upon prior NDDEQ approval.

Category C: Preparation of a Lead Service Line Replacement Plan that complies with the seven elements of the LCRR.

Category D: Preparation of a facility plan for systems that intend to apply for funding for lead service line replacements through the Drinking Water State Revolving Fund.

Indicate which service(s) you would like assistance with:

- ☒ Category A
- ☒ Category B
- ☐ Category C
- ☐ Category D

Service line ownership:

- ☐ Fully owned by the utility
- ☐ Fully owned by the customer
- ☒ Shared ownership with ownership changing at the:
- ☒ Curb stop
- ☐ Meter
- ☐ Other: _____

Approximate Number of Service Connections	Approximate Number of Service Connections Installed Before 1988
11,700	3,500

Indicate which records your system has available:

	Paper	Electronic	Both	Not Available
System Maps	☐	☐	☒	☐
Plumbing Codes	☐	☐	☐	☒
Building Codes	☐	☐	☐	☒
Building Records & Permits	☒	☐	☐	☐
Materials Evaluations	☐	☒	☐	☐
Inspection Reports	☐	☐	☒	☐
O&M Records	☐	☐	☐	☒
Tap Cards	☐	☐	☐	☒

Describe any previous work done to develop a lead service line inventory.

Meter replacement projects have been ongoing and as part of that process the meter sizes and service pipe types were documented.

List any state-regulated public water systems served by your utility. A state-regulated public water system is defined as a system that has 15 or more connections or serves 25 or more individuals for at least 60 days a year but (1) consists only of distribution and storage facilities and does not have any collection and treatment facilities (2) obtains all of its water from, but is not owned or operated by, a

regulated public water system (3) does not sell water to any person and (4) is not a carrier which conveys passengers in interstate commerce.

West Fargo is under contract with the City of Fargo to purchase water from them and distribute to their users.

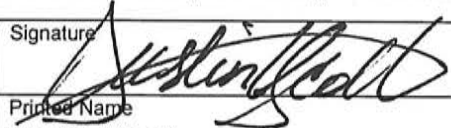
Additionally, there are areas of West Fargo with water connections to the Cass Rural Water District water supply. These connections are controlled by meters to measure the amount supplied to CRW's system.

Do you have a current contract with a consulting engineering firm?				☒ Yes	☐ No
Consulting Engineering Firm Moore Engineering, Inc.		Contact Name Matt Welle			
Address 925 10th Avenue East		City West Fargo	State ND	ZIP Code 58078	
Email Address Matt.Welle@MooreEngineeringInc.com		Telephone Number (701) 282-4692			
Do you prefer to have this consulting engineering firm perform your lead service line inventory?				☒ Yes	☐ No

Please note that requests to use specific engineering firms will be honored if possible, but are not guaranteed.

The Applicant Certifies That:

I declare and affirm under the penalties of perjury that this application has been examined by me and, to the best of my knowledge and belief, is in all things true and correct.

Signature 	Date 5/2/23
Printed Name Dustin Scott	Title Assistant City Administrator

Please submit the completed application to:

North Dakota Department of Environmental Quality
Division of Municipal Facilities
4201 Normandy St
Bismarck, ND 58503-1324
ndsrf@nd.gov

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE NORTH
DAKOTA DEPARTMENT OF ENVIRONMENTAL QUALITY (NDDEQ) FOR
ASSISTANCE PERFORMING A LEAD SERVICE LINE INVENTORY IN COMPLIANCE
WITH THE LEAD AND COPPER REVISIONS

WHEREAS the United States EPA has enacted new rules regarding Lead and Copper Service lines relating to the inventory, replacement and the development of plans relating to such activities (the “Lead and Copper Revisions”); and

WHEREAS, the City of West Fargo water system (the “entity”) is a community public water system or non-transient non-community water system regulated by the NDDEQ; and

WHEREAS, NDDEQ provides assistance for the development of plans relating to the Lead and Copper Revisions; and

WHEREAS, the City Commission desires to submit an application for such assistance.

NOW THEREFORE BE IT RESOLVED by the West Fargo City Commission hereby authorizes the Deputy Administrator or his designee to submit an application to the NDDEQ to request assistance with a lead service line inventory, lead service line replacement plan, facility plan to prepare for a DWSRF loan, and/or to conduct non-regulatory sampling as described in the application.

BE IT FURTHER RESOLVED by the West Fargo City Commission that the City of West Fargo will provide to the NDDEQ and the NDDEQ’s designated service provider physical access to records, public easements, public rights-of-way, and the entity will provide any other information needed to perform the necessary work.

BE IT FURTHER RESOLVED by the West Fargo City Commission that if on-site investigation of service lines (such as potholing or hydrovacing) is performed by the NDDEQ’s designated service provider or one of its subcontractors, the City of West Fargo will waive associated permit fees.

Dated: May 15, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy 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.

CERTIFICATE OF CITY AUDITOR
RELATING TO
LEAD SERVICE LINE INVENTORY ASSISTANCE APPLICATION

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

Dustin T. Scott, the duly appointed, qualified and acting Deputy City Auditor of the City of West Fargo, Cass County, North Dakota, does hereby certify that the resolution is a true and correct copy of the Resolution as regularly adopted at a legally-convened meeting of the entity's governing body held on the 15th day of May, 2023; and further that such resolution has been fully recorded in the journal of proceedings and records in my office

IN WITNESS WHEREOF, I have hereunto set my hand this 15th day of May, 2023.

Deputy City Auditor

ORDINANCE NO. 1223

AN ORDINANCE TO AMEND AND RENACT SECTION 15-0207 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO, RELATING TO COLLECTION OF GARBAGE FEES.

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

SECTION 1. Section 15-0207 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

15-0207. GARBAGE COLLECTION FEES. The fees for garbage collection shall be paid monthly in advance and shall in an amount as set by resolution of the City Commission.

The payment in all cases for garbage service pickup collection and disposal shall be made directly to the City of West Fargo.

SECTION 2. 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:

Deputy City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:



City Commission Agenda Item Request

Please Note: The following information must be completed and submitted before noon on the Wednesday preceding the City Commission Meeting. Failure to comply may delay action being taken on your request.

Office Use:

Regular Agenda Item #:

Consent Agenda Item #:

Agenda Item Information:

Contact Name: *

Commissioner Anderson

Phone Number: *

7632196449

Email Address:

roben.anderson@westfargond.gov

Date *

5/10/2023

Topic for Consent or Regular Agenda?

Please select one option:

- ☐ Consent Agenda
☒ Regular Agenda

Please Briefly Describe Your Request *

Utility billing

Site Address or Legal Description (if applicable)

Action Being Requested from City Commission *

Discussion about the utility billing issue and article that was published on 5/10/2023

Upload Additional Documentation (Optional):