West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, December 4, 2023 5:30 PM

Meeting Items

A. Call to Order
B. Pledge of Allegiance
C. Roll Call
D. Approve Order of Agenda
E. Approval of Minutes -- November 20, 2023
F. Building Permits

Consent Agenda - Approve the Following:

a. Bills
b. A23-25 North Pond at the Preserve 17th Addition, Approval of Final Plat
c. Gaming Site Authorization for Minndak RMEF Inc. Games to be conducted: Raffle on February 10, 2024 at DoubleTree by Hilton at 825 E Beaton Dr, West Fargo, ND

Regular Agenda

1. Public Comment
2. TIF District - Sandhills 6th and 7th Additions -- Casey Sanders-Berglund, Economic Development Manager
3. Proposed Sanitation Rates and Operations Changes (Informational) -- Matt Andvik, Public Works Director
4. NDDOT Flexible Transportation Fund – Dan Hanson, City Engineer
    - Approve Applications and Authorize Commission President to sign Letters of Support
5. Project No. 6058 -Multi-Use Path, Eaglewood Park to the Lights on Sheyenne -- Dan Hanson, City Engineer
    - Accept Bid and Award Contract
6. Project No. 9020 - Main Avenue Slide Repair -- Dan Hanson, City Engineer
    - Review Bid and Concur with NDDOT
7. Renew contract for Indigent Defendants in West Fargo (“Court Appointed Attorney”) -- Dustin Scott, City Administrator
8. City Administrator’s Report -- Dustin Scott, City Administrator
9. Correspondence
10. Non-Agenda Items
11. Adjourn

Meeting Items

A. Call to Order

The City of West Fargo Commission meeting was called to order at 5:30 PM on Monday, November 20, 2023.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George present; Commissioner Mark Simmons present; Commission President Dardis present; Commissioner Brad Olson present; Commissioner Roben Anderson present

D. Approve Order of Agenda

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

E. Approval of Minutes -- November 6, 2023

Commissioner Simmons moved and Commissioner Anderson seconded to approve the minutes of November 6, 2023 as presented. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared.

F. Building Permits

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

Consent Agenda - Approve the Following:

a. Bills

b. City owned Right-of-Way within City Limits of West Fargo

- **Authorize staff to initiate a season shutdown for all non-emergent permitting and utility work in the coming weeks (weather dependent)**

c. Project No. 9036 – I-94 and 26th St W

- **Approve Right-of-Way purchase agreement with Ocho Indy, LLC**

d. Games of Chance for Freedom PTA. Games to be conducted: Raffle at Freedom Elementary School at 401 26th Ave E, West Fargo, ND

e. Games of Chance for Friends of Leroy Turner. Games to be conducted: Raffle and Poker at 825 E Beaton Dr, West Fargo, ND

f. Games of Chance for Red River Regional Marksmanship Center. Games to be conducted: Raffle at 640 16th St E, West Fargo, ND

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

Regular Agenda

1. Public Comment

There was no one present to speak during the Public Comment portion of the meeting.

2. **Revision to City of West Fargo Employee Handbook -- Sarah Gasevic, Human Resources Manager**
   Commissioner George moved and Commissioner Anderson seconded to approve the revision to City of West Fargo employee handbook. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared.
3. **District No. 2276 – Roundabout at 9th St W and 52nd Ave W -- Dan Hanson, City Engineer**
   - **Conduct the Resolution of Necessity Public Hearing; Approve Resolution of Insufficient Protests and Task Order for "Basic Services"; and Direct Engineer to prepare Plans and Specifications**

   Commissioner Simmons moved and Commissioner Anderson seconded to put up a four way stop in the area. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared.
   Commissioner Simmons moved and Commissioner George seconded to terminate the district and allow staff to look at alternatives. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared.
4. **District No. 2280 – Roundabout at 23rd Ave E and 6th St E -- Dan Hanson, City Engineer**
   - **Conduct the Resolution of Necessity Public Hearing; Approve Resolution of Insufficient Protests and Task Order for "Basic Services"; and Direct Engineer to prepare Plans and Specifications**

   Commissioner Simmons moved and Commissioner George seconded to accept the protests and note that they represent over 50% of the land within the District No. 2280 – Roundabout at 23rd Ave E and 6th St E. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared.
5. **District No. 2261 – 2024 Mill and Overlay (Various Neighborhoods) -- Dan Hanson, City Engineer**
   - **Approve Amended Engineer's Report and Amended Resolution Declaring Work Necessary**

   Commissioner Simmons moved and Commissioner Olson seconded to approve District No. 2261 – 2024 Mill and Overlay (Various Neighborhoods);approve Amended Engineer's Report and Amended Resolution Declaring Work Necessary. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared.
6. **Closed executive session pursuant to NDCC §§ 44-04-19.1(9) and 44-04-19.2, for attorney consultation with NDRIF litigation counsel regarding the matter of Fisk v. City of West Fargo**
   The Commission went into Closed executive session pursuant to NDCC §§ 44-04-19.1(9) and 44-04 19.2, for attorney consultation with NDRIF litigation counsel regarding the matter of Fisk v. City of West Fargo. No action was taken.
7. **City Administrator's Report -- Dustin Scott, City Administrator**
   Nothing to report.
8. **Correspondence**
   Nothing to report.
9. **Non-Agenda Items**
   Nothing to report.
10. **Adjourn**
    Commissioner Simmons moved and Commissioner Olson seconded to adjourn the meeting. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the meeting was adjourned at 7:36 PM.

WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
12/04/2023

	AS OF	11/30/2023		YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
BUILDING NEW						
COMMERCIAL	1		$ 2,632,700.00	10		$ 9,838,700.00
RESIDENTIAL DWELLING	1	1	$ 369,900.00	154	154	$ 49,213,435.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	5		$ 5,025,330.00	186		$ 8,830,594.00
FOUNDATION ONLY				3		$ 520,000.00
BUILDING REMODEL						
COMMERCIAL	2		$ 110,000.00	33		$ 12,103,200.00
RESIDENTIAL	3		$ 114,935.00	123		$ 3,086,524.00
PUBLIC	1		$ 80,000.00	7		$ 3,530,452.00
CHURCH						
ACCESSORY						
BUILDING OTHER						
DEMOLITION				10		$ 494,400.00
MOVE				3		$ 72,000.00
PERMIT CANCELLATION						
TOTALS	13	1	$ 8,332,865.00	529	154	$ 87,689,305.00

WEST FARGO CITY COMMISSION MEETING

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR	DATE
231075	Dabbert Custom Homes, LLC	5493 Lori Ln W	Dabbert Custom Homes	$ 420,900.00	Residential Dwelling	11/2/23
231102	Lavelle-Nygaard LLC	744 10 1/2 Ave W	Rolf & Susan Purdy	$ 4,500.00	Remodel - Residential - Install egress window	11/3/23
231099	Jordahl Custom Homes, Inc.	1118 60 Ave W	Westport Investments LLC	$ 2,800.00	Accessory - Deck	11/3/23
231098	Jordahl Custom Homes, Inc.	5808 Ellis Dr W	Jordahl Custom Homes, Inc	$ 4,000.00	Accessory - Deck	11/3/23
231097	Jordahl Custom Homes, Inc.	1192 Marlys Dr W	Westport Investments LLC	$ 2,500.00	Accessory - Deck	11/3/23
231074	Plecity Kowalski Construction, Inc.	1306 Marlys Dr W	Westport Investments LLC	$ 300,000.00	Residential Dwelling	11/3/23
231116	Groundworks Minnesota, LLC	504 Prescott Pl	David & Traci Ketterling	$ 1,039.00	Remodel - Residential - Install 22' basement gutter	11/6/23
231113	Groundworks Minnesota, LLC	925 2 St E	Kaytlyn Thorson	$ 6,752.00	Remodel - Residential - Install 55' basement gutter	11/6/23
231112	Groundworks Minnesota, LLC	117 3 Ave W	Allison Swenson	$ 29,856.00	Remodel - Residential - Foundation Repair	11/6/23
231089	Dabbert Custom Homes, LLC	5489 Lori Ln W	Dabbert Custom Homes	$ 409,900.00	Residential Dwelling	11/6/23
231080	SquareShed	944 51 Ave W	Brandon & Crystal Knutson	$ 6,000.00	Accessory - Shed	11/6/23
231038	Spire Custom Homes	5879 Ellis Dr W	Westport Investments LLC	$ 375,000.00	Residential Dwelling	11/6/23
231066	Spire Custom Homes	1103 Wildflower Pl W	Westport Investments LLC	$ 376,930.00	Residential Dwelling	11/7/23
231118	PTB, Inc.	726 North Sedona Dr	David & Karen Volk	$ 68,554.00	Remodel - Residential - Residing	11/8/23
231121	Cornerstone Remodeling	3930 2 St E	Leaf & Lakshmi Plested	$ 45,539.00	Remodel - Residential - Add bedroom and bathroom in basement	11/9/23
231092	Rick Halvorson Construction, Inc.	852 Lakeridge Pl	Douglas & Jean Clemens	$ 48,000.00	Remodel - Residential - Partially Finish Basement	11/9/23
231017	K&L Construction of Moorhead, Minnesota, Inc.	445 7 St NW	Agassiz Seeds Associates LLC	$ 503,000.00	Foundation Only - Two Warehouse Additions	11/9/23
231138	Premium Decks, Inc.	3137 6 St E	Alan & Stephanie Roerich	$ 15,000.00	Accessory - Deck	11/14/23
231130	Premium Decks, Inc.	2115 12 St W	Nathan & Nicole Stokka	$ 9,000.00	Accessory - Deck	11/14/23
231085	Thomas & Diann Kiefer	911 50 Ave W	Thomas & Diann Kiefer	$ 5,500.00	Accessory - Deck	11/15/23

WEST FARGO CITY COMMISSION MEETING

BUILDING DEPARTMENT MONTHLY COMPARISON REPORT

12/04/2023

	November 2022			November 2023		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
BUILDING NEW						
COMMERCIAL	14		$ 26,940,790.00	10		$ 9,838,700.00
RESIDENTIAL DWELLING	194	194	$ 76,547,527.00	154	154	$ 49,213,435.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE	1	52	$ 14,000,000.00			
PUBLIC	3		$ 17,867,265.00			
CHURCH						
ACCESSORY	220		$ 5,176,565.00	186		$ 8,830,594.00
FOUNDATION ONLY	2		$ 35,000.00	3		$ 520,000.00
BUILDING REMODEL						
COMMERCIAL	53		$ 18,805,817.00	33		$ 12,103,200.00
RESIDENTIAL	127		$ 4,380,695.00	123		$ 3,086,524.00
PUBLIC	4		$ 3,515,330.00	7		$ 3,530,452.00
CHURCH						
ACCESSORY	2		$ 65,975.00			
BUILDING OTHER						
DEMOLITION	6		$ 227,500.00	10		$ 494,400.00
MOVE	1		$ 20,000.00	3		$ 72,000.00
PERMIT CANCELLATION	1		$ (530,000.00)			
TOTALS	626	246	$ 167,052,464.00	529	154	$ 87,689,305.00

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114610		2954 A-OX WELDING SUPPLY CO INC	36.85							
1		1340741 11/28/23 STAINLESS WIRE	36.85			1000	455000	433		101000
		Total for Vendor:	**36.85**							
114371	109926S	289 ACME TOOLS	911.25							
11/20/23 Commission Meeting										
1		11962861 11/07/23 5419 FILTER/ELEMENT	329.34			1000	430001	427		101000
2		11906283 10/24/23 285 FILTER/ELEMENT KIT	581.91			6020	450000	427		101000
114569		289 ACME TOOLS	249.00							
1		12063241 11/27/23 IMPACT WRENCH	249.00			1000	455000	432		101000
114617		289 ACME TOOLS	347.93							
1		12079756 11/29/23 1QT LUBE	66.69			1000	430001	424		101000
2		12078882 11/29/23 SUPER OIL	281.24			1000	430001	424		101000
114624		289 ACME TOOLS	355.78							
1		12074033 11/28/23 5419 OIL	355.78			1000	430001	424		101000
		Total for Vendor:	**1,863.96**							
114597		779 AGASSIZ SEED COMPANY	26,520.00							
1		073530 11/14/23 LAGOON GRASS SEED	26,520.00			4387	480000	670		101000
		Total for Vendor:	**26,520.00**							
114542		4467 ALL FINISH CONCRETE	9,358.62							
1		Pay App 5 12/04/23 Imp Dist 2271	9,358.62			4005	480000	670		101000
		Total for Vendor:	**9,358.62**							
114574		3709 AMERICAN TEST CENTER	950.00							
1		2231876 10/03/23 356 BUCKET INSPECTION	475.00			1000	430000	427		101000
2		2231876 10/03/23 609 BUCKET INSPECTION	475.00			2210	428000	427		101000
		Total for Vendor:	**950.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
114365	109931S	317 AMERICAN WELDING & GAS, INC.	62.99							
		11/20/23 Commission Meeting								
1		09588251 09/18/23 NIC L WELD ELECTRODE	62.99			6020	450000	433		101000
		Total for Vendor:	**62.99**							
114615		3511 ASPEN MILLS	1,256.54							
1		323633 11/22/23 Stock Promotional ribbon/stars	1,167.83			2060	415200	641		101000
2		323486 11/20/23 M Obach-Class A pants	88.71			2060	415200	422		101000
		Total for Vendor:	**1,256.54**							
114341	109932S	2931 AUTO VALUE PARTS STORES	612.74							
		11/20/23 Commission Meeting								
1		99238887 11/07/23 FILTERS	3.26			1000	415000	427		101000
2		99240256 11/14/23 FILTERS	99.76			1000	430000	427		101000
3		99238883 11/07/23 HD AIR CONSTRUCTION	7.95			6010	450200	427		101000
4		99238879 11/07/23 FILTERS	3.26			1000	421000	427		101000
5		99238881 11/07/23 FILTERS	121.69			6010	450200	427		101000
6		99240274 11/14/23 FILTERS	172.52			6020	450000	427		101000
7		99240259 11/14/23 FILTERS	104.30			1000	430000	427		101000
8		99240249 11/14/23 FILTERS	9.78			1000	421000	427		101000
9		99240335 11/14/23 INDUSTRIAL HYDRAULIC	86.96			6020	450000	427		101000
10		99240251 11/14/23 FILTERS	3.26			6020	450000	427		101000
114360	109932S	2931 AUTO VALUE PARTS STORES	4.02							
		11/20/23 Commission Meeting								
1		99240565 11/15/23 HD OIL FARM	4.02			6025	450000	427		101000
114570		2931 AUTO VALUE PARTS STORES	625.92							
1		99241936 11/22/23 1204 PLASTIC OIL DRAIN PLUG	6.49			1000	421000	427		101000
2		99241039 11/17/23 3000 FILTER	79.43			1000	430000	427		101000
3		99241423 11/20/23 3000 OIL FLEET	10.17			6010	450200	427		101000
4		99241558 11/21/23 OIL	51.79			1000	430000	427		101000
5		99241082 11/17/23 3000 HYD CONST	65.58			1000	430000	427		101000
6		99241551 11/21/23 FILTERS	6.52			1000	421000	427		101000
7		99XX556 11/21/23 FILTERS	211.60			1000	455000	427		101000
8		99241552 11/21/23 FILTERS	194.34			6020	450000	427		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114579		2931 AUTO VALUE PARTS STORES	73.47							
1		99242570 11/28/23 FILTER/OIL	73.47			6010	450200	427		101000
114613		2931 AUTO VALUE PARTS STORES	271.66							
1		99242572 11/28/23 FILTERS	236.84			1000	430000	427		101000
2		99242567 11/28/23 FILTER	13.04			1000	421000	427		101000
3		99242573 11/28/23 AIR CONSTRUCTION	21.78			1000	430000	427		101000
		Total for Vendor:	**1,587.81**							
114348	109933S	331 B&F FASTENER SUPPLY (NORTHERN	1,340.61							
11/20/23 Commission Meeting										
1		95129598-1 11/07/23 SNOW PLOW BOLTS	1,340.61			1000	430000	381		101000
		Total for Vendor:	**1,340.61**							
114355	109936S	36 BERT'S TRUCK EQUIPMENT	134,618.00							
11/20/23 Commission Meeting										
1		99889 10/26/23 2023 MACK PLOW TRUCK	134,618.00			1000	430000	610		101000
114520		36 BERT'S TRUCK EQUIPMENT	2,006.89							
1		98920 11/21/23 7027 RELIEF PILOT VALVE/MOTOR	2,006.89			6025	450000	427		101000
		Total for Vendor:	**136,624.89**							
114528		3077 BLUE360 MEDIA LLC	322.66							
1		30334 11/22/23 nd crim and traffic law manual	322.66			1000	421000	340	12	101000
in2311211935										
		Total for Vendor:	**322.66**							
114505		3489 BOLTON & MENK, INC	2,309.21							
1		0325183 11/27/23 WF Downtown Master Plan	2,309.21			1000	418000	418		101000
114509		3489 BOLTON & MENK, INC	396.00							
1		0325184 11/27/23 Traffic Signal Timing	396.00			1000	430000	487		101000
		Total for Vendor:	**2,705.21**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114433	110118S	5196 BRANDIE DIXON NY Life Insurance - Full Surrender Policy # 57268440	43,970.51							
1		11/22/23 NY Life Ins - Full Surrender	43,970.51			1000	121000			101000
		Total for Vendor:	**43,970.51**							
114537		73 BRAUN INTERTEC	204.00							
1		B367238 11/29/23 Project 4068	204.00			4007	480000	724		101000
114538		73 BRAUN INTERTEC	136.00							
1		B367237 11/29/23 Dist 2272	136.00			4014	480000	724		101000
114539		73 BRAUN INTERTEC	1,350.00							
1		B367236 11/29/23 Dist 2271	1,350.00			4005	480000	724		101000
114540		73 BRAUN INTERTEC	1,365.00							
1		B367247 11/29/23 Project 1346	1,365.00			4024	480000	724		101000
114541		73 BRAUN INTERTEC	1,057.50							
1		B367235 11/29/23 Dist 1316	1,057.50			4065	480000	724		101000
		Total for Vendor:	**4,112.50**							
114477		652 BRENCO CORPORATION	141.50							
1		0139003 11/20/23 ROLLER REPAIR	141.50			6020	450000	420		101000
114566		652 BRENCO CORPORATION	19.00							
1		0139195 11/21/23 RM 110	19.00			6010	450200	433		101000
		Total for Vendor:	**160.50**							
114531		4096 BRENT YOUNG	56.00							
1		11/30/23 meal reimb	56.00			1000	421000	340		101000
		Total for Vendor:	**56.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
114461		999999 BRIDGET OVERTON	50.00								
		Need to refund ACH that was pulled after she moved out									
1		11/27/23 Refund UB Autopay	50.00			6020		214100			101000
		Total for Vendor:	**50.00**								
114323	109939S	3892 BURGGRAF'S ACE FARGO WEST #17458	34.55								
1		2875 11/14/23 New HQ Electrical	16.07			4795		480000	670		101000
2		2814 10/26/23 L-75 Misc supplies	18.48			2060		415200	500		101000
114663		3892 BURGGRAF'S ACE FARGO WEST #17458	44.96								
1		002727 09/26/23 Elec Supplies-New HQ	44.96			4795		480000	670		101000
		Total for Vendor:	**79.51**								
114364	109940S	351 BUSINESS ESSENTIALS	204.33								
		11/20/23 Commission Meeting									
1		1270036 11/14/23 2024 CALENDARS	204.33			6020		450000	410		101000
114401	109940S	351 BUSINESS ESSENTIALS	306.50								
1		oe4309801 11/16/23 fun foam putty for proj #12	306.50			1000		421000	375	12	101000
114501		351 BUSINESS ESSENTIALS	264.06								
1		WO12705301 11/16/23 OFFICE SUPPLIES	205.08			7000		411600	410		101000
2		WO12705302 11/17/23 OFFICE SUPPLIES	58.98			7000		411600	410		101000
114583		351 BUSINESS ESSENTIALS	164.28								
1		1270036-3 11/20/23 2024 CALENDAR	12.03			1000		450000	410		101000
2		1270036-2 11/16/23 2024 CALENDARS	152.25			1000		430000	410		101000
114618		351 BUSINESS ESSENTIALS	25.00								
1		75606-1 11/15/23 D Underhill business cards	25.00			2060		415200	410		101000
114646		351 BUSINESS ESSENTIALS	388.98								
1		wo12723391 11/30/23 office supplies	388.98			1000		421000	410		101000
		Total for Vendor:	**1,353.15**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
114350	109941S	39 BUTLER MACHINERY	2,354.98						
		11/20/23 Commission Meeting							
1		PS0626575 11/03/23 3000 PINION/PARTS	1,108.96			1000 430000	427		101000
2		WO0263342 11/04/23 3000 CIRCLE DRIVE REP	1,246.02			1000 430000	427		101000
114490		39 BUTLER MACHINERY	269.32						
1		PS0627644 11/18/23 3000 ELEMENT	198.28			1000 430000	427		101000
2		PS0627968 11/23/23 3000 HOSE/CLAMP	71.04			1000 430000	427		101000
114623		39 BUTLER MACHINERY	489.50						
1		PS0628202 11/29/23 3000 SEAL KIT	489.50			1000 430000	427		101000
		Total for Vendor:	**3,113.80**						
114664		4788 CAMELOT CLEANERS	52.98						
1		23300247A 10/30/23 J Johnson Jacket-pants, Wit	30.98			2060 415200	422		101000
2		23300247B 10/30/23 M O'Bryant Jacket Pants	22.00			2060 415200	422		101000
		Total for Vendor:	**52.98**						
114338	109943S	51 CASS COUNTY ELECTRIC COOP	270.20						
1		428342 Nov 11/06/23 Airport 9/30/23-10/31/23	270.20			7050 500000	420		101000
		Total for Vendor:	**270.20**						
114587		1355 CASS COUNTY GOVERNMENT	1,275.00						
1		6641 11/30/23 oct 2023 intox	85.00			1000 421000	398		101000
2		6639 11/30/23 oct 2023 jail housing	1,190.00			1000 421000	398		101000
		Total for Vendor:	**1,275.00**						
114456		46 CASS RURAL WATER USERS	66.54						
1		6482 Oct 10/25/23 6482 - WF Airport Water	34.57			7050 500000	420		101000
2		6482 Nov 11/25/23 6482 - WF Airport Water	31.97			7050 500000	420		101000
		Total for Vendor:	**66.54**						
114432		5195 CASSIE VLAMINCK	411.33						
		Travel reimb - Auto Desk Conference - Las Vegas							
1		11/21/23 Travel reimb - Las Vegas	411.33			1000 414200	340		101000
		Total for Vendor:	**411.33**						

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114363	109946S	4108 CED	143.08							
		11/20/23 Commission Meeting								
1		3481040595 11/15/23 RGD CPLG	143.08			1000	430002	527		101000
114584		4108 CED	51.44							
1		3481041021 11/21/23 PHOTO EYE	51.44			4796	480000	670		101000
		Total for Vendor:	**194.52**							
114424		1777 CENTURY LINK	70.93							
1		Nov 23 11/07/23 WF Airport	70.93			7050	500000	356		101000
		Total for Vendor:	**70.93**							
114503		1808 CHERRY LAKE PUBLISHING	242.64							
1		251590 11/27/23 BOOKS	242.64			7000	411600	662		101000
		Total for Vendor:	**242.64**							
114571		3216 CINTAS	95.77							
1		4175140611 11/27/23 SHOP TOWELS	95.77			1000	455000	433		101000
		Total for Vendor:	**95.77**							
114494		111 CITY OF FARGO	58,380.02							
1		451191 11/22/23 LANDFILL FEES	30,112.65			6010	450200	355		101000
2		450888 11/15/23 LANDFILL FEES	28,267.37			6010	450200	355		101000
		Total for Vendor:	**58,380.02**							
114393	109951S	3167 City of West Fargo	525.81							
1		18187 11/07/23 FD New HQ-Rolloff	525.81			4795	480000	670		101000
114457		3167 City of West Fargo	73.00							
1		02066 Nov 11/21/23 Airport Dumpster	73.00			7050	500000	420		101000
114481	110123S	3167 City of West Fargo	130.00							
		Mary Gilbertson paid her invoice but we applied to UB by mistake. Need a check to correct it.								
1		11/28/23 Mary Gilbertson	130.00			6020	214100			101000
		Total for Vendor:	**728.81**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114418		2482 CODY BEILKE	1,041.86							
1		11/22/23 travel reimb	1,041.86			1000	421000	340		101000
		Total for Vendor:	**1,041.86**							
114472		133 COLE PAPERS	967.32							
1		10372419 11/27/23 PD PAPER PRODUCTS	260.00			1000	455000	500		101000
2		10732413 11/27/23 CH PAPER PRODUCTS	195.00			1000	455000	500		101000
3		10372468 11/27/23 PW PAPER PRODUCTS	260.00			6020	450000	500		101000
4		10372431 11/27/23 SA PAPER PRODUCTS	130.00			6010	450200	500		101000
5		10370756 11/21/23 SA PAPER PRODUCTS	122.32			6010	450200	500		101000
		Total for Vendor:	**967.32**							
114619		4832 CONNECT INTERIORS	10,189.72							
1		66574 11/22/23 Labor to swap table location	340.00			4795	480000	864		101000
2		66552 11/17/23 1/2 HQ furniture payment	9,849.72			4795	480000	864		101000
		Total for Vendor:	**10,189.72**							
114643		4360 CONSOLIDATED ELECTRICAL	580.40							
1		10/16/23 blue beacon project	580.40			1000	421000	641		101000
2348-1037037										
		Total for Vendor:	**580.40**							
114517		3245 CORE & MAIN	909.62							
1		U006846 11/28/23 SS TAP SAD/BALL CORP STOP	202.79			6020	450000	438		101000
2		U015013 11/29/23 TAP SAD/BALL CORP/FPT CPLG/AD	315.96			6020	450000	438		101000
3		U017936 11/29/23 HARDWARE	390.87			6020	450000	438		101000
114581		3245 CORE & MAIN	575.08							
1		T954697 11/15/23 PIPE/HARDWARE - CENTER ST	271.63			6020	450000	438		101000
2		T963477 11/16/23 CPLUG/VALVE - CENTER ST	63.65			6020	450000	438		101000
3		T938321 11/16/23 GASKET	239.80			6020	450000	429		101000
114600		3245 CORE & MAIN	2,516.70							
1		U007180 11/29/23 PRO RING	2,516.70			6025	450000	437		101000
		Total for Vendor:	**4,001.40**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114592		999999 CORNERSTONE SPECIALTIES	48.27							
UB refund										
1		11/30/23 UB Refund	48.27			6020	214100			101000
		Total for Vendor:	**48.27**							
114359	109955S	47 CORWIN CHRYSLER	397.00							
11/20/23 Commission Meeting										
1		146800 11/15/23 2005 MIRROR	397.00			6020	450000	427		101000
		Total for Vendor:	**397.00**							
114563		60 CROSSCOUNTRY FREIGHT SOLUTIONS	135.51							
1		1280450 11/20/23 SHIPPING	135.51			6020	450000	335		101000
		Total for Vendor:	**135.51**							
114630		3500 CUMMINS SALES AND SERVICE	267.00							
1		95365 11/20/23 L-75 Throttle Pedal Repair	267.00			2060	415200	427		101000
		Total for Vendor:	**267.00**							
114370	109958S	1675 DAKOTA FLUID POWER, INC	94.23							
11/20/23 Commission Meeting										
1		7136659 11/02/23 HARDWARE	94.23			1000	430000	427		101000
114614		1675 DAKOTA FLUID POWER, INC	70.61							
1		7144356 11/29/23 262 HOSE ASSY	70.61			6020	450000	427		101000
		Total for Vendor:	**164.84**							
114599		79 DAKOTA HOSE & EQUIP	1,488.88							
1		3190204 10/31/23 VACUUM/CLAMPS	1,488.88			6025	450000	825		101000
		Total for Vendor:	**1,488.88**							
114632		624 DAKOTA SUPPLY GROUP	3.23							
1		103283510. 11/27/23 FD New HQ-thread hole	3.23			2060	415200	500		101000
		Total for Vendor:	**3.23**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
114636		87 DAKOTA TIRE	723.58								
1		89094 11/28/23 Batt 70-Brake Repair	680.94			2060		415200	420		101000
2		937475 11/28/23 Batt 70-Oil Change	42.64			2060		415200	427		101000
		Total for Vendor:	**723.58**								
114544		90 DAKOTA UNDERGROUND	136,548.54								
1		Pay App 13 11/21/23 Imp Dist 1337	136,548.54			4086		480000	670		101000
		Total for Vendor:	**136,548.54**								
114474		5094 DALSIN ROOFING CO	251.08								
1		16155 10/31/23 SANITATION ROOF PATCH REPAIR	251.08			6010		450200	420		101000
		Total for Vendor:	**251.08**								
114496		4519 DANIEL BEHRNS	45.50								
BISMARCK - WATER TESTING											
1		11/30/23 TRAVEL REIMBURSEMENT	45.50			6025		450000	340		101000
		Total for Vendor:	**45.50**								
114455		856 DAVE'S WEST FARGO TIRE	198.06								
1		122908 11/27/23 #1191 balance tires	215.78			1000		421000	427		101000
2		122908 11/27/23 credit	-17.72			1000		421000	427		101000
		Total for Vendor:	**198.06**								
114378	109966S	2100 EAGLE RUN CROSSING LLC	259.14								
11/20/23 Commission Meeting											
1		5233 11/02/23 5400 DIESEL	48.75			1000		430001	424		101000
2		1192 10/10/23 SA DIESEL	210.39			6010		450200	424		101000
114633		2100 EAGLE RUN CROSSING LLC	84.52								
1		3254 11/27/23 5402 DIESEL	45.97			1000		430001	424		101000
2		3312 11/27/23 5400 DIESEL	38.55			1000		430001	424		101000
		Total for Vendor:	**343.66**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org	Acct	Object	Proj	Cash Account
114357	109970S	3722 ENVIROTECH	13,338.36							
		11/20/23 Commission Meeting								
1		202401626 11/08/23 AMP	13,338.36			1000	430000	377		101000
114491		3722 ENVIROTECH	4,618.13							
1		202402783 11/27/23 ICE SLICER	5,618.13			1000	430000	377		101000
2		202401626 11/20/23 ACCT CREDIT	-1,000.00			1000	430000	377		101000
114602		3722 ENVIROTECH	17,694.18							
1		202403003 11/27/23 ICE SLICER	6,047.79			1000	430000	377		101000
2		202403018 11/29/23 ICE SLICER	6,030.43			1000	430000	377		101000
3		202403010 11/29/23 ICE SLICER	5,615.96			1000	430000	377		101000
		Total for Vendor:	**35,650.67**							
114413	109971S	3547 EQUITABLE UNIT ANNUITY	2,000.00							
1		11/30/23 Deferred Comp Nov 2023	2,000.00			1000	212524			101000
		Total for Vendor:	**2,000.00**							
114627		5120 ERIC JOHNSON	100.00							
		DROPPED 2 JACKETS OFF FOR ZIPPER REPAIR								
1		11/30/23 REIMBURSEMENT	100.00			6025	450000	422		101000
		Total for Vendor:	**100.00**							
114436		3731 ERIC SORENSON	275.00							
1		11/22/23 travel reimb	275.00			1000	421000	340		101000
114588		3731 ERIC SORENSON	223.64							
1		11/30/23 tfo clothing reimb	223.64			1000	421000	422		101000
		Total for Vendor:	**498.64**							
114638		2862 ESSENTIA HEALTH	6,028.61							
1		13881.11 11/16/23 C Markel-Annual Physical	754.87			2060	415200	996		101000
2		13881.11 11/16/23 H Kalina-Annual Physical	123.00			2060	415200	996		101000
3		13881.11 11/16/23 S Baron-Annual Physical	123.00			2060	415200	996		101000
4		13881.11 11/16/23 Z Tretbar-Annual Physical	768.87			2060	415200	996		101000
5		13881.11 11/16/23 D Sprecher-Annual Physical	754.87			2060	415200	996		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
6		13881.11 11/16/23 Annual Physicals-Sept/nov	3,504.00			2060	415200	996		101000
		Total for Vendor:	**6,028.61**							
114397	109973S	963 EXCAVATING, INC.	29,050.00							
1		4193 11/15/23 510 1st Ave NW Demo	29,050.00			4903	415000	418		101000
114428		963 EXCAVATING, INC.	10,560.00							
1		4195 11/20/23 Project 1316.2	10,560.00			4065	480000	670		101000
		Total for Vendor:	**39,610.00**							
114343	109974S	1851 F/S MANUFACTURING INC	35.46							
		11/20/23 Commission Meeting								
1		153132 10/19/23 ADAPTERS/HOSE SHANK	35.46			1000	430000	433		101000
114577		1851 F/S MANUFACTURING INC	19.51							
1		153270 11/16/23 HARDWARE	19.51			1000	430000	433		101000
		Total for Vendor:	**54.97**							
114394	109975S	5189 FAITH CORP	44,903.06							
1		11/16/23 Child Care Grant	44,903.06			2960	411900	416		101000
		Total for Vendor:	**44,903.06**							
114351	109976S	660 FARGO FREIGHTLINER	57.58							
		11/20/23 Commission Meeting								
1		X101133862 11/13/23 7043 AIR DRYER CARTRIDGE	57.58			4387	480000	427		101000
114556		660 FARGO FREIGHTLINER	64.70							
1		X101134645 11/22/23 4301 CARRIER SVC KIT SWITC	64.70			6010	450200	427		101000
114607		660 FARGO FREIGHTLINER	125.84							
1		X101135280 11/30/23 408 HEATER CORE SERVICE KI	125.84			6010	450200	427		101000
		Total for Vendor:	**248.12**							
114327	109979S	151 FEDERAL EXPRESS	20.31							
1		831189433 11/08/23 pkg mailed	5.09			1000	421000	661		101000
2		831798708 11/15/23 pkg mailed	15.22			1000	421000	661		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114575		151 FEDERAL EXPRESS	10.16							
1		832545013 11/22/23 pkg mailed	5.08			1000	421000	661		101000
2		833236801 11/29/23 pkg mailed	5.08			1000	421000	661		101000
		Total for Vendor:	**30.47**							
114510		1812 FIRESTONE	946.71							
1		218037 11/21/23 tires for pd	946.71			1000	421000	427		101000
		Total for Vendor:	**946.71**							
114608		3347 FIRST INTERNATIONAL INSURANCE	3,239.00							
Add/Remove Insurance										
1		Nov 2023 07/28/23 Public Works (auto)	-902.00			6020	450000	321		101000
2		Nov 2023 08/16/23 Public Works (auto)	-1,138.00			6020	450000	321		101000
3		Nov 2023 08/16/23 Engineering (auto)	-432.00			1000	414200	321		101000
4		Nov 2023 08/23/23 Non-departmental (auto)	980.00			1000	415000	321		101000
5		Nov 2023 11/08/23 Fire (property)	4,731.00			2060	415200	321		101000
		Total for Vendor:	**3,239.00**							
114420		2268 FLAGSHOOTER, LLC	1,680.37							
1		231116007 10/16/23 Locate Supplies	1,680.37			6020	450000	412		101000
		Total for Vendor:	**1,680.37**							
114595		5202 FLATLAND MASONRY, INC.	5,550.00							
1		245991 11/30/23 LIFT STATION DAMAGE REPAIR	5,550.00			6025	450000	322		101000
		Total for Vendor:	**5,550.00**							
114441		2499 FM CONVENTION & VISITORS BUREAU	36,443.92							
1		Oct 23 10/31/23 Lodging Tax 2%	24,295.95			2141	411500	533		101000
2		Oct 23 10/31/23 Lodging Tax 1%	12,147.97			2141	411500	653		101000
		Total for Vendor:	**36,443.92**							
114417		1593 FRONTIER PRECISION, INC	771.82							
1		286501 11/03/23 GPS Equipment	771.82			1000	414200	641		101000
		Total for Vendor:	**771.82**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114322	109986S	155 GALLS, LLC	452.32							
1		026085877 10/27/23 T Clark Boots	110.50			2060	415200	422		101000
2		026085877 10/27/23 M Berg Boots	145.25			2060	415200	422		101000
3		026088309 10/27/23 J West Boots	196.57			2060	415200	422		101000
114334	109986S	155 GALLS, LLC	2,462.99							
1		026200354 11/08/23 new officer braun	713.02			1000	421000	422		101000
2		026260098 11/14/23 new officer equipment	525.60			1000	421000	422		101000
3		026272903 11/15/23 shirt for pearson	153.76			1000	421000	422		101000
4		026213557 11/09/23 new officer equipment	65.97			1000	421000	422		101000
5		026212438 11/09/23 new officer stewart	42.99			1000	421000	422		101000
6		026244417 11/13/23 pant for swiggum	81.90			1000	421000	422		101000
7		026227205 11/10/23 pant for denis	81.90			1000	421000	422		101000
8		026226363 11/10/23 equipment for wuollet	63.99			1000	421000	422		101000
9		026226428 11/10/23 equipment for nielsen	63.04			1000	421000	422		101000
10		026225981 11/10/23 equipment for richardson	96.30			1000	421000	422		101000
11		026201448 11/08/23 pant for balvik	171.22			1000	421000	422		101000
12		026208329 11/08/23 equipment for balvik	87.35			1000	421000	422		101000
13		026200367 11/08/23 pant for hanson	81.90			1000	421000	422		101000
14		026201401 11/08/23 boots for runcorn	206.96			1000	421000	422		101000
15		026226462 11/10/23 equipment for crouse	27.09			1000	421000	422		101000
16		026122765 10/31/23 sample hat	14.15			1000	421000	422		101000
17		026233144 11/10/23 credit sample hat	-14.15			1000	421000	422		101000
114422		155 GALLS, LLC	1,874.06							
1		026281609 11/16/23 new officer equip	29.95			1000	421000	422		101000
2		026284984 11/16/23 new officer hicks	81.89			1000	421000	422		101000
3		026281382 11/16/23 new office equip	62.12			1000	421000	422		101000
4		026293860 11/17/23 new office equip	77.65			1000	421000	422		101000
5		026315214 11/20/23 new officer hicks	72.01			1000	421000	422		101000
6		026315233 11/20/23 new officer hicks	134.12			1000	421000	422		101000
7		026315211 11/20/23 new officer braun	270.02			1000	421000	422		101000
8		026315213 11/20/23 new officer braun	78.07			1000	421000	422		101000
9		026292595 11/17/23 new officer braun	80.10			1000	421000	422		101000
10		026292694 11/17/23 new officer ali	174.51			1000	421000	422		101000
11		026292623 11/17/23 pants for runcorn	252.53			1000	421000	422		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
12		026293575 11/17/23 pants for coffield	368.06			1000	421000	422		101000
13		026292606 11/17/23 pants for jorgensen	80.10			1000	421000	422		101000
14		026293816 11/17/23 equip for evink	25.94			1000	421000	422		101000
15		026315230 11/20/23 shirt for jorgensen	81.00			1000	421000	422		101000
16		026281399 11/16/23 headband for a. feltman	5.99			1000	421000	422		101000
114448		155 GALLS, LLC	450.52							
1		026292639 11/17/23 new cso melander	450.52			1000	421000	422		101000
114452		155 GALLS, LLC	254.70							
1		026330344 11/21/23 new officer	149.40			1000	421000	422		101000
2		025997634 10/18/23 new officer	105.30			1000	421000	422		101000
114535		155 GALLS, LLC	574.29							
1		026370934 11/27/23 chaplain badges	298.80			1000	421000	422		101000
2		025452590 08/22/23 chaplain badge holder	54.00			1000	421000	422		101000
3		026026794 10/20/23 credit	-54.00			1000	421000	422		101000
4		026346580 11/24/23 new officer equip	83.95			1000	421000	422		101000
5		026346738 11/24/23 shirt for wuollet	25.99			1000	421000	422		101000
6		026347042 11/24/23 equip for ostlund	96.99			1000	421000	422		101000
7		026362363 11/27/23 equip for mueller	11.86			1000	421000	422		101000
8		026323736 11/21/23 serving plate for r. feltma	18.00			1000	421000	422		101000
9		026346668 11/24/23 equip for b. oldham	38.70			1000	421000	422		101000
114589		155 GALLS, LLC	80.10							
1		026375839 11/28/23 pant for nobles	80.10			1000	421000	422		101000
114639		155 GALLS, LLC	332.87							
1		26145815 11/02/23 T Wagner-LS Polo	61.27			2060	415200	422		101000
2		26234940 11/11/23 Promotions-Miller,O'Bryant	210.00			2060	415200	422		101000
3		26235092 11/11/23 K Frost-Class A Dress Shirt	61.60			2060	415200	422		101000
		Total for Vendor:	**6,481.85**							
114469	110121S	93 GATEWAY CHEVROLET	59,092.01							
1		299910 11/27/23 2023 Chevrolet Silverado 2500	59,092.01			1000	430000	610		101000
		Total for Vendor:	**59,092.01**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114354	109987S	1579 GLENN'S BODY REPAIR INC	9,852.94							
		11/20/23 Commission Meeting								
1		57676 11/03/23 5600 TOOL CAT DOOR FRAME REP	6,652.58			1000	430000	322		101000
2		58628 11/03/23 5600 TOOL CAT FENDER/BODY REP	3,200.36			1000	430000	322		101000
		Total for Vendor:	**9,852.94**							
114606		4321 GO PROMO LLC	1,000.00							
1		38026 11/16/23 CFMH pr items	1,000.00			1000	421000	285		101000
		Total for Vendor:	**1,000.00**							
114519		2558 GOODYEAR COMMERCIAL TIRE	1,758.52							
1		1301090000 10/20/23 4200 TIRES	1,758.52			6010	450200	427		101000
114522		2558 GOODYEAR COMMERCIAL TIRE	1,214.57							
1		1301090245 11/20/23 415 TIRES	1,214.57			6010	450200	427		101000
114555		2558 GOODYEAR COMMERCIAL TIRE	504.76							
1		1301090235 11/17/23 SA TIRE REPAIR	504.76			6010	450200	427		101000
114609		2558 GOODYEAR COMMERCIAL TIRE	146.00							
1		1301090321 11/30/23 TIRE REPAIR	146.00			6010	450200	427		101000
		Total for Vendor:	**3,623.85**							
114603		3112 GOVERNMENT FINANCE OFFICERS	250.00							
		02/01/2024-01/31/2025								
1		2421722 11/30/23 2024 Membership Dues	250.00			1000	414100	667		101000
		Total for Vendor:	**250.00**							
114324	109990S	3534 GRAND FORKS FIRE EQUIPMENT LLC	320.00							
1		39298 10/31/23 Gas Detector	320.00			2060	415200	641		101000
114640		3534 GRAND FORKS FIRE EQUIPMENT LLC	93.35							
1		39432 11/15/23 SCBA StemValve	93.35			2060	415200	420		101000
		Total for Vendor:	**413.35**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114650		3535 GREAT PLAINS FIRE	15,481.35							
1		7878 11/13/23 B Temp-Gear	3,825.00			2060	415200	641		101000
2		7887 11/15/23 3 new Recuits Gear	11,298.00			2060	415200	641		101000
3		7904 11/22/23 New Recuits name plates	358.35			2060	415200	641		101000
		Total for Vendor:	**15,481.35**							
114504		2877 GREATAMERICA FINANCIAL SERVICES	443.23							
1		35337164 11/20/23 SERVICE AGREEMENTS - CONTRAC	443.23			7000	411600	428		101000
		Total for Vendor:	**443.23**							
114404	109993S	4400 GROUNDWORKS MINNESOTA, LLC	37.20							
1		11/20/23 Refund for Permit #231116	37.20			1000	322300			101000
		Total for Vendor:	**37.20**							
114550		2318 HABERDASHERY	510.84							
1		11/23/23 cadet shirts/jackets	510.84			1000	421000	375		101000
		Total for Vendor:	**510.84**							
114518		135 HAWKINS WTR TREATMENT	5,014.25							
1		6629425 11/17/23 AQUA HAWK	5,014.25			6025	450000	423		101000
		Total for Vendor:	**5,014.25**							
114582		180 HAZERS	875.00							
1		1063 11/22/23 APPLIANCE DISPOSAL	875.00			6010	450200	357		101000
		Total for Vendor:	**875.00**							
114645		3593 HOLIDAY COMPANIES	10.00							
1		11/30/23 nov 2023 car wash	10.00			1000	421000	420		101000
		Total for Vendor:	**10.00**							
114605		358 HUBERT OYE-SONS CONST.	6,492.40							
1		1211812 11/29/23 ASPHALT MIX	3,032.40			1000	430000	722		101000
2		1211812 11/29/23 ASPHALT MIX	3,460.00			6020	450000	438		101000
		Total for Vendor:	**6,492.40**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114419		5194 HUNTER HICKS	155.06							
1		11/20/23 boot reimb	155.06			1000	421000	422		101000
		Total for Vendor:	**155.06**							
114492		1282 IAAO	720.00							
1		2410198211 11/29/23 2024 Membership Dues - Dav	240.00			1000	414101	667		101000
2		2410164321 11/29/23 2024 Membership Dues - Nic	240.00			1000	414101	667		101000
3		2410151720 11/29/23 2024 Membership Dues - Sha	240.00			1000	414101	667		101000
		Total for Vendor:	**720.00**							
114536		3087 IBM CORPORATION	467.84							
1		4299817 11/29/23 Premier Suite	467.84			1000	414104	497		101000
		Total for Vendor:	**467.84**							
114512		2521 IMAGE ACCESS, INC.	1,550.00							
1		M132200 11/18/23 KIC ANNUAL SERV. CONTR. RENEW	1,550.00			7000	411600	428		101000
		Total for Vendor:	**1,550.00**							
114380	110002S	4592 INGRAM LIBRARY SERVICES	5,905.59							
1		77138789 08/03/23 BOOKS	18.20			7000	411600	662		101000
2		77138790 08/03/23 BOOKS	17.18			7000	411600	662		101000
3		78202660 10/04/23 BOOKS	32.73			7000	411600	662		101000
4		78202661 10/04/23 BOOKS	6.71			7000	411600	662		101000
5		78498152 10/24/23 BOOKS	14.70			7000	411600	662		101000
6		78498153 10/24/23 BOOKS	21.88			7000	411600	662		101000
7		78498154 10/24/23 BOOKS	28.46			7000	411600	662		101000
8		78590448 10/30/23 BOOKS	136.14			7000	411600	662		101000
9		78590449 10/30/23 BOOKS	33.39			7000	411600	662		101000
10		78612933 10/31/23 BOOKS	29.64			7000	411600	662		101000
11		78619377 10/31/23 BOOKS	35.11			7000	411600	662		101000
12		78619378 10/31/23 BOOKS	84.29			7000	411600	662		101000
13		78619379 10/31/23 BOOKS	42.74			7000	411600	662		101000
14		78619380 10/31/23 BOOKS	196.22			7000	411600	662		101000
15		78619381 10/31/23 BOOKS	52.97			7000	411600	662		101000
16		78619382 10/31/23 BOOKS	89.30			7000	411600	662		101000
17		78671880 11/03/23 BOOKS	20.30			7000	411600	662		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
18		78671881 11/03/23 BOOKS	15.31			7000		411600	662		101000
19		78671882 11/03/23 BOOKS	21.94			7000		411600	662		101000
20		78671883 11/03/23 BOOKS	111.26			7000		411600	662		101000
21		78671884 11/03/23 BOOKS	261.35			7000		411600	662		101000
22		78680930 11/03/23 BOOKS	7.12			7000		411600	662		101000
23		78680931 11/03/23 BOOKS	368.07			7000		411600	662		101000
24		78680932 11/03/23 BOOKS	222.13			7000		411600	662		101000
25		78715358 11/07/23 BOOKS	566.41			7000		411600	662		101000
26		78715359 11/07/23 BOOKS	370.21			7000		411600	662		101000
27		78715360 11/07/23 BOOKS	295.32			7000		411600	662		101000
28		78715361 11/07/23 BOOKS	28.64			7000		411600	662		101000
29		78715362 11/07/23 BOOKS	32.29			7000		411600	662		101000
30		78715363 11/07/23 BOOKS	13.70			7000		411600	662		101000
31		78715364 11/07/23 BOOKS	13.73			7000		411600	662		101000
32		78758274 11/09/23 BOOKS	11.43			7000		411600	662		101000
33		78758275 11/09/23 BOOKS	976.86			7000		411600	662		101000
34		78758276 11/09/23 BOOKS	1,324.87			7000		411600	662		101000
35		78758277 11/09/23 BOOKS	13.40			7000		411600	662		101000
36		78758278 11/09/23 BOOKS	15.21			7000		411600	662		101000
37		78758279 11/09/23 BOOKS	29.49			7000		411600	662		101000
38		78768771 11/09/23 BOOKS	16.92			7000		411600	662		101000
39		78768772 11/09/23 BOOKS	13.58			7000		411600	662		101000
40		78768773 11/09/23 BOOKS	20.22			7000		411600	662		101000
41		78778267 11/10/23 BOOKS	24.50			7000		411600	662		101000
42		78778268 11/10/23 BOOKS	22.94			7000		411600	662		101000
43		78778269 11/10/23 BOOKS	14.40			7000		411600	662		101000
44		78778270 11/10/23 BOOKS	37.96			7000		411600	662		101000
45		78778271 11/10/23 BOOKS	15.56			7000		411600	662		101000
46		78778272 11/10/23 BOOKS	16.38			7000		411600	662		101000
47		78778273 11/10/23 BOOKS	44.15			7000		411600	662		101000
48		78778274 11/10/23 BOOKS	18.78			7000		411600	662		101000
49		78778275 11/10/23 BOOKS	9.06			7000		411600	662		101000
50		78778276 11/10/23 BOOKS	14.02			7000		411600	662		101000
51		78822838 11/14/23 BOOKS	35.83			7000		411600	662		101000
52		78822839 11/14/23 BOOKS	27.10			7000		411600	662		101000
53		78822840 11/14/23 BOOKS	15.49			7000		411600	662		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114534		4592 INGRAM LIBRARY SERVICES	2,550.72							
1		7886532 11/16/23 BOOKS	14.29			7000	411600	662		101000
2		78866533 11/16/23 BOOKS	166.26			7000	411600	662		101000
3		78866534 11/16/23 BOOKS	25.20			7000	411600	662		101000
4		78866535 11/16/23 BOOKS	40.78			7000	411600	662		101000
5		78889781 11/17/23 BOOKS	21.96			7000	411600	662		101000
6		78889782 11/17/23 BOOKS	42.78			7000	411600	662		101000
7		78919205 11/20/23 BOOKS	21.96			7000	411600	662		101000
8		78996585 11/24/23 BOOKS	166.38			7000	411600	662		101000
9		78996586 11/24/23 BOOKS	219.21			7000	411600	662		101000
10		78996587 11/24/23 BOOKS	200.02			7000	411600	662		101000
11		79025406 11/27/23 BOOKS	14.10			7000	411600	662		101000
12		79025407 11/27/23 BOOKS	39.64			7000	411600	662		101000
13		79025408 11/27/23 BOOKS	21.95			7000	411600	662		101000
14		79025409 11/27/23 BOOKS	11.73			7000	411600	662		101000
15		79025410 11/27/23 BOOKS	16.06			7000	411600	662		101000
16		79025411 11/27/23 BOOKS	50.97			7000	411600	662		101000
17		79075744 11/29/23 BOOKS	13.86			7000	411600	662		101000
18		79075745 11/29/23 BOOKS	12.65			7000	411600	662		101000
19		79075746 11/29/23 BOOKS	37.98			7000	411600	662		101000
20		79075747 11/29/23 BOOKS	465.61			7000	411600	662		101000
21		79075748 11/29/23 BOOKS	395.05			7000	411600	662		101000
22		79086349 11/29/23 BOOKS	11.47			7000	411600	662		101000
23		79086350 11/29/23 BOOKS	41.54			7000	411600	662		101000
24		79086351 11/29/23 BOOKS	20.38			7000	411600	662		101000
25		79086352 11/29/23 BOOKS	180.52			7000	411600	662		101000
26		79086353 11/29/23 BOOKS	298.37			7000	411600	662		101000
		Total for Vendor:	**8,456.31**							
114325	110003S	211 INTERSTATE BATTERIES	559.80							
1		221770 11/02/23 E-76 Battery replacement	559.80			2060	415200	420		101000
114346	110003S	211 INTERSTATE BATTERIES	1,171.80							
11/20/23 Commission Meeting										
1		801038840 11/11/23 SM23 BATTERY	1,171.80			6025	450000	826		101000
		Total for Vendor:	**1,731.60**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114367	110005S	1765 J.J. KELLER & ASSOC, INC	25.00							
		11/20/23 Commission Meeting								
1		9108519254 11/01/23 CDL TRAINING	25.00			1000	450000	497		101000
		Total for Vendor:	**25.00**							
114439		3801 JAMES ELLEFSON	120.02							
1		11/22/23 clothing reimb	120.02			1000	421000	422		101000
		Total for Vendor:	**120.02**							
114545		1164 JDP ELECTRIC, INC	27,306.00							
1		Pay App 1 12/04/23 Project 1342	27,306.00			4002	480000	670		101000
		Total for Vendor:	**27,306.00**							
114635		344 KARL'S AT THE NODAK CENTER	125.99							
1		343120083 11/14/23 T HARE COVERALLS	125.99			6020	450000	422		101000
		Total for Vendor:	**125.99**							
114546		2122 KEY CONTRACTING	281,350.03							
1		Pay App 1 12/04/23 Project 1346	281,350.03			4024	480000	670		101000
		Total for Vendor:	**281,350.03**							
114649		3173 KIESLER'S POLICE SUPPLY, INC.	762.20							
1		in227789 11/29/23 2 duty glock 43x 9mm	762.20			1000	421000	987		101000
		Total for Vendor:	**762.20**							
114326	110010S	3501 KNOX	584.00							
1		234942 10/27/23 FD 1 year Connect License	584.00			2060	415200	497		101000
		Total for Vendor:	**584.00**							
114543		693 KPH, INC	345,299.50							
1		Pay App 12 11/21/23 Project 1316	345,299.50			4065	480000	670		101000
		Total for Vendor:	**345,299.50**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114442		1331 LAKE AGASSIZ REGIONAL COUNCIL	1,782.97							
1		11/22/23 CDBG Request	1,782.97			1000	415000	705		101000
		Total for Vendor:	**1,782.97**							
114514		5197 LAKEVIEW BOOKS	127.95							
1		ARU0362848 11/13/23 BOOKS	127.95			7000	411600	662		101000
		Total for Vendor:	**127.95**							
114349	110013S	260 LARS BODY SHOP	4,268.30							
1		5791 11/17/23 #1197 repairs	4,268.30			1000	421000	322		101000
114421		260 LARS BODY SHOP	410.96							
1		5845 11/21/23 #1178 repair to winshield	410.96			1000	421000	322		101000
114651		260 LARS BODY SHOP	759.74							
1		5697 09/06/23 #1195 repairs	759.74			1000	421000	322		101000
		Total for Vendor:	**5,439.00**							
114347	110015S	705 LAWSON PRODUCTS	1,013.80							
		11/20/23 Commission Meeting								
1		9311064406 11/08/23 STOCK HARDWARE	667.76			1000	455000	433		101000
2		9311064406 11/08/23 STOCK HARDWARE	346.04			1000	455000	432		101000
		Total for Vendor:	**1,013.80**							
114328	110016S	4767 LENOVO (UNITED STATES) INC.	2,341.89							
1		6466119689 11/13/23 FD Inspections Dock	301.99			2060	415200	497		101000
2		6466119690 11/13/23 FD D Underhill Dock	169.99			2060	415200	497		101000
3		6466119878 11/13/23 FD T Olson Dock	169.99			2060	415200	497		101000
4		6466118166 11/13/23 FD T Olson Laptop	849.96			2060	415200	497		101000
5		6466118167 11/12/23 FD D Underhill Laptop	849.96			2060	415200	497		101000
		Total for Vendor:	**2,341.89**							
114330	110018S	3418 LOFFLER	266.75							
1		4524245 11/08/23 FD Move Copier new HQ	180.00			4795	480000	670		101000
2		4477953 09/25/23 FD Overage	86.75			2060	415200	428		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114655		3418 LOFFLER	35.25							
1		600892 01/24/22 Statement Credit 01/24/2022	-28.25			2060	415200	428		101000
2		4534269 11/20/23 FD Contract usage	62.20			2060	415200	428		101000
3		4542153 11/30/23 Finance Charge	1.30			2060	415200	720		101000
		Total for Vendor:	**302.00**							
114468		3491 LOFFLER COMPANIES INC	112.15							
1		35279843 11/10/23 Finance Printer	112.15			1000	414100	428		101000
		Total for Vendor:	**112.15**							
114578		3304 MAC'S - FARGO	30.33							
1		H05575 11/17/23 HARDWARE	30.33			6010	450200	433		101000
		Total for Vendor:	**30.33**							
114435		2733 MACKENZIE CARR	158.00							
1		11/22/23 travel reimb	158.00			1000	421000	340		101000
		Total for Vendor:	**158.00**							
114656		3536 MACQUEEN EMERGENCY	4,516.36							
1		10060 11/06/23 Cr Return-Gauge	-216.18			2060	415200	420		101000
2		11277 11/10/23 Gear Wash-Soap	216.50			2060	415200	500		101000
3		10147 11/27/23 Valve Kit, control box	1,836.74			2060	415200	427		101000
4		22587 11/28/23 Elkhart brass body equipment	456.76			2060	415200	641		101000
5		5727 11/30/23 L-75 Accelerator pedal issue	2,222.54			2060	415200	427		101000
		Total for Vendor:	**4,516.36**							
114407	110021S	3542 MAINSTAY FUNDS	860.00							
1		11/30/23 Mainstay Nov 2023	860.00			1000	212529			101000
		Total for Vendor:	**860.00**							
114339	110022S	999999 MASON THORENSON	45.82							
		Moved out but didn't notify us, so we need to refund the autopay Acct #03601354-05								
1		11/15/23 Refund UB Autopay	45.82			6020	214100			101000
		Total for Vendor:	**45.82**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
114451	110120S	4664 MASS MUTUAL (EMPOWER)	4,434.66								
Empower											
1		11/27/23 November Contributions	4,434.66			1000		212528			101000
		Total for Vendor:	**4,434.66**								
114482		3384 MATHESON TRI-GAS INC	164.16								
1		0028749798 11/16/23 SAR BLAST LENS COVERS	164.16			6010		450200	914		101000
		Total for Vendor:	**164.16**								
114409	110023S	3630 MATRIX TRUST COMPANY	5,331.00								
1		11/30/23 Deferred Comp Pre-Tax Nov 23	4,109.00			1000		212547			101000
2		11/30/23 Deferred Comp Post-Tax Nov 23	1,222.00			1000		212548			101000
		Total for Vendor:	**5,331.00**								
114331	110025S	299 MENARDS	1,641.93								
1		16973 11/07/23 New HQ Shelving	177.41			4795		480000	641		101000
2		16870 11/06/23 Garbage can, cable ties	76.97			2060		415200	500		101000
3		17607 11/15/23 Return HQ Shelving	-103.48			4795		480000	641		101000
4		16416 10/31/23 New Station Mouse Problem	67.43			2060		415200	500		101000
5		16400 10/31/23 Outdoor hoses	1,034.39			4795		480000	641		101000
6		16565 11/02/23 Mika Food	69.98			2060		415200	915		101000
7		16310 10/30/23 Dave's Tools Deadblow hammer	109.86			2060		415200	641		101000
8		15725 10/23/23 Touch up doors	15.95			2060		415200	494		101000
9		17535 11/14/23 Storage Closet CRR	177.45			4795		480000	641		101000
10		17686 11/16/23 Anchors for Class A rods	15.97			4795		480000	641		101000
114453		299 MENARDS	344.93								
1		18534 11/27/23 POLICE misc items	344.93			1000		421000	641		101000
114657		299 MENARDS	104.98								
1		16296 10/30/23 PW Elec. bill new HQ	51.73			4795		480000	670		101000
2		17741 11/17/23 FD HQ Shelving	53.25			2060		415200	494		101000
		Total for Vendor:	**2,091.84**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114344	110026S	4622 MENARDS (PW/PD)	2,213.06							
		11/20/23 Commission Meeting								
1		17059 11/08/23 SALT SHED	930.43			4796	480000	670		101000
2		16949 11/07/23 SALT SHED	1,282.63			4796	480000	670		101000
114366	110026S	4622 MENARDS (PW/PD)	511.54							
		11/20/23 Commission Meeting								
1		17121 11/09/23 SALT SHED	277.95			4796	480000	670		101000
2		16971 11/07/23 SALT SHED	235.61			4796	480000	670		101000
3		17048 11/08/23 SALT SHED - BOARD RET	-8.99			4796	480000	670		101000
4		17053 11/08/23 GE COVER/FRAME	6.97			1000	430000	433		101000
114479		4622 MENARDS (PW/PD)	772.16							
1		17977 11/20/23 CH CHRISTMAS TREE	327.43			1000	455000	420		101000
2		12635 09/15/23 SHORT PAY CORRECT	30.00			1000	430000	432		101000
3		17527 11/14/23 PVC PRIMER	19.25			1000	430000	433		101000
4		17506 11/14/23 PVC SWEEP	9.70			1000	430000	433		101000
5		17748 11/17/23 TRIG NOZZLE	28.47			1000	430000	433		101000
6		18073 11/21/23 BATTERIES	15.99			1000	430000	487		101000
7		18141 11/22/23 COND/NIPPLES	79.34			1000	430002	527		101000
8		17698 11/16/23 TUBE CUTTER KIT	55.48			6020	450000	432		101000
9		18529 11/27/23 SALT SHED HARDWARE	113.07			4796	480000	670		101000
10		18128 11/22/23 STAPLE GUN	40.90			6020	450000	420		101000
11		18129 11/22/23 COMPOUND BOX	14.35			6020	450000	420		101000
12		18003 11/20/23 AQUABEAD	14.97			6020	450000	500		101000
13		18139 11/22/23 AQUABEAD - RET	-14.97			6020	450000	500		101000
14		17126 11/09/23 STUD/LIGHT - NEW OFFICE PW	38.18			1000	455000	802		101000
114488		4622 MENARDS (PW/PD)	839.97							
1		16882 11/06/23 MF 4 LVL RACK	839.97			6025	450000	432		101000
114549		4622 MENARDS (PW/PD)	197.31							
1		18060 11/21/23 HARDWARE	33.79			1000	430001	358		101000
2		4100 05/30/23 HARDWARE	34.60			6020	450000	433		101000
3		17984 11/20/23 WEDGE ANCHOR	128.92			1000	430000	487		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
114567		4622 MENARDS (PW/PD)	120.20							
1		18628 11/28/23 CORD	39.93			1000	430001	358		101000
2		18635 11/28/23 ADAPTER	28.61			6020	450000	432		101000
3		16864 11/06/23 HARDWARE	51.66			1000	455000	420		101000
114626		4622 MENARDS (PW/PD)	303.64							
1		17755 11/17/23 GCFI	134.94			1000	430002	527		101000
2		17678 11/16/23 ELBOW FLEX/PVC	62.77			6025	450000	420		101000
3		17518 11/14/23 COUPLER/PVC	105.93			1000	430002	527		101000
		Total for Vendor:	**4,957.88**							
114495		4255 MICHAEL KNODEL	45.50							
BISMARCK - WATER TESTING										
1		11/30/23 TRAVEL REIMBURSEMENT	45.50			6020	450000	340		101000
		Total for Vendor:	**45.50**							
114379	110027S	2766 MIDCONTINENT COMMUNICATIONS	1,017.52							
**Missing August and Sept invoices, so this is for 3 months of service										
1		08/23/23 119329801 PW	115.42			1000	414104	356		101000
2		08/23/23 143579401 ICAC	210.42			1000	414104	356		101000
3		09/23/23 119329801 PW	125.42			1000	414104	356		101000
4		09/23/23 143579401 ICAC	220.42			1000	414104	356		101000
5		10/23/23 119329801 PW	125.42			1000	414104	356		101000
6		10/23/23 143579401 ICAC	220.42			1000	414104	356		101000
		Total for Vendor:	**1,017.52**							
114333	110028S	102 MIDSTATES WIRELESS	1,080.00							
1		2050165491 11/15/23 removal of VHF equipment	1,080.00			1000	421000	428		101000
		Total for Vendor:	**1,080.00**							
114288	110029S	1854 MIDWEST TAPE	4,062.37							
1		504577073 10/31/23 E RESOURCES	1,998.71			7000	411600	650		101000
2		504535842 10/24/23 AUDIOBOOK	42.49			7000	411600	664		101000
3		504535844 10/24/23 AUDIOBOOK	37.49			7000	411600	664		101000
4		504518412 10/31/23 AUDIOBOOK	233.45			7000	411600	664		101000
5		504518411 10/31/23 AUDIOBOOK	37.49			7000	411600	664		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
6	504607514	11/07/23 AUDIOBOOK	47.49			7000	411600	664		101000
7	504607515	11/07/23 AUDIOBOOK	259.45			7000	411600	664		101000
8	504535843	10/24/23 DVD	121.42			7000	411600	664		101000
9	504518414	10/31/23 DVD	31.47			7000	411600	664		101000
10	504518415	10/31/23 DVD	164.71			7000	411600	664		101000
11	504518416	10/31/23 DVD	91.94			7000	411600	664		101000
12	504607517	11/07/23 DVD	20.22			7000	411600	664		101000
13	504607518	11/07/23 DVD	108.09			7000	411600	664		101000
14	504646320	11/15/23 AUDIOBOOK	222.45			7000	411600	664		101000
15	504618559	11/15/23 AUDIOBOOK	137.47			7000	411600	664		101000
16	504646322	11/15/23 DVD	97.38			7000	411600	664		101000
17	504646323	11/15/23 DVD	352.88			7000	411600	664		101000
18	504646324	11/15/23 DVD	57.77			7000	411600	664		101000
114527		1854 MIDWEST TAPE	895.34							
1	504712133	11/29/23 AUDIOBOOK	76.98			7000	411600	664		101000
2	504712119	11/29/23 AUDIOBOOK	72.98			7000	411600	664		101000
3	504676683	11/22/23 DVD	64.31			7000	411600	664		101000
4	504676685	11/22/23 DVD	75.64			7000	411600	664		101000
5	504676682	11/22/23 DVD	74.16			7000	411600	664		101000
6	504676684	11/22/23 DVD	219.01			7000	411600	664		101000
7	504712130	11/29/23 DVD	51.69			7000	411600	664		101000
8	504712131	11/29/23 DVD	44.20			7000	411600	664		101000
9	504712132	11/29/23 DVD	27.28			7000	411600	664		101000
10	504712135	11/29/23 DVD	189.09			7000	411600	664		101000
		Total for Vendor:	**4,957.71**							
114438		908 MILES ORTH	446.43							
1		11/22/23 clothing reimb	446.43			1000	421000	422		101000
		Total for Vendor:	**446.43**							
114499		999999 MITCHELL GOLDSTEIN	23.59							
UB refund										
1		11/30/23 UB Refund	23.59			6020	214100			101000
		Total for Vendor:	**23.59**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114586	110124S	5200 MN CHILD SUPPORT PAYMENT CENTER	76.14							
1		11/30/23 MN Child Support	76.14			1000	212549			101000
		Total for Vendor:	**76.14**							
113798	110031S	305 MOORE ENGINEERING INC	7,645.00							
1		35332 09/28/23 Imp Dist 2281	7,645.00			4804	480000	313		101000
		Total for Vendor:	**7,645.00**							
114460		3085 MRA-THE MANAGEMENT ASSOCIATION,	231.25							
1		00448344 11/06/23 Comp Services - Oct 2023	231.25			1000	414103	307		101000
		Total for Vendor:	**231.25**							
114373	110034S	628 MTW TOWING	70.00							
		11/20/23 Commission Meeting								
1		T18367 09/26/23 8018 TOWING	70.00			1000	415000	427		101000
		Total for Vendor:	**70.00**							
114443	-99412E	4663 MUTUAL OF OMAHA	1,972.12							
1		11/30/23 November Contributions	1,972.12			1000	212515			101000
		Total for Vendor:	**1,972.12**							
114489		298 MVTL LABORATORIES	684.20							
1		1227150 11/16/23 WATER TESTING	684.20			6025	450000	335		101000
114498		298 MVTL LABORATORIES	2,877.60							
1		1227150 11/16/23 WATER TESTING	684.20			6025	450000	335		101000
2		1227573 11/20/23 WATER TESTING	2,193.40			6025	450000	335		101000
114598		298 MVTL LABORATORIES	1,117.60							
1		1228836 11/28/23 WATER TESTING	1,117.60			6025	450000	335		101000
		Total for Vendor:	**4,679.40**							
114336	110035S	728 NAPA CENTRAL	2,049.00							
		11/20/23 Commission Meeting								
1		373673 11/16/23 BRAKE WASH	2,049.00			1000	455000	432		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114558		728 NAPA CENTRAL	449.55							
1		373928 11/17/23 NFD OIL DRY	449.55			1000	430000	433		101000
		Total for Vendor:	**2,498.55**							
114444	-99411E	3546 NATIONWIDE INVESTMENT ADVISORS	11,238.52							
1		11/30/23 Nov Post-Tax Contributions	3,063.20			1000	212551			101000
2		11/30/23 Nov Pre-Tax Contributions	8,175.32			1000	212551			101000
		Total for Vendor:	**11,238.52**							
114408	110036S	3541 ND FRATERNAL ORDER OF POLICE	1,863.00							
1		11/30/23 FOP Legal for Nov 2023	1,863.00			1000	212527			101000
		Total for Vendor:	**1,863.00**							
114647		333 ND MOTOR VEHICLE DEPT.	84.00							
1		12/01/23 28 uc reg cards/tabs	84.00			1000	421000	667		101000
		Total for Vendor:	**84.00**							
114462	-99407E	363 ND PERS	200.00							
August - second payroll										
1		08/25/23 Freadrich service credit purch	200.00			1000	212532			101000
114463	-99406E	363 ND PERS	400.00							
September										
1		09/30/23 Freadrich service credit purch	400.00			1000	212532			101000
114464	-99405E	363 ND PERS	400.00							
October										
1		10/31/23 Freadrich service credit purch	400.00			1000	212532			101000
114465	-99404E	363 ND PERS	400.00							
November										
1		11/30/23 Freadrich service credit purch	400.00			1000	212532			101000
		Total for Vendor:	**1,400.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114642		723 ND POST BOARD	90.00							
1		11/30/23 chesney braun license	45.00			1000	421000	667		101000
2		11/30/23 hunter hicks license	45.00			1000	421000	667		101000
		Total for Vendor:	**90.00**							
114426		646 ND WATER COALITION	1,000.00							
1		11/17/23 2024 Membership	1,000.00			6020	450000	667		101000
		Total for Vendor:	**1,000.00**							
114425		4746 ND WATER USERS ASSOCIATION	600.00							
1		483 11/13/23 2024 NDWUA Membership	600.00			6020	450000	667		101000
		Total for Vendor:	**600.00**							
114381	110037S	3946 NDFA	480.30							
1		2023110805 11/08/23 WFFD text books	480.30			2060	415200	340		101000
		Total for Vendor:	**480.30**							
114560		364 NELSON INTERNATIONAL	169.54							
1		X102211589 11/20/23 243 WATER PUMP	169.54			6020	450000	427		101000
		Total for Vendor:	**169.54**							
114458		271 NETCENTER TECHNOLOGIES	225.00							
1		192804 09/30/23 Troubleshoot phone system	225.00			1000	414104	497		101000
		Total for Vendor:	**225.00**							
114337	110040S	2261 NETWORK CENTER INCORPORATED	6,114.00							
		Office 365 G1 - 137 licenses Office 365 G3 - 214 licenses MS Teams Rooms Pro - 4 licenses								
1		INV203593 10/02/23 Microsoft 365 Subscriptions	6,114.00			1000	414104	497		101000
		Total for Vendor:	**6,114.00**							
114406	110041S	3543 NEW YORK LIFE INSURANCE &	6,259.00							
1		11/30/23 Deferred Comp EE Nov 2023	6,259.00			1000	212531			101000
		Total for Vendor:	**6,259.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114596		3111 NORTHERN SALT INCORPORATED	20,233.56							
1		30038 11/21/23 DEICING SALT	20,233.56			1000	430000	377		101000
		Total for Vendor:	**20,233.56**							
114340	110042S	1403 NORTHERN TOOL	769.98							
		11/20/23 Commission Meeting								
1		5460011717 11/15/23 409 FLOW METER/FUEL PUMP	769.98			6010	450200	427		101000
114368	110042S	1403 NORTHERN TOOL	219.96							
		11/20/23 Commission Meeting								
1		52874570 11/13/23 JACKETS	219.96			1000	430001	422		101000
		Total for Vendor:	**989.94**							
114352	110043S	1028 NORTHERN TRUCK EQUIPMENT CORP.	6,305.00							
		11/20/23 Commission Meeting								
1		FG22196 11/08/23 3005B SPINNER ASSY	6,305.00			1000	430000	322		101000
		Total for Vendor:	**6,305.00**							
114342	110044S	141 NORTHSTAR SAFETY, INC	10,600.00							
1		DR4690-2 08/31/23 Project 2277 - Traffic Contr	10,600.00			4503	480000	670		101000
		Total for Vendor:	**10,600.00**							
114361	110045S	1715 NORTHWEST TIRE INC	1,151.48							
		11/20/23 Commission Meeting								
1		26042074 09/28/23 5400 FLAT REPAIR	19.26			1000	430001	427		101000
2		26042095 09/28/23 3100 TIRE INSTALL	169.98			1000	430000	427		101000
3		26042536 10/16/23 3046 TIRE REPAIR	962.24			1000	430000	427		101000
		Total for Vendor:	**1,151.48**							
114423		5166 NURTURING DREAMS CHILD CARE LLC	5,141.69							
1		11/17/23 Child Care Grant	5,141.69			2960	411900	416		101000
		Total for Vendor:	**5,141.69**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114382	110047S	1774 O'REILLY AUTOMOTIVE STORES, INC	12.99							
1		274272 11/13/23 Station Car Wash	12.99			2060	415200	500		101000
		Total for Vendor:	**12.99**							
114362	110048S	4744 O'REILLY AUTOMOTIVE STORES, INC	150.53							
11/20/23 Commission Meeting										
1		1932275168 11/16/23 WINTER BLADE	35.18			1000	421000	427		101000
2		1932274779 11/14/23 BRAKE CLEAN/CARB CLEAN	115.35			1000	455000	433		101000
114580		4744 O'REILLY AUTOMOTIVE STORES, INC	582.66							
1		1932276607 11/20/23 148 ENGINE MOUNT	99.74			1000	421000	427		101000
2		1932277320 11/22/23 1195 PURGE VALVE	62.96			1000	421000	427		101000
3		1932276448 11/20/23 3001 BRAKE ROTOR/PADS	350.83			1000	430000	427		101000
4		1932275730 11/17/23 353 FUEL FILTER	17.78			1000	430000	427		101000
5		1932276382 11/20/23 OIL PLUG	5.72			6010	450200	427		101000
6		1932276389 11/20/23 1172 WIPER BLADES	45.63			1000	421000	427		101000
114611		4744 O'REILLY AUTOMOTIVE STORES, INC	441.44							
1		1932278508 11/28/23 STRDFD	13.58			6020	450000	427		101000
2		1932278527 11/27/23 7018 BLOWER MOTOR/RESISTOR	118.01			6025	450000	427		101000
3		1932278509 11/27/23 SPARK PLUG	68.76			1000	421000	427		101000
4		1932278704 11/28/23 1214 CABIN FILTER	11.89			1000	421000	427		101000
5		1932277213 11/22/23 1204 OIL DRAIN PLUG	6.08			1000	421000	427		101000
6		1932279078 11/29/23 BATTERY	223.12			6020	450000	427		101000
		Total for Vendor:	**1,174.63**							
114376	110050S	352 OK TIRE STORE - COM CTR	377.59							
11/20/23 Commission Meeting										
1		05346139 11/06/23 7045 TIRE ROTATION	377.59			4387	480000	427		101000
114557		352 OK TIRE STORE - COM CTR	175.50							
1		05346910 11/20/23 4008 TIRE REPAIR	175.50			6010	450200	427		101000
		Total for Vendor:	**553.09**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114551		276 OSTROMS ACE HARDWARE	29.95							
1		225373 11/30/23 Acct #44818 key rings	29.95			1000	421000	641		101000
		Total for Vendor:	**29.95**							
114475		5119 OSTROMS ACE HARDWARE (PW)	48.49							
1		225341 11/27/23 HARDWARE	3.50			6010	450200	420		101000
2		225340 11/27/23 BUIDLING F KEYLESS ENTRY	44.99			6020	450000	420		101000
114485		5119 OSTROMS ACE HARDWARE (PW)	5.59							
1		225282 11/16/23 ORING TGL SWITCH	5.59			6010	450200	433		101000
114565		5119 OSTROMS ACE HARDWARE (PW)	19.98							
1		225370 11/29/23 GREASE WHLTHM	19.98			6010	450200	433		101000
114628		5119 OSTROMS ACE HARDWARE (PW)	4.99							
1		225257 11/13/23 GARDEN SPRAYER	4.99			2210	428000	432		101000
		Total for Vendor:	**79.05**							
114396	110055S	4972 PAULA VILLANUEVA	250.68							
1		11/16/23 Child Care Grant	250.68			2960	411900	416		101000
		Total for Vendor:	**250.68**							
114412	110056S	3548 PERSHING	300.00							
1		11/30/23 Alerus - Nov 2023	300.00			1000	212525			101000
		Total for Vendor:	**300.00**							
114616		563 PETRO SERVE USA	396.90							
1		97230 11/27/23 CENEX OIL	396.90			1000	430000	424		101000
114634		563 PETRO SERVE USA	151.60							
1		97226 11/27/23 CENEX OIL	151.60			1000	430000	424		101000
		Total for Vendor:	**548.50**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
114377	110059S	4034 PETRO SERVE USA #63	2,323.69							
		11/20/23 Commission Meeting								
1		5547 11/07/23 4101 DIESEL	256.20			6010	450200	424		101000
2		5247 11/06/23 7000 DIESEL	265.35			6025	450000	424		101000
3		909 11/06/23 2100 DIESEL	288.56			6020	450000	424		101000
4		2978 10/30/23 FORKLIFT LP	24.74			1000	430001	424		101000
5		4308 11/02/23 SA DIESEL	108.06			6010	450200	424		101000
6		4304 11/02/23 7702 DIESEL	718.36			4387	480000	424		101000
7		6864 10/10/23 SA DIESEL	213.10			6010	450200	424		101000
8		1344 10/25/23 ST DIESEL	18.75			1000	430000	424		101000
9		8138 10/30/23 SW DIESEL	245.74			6025	450000	424		101000
10		6750 10/09/23 7000 DIESEL	184.83			6025	450000	424		101000
114631		4034 PETRO SERVE USA #63	237.57							
1		6193 11/21/23 2014 LPS	33.32			4387	480000	424		101000
2		4422 11/16/23 410 DIESEL	79.25			6010	450200	424		101000
3		4041 11/15/23 4008 DIESEL	125.00			6010	450200	424		101000
		Total for Vendor:	**2,561.26**							
114644		1310 PETTYS CONSULTING, LLC	276.00							
1		1880 12/01/23 dec 2023 user fee	276.00			1000	421000	497		101000
114654		1310 PETTYS CONSULTING, LLC	153.00							
1		1879 12/01/23 FD HERO Scheduler	153.00			2060	415200	497		101000
		Total for Vendor:	**429.00**							
114561		360 PIONEER RIM/WHEEL	39.39							
1		02CV3307 11/17/23 HARDWARE	39.39			1000	430000	427		101000
		Total for Vendor:	**39.39**							
114515		5198 PIRATE RADIO PRODUCTIONS	169.00							
1		489 11/29/23 annual holiday party	169.00			1000	421000	375		101000
		Total for Vendor:	**169.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114641		384 PITNEY BOWES GLOBAL FINANCIAL	398.82							
Oct-Dec 2023										
1		3318363783 11/29/23 Q4 Postage Lease	398.82			1000	414100	428		101000
		Total for Vendor:	**398.82**							
114521		1483 PITNEY BOWES RESERVE ACCOUNT	1,500.00							
1		11/30/23 POSTAGE	1,500.00			7000	411600	661		101000
		Total for Vendor:	**1,500.00**							
114486		916 PRAIRIE SUPPLY INC	68.00							
1		0600768 11/09/23 ANCHOR WEDGE	68.00			1000	430000	722		101000
		Total for Vendor:	**68.00**							
114356	110062S	1755 PRO SWEEP INC	28,480.00							
11/20/23 Commission Meeting										
1		22208 11/08/23 CITY STREET SWEEP	28,480.00			1000	430000	485		101000
114553		1755 PRO SWEEP INC	1,700.00							
1		21936 09/30/23 I94 TUNNEL SWEEP SEPT	800.00			1000	430000	485		101000
2		21937 09/30/23 SHEYENNE ST TUNNEL SWEEP SEPT	900.00			1000	430000	485		101000
		Total for Vendor:	**30,180.00**							
114658		3949 PUSH PEDAL PULL, INC	24,837.57							
1		371174 11/14/23 FD New HQ Gym Equipment	24,837.57			4795	480000	864		101000
		Total for Vendor:	**24,837.57**							
114500		4544 QUALITY FLOW SYSTEMS INC.	1,636.52							
1		45891 11/07/23 ANCHOR FLOAT SWITCH	1,636.52			6025	450000	825		101000
		Total for Vendor:	**1,636.52**							
114604		5203 RAINBOW ECOSCIENCE	2,013.66							
1		119851 11/29/23 QUANTUM INJECTOR	2,054.76			2210	428000	358		101000
2		119851 11/29/23 2% Early Pay Discount	-41.10			2210	428000	358		101000
		Total for Vendor:	**2,013.66**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114385	110065S	5188 RAPE & ABUSE CRISIS CENTER OF FM	50.00							
1		2770 11/16/23 ccr training	50.00			1000	421000	340		101000
		Total for Vendor:	**50.00**							
114405	110066S	5192 RAYMOND FRANCIS HOLZHEY	175.00							
		Meal reimb - IAAO Class 101 - Bismarck								
1		11/20/23 Travel reimb - IAAO Class	175.00			1000	414101	340		101000
		Total for Vendor:	**175.00**							
114593		2982 RDO EQUIPMENT CO	1,152.84							
1		P5844354 11/29/23 295 SWITCH	1,152.84			6020	450000	427		101000
114621		2982 RDO EQUIPMENT CO	160.89							
1		P5824154 11/28/23 PIN FASTENER/LOCK	160.89			4387	480000	427		101000
		Total for Vendor:	**1,313.73**							
114369	110067S	3893 RDO TRUCK CENTERS	216.11							
		11/20/23 Commission Meeting								
1		803016F 10/31/23 7043 AD SK COALESCING	127.48			4387	480000	427		101000
2		CM803740F 11/14/23 7043 AD SK COALESCING RET	-127.48			4387	480000	427		101000
3		803746F 11/14/23 7043 FILTER CARTRIDGE	216.11			4387	480000	427		101000
		Total for Vendor:	**216.11**							
114410	110068S	1464 RED RIVER VALLEY FOP LODGE #1	759.00							
1		11/30/23 FOP Dues Nov 2023	759.00			1000	212526			101000
		Total for Vendor:	**759.00**							
114548		1016 RED WING BUSINESS ADVANTAGE	111.98							
1		150714 11/24/23 BOOT DRYERS	111.98			6020	450000	433		101000
114552		1016 RED WING BUSINESS ADVANTAGE	437.73							
1		150628 11/22/23 J DONLEY BOOTS	229.49			1000	430000	422		101000
2		150630 11/22/23 J RUELE BOOTS	208.24			1000	430000	422		101000
		Total for Vendor:	**549.71**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114483		1182 REFRIGERATION HEATING INC	38.23							
1	1309583	11/15/23 CAPACITORS	38.23			6025	450000	825		101000
		Total for Vendor:	**38.23**							
114591		5201 RIEKES EQUIPMENT	15,548.45							
1	PSO053007	11/14/23 MONORAIL SAFETY SYSTEM	5,182.81			1000	455000	802		101000
2	PSO053007	11/14/23 MONORAIL SAFETY SYSTEM	5,182.81			6020	450000	420		101000
3	PSO053007	11/14/23 MONORAIL SAFETY SYSTEM	5,182.83			6025	450000	420		101000
		Total for Vendor:	**15,548.45**							
114395	110071S	5190 ROLSTAD INC	2,537.00							
1		11/16/23 Child Care Grant	2,537.00			2960	411900	416		101000
		Total for Vendor:	**2,537.00**							
114437		2526 RYAN BIRNEY	275.00							
1		11/22/23 travel reimb	275.00			1000	421000	340		101000
114454		2526 RYAN BIRNEY	450.00							
1		11/27/23 clothing reimb	450.00			1000	421000	422		101000
		Total for Vendor:	**725.00**							
114523		1071 S & S PROMOTIONAL GROUP	396.91							
1	201832	11/21/23 BOOK CLUB BAGS	396.91			7000	411600	410		101000
114612		1071 S & S PROMOTIONAL GROUP	1,120.56							
1	201911	11/29/23 FD Grand Opening Mugs	1,120.56			2060	415200	375		101000
		Total for Vendor:	**1,517.47**							
114430		3353 SAM'S CLUB MC/SYNCB	166.52							
1		10/30/23 City Hall Supplies	166.52			1000	415000	410		101000
114513		3353 SAM'S CLUB MC/SYNCB	222.88							
1		11/29/23 batteries	39.96			1000	421000	641		101000
2		11/29/23 kitchen supplies	182.92			1000	421000	375		101000
		Total for Vendor:	**389.40**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
114383	110074S	1881 SAM'S CLUB/SYNCHRONY BANK	1,548.79								
1		001331 11/07/23 Both Stations/set up HQ	853.46			2060		415200	500		101000
2		000789 11/14/23 Care Alliance quartly meet	304.74			2060		415200	500		101000
3		000813 10/23/23 Trunk or treat	350.60			2060		415200	500		101000
4		stmt 11/12/23 Statement 11-12-2023 Late Fee	39.99			2060		415200	500		101000
114662		1881 SAM'S CLUB/SYNCHRONY BANK	2,279.81								
1		statement 10/24/23 Interest charge Oct Stateme	67.33			2060		415200	720		101000
2		statement 10/24/23 Finance Charge Oct Statemen	39.99			2060		415200	720		101000
3		2512 11/27/23 TV's for new HQ	1,643.94			4795		480000	641		101000
4		2512 11/27/23 Refreshments for Grand Opening	177.50			2060		415200	500		101000
5		9090 11/30/23 SS Supplies/speaker supplies	210.27			2060		415200	500		101000
6		9090 11/30/23 Paper Towels	19.98			2060		415200	500		101000
7		9094 11/30/23 Speaker for Training	36.96			2060		415200	500		101000
8		9094 12/01/23 Speaker for Training	83.84			2060		415200	500		101000
		Total for Vendor:	**3,828.60**								
114511		437 SANDY'S DONUTS & COFFEE SHOP	68.85								
1		7624 11/29/23 bakery for training	45.90			1000		421000	375		101000
2		938693 11/28/23 bakery for command staff meeti	22.95			1000		421000	375		101000
		Total for Vendor:	**68.85**								
114387	110076S	140 SANFORD AMBULANCE	259.00								
1		43366 11/07/23 CPR/AED E-cards	92.50			2060		415200	340		101000
2		43333 10/30/23 CPR/AED E-cards	166.50			2060		415200	340		101000
		Total for Vendor:	**259.00**								
114516		4206 SANFORD HEALTH FOUNDATON	1,879.55								
1		11/30/23 pink patch and coins	1,879.55			2530		421000	517		101000
		Total for Vendor:	**1,879.55**								
114374	110077S	454 SANITATION PRODUCTS	115.82								
11/20/23 Commission Meeting											
1		87397 11/14/23 SPLICE KIT BROOM BEAR	115.82			1000		430000	427		101000
		Total for Vendor:	**115.82**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
114384	110078S	450 SCHEELS	169.99						
1		39303 11/15/23 shoes for swiggum	169.99			1000 421000	422		101000
		Total for Vendor:	**169.99**						
114450		1634 SHANE ORN	129.64						
1		11/27/23 clothing reimb	129.64			1000 421000	422		101000
		Total for Vendor:	**129.64**						
114399	110080S	5191 SHAWN TWEITEN	1,072.48						
1		11/16/23 Child Care Grant	1,072.48			2960 411900	416		101000
		Total for Vendor:	**1,072.48**						
114507		1702 SHEYENNE RIVER KENNELS	76.22						
1		11/30/23 k9 food	76.22			1000 421000	915		101000
		Total for Vendor:	**76.22**						
114427		2885 SHORTPRINTER	53.04						
1		142293 10/16/23 Business Cards - McGillivray	34.45			1000 418000	410		101000
2		142293 10/16/23 Business Cards - D Stotz	18.59			1000 455000	410		101000
114533		2885 SHORTPRINTER	61.95						
1		143445 11/27/23 bc for todd pearson	61.95			1000 421000	668		101000
114659		2885 SHORTPRINTER	61.00						
1		143650 11/24/23 FD New HQ Grand Opening	61.00			2060 415200	375		101000
		Total for Vendor:	**175.99**						
114526		5199 SIGN BADGERS	800.00						
1		30334 11/02/23 k9 stickers	800.00			1000 421000	375		101000
		Total for Vendor:	**800.00**						
114471		91 SIGN SOLUTIONS USA	1,199.29						
1		409333 11/21/23 SIGNS - ALL WAY	7.53			1000 430000	487		101000
2		409284 11/17/23 SIGNS - STAIRS CLOSED	72.25			1000 430000	487		101000
3		409192 11/13/23 SIGNS - SNOW EMERG. ROUTE	822.48			1000 430000	487		101000
4		409190 11/13/23 SIGNS - NO TRESSPASSING/DUMPIN	250.48			1000 430000	487		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
5		409191 11/13/23 SIGNS - CHIEF NIELSEN	46.55			1000	430000	487		101000
		Total for Vendor:	**1,199.29**							
114648		2655 SIMPLIFILE	190.00							
1		NDT8B31130 11/30/23 Service 11/1/23-11/31/23	190.00			1000	418000	668		101000
		Total for Vendor:	**190.00**							
114601		2535 SKOOTER'S PLUMBING	3,000.00							
1		09284 11/15/23 WATER LINE REPAIR	3,000.00			6020	450000	438		101000
		Total for Vendor:	**3,000.00**							
114524		3953 SMART APPLE MEDIA	186.60							
1		ARU0362511 11/08/23 BOOKS	186.60			7000	411600	662		101000
		Total for Vendor:	**186.60**							
114431		3528 SNACKS PLUS VENDING	49.50							
1		5940489438 11/20/23 Coffee at Pioneer Center	49.50			1000	415000	420		101000
114476		3528 SNACKS PLUS VENDING	164.00							
1		489680 11/20/23 COFFEE	164.00			6020	450000	500		101000
		Total for Vendor:	**213.50**							
114414	110084S	999999 SOLUTION INVESTMENTS LLC Paid a closed account. Need to refund. Acct #01700060-00	36.75							
1		11/20/23 Utility billing refund	36.75			6020	214100			101000
		Total for Vendor:	**36.75**							
114388	110085S	465 SPARTAN STORES LLC	52.62							
1		205414 404 11/15/23 CRR Supplies for Qtly Meet	52.62			2060	415200	500		101000
		Total for Vendor:	**52.62**							
114459		3325 SPHERION STAFFING LLC	660.00							
1		RL3063663 11/19/23 Christy Dvorak 11/19	660.00			1000	414103	114		101000
		Total for Vendor:	**660.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114389	110087S	3516 STEIN'S INC	559.22							
1		927989 10/27/23 New HQ Set up	478.89			2060	415200	500		101000
2		927989-1 11/02/23 New HQ Set up	80.33			2060	415200	500		101000
		Total for Vendor:	**559.22**							
114620		274 STEVE MOTTINGER	5,000.00							
December										
1		12/01/23 Court Appointed Attorney	5,000.00			1000	412000	310		101000
		Total for Vendor:	**5,000.00**							
114329	110088S	88 STREICHER'S INC	10,062.39							
1		i1665666 11/15/23 less lethal single launcher	168.90			1000	421000	987		101000
2		i1665104 11/13/23 less lethal rounds, projecti	10,286.50			1000	421000	987		101000
3		i1639195 06/13/23 less lethal powder	2,507.99			1000	421000	987		101000
4		cm296345 06/08/23 credit on less lethal powder	-2,901.00			1000	421000	987		101000
		Total for Vendor:	**10,062.39**							
114478		176 SUMMIT FIRE PROTECTION	362.81							
1		192028415 11/15/23 DRYCHEM EXTINGUISHER	362.81			6010	450200	420		101000
		Total for Vendor:	**362.81**							
114345	110089S	733 SWANSTON EQUIPMENT CORP.	1,060.34							
11/20/23 Commission Meeting										
1		P97040 11/13/23 FILTER ELEMENT/DIFF DSPLY	1,060.34			1000	430001	427		101000
114559		733 SWANSTON EQUIPMENT CORP.	273.32							
1		P97350 11/27/23 COUPLERS	273.32			1000	430001	427		101000
114573		733 SWANSTON EQUIPMENT CORP.	94.90							
1		P97071 11/14/23 3035 PLUG	94.90			1000	430000	427		101000
		Total for Vendor:	**1,428.56**							
114398	110090S	4855 TANI RHEAULT	3,276.16							
1		11/16/23 Child Care Grant	3,276.16			2960	411900	416		101000
		Total for Vendor:	**3,276.16**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114402	110092S	1907 THE SHOOTING PARK OF HORACE	400.00							
1		10/24/23 range rental 10-24-2023	400.00			1000	421000	340		101000
		Total for Vendor:	**400.00**							
114415	110117S	1540 THE TITLE COMPANY	1068,215.53							
1		11/22/23 Project 9036	1068,215.53			4023	480000	862		101000
		Total for Vendor:	**1068,215.53**							
114660		3411 THE UPS STORE #6740	39.70							
1		116693 11/21/23 FD Ship L-75 Headset	39.70			2060	415200	661		101000
		Total for Vendor:	**39.70**							
114429		906 TI-ZACK CONCRETE, INC.	6,238.96							
1		11/20/23 Project 2272	6,238.96			4014	480000	670		101000
		Total for Vendor:	**6,238.96**							
114594		3352 TITAN MACHINERY-FARGO CASE	5,346.64							
1		18998935 10/31/23 PLOW EDGES	5,346.64			1000	430000	381		101000
		Total for Vendor:	**5,346.64**							
114661		1734 TOM CLARK	78.65							
1		Receipts 11/20/23 Expenses MacQueen look at tr	78.65			2060	415200	424		101000
		Total for Vendor:	**78.65**							
114400	110099S	5161 TONNETTE BRACKINS	2,152.76							
1		11/16/23 Child Care Grant	2,152.76			2960	411900	416		101000
		Total for Vendor:	**2,152.76**							
114576		1234 TOOL WAREHOUSE INC	28.78							
1		0276555 11/17/23 3/4 DRIVE	28.78			1000	430000	432		101000
		Total for Vendor:	**28.78**							
114473		665 TWIN CITY GARAGE DOOR	320.00							
1		Z257298 11/08/23 SPRING REPAIR - PD	320.00			1000	455000	420		101000
		Total for Vendor:	**320.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114493		2951 TYLER TECHNOLOGIES, INC	536.63							
1		020-145750 08/31/23 OTC & Portal	536.63			1000	412000	740		101000
		Total for Vendor:	**536.63**							
114390	110103S	2136 ULINE INC	10,488.81							
1		170655041 11/07/23 Upstairs Storage Shelving	692.15			4795	480000	641		101000
2		8740282 11/09/23 Additional Shelves upstairs s	297.67			4795	480000	641		101000
3		8919980 11/14/23 3 Yellow 'wet floor'signs	107.24			2060	415200	500		101000
4		16938175 10/06/23 Shelving,worktable,bksplash	6,214.33			4795	480000	641		101000
5		8941751 11/14/23 Upstairs Coat Racks	820.09			4795	480000	641		101000
6		8683672 11/08/23 Garbages, corner shelves	2,357.33			4795	480000	641		101000
		Total for Vendor:	**10,488.81**							
114445	-99410E	4665 UNUM	8,441.45							
1		11/30/23 Nov Employee Contributions	3,931.73			1000	212514			101000
2		11/30/23 Nov Employer Contributions	4,509.72			1000	212514			101000
		Total for Vendor:	**8,441.45**							
114466		2478 VALLI	7,670.09							
1		91369 10/31/23 Postage - Oct	7,670.09			6020	450000	360		101000
114467		2478 VALLI	1,595.64							
1		91370 10/31/23 Lockbox and ACH - Oct	1,595.64			6020	450000	360		101000
		Total for Vendor:	**9,265.73**							
114622		1553 VARITECH INDUSTRIES, INC	551.98							
1		0601027846 11/16/23 2100 FLOW METER	551.98			6025	450000	427		101000
		Total for Vendor:	**551.98**							
114335	110105S	3668 VERIZON WIRELESS	13,960.85							
1		9948187190 10/02/23 oct 2023 river sensors	160.16			6020	450000	345		101000
2		9948685425 10/08/23 oct 2023 fire underhill	500.08			2060	415200	356		101000
3		9948685425 10/08/23 oct 2023 lib kahly	42.46			7000	411600	356		101000
4		9948685425 10/08/23 oct 2023 city adm	89.92			1000	414000	356		101000
5		9948685425 10/08/23 oct 2023 econ development	47.49			1000	414102	356		101000
6		9948685425 10/08/23 oct 2023 HR	137.41			1000	414103	356		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
7		9948685425 10/08/23 oct 2023 IT	313.97			1000	414104	356		101000
8		9948685425 10/08/23 oct 2023 engineering	777.28			1000	414200	356		101000
9		9948685425 10/08/23 oct 2023 commission	129.93			1000	415000	356		101000
10		9948685425 10/08/23 oct 2023 communication	137.47			1000	416200	356		101000
11		9948685425 10/08/23 oct 2023 planning	222.39			1000	418000	356		101000
12		9948685425 10/08/23 oct 2023 pd cell phones	4,567.36			1000	421000	356		101000
13		9948685425 10/08/23 oct 2023 pd bait phone	42.49			1000	421000	356		101000
14		9948685425 10/08/23 oct 2023 pd passport	127.38			1000	421000	356		101000
15		9948685425 10/08/23 oct 2023 pd mdc	680.17			1000	421000	356		101000
16		9948685425 10/08/23 oct 2023 pd cradlepoints	640.52			1000	421000	356		101000
17		9948685425 10/08/23 oct 2023 pd investigations	40.01			1000	421000	356		101000
18		9948685425 10/08/23 oct 2023 pd icac	42.49			1000	421000	356		101000
19		9948685425 10/08/23 oct 2023 pd polecam	80.02			1000	421000	356		101000
20		9948685425 10/08/23 oct 2023 pd invest trailer	80.02			1000	421000	356		101000
21		9948685425 10/08/23 oct 2023 pd portable alpr	-9.03			1000	421000	356		101000
22		9948685425 10/08/23 oct 2023 pw street	364.99			1000	430000	356		101000
23		9948685425 10/08/23 oct 2023 pw row	82.50			1000	430001	356		101000
24		9948685425 10/08/23 oct 2023 pw	729.82			1000	450000	356		101000
25		9948685425 10/08/23 oct 2023 pw b&g	380.29			1000	455000	356		101000
26		9948685425 10/08/23 oct 2023 fire	1,398.85			2060	415200	356		101000
27		9948685425 10/08/23 oct 2023 fire drone	40.01			2060	415200	356		101000
28		9948685425 10/08/23 oct 2023 forestry	94.95			2210	428000	356		101000
29		9948685425 10/08/23 oct 2023 pw sanitation	820.85			6010	450200	356		101000
30		9948685425 10/08/23 oct 2023 pw water	638.21			6020	450000	356		101000
31		9948685425 10/08/23 oct 2023 pw sewer	432.88			6025	450000	356		101000
32		9948685425 10/08/23 oct 2023 libary	127.51			7000	411600	356		101000
		Total for Vendor:	**13,960.85**							
114332	110106S	4240 VERTEX UNMANNED SOLUTIONS LLC	510.00							
1		2441 10/02/23 mavic controller	510.00			1000	421000	641		101000
		Total for Vendor:	**510.00**							
114403	-99413E	3212 VISA ADMINISTRATION	5,165.52							
Nov statement for Oct transactions										
1		CC-1280 10/04/23 Pier B Resort Duluth MN	315.00			1000	202200			101000
hotel for Lauren Cammack					CC Accounting: 1000-	-414000-340				
MISC CLAIM VENDOR										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
2		CC-1280 10/04/23 Pier B Resort Duluth MN hotel for Travis Genty MISC CLAIM VENDOR	315.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
3		CC-1280 10/04/23 Pier B Resort Duluth MN hotel for Austin Bragel MISC CLAIM VENDOR	315.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
4		CC-1280 10/06/23 Oton Walker MN gas for GIS training MISC CLAIM VENDOR	43.40		CC Accounting: 1000-	1000 202200 -414000-340			101000
5		CC-1280 10/06/23 Pier B Resort Duluth MN hotel for Lauren Cammack MISC CLAIM VENDOR	315.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
6		CC-1280 10/06/23 Pier B Resort Duluth MN hotel for Travis Genty MISC CLAIM VENDOR	315.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
7		CC-1280 10/06/23 Pier B Resort Duluth MN hotel for Austin Bragel MISC CLAIM VENDOR	315.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
8		CC-1280 10/13/23 ICMA Renewal membership for Dustin Scott ICMA MEMBERSHIP RENEWALS	1,200.00		CC Accounting: 1000-	1000 202200 -414000-667			101000
9		CC-1280 10/16/23 FMWF Chamber event Bernie Dardis FARGO MHD WEST FARGO CHAMBER OF COMMERCE	40.00		CC Accounting: 1000-	1000 202200 -415000-340			101000
10		CC-1280 10/20/23 FMWF Midwest Energy Summit Bernie Dardis FARGO MHD WEST FARGO CHAMBER OF COMMERCE	45.00		CC Accounting: 1000-	1000 202200 -415000-340			101000
11		CC-1280 10/23/23 FMWF Chamber Event Dustin Scott & Casey Sanders FARGO MHD WEST FARGO CHAMBER OF COMMERCE	80.00		CC Accounting: 1000-	1000 202200 -414000-340			101000
12		CC-1280 10/25/23 FMWF Chamber Event Dan Hanson FARGO MHD WEST FARGO CHAMBER OF COMMERCE	40.00		CC Accounting: 1000-	1000 202200 -414200-340			101000
13		CC-1280 10/25/23 FMWF Chamber Event Jenna Kahly FARGO MHD WEST FARGO CHAMBER OF COMMERCE	40.00		CC Accounting: 1000-	1000 202200 -411600-340			101000
14		CC-1280 10/25/23 FMWF Chamber Event Heide Delorme FARGO MHD WEST FARGO CHAMBER OF COMMERCE	40.00		CC Accounting: 1000-	1000 202200 -414100-340			101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
15		CC-1280 10/25/23 Amazon-return return of office supplies AMAZON CAPITAL SERVICES	-35.98		CC Accounting: 1000-	1000 202200 -414000-410			101000
16		CC-1280 10/26/23 Amazon-office supplies Heide Delorme AMAZON CAPITAL SERVICES	33.99		CC Accounting: 1000-	1000 202200 -414100-410			101000
17		CC-1280 10/26/23 Amazon-office supples Communications AMAZON CAPITAL SERVICES	5.99		CC Accounting: 1000-	1000 202200 -416200-410			101000
18		CC-1280 10/26/23 Amazon-office supples City Hall AMAZON CAPITAL SERVICES	5.99		CC Accounting: 1000-	1000 202200 -415000-410			101000
19		CC-1280 10/26/23 Amazon-office supples City Hall AMAZON CAPITAL SERVICES	6.99		CC Accounting: 1000-	1000 202200 -415000-410			101000
20		CC-1280 10/26/23 Amazon-office supples Heide Delorme AMAZON CAPITAL SERVICES	59.98		CC Accounting: 1000-	1000 202200 -414100-410			101000
21		CC-1280 10/26/23 Amazon-office supples Communications AMAZON CAPITAL SERVICES	12.50		CC Accounting: 1000-	1000 202200 -416200-410			101000
22		CC-1280 10/26/23 FMWF Chamber Event Rachel Richter Lordemann FARGO MHD WEST FARGO CHAMBER OF COMMERCE	40.00		CC Accounting: 1000-	1000 202200 -416000-340			101000
23		CC-1280 10/27/23 Make.com annual subscription Lauren Cammack MISC CLAIM VENDOR	108.00		CC Accounting: 1000-	1000 202200 -414000-497			101000
24		CC-1280 10/31/23 Survey Monkey annual sub annual subscription SURVEYMONKEY	900.00		CC Accounting: 1000-	1000 202200 -416200-497			101000
25		CC-1280 10/31/23 Office Sign Co-Text for Sign Heide Delorme OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414100-410			101000
26		CC-1280 10/31/23 Office Sign Co-Text for Sign Mark Housh OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
27		CC-1280 10/31/23 Office Sign Co-Text for Sign Adam Hejtmanek OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000

* ... Over spent expenditure

Claim/ Line #	Check Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
28	CC-1280 10/31/23 Office Sign Co-Text for Sign Mike Carlson OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
29	CC-1280 10/31/23 Office Sign Co-Text for Sign Ali Hermanson OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
30	CC-1280 10/31/23 Office Sign Co-Text for Sign Addie Stewart OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -416200-410			101000
31	CC-1280 10/31/23 Office Sign Co-Text for Sign Rachel Richter Lordemann OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -416200-410			101000
32	CC-1280 10/31/23 Office Sign Co-Text for Sign Jan Lachter OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414100-410			101000
33	CC-1280 10/31/23 Office Sign Co-Text for Sign Sarah Gasevic OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414103-410			101000
34	CC-1280 10/31/23 Office Sign Co-Text for Sign Sheila Olson OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414100-410			101000
35	CC-1280 10/31/23 Office Sign Co-Text for Sign Dustin Scott OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414000-410			101000
36	CC-1280 10/31/23 Office Sign Co-Text for Sign Nathan Skalsky OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -414103-410			101000
37	CC-1280 10/31/23 Office Sign Co-Text for Sign Leslie McGillivray OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
38	CC-1280 10/31/23 Office Sign Co-Text for Sign Breanna Siegler OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
39	CC-1280 10/31/23 Office Sign Co-Text for Sign Kyle Zinck OFFICE SIGN COMPANY	27.00		CC Accounting: 1000-	1000 202200 -418000-410			101000
40	CC-1280 11/01/23 Amazon-office supplies Court AMAZON CAPITAL SERVICES	149.98		CC Accounting: 1000-	1000 202200 -412000-410			101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
41		CC-1280 11/01/23 Amazon-office supplies	54.68			1000 202200			101000
		staples for City Hall		CC Accounting: 1000-		-415000-410			
		AMAZON CAPITAL SERVICES							
		Total for Vendor:	**5,165.52**						
114446	-99409E	4662 VOYA	850.00						
1		11/30/23 November Contributions	850.00			1000 212511			101000
		Total for Vendor:	**850.00**						
114358	110107S	544 WALLWORK TRUCK CENTER	454.15						
		11/20/23 Commission Meeting							
1		01P422540 10/13/23 4100 FUEL FILTER	150.08			6010 450200	427		101000
2		01P428472 10/31/23 AIR DRYER CARTRIDGE	148.14			1000 430000	427		101000
3		01P428255 10/30/23 AIR DRYER CARTRIDGE	147.76			1000 430000	427		101000
4		01P418020 10/02/23 SEALANT	8.17			6025 450000	433		101000
114375	110107S	544 WALLWORK TRUCK CENTER	34.48						
		11/20/23 Commission Meeting							
1		01P433458 11/15/23 7043 HOSE REPAIR	34.48			4387 480000	427		101000
114554		544 WALLWORK TRUCK CENTER	119.97						
1		01P435362 11/22/23 411 EX CLAMP/SS FLEX	119.97			6010 450200	427		101000
114562		544 WALLWORK TRUCK CENTER	112.28						
1		01P435070 11/21/23 413 SHOE KIT	112.28			6010 450200	427		101000
		Total for Vendor:	**720.88**						
114529		576 WALMART COMMUNITY CARD	661.13						
1		30334 11/28/23 battle of badges items	661.13			1000 421000	375	12	101000
		Total for Vendor:	**661.13**						
114547		4017 WARD MUSCATELL AUTOMOTIVE GROUP	30,599.00						
1		11/30/23 #1215 unmarked	30,599.00			2531 421000	610		101000
		Total for Vendor:	**30,599.00**						

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114449		2503 WES CHRISTIANSON	76.95							
1		11/27/23 clothing reimb	76.95			1000	421000	422		101000
		Total for Vendor:	**76.95**							
114652		3306 WEST FARGO EVENTS, INC	36,670.17							
1		0000911-IN 10/01/23 Programming fee: Essentia	17,563.69			2310	452120	810		101000
2		0000911-IN 10/01/23 Programming fee: POW/MIA	3,099.48			2310	452120	810		101000
3		0000911-IN 10/01/23 Mgmt fee: Parking Ramp	11,840.33			2320	452110	810		101000
4		0000911-IN 10/01/23 Mgmt fee: City Events	4,166.67			2960	411900	810		101000
114653		3306 WEST FARGO EVENTS, INC	36,670.17							
1		0000940-IN 11/01/23 Programming fee: Essentia	17,563.69			2310	452120	810		101000
2		0000940-IN 11/01/23 Programming fee: POW/MIA	3,099.48			2310	452120	810		101000
3		0000940-IN 11/01/23 Mgmt fee: Parking Ramp	11,840.33			2320	452110	810		101000
4		0000940-IN 11/01/23 Mgmt fee: City Events	4,166.67			2960	411900	810		101000
		Total for Vendor:	**73,340.34**							
114434	110119S	566 WEST FARGO PARK DISTRICT	115,708.76							
1		11/22/23 Nov 2023 State Aid	115,708.76			2050	451000	992		101000
		Total for Vendor:	**115,708.76**							
114440		2625 WEST FARGO POLICE PUBLIC SAFETY	15.00							
1		067 11/16/23 cadet membership	15.00			1000	421000	375		101000
		Total for Vendor:	**15.00**							
114564		2184 WEST SIDE STEEL	114.85							
1		7645 11/29/23 SHEET METAL	114.85			6010	450200	914		101000
		Total for Vendor:	**114.85**							
114480	110122S	3549 WEX	2,452.04							
1		12/01/23 Med FSA - 12/01/23 payroll	268.74			1000	212530			101000
2		12/01/23 Dep FSA - 12/01/23 payroll	2,183.30			1000	212523			101000
		Total for Vendor:	**2,452.04**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
114447	-99408E	4676 WEX ELECTRONIC BIWEEKLY	27,296.08								
11.17.23 payroll											
1		11/17/23 HSA Contributions - ER	9,660.34			1000		212530			101000
2		11/17/23 HSA Contributions - EE	17,635.74			1000		212530			101000
114470	-99403E	4676 WEX ELECTRONIC BIWEEKLY	238.13								
11.24.23 payroll (off-cycle)											
1		11/24/23 HSA Contributions - ER	78.13			1000		212530			101000
2		11/24/23 HSA Contributions - EE	160.00			1000		212530			101000
		Total for Vendor:	**27,534.21**								
114411	110112S	3827 WF Firefighters Association	920.00								
1		11/30/23 Fire Union Dues Nov 2023	920.00			1000		212552			101000
		Total for Vendor:	**920.00**								
114416		549 WF PUB SCHOOLS DIST #6	100.00								
1		6273 11/07/23 DT Master Plan Open House	100.00			1000		418000	418		101000
114525		549 WF PUB SCHOOLS DIST #6	10,333.50								
1		MISC07226 11/16/23 DECEMBER RENT	10,333.50			7000		411600	333		101000
		Total for Vendor:	**10,433.50**								
114625		1820 WINDSHIELD DOCTOR	200.00								
1		71283 11/17/23 258 WINDSHIELD REPAIR	50.00			6020		450000	322		101000
2		71283 11/17/23 7026/7002 WINDSHIELD REPAIR	100.00			6025		450000	322		101000
3		71283 11/17/23 5004 WINDSHIELD REPAIR	50.00			1000		455000	322		101000
		Total for Vendor:	**200.00**								
114353	110114S	4283 WINTER EQUIPMENT	8,809.06								
11/20/23 Commission Meeting											
1		IV57059 11/01/23 CURB RUNNERS/BOLT HOLES	8,809.06			1000		430000	381		101000
		Total for Vendor:	**8,809.06**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
114392	110116S	338 XCEL ENERGY	947.11							
1		6685031 11/07/23 FD October utility billing	947.11			2060	415200	527		101000
114532		338 XCEL ENERGY	1,214.37							
1		853665818 11/16/23 SM75	93.13			6025	450000	351		101000
2		854253699 11/21/23 300 SHEYENNE ST	102.76			2310	452120	527		101000
3		854232955 11/21/23 POW/MIA PLAZA	17.09			2310	452120	527		101000
4		854399479 11/22/23 SHEYENNE PLAZA	256.49			2310	452120	527		101000
5		854443423 11/22/23 SA40	87.85			6025	450000	351		101000
6		854445458 11/22/23 901 10TH AVE E TRAFFIC SIGN	43.61			1000	430002	391		101000
7		854457405 11/22/23 60L 12TH ST E	68.36			6025	450000	351		101000
8		854398988 11/22/23 PD GARAGE	20.07			1000	421000	527		101000
9		854445854 11/22/23 309 2ND AVE W	18.90			1000	430002	391		101000
10		854392881 11/22/23 SM33	98.62			6025	450000	351		101000
11		854450757 11/22/23 1100 12TH AVE NW	174.31			6020	450000	351		101000
12		854634440 11/27/23 1410 13TH AVE E TRAFFIC SIG	44.82			1000	430002	391		101000
13		854623673 11/27/23 1680 13TH AVE E STREET LIGH	136.95			1000	430002	391		101000
14		854640942 11/27/23 1690 13TH AVE E TRAFFIC SIG	51.41			1000	430002	391		101000
		Total for Vendor:	**2,161.48**							

# of Claims 329 Total: 3074,841.37 # of Vendors 224

Total Electronic Claims 56,601.82

Total Non-Electronic Claims 3018239.55

** 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 Agenda ****

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey

2. PHONE NUMBER: 515-5370 DATE: November 21, 2023

3. AGENDA TITLE:

   North Pond at the Preserve 17th Addition, a replat of Lot 1, Block 1 of North Pond at the Preserve 13th Addition (300 23rd Avenue East).

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

   Approve final plat of North Pond at the Preserve 17th Addition. At their September 12, 2023 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed replat on the basis it is consistent with City plans and ordinances.

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

   Lot 1, Block 1 of North Pond at the Preserve 13th Addition (300 23rd Avenue East), City of West Fargo, North Dakota

6. ACTION BEING REQUESTED FROM CITY COMMISSION:

   Approve Final Plat

STAFF REPORT

A23-25	REPLAT
300 23rd Avenue East (Lot 1, Block 1 of North Pond at the Preserve 13th Addition)	
Applicant: Houston Eng. Inc. (Brian Pattengale) Owner: Enclave HQ, LCC	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	9/12/2023 - Approval
City Commission Final Plat Approval:	12/4/2023

PURPOSE:
Replat for sale and development of office space (the existing out-building that is being restored).

STATEMENTS OF FACT:	
Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Office Building
Current Zoning District(s):	C-OP: Commercial Office Park District
Zoning Overlay District(s):	CO-I: Interstate Corridor Overlay District
Total area size:	8.54 Acres
Adjacent Zoning Districts:	North – A: Agricultural (Diversion Tie-back Levee/I-94) South – R-1A: Single Family Dwellings East– C: Light Commercial West – A: Agricultural (Sheyenne River)
Adjacent street(s):	23rd Avenue East (Local)
Adjacent Bike/Pedestrian Facilities:	Path Along south side of 23rd Avenue East
Available Parks/Trail Facilities:	River's Bend Facility to the south accessible via path and sidewalks
Land Dedication Requirements:	Provided through agreement with previous North Pond subdivisions owned by Rusty Goose LLLC

DISCUSSION AND OBSERVATIONS:

- The applicant is proposing to split one lot into two for development of office space.
- The applicant has submitted an application, preliminary plat, and site plan for a commercial/professional office park.
- The applicant has indicated the site would function as a typical office building. Previously the intent for the small building was for office/training facilities for the office complex to the north; however, the property owners have decided to replat and sell the property.
- A revised preliminary plan was submitted to adjust the lot line to include additional parking spaces.
- Access into the development is via 23rd Avenue East via access easements from the east. Being the new lot is essentially landlocked, access and utilities are accommodated through easement agreements which will be recorded along with the plat, meaning the developer/property owner would not be able to vacate the easements without city approval. No additional public streets are being proposed.
- 4-0406.3.L(3) requires the applicant to establish a 100 foot building control line from the riverbank on the plat, which has been included in the site plan and plat.

NOTICES:	
Sent to:	Public Hearing Notice published and notice to applicable agencies and departments
Comments Received: • None.	

CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:
• The proposed application is consistent with the City plans and ordinances as the property has already been zoned.

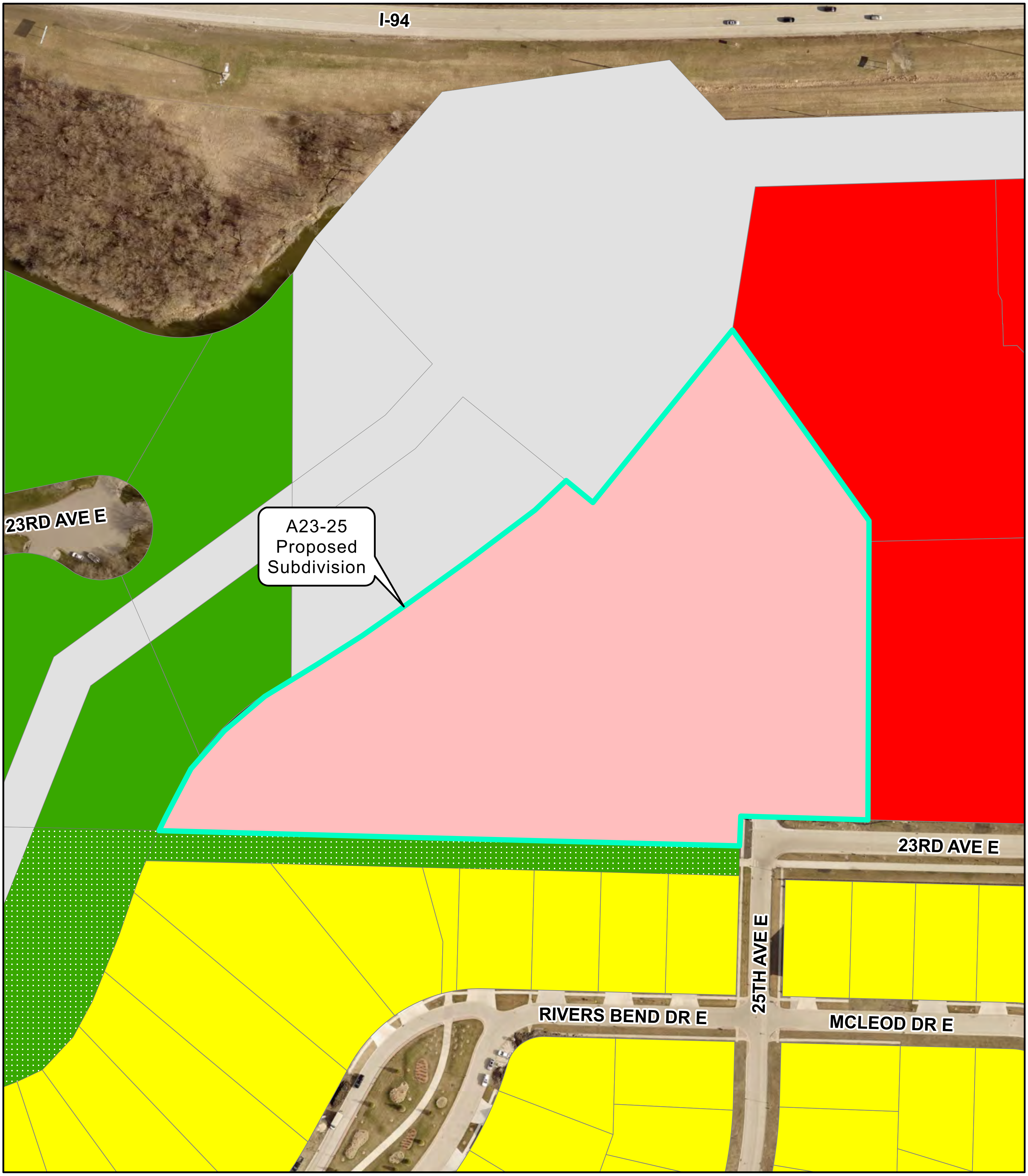
PLANNING & ZONING RECOMMENDATION:
At their September 12, 2023 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed subdivision on the basis that it is consistent with City plans and ordinances.

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

Attachments

- Aerial map
- Zoning map
- Final plat
- Site Plan
- Declaration of Easement Agreement


I-94
A23-25
Proposed
Subdivision
23RD AVE E
23RD AVE E
RIVERS BEND DR E
MCLEOD DR E
25TH AVE E
Features
Agenda Zone
Lot Line
N
0
150
300
US Feet



West Fargo Zoning

- A: Agricultural
- C: Light Commercial
- C-OP: Commercial Office Park
- DMU: Downtown Mixed Use
- EMU: Entertainment Mixed Use
- HC: Heavy Commercial
- LI: Light Industrial
- M: Heavy Industrial
- P: Public
- PUD: Planned Unit Development
- R-L1A: Large Lot Single Family Dwelling
- R-1A: Single Family Dwelling
- R-1: One and Two Family Dwelling
- R-1SM: Mixed One and Two Family Dwelling
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home Subdivision
- R-1E: Rural Estate
- R-R: Rural Residential

City of WEST FARGO

N

0 150 300 US Feet

NORTH POND AT THE PRESERVE SEVENTEENTH ADDITION

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

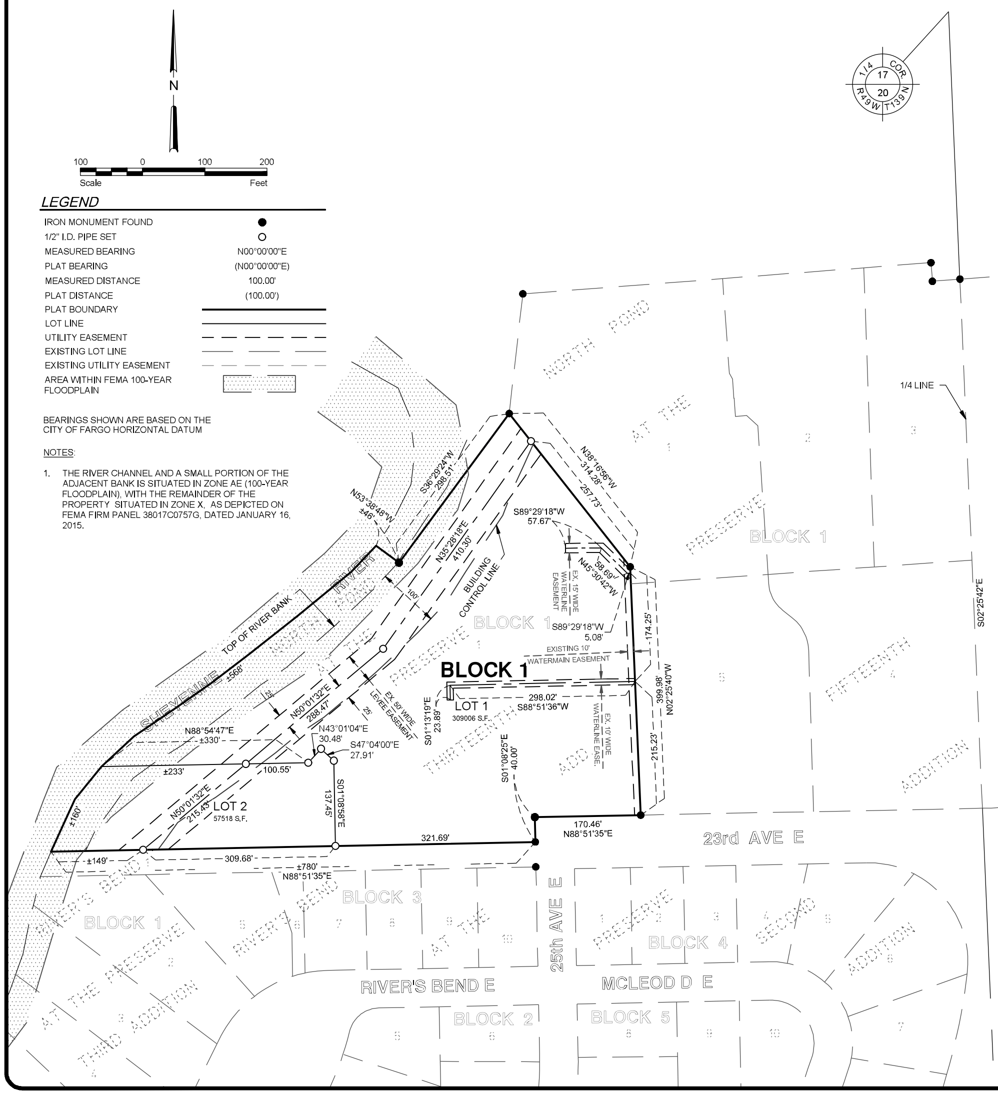
LEGEND

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	
AREA WITHIN FEMA 100-YEAR FLOODPLAIN	

BEARINGS SHOWN ARE BASED ON THE CITY OF FARGO HORIZONTAL DATUM

NOTES:

1. THE RIVER CHANNEL AND A SMALL PORTION OF THE ADJACENT BANK IS SITUATED IN ZONE AE (100-YEAR FLOODPLAIN), WITH THE REMAINDER OF THE PROPERTY SITUATED IN ZONE X, AS DEPICTED ON FEMA FIRM PANEL 38017C0757G, DATED JANUARY 16, 2015.



OWNER'S CERTIFICATE:

KNOW ALL PERSONS BY THESE PRESENTS: That ENCLAVE HQ LLC, a North Dakota Limited Liability Company, is the owner and proprietor of Lot 1, Block 1, North Pond at the Preserve Thirteenth Addition, City of West Fargo, Cass County, North Dakota.

Said tract contains 8.4 acres, more or less.

And that said parties have caused the same to be surveyed and re-platted as **NORTH POND AT THE PRESERVE SEVENTEENTH ADDITION** to the City of West Fargo, Cass County, North Dakota.

OWNER:
Enclave HQ, LLC

By: SYNDICA, LLP, a North Dakota limited liability Partnership, its Sole Member

____
Austin J. Morris, Partner

State of North Dakota)
) ss
County of Cass)

The foregoing instrument was acknowledged before me this ___ day of __________, 2023, by Austin J. Morris, a Partner of Syndica, LLP, a North Dakota limited liability partnership, Sole Member of Enclave HQ, LLC, a Minnesota limited liability company, on behalf of the limited liability partnership.

Notary Public: ____________________

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 I am the Professional Land Surveyor who prepared and made the attached plat of "North Pond at The Preserve Seventeenth Addition" to the City of West Fargo, a Replat of Lot 1, Block 1, North Pond at The Preserve Thirteenth Addition to the City of West Fargo; that said plat is a true and correct representation of the survey thereof; that all distances are correctly shown on said plat; and 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

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: ____________________

CITY ENGINEER'S APPROVAL:

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

____
Daniel R. Hanson, City Engineer

State of North Dakota)
) ss
County of Cass)

On this _____ day of ______________, 20____ before me personally appeared Daniel R. Hanson, 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 City Engineer.

Notary Public: ____________________

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

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: ____________________

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

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: ____________________

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

____
Dustin T. Scott, 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 Dustin T. Scott, 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:____________________

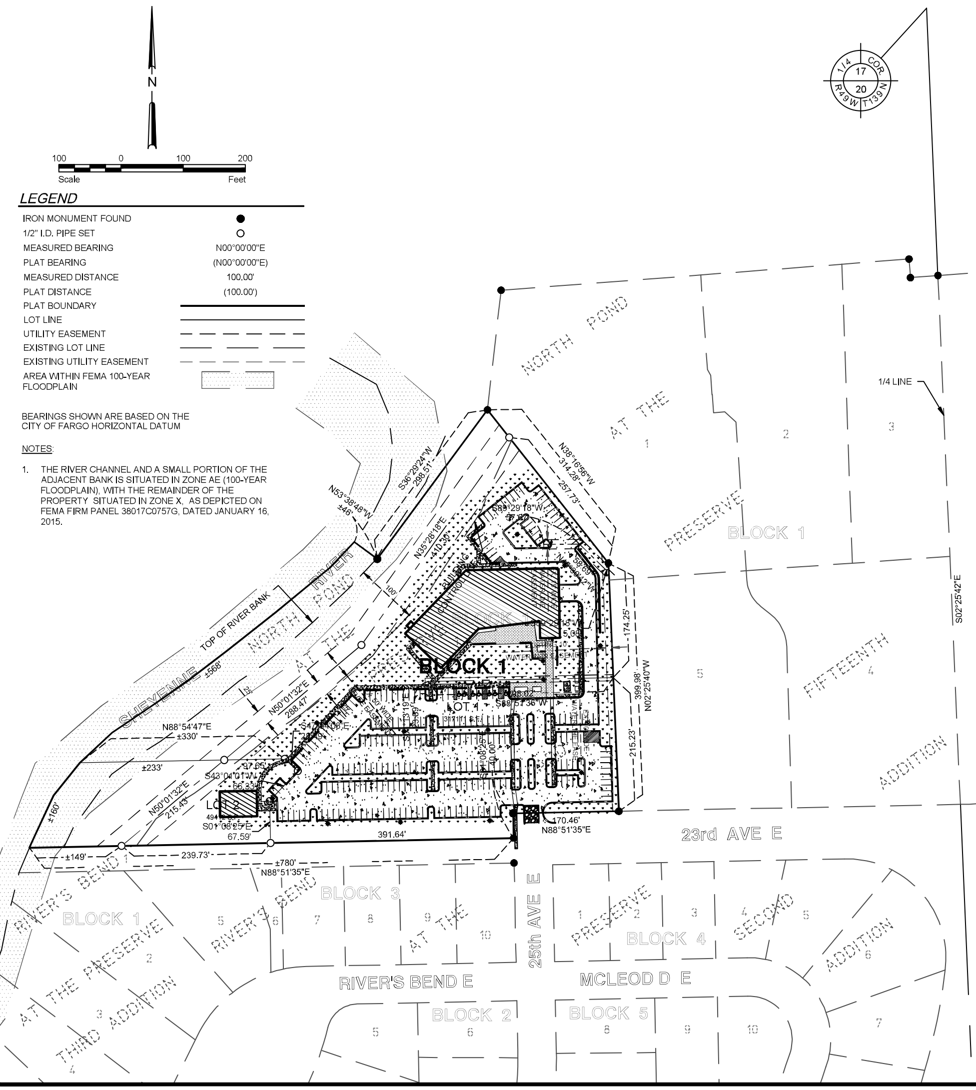
HOUSTON ENGINEERING, INC.

Project No. 7489-0115

H:\JBN\7400\7489\7489_0115\CAD\PLAT\Final_Plat_NPondPreserve_17th_Addition.dwg

NORTH POND AT THE PRESERVE 17TH ADDITION

BEING A REPLAT OF LOT 1, BLOCK 1, NORTH POND AT THE PRESERVE 13TH ADDITION
TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA



BEARINGS SHOWN ARE BASED ON THE CITY OF FARGO HORIZONTAL DATUM

NOTES:

1. THE RIVER CHANNEL AND A SMALL PORTION OF THE ADJACENT BANK IS SITUATED IN ZONE AE (100-YEAR FLOODPLAIN), WITH THE REMAINDER OF THE PROPERTY SITUATED IN ZONE X, AS DEPICTED ON FEMA FIRM PANEL 38017C0757G, DATED JANUARY 16, 2015.

H:\JBN\7400\7489\7489_0115\CAD\PLAT\PrePlat_NPondPreserve_17th_Addition.dwg

OWNER'S CERTIFICATE:

KNOW ALL PERSONS BY THESE PRESENTS: That ENCLAVE HQ LLC, a North Dakota Limited Liability Company, is the owner and proprietor of Lot 1, Block 1, North Pond at the Preserve 13th Addition, City of West Fargo, Cass County, North Dakota.

Said tract contains 8.4 acres, more or less.

And that said parties have caused the same to be surveyed and re-platted as **NORTH POND AT THE PRESERVE 17TH ADDITION** to the City of West Fargo, Cass County, North Dakota.

OWNERS:
Enclave HQ LLC

__________________ Austin Morris

__________________ Benjamin Meland

State of North Dakota)
) ss
County of Cass)

On this ______ day of ____________, 20____ before me personally appeared Austin Morris, 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 Benjamin Meland, 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: ____________________

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

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: ____________________

CITY ENGINEER'S APPROVAL:

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

____
Daniel R. Hanson, City Engineer

State of North Dakota)
) ss
County of Cass)

On this ______ day of ____________, 20_____ before me personally appeared Daniel R. Hanson, 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: ____________________

WEST FARGO PLANNING COMMISSION APPROVAL:

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

____
Joseph P. Kolb, Chairman
West Fargo Planning Commission

State of North Dakota)
) ss
County of Cass)

On this ______day of ____________, 20_____, before me personally appeared Joseph P. 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: ____________________

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

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: ____________________

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

____
Dustin T. Scott, City Administrator

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 Dustin T. Scott, 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: ____________________

HOUSTON ENGINEERING, INC.

Project No. 7489-0115

DECLARATION OF EASEMENTS

THIS DECLARATION OF EASEMENTS (the "Declaration") made as of the 13 day of November, 2023, by Enclave HQ, LLC, a Minnesota limited liability company ("Declarant").

RECITALS

A. Declarant owns certain real property located in Cass County, North Dakota, recently replatted and now more particularly described as Lot 1 and Lot 2, Block 1, North Pond at the Preserve 13th Addition to the City of West Fargo, Cass County, North Dakota (the "Lots"). Such lots are, respectively, referred to as "Lot 1" and "Lot 2" and sometimes individually and generally as a "Lot".

B. Declarant wishes to provide for the orderly flow of traffic and the orderly and functional provision of utilities between the Lots and for parking rights benefiting Lot 2.

DECLARATIONS/COVENANTS

IN CONSIDERATION of the Recitals and the following covenants, the Declarant hereby declares and states as follows:

1. Creation of Easements.

   A. Access Easement. In order to provide and allow for the safe and orderly access to and for the Lots, and to preserve the value of the Lots, Declarant hereby declares, creates and establishes, for the benefit of the Lots, a non-exclusive, perpetual and appurtenant easement for the construction, placement, use and maintenance of a driveway (the "Driveway") for vehicular and pedestrian ingress and egress over, upon and across that part of the Lots more particularly described on attached Exhibit A (the "Driveway Easement Area").

B. Waterline Easement. In order to provide for adequate water service for, and preserve the value of, Lot 2, Declarant hereby declares, creates and establishes, for the benefit of Lot 2, a non-exclusive, perpetual and appurtenant easement for the construction, placement, use and maintenance of an underground water line (the "Water line") under, upon and across that part of Lot 1 described on attached Exhibit B (the "Water Line Easement Area").

C. Sanitary Sewer Easement. In order to provide for adequate sanitary sewer service for, and preserve the value of, Lot 2, Declarant hereby declares, creates and establishes, for the benefit of Lot 2, a non-exclusive, perpetual and appurtenant easement for the construction, placement, use and maintenance of an underground sanitary sewer line (the "Sanitary Sewer Line') under, upon and across that part of Lot 1 described on attached Exhibit C (the "SSW Easement Area")

D. Storm Sewer Easement. In order to provide for the adequate handling of storm water for, and preserve the value of, Lot 2, and allow for the safe and orderly handling of storm water on and for the Lots, Declarant hereby declares, creates and establishes, for the benefit of Lot 2, a non-exclusive, perpetual and appurtenant easement for the construction, placement, use and maintenance of an underground storm sewer line (the "Storm Sewer Line") over, under, upon and across that part of Lot 1 described on attached Exhibit D (the "Storm Sewer Easement Area").

E. The Driveway, the Water Line, the Sanitary Sewer Line and the Storm Sewer Line are sometimes, individually, referred to as an "Item of Infrastructure" and, collectively, as the "Infrastructure". The Driveway Easement Area, the Water Line Easement Area, the SSW Easement Area and the Storm Sewer Easement Area are sometimes, individually, referred to as an "Easement Area" and, collectively, as the "Easement Areas."

2. <u>Construction, Use and Maintenance.</u>

A. Driveway. While Declarant encourages the owners of the Lots to join together to coordinate necessary repairs and maintenance of the Driveway, each owner of a Lot on which a portion of the Driveway is located shall bear ultimate responsibility to at all times and at its sole cost and expense keep the surface of the potion of the Driveway located on such owner's Lot in good drivable condition and repair, free from holes, ruts or loose surface patches, and shall be responsible to, at its sole cost and expense, promptly repair, resurface, clean, remove snow from and otherwise maintain all portions of the Driveway located on such owner's Lot as becomes reasonably necessary (all such activities, collectively "Driveway Maintenance").

B. Water Line, Sanitary Line and Storm Sewer Line. The owner of Lot 2 shall at all times and at its sole cost and expense keep the Water Line, Sanitary Sewer Line and Storm Sewer Line in good operating condition and repair (all such activities, collectively "Utilities Maintenance").

C. Driveway Maintenance and Utilities Maintenance are, collectively, referred to as "Maintenance".

D. Costs/Self-Help. In the event an owner of a Lot does not undertake Maintenance required of it under this Declaration, the other owner may, but shall not be obligated to, complete such Maintenance as it determines to be reasonably necessary, in which event, the other owner shall, upon demand, reimburse the undertaking owner for the cost of completing the work.

E. Any Lot owner undertaking any Maintenance shall promptly restore all areas affected to a substantially similar condition that existed prior to the Maintenance.

F. Except during reasonable times and durations of Maintenance, the owners of the Lots shall at all times keep the Driveway free and clear of parked vehicles and other obstructions.

3. Relocation. The owner of a Lot may relocate an Item of Infrastructure and the easement area associated therewith located on its Lot, provided: (a) the relocating owner provides the owner of the other Lot 30 days advance written notice of its intention to do so sent to the owner of and at the address for the receipt of tax statements noted in the records of the county in which the Lots are located; (b) the relocating owner undertakes the relocation in a manner so as to cause the lease interference with business and other activities conducted on the other Lot as is practicable under the circumstances; (c) the relocated item(s) utilize materials that are of a same or better quality, offer the same or better functionality and are placed in an area not materially more difficult to access than the items originally placed; (d) the relocating owner undertakes and completes the relocation in accordance with sound construction practices and in compliance with all applicable laws, regulations, codes and the like; (e) the relocating owner records an affidavit against both Lots with the County Recorder in the county in which the Lots are located with an exhibit of substantially similar format (drawing and legal description prepared by a north Dakota licensed surveyor or civil engineer) showing the new easement location, which shall be of same or greater width than the original easement; and (g) the relocating owner pays for all costs and expenses associated with the relocation.

4. Inconsistent Grants. No owner of a Lot shall hereafter grant to any other party any rights or interests in, nor do anything that would materially interfere with, the easement rights herein created or the obligations imposed. Notwithstanding the foregoing, an owner of a Lot may cross into and through the Easement Areas located on its Lot to tap into any utility service shared by the Lots or to access utility services located elsewhere on its Lot. Any such utility placement shall not be deemed an inconsistent grant or material interference so long as: (a) any construction, repair or maintenance of the utility is undertaken and completed in a commercially reasonable manner, taking into account the primary functions of the Easement Area as set out in this Declaration (b) the functionality of the items placed in the Easement Area pursuant to this Declaration are not adversely impacted; and (c) any areas or items affected are promptly restored to their prior condition at the cost of the owner installing such new utilities.

5. Notice of Default. A person will not be in default under this Declaration unless such person has been provided with a written notice specifying the default and shall fail to cure such default within 30 days after receipt of such notice, or shall fail to commence to cure and thereafter proceed diligently to cure such default within such period of time if the default cannot reasonably be cured within such 30-day period.

6. Waiver. No waiver of any breach of the easements or of any rights, obligations, covenants and/or provisions herein contained shall be construed as, or constitute, a waiver of any breach or a waiver, acquiescence in or consent to any continuing, further or succeeding breach of the same or any other such easements, rights, obligations, covenants and/or other provisions.

7. Indemnification. The Lot owner who benefits from an easement right herein granted shall indemnify and hold the burdened Lot owner harmless from and against any damages, injuries, claims, suits, liabilities, costs, expenses or the like, including, without limitation, reasonable attorney's fees and costs (whether or not any legal proceedings are commenced) pertaining to damage to property or injury or death to persons and arising out of or in any way related to the use of an Easement Area by the benefitted Lot owner or the benefited Lot owner's agents, employees, guests, invitees, contractors or the like.

8. Attorneys' Fees. In the event of a dispute under this Declaration, the prevailing party shall be entitled to receive its reasonable attorneys' fees and costs from the non-prevailing party or parties.

9. Successors and Assigns. The rights and obligations under this Declaration shall run with the Lots and shall inure to and bind the owners of the Lots and their successors and assigns. When used herein, the term "perpetual" shall mean indefinitely or the longest period allowed by law, now or at any time in the future.

10. Not a Public Dedication. Nothing contained in this Declaration shall, or shall be deemed to, constitute a gift or dedication of any portion of the Lots to the general public or for the benefit of the general public or for any public purpose whatsoever, it being the intention that this Declaration be strictly limited to and for the purposes expressed herein. Notwithstanding the foregoing, this Declaration shall not be amended, modified or terminated without recording of an instrument in which the City of West Fargo, North Dakota, a North Dakota municipal corporation (the "City") has joined and granted its consent thereto; any other purported amendments, modifications or terminations shall be null and void. Further, the City may, but is not obligated to, undertake any Maintenance that an owner fails to undertake and shall have all rights and powers to obtain reimbursement for same, including through the process of special assessments.

11. Severability. If any term or provision of this Declaration shall, to any extent, be held invalid or unenforceable, the remaining terms or provisions of this Declaration shall not be affected thereby, but such remaining terms and provisions shall be valid and enforceable to the fullest extent permitted by law.

12. Governing Law. This document shall be construed and enforced in accordance the laws of the State of North Dakota.

13. Recording. This Declaration shall be recorded against the Lots in the office of the County Recorder for the County in which the Lots are located.

IN WITNESS WHEREOF, the undersigned has executed this Declaration as of date first written above.

Enclave HQ, LLC

By: SYNDICA, LLP, a North Dakota limited liability Partnership, its Sole Member

By: ______________________
Austin J. Morris, Partner

STATE OF NORTH DAKOTA)
) ss
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this 13 day of November, 2023, by Austin J. Morris, a Partner of Syndica, LLP, a North Dakota limited liability partnership, Sole Member of Enclave HQ, LLC, a Minnesota limited liability company, on behalf of the limited liability partnership.

LISA OSLAND
Notary Public
State of North Dakota
My Commission Expires November 15, 2023

Lisa Osland
Notary Public

CONSENT AND SUBORDINATION

Bank Forward, a North Dakota state bank ("Bank Forward"), the holder of: (a) the Mortgage dated December 13, 2019, and recorded on December 16, 2019 as Instrument No. 1579504 in the Office of the County Recorder in and for Cass County, North Dakota; (b) the Mortgage dated April 13, 2023, and recorded on April 20, 2023 as Instrument No. 1687738 in the Office of the County Recorder in and for Cass County, North Dakota; and (c) the Construction Mortgage dated September 7, 2023, and recorded on September 7, 2023 as Instrument No. 1697055 in the Office of the County Recorder in and for Cass County, North Dakota (collectively, the "Mortgages"), hereby consents to the recording of the attached Declaration. Bank Forward agrees that its rights in the Lots pursuant to the Mortgages and any other security instruments related thereto are subordinate to the Declaration.

IN WITNESS WHEREOF, Bank Forward, a North Dakota Corporation, has caused this Consent and Subordination to be executed this 9 day of November, 2023.

BANK FORWARD

By: ______________________________
Marc Knutson, VP, Market President

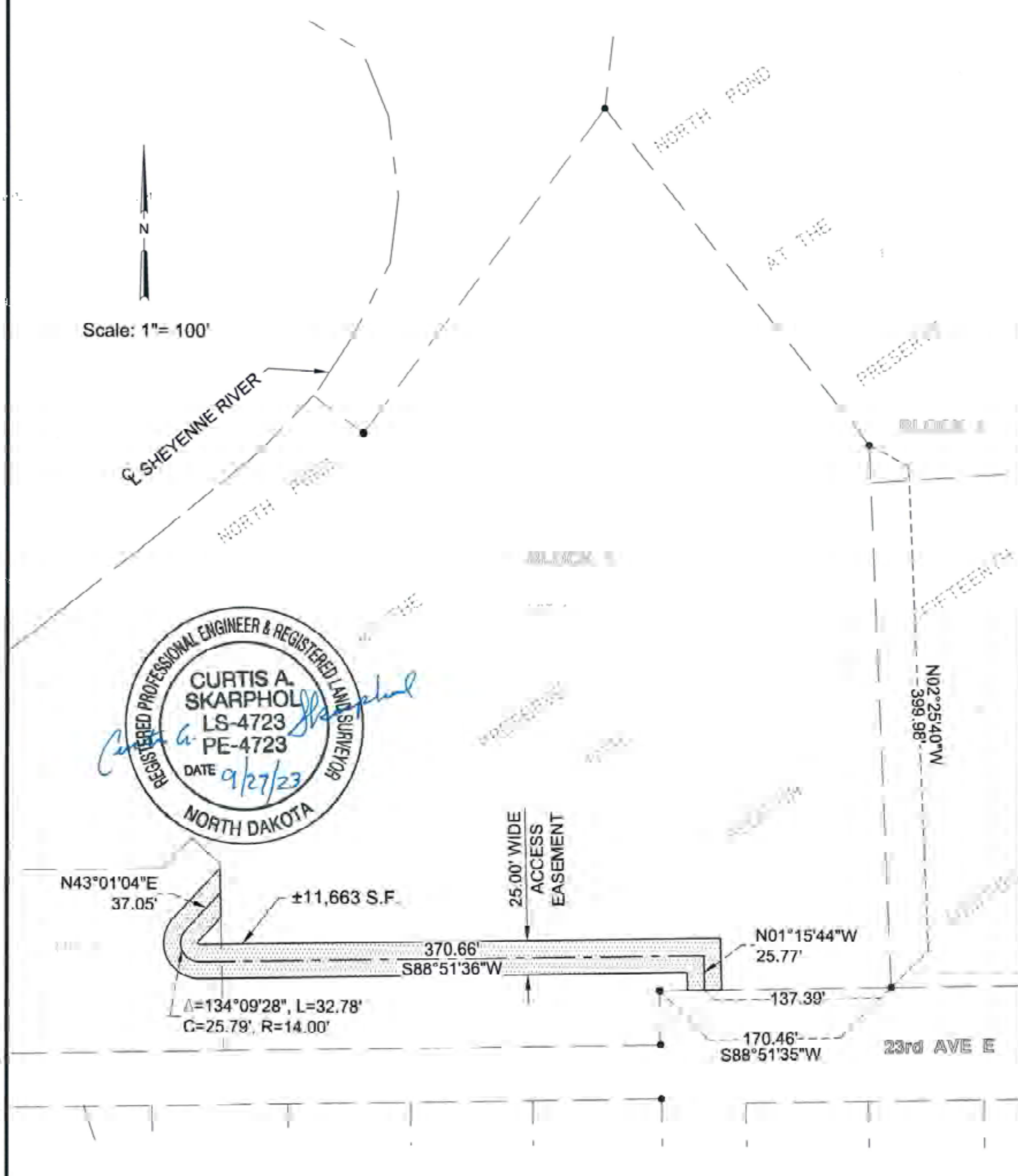
STATE OF NORTH DAKOTA)
) ss
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this 9 day of November, 2023, by Marc Knutson, the Vice President, Market Manager of Bank Forward, a North Dakota state bank, on behalf of the state bank.

SHEA STERUP
Notary Public
State of North Dakota
My Commission Expires Jan. 7, 2025

____
Notary Public

PART OF LOTS 1 & 2, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA



IRON MONUMENT FOUND	•
MEASURED BEARING	S59°27'46"E
MEASURED DISTANCE	105.00'
PERMANENT EASEMENT	

HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT A

PROJECT NO. 7489-0115	LOTS 1 & 2, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 1 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Cross Access Easement.dwg

PART OF LOTS 1 & 2, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA

Description - Cross Access Easement:

That part of Lots 1 & 2, Block 1, North Pond at the Preserve 17th Addition to the City of West Fargo, Cass County, North Dakota, described as follows:

A strip of land 25.00 feet wide, being centered on the following described line:

Commencing at the southeast corner of said Lot 1; thence South 88°51'35" West, along the southerly line of said Lot 1, for a distance of 137.39 feet to the True Point of Beginning of the line to be described; thence North 01°15'44" West for a distance of 25.77 feet; thence South 88°51'36" West for a distance of 370.66 feet to a point of tangential curve to the right, having a radius of 14.00 feet; thence westerly, northerly and northeasterly, along said curve for a distance of 32.78 feet, through a central angle of 134°09'28"; thence North 43°01'04" East for a distance of 37.05 to a point of intersection with the easterly line of said Lot 2, said line there terminating.

Said strip shall be lengthened or shortened as necessary to intersect the southerly line of said Lot 1 on the south and to intersect the easterly line of said Lot 2 on the northeast.

Said tract contains 11,663 square feet, more or less.

REGISTERED PROFESSIONAL ENGINEER & REGISTERED LAND SURVEYOR
CURTIS A.
SKARPHOL
LS-4723
PE-4723
DATE 9/27/23
NORTH DAKOTA

Curtis A. Skarphol

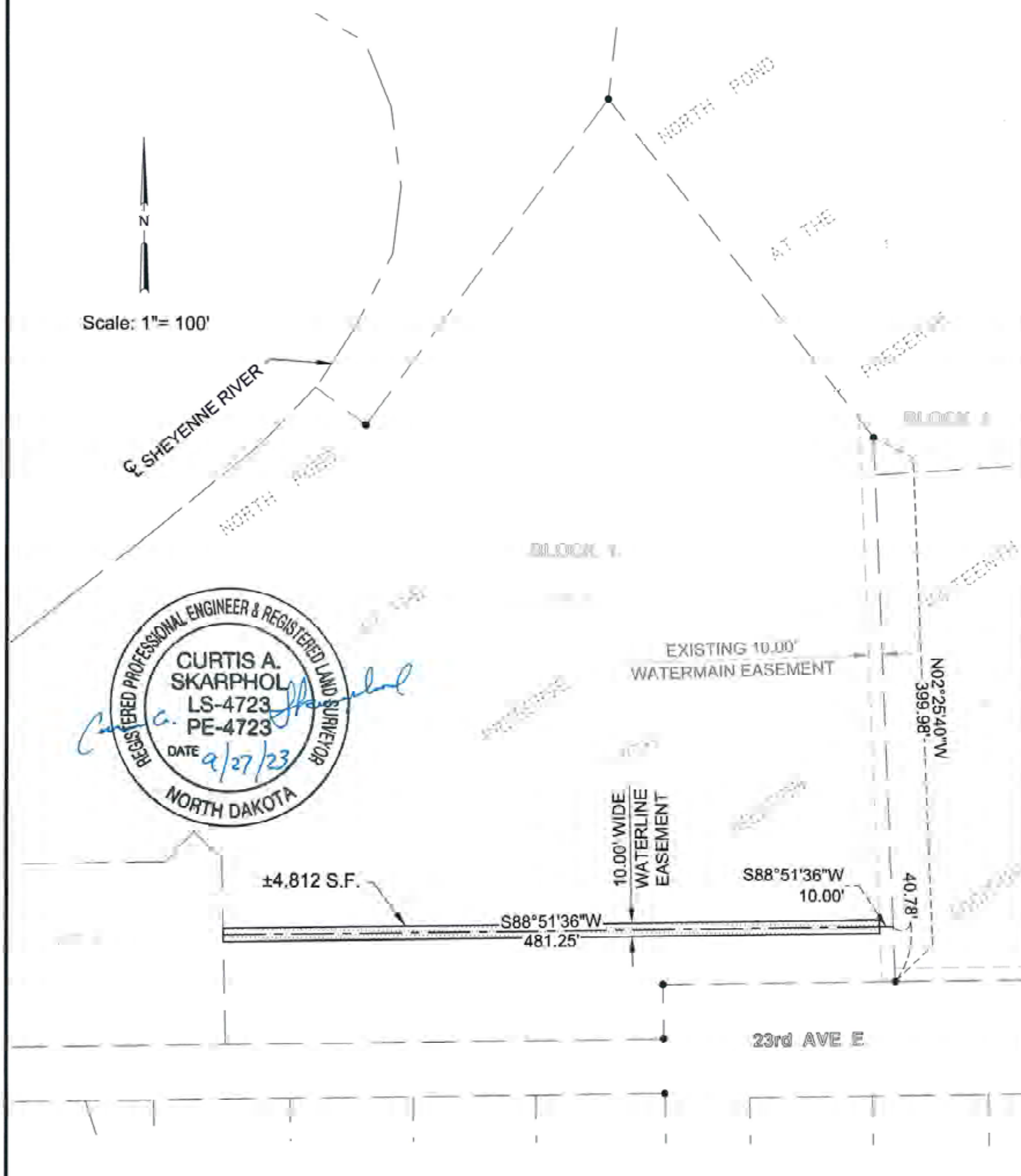
HOUSTON
ENGINEERING, INC.

EASEMENT EXHIBIT A

PROJECT NO. 7489-0115	LOTS 1 & 2, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 2 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Cross Access Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA



IRON MONUMENT FOUND •
MEASURED BEARING S59°27'46"E
MEASURED DISTANCE 105.00'
PERMANENT EASEMENT

HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT B

PROJECT NO. 7489-0115	LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 1 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Waterline Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA

Description - Waterline Easement:

That part of Lot 1, Block 1, North Pond at the Preserve 17th Addition to the City of West Fargo, Cass County, North Dakota, described as follows:

A strip of land 10.00 feet wide, being centered on the following described line:

Commencing at the southeast corner of said Lot 1; thence North 02°25'40" West, along the easterly line of said Lot 1, for a distance of 40.78 feet; thence South 88°51'36" West, for a distance of 10.00 feet, to a point of intersection with the westerly line of the East 10.00 feet of said Lot 1, and the True Point of Beginning of the line to be described; thence South 88°51'36" West for a distance of 481.25 feet, to a point of intersection with the easterly line of Lot 2, said Block 1, said line there terminating.

Said strip shall be lengthened or shortened as necessary to intersect the westerly line of the East 10.00 feet of said Lot 1 on the east and to intersect the easterly line of said Lot 2 on the west.

Said tract contains 4,812 square feet, more or less.

REGISTERED PROFESSIONAL ENGINEER & REGISTERED LAND SURVEYOR
CURTIS A. SKARPHOL
LS-4723
PE-4723
DATE 9/27/23
NORTH DAKOTA

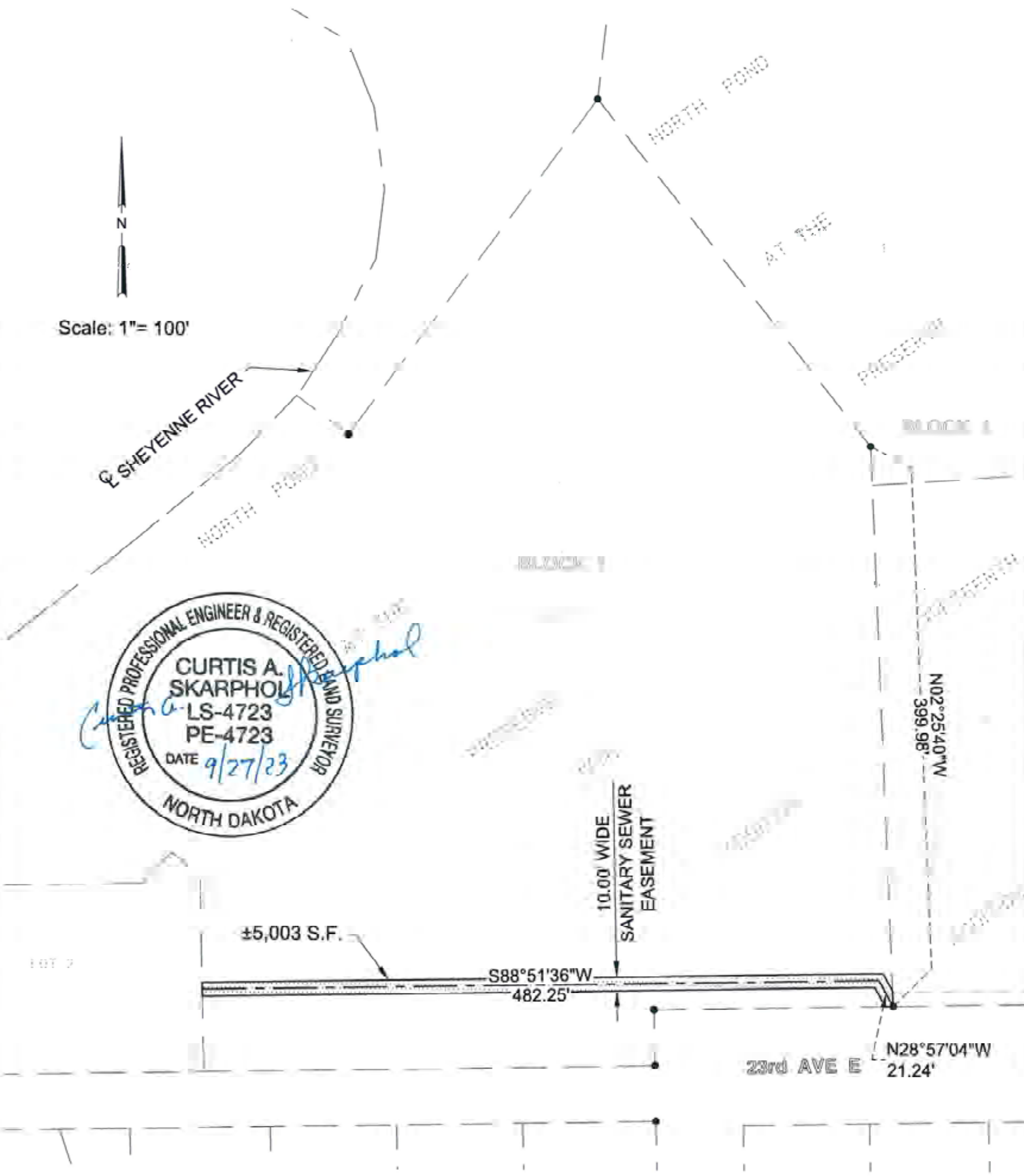
HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT B

PROJECT NO. 7489-0115	LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 2 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Waterline Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA



IRON MONUMENT FOUND	■
MEASURED BEARING	S59°27'46"E
MEASURED DISTANCE	105.00'
PERMANENT EASEMENT	

HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT C

PROJECT NO. 7489-0115

LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND

SHEET 1 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Sanitary Sewer Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA

Description - Sanitary Sewer Easement:

That part of Lot 1, Block 1, North Pond at the Preserve 17th Addition to the City of West Fargo, Cass County, North Dakota, described as follows:

A strip of land 10.00 feet wide, being centered on the following described line:

Beginning at the southeast corner of said Lot 1; thence North 28°57'04" West for a distance of 21.24 feet; thence South 88°51'36" West for a distance of 482.25 feet to a point of intersection with the easterly line of Lot 2, said Block 1, said line there terminating.

Said strip shall be lengthened or shortened as necessary to intersect the easterly line of said Lot 1 on the east, to intersect the southerly line of said Lot 1 on the south and to intersect the easterly line of said Lot 2 on the west.

Said tract contains 5,003 square feet, more or less.

REGISTERED PROFESSIONAL ENGINEER & REGISTERED LAND SURVEYOR
CURTIS A. SKARPHOL
LS-4723
PE-4723
DATE 9/27/23
NORTH DAKOTA

Curtis A. Skarphol

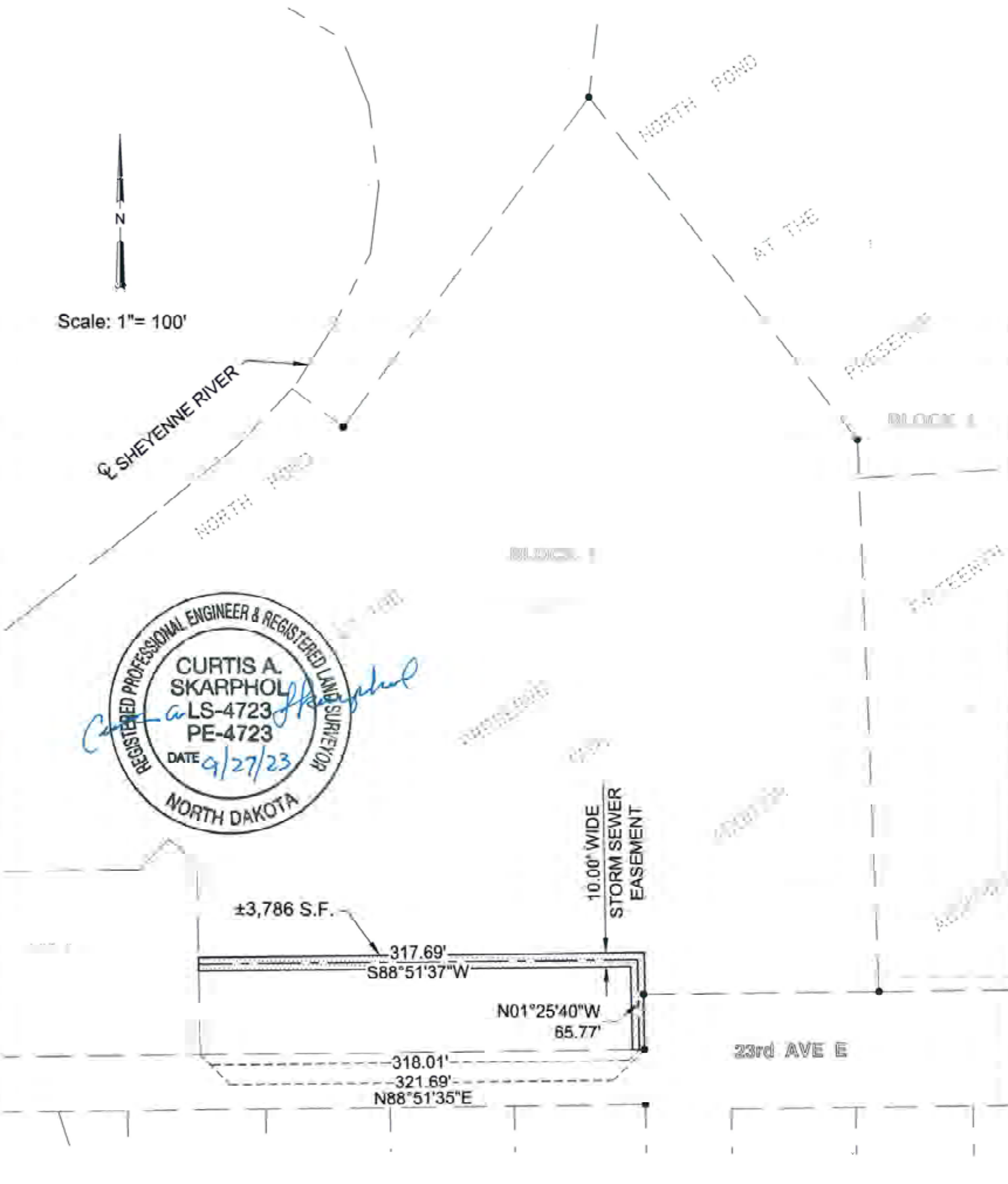
HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT C

PROJECT NO. 7489-0115	LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 2 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Sanitary Sewer Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA



IRON MONUMENT FOUND	■
MEASURED BEARING	S59°27'46"E
MEASURED DISTANCE	105.00'
PERMANENT EASEMENT	

HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT D

PROJECT NO. 7489-0115	LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 1 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Storm Sewer Easement.dwg

PART OF LOT 1, BLOCK 1
NORTH POND AT THE PRESEVE 17TH ADDITION
CITY OF WEST FARGO, CASS COUNTY
STATE OF NORTH DAKOTA

Description - Storm Sewer Easement:

That part of Lot 1, Block 1, North Pond at the Preserve 17th Addition to the City of West Fargo, Cass County, North Dakota, described as follows:

A strip of land 10.00 feet wide, being centered on the following described line:

Commencing at the southeast corner of Lot 2, said Block 1; thence North 88°51'35" East, along the southerly line of said Lot 1, for a distance of 318.01 feet to the true point of beginning of the line to be described; thence North 01°25'40" West for a distance of 65.77 feet; thence South 88°51'37" West for a distance of 317.69 feet to a point of intersection with the easterly line of said Lot 2, said line there terminating.

Said strip shall be lengthened or shortened as necessary to intersect the southerly line of said Lot 1 on the south and to intersect the easterly line of said Lot 2 on the west.

Said tract contains 3,786 square feet, more or less.

REGISTERED PROFESSIONAL ENGINEER & REGISTERED LAND SURVEYOR
CURTIS A. SKARPHOL
LS-4723
PE-4723
DATE 9/27/23
NORTH DAKOTA

HOUSTON ENGINEERING, INC.

EASEMENT EXHIBIT D

PROJECT NO. 7489-0115	LOT 1, BLOCK 1 NORTH POND AT THE PRESERVE 17TH ADDITION, CITY OF W. FARGO, CASS CO., ND	SHEET 2 OF 2

H:\JBN\7400\7489\7489_0115\CAD\Easements\Storm Sewer Easement.dwg

GAMING SITE AUTHORIZATION

ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (4-2023)

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

Full, Legal Name of Gaming Organization
Minndak RMEF Inc

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

Name of Location			
DoubleTree by Hilton			
Street: **825 E Beaton Dr**	City: **West Fargo**	ZIP Code: **58078**	County: **Cass**
Beginning Date(s) Authorized: **2/10/2024**	Ending Date(s) Authorized: **2/10/2024**		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)**: **Private Ballroom**			
If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of the event(s) if known: **2/10/2024**			

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 throughly 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

RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (Rev. 08-2013)

License Number (Office Use Only)

Site Owner (Lessor)			Site Name		Site Phone Number
Doubletree By Hilton			Doubletree By Hilton		(701) 551-0120
Site Address 825 E Beaton Dr	City West Fargo		State ND	Zip Code 58087	County Cass
Organization (Lessee) Minn Dak Rmef Inc.		Rental Period 2/10/2024 to 2/10/2024			Monthly Rent Amount

	No	Yes	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.	☒	☐	
2. Is a raffle drawing going to be conducted at this site?	☐	☒	$ 0.00
3. Is Prize Boards involving a dispensing device conducted at this site?	☒	☐	$
4. 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 $ ________			$
5. Is Paddlewheels conducted at this site? Number of Tables ________ X Rent per Table $ ________	☒	☐	$
6. Is Pull Tabs involving either a jar bar and/or a dispensing device conducted at this site? Please check: ☐ Jar Bar Only ☐ Dispensing Device Only ☐ Jar Bar and Dispensing Device	☒	☐	$
			Total Monthly Rent $ 0.00

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 or prize boards 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.

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	Date
[signature]	Sales Manager	11/14/23
Signature of Lessee (Top Executive Official)	Title Regional Director	Date

(over)

City of WEST FARGO
a city on the grow

To: West Fargo City Commission
From: Ec. Development Manager Casey Sanders-Berglund
Date: December 4th, 2023
Subject: TIF District regarding Sandhills 6th and 7th additions
Action: Decision on proposed TIF District

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:
Police and Fire

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

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Administration and Finance

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

Administration
Dustin Scott,
Assistant Administrator
Emily Hagemeister,
Executive Assistant

Summary:

The proposed industrial park aims to be a welcoming impression of West Fargo as travelers enter the city from the west on I 94. The current properties have been the subject of conversation by a handful of developers however, in the years past there have been other challenges to development of the area.

A TIF District with a 15-year term would allow for the majority of the infrastructure to be supported by the increment created by the increase in the property value from Ocholndy and RJR.
The intent of this TIF District is to support the majority of the infrastructure needs for development in which the total is $7,423,500.00.
At the November EDAC meeting the project was recommended for approval.

Observations:

- After build out the property value is proposed to increase by over 25 times the current value.
- Residential buyout conversations have been completed. There are agreements in place with all interested residents in which some of them are contingent on approval of the incentive.
- Businesses looking for a new location may select this space based on the fact that a TIF has been approved due to the competitive advantage it offers the business as well as some opportunities for financing opportunities through the Bank of ND.
- All taxing entities would remain getting their current property taxes throughout the incentive and will only seen an increase once the project closes.
- Within the development agreement the City of WF's risk mitigation process is identified in short that should these values not reach the intended value and the TIF numbers are unable to be supported the developer would simply be specially assessed the difference. Therefore, ensuring the City or other entities or residents are not included in a potential payment.

Funding:

The funds for this proposed TIF district will come from the increment created through the increase in property value. The increment will then be used to pay off the bond that the city takes out to pay for the infrastructure.

Action:

Decision needed regarding the proposed TIF District.

STAFF REPORT

Sandhills 6th & 7th Addition	
Tax Increment Financing for Sandhills 6th & 7th Additions	
Applicant: Enclave Development Owner: Ocho Indy, LLC Applicant: Ryan Restad Owner: RJR LLC	Staff Contact: Economic Development Casey Sanders
Economic Development Advisory Committee:	November 2nd, 2023 -Recommended for Approval
West Fargo Public School District:	Next Meeting is December 11th ,2023
Cass County Board of Commissioners:	Next meeting is December 18th ,2023
Public Hearing:	Dec 4th, 2023
City Commission:	Dec 4th, 2023

PURPOSE:

The applicants are proposing to develop the southern portion of Meadow Brook Park Addition. The goal of this development would be a Class A industrial warehouse, manufacturing, distribution, and storage facilities adjacent to existing industrial parks in West Fargo.

STATEMENTS OF FACT:	
Land Use Classification:	Agricultural
Existing Land Use:	Greenfield -No Infrastructure – Some residential
Relocation Requirements:	No required relocations (Buyouts in Progress)
Current Zoning District(s):	Agricultural – Currently in the process of re-zoning
Adjacent Zoning Districts:	North and East: Light Industrial
Adjacent street(s):	4th Ave NW, 26th ST NW (Gress Ave NW (dead end) & Park Blvd NW – turns into gravel) (2nd Ave NW & 1Ave NW both gravel/ dirt roads)
Adjacent Bike/Pedestrian Facilities:	N/A
Available Parks/Trail Facilities:	Sandhills Archery located to the west end of the properties
Total number of properties	45 Parcels
Combined Lots Size:	46.11 Acers or 2,008,551.60 Sq. Feet

DISCUSSION AND OBSERVATIONS:

City and Industry Insights

Industrial Availability	Currently the city has approximately 1% land available for industrial space for business expansion or growth.
Visibility	The planned projects will be highly visible from the interstate. Currently this area is not a welcoming or good impression of what our growing city is or intends to be. This will instill a new first impression for those entering West Fargo from I-94.

West Fargo 2.0 Comprehensive Plan	Within the City's Comprehensive Plan, West Fargo 2.0, within the Plan Implementation matrix it is suggested to use TIF or creative funding to grow the economy by further development in the industrial village in the Northwest Sector of the City.

Financial Impacts

Commercial Tax Base	This project has the potential to increase the commercial tax base for the city by approximately 900,000.00 annually after maturity.
Increase in Value	Existing value is $2,394,700.00 and the new value is $64,152,500.00 (an increase of over 25 times the value)
Indirect Value	Secondary economic effects potential (local suppliers, contractors, consumer tax) conservative estimation. (New Value – Current Value * 1.5%) = ~ $92,636,700.00 to the local economy

Business Benefits

Business Financing w/ current interest rates	When a business is looking to secure potential financing through the state of ND Flex Pace program or a gap financing program being located within a TIF District already shows that the community is supportive of the growth in this area of the community and type of business making eligibility faster and easier.
Potential for Primary Sector Growth	With access to state programs, it is a higher likelihood West Fargo can attract primary sector businesses looking to locate in North Dakota.
Business Attraction	Square Footage cost of purchase or lease pass through expense to the business. This is a consideration for businesses in this competitive market.

Potential Challenges

Potential Risk	**Mitigation Effort**
Revenue Risk	All taxing entities will continue to receive their current tax on these properties. In addition, the schools and county both have an opportunity to respond and vote on this project.
Economic Uncertainty	Having two developers as part of the district helps to balance some concerns as well as not maximizing the available increment to it's fullest potential. Additionally, the city backs up their TIF Districts with special assessments.
Market Saturation	The current market is competitive and there are opportunities for industrial businesses to look at other competitive cities or markets.
Environmental Concerns	Identification of wetlands and mitigation through ND state policies is in process and currently at a pause based on status of overall project.
Project Risk	Identifying the opportunity loss of direct and indirect aspects of this project should it move forward or not is comparable in the above financial impacts section of discussion and observations as well as the below section on public participation.

PUBLIC PARTICIPATION:

Public assistance for this project is proposed to consist of a Tax Increment Financing District.

Breakdown of Public Participation:

The public participation is proposed to as a fifteen-year TIF to assist in the expansion of Meadow Brooks industrial park. The incremental funds will be used to support the completion of the infrastructure needed in the area. The total infrastructure costs for the area are projected to be $7,423,500.00.
With the current value at $2,394,700 with a projected new value at $64,152,500.00
The taxes are currently $35,909.72 and the projected new taxes to be collected at $961,998.81. With these values the increment supports a TIF at $6,550,000.00. With a term of fifteen years with an anticipated interest rate of 5.50%.
The Ocho Indy build schedule aims for completion by 2030 with one of five (A-E on slide deck of buildings in attached presentation) completed per year. The RJR LLC property build aims to be built by the end of 2025.

	Current	New	Potential Increase
Ocho Indy Property Value	$2,394,700.00	$59,152,500.00	$56,757,800.00
RJR LLC Property Value	$0.00	$5,000,000.00	$5,000,000.00
Total Property Values	**$2,394,700.00**	**$64,152,500.00**	**$61,757,800.00**
	Current	New	Potential Increase
Ocho Indy Taxes	$35,909.72	$887,021.31	$851,111.59
RJR LLC Taxes	$0.00	$74,977.50	$74,977.50
Total Taxes	**$35,909.72**	**$961,998.81**	**$926,089.09**

LAND USE, ZONING, STREET PLANS, DISPLACEMENT OF RESIDENCE OR BUSINESSES:

The land currently has some residential homes that are spread throughout. The property to the north has developed as industrial. The property to the west is zoned agricultural. Of the residences that remain in this area all have been offered an opportunity to be bought out. Two residences have chosen to remain in the area. Plans for the streets are continually being modified as purchases plats are being updated with the goal to vacate Park.

RECOMMENDATIONS:

The proposed development plan provided by Ocho Indy and Ryan Restad have planned build schedules and goals with development of a Class A industrial park with complementary service businesses to accommodate the growth in this area.
Supporting the growth of the commercial tax base and potential indirect impact of consumer tax that will support the public safety sales tax as well as the economic development sales tax once this project matures leans into the goal areas for economic development for the city. The growth of this area will also create new job opportunities, offer a welcoming atmosphere to incoming vehicles, and have good connectivity to the future land growth opportunities to the north. Should an interstate interchange move forward this area will have increased access with increased potential.

In analyzing this property financially as well as potential for business opportunities for the City of West Fargo the Economic Development manager requests that the Tax Increment Finance District is granted approval and brought forward to the School and County for consideration of participation.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee reviewed the proposed project on the November 2nd committee meeting. The discussion centered around the goal of developing out this area as well as the increase in value and opportunity it creates for all taxing entities.

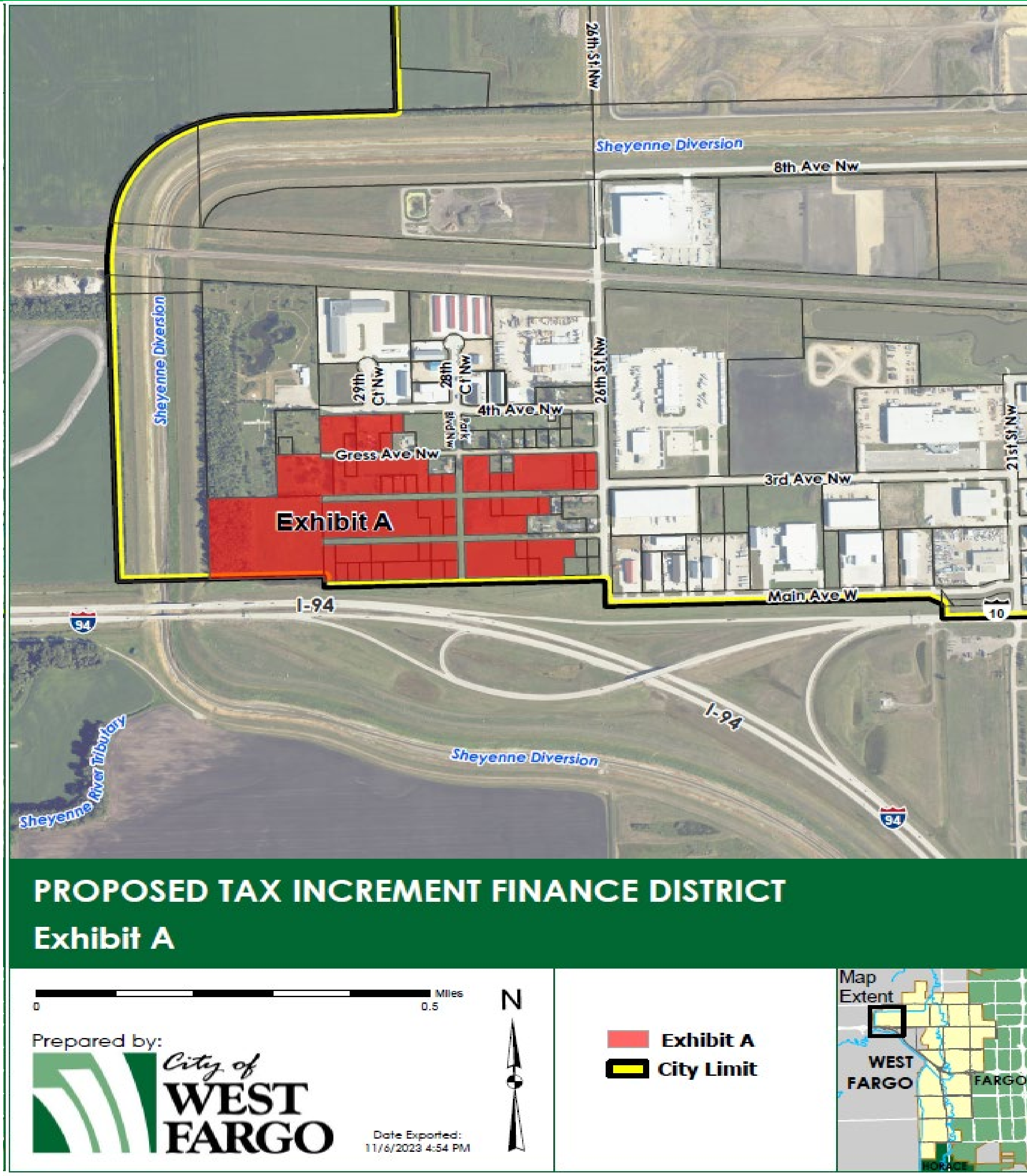
The discussion did focus in on questions of types of business and how these types of incentives attract potential businesses as well as create the opportunity for West Fargo to be an attractive option in comparison to other communities. The opportunity loss of not developing the area was also a strong point of discussion.

There was a discussion regarding the special assessments district and the TIF district boundaries. The vote for the TIF was recommended for approval 6-1 with one member obtaining from the vote.

PARCEL LIST & Proposed TIF District Map:

02-1325-00030-000	02-1325-00630-000	02-1325-00710-000
02-1325-00040-000	02-1325-00640-000	02-1325-00720-000
02-1325-00050-000	02-1325-00650-000	02-1325-00730-000
02-1325-00060-000	02-1325-00660-000	02-1325-00740-000
02-1325-00012-000	02-1325-00670-000	02-1325-00750-000
02-1325-00013-000	02-1325-00680-000	02-1325-00760-000
02-1325-00014-000	02-1325-00690-000	02-1325-00770-000
02-1325-00620-000	02-1325-00700-000	02-1325-00730-000

02-1325-00540-000	02-1325-00200-000	02-1325-00110-000
02-1325-00550-000	02-1325-00210-000	02-1325-00490-000
02-13525-00560-000	02-1325-00177-000	02-1325-00480-000
02-1325-00570-000	**02-1325-00160-000**	02-1325-00470-000
02-1325-00580-000	02-3000-01460-000	02-1325-00460-000
02-1325-00590-000	02-1325-00172-000	
02-1325-00600-000	02-1325-00220-000	
02-1325-00610-000	02-1325-00230-000	02-1325-00175-000- City


26th St Nw
Sheyenne Diversion
8th Ave Nw
Sheyenne Diversion
29th Ct Nw
28th Ct Nw
4th Ave Nw
26th St Nw
Gress Ave Nw
3rd Ave Nw
21st St Nw
Exhibit A
I-94
Main Ave W
94
10
I-94
Sheyenne Diversion
Sheyenne River Tributary
94
PROPOSED TAX INCREMENT FINANCE DISTRICT
Exhibit A
Miles
0
0.5
N
Prepared by:
City of WEST FARGO
Date Exported:
11/6/2023 4:54 PM
Exhibit A
City Limit
Map Extent
WEST FARGO
FARGO
HORACE


SANDHILLS
ARCHERY CLUB
WEST FARGO
PUBLIC SCHOOLS
The PALLET COMPANY Inc.
FedEx
Freight
4th Ave. NW
3rd Ave. NW
26th Street NW
A
B
C
D
E
F
G
H
I
J
LEGEND
N
Corridor Overlay Tree
West Fargo Diversion
BNSF Railway
Interstate 94
Spec Industrial Building
Retention Pond
Future Development by Enclave
Future Interchange
Development Intent Unknown
Future Development by Restad
INTERSTATE
94

Examples of past projects completed:


SANDHILLS ARCHERY CLUB
West Fargo Public Schools
FedEx Freight
4th Ave NW
30th St NW
3rd Ave NW
26th St NW
INTERSTATE
94
A
B
C
D
E
F
G
H
I
J


INTERSTATE
94
A
B
C
D
E
F
30th St NW
3rd Ave NW

To:	West Fargo City Commission
From:	Matthew Andvik, Public Works Director
Date:	December 4, 2023
Subject:	Sanitation Rate and Operational Changes.
Action:	Presentation of Sanitation Rate and Operational Changes

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:
Police and Fire

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:
Administration/Finance

Administration
Dustin Scott,
Administrator

Summary and Recommendation:

The Sanitation Study made recommendations for changing collection to safer practices. Updating the current ordinance to only allow city issued and approved containers for collection will disallow small containers that have to be manipulated and emptied by hand. All approved containers will be serviceable by the sanitation vehicles.

Based on recommendations from the Sanitation Study and feedback through the survey and public input meeting, the "follow truck" will be replaced with a scheduled bulky collection model. A larger 96-gallon cart will also be an option. Options for rates and fees will be presented for commission direction.

Combining Friday and Wednesday residential collection routes will reduce staff input time. This allows for double collection days to be avoided by shifting collection a day. Recycling collection will then be able to follow garbage collection during holiday weeks. Friday is a larger commercial collection day and staff will be re allocated to collection, cart and equipment delivery and maintenance. With changes to sizes of offered carts, we expect this to increase even more needing dedicated time for cart size swaps.

The sanitation study consultant identified front end load collection trucks to be a long-term improvement on safety and efficiency of commercial and multi-family housing collection. They also laid out a strategy to work in the trucks with an initial trial program including two front load trucks and dumpsters. The sanitation departments 10-year equipment plan has been adjusted to convert the fleet to front load commercial dumpster collection.

After a public survey and a public input meeting, staff has put together some changes to the department collection policies rate schedules.

We identified 3 options of rate changes and 2 options for operation changes, to present to the Commission. (See accompanying documents)

Rate Option 2 combined with bulky item Option 2, is the staff preferred, options to proceed with.

Financial Analysis:

These rate options will allow the Sanitation Department to be self-funding by the year 2026. At the end to the proposed 5-year rate schedule we would have a reserve balance between $1.9 million and $2.3 million.

Process/Timeline:

December 18th, Present options to the Commission for Approval.
January 1, 2024 rate increase would go into effect if approved.
July 1, 2024 all Operational Changes would go into effect.

CITY OF WEST FARGO

PROPOSED SANITATION CHANGES: FACT SHEET

WHY ARE RATES INCREASING?

The City of West Fargo's Sanitation Division will raise rates for the first time since 2019. This rate increase is due to a variety of factors including:

- Cost of disposal
- Cost of equipment
- Cost of materials
- Cost of contracts

DISPOSAL EQUIPMENT MATERIALS & CONTRACTS

HOW DOES THIS BREAK DOWN?

COST OF DISPOSAL

- Landfill tipping fees have increase from $43/ton in 2019 to $51/ton in 2023.

COST OF EQUIPMENT

- Garbage trucks have increased in cost due to limited availability and steel price increases.
- Similar model trucks purchased today are approximately $60,000 more than just three years ago.

COST OF MATERIALS

- Due to price increases in steel, fuel, and other materials; prices for dumpsters, equipment parts, and supplies have also increased.

COST OF CONTRACTS

- The City's recycling contract has had 3% year increases for services.

CITY OF WEST FARGO

PROPOSED SANITATION CHANGES: FACT SHEET

WHY ARE RATES DIFFERENT THAN SANITATION STUDY RESULTS?

1. The Sanitation Study created a “test year” for 2024 beginning in May 2023. Since that time, the City has passed the 2024 budget - the differences have been considered in the proposed rate schedules.
2. Based on the Sanitation Study recommendations, the Sanitation Department has added front-load conversion of the commercial fleet to the 10-year equipment replacement plan.
   a. This has adjusted the proposed rate schedule.
3. Additional changes to multi-family housing garbage rates have also been added into the proposed rate schedules.

PROGRAM CHANGES HIGHLIGHTS

GARBAGE AND RECYCLING SCHEDULE

- Moving Friday residential garbage and recycling collection to Wednesday.

FOLLOW TRUCK

- Follow truck for extra or bulky material collection will be discontinued and replaced:
  - Billing for second garbage bins
  - Offering a 96-gallon garbage bin
  - Scheduling large, bulky item collection

COMMERCIAL COLLECTION

- Front-end loaders will be added into the commercial collection fleet.

DIVISION UPDATES

- Updating rates and fees to match current prices.
- Changing Sanitation Division to Public Works Department of Solid Waste.

CITY OF WEST FARGO

PROPOSED SANITATION CHANGES: FACT SHEET

HOW WILL RESIDENTIAL COLLECTION CHANGES BE IMPLEMENTED?

1. All changes will be preceded by six months of education, outreach and notices to residents.
2. A budget amendment will be presented for additional funds to create and send information to residents.
3. All social media pages and the website will be updated with new information.

All bulky item pricing will be approved by the City of West Fargo Commission.

PROGRAM CHANGE IMPLEMENTATION

BULKY COLLECTION PROGRAM

- Replace “follow truck” with a scheduling system either through an online portal or over the phone.
  - Starting with 40-50 collections each day that will not need to be scheduled on garbage day.
- Roll-off and dumpster rentals available for large debris piles.

- Bulky items will include:
  - Couches
  - End tables
  - Computer desks
  - Snow blowers
  - Appliances
  - Beds
  - Book cases
  - Lawnmowers
  - Barbeque grills
  - Kitchen table
- Bulky items will not include:
  - All building materials
  - Carpet
  - Boxes
  - Sheet rock
  - Kitchen cabinets
  - Concrete
  - Windows
  - Fences
  - Siding
  - Electronics
  - Brick
  - Dirt
  - Tires
  - Shingles

CITY OF WEST FARGO

PROPOSED SANITATION CHANGES: FACT SHEET

WHAT CHANGES WILL TAKE PLACE TO FRONT-END LOADERS FOR COMMERCIAL COLLECTION?

Front load trucks only require one operator, prevent additional injury risk to staff, and can reduce enclosure footprint which retains valuable space for commercial businesses.

PROGRAM CHANGE IMPLEMENTATION

FRONT-END LOADERS FOR COMMERCIAL COLLECTION

- In 2025, two front-end load trucks will be ordered with "Johnny Jaws" attachments.
  - Two trucks ordered to service one route with a spare truck available if one becomes out of service.
  - "Johnny Jaws" allow a front-end load truck to service rear load dumpsters up to four yard containers.
    - This will allow the front-end load truck fleet to start work without a larger investment into front-end load dumpsters all at one time.
  - $75,000 will be used to purchase front-end load dumpsters to convert some larger dumpsters to front-end loaders.
  - In 2026, one rear load truck was previously scheduled to be replaced. It will be replaced with a front-end load truck and "Johnny Jaws" attachment with $85,000 for front-end load dumpsters.
  - Moving forward rear load trucks will be replaced with a front-end load truck and use $100,000 for containers.
  - The commercial fleet will be entirely converted to front-end load trucks in 2031.

West Fargo Sanitation Rate Option One						
	2023	**2024**	**2025**	**2026**	**2027**	**2028**
Percentage increase	-	*20%*	*12%*	*10%*	*8%*	*5%*
Residential rate 64-gallon	*$17.50*	**$21**	**$23.52**	**$25.87**	**$27.94**	**$29.34**
Increase per month		$3.50	$2.52	$2.35	$2.07	$1.40
Increase per year		$42	$30.24	$28.22	$24.84	$16.77
Residential rate 96-gallon		**$23**	**$25.52**	**$27.87**	**$29.94**	**$31.34**
Increase per month		$5.50	$2.52	$2.35	$2.07	$1.40
Increase per year		$66	$30.24	$28.22	$24.84	$16.77
Second 64-gallon can/month		**$6**	**$6**	**$6**	**$6**	**$6**
Second 96-gallon can/month		**$9**	**$9**	**$9**	**$9**	**$9**
Multi-family flat rate	$13.70	**$15.75**	**$17.64**	**$19.40**	**$20.96**	**$22**
Increase per month		$2.05	$1.89	$1.76	$1.55	$1.05
Increase per year		$24.60	$22.68	$21.17	$18.63	$12.57
Commercial rate increase		3%	3.5%	3%	3.5%	3%
Roll-off rate increase		3%	3%	3%	3%	3%

Option One	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Revenue	4,846,500	5,800,074	6,660,866	7,309,544	7,890,832	8,314,215
Budget	5,630,188	6,658,227	6,900,000	7,107,000	7,320,210	7,539,816
Reserves	1,667,413	809,260	570,127	772,671	1,343,293	2,117,692
Surplus/loss		(858,153)	(239,134)	202,544	570,622	774,399
Multi-family rate		15.75	17.64	19.40	20.96	22.00
Base charge	$17.50	$21	$23.52	$25.87	$27.94	**$29.34**
Difference/month		$3.50	$2.52	$2.35	$2.07	$1.40

West Fargo Sanitation Rate Option Two						
	2023	**2024**	**2025**	**2026**	**2027**	**2028**
Percentage increase	-	*20%*	*13%*	*11%*	*8%*	*5%*
Residential rate 64-gallon	*$17.50*	**$21**	**$23.73**	**$26.34**	**$28.45**	**$29.87**
Increase per month		$3.50	$2.73	$2.61	$2.11	$1.42
Increase per year		$42	$32.76	$31.32	$25.29	$17.07
Residential rate 96-gallon		**$23**	**$25.73**	**$28.34**	**$30.45**	**$31.87**
Increase per month		$5.50	$2.73	$2.61	$2.11	$1.42
Increase per year		$66	$32.76	$31.32	$25.29	$17.07
Second 64-gallon can/month		**$6**	**$6**	**$6**	**$6**	**$6**
Second 96-gallon can/month		**$9**	**$9**	**$9**	**$9**	**$9**
Multi-family flat rate	$13.70	**$15.75**	**$17.80**	**$19.76**	**$21.34**	**$22.40**
Increase per month		$2.05	$2.05	$1.96	$1.58	$1.07
Increase per year		$24.60	$24.57	$23.49	$18.97	$12.80
Commercial rate increase		3%	3.5%	3%	3.5%	3%
Roll-off rate increase		3%	3%	3%	3%	3%

Option Two	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Revenue	4,846,500	5,800,074	6,692,616	7,381,054	7,968,833	8,396,938
Budget	5,630,188	6,658,227	6,900,000	7,107,000	7,320,210	7,539,816
Reserves	1,667,413	809,260	601,876	875,930	1,524,553	2,381,675
Surplus/loss		(858,153)	(207,384)	274,054	648,623	857,122
Multi-family rate		15.75	17.80	19.76	21.34	22.40
Base charge	$17.50	$21	$23.73	$26.34	$28.45	$29.87
Difference/month		$3.50	$2.73	$2.61	$2.11	$1.42

West Fargo Sanitation Rate Option Three						
	2023	**2024**	**2025**	**2026**	**2027**	**2028**
Percentage increase	-	*17%*	*15%*	*12%*	*5%*	*3%*
Residential rate 64-gallon	*$17.50*	**$20.48**	**$23.55**	**$26.37**	**$27.69**	**$28.52**
Increase per month		$2.98	$3.07	$2.83	$1.32	$0.83
Increase per year		$35.70	$36.86	$33.91	$15.82	$9.97
Residential rate 96-gallon		**$22.48**	**$25.55**	**$28.37**	**$29.69**	**$30.52**
Increase per month		$4.98	$3.07	$2.83	$1.32	$0.83
Increase per year		$59.70	$36.86	$33.91	$15.82	$9.97
Second 64-gallon can/month		**$6**	**$6**	**$6**	**$6**	**$6**
Second 96-gallon can/month		**$9**	**$9**	**$9**	**$9**	**$9**
Multi-family flat rate	$13.70	**$15.36**	**$17.66**	**$19.78**	**$20.77**	**$21.39**
Increase per month		$1.66	$2.30	$2.12	$0.99	$0.62
Increase per year		$19.88	$27.64	$25.43	$11.87	$7.48
Commercial rate increase		3%	3.5%	3%	3.5%	3%
Roll-off rate increase		3%	3%	3%	3%	3%

Option Three	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Revenue	4,846,500	5,721,488	6,664,835	7,385,864	7,852,065	8,186,833
Budget	5,630,188	6,658,227	6,900,000	7,107,000	7,320,210	7,539,816
Reserves	1,667,413	730,674	495,509	774,373	1,306,228	1,953,245
Surplus/loss		(936,739)	(235,165)	278,864	531,855	647,017
Multi-family rate		15.36	17.66	19.78	20.77	21.39
Base charge	$17.50	$20.48	$23.55	$26.37	$27.69	$28.52
Difference/month		$2.98	$3.07	$2.83	$1.32	$0.83

Bulky Item Options 1	
Minimum charge up to three items	$30
Appliances non-Freon/metal	$25
Appliances with Freon	$60
Brush collection	$10

Bulky Item Options 2	
Per item charge	$10
Mattress or box spring	$20
Appliances non-Freon/metal	$25
Appliances with Freon	$60
Brush collection	No Charge

Services	
Compactor	$250
Roll-off	$160
Six-yard rental	$60
Transfer Station commercial minimum	$10
Bin/dumpster exchange	$30

“Consent” or “Regular” Agenda Item?
[Regular]

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: December 4, 2023
Subject: NDDOT Flexible Transportation Fund
Action: Approve Applications, Approve Letters of Support

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:
Police and Fire

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:
Administration/Finance

City Administrator
Dustin T. Scott

Assistant City Administrator
Vacant

New Information and Recommendation:
The 68th North Dakota Legislature (2023) created a Flexible Transportation Fund for the NDDOT to distribute additional state dollars to local jurisdictions. The intent of the fund is to further defray local costs on federal and locally funded transportation projects built by local jurisdictions. This is a statewide competitive grant program which will have more applications than funding available. The NDDOT has sole responsibility for awarding project grants and funding amounts based on a scoring rubric.

Engineering will apply for two projects under this program to help lower local cost share. The projects are:

- 9th Street NE from Main Ave to 12th Ave NE (2025 Construction)
- 23rd Ave E and 6th Street E Roundabout (2025 Construction)

The following documents are attached for review/consideration:

- Sample Letter of Support

Staff Recommendation: *Approve Grant Applications, Authorize Commission President to Sign Letters of Support*

Policy Analysis:
Engineering will continue to apply for grant programs to defray local costs for infrastructure projects as they are implemented.

Financial Analysis:
Any funding received from this program will be used to replace city funds towards the construction of the projects listed. Project applications are due December 31, 2023 and award notices are anticipated Winter/Spring 2024.

Previously Presented Information and Commission Actions:

None

Bernie Dardis, Commission President
Phone: (701) 515-5054
Email: bernie.dardis@westfargond.gov

CITY OF WEST FARGO
A CITY ON THE GROW

December 4, 2023

North Dakota Department of Transportation
Local Government Division
608 East Boulevard Avenue
Bismarck, ND 58505-0700

To Whom It May Concern,

I write to express my support for the awarding of a Flexible Transportation Fund Grant to the City of West Fargo's 9th Street NE Corridor Reconstruction Project.

This project will urbanize an industrial corridor of our City, making it safer for drivers and pedestrians. Many businesses in the corridor rely on the City's infrastructure for operations, these include Amazon, Marvin, and Midland Garage Door among others. Providing streets, pedestrian facilities, and utilities that allow safe and efficient access is critical.

The urbanization will add turning lanes to help commercial traffic navigate the area; sidewalks and bike paths will provide safe navigation for area residents and commercial employees. Additional street lighting and utility upgrades, as well as improvements to the railroad crossing will make this corridor a more walkable and functional section of the City of West Fargo.

This corridor sits on Main Avenue, which brings motorists directly through West Fargo from Interstate 94. Urbanization and improvement to the corridor will make exiting the Interstate safer and improve connectivity from the Interstate to the commercial area this project area sits within.

We appreciate your consideration of this application. Please contact my office or City Staff with any additional questions.

Sincerely,

Bernie Dardis

Commission President, City of West Fargo

Bernie Dardis, Commission President
Phone: (701) 515-5054
Email: bernie.dardis@westfargond.gov

CITY OF WEST FARGO
A CITY ON THE GROW

December 4, 2023

North Dakota Department of Transportation
Local Government Division
608 East Boulevard Avenue
Bismarck, ND 58505-0700

To Whom It May Concern,

I write to express my support for the awarding of a Flexible Transportation Fund Grant to the City of West Fargo's Roundabout Project at 23rd Avenue E and 6th Street E.

This proposed roundabout will sit in one of West Fargo's busiest commercial districts, improving traffic capacity for residents, visitors and commercial traffic visiting businesses such as Costco, Duluth Trading Company, along with other retail, restaurants, and hotels.

As we continue to develop this area and anticipate additional commercial and residential growth surrounding this intersection, safety and traffic flow are critical to handle an increase in motorists in the area. This project will allow for smooth navigation for the hundreds of vehicles navigating this intersection each day. It will also provide increased safety for pedestrians, making the area more walkable and vibrant for those who live and work there.

West Fargo is eager to see the full development of this area of our community, ensuring that those who make it the permanent for their business or residence have the necessary infrastructure to contribute to their success.

We appreciate your consideration of this application. Please contact my office or City Staff with any additional questions.

Sincerely,

Commission President, City of West Fargo

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

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: December 4, 2023
Subject: Project 6058 – Multiuse Path, Eaglewood Park to the Lights on Sheyenne
Action: Accept Bid and Award Contract

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:
Police and Fire

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:
Administration/Finance

City Administrator
Dustin T. Scott

Assistant City Administrator
Vacant

New Information and Recommendation:
The NDDOT conducted a virtual bid opening on November 17, 2023. There was a total of 4 bidders, with Ti-Zack Concrete Inc as the low bidder. The low bid was $396,186.83, below Engineer's Estimate. Staff recommends awarding the contract to Ti-Zack Concrete Inc.

The following documents are attached for review/consideration:
- NDDOT Notice of Bids
- NDDOT Apparent Low Bid Document
- Resolution Accepting Bid

Staff Recommendation: *Accept Bid and Award Contract to Ti-Zack Concrete.*

Background and Project Summary:
The project seeks to create a new bike/pedestrian facility that will connect Eaglewood Park to The Lights on Sheyenne. This Project has received a federal Transportation Alternative (TA) grant from the NDDOT.

Policy Analysis:
Project has been awarded a Transportation Alternative (TA) grant. These projects were developed in conjunction with Planning Department and was awarded grant funding from the NDDOT via MetroCOG. Project will be designed, bid and administered by the Engineering department.

Financial Analysis:
The estimated cost was $440,000 total project cost. With grant funding, the city's estimated cost share is $76,000 for construction.

Previously Presented Information and Commission Actions:

August 21, 2023
- Staff Recommendation: Approve Plans and Specifications and Authorize Advertisement for Bids.
- Commission Action: Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

April 3, 2023
- Staff Recommendation: Create Project No. 6058, Approve Engineer's Report; and Direct Engineer to prepare Plans and Specifications.
- Commission Action: Commissioner Simmons moved and Commissioner Olson seconded to approve. No opposition, motion carried.

NORTH Dakota | Transportation
Be Legendary.™

November 20, 2023

Daniel R Hanson
City of West Fargo
800 4th Ave East, Suite #1
West Fargo, ND 58078

PROJECT: TAU-8-992(044), PCN 23247 -5TH ST W, S OF 29TH AVE W THEN N & W TO JCT OF 28TH AVE W & 7TH ST W – WEST FARGO

Dear Mr. Hanson:

Bids for Multi-Use Path the construction on the above noted project were taken at our bid opening of November 17, 2023. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for was submitted by Ti-Zack Concrete Inc of Le Center, MN in the amount of $396,186.83. According to the agreement with the City of West Fargo, the City's share for **TAU-8-992(044)** is estimated to be $75,552.83. Federal Funds obligated for these projects shall not exceed 80.93 percent of the total eligible project. The balance of the project cost is the obligation of the City.

The Department will review the low bidder's proposal to assure that the Disadvantaged Business Enterprise Program requirements have been met. Upon review of the contractor's Disadvantaged Business Enterprise Program, the Department will advise you via email whether this project may be awarded. The City must award the contract before the Department will concur in the award; therefore, the City must notify the Department in writing as soon as possible after the award is made. Contracts cannot be executed prior to the date of the Department's concurrence.

Questions should be addressed to the Construction Services Division at 701-328-2566.

Sincerely,

Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

Proposal: 23247--2023111723247 (Published)
Counties: CASS

MULTIUSE PATH

Bidder ID	Bidder Name	Address	Published	Bid Amount	Comment	DBE	Alt or Opt	Bid Limitation	Total Discount
8281	TI-ZACK CONCRETE INC	39352 221ST AVE LE CENTER MN 56057-4131	Yes	$396,186.83		0.00%			
9048	ENGINEERS ESTIMATE	607 E BOULEVARD AVE BISMARCK ND 58505-0606	Yes	$398,857.00		0.00%			
140	NORTHERN IMPROVEMENT COMPANY	PO BOX 2846 FARGO ND 58108-2846	Yes	$422,018.30		0.00%			
7715	KEY CONTRACTING INC	245 7TH AVE NE WEST FARGO ND 58078-1002	Yes	$495,053.00		0.00%			
119	OPP CONSTRUCTION LLC	PO BOX 13530 GRAND FORKS ND 58208-3530	Yes	$753,963.75		0.00%			

(5 apparent bids)

Copyright © 2023 Bid Express®

Commissioner __________ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Project No. 6058 – Multi-Use Path – Eaglewood Park to The Lights of the City of West Fargo, North Dakota; and

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

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

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

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of Ti-Zack Concrete, in the amount of $396,186.83, is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the sum of $500.00, a certified or cashier's check in the amount of $50.00 and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code.

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Project No. 6058;

That the contract for the construction of said improvement for which advertisement for bids is made, be and the same is hereby awarded to the said Ti-Zack Concrete, in the amount of $396,186.83, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: December 4, 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.

"

"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:
Police and Fire

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:
Administration/Finance

City Administrator
Dustin T. Scott

Assistant City Administrator
Vacant

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: December 4, 2023
Subject: Project No. 9020 – Main Avenue Slide Repair
Action: Review Bid and Concur with NDDOT

New Information and Recommendation:

NDDOT conducted a virtual bid opening on November 17, 2023. There was a total of 2 bidders, with Industrial Builders Inc having the lowest bid of $1,269,445.95. The bid was 20% over the Engineer's Final Design Estimate. Staff reviewed the bid results and recommend concurring with the NDDOT to accept bid and award contract to Industrial Builders Inc.

The following documents are attached for review/consideration:

- NDDOT Request for Concurrence
- Bid Abstract

Staff Recommendation: Concur with NDDOT and award contract to Industrial Builders Inc.

Financial Analysis:

Per the existing agreement, the City of West Fargo will pay for 10% of the project costs. The City share is estimated to be $139,639.06 that is intended to be paid via Capital Improvement Sales Tax. The NDDOT's original estimate of preliminary costs was $5,001,000 so the current cost estimate is considerably less than what was originally presented by the NDDOT's consultant.

Previously Presented Information and Commission Actions:

March 20, 2023-

- **Staff Recommendation:** Concur with Alternative B Design as presented in the scope of Work in the draft CATEX Report.
- **Commission Action:** Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

January 3, 2022-

- **Staff Recommendation:** Approve Preliminary Engineering Reimbursement Agreement with NDDOT.
- **Commission Action:** Commissioner Gjerdevig moved and Commissioner Olson seconded to approve. No opposition, motion carried.

North Dakota | Transportation
Be Legendary.™

November 20, 2023

Daniel Hanson
City Engineer
City of West Fargo
800 4th Ave East, Suite #1
West Fargo, ND 58078

PROJECTS: NHU-8-010(047)934, PCN 23288 – US 10B, MAIN AVE NEAR SHEYENNE ST-WEST FARGO

Bids for the construction on the above noted project were taken at our bid opening of November 17, 2023. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for Slide Repair, Sidewalk & Curb Ramp, PCC Pavement, Storm Sewer, and Grading was submitted by Industrial Builders Inc of Fargo, ND in the amount of $1,269,445.95. According to the agreement with the City of West Fargo, the City's share of project **NHU-8-010(047)934** is estimated to be $139,639.06. See contract detail estimates for cost breakdown and limits.

Before we can award to the low bidder, we need the City of West Fargo to **concur**, in writing, in the estimated amount before November 27, 2023, if possible.

Questions should be addressed to the Construction Services Division at 701-328-2566.

Sincerely,

Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

CONTRACT DETAIL ESTIMATE UPON WHICH PROJECT AGREEMENT IS TO BE BASED

North Dakota **FEDERAL AID**

Bid Opening Date: **11/17/2023**

Project Number: **NHU-8-010(047)934**

PCN: **23288**

Job Number: **23288**

English/Metric: **ENGLISH**

Contract with **INDUSTRIAL BUILDERS INC FARGO, ND**

Signed Date:

County(s): **CASS**

Location: **US 10B, MAIN AVE NEAR SHEYENNE ST - WEST FARGO**

CONTRACT DETAIL ESTIMATE UPON WHICH PROJECT AGREEMENT IS TO BE BASED

North Dakota **FEDERAL AID** Bid Opening Date: **11/17/2023**

Project Number: **NHU-8-010(047)934** PCN: **23288**

Job Number: **23288** English/Metric: **ENGLISH**

Roadway: **URBAN**

US 10B, LRS_ID U10W000B343.224_01 RP 934.569 (2.3083) TO RP 934.678 (2.4165)

Type: **SLIDE REPAIR, SIDEWALK & CURB RAMP, PCC PAVEMENT, STORM SEWER, & GRADING**

Participating: **Y**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
103	0100	CONTRACT BOND	1.000	L SUM	$7,500.00	$7,500.00
201	0330	CLEARING & GRUBBING	1.000	L SUM	$10,000.00	$10,000.00
201	0370	REMOVAL OF TREES 10IN	14.000	EA	$300.00	$4,200.00
201	0380	REMOVAL OF TREES 18IN	5.000	EA	$1,500.00	$7,500.00
201	0390	REMOVAL OF TREES 30IN	1.000	EA	$1,800.00	$1,800.00
202	0021	REMOVE AGGREGATE BASE & SURFACING	192.000	TON	$10.00	$1,920.00
202	0136	REMOVAL OF PAVEMENT	231.000	TON	$50.00	$11,550.00
202	0174	REMOVAL OF PIPE ALL TYPES AND SIZES	68.000	LF	$100.00	$6,800.00
203	0101	COMMON EXCAVATION-TYPE A	40.000	CY	$60.00	$2,400.00
203	0109	TOPSOIL	528.000	CY	$14.00	$7,392.00
203	0119	TOPSOIL-IMPORTED	3.000	CY	$95.00	$285.00
251	0100	SEEDING CLASS I	0.700	ACRE	$4,000.00	$2,800.00
251	2000	TEMPORARY COVER CROP	0.700	ACRE	$420.00	$294.00
253	0101	STRAW MULCH	0.700	ACRE	$1,500.00	$1,050.00
253	0201	HYDRAULIC MULCH	0.700	ACRE	$3,800.00	$2,660.00
255	0102	ECB TYPE 2	30.000	SY	$9.00	$270.00
261	0112	FIBER ROLLS 12IN	1,370.000	LF	$5.00	$6,850.00
261	0113	REMOVE FIBER ROLLS 12IN	690.000	LF	$0.30	$207.00
262	0100	FLOTATION SILT CURTAIN	50.000	LF	$40.00	$2,000.00
262	0101	REMOVE FLOTATION SILT CURTAIN	50.000	LF	$6.00	$300.00
302	0101	SALVAGED BASE COURSE	145.000	CY	$75.00	$10,875.00
430	0500	COMMERCIAL GRADE HOT MIX ASPHALT	112.000	TON	$210.00	$23,520.00
550	0310	10IN NON REINF CONCRETE PVMT CL AE-DOWELED	83.000	SY	$320.00	$26,560.00
622	2034	STEEL ENCASED CONC PILING 12IN X .250	5,200.000	LF	$138.00	$717,600.00
626	0100	COFFERDAM	1.000	EA	$5,000.00	$5,000.00
702	0100	MOBILIZATION	1.000	L SUM	$130,000.00	$130,000.00
704	0100	FLAGGING	500.000	MHR	$64.00	$32,000.00
704	1000	TRAFFIC CONTROL SIGNS	988.000	UNIT	$1.05	$1,037.40
704	1052	TYPE III BARRICADE	8.000	EA	$53.00	$424.00
704	1060	DELINEATOR DRUMS	42.000	EA	$21.00	$882.00
704	1067	TUBULAR MARKERS	36.000	EA	$5.25	$189.00
704	1087	SEQUENCING ARROW PANEL-TYPE C	1.000	EA	$1,050.00	$1,050.00
706	0500	AGGREGATE LABORATORY	1.000	EA	$2,500.00	$2,500.00
708	1540	INLET PROTECTION-SPECIAL	2.000	EA	$210.00	$420.00
708	1541	REMOVE INLET PROTECTION-SPECIAL	2.000	EA	$20.00	$40.00
709	0151	GEOSYNTHETIC MATERIAL TYPE R1	105.000	SY	$12.00	$1,260.00
714	4117	PIPE CONDUIT 36IN-STORM DRAIN	71.000	LF	$1,600.00	$113,600.00
748	0140	CURB & GUTTER-TYPE I	112.000	LF	$111.00	$12,432.00
748	0520	CURB-TYPE I	28.000	LF	$85.00	$2,380.00
750	0030	PIGMENTED IMPRINTED CONCRETE	44.000	SY	$310.00	$13,640.00
750	0115	SIDEWALK CONCRETE 4IN	164.000	SY	$135.00	$22,140.00
750	2115	DETECTABLE WARNING PANELS	16.000	SF	$70.00	$1,120.00
754	0592	RESET SIGN PANEL	4.000	EA	$82.00	$328.00
754	0593	RESET SIGN SUPPORT	3.000	EA	$190.00	$570.00
770	0020	CONCRETE FOUNDATION-HIGHWAY LIGHTING	1.000	EA	$20,000.00	$20,000.00

CONTRACT DETAIL ESTIMATE UPON WHICH PROJECT AGREEMENT IS TO BE BASED

North Dakota **FEDERAL AID** Bid Opening Date: **11/17/2023**

Project Number: **NHU-8-010(047)934** PCN: **23288**

Job Number: **23288** English/Metric: **ENGLISH**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
770	**0505**	**UNDERGROUND CONDUCTOR NO6-TYPE RHW**	**1,051.000**	**LF**	**$3.15**	**$3,310.65**
770	**0605**	**UNDERGROUND CONDUCTOR NO6-TYPE THW**	**546.000**	**LF**	**$3.15**	**$1,719.90**
770	**4540**	**RELOCATE LIGHT STANDARD**	**1.000**	**EA**	**$2,100.00**	**$2,100.00**
770	**4582**	**REMOVE CONCRETE FOUNDATION**	**1.000**	**EA**	**$3,000.00**	**$3,000.00**
930	**4202**	**INSTRUMENTATION-INCLINOMETER 70MM**	**162.000**	**LF**	**$185.00**	**$29,970.00**
970	**1000**	**TREES**	**20.000**	**EA**	**$600.00**	**$12,000.00**
				Subtotal		**$1,269,445.95**
				Eng and Contg		**$126,944.60**
				Total		**$1,396,390.55**

Length **0.1090 Miles**

		Construction
Estimated Cost		**$1,396,390.55**
NHU FEDERAL FUNDS	**80.93%**	**$1,130,098.87**
NHU STATE FUNDS	**9.07%**	**$126,652.62**
NHU CITY FUNDS	**10.00%**	**$139,639.06**

Type: **SPECIAL ITEMS**

Item Description					Amount
PRELIMINARY ENGINEERING					**$1,200,000.00**
	Funding Splits:	**NHU FEDERAL FUNDS**	**80.93%**	**$971,160.00**	
		NHU STATE FUNDS	**19.07%**	**$228,840.00**	
ESTIMATED COST OF RIGHT OF WAY					**$500,000.00**
	Funding Splits:	**NHU FEDERAL FUNDS**	**80.93%**	**$404,650.00**	
		NHU STATE FUNDS	**19.07%**	**$95,350.00**	

Summary for Project

Length **0.1090 Miles** **CASS** **0.1090 Miles**

Estimated Total Construction Cost: **$1,269,445.95**

Estimated Total Eng and Contg: **$126,944.60**

	Construction	Special Items	Total
Estimated Cost	**$1,396,390.55**	**$1,700,000.00**	**$3,096,390.55**
NHU FEDERAL FUNDS	**$1,130,098.87**	**$1,375,810.00**	**$2,505,908.87**
NHU STATE FUNDS	**$126,652.62**	**$324,190.00**	**$450,842.62**
NHU CITY FUNDS	**$139,639.06**	**$0.00**	**$139,639.06**

ND DEPARTMENT OF TRANSPORTATION

SHEET NO 1 OF 2

ABSTRACT OF BIDS RECEIVED

PROJECT NO. NHU-8-010(047)934

NO. 23288

COUNTY & DATE CASS (017) NOV 17, 2023 09:30AM

LENGTH & TYPE 0.109

US 10B, MAIN NEAR SHEYENNE ST - W FARGO

COMPLETION TIME 08/16/24 SLIDE REPAIR, SIDEWALK & CURB RAMP, PC

				BIDDER ENGINEERS ESTIMATE		BIDDER INDUSTRIAL BUILDERS INC, FARGO, ND		BIDDER KEY CONTRACTING INC, WEST FARGO, ND	
				C.C. CHECK	RANK 00	C.C. BOND	RANK 01	C.C. BOND	RANK 02
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1.000	9500.000	9500.00	7500.000	7500.00	4000.000	4000.00
201	CLEARING & GRUBBING	L SUM	1.000	5000.000	5000.00	10000.000	10000.00	5000.000	5000.00
201	REMOVAL OF TREES 10IN	EA	14.000	900.000	12600.00	300.000	4200.00	1500.000	21000.00
201	REMOVAL OF TREES 18IN	EA	5.000	1200.000	6000.00	1500.000	7500.00	1800.000	9000.00
201	REMOVAL OF TREES 30IN	EA	1.000	1500.000	1500.00	1800.000	1800.00	2000.000	2000.00
202	REMOVE AGGREGATE BASE & SURFACING	TON	192.000	12.000	2304.00	10.000	1920.00	40.000	7680.00
202	REMOVAL OF PAVEMENT	TON	231.000	18.000	4158.00	50.000	11550.00	88.000	20328.00
202	REMOVAL OF PIPE ALL TYPES AND SIZES	LF	68.000	40.000	2720.00	100.000	6800.00	100.000	6800.00
203	COMMON EXCAVATION-TYPE A	CY	40.000	35.000	1400.00	60.000	2400.00	65.000	2600.00
203	TOPSOIL	CY	528.000	10.000	5280.00	14.000	7392.00	55.000	29040.00
203	TOPSOIL-IMPORTED	CY	3.000	250.000	750.00	95.000	285.00	100.000	300.00
251	SEEDING CLASS I	ACRE	.700	5000.000	3500.00	4000.000	2800.00	5000.000	3500.00
251	TEMPORARY COVER CROP	ACRE	.700	450.000	315.00	420.000	294.00	2000.000	1400.00
253	STRAW MULCH	ACRE	.700	750.000	525.00	1500.000	1050.00	1500.000	1050.00
253	HYDRAULIC MULCH	ACRE	.700	5000.000	3500.00	3800.000	2660.00	3000.000	2100.00
255	ECB TYPE 2	SY	30.000	7.000	210.00	9.000	270.00	8.500	255.00
261	FIBER ROLLS 12IN	LF	1370.000	2.500	3425.00	5.000	6850.00	3.000	4110.00
261	REMOVE FIBER ROLLS 12IN	LF	690.000	.750	517.50	.300	207.00	2.000	1380.00
262	FLOTATION SILT CURTAIN	LF	50.000	20.000	1000.00	40.000	2000.00	110.000	5500.00
262	REMOVE FLOTATION SILT CURTAIN	LF	50.000	3.000	150.00	6.000	300.00	45.000	2250.00
302	SALVAGED BASE COURSE	CY	145.000	60.000	8700.00	75.000	10875.00	60.000	8700.00
430	COMMERCIAL GRADE HOT MIX ASPHALT	TON	112.000	250.000	28000.00	210.000	23520.00	400.000	44800.00
550	10IN NON REINF CONCRETE PVMT CL AE-DOWELED	SY	83.000	250.000	20750.00	320.000	26560.00	260.000	21580.00
622	STEEL ENCASED CONC PILING 12IN X .250	LF	5200.000	125.000	650000.00	138.000	717600.00	325.000	1690000.00
626	COFFERDAM	EA	1.000	10000.000	10000.00	5000.000	5000.00	9000.000	9000.00
702	MOBILIZATION	L SUM	1.000	95500.000	95500.00	130000.000	130000.00	165000.000	165000.00
704	FLAGGING	MHR	500.000	55.000	27500.00	64.000	32000.00	40.000	20000.00
704	TRAFFIC CONTROL SIGNS	UNIT	988.000	2.000	1976.00	1.050	1037.40	3.500	3458.00
704	TYPE III BARRICADE	EA	8.000	100.000	800.00	53.000	424.00	90.000	720.00
704	DELINEATOR DRUMS	EA	42.000	30.000	1260.00	21.000	882.00	18.000	756.00
704	TUBULAR MARKERS	EA	36.000	10.000	360.00	5.250	189.00	6.000	216.00
704	SEQUENCING ARROW PANEL-TYPE C	EA	1.000	1000.000	1000.00	1050.000	1050.00	880.000	880.00
706	AGGREGATE LABORATORY	EA	1.000	12500.000	12500.00	2500.000	2500.00	5000.000	5000.00
708	INLET PROTECTION-SPECIAL	EA	2.000	350.000	700.00	210.000	420.00	250.000	500.00
708	REMOVE INLET PROTECTION-SPECIAL	EA	2.000	60.000	120.00	20.000	40.00	60.000	120.00
709	GEOSYNTHETIC MATERIAL TYPE R1	SY	105.000	5.000	525.00	12.000	1260.00	9.000	945.00
714	PIPE CONDUIT 36IN-STORM DRAIN	LF	71.000	500.000	35500.00	1600.000	113600.00	350.000	24850.00
748	CURB & GUTTER-TYPE I	LF	112.000	75.000	8400.00	111.000	12432.00	150.000	16800.00
748	CURB-TYPE I	LF	28.000	65.000	1820.00	85.000	2380.00	150.000	4200.00
750	PIGMENTED IMPRINTED CONCRETE	SY	44.000	300.000	13200.00	310.000	13640.00	320.000	14080.00
750	SIDEWALK CONCRETE 4IN	SY	164.000	110.000	18040.00	135.000	22140.00	128.000	20992.00
750	DETECTABLE WARNING PANELS	SF	16.000	75.000	1200.00	70.000	1120.00	75.000	1200.00
754	RESET SIGN PANEL	EA	4.000	75.000	300.00	82.000	328.00	100.000	400.00
754	RESET SIGN SUPPORT	EA	3.000	225.000	675.00	190.000	570.00	390.000	1170.00
770	CONCRETE FOUNDATION-HIGHWAY LIGHTING	EA	1.000	1500.000	1500.00	20000.000	20000.00	20000.000	20000.00
770	UNDERGROUND CONDUCTOR NO6-TYPE RHW	LF	1051.000	3.000	3153.00	3.150	3310.65	4.000	4204.00
770	UNDERGROUND CONDUCTOR NO6-TYPE THW	LF	546.000	2.250	1228.50	3.150	1719.90	4.000	2184.00

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION
Deputy Director For Engineering:

AWARD TO: INDUSTRIAL BUILDERS INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

28

DATE OF AWARD

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

ND DEPARTMENT OF TRANSPORTATION

SHEET NO 2 OF 2

ABSTRACT OF BIDS RECEIVED

PROJECT NO. NHU-8-010(047)934

NO. 23288

COUNTY & DATE CASS (017) NOV 17, 2023 09:30AM

LENGTH & TYPE 0.109

US 10B, MAIN NEAR SHEYENNE ST - W FARGO

COMPLETION TIME 08/16/24 SLIDE REPAIR, SIDEWALK & CURB RAMP, PC

	BIDDER	BIDDER	BIDDER
Name	ENGINEERS ESTIMATE	INDUSTRIAL BUILDERS INC	KEY CONTRACTING INC
Location		FARGO, ND	WEST FARGO, ND
C.C. / Rank	C.C. CHECK RANK 00	C.C. BOND RANK 01	C.C. BOND RANK 02

SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
770	RELOCATE LIGHT STANDARD	EA	1.000	2000.000	2000.00	2100.000	2100.00	2500.000	2500.00
770	REMOVE CONCRETE FOUNDATION	EA	1.000	1500.000	1500.00	3000.000	3000.00	2700.000	2700.00
930	INSTRUMENTATION-INCLINOMETER 70MM	LF	162.000	200.000	32400.00	185.000	29970.00	125.000	20250.00
970	TREES	EA	20.000	750.000	15000.00	600.000	12000.00	650.000	13000.00
	TOTAL				1059962.00		1269445.95		2249498.00
						NO LIMIT		NO LIMIT	

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering: 29

AWARD TO: INDUSTRIAL BUILDERS INC

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

DATE OF AWARD ______

DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering

To:	West Fargo City Commission
From:	Dustin T. Scott, City Administrator
Date:	12/4/2023
Subject:	Renew contract for Indigent Defendants in West Fargo ("court appointed attorney")
Action:	Approve contract

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:
Police and Fire

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

Commissioner
Mandy George
Primary Portfolio:
Sanitation
Secondary Portfolio:
Administration/Finance

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

Administration
Dustin Scott,
City Administrator

Emily Hagemeister,
Executive Assistant

Summary and Recommendation:

For several years, the City has contracted with Steven Mottinger for "court appointed attorney" services. The term of the current contract is set to expire in 2023 so we are proposing a renewal to extend his services through 2025. With this renewal, Mr. Mottinger has requested a $250 to $500 increase to his current monthly payment of $5,000.

The contract was reviewed and updated by City Attorney, John Shockley, and his redline version is attached for reference. The Clerk of Court and Judge Barkus have reviewed and provided their feedback. We collectively support the revisions and increasing the monthly fee by $250. This would change the total monthly payment to $5,250 ($63,000 annually).

These services are included in the 2024 budget as a line item under Court. The budgeted amount was kept the same as in 2023, which was $61,200. If the increase in monthly fee is approved, we would need to amend the budget accordingly.

Staff Recommendation:

Approve the contract and amend the Court's budget for this line item from $61,200 to $63,000.

2024-2025

CONTRACT FOR INDIGENT DEFENDANTS IN WEST FARGO, NORTH DAKOTA

This contract (the "Agreement") is made between the undersigned attorney licensed to practice law in the State of North Dakota, hereinafter referred to as ATTORNEY, and the City of West Fargo, North Dakota, through its authorized representatives, hereinafter referred to as CITY.

I. SERVICES COVERED. The ATTORNEY shall provide legal services for eligible indigent persons at all stages of the proceedings pursuant to Canon 6 of the Code of Professional Responsibility.

II. REPRESENTATION. The ATTORNEY shall represent indigent clients when, by Order of the Court, they are required to have representation and are eligible to be provided appointed counsel in the following categories of cases:

1. Criminal cases prosecuted in West Fargo Municipal Court ("Court"), including Class B misdemeanors and infractions.
2. Appeals to and/or cases removed to the District Court for Cass County.
3. Retrial.
4. Uniform post-conviction proceedings.
5. Extraordinary proceedings such as habeas corpus, mandamus.
6. Orders to Show Cause hearings.
7. Restitution hearings.
8. Contempt hearings.
9. All other proceedings ~~which~~ that may arise in ~~West Fargo Municipal~~ Court, in which the Court deems that an indigent person requires the service of the public defender.

III. INDIGENT PERSONS. An indigent person includes any person charged with the commission of a misdemeanor or any person required by law to be provided representation for the protection of his or her right in any case listed in Section I above; and is one found by the Court or any of its authorized officers eligible for court appointed counsel.

IV. INITIAL APPOINTMENT. After receiving notice of appointment, the ATTORNEY shall interview the client within twenty-four hours following the close of the next business day from the time of the appointment, if the client is currently incarcerated; otherwise, within five (5) business days of the appointment. For appointments made during the weekend or holiday, the ATTORNEY shall interview the client the next ~~working~~ business day.

V. CONFLICT OF INTEREST. If at any time after an appointment has been made and the ATTORNEY discovers he or she must withdraw from the case pursuant to the North Dakota Professional Code of Responsibility, the ATTORNEY shall notify the ~~J~~judge of the ~~C~~court in which the matter is pending. The ATTORNEY shall follow the general provisions under Rule 11.2 North Dakota Rules of Court when withdrawing from a case.

VI. ~~CONTRACT~~AGREEMENT PERIOD. The duration of this ~~contract~~Agreement shall be from ~~the date hereof~~January 1, 2024, through December 31, 2025. All necessary counsel services listed in Section I above for cases or proceedings for which appointments are made to the ATTORNEY on or before December 31, 2025, shall be completed without further compensation as part of this ~~contract~~Agreement. Additionally, the ~~City~~ CITY shall have the right to annually renew this ~~a~~Agreement for the succeeding calendar year upon written notice to ATTORNEY at least thirty (30) days prior to its expiration.

VII. PAYMENT FOR SERVICES. The ATTORNEY shall be paid the sum of Five Thousand Two Hundred Fifty Dollars ($~~5,000.00~~5,250) per calendar month for the period ~~from the date hereof~~beginning on January 1, 2024, through December 31, 2025, payable in equal monthly installments at the end of the month in which the services are rendered. The City Auditor shall establish payment procedures. Similar payments will be made if this agreement is renewed for additional annual terms as provided above.

VIII. COSTS AND EXPENSES. The ATTORNEY shall pay for all costs, fees, and expenses incurred in providing contract services, except for the following expenses, which shall be paid by the ~~City~~CITY.

1. Witness fees.
2. Sheriffs fees.
3. Upon approval of the ~~J~~judge of ~~City~~ the Court, expenditures for the following services may be reimbursed: Extraordinary expenses.

Prior approval of the trial judge is required for all expenses exceeding $50.00 in total, in any one case.

The ATTORNEY will provide office space and supplies, clerical services, and support personnel. The ATTORNEY will provide all necessary books, equipment, furniture, malpractice insurance, photocopying expenses, and other necessities of the profession. In addition, absent extraordinary circumstances and pre-approval by the Court, the ATTORNEY, at his or her expense, will provide a backup/substitute attorney to appear in his or her stead at regularly scheduled hearings before the Court. Regularly scheduled hearings include, but are not limited to, the two Wednesdays per month as set by the Court for trials and change of plea hearings.

IX. RECORD KEEPING AND REPORTING. The ATTORNEY shall maintain individual case records showing services provided on each appointment for a period of three (3) years.

X. INDEPENDENT CONTRACTOR. The ATTORNEY is an independent contractor and shall not for any reason whatever be considered the agent of or an employee of ~~West Fargo~~the CITY. ATTORNEY and CITY acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for service. The CITY is not required to pay, or make any contributions to, any social security, local, state, or federal tax, unemployment compensation, workers' compensation, insurance premium, profit-sharing, pension, or any other employee benefit for ATTORNEY during the term or any extensions hereto. ATTORNEY is responsible for paying, and complying with reporting requirements for, all local, state, and federal taxes related to payments made to ATTORNEY under this Agreement.

XI. SUPERVISING AUTHORITY. The ~~J~~judge of ~~West Fargo Municipal~~the Court shall be the supervising authority of this ~~contract~~Agreement on behalf of the ~~City~~CITY.

XII. INDEMNIFICATION. The ATTORNEY agrees to indemnify, defend, and hold harmless the ~~City~~ CITY for malpractice claims made by persons represented by the ATTORNEY pursuant to this ~~contract~~Agreement. This indemnification, defense, and hold harmless provision shall survive the termination of this Agreement and terminate six (6) years after the final date of any representation of a person represented by the ATTORNEY pursuant to this Agreement

XIII. INSURANCE. The ATTORNEY shall carry professional liability insurance in the amount of at least $~~50~~100,000.00 for any liability arising out of services provided pursuant to this ~~contract~~Agreement.

XIV. TERMINATION. For good cause, the ATTORNEY or the CITY may terminate this ~~contract~~Agreement upon ~~30~~ sixty (60) days written notice to the other party. If so terminated, ATTORNEY shall continue work on cases assigned to ATTORNEY that are open as of the termination date, until those cases are concluded and in accordance with Section VI.

XV. NOTICE. All notices, requests, demands, or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the parties at the following addresses:

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

If to ATTORNEY:
Johnson, Mottinger, Greenwood Law Firm
Attn: Steven D. Mottinger
15 9th St. S
Fargo, ND 58103.

A Party may confirm in a prior written and signed writing to change or waive its notice address. Any notice given under this Agreement shall be deemed properly delivered (a) immediately upon being served personally, (b) five (5) calendar days after being deposited with the postal service if served by registered mail, or (c) the following day after being deposited with an overnight courier.

XVI. MISCELLANEOUS PROVISIONS.

1. Assignment. ATTORNEY will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the CITY.

2. Merger. This Agreement constitutes the entire agreement between the parties. All negotiations and previous agreements or conditions concerning the subject matter of this Agreement are merged into this Agreement. This Agreement contains no representation, warranty, or collateral condition except as expressly provided for in this Agreement.

3. Severability. In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

4. Remedies and Waiver. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the Parties thereto under and pursuant to this Agreement. The waiver by either Party of a breach, default, delay, or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

5. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of North Dakota.

6. Amendment. Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

~~1.~~7. Counterparts; Electronic Signatures. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument. This Agreement shall not be effective until a counterpart has been signed by each Party to be bound by it. The parties agree that an electronic signature to this Agreement shall be as valid as an original signature of the CITY and ATTORNEY and shall be effective to bind the signatories to this Agreement. For purposes hereof: (i) "electronic signature" means a manually signed original signature that is then transmitted by electronic means or an electronic acknowledgment which provides the signatory the ability to validate and affix a digital signature that is then transmitted by electronic means; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf"), via DocuSign, or other replicating image attached to an electronic mail or internet message.

[Signatures contained on the following page.]

ATTORNEY:

Steven D. Mottinger, Attorney | Date

CITY:

Honorable Bernie L. Dardis, Mayor | Date
City of West Fargo

Dustin Scott, City Administrator | Date
City of West Fargo