



- A. Call to Order
- B. Pledge of Allegiance
- C. Approve Order of Agenda
- D. Approval of Minutes – September 20, 2021 **(Pages 2-5)**
- E. Building Permits **(Pages 6-8)**

Consent Agenda – Approve the Following:

- a. Bills **(Pages 9-19)**
- b. Red River Valley Fair Association Memorandum of Understanding **(Pages 20-23)**
- c. Final Plat Approval – Proposed Gateway 4th Addition, Replat of Lot 1, Block 1 of Gateway 3rd Addition **(Pages 24-29)**
- d. Final Plat Approval – Proposed Shadow Creek 6th Addition, Replat of Lots 21 & 22, Block 4 of Shadow Creek 5th **(Pages 30-37)**
- e. Financial Dashboard as of as of July 31, 2021 **(Pages 38-39)**
- f. Games of Chance for Midco. Games to be conducted: Bingo, Raffle, and Raffle Board from 10-4-2021 to 11-17-2021 at Midco at 50 22nd Street East **(Page 40)**
- g. Special Assessment Reallocation Agreement **(Pages 41-52)**

Regular Agenda

- 1. Public Hearing and Continue – Proposed North Pond at the Preserve 15th Addition Rezoning from C-OP: Commercial Office Park to C: Light Commercial of Lot 1, Block 1 of North Pond at the Preserve 2nd Addition – **Lisa Sankey, Planner and Malachi Peterson, Planner (Pages 53-59)**
- 2. Chandlerthinks Introduction and Presentation **(Page 60)**
- 3. City Administrator's Report – **Tina Fisk, City Administrator**
- 4. Correspondence
- 5. Non-Agenda Items
- 6. Adjourn

Please turn OFF your phones before entering the Commission Chambers.

If you are wanting to speak on an item that is not on the current agenda, please submit your request online to speak at a future meeting. <https://www.westfargond.gov/365/City-Commission>



**West Fargo City Commission Meeting
Tuesday, September 7, 2021
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Tuesday, September 7, 2021, at 5:30 pm. Those present were Commissioners Bernie Dardis, Eric Gjerdevig, Mark Simmons, Brad Olson and Mandy George. President of the Board Bernie Dardis called the meeting to order at 5:30 PM.

The Pledge of Allegiance was recited.

Commissioner Gjerdevig moved and Commissioner George seconded to approve the order of the agenda as distributed. No opposition. Motion carried.

Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the minutes of August 16, 2021 as presented. No opposition. Motion carried.

Commissioner George moved and Commissioner Gjerdevig seconded to approve the following items from the Consent Agenda:

- a. Bills (Pages 7-17)
- b. Building Permits (Pages 18-21)
- c. Approve Contract with IBI for Removal and Purchase of Rip Rap on Cell 10 (Pages 22-33)
- d. Games of Chance for Hope for Hardesty. Games to be conducted: Raffles on 10-23-2021 at West Fargo VFW Post 7864 at 444 Sheyenne St (Page 34)
- e. Games of Chance for Red River Regional Marksmanship Center. Games to be conducted: Raffles on 3-16-2022 at Red River Regional Marksmanship Center at 640 16th St NE (Page 35)
- f. Games of Chance for The Fallen Outdoor ND Chapter. Games to be conducted: Raffle on 9-11-2021 at West Fargo VFW at 444 Sheyenne St (Pages 36-37)
- g. Games of Chance for West Fargo Lions Club. Games to be conducted: Raffles from 10-1-2021 to 3-4-2021 at Silver Dollar Bar at 221 Sheyenne St (Page 38)
- h. Games of Chance for VFW Department of North Dakota. Games to be conducted: Raffles from 12-13-2021 to 4-12-2022 at Silver Dollar Bar at 221 Sheyenne St (Pages 39-40)
- i. Improvement District No. 1337 (Wilds 21st Addition) (Pages 41-43) • Resolution Approving Contract and Contractor's Bond • Notice to Proceed
- j. Project No. 1338 (Sanitary Sewer System Rehabilitation, Replacement, and Incidentals) (Pages 44-48)
 - Resolution Approving Contract and Contractor's Bond
 - Notice to Proceed
- k. Reapproval of Final Plat – Proposed Christianson 4th Addition, Replat (Pages 49-54)

No opposition. Motion carried.



**West Fargo City Commission Meeting
Tuesday, September 7, 2021
Commission Chambers 5:30 PM**

Lisa Sankey, Planner appeared before the Commission for the First Reading and Public Hearing: Elmwood Court 4th Addition Rezoning from P: Public Facilities to PUD: Planned Unit Development. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the First Reading and Public Hearing: Elmwood Court 4th Addition Rezoning from P: Public Facilities to PUD: Planned Unit Development. Commissioner Gjerdevig, Dardis, and George opposed. Motion failed on a 2:3 vote.

Maegin Elshaug, Planning Director, appeared before the Commission to request approval to continue the First Reading and Public Hearing: Proposed Willow Creek 2nd Subdivision Rezoning (Tabled on August 2, 2021; Continued on August 16, 2021; Request to Continue Public Hearing). Following discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to continue the First Reading and Public Hearing: Proposed Willow Creek 2nd Subdivision Rezoning. No opposition. Motion carried.

Tim Solberg, Assistant City Administrator appeared before the Commission to give a brief update in regards to Drought Phase 3. Kellen Grubb and Troy Hall came forward to present a Drought Management update. No action was needed.

There was a brief break called at 6:50 PM and the meeting came back to order at 6:55 PM.

John Shockley, City Attorney appeared before the Commission for the second reading of Drought Ordinance - Ordinance 1191. Following discussion, Commissioner Olson moved and Commissioner Gjerdevig seconded to approve the second reading of Drought Ordinance - Ordinance 1191. No opposition. Motion carried.

Jim Larson, Finance Director appeared before the Commission to give a brief overview of the City of West Fargo 2020 Financial Statements and Audit and introduce Brian Stavenger of EideBaily. Brian Stavenger presented the City of West Fargo 2020 Financial Statements and Audit. Following discussion, Commissioner Simmons moved and Commissioner Gjerdevig seconded to approve the City of West Fargo 2020 Financial Statements as presented. No opposition. Motion carried.

Denis Otterness, Chief of Police appeared before the Commission to request approval to appoint Cass County as Fiscal Agent; Recommend SEH as Architectural Design Contractor. Following discussion, Commissioner Gjerdevig moved and Commissioner George seconded to approve to appoint Cass County as Fiscal Agent; Recommend SEH as Architectural Design Contractor. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission for the first reading of Ordinance 1195 - Legislative Amendments. Following discussion, Commissioner George moved and Commissioner Olson seconded to approve the first reading of Ordinance 1195 - Legislative Amendments. No opposition. Motion carried.



**West Fargo City Commission Meeting
Tuesday, September 7, 2021
Commission Chambers 5:30 PM**

John Shockley, City Attorney appeared before the Commission for the second reading of Ordinance 1192 – Hours of Operation Liquor Sales. Following discussion, Commissioner Olson moved and Commissioner Simmons seconded to approve the second reading of Ordinance 1192 – Hours of Operation Liquor Sales. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Public Hearing to Confirm and Approve Special Assessment list for the following Improvement Districts:

- 1321 (Wilds 11th Addition)
- 1322 (Eaglewood 7th Addition)
- 1323 (Brooks Harbor 9th Addition)
- 1325 (Oak Ridge 9th)
- 1329 (Eagle Run 9th)
- 2254 (Eagle Ridge Plaza 6th)
- 4063 (Wilds Storm Sewer Lift Station – SM73)

Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to confirm and approve Special Assessment list for the above Improvement Districts. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission for Improvement District No. 1339 (Stockyards 1st Addition) • Approve Task Order No. 49-1 for Basic Services. Following discussion, Commissioner Gjerdevig moved and Commissioner Simmons seconded to approve Improvement District No. 1339 (Stockyards 1st Addition) • Approve Task Order No. 49-1 for Basic Services. No opposition. Motion carried.

Tina Fisk, City Administrator appeared before the Commission to present the 2022 Final Budget – Adjustment request by Commission. Following discussion, Commissioner Simmons moved and Commissioner Olson seconded to approve the 2022 Final Budget as previously presented as the Preliminary Budget on August 2, 2021 as well as the possibility to review COLA. Commissioner Gjerdevig opposed. Motion carried on a 4:1 vote.

Tina Fisk, City Administrator invited Tim Solberg, Assistant City Administrator to present the following from the City Administrator Report:

- a. Concerns at The Lights Parking Garage/Ramp
- b. North Dakota League of Cities is September 16-18
- c. Congratulations to Brian Matzke and Matt Andvik for receiving a Water Smart Grant for their AMI Project
- d. October 12-13 Economic Development North Dakota Conference will be held in West Fargo
- e. Safety concerns with Clerk of Court and Court Room, possibility of remodel



**West Fargo City Commission Meeting
Tuesday, September 7, 2021
Commission Chambers 5:30 PM**

There was a packet of correspondence passed out to all of the Commissioners.

There were no non-agenda items.

Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. No opposition. Meeting adjourned at 8:09 PM.

Bernie Dardis, Commission President

Tina Fisk, City Administrator

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**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
10/04/2021**

	AS OF 9/22/2021		YEAR TO DATE			
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL				42		\$ 47,285,619.00
RESIDENTIAL DWELLING	11	11	\$ 3,792,635.00	230	230	\$ 73,535,479.00
RESIDENTIAL TWINHOME				4	4	\$ 837,500.00
RESIDENTIAL TOWNHOME				5	38	\$ 7,883,537.00
RESIDENTIAL MULTIPLE				1	54	\$ 6,500,000.00
PUBLIC				1		\$ 3,150,550.00
CHURCH						
ACCESSORY				149		\$ 1,393,814.00
FOUNDATION ONLY	10		\$ 106,425.00	20		\$ 5,341,000.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	7		\$ 188,000.00	53		\$ 9,067,803.00
RESIDENTIAL	11		\$ 606,514.00	147		\$ 4,709,059.00
PUBLIC	1		\$ 1,909,000.00	4		\$ 4,950,400.00
CHURCH				1		\$ 458,900.00
ACCESSORY				2		\$ 22,000.00
<u>BUILDING OTHER</u>						
DEMOLITION				2		\$ 20,000.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ 81,640.00
TOTALS	40	11	\$ 6,602,574.00	663	326	\$ 165,094,021.00

WEST FARGO CITY COMMISSION MEETING

1 of 2

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
211180	Safe Basements of MN	908 8th Street East	Ryan Johnson	\$ 56,925.00	Remodel - Residential - Foundation Repair
211175	Platinum Homes	1053 Legion Lane West	Platinum Homes	\$ 271,815.00	Residential Dwelling
211199	Pro Craftman	2730 14th Street West	Dabbert Custom Homes	\$ 9,600.00	Accessory - Deck
211200	Wayne Schoenberg	1177 Brooks Drive West	Wayne Schoenberg	\$ 2,500.00	Accessory - Shed
211198	Kleins Carpentry	528 Kingston Place	Ryan & Jodi Berg	\$ 100,000.00	Remodel - Residential - addition
211216	SJS Carpentry	2627 2nd Street East	Jacob & Kari Smith	\$ 42,000.00	Remodel - Residential - Lower level finish
211191	Jordahl Custom Homes	813 60th Avenue West	Westport Investments LLC	\$ 205,000.00	Residential Dwelling
211190	Jordahl Custom Homes	857 60th Avenue West	Westport Investments LLC	\$ 220,000.00	Residential Dwelling
211188	Evolution Construction LLC	311 50th Place West	Jamis Casias, ETAL	\$ 50,000.00	Remodel - Residential - Lower Level finish
211205	Matthew Suhr	2132 Admiral Drive West	Alexis & Matt Suhr	\$ 1,000.00	Remodel - Residential - finish garage
211217	Tanner & Chelsea Stika	2154 14th Street West	Tanner & Chelsea Stika	\$ 50,000.00	Remodel - Residential - Lower Level finish
211212	Cornerstone Specialties	1164 Brooks Drive West	Cornerstone Specialties	\$ 30,000.00	Remodel - Residential - Lower Level finish
211229	Western Products	561 4th Avenue Northwest	Samantha Resler	\$ 13,234.00	Remodel - Residential - Siding
211237	Premium Decks	5513 8th Street West	Steven & Jamie Lehrke	\$ 16,200.00	Accessory - Deck
211236	Premium Decks	123 25th East	Colin & Alexandra Johnson	\$ 20,000.00	Accessory - Deck
211235	Premium Decks	3316 2nd Street East	Brad Paul Enterprises	\$ 30,000.00	Accessory - Deck
211230	Rachel Marsolek	1226 27th Avenue West	Rachel Marsolek	\$ 5,000.00	Accessory - Deck
211220	Jordahl Custom Homes	1202 28th Avenue West	Westwood Development LLC	\$ 320,000.00	Residential Dwelling
211219	Jordahl Custom Homes	1360 Goldenwood Drive	J & O Real Estate LLC	\$ 235,000.00	Residential Dwelling
211218	Platinum Homes	1104 Commander Drive West	Platinum Homes	\$ 280,180.00	Residential Dwelling
211241	Accelerated Green Works Inc.	1616 4th Avenue East	Jason & Melissa	\$ 9,500.00	Accessory - Deck

WEST FARGO CITY COMMISSION MEETING

2 of 2

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
211215	Titan Homes	5026 Prairie Green Court West	Westport Investments LLC	\$ 635,000.00	Residential Dwelling
211247	Heritage Homes	331 25th Avenue East	Heritage Homes	\$ 300,475.00	Residential Dwelling
211208	Cass County Contracting	3901 4th Street East	Oakridge Condos, LLC	\$ 8,000.00	Remodel - Commercial - Construct additional office space
211248	Jerome Lindemann	1166 7th Avenue West	Jerome Lindemann	\$ 5,000.00	Accessory - Deck
211249	TF Powers Construction	801 22nd Ave West	West Fargo School District	\$ 1,909,000.00	Remodel - Public - school classroom addition
211245	Accent Contracting	413 2nd Street East	Andrew Thostenson	\$ 20,000.00	Remodel - Residential -Kitchen
211258	Deborah Thompson	3511 Hidden Circle	Deborah Thompson	\$ 3,830.00	Accessory - Deck
211257	Kochmann Brothers Homes, Inc.	1057 Hickory Lane	Shari Weippert, Trustee	\$ 180,000.00	Remodel - Residential - enclose rear porch
211256	HSSPT2	1459 8th Street East	Bobby Maynard	\$ 63,355.00	Remodel - Residential - sunroom
211252	William Case	1103 22nd Avenue West	William Case	\$ 4,795.00	Accessory - Shed
211259	Klein Custom Homes	1316 28th Avenue West	Klein Custom Homes	\$ 495,000.00	Residential Dwelling
211265	Designer Homes of Fgo-Mhd	5014 11th Street West	Designer Homes of Fgo-Mhd	\$ 489,905.00	Residential Dwelling
211272	Designer Homes of Fgo-Mhd	4810 Lilac Drive	Designer Homes of Fgo-Mhd	\$ 340,260.00	Residential Dwelling
211266	Krasley Services	3921 4th Street East	Oakridge Condos, LLC	\$ 29,000.00	Remodel - Commercial - additional offices
211267	Krasley Services	3925 4th Street East	Oakridge Condos, LLC	\$ 30,000.00	Remodel - Commercial - additional offices
211268	Krasley Services	3945 4th Street East	Oakridge Condos, LLC	\$ 29,000.00	Remodel - Commercial - additional offices
211269	Krasley Services	3961 4th Street East	Oakridge Condos, LLC	\$ 34,000.00	Remodel - Commercial - additional offices
211270	Krasley Services	3981 4th Street East	Oakridge Condos, LLC	\$ 29,000.00	Remodel - Commercial - additional offices
211271	Krasley Services	3985 4th Street East	Oakridge Condos, LLC	\$ 29,000.00	Remodel - Commercial - additional offices

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92885	S	999999 ASPIRE REALITY	3000.00	09/15/21			
92886	S	3299 1ST IMPRESSIONS	351.00	09/21/21		CL 99106	3000.00
92887	S	3870 A KIDS BOOK ABOUT, INC	167.44	09/21/21		CL 99041	305.50
92888	S	289 ACME TOOLS	203.72	09/21/21		CL 99226	45.50
92889	S	3490 AMAZON CAPITAL SERVICES	1650.37	09/21/21		CL 99068	167.44
						CL 99077	196.22
						CL 99172	7.50
						CL 99065	1256.22
						CL 99150	116.93
						CL 99195	39.11
						CL 99273	29.92
						CL 99276	208.19
92890	S	4090 AMERICAN SOLUTIONS FOR BUSINESS	1070.00	09/21/21		CL 99002	1070.00
92891	S	317 AMERICAN WELDING & GAS, INC.	591.78	09/21/21		CL 99036	377.18
92892	S	3857 ARNOLD NELSON	185.00	09/21/21		CL 99175	214.60
92893	S	3000 BAILEY NURSERIES, INC	13757.80	09/21/21		CL 99005	185.00
92894	S	1695 BAKER & TAYLOR	3078.57	09/21/21		CL 99254	13757.80
92895	S	3273 BERNIE DARDIS	387.03	09/21/21		CL 99067	3078.57
92896	S	1127 BIRSCHBACH EQUIPMENT & SUPPLY	604.11	09/21/21		CL 99286	387.03
						CL 99173	222.51
						CL 99250	381.60
92897	S	3489 BOLTON & MENK, INC	11334.50	09/21/21		CL 98997	11334.50
92898	S	26 BORDER STATES INDUSTRIES INC	450.79	09/21/21		CL 99113	450.79
92899	S	999999 BRAD NEWTON	300.00	09/21/21		CL 99190	300.00
92900	S	73 BRAUN INTERTEC	20621.25	09/21/21		CL 98987	1326.50
						CL 99283	19294.75
92901	S	4096 BRENT YOUNG	185.00	09/21/21		CL 99006	185.00
92902	S	351 BUSINESS ESSENTIALS	509.84	09/21/21		CL 99060	169.20
						CL 99069	24.97
						CL 99116	89.06
						CL 99271	151.91
						CL 99282	74.70

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92903	S	39 BUTLER MACHINERY	140.00	09/21/21			
92904	S	1403 CAPITAL ONE TRADE CREDIT	825.76	09/21/21		CL 99095	140.00
92905	S	999999 CARRIE LAFONTAINE	190.00	09/21/21		CL 99210	825.76
92906	S	51 CASS COUNTY ELECTRIC COOP	42891.76	09/21/21		CL 99186	190.00
						CL 99059	291.40
						CL 99137	1581.84
						CL 99138	752.81
						CL 99139	901.38
						CL 99270	1334.33
						CL 99278	17860.00
						CL 99279	20170.00
92907	S	61 CASS COUNTY FINANCE	3145.00	09/21/21			
92908	S	46 CASS RURAL WATER USERS	68.38	09/21/21		CL 99091	3145.00
92909	S	1512 CDW GOVERNMENT, INC	3465.61	09/21/21		CL 99114	68.38
92910	S	4108 CED	3424.00	09/21/21		CL 99194	3465.61
92911	S	1777 CENTURY LINK	299.65	09/21/21		CL 99127	3424.00
						CL 99026	230.18
						CL 99285	69.47
92912	S	999999 CHAD STEVERMER	190.00	09/21/21		CL 99185	190.00
92913	S	3417 CHELSEA SIMDORN	14.75	09/21/21		CL 99063	14.75
92914	S	3492 CHEMISTRY LAB	1006.32	09/21/21		CL 99104	1006.32
92915	S	3216 CINTAS	89.33	09/21/21		CL 99151	89.33
92916	S	111 CITY OF FARGO	83451.29	09/21/21		CL 99035	560.00
						CL 99040	24925.61
						CL 99051	23858.63
						CL 99074	32364.05
						CL 99207	1743.00
92917	S	3167 City of West Fargo	224.25	09/21/21		CL 99238	224.25
92918	S	999999 CITY OF WEST FARGO	73.00	09/21/21		CL 98998	73.00
92919	S	72 CLASSIC FLORAL	61.99	09/21/21		CL 99101	61.99
92920	S	1904 CODE 4 SERVICES, INC	975.09	09/21/21		CL 99087	975.09

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92921	S	999999 CODY NEUMILLER	300.00	09/21/21			
92922	S	133 COLE PAPER	981.30	09/21/21		CL 99187	300.00
92923	S	850 COMFORT INN BISMARCK	518.40	09/21/21		CL 99107	924.97
92924	S	229 CONSOLIDATED COMMUNICATIONS	2851.23	09/21/21		CL 99256	56.33
92925	S	3245 CORE & MAIN	76608.89	09/21/21		CL 99245	518.40
92926	S	1633 CROWN TROPHY	41.10	09/21/21		CL 99198	2699.55
92927	S	3500 CUMMINS SALES AND SERVICE	2705.88	09/21/21		CL 99239	151.68
92928	S	1675 DAKOTA FLUID POWER, INC	332.25	09/21/21		CL 99050	75806.41
92929	S	79 DAKOTA HOSE & EQUIP	1136.52	09/21/21		CL 99076	802.48
92930	S	624 DAKOTA SUPPLY GROUP	320.04	09/21/21		CL 99110	41.10
92931	S	87 DAKOTA TIRE	40.53	09/21/21		CL 99269	2705.88
92932	S	90 DAKOTA UNDERGROUND	185472.03	09/21/21		CL 99119	64.27
92933	S	3525 DELL SPRECHER	15.30	09/21/21		CL 99170	185.33
92934	S	2948 DELTA 54 AVIATION LLC	3550.00	09/21/21		CL 99203	82.65
92935	S	2706 DEREK WERNER	216.00	09/21/21		CL 99143	1136.52
92936	S	2225 DTN, LLC	397.00	09/21/21		CL 99155	320.04
92937	S	999999 EAGLE RIDGE PARTNERS	1400.00	09/21/21		CL 99237	40.53
92938	S	2100 EAGLE RUN CROSSING LLC	73.94	09/21/21		CL 99048	185472.03
92939	S	3410 ENGRAPHIX	2083.59	09/21/21		CL 99236	15.30
92940	S	2862 ESSENTIA HEALTH	2152.00	09/21/21		CL 99146	3550.00
						CL 99010	216.00
						CL 99053	397.00
						CL 99209	1400.00
						CL 99241	40.94
						CL 99246	33.00
						CL 99012	2083.59
						CL 99016	58.00
						CL 99267	1520.00
						CL 99272	574.00

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92941	S	3443 ESSENTIA HEALTH	3317.00	09/21/21		CL 99075 CL 99131 CL 99154	2762.00 55.00 500.00
92942	S	3667 ESSENTIA HEALTH	129.94	09/21/21		CL 99268	129.94
92943	S	963 EXCAVATING, INC.	7515.00	09/21/21		CL 99248	7515.00
92944	S	140 F-M AMBULANCE SERVICE	5321.66	09/21/21		CL 99215	5321.66
92945	S	1851 F/S MANUFACTURING INC	121.94	09/21/21		CL 99206	121.94
92946	S	660 FARGO FREIGHTLINER	12.21	09/21/21		CL 99163	12.21
92947	S	979 FARGO LINE-X	640.00	09/21/21		CL 99141	640.00
92948	S	1979 FARGO MHD WEST FARGO CHAMBER OF COMMERCE	35.00	09/21/21		CL 99284	35.00
92949	S	144 FARMERS BROTHERS COFFEE	246.40	09/21/21		CL 99199	246.40
92950	S	728 FARNAM'S GENUINE PARTS, INC	689.76	09/21/21		CL 99123 CL 99184 CL 99257	311.76 64.88 313.12
92951	S	151 FEDERAL EXPRESS	21.93	09/21/21		CL 99015	21.93
92952	S	2268 FLAGSHOOTER, LLC	3068.50	09/21/21		CL 99192	3068.50
92953	S	104 FORUM COMMUNICATIONS	233.28	09/21/21		CL 98991 CL 99032	46.98 186.30
92954	S	155 GALLS, LLC	1943.74	09/21/21		CL 99024 CL 99088 CL 99235	1171.14 601.61 170.99
92955	S	1579 GLENN'S BODY REPAIR	3495.23	09/21/21		CL 99042	3495.23
92956	S	556 GRAINGER, INC.	864.71	09/21/21		CL 99100 CL 99111 CL 99174	301.21 363.44 200.06
92957	S	3534 GRAND FORKS FIRE EQUIPMENT LLC	363.00	09/21/21		CL 99275	363.00
92958	S	177 HACH CHEMICAL	64.64	09/21/21		CL 99112	64.64
92959	S	135 HAWKINS WTR TREATMENT	5228.52	09/21/21		CL 99047	5228.52

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92960	S	3557 HESI	87.00	09/21/21			
92961	S	358 HUBERT OYE-SONS CONST.	342.72	09/21/21		CL 99234	87.00
92962	S	3087 IBM CORPORATION	460.00	09/21/21		CL 99117	342.72
92963	S	687 INFORMATION TECHNOLOGY DEPT	676.20	09/21/21		CL 98992	460.00
92964	S	1660 INT'L CONFERENCE OF POLICE CHAPLAINS	250.00	09/21/21		CL 99023	676.20
92965	S	1076 IPMA - HR	701.05	09/21/21		CL 99022	250.00
92966	S	233 J & L SPORTS	242.55	09/21/21		CL 99233	701.05
92967	S	3801 JAMES ELLEFSON	216.00	09/21/21		CL 99200	242.55
92968	S	3466 JERRY WALLACE	1427.73	09/21/21		CL 99011	216.00
92969	S	1084 JOEY PORTER	128.95	09/21/21		CL 99058	1427.73
92970	S	999999 JOHN OLSON	300.00	09/21/21		CL 99229	128.95
92971	S	999999 JON HOLLAND	700.00	09/21/21		CL 99188	300.00
92972	S	4112 JOSEPH JOHNSON	801.50	09/21/21		CL 99193	700.00
92973	S	999999 KATHRYN JORGENSEN	3100.00	09/21/21		CL 99232	801.50
92974	S	999999 KEVIN SACKENREUTER	300.00	09/21/21		CL 99103	3100.00
92975	S	2325 KUSTOM KONCEPTS	455.71	09/21/21		CL 99191	300.00
92976	S	2085 LANGUAGE LINE SERVICES	87.91	09/21/21		CL 99182	455.71
92977	S	705 LAWSON PRODUCTS	660.29	09/21/21		CL 99020	87.91
92978	S	3066 LITTLE FALLS MACHINE INC	1961.43	09/21/21		CL 99093	603.78
92979	S	3418 LOFFLER	3080.69	09/21/21		CL 99158	56.51
92980	S	711 LUTHER FAMILY FORD	377.24	09/21/21		CL 99179	1961.43
92981	S	3502 M&T FIRE AND SAFETY	224.71	09/21/21		CL 99149	547.39
						CL 99197	2333.30
						CL 99211	200.00
						CL 99153	363.39
						CL 99263	13.85
						CL 99230	224.71

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Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
92982	S	1609 M.J. DALSIN CO OF ND INC	352.47	09/21/21			
92983	S	3304 MAC'S - FARGO	71.97	09/21/21		CL 99033	352.47
92984	S	3536 MACQUEEN EMERGENCY	749.15	09/21/21		CL 99144	71.97
92985	S	3119 MATT RETKA	50.00	09/21/21		CL 99228	749.15
92986	S	308 MATTHEW BENDER & CO., INC	27.08	09/21/21		CL 99147	50.00
92987	S	3014 MELISSA RICHARD	478.68	09/21/21		CL 99086	27.08
92988	S	299 MENARDS	727.81	09/21/21		CL 99280	478.68
						CL 99071	83.95
						CL 99171	40.34
						CL 99225	182.99
						CL 99227	171.10
						CL 99240	249.43
92989	S	1854 MIDWEST TAPE	1498.87	09/21/21			
						CL 99064	928.70
						CL 99152	570.17
92990	S	305 MOORE ENGINEERING	112280.42	09/21/21			
92991	S	298 MVTL LABORATORIES	241.00	09/21/21		CL 98986	112280.42
92992	S	3917 MY-LOR, INC	20.22	09/21/21		CL 99054	241.00
92993	S	571 ND WORKFORCE SAFETY & INSURANCE	10.94	09/21/21		CL 99224	20.22
92994	S	3531 NDBOA	250.00	09/21/21		CL 99017	10.94
92995	S	364 NELSON INTERNATIONAL	527.82	09/21/21		CL 99142	250.00
						CL 99180	420.18
						CL 99205	107.64
92996	S	271 NETCENTER TECHNOLOGIES	2444.34	09/21/21			
92997	S	999999 NICHOLAS GAU	300.00	09/21/21		CL 98993	2444.34
92998	S	141 NORTH STAR SAFETY, INC	59.95	09/21/21		CL 99183	300.00
						CL 99094	26.95
						CL 99223	33.00
92999	S	331 NORTHERN STATES SUPPLY	5.06	09/21/21			
93000	S	1715 NORTHWEST TIRE INC	253.59	09/21/21		CL 99264	5.06
						CL 99124	234.34
						CL 99181	19.25
93001	S	1774 O'REILLY AUTOMOTIVE STORES, INC	449.70	09/21/21			
						CL 99043	7.63
						CL 99126	243.93
						CL 99204	179.83
						CL 99221	14.54
						CL 99262	3.77

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93002	S	3416 OCLC, INC.	195.34	09/21/21		CL 99062	195.34
93003	S	832 ODIN	479.00	09/21/21		CL 99061	479.00
93004	S	353 OHNSTAD TWICHELL	47196.38	09/21/21		CL 99030	21404.26
						CL 99031	9186.70
						CL 99049	16605.42
93005	S	352 OK TIRE	569.95	09/21/21		CL 99121	59.95
						CL 99177	510.00
93006	S	631 ONE CALL CONCEPT	906.00	09/21/21		CL 99052	906.00
93007	S	276 OSTROMS ACE HARDWARE	175.83	09/21/21		CL 99021	12.88
						CL 99037	10.18
						CL 99202	8.99
						CL 99252	143.78
93008	S	1404 PATRICK HANSON	295.71	09/21/21		CL 99008	295.71
93009	S	563 PETRO SERVE USA	52336.74	09/21/21		CL 99027	12.24
						CL 99222	1151.45
						CL 99259	5759.51
						CL 99277	45413.54
93010	S	4034 PETRO SERVE USA #63	4298.18	09/21/21		CL 99196	3853.00
						CL 99243	445.18
93011	S	1987 PETSMART	53.99	09/21/21		CL 99220	53.99
93012	S	1310 PETTYS CONSULTING, LLC	324.00	09/21/21		CL 99266	324.00
93013	S	2551 PRECISION PLUMBING INC	1866.90	09/21/21		CL 99217	1866.90
93014	S	3276 PREMIUM WATERS INC	150.76	09/21/21		CL 99066	150.76
93015	S	1755 PRO SWEEP INC	900.00	09/21/21		CL 99073	900.00
93016	S	1166 PRODUCTIVITY PLUS ACCOUNT	722.27	09/21/21		CL 99169	722.27
93017	S	1128 R & R PETROLEUM EQUIPMENT	273.81	09/21/21		CL 99178	273.81
93018	S	2977 RAMKOTA HOTEL & CONFERENCE CENTER	99.00	09/21/21		CL 99216	99.00
93019	S	2982 RDO EQUIPMENT CO	3132.18	09/21/21		CL 99168	3132.18
93020	S	3893 RDO TRUCK CENTERS	173.25	09/21/21		CL 99167	173.25

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93021	S	3522 RJ'S TESORO	1635.90	09/21/21			
93022	S	3730 SAD DOWNTOWN, LLC	666.00	09/21/21		CL 99219	1635.90
93023	S	3353 SAM'S CLUB MC/SYNCB	456.78	09/21/21		CL 99057	666.00
93024	S	454 SANITATION PRODUCTS	408.03	09/21/21		CL 99056	456.78
93025	S	450 SCHEELS	159.95	09/21/21		CL 99122	408.03
93026	S	639 SECRETARY OF STATE	36.00	09/21/21		CL 99003	159.95
93027	S	3994 SHEYENNE GARDENS	43.00	09/21/21		CL 99212	36.00
93028	S	1702 SHEYENNE RIVER KENNELS	499.90	09/21/21		CL 99242	43.00
93029	S	2885 SHORTPRINTER	72.46	09/21/21		CL 99029	499.90
93030	S	91 SIGN SOLUTIONS USA	1370.91	09/21/21		CL 99014	72.46
93031	S	1626 SIRCHIE ACQUISITION COMPANY LLC	65.00	09/21/21		CL 99072	339.41
93032	S	2535 SKOOTER'S PLUMBING	160.00	09/21/21		CL 99261	1031.50
93033	S	3150 SKYHAWK TELEMATICS	300.50	09/21/21		CL 99164	65.00
93034	S	3528 SNACKS PLUS VENDING	164.00	09/21/21		CL 99118	160.00
93035	S	2859 STOPSTICK LTD	308.00	09/21/21		CL 99055	300.50
93036	S	38 STRATA CORPORATION	995.51	09/21/21		CL 99148	164.00
93037	S	31 STURDEVANT'S AUTO PARTS	683.42	09/21/21		CL 99019	308.00
93038	S	1664 STURDEVANT'S REFINISH SUPPLY CENTER	32.99	09/21/21		CL 99039	995.51
93039	S	176 SUMMIT FIRE PROTECTION	650.00	09/21/21		CL 99125	266.11
93040	S	733 SWANSTON EQUIPMENT CORP.	1427.16	09/21/21		CL 99201	17.66
93041	S	1907 THE SHOOTING PARK OF HORACE	400.00	09/21/21		CL 99244	282.39
						CL 99265	117.26
						CL 99046	32.99
						CL 99260	650.00
						CL 99208	1069.54
						CL 99247	357.62
						CL 99018	400.00

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93042	S	812 TIM RUNCORN	216.00	09/21/21			
93043	S	999999 TONY HANSEN	190.00	09/21/21		CL 99009	216.00
93044	S	1495 TRAVIS JOHNSON	226.00	09/21/21		CL 99189	190.00
93045	S	3524 TRAVIS OLSON	69.44	09/21/21		CL 99007	226.00
93046	S	4095 TROY OPSAHL	1250.09	09/21/21		CL 99214	69.44
93047	S	1199 TRUE NORTH STEEL	225.60	09/21/21		CL 99001	1250.09
93048	S	665 TWIN CITY GARAGE DOOR	340.00	09/21/21		CL 99120	225.60
93049	S	4111 US DIGITAL DESIGNS	928.50	09/21/21		CL 99108	215.00
93050	S	3833 VALLEY GREEN	2062.50	09/21/21		CL 99258	125.00
93051	S	2478 VALLI	6598.55	09/21/21		CL 99218	928.50
93052	S	3668 VERIZON WIRELESS	10986.70	09/21/21		CL 99109	1785.00
93053	S	3212 VISA ADMINISTRATION	2015.30	09/21/21		CL 99281	277.50
93054	S	3706 VISA COMMUNICATIONS	500.00	09/21/21		CL 99080	1262.38
93055	S	4000 VISA ECONOMIC DEVELOPMENT	47.00	09/21/21		CL 99081	5336.17
93056	S	4057 VISA ECONOMIC DEVELOPMENT 2	595.00	09/21/21		CL 99025	251.42
93057	S	3693 VISA ENGINEERING	2003.59	09/21/21		CL 99070	10735.28
93058	S	2436 VISA FINANCE	1309.52	09/21/21		CL 99145	2015.30
93059	S	3569 VISA FIRE DEPT 1	2616.48	09/21/21		CL 99162	500.00
93060	S	3568 VISA FIRE DEPT 2	3859.11	09/21/21		CL 99084	47.00
93061	S	2439 VISA IT	203.17	09/21/21		CL 99085	595.00
93062	S	3161 VISA LIBRARY #1	354.03	09/21/21		CL 99159	2003.59
93063	S	2438 VISA PLANNING	79.92	09/21/21		CL 99083	1309.52
						CL 99253	2616.48
						CL 99251	3859.11
						CL 99082	203.17
						CL 99165	354.03
						CL 99161	79.92

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93064	S	2435 VISA POLICE #1	3449.33	09/21/21			
93065	S	3233 VISA POLICE #2	1962.71	09/21/21		CL 99096	3449.33
93066	S	3234 VISA POLICE #3	234.22	09/21/21		CL 99097	1962.71
93067	S	3244 VISA POLICE #4	462.97	09/21/21		CL 99098	234.22
93068	S	2423 VISA PW	3129.43	09/21/21		CL 99099	462.97
93069	S	2609 WADE LICK	85.29	09/21/21		CL 99129	3129.43
93070	S	544 WALLWORK TRUCK CENTER	1675.10	09/21/21		CL 99102	85.29
						CL 99045	45.72
						CL 99105	1400.58
						CL 99140	228.80
93071	S	576 WALMART COMMUNITY	59.94	09/21/21		CL 99004	59.94
93072	S	2740 WASTE MANAGEMENT OF WI-MN	83870.44	09/21/21		CL 99115	83870.44
93073	S	686 WDAY	1120.00	09/21/21		CL 98999	1120.00
93074	S	2184 WEST SIDE STEEL	606.62	09/21/21		CL 99028	125.14
						CL 99156	92.14
						CL 99176	389.34
93075	S	807 WEX HEALTH, INC	587.20	09/21/21		CL 98990	587.20
93076	S	569 WF ANIMAL HOSPITAL	1934.00	09/21/21		CL 99013	1934.00
93077	S	338 XCEL ENERGY	35885.02	09/21/21		CL 98995	13376.01
						CL 98996	13155.92
						CL 99132	7322.63
						CL 99133	615.57
						CL 99134	33.82
						CL 99135	61.20
						CL 99136	30.60
						CL 99213	1289.27
93078	S	582 ZEP MANUFACTURING	1348.63	09/21/21		CL 99157	1348.63
93079	S	2880 CITY OF FARGO	948217.80	09/21/21		CL 99288	16.80
						CL 99289	193668.00
						CL 99290	754533.00
93080	S	772 MINNKOTA	48.00	09/22/21		CL 99292	48.00

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93081	S	2274 GAMES GALORE	1850.00	09/22/21			
93082	S	2499 FM CONVENTION & VISITORS BUREAU	21967.71	09/23/21		CL 99307	1850.00
93083	S	2499 FM CONVENTION & VISITORS BUREAU	10516.68	09/23/21		CL 99311	21967.71
93084	S	1771 ND SECRETARY OF STATE	36.00	09/23/21		CL 99312	10516.68
93085	S	3549 WEX	3307.47	09/24/21		CL 99326	36.00
93086	S	3540 COLONIAL INSURANCE BCN #E8967887	2429.02	09/27/21		CL 99340	3307.47
93087	S	3547 EQUITABLE UNIT ANNUITY COLLECTIONS	900.00	09/27/21		CL 99368	2429.02
93088	S	3542 MAINSTAY FUNDS	860.00	09/27/21		CL 99367	900.00
93089	S	3630 MATRIX TRUST COMPANY	3501.00	09/27/21		CL 99361	860.00
93090	S	3546 NATIONWIDE INVESTMENT ADVISORS LLC	5623.18	09/27/21		CL 99362	3501.00
93091	S	3541 ND FRATERNAL ORDER OF POLICE	1550.00	09/27/21		CL 99359	5623.18
93092	S	3543 NEW YORK LIFE INSURANCE & ANNUITY CORP	7572.04	09/27/21		CL 99363	1550.00
93093	S	3548 PERSHING	700.00	09/27/21		CL 99358	7572.04
93094	S	1464 RED RIVER VALLEY FOP LODGE #1	682.00	09/27/21		CL 99369	700.00
93095	S	3544 VICKI PETERS TEAMSTERS LOCAL NO 120	25.00	09/27/21		CL 99364	682.00
93096	S	566 WEST FARGO PARK DISTRICT	79065.15	09/27/21		CL 99366	25.00
93097	S	3827 WF IAFF	600.00	09/27/21		CL 99357	79065.15
93098	S	2213 TITAN MACHINERY, INC.	35657.30	09/27/21		CL 99365	600.00
						CL 99388	35657.30

Total for Claim Checks **2073754.14**
Count for Claim Checks 214

* denotes missing check number(s)

of Checks: 214 Total: 2073754.14

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF WEST FARGO, NORTH DAKOTA
AND
THE RED RIVER VALLEY FAIR ASSOCIATION**

This Memorandum of Understanding (this "Memorandum") is entered by and between the City of West Fargo, North Dakota, a Home Rule City and political subdivision of the State of North Dakota (the "City"), and the Red River Valley Fair Association, a nonprofit corporation organized and existing under the law of the State of North Dakota (the "Fair Association").

The purpose of this Memorandum is for the City to provide parking lot sweeping services for the Fair Association in the summer and, in exchange, the Fair Association will allow the City to utilize a portion of the Fair Association's property to dump and store snow in the winter.

NOW, THEREFORE, in consideration of the mutual agreements contained in this Memorandum, and other valuable consideration, the receipt and sufficiency of which the parties acknowledge, the City and the Fair Association agree as follows:

The City will:

1. Provide sweeping services for the parking lot of property owned by the Fair Association eight (8) times during the fair and Big Iron.
2. Clean up the site, known as the "Lot A Snow Dump Site", located at the Southeast Corner of Main Avenue West and 15th Street West, in the spring following the City's use of the site to dump and store snow.
3. Provide the work described above at no cost to the Fair Association.

The Fair Association will:

1. Allow the City to dump and store snow on the Lot A Snow Dump Site during the months in which there is snow in the City of West Fargo.
2. Provide the City use of the portion of the Fair Association's property, the Lot A Snow Dump Site, at no cost to the City.

Miscellaneous Terms:

1. Modification. Any additions or modifications of the terms of this Memorandum or the scope of work to be performed hereunder must be agreed to by both parties. Such changes shall be incorporated in written amendments to this Memorandum.
2. Termination. This Memorandum may be cancelled or terminated by either party by providing written notice of its intention thirty (30) days prior to the date of cancellation.

3. Notice. Written notice shall be addressed to the following addresses:

Fair Association: Red River Valley Fair Association
1805 Main Avenue West
West Fargo, ND 58078

City: City of West Fargo
800 4th Avenue East, Suite 1
West Fargo, ND 58078

4. Liability. The parties to this Memorandum agree that each will be responsible for all claims, losses, liability, suits, judgments, costs, and expenses caused by them or their personnel. The parties are not liable for the acts or omissions of the other party to this Memorandum except to the extent to which they have agreed in writing to be responsible for acts or omissions of another party.
5. North Dakota Law Applies. This Memorandum will be controlled by the laws of the State of North Dakota, and any action brought as a result of any claim, demand or cause of action arising under the terms of this Memorandum shall be brought in an appropriate venue in the State of North Dakota.
6. Severability. If any term or condition of this Memorandum is, to any extent, determined to be invalid or unenforceable, the remainder of this Memorandum, or such term or condition other than those in respect to which it is held invalid or unenforceable, shall not be affected thereby and each term or condition of this Memorandum will be valid and be enforced to the fullest extent permitted by law.
7. Merger. This Memorandum constitutes the entire agreement by and between the parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements or promises or covenants or representations on the part of either party hereto.
8. Effective Date. This Memorandum will go into effect upon approval, as represented by the signatures below.

(Signatures appear on the following pages.)

Dated: _____

City of West Fargo, North Dakota

Bernie L. Dardis, President of the Board of
City Commissioners

ATTEST:

Tina Fisk, City Auditor

Dated: _____

Red River Valley Fair Association

By:  _____
Its: CEO _____

*** Consent Agenda ***

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Malachi Petersen, Planner
2. PHONE NUMBER: 515-5377 DATE: September 22, 2021
3. AGENDA TITLE:
Final Plat Approval – Proposed Gateway 4th Addition, Replat of Lot 1, Block 1 of
Gateway 3rd Addition, City of West Fargo, North Dakota.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Approval of replat of Lot 1, Block 1 of Gateway 3 Addition (2050 Main Ave W), City
of West Fargo, North Dakota with the purpose of subdividing an existing lot into
two parcels for development. The Planning and Zoning Commission
recommended approval of the replat with staff recommendations at their
September 14, 2021 meeting.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Lot 1, Block 1 of Gateway 3rd Addition, City of West Fargo, North Dakota.
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve the replat of Lot 1, Block 1 of West Fargo 3rd Addition, City of West Fargo,
North Dakota with conditions as noted in the staff report.

STAFF REPORT

A21-33 REPLAT	
Gateway 4 th Addition	
2050 Main Ave W (Lot 1, Block 1 of Gateway 3 rd Addition)	
Owner/Applicant: Jason Sjostrom	Staff Contact: Malachi Petersen
Planning & Zoning Commission Public Hearing:	09-14-2021 – Approved
City Commission Final Plat Approval:	10-04-2021

PURPOSE:

Subdivide one lot into two.

STATEMENTS OF FACT:

Land Use Classification:	G-3: Employment Growth Sector
Existing Land Use:	Office
Current Zoning District(s):	LI: Light Industrial
Zoning Overlay District(s):	CO-R: Redevelopment Corridor Overlay District
Proposed Lot size(s) or range:	26,190 ft ²
Total area size:	1.2 Acres
Adjacent Zoning Districts:	LI: Light Industrial
Adjacent street(s):	21 st Street NW (Local); Main Avenue West (Arterial)
Adjacent Bike/Pedestrian Facilities:	Main Avenue multi-use path
Available Parks/Trail Facilities:	Main Avenue multi-use path
Land Dedication Requirements:	The property has been platted and developed.

DISCUSSION AND OBSERVATIONS:

- The applicant is proposing to divide one lot into two.
- Proposed Lot 1 is developed with office lease space.
- The proposed lot sizes will adequately meet yard requirements for development in the LI: Light Industrial zoning district.

NOTICES:

- | | |
|---|-------------------------------------|
| Sent to: | Applicable agencies and departments |
| Comments Received: | |
| <ul style="list-style-type: none"> • Engineering asked for verification regarding utilities within the proposed easterly easement. | |

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

- The proposed application is consistent with the City plans and ordinances.

STAFF REPORT

RECOMMENDATIONS:

It is recommended that the City approve the proposed application on the basis it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. An updated drainage plan is approved by the City Engineer.
2. An Attorney Title Opinion to the City of West Fargo is received.
3. Signed Final Plat is received with any necessary easements.
4. A certificate is received showing taxes are current.

PLANNING AND ZONING RECOMMENDATION:

At their September 14, 2021 meeting the Planning and Zoning Commission recommended approval of the replat with the staff recommendations noted above.



A21-33
Proposed
Subdivision

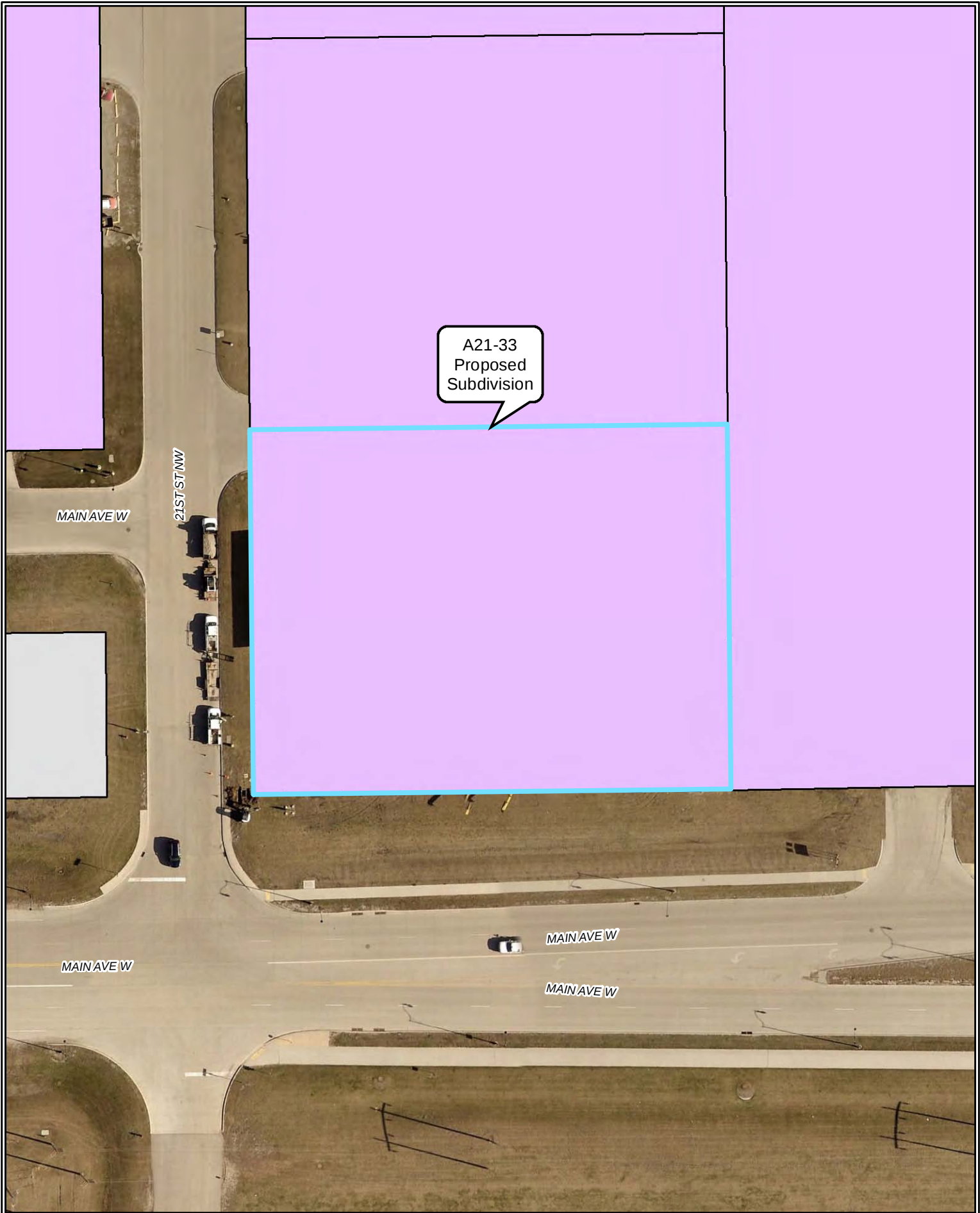
MAIN AVE W

21ST ST NW

MAIN AVE W

MAIN AVE W

MAIN AVE W



A21-33
Proposed
Subdivision

GATEWAY FOURTH ADDITION

A REPLAT OF LOT ONE, BLOCK ONE, GATEWAY THIRD ADDITION TO THE CITY OF WEST FARGO,
SITUATE IN THE COUNTY OF CASS AND THE STATE OF NORTH DAKOTA
A MAJOR SUBDIVISION

OWNER'S CERTIFICATE

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "GATEWAY FOURTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT ONE, BLOCK ONE, GATEWAY THIRD ADDITION TO THE CITY OF WEST FARGO, SITUATE IN THE COUNTY OF CASS AND THE STATE OF NORTH DAKOTA; THAT WE HAVE CAUSED IT TO BE PLATTED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF COLE A. NESET, REGISTERED LAND SURVEYOR, AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT.

SAID GATEWAY FOURTH ADDITION CONSISTS OF 2 LOTS AND 1 BLOCK, AND CONTAINS 1.20 ACRES, MORE OR LESS, AND IS SUBJECT TO RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY:

OWNER:

BY: JASON SIOSTROM

STATE OF NORTH DAKOTA }
COUNTY OF CASS }

ON THIS DAY OF 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JASON SIOSTROM TO ME KNOWN TO BE OF A MEMBER CITY VISION PROPERTIES, LLC THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME ON BEHALF OF CITY VISION PROPERTIES, LLC.

NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA

WEST FARGO PLANNING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS DAY OF 2021.

JOSEPH F. KOLB
CHAIRMAN

STATE OF NORTH DAKOTA }
COUNTY OF CASS }

ON THIS DAY OF 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOSEPH F. KOLB, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME ON BEHALF OF THE WEST FARGO PLANNING COMMISSION.

NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA

CITY ENGINEER'S APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS DAY OF 2021.

DUSTIN T. SCOTT
CITY ENGINEER

STATE OF NORTH DAKOTA }
COUNTY OF CASS }

ON THIS DAY OF 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED, DUSTIN T. SCOTT, WEST FARGO CITY ENGINEER, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS CITY ENGINEER.

NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA

WEST FARGO CITY ATTORNEY APPROVAL

I HEREBY CERTIFY THAT PROPER EVIDENCE OF TITLE HAS BEEN EXAMINED BY ME, AND I APPROVE THE PLAT AS TO FORM AND EXECUTION THIS DAY OF 2021.

JOHN T. SHOCKLEY
WEST FARGO CITY ATTORNEY

STATE OF NORTH DAKOTA }
COUNTY OF CASS }

ON THIS DAY OF 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOHN T. SHOCKLEY, CITY ATTORNEY, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS CITY ATTORNEY.

NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA

WEST FARGO CITY COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS DAY OF 2021.

BERNIE L. DARDIS
PRESIDENT, BOARD OF CITY COMMISSIONERS

TINA FISK
CITY AUDITOR

STATE OF NORTH DAKOTA }
COUNTY OF CASS }

ON THIS DAY OF 2021, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BERNIE L. DARDIS, PRESIDENT OF THE BOARD OF CITY COMMISSIONERS OF THE CITY OF WEST FARGO, AND TINA FISK, CITY AUDITOR OF THE CITY OF WEST FARGO, TO ME KNOWN TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED SAME ON BEHALF OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA



LEGEND

- MONUMENT SET
- MONUMENT FOUND
- EXISTING EASEMENT
- NEW EASEMENT
- EXISTING PROPERTY LINE
- NEW PROPERTY LINE
- PROPERTY BOUNDARY LINE
- EX. SECTION LINE
- UTILITY EASEMENT
- SQUARE FEET
- R.O.W.

NOTES

1. LEASE FOR NEWMAN OUTDOOR ADVERTISING TO INSTALL A SIGN OVER PREVIOUSLY DESCRIBED LOT 1, BLOCK 1, GATEWAY THIRD ADDITION / NEWLY DESCRIBED LOT 2, BLOCK 1, GATEWAY 4TH ADDITION. RECORDED JANUARY 30, 2020, DOCUMENT #1582486.

BASIS OF BEARING
SOUTH LINE OF BLOCK 1
IS ASSUMED TO BEAR
SOUTH 87°31'26" WEST

*** Consent Agenda ***

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Malachi Petersen/Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: September 24, 2021
3. AGENDA TITLE:
Final Plat Approval – Proposed Shadow Creek 6th Addition, Replat of Lots 21 & 22, Block 4 of Shadow Creek 5th, City of West Fargo, North Dakota
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Final Plat Approval. The Planning and Zoning Commission recommended approval of the replat at their September 14, 2021 meeting.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Lots 1 & 2, Block 1 of Shadow Creek 6th Addition, City of West Fargo, North Dakota (3634 & 3640 Houkon Dr E)
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Final Plat Approval based on conditions 2-6 listed in the staff report. Condition 1 is no longer necessary, as the driveway setback has been met.

STAFF REPORT

A21-34 REPLAT	
Shadow Creek 6 th Addition	
Lots 21 and 22, Block 4 of Shadow Creek 5 th Addition	
Owner: Heritage Homes/Warren & Amanda Schatz Applicant: Brian Pattengale, Houston Engineering	Staff Contact: Maegin Elshaug
Planning & Zoning Commission Public Hearing	09/14/2021 – Approval
City Commission Final Plat Approval:	10-04-2021

PURPOSE:

Replat for minor lot line adjustments to provide for continued residential development

STATEMENTS OF FACT:

Land Use Classification:	G-2: Sub-Urban - Growth Sector
Existing Land Use:	Vacant/Single Family Dwelling
Current Zoning District(s):	R-1A: Single Family Dwellings
Zoning Overlay District(s):	n/a
Proposed Lot size(s) or range:	13,581-25,522 ft ²
Adjacent Zoning Districts:	R-1A: Single Family Dwellings
Adjacent street(s):	Houkom Drive (Local)
Adjacent Bike/Pedestrian Facilities:	Sidewalks and Multi-Use Path along 4 th Street East
Available Parks/Trail Facilities:	Shadow Creek facilities within .10 mile

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application and proposed plat.
- The replat is necessary for minor lot line adjustments to provide for continued development and correct a driveway encroachment onto the adjacent lot.
- The new lots will be required to meet the current zoning district requirements.
- The applicant is proposing to shift a portion of the property line.
- The proposed replat does not affect any public easements or rights of ways, and the applicant has stated that it will not affect existing utility connections.
- Section 4-446.C.3 of Title IV notes, in part, that on residential lots, parking or storage may occur on an improved parking surfaces within the required side yard provided that a 3-foot setback is maintained from the interior lot line, and that the requirement may be waived if agreed upon by the abutting neighbors. The applicant has noted that the proposed interior property line on the east side of Lot 1 will be approximately 1 foot from the existing driveway.

NOTICES:

Sent to: Applicable agencies and departments

Comments Received:

- None to date.

STAFF REPORT

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

- The proposed application is consistent with the City plans and ordinances.

RECOMMENDATIONS:

It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

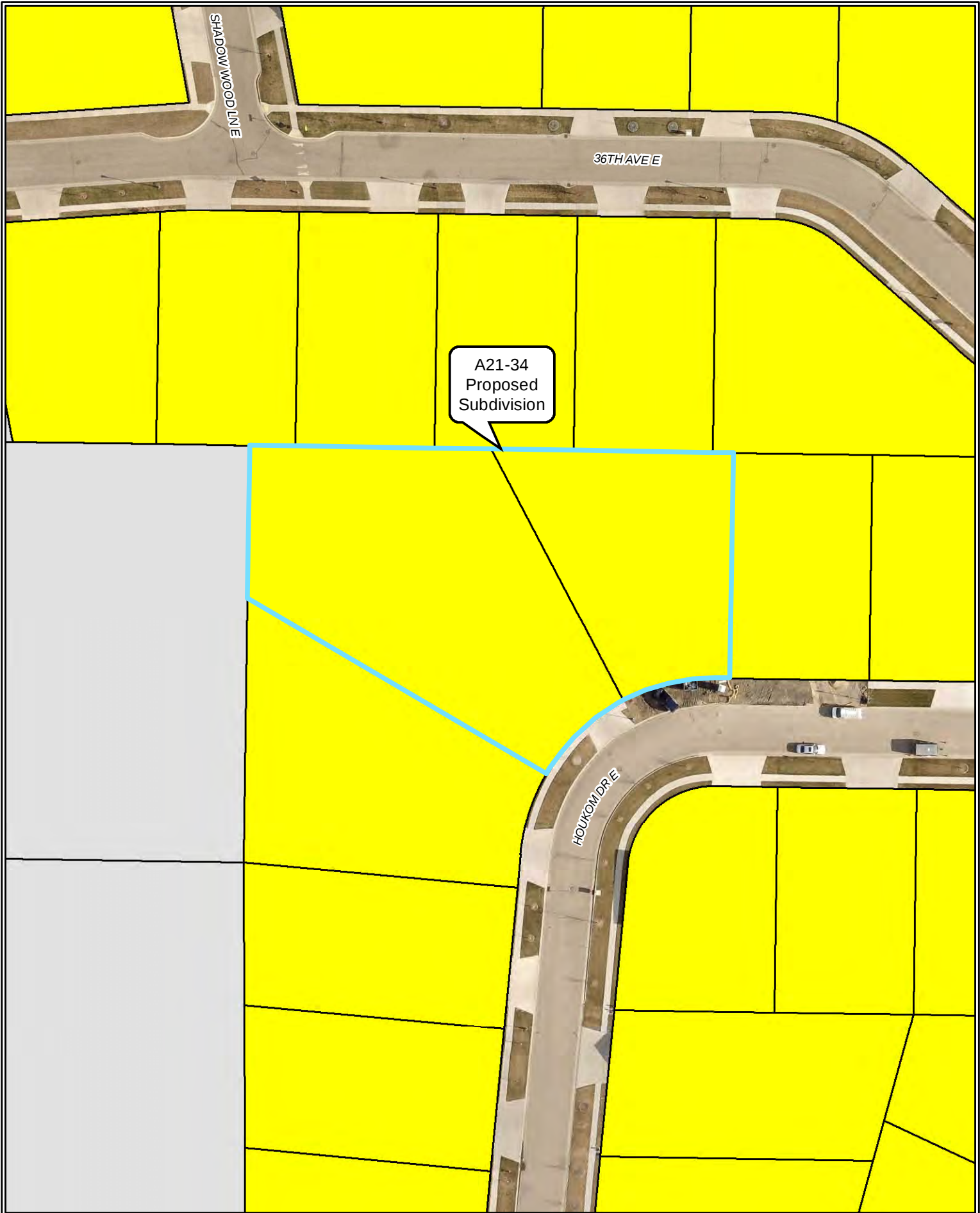
1. An agreement signed by property owners regarding the driveway setback is received by the Planning Department.
2. Utility plan is verified to be unchanged and approved by City Engineer.
3. An updated drainage plan is approved by the City Engineer.
4. An Attorney Title Opinion to the City of West Fargo is received.
5. Signed Final Plat is received with any necessary easements.
6. A certificate is received showing taxes are current.

PLANNING AND ZONING RECOMMENDATION:

- At their September 14, 2021 meeting the Planning and Zoning Commission recommended approval of the replat the conditions noted above, along with a recommendation of adjusting the property line in order to meet the 3-foot setback.

UPDATE

- On September 24, 2021, the applicant has provided an exhibit to staff that confirms the driveway and proposed property line will meet the required 3-foot setback. Item 1 in the recommended conditions is no longer necessary.





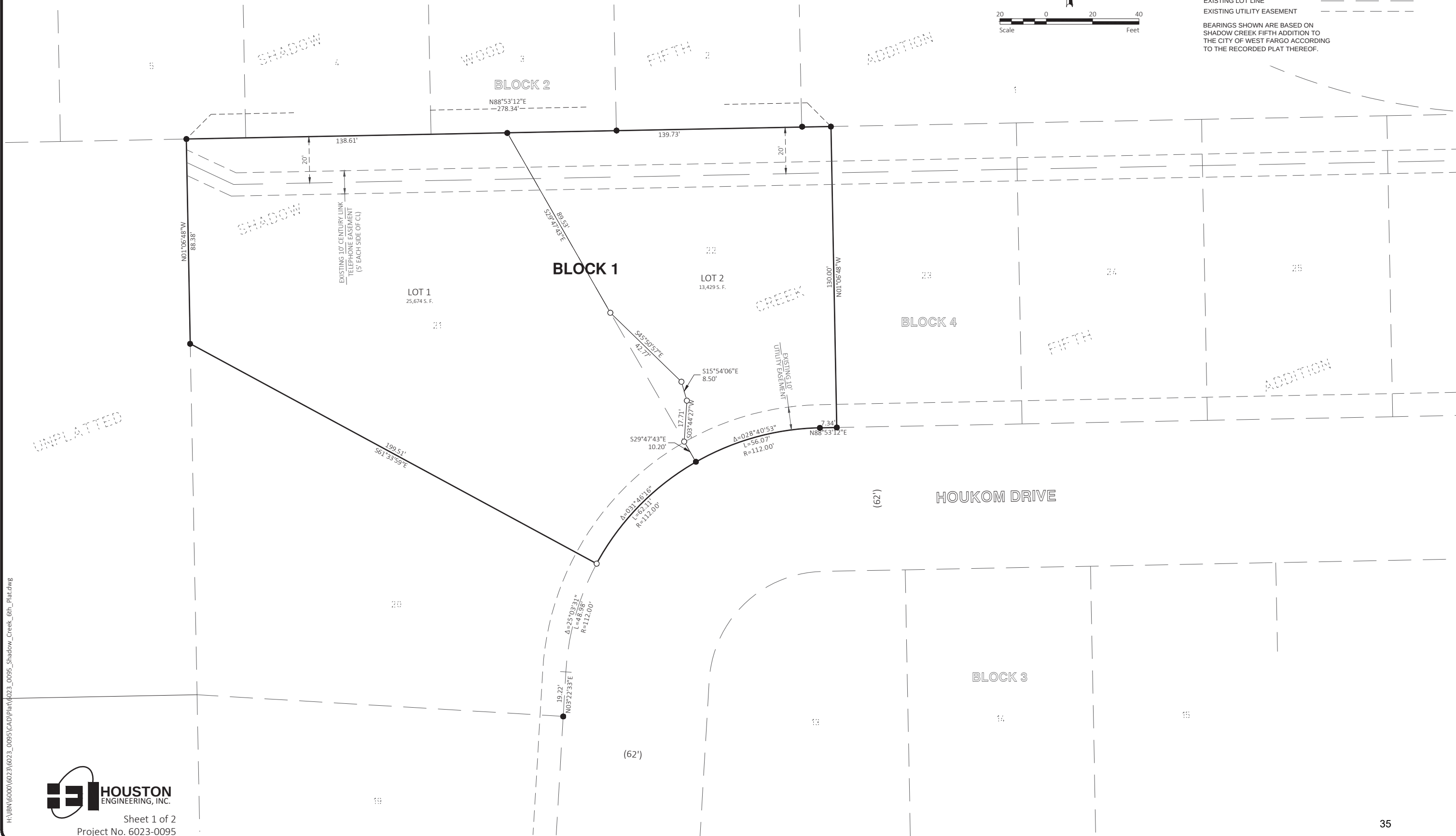
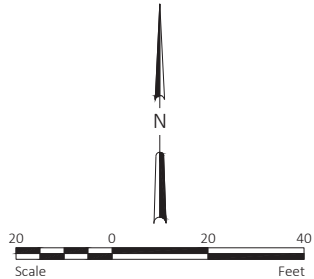
SHADOW CREEK SIXTH ADDITION

BEING A REPLAT OF LOTS 21 & 22, BLOCK 4,
SHADOW CREEK FIFTH ADDITION
TO THE CITY OF WEST FARGO,
CASS COUNTY, NORTH DAKOTA

LEGEND

IRON MONUMENT FOUND	●
1/2" I.D. PIPE SET	○
MEASURED BEARING	N00°00'00"E
PLAT BEARING	(N00°00'00"E)
MEASURED DISTANCE	100.00'
PLAT DISTANCE	(100.00')
PLAT BOUNDARY	— — — — —
LOT LINE	— — — — —
UTILITY EASEMENT	— — — — —
EXISTING LOT LINE	— — — — —
EXISTING UTILITY EASEMENT	— — — — —

BEARINGS SHOWN ARE BASED ON
SHADOW CREEK FIFTH ADDITION TO
THE CITY OF WEST FARGO ACCORDING
TO THE RECORDED PLAT THEREOF.



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Sheet 1 of 2
Project No. 6023-0095

SHADOW CREEK SIXTH ADDITION

BEING A REPLAT OF LOTS 21 & 22, BLOCK 4,
SHADOW CREEK FIFTH ADDITION
TO THE CITY OF WEST FARGO,
CASS COUNTY, NORTH DAKOTA

SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT:

I, Curtis A. Skarphol, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify that this plat is a true and correct representation of the survey of said subdivision; that the monuments for the guidance of future surveys have been located or placed in the ground as shown.

Dated this _____ day of _____, 20____.

Curtis A. Skarphol, Professional Land Surveyor No. 4723

CITY ENGINEER'S APPROVAL:

Approved by the West Fargo City Engineer this _____ day of _____, 20____.

Dustin T. Scott, City Engineer

WEST FARGO PLANNING COMMISSION APPROVAL:

Approved by the City of West Fargo Planning Commission this _____ day of _____, 20____.

Joseph F. Kolb, Chairman
West Fargo Planning Commission

WEST FARGO CITY ATTORNEY APPROVAL:

I hereby certify that proper evidence of title has been examined by me and I approve the Plat as to form and execution this _____ day of _____, 20____.

John T. Shockley, City Attorney

WEST FARGO CITY COMMISSION APPROVAL:

Approved by the West Fargo City Commission this _____ day of _____, 20____.

Bernie L. Dardis
President of the West Fargo City Commission

Tina Fisk
City Auditor

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____, before me personally appeared Bernie L. Dardis, President of the West Fargo City Commission; and Tina Fisk, City Auditor, City of West Fargo, known to me to be the persons who are described in and who executed the within instrument and acknowledged to me that they executed the same on behalf of the City of West Fargo.

Notary Public: _____

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____ before me personally appeared Curtis A. Skarphol, Professional Land Surveyor, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Notary Public: _____

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____ before me personally appeared Dustin T. Scott, West Fargo City Engineer, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Notary Public: _____

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____, before me personally appeared Joseph F. Kolb, Chairman, West Fargo Planning Commission, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same on behalf of the West Fargo Planning Commission.

Notary Public: _____

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____, before me personally appeared John T. Shockley, City Attorney, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as City Attorney.

Notary Public: _____

OWNER'S CERTIFICATE:

KNOW ALL PERSONS BY THESE PRESENTS: That Heritage Homes, LLC, a North Dakota Limited Liability Company; and Warren K. Schatz and Amanda J. Schatz, husband and wife; are the owners and proprietors of Lots 21 & 22, Block 4, Shadow Creek Fifth Addition, City of West Fargo, Cass County, North Dakota.

Said tract contains 0.898 acres, more or less.

And that said parties have caused the same to be surveyed and platted as **SHADOW CREEK SIXTH ADDITION** to the City of West Fargo, Cass County, North Dakota.

OWNERS:

Heritage Homes, LLC
(Owner of Lot 21, Block4,
Shadow Creek Fifth Addition)

Warren K. Schatz and Amanda J. Schatz
(Owners of Lot 22, Block4,
Shadow Creek Fifth Addition)

Tyrone M. Leslie, President

Warren K. Schatz

Amanda J. Schatz

State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____ before me personally appeared Tyrone M. Leslie, President of Heritage Homes, LLC, a North Dakota limited liability company, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same on behalf of said limited liability company.

Notary Public: _____

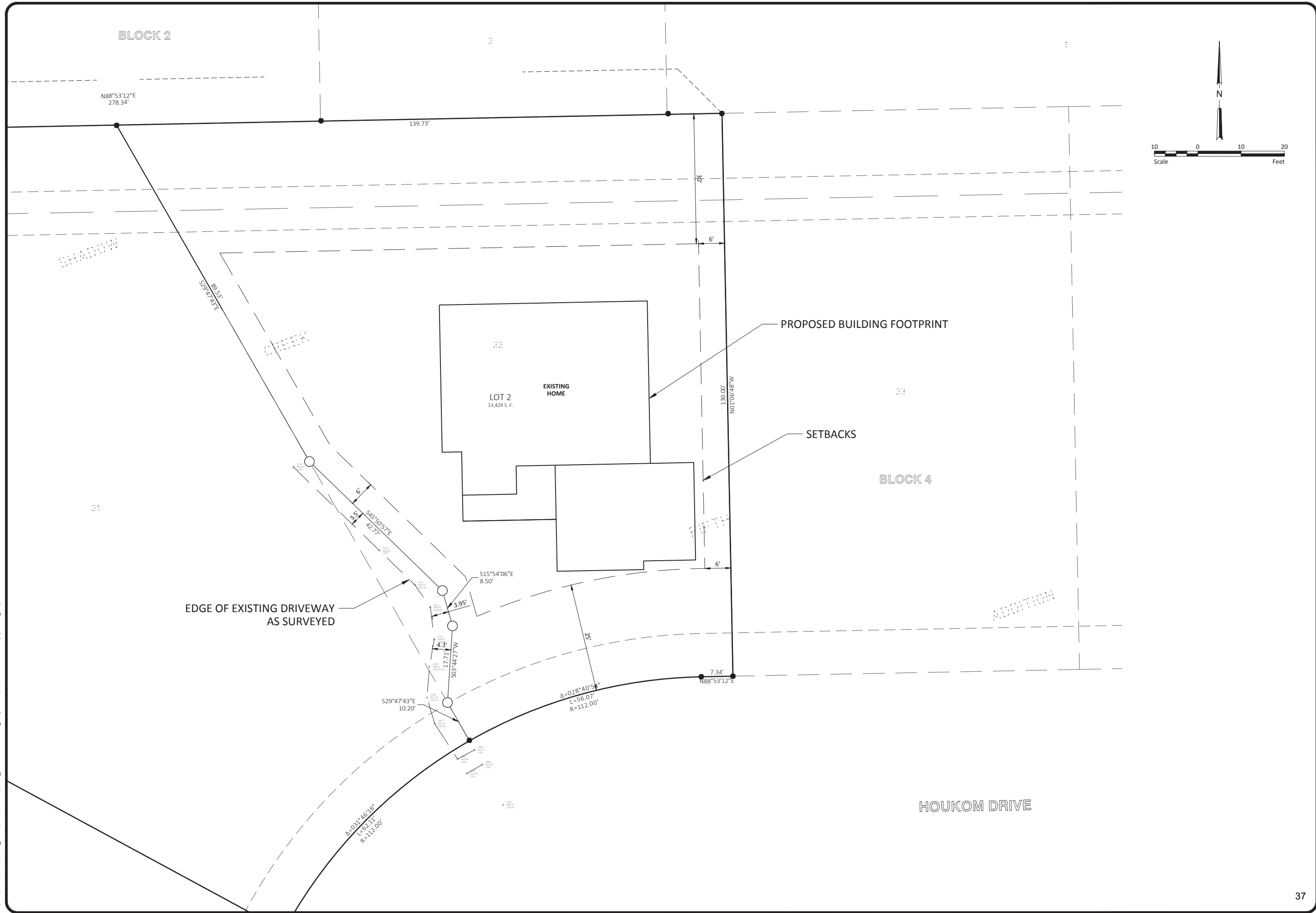
State of North Dakota)
) ss
County of Cass)

On this _____ day of _____, 20____ before me personally appeared Warren K. Schatz and Amanda J. Schatz, husband and wife, known to me to be the people described in and who executed the within instrument and acknowledged to me that they executed same as their free act and deed.

Notary Public: _____



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By	
Date	
Revision	
No.	
SHADOW CREEK LOT LINE ADJUSTMENT HERITAGE HOMES WEST FARGO, NORTH DAKOTA PROPOSED HOME EXHIBIT	
 HOUSTON engineering, inc.	
Drawn By	TECH
Checked By	BTP
Date	9-23-21
Scale	As Shown
Project No.	6023-0095
SHEET	1



Year To Date As of July 31, 2021

Prepared by: Jim Larson

Budgeted Funds		Revenue/Transfers			Expenditure/Transfers			Net			Cash
Fund	Description	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
1000	General Fund	\$ 13,223,506	\$ 20,588,861	\$ (7,365,356)	\$ 11,818,105	\$ 20,458,694	\$ 8,640,589	\$ 1,405,401	\$ 130,167	\$ 1,275,234	\$ 26,620,140
2030	Share of Specials	198,293	202,947	(4,654)	206,056	206,056	-	(7,763)	(3,109)	(4,654)	(38,160)
2060	Fire Dept	3,339,388	3,098,188	241,200	2,883,672	3,099,161	215,489	455,716	(973)	456,689	390,629
7000	Library	1,353,059	1,392,904	(39,845)	798,877	1,533,006	734,129	554,183	(140,102)	694,285	881,672
7050	Airport	170,255	176,472	(6,217)	75,281	176,150	100,869	94,974	322	94,652	650,315
Total Government		\$ 18,284,501	\$ 25,459,372	\$ (7,174,871)	\$ 15,781,990	\$ 25,473,067	\$ 9,691,076	\$ 2,502,511	\$ (13,695)	\$ 2,516,206	\$ 28,504,596
2000	Sales Tax	\$ 7,796,908	\$ 8,418,000	\$ (621,092)	\$ 7,782,583	\$ 8,400,000	\$ 617,417	\$ 14,325	\$ 18,000	\$ (3,675)	\$ 2,674,396
2970	Capital Improvements	5,939,038	6,495,000	(555,962)	79,104	6,435,000	6,355,896	5,859,934	60,000	5,799,934	21,561,479
2971	Prairie Dog Funds	-	-	-	-	-	-	-	-	-	2,500,000
2960	Economic Development	1,972,991	2,122,500	(149,509)	285,845	1,830,264	1,544,419	1,687,146	292,236	1,394,910	7,999,599
2130	Municipal Highway	896,170	1,385,142	(488,972)	-	1,685,142	1,685,142	896,170	(300,000)	1,196,170	1,100,784
2110	Gaming	2,835	12,000	(9,165)	-	-	-	2,835	12,000	(9,165)	75,687
2XXX	Tourism & Events	19,714	64,175	(44,461)	5,797	52,500	46,703	13,917	11,675	2,242	60,227
2200	Vector Control	117,466	100,000	17,466	21,773	100,000	78,227	95,692	-	95,692	64,589
2210	Forestry	234,941	300,500	(65,559)	130,353	284,086	153,733	104,588	16,414	88,174	(317,972)
2230	City Utility	112,033	133,000	(20,967)	59,873	133,000	73,127	52,160	-	52,160	327,639
25XX	Police Special Funds	111,854	5,200	106,654	364,625	5,000	(359,625)	(252,770)	200	(252,970)	296,815
2950	Assets Forfeitures	15,008	30,000	(14,992)	8,037	30,000	21,963	6,971	-	6,971	59,694
2980	South Facility Hookup	-	60,650	(60,650)	-	50,000	50,000	-	10,650	(10,650)	3,374,691
Total Special Funds		\$ 17,218,959	\$ 19,126,167	\$ (1,907,208)	\$ 8,737,990	\$ 19,004,992	\$ 10,267,002	\$ 8,480,969	\$ 121,175	\$ 8,359,794	\$ 39,777,628
3000	Total Debt Service	\$ 41,179,366	\$ 30,034,105	\$ 11,145,261	\$ 40,802,746	\$ 25,718,116	\$ (15,084,630)	\$ 376,620	\$ 4,315,989	\$ (3,939,369)	\$ 61,397,660
6010	Sanitation	\$ 2,874,891	\$ 4,702,500	\$ (1,827,608.85)	\$ 2,988,710	\$ 4,964,610	\$ 1,975,900	\$ (113,819)	\$ (262,110)	\$ 148,291	\$ 3,016,744
6020	Water	5,408,610	8,315,000	(2,906,390)	4,107,684	7,518,555	3,410,871	1,300,925	796,445	504,480	7,328,957
6025	Sewer	2,729,295	4,510,000	(1,780,705)	2,334,569	4,629,903	2,295,334	394,727	(119,903)	514,630	1,540,477
6050	Sewage Surcharge	8,121	-	8,121	-	-	-	8,121	-	8,121	337,963
Total Enterprise		11,020,917		(6,506,583)	9,430,963	17,113,068	7,682,105	1,589,954	414,432	1,175,522	\$ 12,224,141
5000	Tree Fund	\$ 47,839	84,000	(36,161)	24,485	35,000	10,515	23,354	49,000	(25,646)	522,820
2050	Park Funds/State Aid	574,947	\$ 680,999	(106,052)	370,689	680,999	310,310	204,258	-	204,258	204,258
8600	Park District Special Assessment	\$ 417,879	\$ 371,100	46,779	362,605	371,100	8,495	55,274	-	55,274	58,001
2141	FM CVB	66,295	147,000	(80,705)	53,980	147,000	93,020	12,314	-	12,314	29,360
Total Agency		\$ 1,106,960	\$ 1,283,099	\$ (176,139)	\$ 811,759	\$ 1,234,099	\$ 422,340	\$ 295,201	\$ 49,000	\$ 246,201	\$ 814,439
Total All Budgeted Funds		\$ 88,810,703	\$ 75,902,743	\$ (4,619,540)	\$ 75,565,449	\$ 88,543,342	\$ 12,977,893	\$ 13,245,254	\$ 4,886,901	\$ 8,358,353	\$ 142,718,464



Year To Date As of July 31, 2021

Prepared by: Jim Larson

Non-Budgeted Funds	Revenue/Transfers			Expenditure/Transfers			Net			Cash Balances
	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
4000 Construction	\$ 3,296,193	\$ -	\$ 3,296,193	\$ 10,771,952	\$ -	\$ (10,771,952)	\$ (7,475,759)	\$ -	\$ (7,475,759)	\$ (29,154,556)
2170 Clerk of Court Bond Fund	-	-	-	-	-	-	-	-	-	232,102
2600 Future Building	-	-	-	-	-	-	-	-	-	(32,028)
2XXX Misc. Special Funds	229,102	-	229,102	511,157	(3,109)	(514,265)	(282,055)	3,109	(285,164)	4,617,877
7XXX Agency Funds	36,070	-	36,070	34,013	-	(34,013)	2,057	-	2,057	392,578
Total Non-Budgeted Funds	\$ 3,561,364	\$ -	\$ 3,561,364	\$ 11,317,121	\$ (3,109)	\$ (11,320,230)	\$ (7,755,757)	\$ 3,109	\$ (7,758,866)	\$ (23,944,026)
All Funds Combined	\$ 92,372,067	\$ 75,902,743	\$ (1,058,176)	\$ 86,882,570	\$ 88,540,233	\$ 1,657,663	\$ 5,489,497	\$ 4,890,010	\$ 599,487	\$ 118,774,439

Notes to the Financials

1	At the end of July the general fund was \$400,000 ahead of end of June last year. Financial performance for the City general fund remains positive to budget and prior year.
2	The Enterprise/Utility funds are \$400,000 positive to prior year for net income fully consolidated. Both revenues and expenses are up from prior year. Revenues are up due to the fee increase in 2020 and continuing growth in new accounts. Expenses are up from last year with high sewage flows to the City of Fargo.
3	The City of West Fargo received 1/2 of the American Rescue Plan Act (ARPA) 2021 funds in August, \$2.9 million.

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

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

LICENSING SECTION

SFN 9338 (04-2020)

SEP 29 2021

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*

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

Name of Organization or Group of People permit is issued to Midco		Dates of Activity Oct 4th - Nov 17th		If raffle, provide drawing date Oct. 29th	
Organization or Group Contact Person Megan Ness		Title or Position Admin Assistant		Telephone Number 701.532.2020	
Business Address 50 22nd Street East		City West Fargo		State ND	ZIP Code 58078
Mailing Address (if different)		City		State	ZIP Code

Site Name (where gaming will be conducted) Midco			
Site Address 50 22nd Street East		City West Fargo	ZIP Code ND
		County Cass	

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Bingo	Gift cards, TV, PTO	TBD

Add Row	Delete Row	
Raffles	50% of proceeds to winner & 50% to United Way	Total (limit \$40,000 per year) Prizes will most likely not be more than \$4,000

Intended Uses of Gaming Proceeds Donation to United Way of Cass-Clay	
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 of \$40,000 per year)	

Organization or Group Contact Person

Name Megan Ness	Title Admin Assistant	Telephone Number 701.532.2020	E-mail Address megan.ness@midco.com
Signature of Organization or Group's Top Official 		Title General Manager - Field Ops	Date 9/23/21

Cash \$10.00/
9-29-21



To: West Fargo City Commission

From: Tina Fisk, City Administrator

Date: 10/4/2021

Subject: Agreement for Reallocation of Special Assessments

Action: Approve the Agreement for Reallocation of Special Assessments

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

Administration

Tina Fisk, Administrator

Tim Solberg, Assistant Administrator

Summary and Recommendation:

Dakota Fence is the owner of Lot 2, Block 1 West Fargo 8th Addition. They recently replated the parcel into two separate parcels, this is named West Fargo 12th. The owner requested a reallocation of special assessments due to the replat of 90% to Lot 1, Block 1 and 10% to Lot 2, Block 1.

Policy Analysis:

The City of West Fargo has in the past reallocated special assessment balances in certain circumstances for a developer owning a parcel to be subdivided. In this case the construction values of the structures to be placed on Lot 1, Block 1 of West Fargo 12th is estimated to allow for the TIF to cover the installments of the applicable special assessments if this agreement was approved. Lot 2, Block 1 of West Fargo 12th does not have development in process.

Financial Analysis:

There is no financial impact to the City of West Fargo. The reallocation of these specials will actually be more conducive to applying the TIF to the properties.

SPECIAL ASSESSMENT REALLOCATION AGREEMENT

THIS AGREEMENT (the “Agreement”) is made and entered into this ____ day of _____, 2021 (hereinafter the “Effective Date”) by and between the City of West Fargo, a municipal corporation and political subdivision of the State of North Dakota, whose address is 800 4th Avenue E, West Fargo, ND 58078 (hereinafter the “City”), DFC Company, a North Dakota corporation, whose address is 1110 25th Avenue N, Fargo, ND 58102 (hereinafter “DFC Company”), Sign Solutions HQ, LLC, a North Dakota limited liability company, whose address is 1110 25th Avenue N, Fargo, ND 58102 (hereinafter “Sign Solutions HQ”) and FS HQ, LLC, a North Dakota limited liability company, whose address is 1110 25th Avenue N, Fargo, ND 58102 (hereinafter “FS HQ”).

WHEREAS, Sign Solutions HQ and FS HQ are wholly-owned subsidiaries of DFC Company;

WHEREAS, DFC Company is the parent company of, among other companies, Dakota Fence Company, a North Dakota corporation, whose address is 1110 25th Avenue N, Fargo, ND 58102 (hereinafter “Dakota Fence”) and 3D Specialties, Inc., a North Dakota corporation, whose address is 1110 25th Avenue N, Fargo, ND 58102 (hereinafter “3D”);

WHEREAS, Sign Solutions HQ and FS HQ were the owners of Lot 2, Block 1, West Fargo Eighth Addition to the City of West Fargo (Parcel ID 02-6507-00020-000), and replated this parcel, resulting in one lot being divided into two lots to be called Lot 1 and Lot 2, Block 1 of West Fargo Twelfth Addition to the City of West Fargo, Cass County, North Dakota (hereinafter the “Property”); and

WHEREAS, the Property currently has special assessments levied and owed for public improvements benefiting the Property in the total amount of \$ 2,118,689.99 plus accrued interest.

WHEREAS, Lot 1, Block 1 of West Fargo Twelfth Addition, owned by Sign Solutions HQ, will have a large building and a smaller building constructed with an estimated building valuation of \$9 million, as shown in preliminary plans attached as **Exhibit A**;

WHEREAS, Lot 2, Block 1 of West Fargo Twelfth Addition, owned by FS HQ, is undeveloped;

WHEREAS, due to the value of construction planned for Lot 1, Block 1, DFC Company has requested that the special assessments levied on the Property be reallocated between the two newly subdivided lots with 90% being allocated to Lot 1, Block 1 and 10% allocated to Lot 1, Block 2; and

WHEREAS, pursuant to N.D.C.C. § 40-23-07, property that is benefited and owned by Sign Solutions HQ and FS HQ is subject to the levy of special assessments by the City; and

WHEREAS, the City has agreed to reallocate the special assessments on the Property; and

WHEREAS, the City, DFC Company, Sign Solutions HQ and FS HQ desire to set forth the terms and conditions for the reallocation of special assessments previously levied on the Property.

NOW, THEREFORE, be it agreed between the parties as follows:

1. **Purpose.** The purpose of this Agreement is to reallocate special assessments previously levied on the Property due to a lot split of the Property from one parcel to two parcels.
2. **Platting.** DFC Company shall cause the Property to be subdivided in accordance with Chapter 40-50.1 of the North Dakota Century Code and the West Fargo City Code. DFC Company shall develop and submit a plat to the City. The plat shall also identify and dedicate to the City easements for all underground utilities and shall designate the streets as public streets.
3. **Special Assessment Reallocation.** Once the plat of West Fargo Twelfth Addition has been approved by the City Commission and recorded with the Cass County Recorder, the parties agree and acknowledge that the City shall reallocate the principal special assessments on the Property as follows:
 - a. 90% of the special assessments on the Property shall be allocated to Lot 1, Block 1, West Fargo Twelfth Addition to the City of West Fargo, which total [One Million Nine Hundred Six Thousand Eight Hundred Twenty and 99/100ths Dollars (\$1,906,820.99)] of principal; and
 - b. 10% of the special assessments on the Property shall be allocated to Lot 2, Block 1, West Fargo Twelfth Addition to the City of West Fargo, which total [Two Hundred Eleven Thousand Eight Hundred Sixty-Nine and 00/100ths Dollars (\$211,869.00)] of principal.
4. **Waiver of Right to Appeal Levy of Special Assessments.** DFC Company, Sign Solutions HQ and FS HQ (hereinafter the “DFC Entities”) expressly waive any objection to any irregularity with respect to the reallocation of the special assessments levied against the Property. This waiver includes a waiver to any objection to the amount of the special assessments, including any and all claims that such special assessments are excessive, arbitrary, capricious, or unreasonable. Further, the DFC Entities waive all rights to appeal such action of the City to the Cass County District Court, or any other court, asserting both personal and subject matter jurisdiction over appeals of special assessments. This waiver is express, and the DFC Entities acknowledge that they are waiving any and all rights of appeal with respect to the levy and apportionment of the special assessment of the Property that they may have. This waiver does not address any future special assessments.
5. **City’s Remedies.** Upon the occurrence of any non-performance of the DFC Entities obligations under this Agreement which has not been cured within fourteen (14) days after notice to the DFC Entities, the City may take any one or more of the following remedial steps. (a) terminate this Agreement; (b) suspend the City’s performance under this Agreement until it receives assurances from the DFC Entities satisfactory to the City that the DFC Entities will cure such Event of Default and perform their obligations under this Agreement; (c) take any other action deemed necessary or desirable by the City, including any legal or administrative proceedings for the collection of any amounts due hereunder, or the enforcement of any covenant, agreement or obligation of the contractor.

6. **Termination of Agreement.** This Agreement will terminate and be of no further force and effect after the special assessments levied and apportioned against the entire Property as set forth in this Agreement have been paid in full.
7. **Interpretation.** The Board of City Commissioners of the City will have full power and authority to interpret, construe, and administer this Agreement and its interpretations, and construction thereof and action thereunder will be binding and conclusive on the parties for all purposes.
8. **Governing Law and Jurisdiction.** This Agreement will be governed and conformed in accordance with the laws of the State of North Dakota, and any action brought as a result of any claim, demand, or cause of action arising under the terms of this Agreement must be brought in an appropriate venue in the State of North Dakota.
9. **No Assignment.** Except as otherwise expressly provided in this Agreement, the DFC Entities agree, on behalf of themselves, their officers and partners and the personal representatives of the same, and any other person or persons claiming any benefits under the DFC Entities by virtue of this Agreement, that this Agreement and the rights, interests, and benefits hereunder may not be assigned, transferred, pledged, or hypothecated in any way by the DFC Entities or by any other person claiming under it by virtue of this Agreement, and will not be subject to execution, attachment or similar process. Any attempt at assignment, transfer, pledge, or hypothecation or other disposition of this Agreement or of such rights, interests, and benefits contrary to the foregoing provisions or the levy of any attachment or similar process, will be null and void and without effect.
10. **Notice.** Any notice or election required or permitted to be given or served by either party to this Agreement upon any other will be deemed given or served in accordance with the provisions of this Agreement if said notice or election is (a) delivered personally, or (b) mailed by United States certified mail, return receipt requested, postage prepaid, and in any case properly addressed as follows:

City: City of West Fargo
 Attn: City Administrator
 800 4th Ave. E
 West Fargo, ND 58078

DFC Entities: DFC Company
 Sign Solutions HQ, LLC
 FS HQ, LLC
 Attn: Joseph L. Currier
 1110 25th Ave. N
 Fargo, ND 58102

Each such mailed notice or communication will be deemed to have been given on the date the same is deposited in the United States mail. Each such delivered notice or communication will be deemed to have been given upon the delivery. Either party may change its address for service of notice in the manner specified in this Agreement.

11. **Authorized Personnel.** The DFC Entities and City agree and acknowledge that the persons executing this Agreement have been duly authorized by said entity to sign this Agreement on its behalf.
12. **Mediation.** Any disputes concerning the promulgation or enforcement of this Agreement shall be resolved first by non-binding mediation. If the parties are unable to resolve their disputes by mediation, either party may then commence litigation in a court having both personal and subject matter jurisdiction.
13. **Merger Clause.** This Agreement constitutes the entire agreement by and between the parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements or promises or covenants or representations on the part of either party hereto.
14. **Waiver of Jury Trial/Venue/Selection.** THE DFC ENTITIES AND CITY HEREBY KNOWINGLY, IRREVOCABLY, VOLUNTARILY, AND INTENTIONALLY WAIVE ANY RIGHTS EITHER MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY ACTION, PROCEEDING, COUNTERCLAIM OR DEFENSE BASED ON THIS CONTRACT, OR IN ARISING OUT OF, UNDER OR IN ANY CONNECTION WITH THIS CONTRACT, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (WHETHER ORAL OR WRITTEN) OR ACTIONS OF ANY PARTY HERETO RELATING TO THIS CONTRACT. THIS PROVISION IS A MATERIAL INDUCEMENT FOR CITY AND THE DFC ENTITIES ENTERING INTO THIS CONTRACT. THE PARTIES STIPULATE AND AGREE THAT THE DISTRICT COURT OF CASS COUNTY, NORTH DAKOTA, SHALL BE THE SOLE AND EXCLUSIVE VENUE FOR ANY LAWSUIT PERTAINING TO THIS CONTRACT AND CONSENT TO THE PERSONAL JURISDICTION IN SAID COURT IN THE EVENT OF ANY SUCH LAWSUIT.
15. **Severability Clause.** Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, and word hereof is held by a court with jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
16. **Public Data.** Unless otherwise provided by law, this Agreement and other associated documentation shall be subject to the North Dakota Open Records Law.
17. **No Impairment of TIF Agreement.** Nothing herein shall be deemed to modify, amend, or supersede any existing TIF Agreements or Development Agreements as and between the DFC Entities and City or the Property.
18. **Future Special Assessments.** Nothing herein shall control the apportionment and levy of future special assessments by the City on Lot 1, Block 1 of West Fargo Twelfth Addition and/or Lot 1, Block 2 of West Fargo Twelfth Addition. The DFC Entities agree and acknowledge that Lot 1, Block 1 of West Fargo Twelfth Addition and Lot 1, Block 2 of West Fargo Twelfth Addition are subject to future special assessments.

19. **Captions and Headings.** Captions and headings in this Agreement are for ease of reference only and are not intended to alter the terms of this Agreement.
20. **Counterparts; Electronic Signature.** This Agreement may be signed in counterparts, meaning that the Agreement is valid if signed by the parties even if the signatures of the parties appear on separate copies of the same Agreement rather than on a single document. An electronic signature shall be considered an original signature for all purposes and shall have the same force and effect as an original signature.

[Remainder of page intentionally left blank.]

CITY OF WEST FARGO, NORTH DAKOTA

By: _____
President of the Board of City Commissioners

By: _____
City Auditor

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Bernie L. Dardis and Tina Fisk, known to me to be the President of the Board of City Commissioners and City Auditor, respectively, of the City of West Fargo, a municipal corporation and political subdivision of the State of North Dakota.

(SEAL)

Notary Public

DFC COMPANY

By: _____

Its: _____

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Joseph L. Currier, the President of DFC Company, a North Dakota corporation, on behalf of said corporation.

(SEAL)

Notary Public

SIGN SOLUTIONS HQ, LLC

By: _____

Its: _____

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Joseph L. Currier, the President of Sign Solutions HQ, LLC, a North Dakota limited liability company, on behalf of said limited liability company.

(SEAL)

Notary Public

FS HQ, LLC

By: _____

Its: _____

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021, by Joseph L. Currier, the President of FS HQ, LLC, a North Dakota limited liability company, on behalf of said limited liability company.

(SEAL)

Notary Public

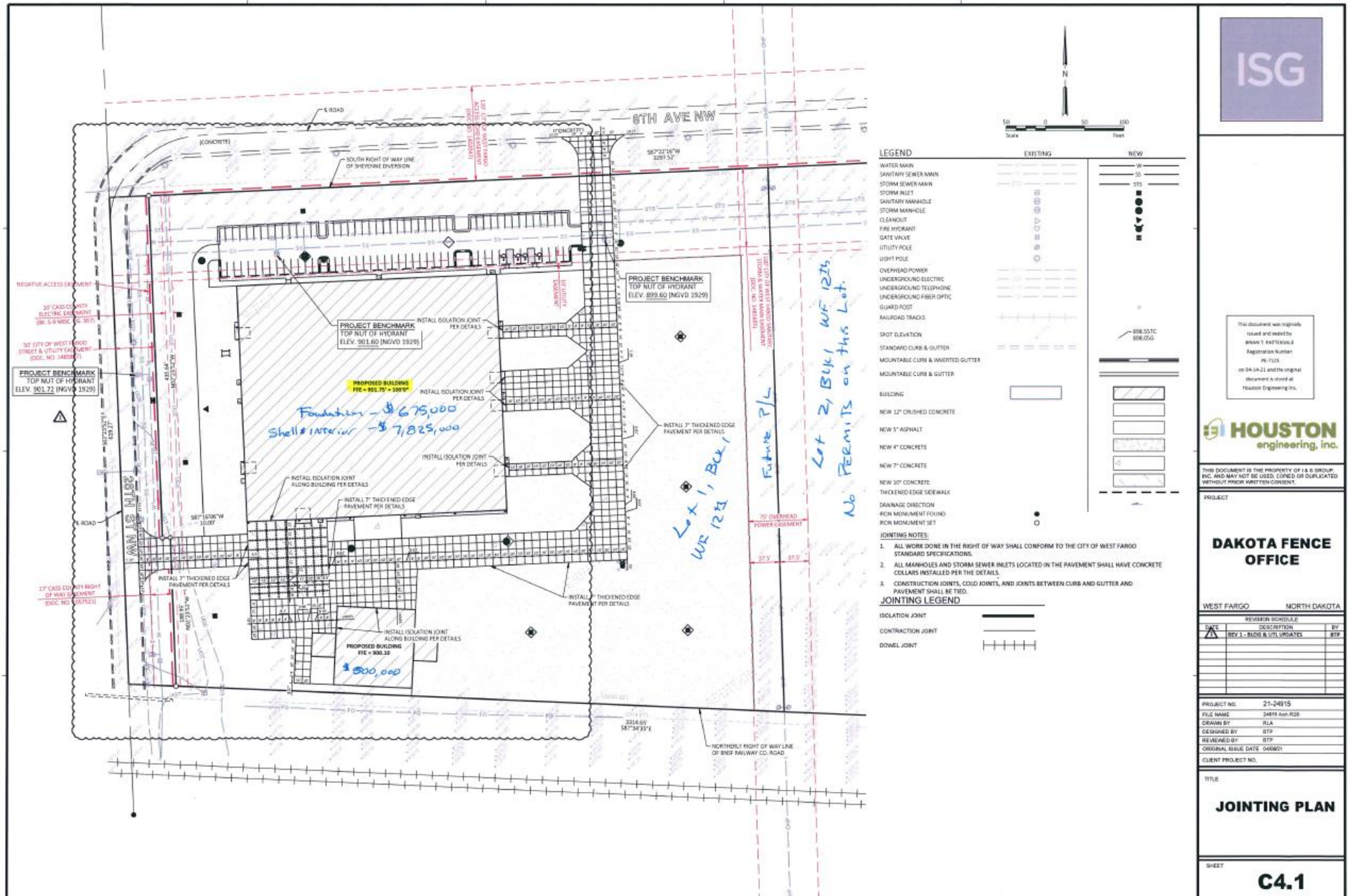


EXHIBIT A

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Malachi Petersen/Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: September 24, 2021
3. AGENDA TITLE:
Open Public Hearing and Continue – Proposed North Pond at the Preserve 15th
Addition Rezoning from C-OP: Commercial Office Park to C: Light Commercial of
Lot 1, Block 1 of North Pond at the Preserve 2nd Addition.

4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Hold Public Hearing on the Rezoning and continue until additional information is
made available regarding access location and possible traffic study. The public
hearing notice was published in the official newspaper; however, the applicant
is waiting for additional information.

5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Lot 1, Block 1 of North Pond at the Preserve 2nd Addition, City of West Fargo, North
Dakota (Proposed North Pond at the Preserve 15th Addition)

6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Hold Public Hearing on the Rezoning and continue until additional information is
received.

STAFF REPORT

A21-31 REPLAT AND REZONING	
North Pond at the Preserve 15 th Addition	
Lot 1, Block 1 of North Pond at the Preserve 2 nd Addition – 350 23 rd Avenue East	
Owner: Oporo, LLC Applicant: Enclave	Staff Contact: Maegin Elshaug
Planning & Zoning Commission Public Hearing:	09-14-2021 - Approval
City Commission Public Hearing:	10-04-2021 - Continue
Continued Public Hearing & 1 st Reading:	
2 nd Reading and Final Plat Approval:	

PURPOSE:

Rezone from C-OP: Commercial Office Park to C: Light Commercial and plat for medical office park development.

STATEMENTS OF FACT:

Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	C-OP: Commercial Office Park
Zoning Overlay District(s):	CO-I: Interstate Corridor Overlay
Proposed Zoning District(s):	C: Light Commercial
Proposed Lot size(s) or range:	1.5 to 5 Acres
Total area size:	12.2 Acres
Adjacent Zoning Districts:	North – Interstate 94 Corridor South – R-1A: Single Family Dwelling District East – C: Light Commercial West – C-OP: Commercial Office Park
Adjacent street(s):	23 rd Avenue East (Collector Street); proposed private access easements
Adjacent Bike/Pedestrian Facilities:	Path along south side of 23 rd Ave E
Available Parks/Trail Facilities:	River's Bend at the Preserve Park and North Pond Trail and Pond lookout within ½ mile
Land Dedication Requirements:	n/a

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application for a replat and rezoning for a C: Light Commercial development.
- In May of 2021, the Planning and Zoning and City Commissions reviewed and approved site plans for a three-story medical complex under the CO-I: Interstate Corridor Overlay District Regulations, with plans to go through additional site plan review for a similar building to the east, which would be connected.
- The applicant has since determined they would need to have separate parcels for each structure. Under the C-OP: Commercial Office Park District Regulations, they would not meet setback

STAFF REPORT

requirements due to the connection between the two proposed structures.

- The applicant is proposing to rezone the property to C: Light Commercial in order to meet setback requirements, as well as replat to provide for four separate parcels with private access easements throughout the development.
- Preliminary site plans show the Specialty Surgery Facility which was approved in May on Lot 1, connecting to a future building on Lot 2. Lot 3 shows a future structure to the east, while Lot 4 to the south is currently undetermined.
- The Interstate Corridor Overlay District building and site requirements would remain in place on the property, meaning any development/subsequent building permits shall be subject to site and building plan review and approval by the Planning & Zoning and City Commissions.

NOTICES:

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

Comments Received:

- Engineering indicated due to proximity to 4th Street East, the access easement on the east side of the development should be right in/right out only.
- An additional comment was received from Engineering that with all the other properties along the river through this section of town, a 30 to 50 foot levee and access easement has been obtained in the event the city has to pursue future flood control measures.

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

- The proposed application is consistent with the City plans and ordinances.

RECOMMENDATIONS:

It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. A drainage plan is received and approved by the City Engineer.
2. An Attorney Title Opinion to the City of West Fargo is received.
3. Signed Final Plat is received with any necessary easements.
4. A certificate is received showing taxes are current.

PLANNING AND ZONING RECOMMENDATION:

At their September 14, 2021 meeting the Planning and Zoning Commission recommended approval of the replat and rezoning with the four conditions noted above as well as the following additional conditions:

5. A 10' watermain easement is included on the west edge of the plat
6. River setback delineation is included on the plat
7. Access spacing is provided through a negative access easement on the plat for the eastern 200 feet for full access on 23rd Avenue South, or provide a traffic study to be reviewed by the City Engineer to give a recommendation to the City Commission

STAFF REPORT

Update:

The applicant has asked this item be continued to at least the October 18th City Commission meeting as they are trying to determine the proposed access location and whether they will need a traffic study. The hearing notice for the October 4th meeting was published in the official newspaper, so individuals may be present to comment.

Staff recommends opening the public hearing for comment and continuing until additional information is available from applicant.

E BEATON DR

194

194

A21-31
Proposed
Subdivision

Steyenne River

23RD AVE E

RIVERS BEND DR E

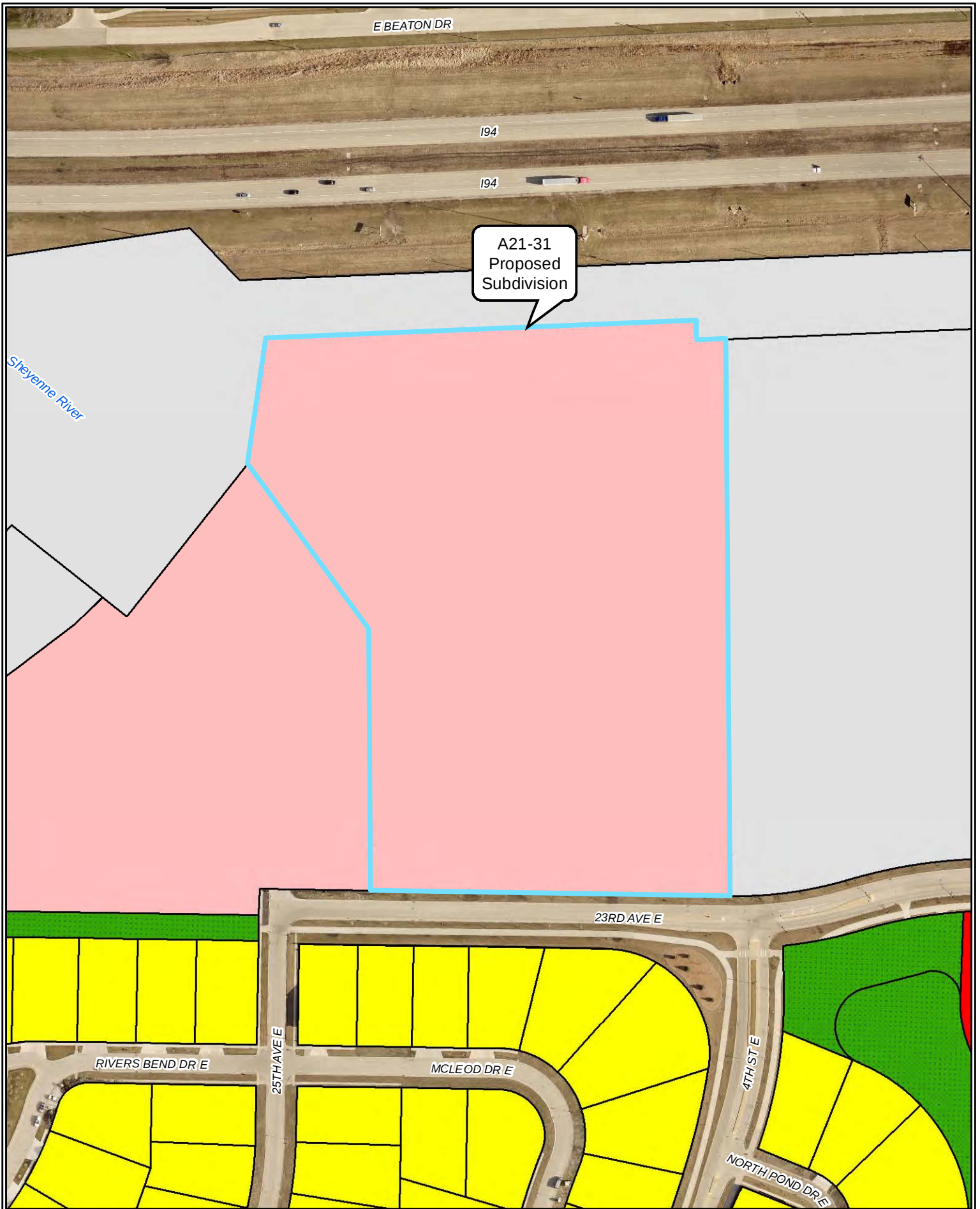
25TH AVE E

MCLEOD DR E

4TH ST E

NORTH POND DR E





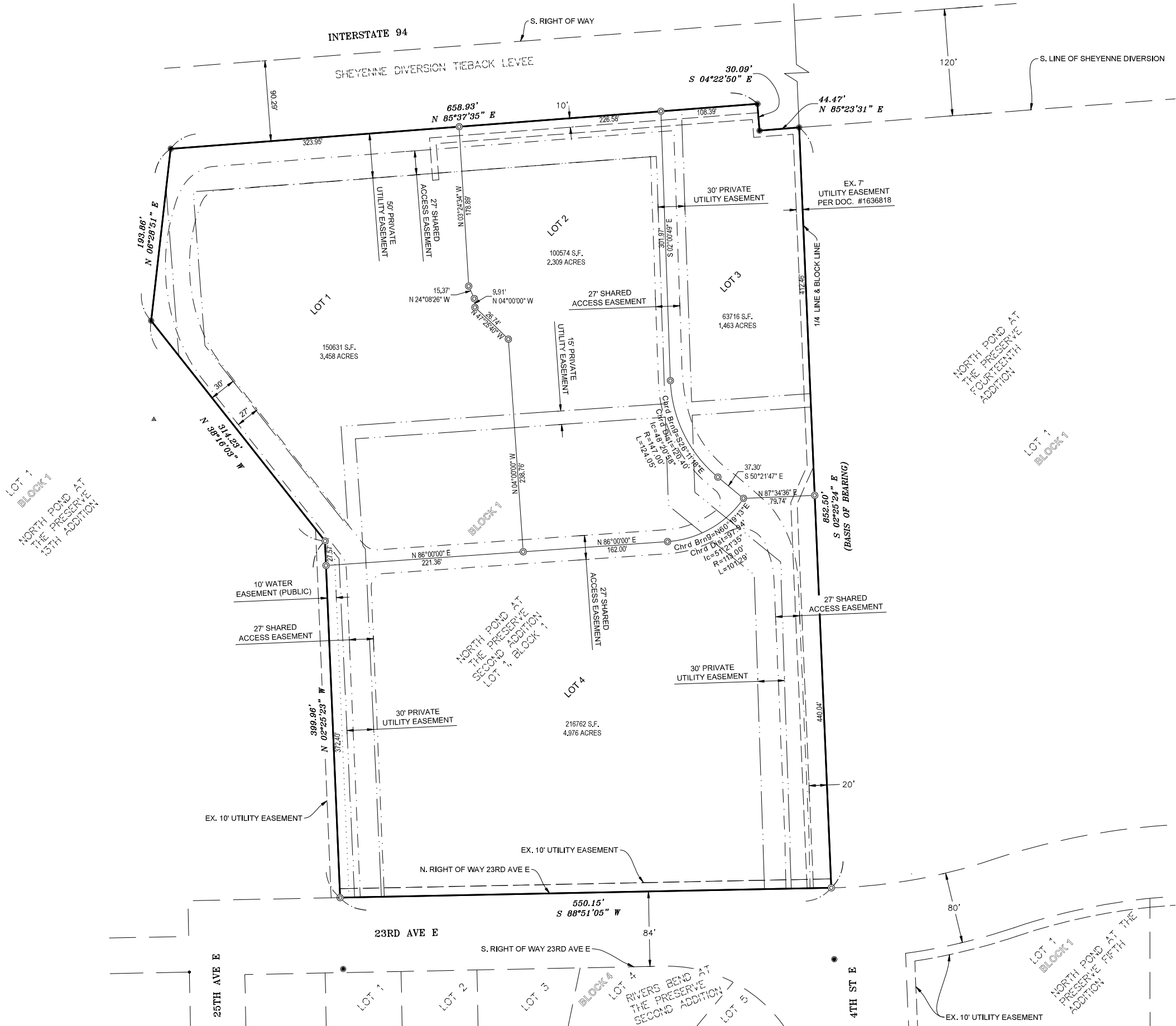
A21-31
Proposed
Subdivision

PRELIMINARY PLAT OF
NORTH POND AT THE PRESERVE FIFTEENTH ADDITION

A REPLAT OF LOT 1, BLOCK 1 OF NORTH POND AT THE PRESERVE SECOND ADDITION IN THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 139 NORTH, RANGE 49 WEST,
TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA

OWNER
OPORO LLC
2829 UNIVERSITY DR. SOUTH, SUITE 103
FARGO, ND 58103
PH: 701.356.4770

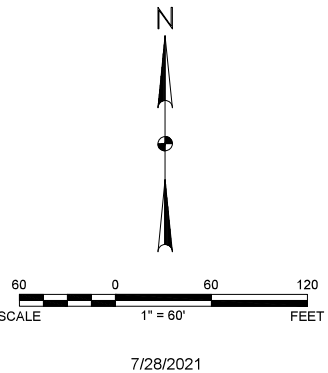
ENGINEER / SURVEYOR
KLJ ENGINEERING LLC
300 23RD AVENUE E, SUITE 100
WEST FARGO, ND 58078
PH: 701.232.5353
www.kljeng.com



LEGEND	
●	REBAR AND CAP FOUND
●	REBAR FOUND
●	5/8" REBAR AND LS 4887 CAP SET
---	NEW SHARED ACCESS EASEMENT LINE
---	NEW PRIVATE UTILITY EASEMENT LINE
---	NEW PUBLIC UTILITY EASEMENT LINE
---	EXISTING EASEMENT LINE
---	ADJACENT LOT LINE
---	PROPERTY BOUNDARY
---	LOT LINE

(60')	RECORD DISTANCE
300.40'	MEASURED DISTANCE
(N 87°02'05" E)	RECORD BEARING
N 87°02'05" E	MEASURED BEARING

BASIS OF BEARING:
SURVEY IS BASED ON FARGO GIS HORIZONTAL DATUM, US
SURVEY FEET. DISTANCES SHOWN ARE GROUND DISTANCES.





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: *

Melissa Richard

Phone Number: *

701-515-5323

Email Address:

melissa.richard@westfargond.gov

Date *

9/29/2021

Topic for Consent or Regular Agenda?

Please select one option:

- ☐ Consent Agenda
☒ Regular Agenda

Please Briefly Describe Your Request *

Representatives from Chandlerthinks will introduce themselves and provide a brief overview of their activities during the week

Site Address or Legal Description (if applicable)

Action Being Requested from City Commission *

No action requested

Upload Additional Documentation (Optional):