

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approve Order of Agenda
- E. Approval of Minutes -- April 1, 2024
- F. Building Permits

Consent Agenda - Approve the Following:

- a. Bills
- b. Project No. 6061 – 2024 ADA Ramps
 - Approve Plans and Specifications and Direct Advertisement for Bids
- c. Project No. 9040 – Lighting Standard Improvements - HSP to LED – Citywide
 - Approve Plans and Specifications and Direct Advertisement for Bids
- d. Right-of-Way Permitting
 - Authorize Engineering to lift Right-of-Way season shutdown and Approve draft letter to be sent to registered contractors
- e. Reappointment of Eric Dodds to Planning & Zoning Commission
- f. Games of Chance for Benefit for Donna Sinner. Games to be conducted: Raffle on May 18, 2024 at Town Hall Bar at 103 Main Ave W, West Fargo, ND
- g. Gaming Site Authorization for Arthur Jones VFW Post 7564
- h. Gaming Site Authorization for Grafton Curlers
- i. Gaming Site Authorization for the North Dakota American Association for the Disabled, Inc.
- j. Gaming Site Authorization for West Fargo Rural Fire Department
- k. Gaming Site Authorization for Metro Sports Foundation
- l. Quarter I Salaries by Department

Regular Agenda

- 1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](https://www.westfargond.gov/city-commission-meeting-public-comment)
- 2. Approval of Second Reading of A24-4 Zoning Ordinance Amendment regarding Off-Street Parking -- Aaron Nelson, Planning Director
- 3. Approval of Second Reading of A24-5 Ordinance Amendments regarding Pool Fencing -- Aaron Nelson, Planning Director

4. Approval of Renaissance Zone Application for Straight Six Diesel -- Casey Sanders-Berglund,
Economic Development Manager
5. Approve Purchase of Budgeted Wheel Loader -- Matt Andvik, Public Works Director
6. Award Contract to Construct City Fueling Station -- Matt Andvik, Public Works Director
7. Project No. 1349 – Sanitary Lift Station Rehabilitation (SA 11, 30, 31 and 36)
-- Jerry Wallace, Assistant City Engineer
 - Accept Bid and Award Contract
8. Electric Franchise Agreement Amendment -- John Shockley, City Attorney
9. Recommendation from JPA regarding Lights II -- Dustin Scott, City Administrator
[Joint Powers Agreement.pdf \(westfargond.gov\)](#)
[P3 Development RFP_202404121623414094.pdf \(westfargond.gov\)](#)
10. Agreement with Nexus -- Dustin Scott, City Administrator
11. City Administrator's Report -- Dustin Scott, City Administrator
12. Correspondence
13. Non-Agenda Items
14. Adjourn

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, April 1, 2024.

B. Promotional Ceremony for Commander Cruff

Police Chief Nielsen swore in Commander Derek Cruff for his official promotion. The West Fargo Police Department Presented the Colors and the Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – present; Commissioner Mark Simmons – present via Zoom; Commissioner Bernie Dardis – present; Commissioner Brad Olson – present; Commissioner Roben Anderson – present; All Commissioners were present, there was no Commissioner absent from the meeting.

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 carried.

E. Approval of Minutes -- March 18, 2024

Commissioner Simmons moved and Commissioner Olson seconded to approve the minutes of March 18, 2024. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No . Commissioners present voted nay, the motion was declared carried.

F. Building Permits

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

Consent Agenda - Approve the Following:

- a. **Bills**
- b. **Improvement District No. 1345 – The Wilds 21st Addition – Phase 2 – Park Improvements. Adopt Resolution Approving Contractor and Contractor's Bond and Authorize Notice to Proceed**
- c. **Improvement District No. 1345 – Sandhills 6th Addition. Approve Plans and Specifications and Direct Advertisement for Bids**
- d. **Project No. 2282 – Concrete Pavement Repair. Adopt Resolution Approving Contractor and Contractor's Bond and Authorize Notice to Proceed**
- e. **Games of Chance for David Diedrich Leukemia Fund Inc. Games to be conducted: Raffle on July 31, 2024 at Precision at 1935 4th Ave NW, West Fargo, ND**
- f. **Games of Chance for Packer Backers (West Fargo Post Prom/Post Grad). Games to be conducted: Raffle on April 26, 2024 at Silver Dollar at 221 Sheyenne St, 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

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Sarah Herlihy and Michael Schommer spoke during this time.

2. Public Hearing – A22-6 Zoning Ordinance Amendment regarding Campgrounds – Aaron Nelson, Planning Director

• Approval of Second Reading of Ordinance

Commissioner Simmons moved and Commissioner Olson seconded to approve the A22-6 Campground Ordinance. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

3. Public Hearing – A24-4 Zoning Ordinance Amendment regarding Off-Street Parking -

Aaron Nelson, Planning Director

• Approval of First Reading of Ordinance

Commissioner Olson moved and Commissioner George seconded to approve the A24-4 Off-Street Parking Ordinance. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

4. Public Hearing – A24-5 Ordinance Amendments regarding Pool Fencing -

Aaron Nelson, Planning Director

• Approval of First Reading of Ordinance

Commissioner Simmons moved and Commissioner Olson seconded to approve the A24-5 Pool Fencing Ordinance. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

5. A24-6 Backyard Chicken Ordinance - Aaron Nelson, Planning Director

• Approval of Second Reading of Ordinance

Commissioner George moved and Commissioner Anderson seconded to approve the A24-6 Backyard Chicken Ordinance. Commissioners George, Dardis and Anderson voted aye. Commissioner Simmons and Olson voted nay, the motion carried on a 3:2 vote.

6. West Fargo Police Department Annual Report – Pete Neilsen, Police Chief

No action was taken, this was information only.

7. Request Additional School Resource Officer for 2024-2025 – Pete Neilsen, Police Chief

Commissioner Simmons moved and Commissioner George seconded to approve the request for an additional School Resources Officer starting in School Year 2024-2025. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

8. Project No. 1348 – Sanitary Sewer Rehabilitation (Core Area Allies and Rear Yards) –

Dan Hanson, City Engineer

• Accept Bid and Award Contract

Commissioner Anderson moved and Commissioner Olson seconded to Accept the Bid Award the Contract for the Sanitary Sewer Rehabilitation to CC Steel, LLC. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

9. Improvement District No. 6059 – 2024 Sidewalk Improvements –

Dan Hanson, City Engineer

• Accept Bid and Award Contract

Commissioner Olson moved and Commissioner George seconded to Accept the Bid and Award the Contract for 2024 Sidewalk Improvements to Roers Construction. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

10. 2024 ADA Ramps – Dan Hanson, City Engineer

• Create Project No. 6061, Approve Engineer's Report, and Direct Engineer to prepare Plans and Specifications.

Commissioner George moved and Commissioner Simmons seconded to create Project No. 6061, Approve Engineer's Report, and Direct Engineer to prepare Plans and Specifications.

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

11. City Administrator's Report – Dustin Scott, City Administrator

- Move to WEX Building On Schedule for June 2024
- PD Expansion Project Underway. A working group has been formed to meet with RLE.
- Mr. Scott will contact Eide Bailly for a draft proposal to begin the 2023 Audit.

12. Correspondence

There was no correspondence.

13. Non-Agenda Items

There were no non-agenda items.

14. Adjourn

Commissioner Simmons moved and Commissioner Olson seconded to adjourn. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the meeting was adjourned at 6:48 pm.

Bernie Dardis, Commission President

Dustin T. Scott, City Administrator

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
4/15/2024**

	AS OF 4/11/2024			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	2		\$ 630,000.00	3		\$ 1,380,000.00
RESIDENTIAL DWELLING	29	29	\$ 10,045,115.00	38	38	\$ 16,257,345.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC	1		\$ 2,503,019.00	1		\$ 2,503,019.00
CHURCH						
ACCESSORY	5		\$ 43,700.00	21		\$ 938,730.00
FOUNDATION ONLY				1		\$ 350,000.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	6		\$ 2,412,544.00	21		\$ 10,499,544.00
RESIDENTIAL	8		\$ 222,194.00	45		\$ 1,570,263.00
PUBLIC	1		\$ 1,151,500.00	1		\$ 1,151,500.00
CHURCH						
ACCESSORY						
<u>BUILDING OTHER</u>						
DEMOLITION				1		\$ 1,000.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	52	29	\$ 17,008,072.00	132	38	\$ 34,663,056.00

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240140	Morton Buildings	323 15 ST NW	IA Properties	\$ 230,000.00	Commercial - Lease Space Warehouse
240166	Vision Construction, LLC	2760 4 AVE NW	City Vision Properties	\$ 20,000.00	Remodel - Commercial - Office fitup
240189	Diversified Contractors Inc	304 11 ST W	West Fargo School District	\$ 1,151,500.00	Remodel - Public - Central Kitchen Addition
240197	Plecity Kowalski Construction, Inc.	1246 MARLYS DR W	PLECITY KOWALSKI CONSTRUCTION	\$ 275,000.00	Residential Dwelling
240200	Delta Design & Construction, Inc.	817 12 AVE W	AMY & ANTHONY GEFFRE	\$ 17,500.00	Remodel - Residential - Roof Repair
240182	Jordahl Custom Homes, Inc.	1260 JILL DR W	WESTPORT INVESTMENTS LLC	\$ 2,200.00	Accessory - Deck
240227	Thomsen Homes, LLC	1154 55 AVE W	THOMSEN HOMES, LLC	\$ 298,765.00	Residential Dwelling
240218	Smart Building Construction, LLC	5867 ELLIS DR W	WESTPORT INVESTMENTS LLC	\$ 275,000.00	Residential Dwelling
240223	Smart Building Construction, LLC	5846 JAMES DR W	WESTPORT INVESTMENTS LLC	\$ 275,000.00	Residential Dwelling
240228	Kochmann Brothers Homes, Inc.	2314 RIVERS BEND DR E	JOSEPH & DEBRA KRAFT	\$ 70,000.00	Remodel - Residential - Lower Level Finish
240181	Olaf Anderson Construction, Inc.	1624 2 AVE NW	DOHMEN GROUP, LLC	\$ 1,252,544.00	Remodel - Commercial - Addition to Existing Building
240226	CBE, LLC	360 32 AVE W	SHEYENNE 32 WEST, LLC 97.9%	\$ 720,000.00	Remodel - Commercial - Fit Up
240229	Thomsen Homes, LLC	1136 55 AVE W	THOMSEN HOMES, LLC	\$ 252,600.00	Residential Dwelling
240233	Dabbert Custom Homes, LLC	1001 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240234	Dabbert Custom Homes, LLC	1013 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240235	Dabbert Custom Homes, LLC	1037 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240236	Dabbert Custom Homes, LLC	1049 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240237	Dabbert Custom Homes, LLC	1008 61 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240238	Dabbert Custom Homes, LLC	1020 61 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240239	Dabbert Custom Homes, LLC	1032 61 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240240	Dabbert Custom Homes, LLC	1056 61 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling
240241	Dabbert Custom Homes, LLC	1007 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 369,900.00	Residential Dwelling

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/29/24 to 04/12/24

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117228	3639	3X GEAR LLC	1,520.00						
1	18160	04/03/24 T-shirt and short inventory	1,520.00			2060 415200	422		101000
		Total for Vendor:	1,520.00						
117269	2646	4IMPRINT INC	496.21						
1	12372134	04/04/24 jr stickers	248.11			1000 421000	375		101000
2	12372134	04/04/24 cops #12 jr stickers	248.10			1000 421000	375	12	101000
		Total for Vendor:	496.21						
117331	2954	A-OX WELDING SUPPLY CO INC	55.06						
1	1361221	03/20/24 AMP DRAG CUTTING	55.06			1000 455000	432		101000
		Total for Vendor:	55.06						
117282	4550	ABC LOCK & KEY INC	301.00						
1	E2361	04/09/24 REKEY IT ROOM	121.00			2970 480000	653		101000
2	E2360	04/08/24 LIGHTS RAMP ELEC ROOM	180.00			2320 452110	420		101000
		Total for Vendor:	301.00						
117139	111748S	289 ACME TOOLS	242.92						
1	12565856	03/25/24 ORINGS	26.25			1000 455000	427		101000
2	12541628	03/19/24 MAX 1/2 IN MID RANGE	216.67			6020 450000	432		101000
117285	289	ACME TOOLS	63.53						
1	12595844	04/02/24 CHAIN LOOP	63.53			2210 428000	432		101000
117458	289	ACME TOOLS	2,502.72						
1	12467951	02/29/24 Reserve E-71 M18 Rocket Dual	168.89			2060 415200	610		101000
2	12541573	03/19/24 Protective cover welder	54.99			2060 415200	432		101000
3	12550199	03/21/24 Reserve E-71 7-tool combo	1,149.00			2060 415200	610		101000
4	12561066	03/25/24 Diamond blade to cut counter	60.67			2060 415200	432		101000
5	1567853	03/26/24 Reserve E-71 redgithium 2 pk	199.00			2060 415200	610		101000
6	12597659	04/02/24 Engine 75 Chainsaw repair	365.99			2060 415200	420		101000
7	12618358	04/08/24 D Sapp Tool Laser DeWalt	479.00			2060 415200	641		101000
8	12618358	04/08/24 Station Supplies	25.18			2060 415200	500		101000
		Total for Vendor:	2,809.17						

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/29/24 to 04/12/24

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117239		2399 ADVANCED AUTO BODY & GLASS	3,565.66						
1	67210	02/01/24 #1216 ins repairs	3,565.66			1000 421000	322		101000
		Total for Vendor:	3,565.66						
117124	111749S	5243 ALFREDO ARCE	25.00						
1	03/29/24	LICENSE RENEWAL REIMBURSEMENT	25.00			1000 430000	340		101000
		Total for Vendor:	25.00						
117132	111750S	2947 ALLSTATE PETERBILT OF FARGO	31.89						
1	4004413155	03/28/24 4021 WASHER PUMP	31.89			6010 450200	427		101000
117435		2947 ALLSTATE PETERBILT OF FARGO	1,323.58						
1	4003159287	03/21/24 4101 WHEEL SEAL/HEATER REL	1,323.58			6010 450200	427		101000
		Total for Vendor:	1,355.47						
117229		4103 ALTERATIONS BY L	110.00						
1	8258	12/06/23 Honor Guard-Class A Stripes	110.00			2060 415200	422		101000
		Total for Vendor:	110.00						
117214		3490 AMAZON CAPITAL SERVICES	39.99						
1	8941831	03/28/24 Office Supplies	39.99			1000 418000	410		101000
		US POSTAL SERVICE							
		Total for Vendor:	39.99						
117169	-99213E	5229 AMB INVESTMENTS, LLC	47,700.00						
		New City Hall							
1	04/01/24	April Lease - WEX Building	47,700.00			1001 415000	389		101000
		Total for Vendor:	47,700.00						
117327		317 AMERICAN WELDING & GAS, INC.	227.17						
1	99996779	03/28/24 NOZZLE	227.17			6010 450200	914		101000
		Total for Vendor:	227.17						

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117220	3383	ANDREW WRUCKE	50.00						
		ND Asphalt Conference - Bismarck 4/2/2024 - 4/3/2024							
1	04/04/24	Travel reimb	50.00			1000 414200	340		101000
		Total for Vendor:	50.00						
117482	5167	ANDY SANDBECK	2,332.68						
		Child Care Facility Grant							
1	April 2024 04/12/24	Child Care Facility Grant	2,332.68			2960 411900	416		101000
		Total for Vendor:	2,332.68						
117230	5263	ARIKA MORGAN	32.00						
1	2024 04/03/24	Reimburse for Para Recert	32.00			2060 415200	340		101000
		Total for Vendor:	32.00						
117201	-99206E	4672 ASURE PAYROLL TAX MANAGEMENT	219,525.24						
		04/05/24 payroll							
1	04/05/24	Social Security	104,141.92			1000 212501			101000
2	04/05/24	Medicare	24,355.78			1000 212502			101000
3	04/05/24	Federal Income Tax	82,540.54			1000 212503			101000
4	04/05/24	ND State Tax	3,925.00			1000 212504			101000
5	04/05/24	MN State Tax	4,562.00			1000 212505			101000
		Total for Vendor:	219,525.24						
117304	2931	AUTO VALUE PARTS STORES	46.26						
1	99266185 04/02/24	FILTER	3.26			1000 430000	427		101000
2	99266184 04/02/24	FILTERS	9.78			1000 421000	427		101000
3	99266187 04/02/24	HALOGEN BULB	29.96			1000 421000	427		101000
4	99266186 04/02/24	FILTER	3.26			1000 455000	427		101000
117373	2931	AUTO VALUE PARTS STORES	135.73						
1	99267578 04/09/24	FILTERS	3.26			6025 450000	427		101000
2	99267576 04/09/24	HD AIR FARM	9.95			1000 430000	427		101000
3	99267575 04/09/24	FILTERS	6.52			1000 421000	427		101000
4	99267577 04/09/24	FILTERS	3.26			1000 455000	427		101000
5	99267581 04/09/24	7708 HD AIR CONSTRUCTION	60.82			4387 480000	427		101000

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6	99266591	04/03/24 PLUG	51.92			1000 455000	433		101000
117387		2931 AUTO VALUE PARTS STORES	309.96						
1	99266790	04/04/24 DEGREASER - ST	154.98			1000 430000	433		101000
2	99266790	04/04/24 DEGREASER - SA	154.98			6010 450200	433		101000
117396		2931 AUTO VALUE PARTS STORES	127.69						
1	99266003	04/01/24 5303 TRANNY KOOLER	27.98			1000 430001	427		101000
2	99266022	04/01/24 5303 TRANSFER MV	23.98			1000 430001	424		101000
3	99266398	04/03/24 5303 GASKET SET	55.99			1000 430001	424		101000
4	99266685	04/04/24 7708 HYDR CONST/FILTER	19.74			4387 480000	427		101000
		Total for Vendor:	619.64						
117444		3149 BEE SEEN GEAR	224.96						
1	63920	04/11/24 A Puhr-New Hire	182.98			2060 415200	422		101000
2	63920	04/11/24 T Wagner Shirt	41.98			2060 415200	422		101000
		Total for Vendor:	224.96						
117334		1127 BIRSCHBACH EQUIPMENT & SUPPLY	10.00						
1	074100	04/01/24 CALIBRATION ADAPTER	10.00			6025 450000	639		101000
117360		1127 BIRSCHBACH EQUIPMENT & SUPPLY	149.10						
1	074485	04/03/24 WHIRLI BIT	149.10			1000 430000	432		101000
		Total for Vendor:	159.10						
117384		4043 BIGDOG AUTOGLASS	200.00						
1	3671036	04/09/24 RENTAL GRADER DOOR GLASS	200.00			1000 430000	322		101000
		Total for Vendor:	200.00						
117168	-99214E	3552 BLUE CROSS BLUE	317,042.55						
April	2024	Premium - Med/Dental/Vision							
1	0321166755	03/21/24 April 2024 Premium	317,042.55			1000 212539			101000
		Total for Vendor:	317,042.55						

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117369		3512 BOUND TREE MEDICAL, LLC	2,830.68						
1	85282358	03/15/24 Medical Bag	246.29			2060 415200	500		101000
2	85289142	03/22/24 Medical Supplies	1,709.32			2060 415200	500		101000
3	85290858	03/25/24 Medical Supplies	98.58			2060 415200	500		101000
4	85294070	03/27/24 Medical Supplies	40.84			2060 415200	500		101000
5	85294071	03/27/24 Medical Supplies	53.54			2060 415200	500		101000
6	85294072	03/27/24 Medical Supplies	358.63			2060 415200	500		101000
7	85299142	04/01/24 Medical Supplies	323.48			2060 415200	500		101000
		Total for Vendor:	2,830.68						
117310		73 BRAUN INTERTEC	18,434.00						
		SA40 Lift Station WF Project Number 1342-SA40/Sanitary Station Rehabilitation							
		Sandhills 6th addition Dist 1345							
1	B381569	04/10/24 Project 1342	1,411.00			4002 480000	724		101000
2	B381280	04/05/24 Project 1345 - Sandhills 6th	17,023.00			4009 480000	724		101000
		Total for Vendor:	18,434.00						
117276		3892 BURGGRAF'S ACE FARGO WEST #17458	12.98						
1	3315	04/01/24 SHIMS/DUCT TAPE	12.98			6025 450000	420		101000
		Total for Vendor:	12.98						
117445		3905 BURIAN & ASSOCIATES LLC	9.98						
1	3312	04/01/24 FD Repair on E-75	9.98			2060 415200	500		101000
		Total for Vendor:	9.98						
117222		351 BUSINESS ESSENTIALS	275.63						
1	1291188-1	04/04/24 Office Supplies - Court	275.63			1000 412000	410		101000
117259		351 BUSINESS ESSENTIALS	253.63						
1	WO1290897	04/02/24 office supplies	253.63			1000 421000	410		101000
117347		351 BUSINESS ESSENTIALS	23.75						
1	WO-1291188	04/09/24 weekly/monthly planner	23.75			1000 412000	410		101000

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117401		351 BUSINESS ESSENTIALS	193.73						
1	WO12916761	04/08/24 CPY PAPER/FILE FOLDERS/BAT	168.74			7000 411600	410		101000
2	WO12917401	04/09/24 PAPER TOWELS	24.99			7000 411600	410		101000
117406		351 BUSINESS ESSENTIALS	88.87						
1	1291934-1	04/10/24 Office Supplies - Court	88.87			1000 412000	410		101000
117407		351 BUSINESS ESSENTIALS	25.00						
1	78216-1	04/08/24 A Puhr Business Cards	25.00			2060 415200	410		101000
		Total for Vendor:	860.61						
117283		39 BUTLER MACHINERY	63,885.00						
1	SS0006271	03/28/24 #7711 2024 MK CONSTRUCT DIS	63,885.00			4387 480000	870		101000
117298		39 BUTLER MACHINERY	1,391.57						
1	PS0635219	03/30/24 RENTAL GRADER DOOR	904.53			1000 430000	427		101000
2	PS0634545	03/20/24 #3000 COUPLING/SEAL	421.86			1000 430000	427		101000
3	PS0634546	03/20/24 #3000 FILTER	247.50			1000 430000	427		101000
4	CS0061325	04/06/24 RENTAL GRADER DOOR - RET	-904.53			1000 430000	427		101000
5	PS0635669	04/06/24 RENTAL GRADER DOOR	722.21			1000 430000	322		101000
		Total for Vendor:	65,276.57						
117211		5333 Carbone's Custom Firearms	2,610.00						
1	000347	03/09/24 3 rifles	2,610.00			1000 421000	987		101000
		Total for Vendor:	2,610.00						
117408		4508 CARE RESOURCE CONNECTION	3,000.00						
1	2502	04/03/24 WFFD 04-01-24 thru 04-30-24	3,000.00			2060 415200	307		101000
		Total for Vendor:	3,000.00						
117323		51 CASS COUNTY ELECTRIC COOP	429.11						
1	428342MAR	04/05/20 Airport 02/29/24 - 03/31/24	429.11			7050 500000	420		101000

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117481		51 CASS COUNTY ELECTRIC COOP	2,325.53						
	Wex building								
1	1190696	ac 04/10/24 service from 2/29 thru 3/3	2,325.53			1000 415000	427		101000
		Total for Vendor:	2,754.64						
117249		1355 CASS COUNTY GOVERNMENT	10,330.08						
1	003579	08/23/23 AUGUST VECTOR CHARGES	10,330.08			2200 427500	395		101000
117280		1355 CASS COUNTY GOVERNMENT	9,415.20						
1	9536	04/05/24 march 2024 jail housing	9,350.00			1000 421000	398		101000
2	9535	04/05/24 march 2024 jail medical	65.20			1000 421000	398		101000
		Total for Vendor:	19,745.28						
117165	111762S	2909 CC STEEL LLC	251,549.55						
1	Pay App 2	03/13/24 Project 1342	251,549.55			4002 480000	670		101000
		Total for Vendor:	251,549.55						
117345		2875 CENTRAL LANDSCAPE SUPPLY INC	2,601.20						
1	323465	04/03/24 TREGATORS/PROTECTORS	2,601.20			2210 428000	358		101000
		Total for Vendor:	2,601.20						
117235		56 CENTRE, INC.	1,320.00						
1	03/31/24	mar 2024 detox	1,320.00			1000 421000	398		101000
		Total for Vendor:	1,320.00						
117402		1808 CHERRY LAKE PUBLISHING	756.29						
1	258807	04/01/24 BOOKS	756.29			7000 411600	662		101000
		Total for Vendor:	756.29						
117248		111 CITY OF FARGO	38,600.30						
1	454607	01/30/24 DIGITAL IMAGERY	5,054.43			1000 414000	428		101000
2	455916	02/14/24 JAN 2024, 831 RIDES	14,085.45			1000 415000	376		101000
3	455916	02/14/24 JAN 2024, RT'S 20 & 24	19,460.42			1000 415000	376		101000

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117338		111 CITY OF FARGO	23,752.54						
1	457693	03/20/24 LANDFILL FEES	23,752.54			6010 450200	355		101000
117339		111 CITY OF FARGO	560.00						
1	458025	03/27/24 WATER TESTING	560.00			6020 450000	335		101000
117341		111 CITY OF FARGO	21,512.73						
1	458024	03/27/24 LANDFILL FEES	21,512.73			6010 450200	355		101000
Total for Vendor:			84,425.57						
117359		2880 CITY OF FARGO	464,012.45						
1	04/05/24	1 32 AVE S	105,667.50			6020 450000	345		101000
2	04/05/24	1 GSR	45,628.65			6020 450000	345		101000
3	04/05/24	2220 57TH ST N	171,276.00			6025 450000	347		101000
4	04/05/24	5635 14TH AVE N	21.05			6020 450000	345		101000
5	04/05/24	1 MAIN AVE	141,419.25			6020 450000	345		101000
Total for Vendor:			464,012.45						
117367		111 CITY OF FARGO	7,407.96						
1	458482	04/10/24 SWAT captial ROOK	7,407.96			2525 421000	375		101000
117439		111 CITY OF FARGO	19,619.01						
1	458438	04/03/24 LANDFILL FEES	19,619.01			6010 450200	355		101000
Total for Vendor:			27,026.97						
117185		3021 CIVICPLUS LLC	4,404.49						
01/20/2024-01/19/2025									
1	281359	04/01/24 Municode license renewal	4,404.49			1000 416200	497		101000
Total for Vendor:			4,404.49						
117238		5223 CLARION	8,519.23						
1	9674	03/22/24 WF Subdivision & Zoning	8,519.23			1000 418000	418		101000

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117321		5223 CLARION	8,519.23						
1	9687 04/09/24	WF Subdivision & Zoning Text A	8,519.23			1000 418000	418		101000
		Total for Vendor:	17,038.46						
117149	111768S	1904 CODE 4 SERVICES, INC	58.80						
1	9431 03/26/24	#1175 cradlepoint install	58.80			1000 421000	610		101000
117157	111768S	1904 CODE 4 SERVICES, INC	152.10						
1	9346 03/29/24	#1211 1212 1213 splitter	152.10			1000 421000	610		101000
		Total for Vendor:	210.90						
117271		2482 CODY BEILKE	234.00						
1	04/08/24	clothing reimbursement	234.00			1000 421000	422		101000
		Total for Vendor:	234.00						
117142	111770S	133 COLE PAPERS	283.85						
1	10416460 03/20/24	TOWL DISPENSER	7.00			6020 450000	500		101000
2	10414013 03/13/24	PW PAPER PRODUCTS	276.85			6020 450000	500		101000
117336		133 COLE PAPERS	1,335.60						
1	10421539 04/03/24	HAND SOAP	118.21			1000 455000	500		101000
2	10419654 03/28/24	PW PAPER PRODUCTS	600.71			6020 450000	500		101000
3	10421538 04/02/24	PD PAPER PRODUCTS	239.84			1000 455000	500		101000
4	10421541 04/02/24	SA PAPER PRODUCTS	123.42			6010 450200	500		101000
5	10421540 04/02/24	PW PAPER PRODUCTS	253.42			6020 450000	500		101000
		Total for Vendor:	1,619.45						
117411		5293 COLUMN SOFTWARE PBC	142.88						
1	71CF4B85-0 04/03/24	Dist No 1345 - Sandhills 6	142.88			4009 480000	670		101000
		Total for Vendor:	142.88						
117350		229 CONSOLIDATED COMMUNICATIONS	215.93						
1	3481048554 03/06/24	SLIPFITTER ADAPTER	25.75			4796 480000	670		101000
2	3481046414 01/26/24	HID LED EQ 150W	157.50			1000 430002	392		101000
3	3481046717 01/26/24	TEST LEADS	23.98			1000 430002	392		101000
4	9010528950 11/25/23	FINANCE CHARGE	8.70			1000 430002	392		101000

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117427		229 CONSOLIDATED COMMUNICATIONS	121.48						
1	364-9536	04/01/24 FD March Telephone Service	121.48			2060 415200	356		101000
		Total for Vendor:	337.41						
117423		4108 CONSOLIDATED ELECTRICAL	509.30						
1	3481053154	04/10/24 2PORT IN LUG	134.10			6025 450000	826		101000
2	3481053096	04/10/24 WEX FIT-UP	375.20			2970 480000	653		101000
		Total for Vendor:	509.30						
117303		3245 CORE & MAIN	1,160.99						
1	U628741	03/29/24 HYDRANT GREASE	144.42			6020 450000	438		101000
2	U463412	04/03/24 SA40 AIR RELEASE REBUILD KIT	1,016.57			6025 450000	825		101000
117372		3245 CORE & MAIN	462.88						
1	U665884	04/05/24 MUNIBALLS HOSES	462.88			6025 450000	439		101000
117390		3245 CORE & MAIN	720.00						
1	U649870	04/05/24 REMOTE WIRE	720.00			6020 450000	429		101000
117433		3245 CORE & MAIN	43,370.00						
1	U665219	04/08/24 2024 METER ORDER	43,370.00			6020 450000	429		101000
		Total for Vendor:	45,713.87						
117397		47 CORWIN CHRYSLER	29.40						
1	153979	04/03/24 5303 SEAL OIL	7.40			1000 430001	427		101000
2	153883	04/01/24 5303 HEX BOLT	22.00			1000 430001	427		101000
		Total for Vendor:	29.40						
117326		65 CURT'S LOCK & KEY	9.75						
1	168086	04/03/24 DUPLICATE KEY	9.75			6010 450200	433		101000
		Total for Vendor:	9.75						
117429		4921 CUSTOM FLAG COMPANY	1,235.00						
1	98-79304	03/28/24 Honor Guard Flages	1,235.00			2060 415200	641		101000
		Total for Vendor:	1,235.00						

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117241		4457 CWD CASH-WA DISTRIBUTING	235.53						
1	5541009	04/08/24 ice cream police in park	235.53			2529 421000	375	12	101000
		Total for Vendor:	235.53						
117434		5319 DAKOTA CHILDREN'S ADVOCACY	1,365.00						
1	23642	12/31/23 FD August/December 2023 visits	853.12			2060 415200	996		101000
2	23728	03/31/24 FD March 2024 Visits	511.88			2060 415200	996		101000
		Total for Vendor:	1,365.00						
117176	111777S	859 DAKOTA ELECTRIC CONSTRUCTION CO	17,252.78						
1	Pay App 20	02/29/24 WF Fire Dept Project	17,252.78			4795 480000	670		101000
		Total for Vendor:	17,252.78						
117177	111778S	4199 DAKOTA FENCE COMPANY	1,864.80						
1	Pay App 4	02/29/24 WF Fire Dept Project	1,864.80			4795 480000	670		101000
		Total for Vendor:	1,864.80						
117296		1675 DAKOTA FLUID POWER, INC	285.16						
1	7186778	03/29/24 HARDWARE	0.66			6025 450000	825		101000
2	7188049	04/02/24 HARDWARE	228.14			6010 450200	427		101000
3	7186512	03/28/24 HARDWARE	56.36			1000 430000	427		101000
		Total for Vendor:	285.16						
117287		79 DAKOTA HOSE & EQUIP	1,560.64						
1	3197501	04/02/24 VACUUM/POWER CLAMP	1,560.64			6025 450000	432		101000
		Total for Vendor:	1,560.64						
117138	111781S	624 DAKOTA SUPPLY GROUP	3,773.02						
1	103545142	03/12/24 GROUND LIGHTS	3,773.02			1000 430002	391		101000
117349		624 DAKOTA SUPPLY GROUP	54.89						
1	103623250	04/05/24 P&S 2098 TRWRW RCPT GFI	54.89			6025 450000	826		101000

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117428		624 DAKOTA SUPPLY GROUP	1,497.10						
1	103231559	04/04/24 FLOODLIGHTS	1,497.10			4796 480000	670		101000
117450		624 DAKOTA SUPPLY GROUP	37,500.00						
1	103461579	03/29/24 STREET LIGHT POLES	37,500.00			1000 430002	391		101000
		Total for Vendor:	42,825.01						
117440		87 DAKOTA TIRE	89.81						
1	940558	04/08/24 FD Batt 70 Oil Change	36.43			2060 415200	427		101000
2	640549	04/08/24 I-2 Oil Change	53.38			2060 415200	427		101000
		Total for Vendor:	89.81						
117324		2948 DELTA 54 AVIATION LLC	3,600.00						
1	APRIL 04/09/24	Airport Management Fees	3,600.00			7050 500000	307		101000
		Total for Vendor:	3,600.00						
117260		5331 DENIS OTTERNESS	500.00						
1	24-101 04/03/24	background - new officer	500.00			1000 421000	428		101000
		Total for Vendor:	500.00						
117217		3772 DIAMOND HOME SPECIALTIES	780.00						
1	10124 04/04/24	Replace (2) door thresholds	780.00			7050 500000	427		101000
		Total for Vendor:	780.00						
117441		3762 DREAMSEATS LLC	827.00						
1	4765008 04/05/24	Twin Bed Frame/New HQ	827.00			2060 415200	641		101000
		Total for Vendor:	827.00						
117147	111787S	2100 EAGLE RUN CROSSING LLC	1,856.64						
1	1247 03/19/24	LEASE BLADE DIESEL	177.69			1000 430000	424		101000
2	2419 03/22/24	5400 DIESEL	15.80			1000 430001	424		101000
3	9424 03/25/24	LEASE BLADE DIESEL	297.25			1000 430000	424		101000
4	3278 03/25/24	4021 DIESEL	149.57			6010 450200	424		101000
5	3255 03/25/24	4502 DIESEL	312.75			6010 450200	424		101000
6	3519 03/26/24	4021 DIESEL	231.99			6010 450200	424		101000
7	3254 03/25/24	LEASE BLADE DIESEL	286.03			1000 430000	424		101000

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8	3229	03/25/24 5400 DIESEL	21.25			1000 430001	424		101000
9	3475	03/26/24 294 DIESEL	190.65			6020 450000	424		101000
10	3496	03/26/24 5400 DIESEL	12.05			1000 430001	424		101000
11	3513	03/26/24 LEASE BLADE DIESEL	130.52			1000 430000	424		101000
12	3910	03/27/24 5400 DIESEL	12.51			1000 430001	424		101000
13	9540	03/25/24 5400 DIESEL	18.58			1000 430001	424		101000
Total for Vendor:			1,856.64						
117159	111789S	5330 EH WACHS	92,132.27						
1	224711	03/27/24 2403 MAINTENANCE TRAILER	92,132.27			6020 450000	870		101000
Total for Vendor:			92,132.27						
117190		1502 EIDE BAILLY LLP	11,975.00						
1	EI01632348	02/29/24 Fiscal Condition Assessmen	11,975.00			1000 414100	428		101000
Total for Vendor:			11,975.00						
117430		545 ELECTRIC PUMP LLC	2,818.18						
1	0077901	04/08/24 SA47 IMPELLER	2,818.18			6025 450000	825		101000
Total for Vendor:			2,818.18						
117173	111790S	2998 ELLENSON CAULKING LLC	31,500.00						
1	Pay App 5	02/29/24 WF Fire Dept Project	31,500.00			4795 480000	670		101000
Total for Vendor:			31,500.00						
117398		1841 EMERGENCY AUTOMOTIVE	283.35						
1	MP020824	02/12/24 3102 CONTROLLER BUTTONS	283.35			1000 430000	610		101000
Total for Vendor:			283.35						
117151	111791S	3410 ENGRAPHIX	15.75						
1	a4308	03/25/24 retirement plaque plates	15.75			1000 421000	422		101000
117366		3410 ENGRAPHIX	20.40						
1	A4365	04/10/24 employee plates	20.40			1000 421000	422		101000
Total for Vendor:			36.15						

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117414		2089 ENVISIONWARE, INC	630.00						
1	INVUS70641	04/11/24 NEW COPIER CONFIGURATION/C	630.00			7000 411600	497		101000
		Total for Vendor:	630.00						
117442		4638 EQUIPMENT MANAGEMENT COMPANY	1,012.00						
1	63632	03/22/24 Genesis Maintenance 2024	1,012.00			2060 415200	420		101000
		Total for Vendor:	1,012.00						
117382		1851 F/S MANUFACTURING	410.22						
1	154763	04/02/24 3061 DEMAND PUMP	187.05			1000 430000	427		101000
2	154765	04/02/24 3061 DEMAND PUMP RETURN	-130.68			1000 430000	427		101000
3	154755	04/02/24 3061 DEMAND PUMP	317.73			1000 430000	427		101000
4	154897	04/08/24 3061 PRESSURE SWITCH	36.12			1000 430000	427		101000
		Total for Vendor:	410.22						
117379		3344 FACTORY MOTOR PARTS	417.07						
1	371205326	03/29/24 1204 PADS/ROTORS	417.07			1000 421000	427		101000
		Total for Vendor:	417.07						
117459		712 FAMILY HEALTHCARE	20,000.00						
		2024 budget appropriation							
1	2024 Budge	01/01/24 2024 Budget Appropriation	20,000.00			1000 415000	658		101000
		Total for Vendor:	20,000.00						
117395		979 FARGO LINE-X	560.00						
1	29322	04/03/24 3103 LINERS/SEAT COVER	410.00			1000 430000	610		101000
2	29339	04/08/24 5304 FLAPS	150.00			1000 430001	610		101000
117438		979 FARGO LINE-X	3,550.00						
1	29254	03/26/24 2002 SEAT COVERS/STEPS/LINERS	3,550.00			6020 450000	610		101000
		Total for Vendor:	4,110.00						
117265		1979 FARGO MHD WEST FARGO CHAMBER OF	40.00						
1	335973	04/05/24 Travel & Education	40.00			1000 416200	340		101000
		Total for Vendor:	40.00						

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117391		124 FASTENAL	12.73						
1	295550	03/18/24 HARDWARE	12.73			1000 430000	433		101000
		Total for Vendor:	12.73						
117244		2098 FBI-LEEDA	795.00						
1	200104263	04/05/24 reg for shane orn	795.00			1000 421000	340		101000
		Total for Vendor:	795.00						
117129	111797S	151 FEDERAL EXPRESS	43.31						
1	844457195	03/20/24 pkg mailed	5.47			1000 421000	661		101000
2	845171413	03/27/24 pkg mailed	5.47			1000 421000	661		101000
3	845171414	03/20/24 pkg mailed	32.37			1000 421000	661		101000
		Total for Vendor:	43.31						
117123	111798S	329 FERGUSON WATERWORKS #2516	2,609.57						
1	0485704	03/22/24 SA27 200 DBF	2,609.57			6025 450000	825		101000
		Total for Vendor:	2,609.57						
117143	111799S	3347 FIRST INTERNATIONAL INSURANCE	1,017.00						
1	470247	03/28/24 #1217 insurance	1,017.00			2531 421000	610		101000
117213		3347 FIRST INTERNATIONAL INSURANCE	2,651.00						
1	470259	03/28/24 2024 Ford F550 #3244	1,726.00			1000 430000	321		101000
2	470260	03/28/24 2024 GMC #1992 Trailer	925.00			1000 430000	321		101000
		Total for Vendor:	3,668.00						
117266		2543 FM COALITION TO END HOMELESSNESS	100.00						
1	04/04/24	annual due - Larson	100.00			1000 421000	667		101000
117443		2543 FM COALITION TO END HOMELESSNESS	60.00						
1	2024 03/05/24	T Olson Dues 2024	30.00			2060 415200	667		101000
2	2024 03/05/24	D Sprecher Dues 2024	30.00			2060 415200	667		101000
		Total for Vendor:	160.00						

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117126	111803S	155 GALLS, LLC	617.71						
1	027467423	03/25/24 new officer	86.80			1000 421000	422		101000
2	027467416	03/25/24 new officer	83.49			1000 421000	422		101000
3	027478596	03/25/24 new officer	109.99			1000 421000	422		101000
4	027445702	03/25/24 equip for ackerman	337.43			1000 421000	422		101000
117236		155 GALLS, LLC	1,710.88						
1	027306062	03/07/24 shirt for cruff	86.80			1000 421000	422		101000
2	027436339	03/21/24 equip for coffield	56.70			1000 421000	422		101000
3	027554901	04/03/24 shirt for ellefson	166.98			1000 421000	422		101000
4	027569247	04/04/24 gas masks w 734 735 736	1,377.00			1000 421000	641		101000
5	027562495	04/04/24 honor guard sari	23.40			1000 421000	422		101000
117279		155 GALLS, LLC	122.82						
1	027153367	02/21/24 new officer equipment	122.82			1000 421000	422		101000
117365		155 GALLS, LLC	496.28						
1	026916602	01/27/24 boots t. todd	234.00			1000 421000	422		101000
2	027465762	03/25/24 pants for ellefson	243.00			1000 421000	422		101000
3	027088873	02/14/24 new officer equip	9.64			1000 421000	422		101000
4	027088883	02/14/24 new officer equip	9.64			1000 421000	422		101000
117475		155 GALLS, LLC	2,342.34						
1	027396574	03/18/24 R Dirk boots and pants	251.50			2060 415200	422		101000
2	027355880	03/13/24 N Wavra Polo	87.67			2060 415200	422		101000
3	027286310	03/05/24 N Wavra-Return Pants	-29.75			2060 415200	422		101000
4	027315249	03/08/24 New Hire-Boots	626.10			2060 415200	422		101000
5	027315557	03/08/24 G Rix pants	158.00			2060 415200	422		101000
6	027321108	03/08/24 T Matelski Boots New Hire	145.40			2060 415200	422		101000
7	027505759	03/28/24 200 Patches/uniforms	604.00			2060 415200	422		101000
8	027464413	03/25/24 B Herbst Boots	145.63			2060 415200	422		101000
9	026696906	01/04/24 D Christensen Hi Viz Jacket	274.98			2060 415200	422		101000
10	025402991	08/17/23 Womens Samples	78.81			2060 415200	422		101000
Total for Vendor:			5,290.03						

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117286		93 GATEWAY CHEVROLET	75,723.00						
1	303550	04/09/24 #5305 2023 Chevrolet Silverado	75,723.00			1000 430001	610		101000
		Total for Vendor:	75,723.00						
117425		156 GENERAL EQUIP & SUPPLIES	4,099.46						
1	W00161792	04/02/24 3205 BLOWER INSTALL	3,399.46			1000 430000	870		101000
2	W00161770	03/25/24 3205 BLOWER TRANSPORT	700.00			1000 430000	870		101000
		Total for Vendor:	4,099.46						
117156	111806S	556 GRAINGER, INC.	1,997.73						
1	9061811783	03/22/24 evidence storage	1,997.73			1000 421000	641		101000
		Total for Vendor:	1,997.73						
117446		3535 GREAT PLAINS FIRE	1,980.00						
1	8122	03/11/24 Ladder 76 replaced seals	1,980.00			2060 415200	427		101000
		Total for Vendor:	1,980.00						
117330		177 HACH CHEMICAL	548.00						
1	13964824	03/18/24 WATER TREATMENT	548.00			6020 450000	335		101000
		Total for Vendor:	548.00						
117247		2713 HAMPTON INN & SUITES	770.40						
1	264096A	04/01/24 lodging k. johnson	385.20			1000 421000	340		101000
2	263993A	04/01/24 lodging carr	385.20			1000 421000	340		101000
		Total for Vendor:	770.40						
117315		180 HAZERS	875.00						
1	1404	03/24/27 APPLIANCE DISPOSAL	875.00			6010 450200	357		101000
		Total for Vendor:	875.00						
117312		5096 HDR ENGINEERING INC.	11,286.25						
1	1200608046	04/05/24 Project 9040	11,286.25			4507 480000	313		101000
		Total for Vendor:	11,286.25						

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117346		2820 HIGH POINT NETWORKS	1,336.00						
1	245858	03/29/24 CAMVISION TRAILER CRADLEPOINT	1,336.00			6025 450000	497		101000
117377		2820 HIGH POINT NETWORKS	82,454.00						
1	246527	04/08/24 Axis/Genetec-Camera@The Lights	82,454.00			2533 452130	484		101000
		Total for Vendor:	83,790.00						
117415		5344 Hillsboro High School & Public	20.00						
1	04/02/24	DAMAGED BOOK	20.00			7000 411600	490		101000
		Total for Vendor:	20.00						
117353		4562 HMI	13,061.22						
1	0043389	04/02/24 FOAM JACKING/PARTS	13,061.22			1000 430000	394		101000
		Total for Vendor:	13,061.22						
117254		3593 HOLIDAY COMPANIES	5.00						
1	03/31/24	mar 2024 car wash	5.00			1000 421000	420		101000
	063501042400								
		Total for Vendor:	5.00						
117478		5348 HOMEMAKERS VILLA	140.00						
1	0217702	01/22/24 Gas Range repair south statio	140.00			2060 415200	427		101000
		Total for Vendor:	140.00						
117181	111813S	4038 IACA	575.00						
1	04/02/24	reg fee nick gomez	575.00			1000 421000	340		101000
	NDN8HV-04022024-0019-0019								
		Total for Vendor:	575.00						
117322		4901 IMPACT ENVIRONMENTAL GROUP	6,613.43						
1	153063	03/29/24 DUMPSTER REPAIR PARTS	5,937.33			6010 450200	914		101000
2	153154	04/01/24 DUMPSTER REPAIR PARTS	676.10			6010 450200	914		101000
		Total for Vendor:	6,613.43						

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117223		687 INFORMATION TECHNOLOGY DEPT	655.00						
1	032024.849	03/31/24 MARCH WAN/FIBER/VPN	655.00			1000 414104	497		101000
		Total for Vendor:	655.00						
117418		4592 INGRAM LIBRARY SERVICES	5,467.67						
1	81198520	03/28/24 BOOKS	11.33			7000 411600	662		101000
2	81198521	03/28/24 BOOKS	36.78			7000 411600	662		101000
3	81198522	03/28/24 BOOKS	15.52			7000 411600	662		101000
4	81198523	03/28/24 BOOKS	19.42			7000 411600	662		101000
5	81198524	03/28/24 BOOKS	13.90			7000 411600	662		101000
6	81198525	03/28/24 BOOKS	18.01			7000 411600	662		101000
7	81198526	03/28/24 BOOKS	22.16			7000 411600	662		101000
8	81198527	03/28/24 BOOKS	104.49			7000 411600	662		101000
9	81198528	03/28/24 BOOKS	142.68			7000 411600	662		101000
10	81198529	03/28/24 BOOKS	172.32			7000 411600	662		101000
11	81206589	03/28/24 BOOKS	31.75			7000 411600	662		101000
12	81206590	03/28/24 BOOKS	386.41			7000 411600	662		101000
13	81206591	03/28/24 BOOKS	157.42			7000 411600	662		101000
14	81206592	03/28/24 BOOKS	95.24			7000 411600	662		101000
15	81206593	03/28/24 BOOKS	58.28			7000 411600	662		101000
16	81206594	03/28/24 BOOKS	17.17			7000 411600	662		101000
17	81206595	03/28/24 BOOKS	22.55			7000 411600	662		101000
18	81206596	03/28/24 BOOKS	150.81			7000 411600	662		101000
19	81206597	03/28/24 BOOKS	19.55			7000 411600	662		101000
20	81219302	03/29/24 BOOKS	27.68			7000 411600	662		101000
21	81219303	03/29/24 BOOKS	1,185.59			7000 411600	662		101000
22	81219304	03/29/24 BOOKS	671.46			7000 411600	662		101000
23	81243532	04/01/24 BOOKS	14.92			7000 411600	662		101000
24	81243533	04/01/24 BOOKS	28.07			7000 411600	662		101000
25	81243534	04/01/24 BOOKS	39.02			7000 411600	662		101000
26	81243535	04/01/24 BOOKS	9.64			7000 411600	662		101000
27	81243536	04/01/24 BOOKS	24.67			7000 411600	662		101000
28	81243537	04/01/24 BOOKS	290.03			7000 411600	662		101000
29	81243538	04/01/24 BOOKS	59.62			7000 411600	662		101000
30	81243539	04/01/24 BOOKS	525.79			7000 411600	662		101000
31	81243540	04/01/24 BOOKS	80.03			7000 411600	662		101000

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32	81243541	04/01/24 BOOKS	173.78			7000 411600	662		101000
33	81243542	04/01/24 BOOKS	52.62			7000 411600	662		101000
34	81243543	04/01/24 BOOKS	42.27			7000 411600	662		101000
35	81243544	04/01/24 BOOKS	65.48			7000 411600	662		101000
36	81257838	04/02/24 BOOKS	12.43			7000 411600	662		101000
37	81257839	04/02/24 BOOKS	33.33			7000 411600	662		101000
38	81257840	04/02/24 BOOKS	15.76			7000 411600	662		101000
39	81281607	04/03/24 BOOKS	56.71			7000 411600	662		101000
40	81281608	04/03/24 BOOKS	15.42			7000 411600	662		101000
41	81281609	04/03/24 BOOKS	15.92			7000 411600	662		101000
42	81281610	04/03/24 BOOKS	13.52			7000 411600	662		101000
43	81281611	04/03/24 BOOKS	48.67			7000 411600	662		101000
44	81281612	04/03/24 BOOKS	13.88			7000 411600	662		101000
45	81305506	04/04/24 BOOKS	21.94			7000 411600	662		101000
46	81305507	04/04/24 BOOKS	14.19			7000 411600	662		101000
47	81305508	04/04/24 BOOKS	20.89			7000 411600	662		101000
48	81305509	04/04/24 BOOKS	26.24			7000 411600	662		101000
49	81305510	04/04/24 BOOKS	13.84			7000 411600	662		101000
50	81305511	04/04/24 BOOKS	11.12			7000 411600	662		101000
51	81342192	04/07/24 BOOKS	16.94			7000 411600	662		101000
52	81342193	04/07/24 BOOKS	16.15			7000 411600	662		101000
53	81365664	04/09/24 BOOKS	16.82			7000 411600	662		101000
54	81365665	04/09/24 BOOKS	13.91			7000 411600	662		101000
55	81365666	04/09/24 BOOKS	31.90			7000 411600	662		101000
56	81365667	04/09/24 BOOKS	69.20			7000 411600	662		101000
57	81386928	04/10/24 BOOKS	20.73			7000 411600	662		101000
58	81386927	04/10/24 BOOKS	13.67			7000 411600	662		101000
59	81386926	04/10/24 BOOKS	43.38			7000 411600	662		101000
60	81386925	04/10/24 BOOKS	15.05			7000 411600	662		101000
61	81386924	04/10/24 BOOKS	24.77			7000 411600	662		101000
62	81386923	04/10/24 BOOKS	15.56			7000 411600	662		101000
63	81386922	04/10/24 BOOKS	15.46			7000 411600	662		101000
64	81386921	04/10/24 BOOKS	33.81			7000 411600	662		101000
Total for Vendor:			5,467.67						

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117227	111909S	5299 IRON VALLEY EQUIPMENT	78,562.60						
		Purchase of 2022 RAM 2500 with Work Truck Body							
1	04/02/24	Purchase of 2022 Ram 2500 w/t	78,562.60			2060 415200	610		101000
117288		5299 IRON VALLEY EQUIPMENT	2,172.96						
1	2197 03/14/24	#2002 LIGHTS	1,086.48			6020 450000	610		101000
2	2197 03/14/24	#5301 LIGHTS	1,086.48			1000 430001	427		101000
		Total for Vendor:	80,735.56						
117121	111818S	3936 JEMCO, LLC	21,864.87						
1	9356 03/12/24	SM72 BEARING REPAIR/REWIND	10,932.49			6025 450000	826		101000
2	9357 03/12/24	SM72 BEARING REPAIR/REWIND	10,932.38			6025 450000	826		101000
		Total for Vendor:	21,864.87						
117251		999999 JESSICA HILL	204.25						
1	04/09/24	cell phone repaiir	204.25			1000 421000	427		101000
		Total for Vendor:	204.25						
117119	111820S	5327 JIM BRANDEN	3,000.00						
1	03/27/24	5303 MASTER KIT/CONVERTER	3,000.00			1000 430000	427		101000
		Total for Vendor:	3,000.00						
117184		5137 JODI ROLLE	34.30						
1	03/31/24	Mileage 03/01/24-03/31/24	34.30			1000 414100	340		101000
		Total for Vendor:	34.30						
117252		3526 JOHN NEEB	1,184.78						
		Reimbursement for K9 call to Lusten MN Fire.							
1	2024 04/08/24	Lusten MN reimbursement for K9	1,184.78			2060 322150			101000
		Total for Vendor:	1,184.78						
117424		999999 KARNA NELSON	75.00						
1	04/01/24	MAILBOX REPAIR	75.00			6010 450200	444		101000
		Total for Vendor:	75.00						

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117268		5335 Kerry Fiinn	365.00						
1	962566	04/04/24 cadet shirts patches	365.00			1000 421000	375		101000
		Total for Vendor:	365.00						
117148	111823S	3173 KIESLER'S POLICE SUPPLY, INC.	1,452.00						
1	in235190	03/19/24 bearn bags	1,452.00			1000 421000	987		101000
117263		3173 KIESLER'S POLICE SUPPLY, INC.	450.00						
1	IN235982	04/01/24 ammo pistol & rifle	450.00			1000 421000	987		101000
		Total for Vendor:	1,902.00						
117447		5346 KIRSTIN GREANEY-STANGER	25.00						
1	983414	03/26/24 Reimbursement for EMT Recert	25.00			2060 415200	340		101000
		Total for Vendor:	25.00						
117200	-99207E	4482 KOTAPAY	2,859.06						
	04/05/24	payroll							
1	04/05/24	Child Support	2,859.06			1000 212549			101000
		Total for Vendor:	2,859.06						
117451		5286 LAERDAL MEDICAL CORPORATION	859.34						
1	02750220	04/04/24 ShockLink System/Training	859.34			2060 415200	641		101000
		Total for Vendor:	859.34						
117216		2085 LANGUAGE LINE SERVICES	25.33						
1	11253680	03/31/24 March 2024 Interpreter Servi	25.33			1000 412000	304		101000
117258		2085 LANGUAGE LINE SERVICES	21.45						
1	11270157	03/31/24 march 2024 interpreter	21.45			1000 421000	304		101000
		Total for Vendor:	46.78						
117270		260 LARS BODY SHOP	4,594.79						
1	5984	04/08/24 #1191 repairs	4,594.79			1000 421000	322		101000
		Total for Vendor:	4,594.79						

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117404		4767 LENOVO (UNITED STATES) INC.	910.95						
1	6467559810	03/30/24 MOUNTING BRACKET	12.99			7000 411600	641		101000
2	6467664596	04/11/24 TECHNOLOGY REPLACEMENTS	897.96			7000 411600	497		101000
117452		4767 LENOVO (UNITED STATES) INC.	169.99						
1	6467653575	04/10/24 FD ThinkPad J Neeb	169.99			2060 415200	497		101000
		Total for Vendor:	1,080.94						
117164	111826S	1741 LIBERTY BUSINESS SYSTEMS, INC	1,372.23						
1	36219855	03/26/24 mar 2024 assessing 41779	182.05			1000 415000	428		101000
2	36219856	03/26/24 mar 2024 assessing 41779	37.89			1000 415000	428		101000
3	36219856	03/26/24 mar 2024 city hall 41673	289.91			1000 415000	428		101000
4	36219856	03/26/24 mar 2024 pw 41674	357.54			6020 415000	428		101000
5	36219856	03/26/24 mar 2024 pd 41672	504.84			1000 421000	428		101000
		Total for Vendor:	1,372.23						
117412		3109 LIBRARY IDEAS, INC	609.72						
1	110679	02/27/24 AUDIO - VOX BOOKS	609.72			7000 411600	664		101000
		Total for Vendor:	609.72						
117453		3418 LOFFLER	148.35						
1	4648890	03/25/24 FD March 24 Overage	148.35			2060 415200	428		101000
		Total for Vendor:	148.35						
117136	111828S	711 LUTHER FAMILY FORD	72.30						
1	379322-1	03/21/24 1175 HOSE	46.74			1000 421000	427		101000
2	379322	03/20/24 1175 HOSE/KIT	25.56			1000 421000	427		101000
117378		711 LUTHER FAMILY FORD	111.51						
1	379981	03/29/24 1174 TANK	111.51			1000 421000	427		101000
		Total for Vendor:	183.81						
117449		3502 M&T Fire	14,194.82						
1	11811	04/03/24 Two MultiRae Lite 900 MHz, cra	8,516.91			2060 415200	641		101000
2	11810	04/03/24 One MultiRae Lite 900 & cradle	4,165.91			2060 415200	641		101000
3	11816	04/03/24 Manikin-Train Man overboard	1,512.00			2060 415200	641		101000
		Total for Vendor:	14,194.82						

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117295		3304 MAC'S - FARGO	20.91						
1	H45921	04/02/24 ELEC TAPE/QCK LNK ZP	20.91			4387 480000	500		101000
		Total for Vendor:	20.91						
117455		3536 MACQUEEN EMERGENCY	2,586.88						
1	10719	03/22/24 Two radiator Caps	67.71			2060 415200	420		101000
2	10728	03/25/24 Engine 75 valve kit	519.00			2060 415200	427		101000
3	28181	04/08/24 30 Gear Wash Hangers	443.48			2060 415200	641		101000
4	10791	04/10/24 T-76 & Reserve E-71	1,556.69			2060 415200	610		101000
		Total for Vendor:	2,586.88						
117175	111830S	68 MANNING MECHANICAL	5,587.20						
1	6201	02/29/24 WF Fire Dept Project	5,587.20			4795 480000	670		101000
		Total for Vendor:	5,587.20						
117325		3119 MATT RETKA	50.00						
1		04/10/24 April WF Airport Secretary	50.00			7050 500000	120		101000
		Total for Vendor:	50.00						
117189		308 MATTHEW BENDER & CO., INC	74.73						
1	4074423X	03/07/24 ND Court Rules	74.73			1000 412000	410		101000
		Total for Vendor:	74.73						
117343		4045 MATTHEW DIMMER	81.00						
		RAM/SWANA CONFERENCE - PRIOR LAKE, MN							
1		04/08/24 TRAVEL REIMBURSEMENT	81.00			6010 450200	340		101000
		Total for Vendor:	81.00						
117460		299 MENARDS (FIRE)	426.75						
1	26268	03/15/24 St. 76 New Mailbox install	15.67			2060 415200	420		101000
2	26966	03/25/24 Tool Replacement Komelon	25.98			2060 415200	432		101000
3	26966	03/25/24 Station Supplies-A Puhr office	37.33			2060 415200	500		101000
4	26780	03/22/24 D Sapp Tools	150.95			2060 415200	641		101000
5	26780	03/22/24 New HQ Misc Supplies	56.96			2060 415200	500		101000
6	27624	04/03/24 Glove Storage	139.86			2060 415200	641		101000
		Total for Vendor:	426.75						

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117436		5206 MENARDS (POLICE)	279.99						
1	28209 04/11/24	storage unit	279.99			1000 421000	641		101000
		Total for Vendor:	279.99						
117130	111832S	4622 MENARDS (PUBLIC WORKS)	362.55						
1	26776 03/22/24	POST MOUNT STANDARD	63.55			6010 450200	433		101000
2	27130 03/27/24	STEP LADDER	299.00			6010 450200	433		101000
117277		4622 MENARDS (PUBLIC WORKS)	833.41						
1	27767 04/05/24	KEROSENE/SPOUT	23.58			4387 480000	500		101000
2	27550 04/02/24	BROOM/ZIP BAGS	17.07			6025 450000	433		101000
3	27566 04/02/24	ANCHOR LINE	28.28			6025 450000	433		101000
4	28059 04/09/24	ANIMAL TRAPS	69.98			6025 450000	826		101000
5	27552 04/02/24	PVC PIPE	35.14			2210 428000	432		101000
6	27556 04/02/24	2X10 BOARDS	45.36			1000 430000	433		101000
7	27555 04/02/24	PLIERS	21.94			1000 430000	432		101000
8	27706 04/04/24	PW FLOWER PLANTERS	311.98			1000 430001	358		101000
11	27610 04/03/24	CLEANER	7.99			6020 450000	420		101000
12	27082 03/26/24	WASH RAGS	19.98			1000 455000	500		101000
13	27054 03/26/24	BLADES/PLIERS/TOWELS	63.93			6020 450000	432		101000
14	27608 04/03/24	KNIFE/BUCKET	22.43			4387 480000	500		101000
15	27106 03/27/24	MAILBOX REPAIR	118.27			1000 430000	444		101000
16	27123 03/27/24	MAILBOX REPAIR	47.48			1000 430000	444		101000
117362		4622 MENARDS (PUBLIC WORKS)	69.99						
1	27786 04/05/24	MAILBOX REPAIR	69.99			1000 430000	444		101000
117389		4622 MENARDS (PUBLIC WORKS)	207.99						
1	27966 04/08/24	INLET HOSE/VALVE	41.11			1000 455000	420		101000
2	28141 04/10/24	OUTLET/CORD	25.75			1000 455000	433		101000
3	27605 04/03/24	1/2DR 13PC	47.99			6020 450000	432		101000
4	27951 04/08/24	WRENCH/KNIFE	15.98			6020 450000	432		101000
5	28210 04/11/24	RACHET STRAPS/PAIL/ADHESIVE	77.16			1000 430001	358		101000

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117457		4622 MENARDS (PUBLIC WORKS)	124.91						
1	28200 04/11/24	PAINT/SUPPLIES	124.91			6010 450200	433		101000
		Total for Vendor:	1,598.85						
117153	111833S	2766 MIDCONTINENT COMMUNICATIONS	335.84						
1	03/23/24	mar 2024 icac	215.42			1000 421000	497		101000
22121930113937									
2	03/23/24	mar 2024 pw	120.42			6010 455000	497		101000
117340		2766 MIDCONTINENT COMMUNICATIONS	89.06						
1	04/01/24	PW INTERNET	89.06			1000 450000	497		101000
		Total for Vendor:	424.90						
117137	111834S	102 MIDSTATES WIRELESS	312.50						
1	2070003931 03/28/24	removal of 155	312.50			2531 421000	610		101000
117166	111834S	102 MIDSTATES WIRELESS	3,343.37						
1	2060026191 03/27/24	#1216 installs	3,343.37			2531 421000	610		101000
		Total for Vendor:	3,655.87						
117416		1854 MIDWEST TAPE	2,948.63						
1	505271062 03/31/24	E RESOURCES	1,600.07			7000 411600	650		101000
2	505274928 04/02/24	AUDIOBOOK	175.47			7000 411600	664		101000
3	505279081 04/02/24	AUDIOBOOK	130.47			7000 411600	664		101000
4	505307743 04/09/24	AUDIOBOOK	45.49			7000 411600	664		101000
5	505307745 04/09/24	AUDIOBOOK	74.98			7000 411600	664		101000
6	505274926 04/02/24	DVD	106.51			7000 411600	664		101000
7	505274925 04/02/24	DVD	275.27			7000 411600	664		101000
8	505279080 04/02/24	DVD	105.27			7000 411600	664		101000
9	505279082 04/02/24	DVD	28.47			7000 411600	664		101000
10	505274927 04/02/24	DVD	60.66			7000 411600	664		101000
11	505279083 04/02/24	DVD	22.47			7000 411600	664		101000
12	505307748 04/09/24	DVD	43.47			7000 411600	664		101000
13	505307744 04/09/24	DVD	58.44			7000 411600	664		101000
14	505307747 04/09/24	DVD	32.53			7000 411600	664		101000
15	505307749 04/09/24	DVD	95.34			7000 411600	664		101000

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16	505311360	04/09/24 DVD	93.72			7000	411600	664	101000
		Total for Vendor:	2,948.63						
117233		772 MINNKOTA	61.09						
1	451602	03/31/24 mar 2024 recycle	61.09			1000	421000	420	101000
		Total for Vendor:	61.09						
117204		305 MOORE ENGINEERING INC	318,558.89						
1	37835	03/29/24 Engineering Services	1,210.00			1000	414200	313	101000
2	37833	03/29/24 Imp Dist 1310	1,237.50			4388	480000	313	101000
3	37834	03/29/24 Imp Dist 1309.1	2,270.00			4387	480000	313	101000
4	37839	03/29/24 Project 9034	8,461.25			2970	480000	313	101000
5	37814	03/28/24 Imp Dist 2281	19,005.00			4804	480000	313	101000
6	37811	03/28/24 Imp Dist 2261	49,973.00			4442	480000	313	101000
7	37813	03/28/24 Project 1349	6,325.00			4445	480000	313	101000
8	37868	03/29/24 Imp Dist 1348	113,814.98			4444	480000	313	101000
9	37844	03/29/24 Project 1346	5,326.70			4024	480000	313	101000
10	37810	03/28/24 Imp Dist 1345	66,707.50			4009	480000	313	101000
11	37838	03/29/24 Project 1342	21,304.55			4002	480000	313	101000
12	37809	03/28/24 Imp Dist 1339	722.50			4088	480000	313	101000
13	37845	03/29/24 Imp Dist 1337	1,006.09			4086	480000	313	101000
14	37837	03/29/24 Imp Dist 1337	9,056.25			4086	480000	313	101000
15	37836	03/29/24 Imp Dist 1337	6,990.00			4086	480000	313	101000
17	37843	03/29/24 Project 1316.2	5,148.57			4065	480000	313	101000
		Total for Vendor:	318,558.89						
117333		3040 MR MANHOLE	42.00						
1	16497	04/02/24 SHOULDER BOLTS	42.00			6025	450000	437	101000
		Total for Vendor:	42.00						
117317		298 MVTL LABORATORIES	338.00						
1	1245963	04/02/24 WATER TESTING	338.00			6025	450000	335	101000
		Total for Vendor:	338.00						

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117385		728 NAPA CENTRAL	21.20						
1	396348	04/04/24 7708 FIL HYD FIL	21.20			4387 480000	427		101000
		Total for Vendor:	21.20						
117461		2882 NARDINI FIRE EQUIPMENT	1,668.00						
1	283441	04/03/24 E-71 Set up	1,668.00			2060 415200	610		101000
		Total for Vendor:	1,668.00						
117187		335 ND DEPT OF TRANSPORTATION	1,127.41						
1	0002421188	03/25/24 Project 9020	1,127.41			2970 480000	670		101000
		Total for Vendor:	1,127.41						
117464		3537 ND FIRE CHIEF'S ASSOCIATION	100.00						
		2024 West Fargo Fire Department TMW							
1	2024	04/08/24 WFFD 2024 Dues	100.00			2060 415200	667		101000
117469		3537 ND FIRE CHIEF'S ASSOCIATION	100.00						
1	2024	04/01/24 WF Fire Department 2024 Dues	100.00			2060 415200	667		101000
		Total for Vendor:	200.00						
117144	111837S	333 ND MOTOR VEHICLE DEPT.	11.50						
1	03/29/24	#1217 title reg tabs	11.50			1000 421000	667		101000
		Total for Vendor:	11.50						
117191	-99211E	363 ND PERS	1,961.05						
		Adjustment for Mya Johanneck							
1	03/31/24	March 2024 Adj	1,940.32			1000 212532			101000
2	03/31/24	Finance Charges	20.73			1000 414103	230		101000
117192	-99210E	363 ND PERS	5,060.74						
		04/05/24 Payroll							
1	04/05/24	457b Def Comp - Contributions	5,060.74			1000 212532			101000

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117193	-99209E	363 ND PERS	273,141.78						
1	03/31/24	Mar Payroll - Contributions	273,141.14			1000 212532			101000
2	03/31/24	Rounding	0.64			1000 414100	230		101000
		Total for Vendor:	280,163.57						
117240		334 ND STATE RADIO COMM.	2,972.00						
1	000397	04/01/24 1st quarter LETS	2,400.00			1000 421000	415		101000
2	000302	04/01/24 annual lic renewal	572.00			1000 421000	415		101000
		Total for Vendor:	2,972.00						
117219		336 NDAAO	650.00						
	NDAAO -	Registration Fee for IAAO Class 102 - Frank Holzhey							
1	04/04/24	NDAAO - Registration Fee	650.00			1000 414101	340		101000
		Total for Vendor:	650.00						
117245		911 NDPOA	560.00						
1	6247	04/01/24 membership hinrichs	40.00			1000 421000	667		101000
2	6344	04/01/24 membership richardson	40.00			1000 421000	667		101000
3	6502	04/01/24 membership young	40.00			1000 421000	667		101000
4	6501	04/01/24 membership zach	40.00			1000 421000	667		101000
5	6323	04/01/24 membership nielsen	40.00			1000 421000	667		101000
6	6263	04/01/24 membership k. johnson	40.00			1000 421000	667		101000
7	6212	04/01/24 membership r. feltman	40.00			1000 421000	667		101000
8	6499	04/01/24 membership j. johnson	40.00			1000 421000	667		101000
9	6204	04/01/24 membership dura	40.00			1000 421000	667		101000
10	6177	04/01/24 membership beilke	40.00			1000 421000	667		101000
11	6457	04/01/24 membership carlson	40.00			1000 421000	667		101000
12	6458	04/01/24 membership haskell	40.00			1000 421000	667		101000
13	6174	04/01/24 membership balvik	40.00			1000 421000	667		101000
14	6207	04/01/24 membership ellefson	40.00			1000 421000	667		101000
		Total for Vendor:	560.00						
117145	111840S	1600 NELSON AUTO CENTER FLEET DEPT	26,407.00						
1	F3R129	02/26/24 #8201 2024 GMC TERRAIN	26,407.00			1000 430000	870		101000

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117146	111840S	1600 NELSON AUTO CENTER FLEET DEPT	46,050.00						
1	F3R058	03/04/24 2002 2024 GMC SIERRA 1500	46,050.00			6020 450000	610		101000
117348		1600 NELSON AUTO CENTER FLEET DEPT	72,457.00						
1	F3R059	03/04/24 #5704 2024 GMC SIERRA 1500	46,050.00			1000 430002	610		101000
2	F3R137	03/11/24 #5008 2024 GMC TERRAIN	26,407.00			1000 455000	610		101000
		Total for Vendor:	144,914.00						
117375		364 NELSON INTERNATIONAL	467.80						
1	X102220138	03/29/24 4007 RETAINER LAMP	22.40			6010 450200	427		101000
2	X102219719	03/27/24 4006 ELECT CTRL POD	445.40			6010 450200	427		101000
		Total for Vendor:	467.80						
117462		271 NETCENTER TECHNOLOGIES	254.00						
1	194762	03/12/24 Office Coordinator Phone	254.00			2060 415200	497		101000
		Total for Vendor:	254.00						
117218		2261 NETWORK CENTER INCORPORATED	562.50						
1	INV212926	04/04/24 Networking Issues	562.50			1000 414104	497		101000
117231		2261 NETWORK CENTER INCORPORATED	77,742.06						
		Electronic License Certificates and Networking Issues							
1	INV212074	03/26/24 Networking Issues/Licenses	77,742.06			1000 414104	497		101000
117232		2261 NETWORK CENTER INCORPORATED	6,307.00						
		Office 365 Agreement							
		Office 365 G1 - CSP Monthly - Recurring 143.00 \$8.00 \$1,144.00							
		Office 365 G3 - CSP Monthly - Recurring - Recurring 221.00 \$23.00 \$5,083.00							
		Microsoft Teams Rooms Pro for GCC - Recurring 2.00 \$40.00 \$80.00							
1	INV209358	02/01/24 Office 365 Agreement	6,307.00			1000 414104	497		101000
		Total for Vendor:	84,611.56						
117267		5334 Nordic Family Medicine PC	100.00						
1	99456	03/15/24 employee medical	100.00			1000 421000	387		101000
		Total for Vendor:	100.00						

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117463		3789 NORTH DAKOTA FIREFIGHTER'S	2,666.33						
1	2024031929	03/19/24 B Gaugler-No show fee	75.00			2060 415200	340		101000
2	2024031303	03/13/24 EMT Book-Academy	2,257.04			2060 415200	340		101000
3	2024031305	03/13/24 EMT Book-Academy	334.29			2060 415200	340		101000
		Total for Vendor:	2,666.33						
117122	111844S	3111 NORTHERN SALT INCORPORATED	13,668.90						
1	30954	03/27/24 DEICING SALT	13,668.90			1000 430000	377		101000
		Total for Vendor:	13,668.90						
117311		753 O'DAY EQUIPMENT	27.26						
1	156798	12/20/23 FUEL TANK FILTER/DECAL	27.26			4387 480000	500		101000
		Total for Vendor:	27.26						
117465		1774 O'REILLY AUTOMOTIVE STORES, INC	74.66						
1	316627	04/01/24 Batt 70 Windshield Wipers	54.92			2060 415200	420		101000
2	316627	04/01/24 Windshield Fluid	19.74			2060 415200	500		101000
		Total for Vendor:	74.66						
117131	111847S	4744 O'REILLY AUTOMOTIVE STORES, INC	99.00						
1	1932315400	03/28/24 2002 CABLE	99.00			6020 450000	610		101000
117294		4744 O'REILLY AUTOMOTIVE STORES, INC	6.59						
1	1932316886	04/02/24 MINI BULB	6.59			6010 450200	433		101000
117386		4744 O'REILLY AUTOMOTIVE STORES, INC	35.97						
1	1932315536	03/28/24 275 FILTERS	35.97			6020 450000	427		101000
117399		4744 O'REILLY AUTOMOTIVE STORES, INC	410.41						
1	1932316888	04/02/24 5303 OIL PAN	79.45			1000 430001	427		101000
2	1932319057	04/09/02 157 PADS/ROTORS	139.99			1000 421000	427		101000
3	1932319203	04/09/24 140 SEALING WSHR	2.30			1000 421000	427		101000
4	1932319472	04/10/24 1187 IDLER PULLY	34.87			1000 421000	427		101000
5	1932319390	04/10/24 1187 AC CONDENSER	153.80			1000 421000	427		101000
		Total for Vendor:	551.97						

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117417		353 OHNSTAD TWICHELL	34,993.63						
1	195375	04/10/24 MUNICIPAL PROSECUTIONS 2	20,849.08			1000 412000	312		101000
2	195394	04/10/24 PERSONNEL ISSUES 2024	80.00			1000 414103	312		101000
3	195399	04/10/24 CABLE FRANCHISE ORDINANCE	160.00			1000 415000	312		101000
4	195380	04/10/24 CHICKEN ORDINANCES 2023	869.00			1000 415000	312		101000
5	195398	04/10/24 ELECTRIC FRANCHISE ORDINA	207.00			1000 415000	312		101000
6	195386	04/10/24 GARBAGE CAN ORDINANCE AME	176.78			1000 415000	312		101000
7	195393	04/10/24 GENERAL 2024- MAX RATE \$2	5,739.37			1000 415000	312		101000
8	195387	04/10/24 LIQUOR CONTROL BOARD ORDI	94.60			1000 415000	312		101000
9	195391	04/10/24 LIQUOR LICENSE APPLICATIO	240.00			1000 415000	312		101000
10	195392	04/10/24 MISCELLANEOUS REAL ESTAT	240.00			1000 415000	312		101000
11	195390	04/10/24 OPEN RECORDS REQVESTS 202	352.50			1000 415000	312		101000
12	195403	04/10/24 PARKING ORDINANCE AMENDME	293.00			1000 415000	312		101000
13	195385	04/10/24 STORAGE LOCKER HABITATION	207.00			1000 415000	312		101000
14	195397	04/10/24 TEMPORARY SIGNS ORDINANCE	378.00			1000 415000	312		101000
15	195401	04/10/24 PLAT SANDHILLS 8TH ADDITI	440.00			1000 418000	312		101000
16	195377	04/10/24 PLAT STOCKYARDS FIRST ADD	160.00			1000 418000	312		101000
17	195383	04/10/24 PLAT THE WILDS 23RD ADDIT	376.00			1000 418000	312		101000
18	195384	04/10/24 PLAT WEHRI RESIDENCE SUBD	230.50			1000 418000	312		101000
19	195378	04/10/24 WF SCHOOLS/CITY P3 PROJEC	200.00			2960 411900	312		101000
20	195381	04/10/24 SWR, WTR, STM, ST ID 1345	364.50			4009 480000	312		101000
21	195402	04/10/24 SIDEWALK IMPROVEMENT DIST	80.00			4021 480000	312		101000
22	195382	04/10/24 SANITARY SWR ID 1346	160.00			4024 480000	312		101000
23	195396	04/10/24 PUD AMENDMENTS 2024	69.00			4026 480000	312		101000
24	195395	04/10/24 PROJECT 2282 - CONCRETE PAVEME	520.00			4026 480000	312		101000
25	195376	04/10/24 SWR, WTR, STM, ST ID 1337	80.00			4086 480000	312		101000
26	195400	04/10/24 PROJECT NO 1348 - SANITARY SEW	160.00			4444 480000	312		101000
27	195388	04/10/24 SANITARY LIFT STATION SYSTEM R	80.00			4445 480000	312		101000
28	195379	04/10/24 STID 2265	2,163.00			4793 480000	312		101000
29	195389	04/10/24 SANITATION RATES	24.30			6010 450200	312		101000
		Total for Vendor:	34,993.63						
117421		352 OK TIRE STORE - COM CTR	155.30						
1	05352013	04/04/24 7708 FLAT REPAIR	308.24			4387 480000	427		101000
2	05352368	04/11/24 RENTAL LOADER TIRE REPAIR	566.62			1000 430000	427		101000
3	05351597	03/26/24 3005 FLAT REPAIR	87.50			1000 430000	427		101000

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4	05351218	03/15/24 388 FLAT REPAIR	426.38			1000 430000	427		101000
5	05351011	03/12/24 7047 TIRE REPAIR	330.16			4387 480000	427		101000
6	03/31/24	ACCT CREDIT - DBLE PMT	-1,563.60			1000 430000	427		101000
		Total for Vendor:	155.30						
117392		3255 OLSEN CHAIN & CABLE, INC	3,584.46						
1	712678	04/01/24 3600 TIE DOWN CHAINS	3,584.46			1000 430000	870		101000
		Total for Vendor:	3,584.46						
117186		631 ONE CALL CONCEPTS, INC	159.35						
1	4034288	03/31/24 March Locates	159.35			6020 450000	412		101000
117410		631 ONE CALL CONCEPTS, INC	122.20						
1	3124288	IN 03/31/24 December Locates	122.20			6020 450000	412		101000
		Total for Vendor:	281.55						
117160	111848S	5329 OPENGOV INC	63,355.15						
1	12814	03/25/24 2024 CARTEGRAPH LICENSE	63,355.15			1000 450000	497		101000
		Total for Vendor:	63,355.15						
117306		276 OSTROMS ACE HARDWARE	179.97						
1	226252	04/09/24 acct 44818 k9 food	179.97			1000 421000	915		101000
117466		276 OSTROMS ACE HARDWARE	15.98						
1	226125	03/18/24 Station 76 Mailbox install	15.98			2060 415200	500		101000
		Total for Vendor:	195.95						
117284		5119 OSTROMS ACE HARDWARE (PW)	183.25						
1	226192	04/01/24 WEX FIT-UP	49.99			2970 480000	653		101000
2	226177	03/28/24 WEX FIT-UP	26.97			2970 480000	653		101000
3	226193	04/01/24 EXT CORD/PWR STRIP	24.58			6025 450000	432		101000
4	226182	03/29/24 SOCKETS/WRENCH	57.57			6025 450000	432		101000
5	226214	04/03/24 WIRE BRUSH	14.18			1000 455000	420		101000
6	226226	04/04/24 KEY CUT	9.96			1000 455000	420		101000
		Total for Vendor:	183.25						

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117226		3739 PARADIGM FIBER SPLICING LLC	748.95						
1	317 04/08/24	Install fiber - Web building	748.95			1000 414104	497		101000
		Total for Vendor:	748.95						
117257		563 PETRO SERVE USA	43,313.35						
1	March 2024 03/31/24	Police	13,707.85			1000 421000	424		101000
2	March 2024 03/31/24	City Hall	885.47			1000 415000	420		101000
3	March 2024 03/31/24	Sanitation	12,856.98			6010 450200	424		101000
4	March 2024 03/31/24	Street	6,510.50			1000 430000	424		101000
5	March 2024 03/31/24	Sewer	1,949.72			6025 450000	424		101000
6	March 2024 03/31/24	Water	3,441.77			6020 450000	424		101000
7	March 2024 03/31/24	Public Works	1,251.99			1000 450000	424		101000
8	March 2024 03/31/24	Fleet & Facilities	610.47			1000 455000	424		101000
9	March 2024 03/31/24	Storm Sewer / Lagoon	1,553.67			4387 480000	424		101000
10	March 2024 03/31/24	Forestry	544.93			1000 430000	424		101000
117374		563 PETRO SERVE USA	797.00						
1	97328 04/08/24	CENEX MAXTRION 75W 140	797.00			4387 480000	424		101000
117468		563 PETRO SERVE USA	1,570.37						
1	0697995 03/31/24	FD March Fuel Usage	1,570.37			2060 415200	424		101000
		Total for Vendor:	45,680.72						
117158	111855S	4034 PETRO SERVE USA #63	1,501.00						
1	5840 03/13/24	700 DIESEL	159.80			6025 450000	424		101000
2	6137 03/13/24	7001 DIESEL	94.35			6025 450000	424		101000
3	6605 03/14/24	7001 DIESEL	134.59			6025 450000	424		101000
4	6275 03/14/24	7101 DIESEL	117.50			6025 450000	424		101000
5	539 03/25/24	RENTAL LOADER DIESEL	78.44			1000 430000	424		101000
6	713 03/25/24	2100 DIESEL	66.12			6020 450000	424		101000
7	2164 03/20/24	2002 DIESEL	72.06			6020 450000	424		101000
8	4222 03/26/24	4018 DIESEL	134.26			6010 450200	424		101000
9	708 03/25/24	2006 DIESEL	67.55			6020 450000	424		101000
10	629 03/25/24	4102 DIESEL	125.20			6010 450200	424		101000
11	4209 03/26/24	RENTAL LOADER DIESEL	191.54			1000 430000	424		101000
12	4224 03/26/24	3000 DIESEL	124.02			1000 430000	424		101000

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13	4834 03/28/24	4102 DIESEL	135.57			6010 450200	424		101000
117454		4034 PETRO SERVE USA #63	791.16						
1	6556 04/02/24	4101 DIESEL	76.78			6010 450200	424		101000
2	5428 04/10/24	3022 DIESEL	266.45			1000 430000	424		101000
3	5413 04/10/24	3022 DIESEL	224.02			1000 430000	424		101000
4	5396 04/10/24	7033 DIESEL	78.08			6025 450000	424		101000
5	62 03/14/24	5007 FUEL	145.83			1000 455000	424		101000
		Total for Vendor:	2,292.16						
117261		1310 PETTYS CONSULTING, LLC	285.00						
1	INV1930 04/01/24	april 2024 user fee	285.00			1000 421000	497		101000
117467		1310 PETTYS CONSULTING, LLC	165.00						
1	1929 04/01/24	FD Monthly Time Scheduler Marc	165.00			2060 415200	497		101000
		Total for Vendor:	450.00						
117161	111856S	5328 PHIL CHALMERS	149.00						
1	102278 03/29/24	reg fee for beilke	149.00			1000 421000	340		101000
		Total for Vendor:	149.00						
117133	111857S	360 PIONEER RIM/WHEEL	52.47						
1	02CW8850 03/27/24	5702 SHANK	52.47			1000 430002	427		101000
		Total for Vendor:	52.47						
117470		3620 PNC EQUIPMENT FINANCE	189,294.08						
	Installment Payment for E-76 and L-75. This is the 5th payment out of 8. TMW								
1	1944109 03/29/24	FD 05-28-2024 to 005-27-25	189,294.08			2060 415200	657		101000
		Total for Vendor:	189,294.08						
117422		4064 POMP'S TIRE SERVICE (ROYAL TIRE)	103.17						
1	2450003840 02/02/24	4008 FLAT REPAIR	101.65			6010 450200	427		101000
2	04/01/24	SVC CHARGE	1.52			6010 450200	427		101000
		Total for Vendor:	103.17						

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117246		5067 POPE DOUGLAS SOLID WASTE	921.38						
1	11291	03/31/24 pharmaceuticals destruction	921.38			1000 421000	365		101000
		Total for Vendor:	921.38						
117178	111861S	3391 PPI CONSULTING LLC	475.00						
1	24-132	03/29/24 psycho assessment	475.00			1000 421000	399		101000
		Total for Vendor:	475.00						
117363		916 PRAIRIE SUPPLY INC	642.00						
1	0609995	04/09/24 EPOXY DOWELS/ADHESIVE	642.00			6020 450000	438		101000
		Total for Vendor:	642.00						
117354		2551 PRECISION PLUMBING INC	1,800.00						
1	8632031224	04/04/24 PD PLUMBING REPAIR	1,800.00			1000 455000	420		101000
		Total for Vendor:	1,800.00						
117174	111863S	4988 PS GARAGE DOORS	3,153.60						
1	Pay App 3	02/29/24 Fire Dept Project	3,153.60			4795 480000	670		101000
		Total for Vendor:	3,153.60						
117171	111865S	5084 QUALITY COATINGS & TILE	28,593.00						
1	Pay App 4	02/29/24 WF Fire Dept Project	28,593.00			4795 480000	670		101000
		Total for Vendor:	28,593.00						
117351		4544 QUALITY FLOW SYSTEMS INC.	1,878.86						
1	46643	04/02/24 NEW LIFTS - SPARE PARTS	1,878.86			6025 450000	825		101000
		Total for Vendor:	1,878.86						
117128	111866S	2982 RDO EQUIPMENT CO	8,974.19						
1	W2496254	03/12/24 7701 HYDRAULIC INSTALL	9,546.49			4387 480000	870		101000
2	W2544354	03/26/24 7701 PART RETURN	-572.30			4387 480000	870		101000
		Total for Vendor:	8,974.19						

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117125	111867S	3944 RDO TRUCK CENTERS	13,820.00						
1	E2343254	03/07/24 7701 3/4 HYDRAULIC FUNC PART	13,820.00			4387 480000	870		101000
		Total for Vendor:	13,820.00						
117262		3204 RECORD KEEPERS	336.00						
1	A265441	03/31/24 destruction paper	336.00			1000 421000	410		101000
		Total for Vendor:	336.00						
117320		1016 RED WING BUSINESS ADVANTAGE	847.44						
1	157364	04/01/24 A ROOZE BOOTS	203.99			6010 450200	422		101000
2	157335	04/01/24 J ZACHER BOOTS	229.49			1000 430001	422		101000
3	157336	04/01/24 J ZACHER INSOLES	69.99			1000 430001	422		101000
4	157398	04/02/24 TJ JOHNSON BOOTS	195.49			1000 430000	422		101000
5	157219	03/29/24 A HAGLE BOOTS	203.99			1000 430001	422		101000
6	157221	03/29/24 D TEEGARDEN INSOLES	69.99			1000 430001	422		101000
7	157220	03/29/24 D TEEGARDEN BOOT RETURN	-195.49			1000 430001	422		101000
8	157478	04/03/24 J ROLCYZYNSKI INSOLES	69.99			1000 430000	422		101000
		Total for Vendor:	847.44						
117264		2883 RELENTLESS DBA DESERT SNOW	2,097.00						
1	14766	03/27/24 3 registration fees	2,097.00			1000 421000	340		101000
		Total for Vendor:	2,097.00						
117368		3522 RJ'S TESORO	1,633.86						
1	Fire	03/31/24 FD March Fuel	1,633.86			2060 415200	424		101000
		Total for Vendor:	1,633.86						
117172	111871S	4451 RTL CONSTRUCTION INC	13,382.18						
1	22161-16	02/29/24 WF Fire Dept Project	13,382.18			4795 480000	670		101000
		Total for Vendor:	13,382.18						
117206		999999 RUSSELL JOHNSON	19.72						
		Moved out, need to refund credit							
		Account 02400055-01							
1625	Maple Pl								
1		04/02/24 UB Refund	19.72			6020 214100			101000
		Total for Vendor:	19.72						

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117155	111872S	3353 SAM'S CLUB MC/SYNCB	27.96						
1	03/28/24	kitchen supplies	27.96			1000 421000	420		101000
		Total for Vendor:	27.96						
117471		140 SANFORD AMBULANCE	247.50						
1	43965 04/01/24	Tr Center Dues Neeb Markel	150.00			2060 415200	667		101000
2	43968 04/01/24	Fifteen E-cards/CPR AED	97.50			2060 415200	340		101000
		Total for Vendor:	247.50						
117335		454 SANITATION PRODUCTS	234.52						
1	88627 04/02/24	HOSE END WELD 6"	234.52			6025 450000	432		101000
		Total for Vendor:	234.52						
117163	111874S	450 SCHEELS	68.95						
1	40720 03/29/24	ammo	23.98			1000 421000	987		101000
2	40720 03/29/24	rifle equip	44.97			1000 421000	987		101000
117182		450 SCHEELS	29.97						
1	40726 04/02/24	green gas	29.97			1000 421000	641		101000
117281		450 SCHEELS	2,732.96						
1	40737 04/09/24	bike equipment kuat shepa	629.00			1000 421000	641		101000
2	40738 04/09/24	2 bikes marlin	1,799.98			1000 421000	641		101000
3	40738 04/09/24	bike equipment	303.98			1000 421000	641		101000
		Total for Vendor:	2,831.88						
117364		459 SHERWIN WILLIAMS	374.59						
1	0852-6 04/04/24	WEX FIT-UP	77.98			2970 480000	653		101000
2	1211-1 01/19/24	SA PAINT	393.05			6010 450200	914		101000
3	2528-7 02/23/24	SA PAINT	370.08			6010 450200	914		101000
4	8839-5 01/22/24	PW PAINT TOUCH UP	63.87			6020 450000	420		101000
5	1830-8 02/06/24	WEX FIT-UP	24.49			2970 480000	653		101000
6	2944-6 03/06/24	WEX FIT-UP	77.98			2970 480000	653		101000
7	2984-2 03/07/24	WEX FIT-UP	38.99			2970 480000	653		101000
8	75159CB 09/07/23	ACCT CREDIT	-1,030.93			6020 450000	420		101000
9	6310-6 09/11/23	SA PAINT	359.08			6010 450200	914		101000
		Total for Vendor:	374.59						

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117135	111875S	2885 SHORTPRINTER	47.45						
1	147416	03/19/24 bc for ellefson	47.45			1000 421000	668		101000
117242		2885 SHORTPRINTER	47.45						
1	147778	04/03/24 bc for a. feltman	47.45			1000 421000	668		101000
117255		2885 SHORTPRINTER	445.09						
1	147666	03/27/24 warren signage	17.96			1000 421000	668		101000
2	147597	03/25/24 citation envelopes	427.13			1000 421000	668		101000
117278		2885 SHORTPRINTER	37.45						
1	147733	03/29/24 C ZANDER BUISNESS CARDS	37.45			2210 428000	410		101000
		Total for Vendor:	577.44						
117154	111876S	3642 SIGN PRO	340.00						
1	85373	03/26/24 trailer #185 graphics	340.00			2531 421000	610		101000
		Total for Vendor:	340.00						
117302		91 SIGN SOLUTIONS USA	3,853.40						
1	410901	03/28/24 SIGNS	301.17			1000 430000	487		101000
2	410931	03/29/24 SIGNS	108.92			1000 430000	487		101000
3	411000	04/02/24 TUBE WRAPS/BASE	986.10			1000 430000	639		101000
4	411000	04/02/24 TUBE WRAPS/BASE	986.10			6020 450000	639		101000
5	410467	02/23/24 SIGNS	1,471.11			1000 430000	487		101000
		Total for Vendor:	3,853.40						
117198		2655 SIMPLIFILE	100.00						
1	NDT8B30331	03/31/24 Service 03/01/24-03/31/24	100.00			1000 418000	668		101000
		Total for Vendor:	100.00						
117431		2986 SITEONE LANDSCAPE SUPPLY LLC	5,000.00						
1	139052964	04/10/24 MULCH BALES - FO	750.00			2210 428000	358		101000
2	139052964	04/10/24 MULCH BALES - RW	4,250.00			1000 430001	358		101000
		Total for Vendor:	5,000.00						

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117337		3528 SNACKS PLUS VENDING	123.00						
1	5940554948	03/28/24 SA COFFEE	123.00			6010 450200	500		101000
		Total for Vendor:	123.00						
117329		3652 SNAP-ON TOOLS INDUSTRIAL	922.10						
1	60754693	03/14/24 NEW TOOL BOX TOOLS	575.30			1000 455000	870		101000
2	60825945	03/21/24 NEW TOOL BOX TOOLS	346.80			1000 455000	870		101000
		Total for Vendor:	922.10						
117376		4048 SNS AUTO SUPPLY	196.00						
1	26895	04/09/24 5 SIDED WASH BRUSH - WA	98.00			6020 450000	433		101000
2	26895	04/09/24 5 SIDED WASH BRUSH - SW	98.00			6025 450000	433		101000
		Total for Vendor:	196.00						
117215		5227 SOLBERG STEWART MILLER	55.00						
1	9846-000M1	04/04/24 Professional Services	55.00			1000 412000	309		101000
		Total for Vendor:	55.00						
117162	111880S	3325 SPHERION STAFFING LLC	792.00						
1	RL3136849	03/24/24 Christy Dvorak 03/24	792.00			1000 414000	114		101000
117208		3325 SPHERION STAFFING LLC	660.00						
1	RL3140559	03/31/24 Christy M Dvorak 03/31	660.00			1000 414000	114		101000
117224		3325 SPHERION STAFFING LLC	528.00						
1	RL3121457	02/25/24 Christy Dvorak 02/25/2024	528.00			1000 414000	114		101000
117225		3325 SPHERION STAFFING LLC	792.00						
1	RL3113575	02/11/24 Christy Dvorak 02/11/2024	792.00			1000 414000	114		101000
		Total for Vendor:	2,772.00						
117197	-99208E	389 STARION BOND SERVICE	19518,435.04						
	Bond Payments								
1	03/04/24	RIB 2019A Principal	435,000.00			3349 490000	710		101000
2	03/04/24	RIB 2019A Interest	4,785.00			3349 490000	720		101000
3	03/04/24	RIB 2019A Service Fees	312.50			3349 490000	740		101000

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4	03/04/24	RIB 2019A Principal	340,000.00			3370 490000	710		101000
5	03/04/24	RIB 2019A Interest	49,654.38			3370 490000	720		101000
6	03/04/24	RIB 2019A Service Fees	312.50			3370 490000	740		101000
7	03/04/24	GO 2009 Interest	19,901.25			3368 490000	720		101000
8	03/04/24	GO 2009 Service Fees	450.00			3368 490000	740		101000
9	03/04/24	RIB 2021A Principal	545,000.00			3381 490000	710		101000
10	03/04/24	RIB 2021A Interest	68,885.00			3381 490000	720		101000
11	03/04/24	RIB 2021A Service Fees	625.00			3381 490000	740		101000
12	03/04/24	RIB 2021B Principal	590,000.00			3382 490000	710		101000
13	03/04/24	RIB 2021B Interest	57,335.00			3382 490000	720		101000
14	03/04/24	RIB 2021B Service Fees	625.00			3382 490000	740		101000
15	03/04/24	RIB 2014A Principal	770,000.00			3384 490000	710		101000
16	03/04/24	RIB 2014A Interest	166,462.51			3384 490000	720		101000
17	03/04/24	RIB 2014A Service Fees	625.00			3384 490000	740		101000
18	03/04/24	RIB 2014B Principal	880,000.00			3385 490000	710		101000
21	03/04/24	RIB 2014B Interest	201,992.50			3385 490000	720		101000
22	03/04/24	RIB 2014B Service Fees	625.00			3385 490000	740		101000
23	03/04/24	RIB 2015A Principal	1150,000.00			3386 490000	710		101000
24	03/04/24	RIB 2015A Interest	326,375.00			3386 490000	720		101000
25	03/04/24	RIB 2015A Service Fees	625.00			3386 490000	740		101000
26	03/04/24	RIB 2015B Principal	1045,000.00			3387 490000	710		101000
27	03/04/24	RIB 2015B Interest	275,175.00			3387 490000	720		101000
28	03/04/24	RIB 2015B Service Fees	625.00			3387 490000	740		101000
29	03/04/24	RIB 2016A Principal	1200,000.00			3388 490000	710		101000
30	03/04/24	RIB 2016A Interest	283,996.88			3388 490000	720		101000
31	03/04/24	RIB 2016A Service Fees	625.00			3388 490000	740		101000
32	03/04/24	RIB 2017A Principal	1225,000.00			3389 490000	710		101000
33	03/04/24	RIB 2017A Interest	576,956.25			3389 490000	720		101000
34	03/04/24	RIB 2017A Service Fees	625.00			3389 490000	740		101000
35	03/04/24	RIB 2018B Principal	950,000.00			3392 490000	710		101000
36	03/04/24	RIB 2018B Interest	525,518.75			3392 490000	720		101000
37	03/04/24	RIB 2018B Service Fees	625.00			3392 490000	740		101000
38	03/04/24	RIB 2019B Principal	390,000.00			3339 490000	710		101000
39	03/04/24	RIB 2019B Interest	81,830.00			3339 490000	720		101000
40	03/04/24	RIB 2019B Service Fees	156.25			3339 490000	740		101000
41	03/04/24	RIB 2019B Principal	275,000.00			3372 490000	710		101000
42	03/04/24	RIB 2019B Interest	54,279.38			3372 490000	720		101000

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43	03/04/24	RIB 2019B Service Fees	156.25			3372 490000	740		101000
44	03/04/24	RIB 2019B Principal	595,000.00			3375 490000	710		101000
45	03/04/24	RIB 2019B Interest	114,304.38			3375 490000	720		101000
46	03/04/24	RIB 2019B Service Fees	156.25			3375 490000	740		101000
47	03/04/24	RIB 2019B Principal	1005,000.00			3393 490000	710		101000
48	03/04/24	RIB 2019B Interest	537,359.37			3393 490000	720		101000
49	03/04/24	RIB 2019B Service Fees	156.25			3393 490000	740		101000
50	03/04/24	RIB 2020A Principal	2855,000.00			3394 490000	710		101000
51	03/04/24	RIB 2020A Interest	664,301.88			3394 490000	720		101000
52	03/04/24	RIB 2020A Service Fees	625.00			3394 490000	740		101000
53	03/04/24	RIB 2022A Principal	135,000.00			3395 490000	710		101000
54	03/04/24	RIB 2022A Interest	123,262.50			3395 490000	720		101000
55	03/04/24	RIB 2022A Service Fees	625.00			3395 490000	740		101000
56	03/04/24	TIF 2009 Principal	50,000.00			3983 490000	710		101000
57	03/04/24	TIF 2009 Interest	2,250.00			3983 490000	720		101000
58	03/04/24	TIF 2009 Service Fees	525.00			3983 490000	740		101000
59	03/04/24	TIF 2020 Principal	590,000.00			3988 490000	710		101000
60	03/04/24	TIF 2020 Interest	216,244.38			3988 490000	720		101000
61	03/04/24	TIF 2020 Service Fees	625.00			3988 490000	740		101000
62	03/04/24	WS Bond 2019 Interest	60,926.25			6020 450000	720		101000
63	03/04/24	WS Bond 2019 Service Fees	450.00			6020 450000	740		101000
64	03/04/24	WS Bond 2012 Interest	71,014.38			6020 450000	720		101000
65	03/04/24	WS Bond 2012 Service Fees	450.00			6020 450000	740		101000
Total for Vendor:			19518,435.04						
117170	111881S	274 STEVE MOTTINGER	5,250.00						
April									
1	04/01/24	Court Appointed Attorney	5,250.00			1000 412000	310		101000
Total for Vendor:			5,250.00						
117127	111882S	5326 STREET SMARTS VR, INC	95,000.00						
1	inv117 03/20/24	street smart VR	95,000.00			2975 421000	640		101000
Total for Vendor:			95,000.00						

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117152	111883S	88 STREICHER'S INC	338.89						
1	i1689551	03/21/24 new officer tie clips	338.89			1000 421000	422		101000
		Total for Vendor:	338.89						
117316		176 SUMMIT FIRE PROTECTION	341.84						
1	192032151	04/01/24 PW FIRE ALARM MONITORING	445.00			1000 455000	307		101000
2	192031581	03/10/24 PW FIRE ALARM SERVICE	284.50			6020 450000	420		101000
3		03/11/24 ACCT CREDIT	-387.66			6020 450000	420		101000
117393		176 SUMMIT FIRE PROTECTION	284.50						
1	192031087	02/26/24 CH FIRE SYSTEM REPAIR	284.50			1000 455000	420		101000
		Total for Vendor:	626.34						
117116	111884S	733 SWANSTON EQUIPMENT CORP.	274.05						
1	P00406	03/27/24 5410 COMBO WAFE WHS	274.05			1000 430001	381		101000
117301		733 SWANSTON EQUIPMENT CORP.	357.55						
1	P00488	04/01/24 COUPLER	83.50			1000 430001	427		101000
2	P00448	03/28/24 5410 COMBO WAFE WHS	274.05			1000 430001	427		101000
		Total for Vendor:	631.60						
117328		890 TCC MATERIALS	483.20						
1	7381396	03/11/24 SILICA SAND	483.20			6010 450200	914		101000
		Total for Vendor:	483.20						
117352		2491 TEAM LABORATORY CHEMICAL, LLC	1,353.00						
1	0040304	03/31/24 TACK OIL	1,353.00			1000 430000	722		101000
		Total for Vendor:	1,353.00						
117319		4925 TELUS COMMUNICATIONS US INC	666.00						
1	1496	04/01/24 SKYHAWK	666.00			1000 430000	307		101000
		Total for Vendor:	666.00						

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117332		3411 THE UPS STORE #6740	158.83						
1	03/18/24	SHIPPING	30.92			1000 430002	487		101000
2	02/15/24	SHIPPING	127.91			6025 450000	825		101000
		Total for Vendor:	158.83						
117212		3733 TIMECLOCK PLUS	600.00						
1	00336864	04/04/24 Clockable License	600.00			1000 414103	307		101000
		Total for Vendor:	600.00						
117300		3352 TITAN MACHINERY-FARGO CASE	144.00						
1	19361447	04/01/24 275 POWER TAN	144.00			6020 450000	427		101000
		Total for Vendor:	144.00						
117388		1234 TOOL WAREHOUSE INC	451.94						
1	0278427	04/08/24 NEW TOOL BOX TOOLS	451.94			1000 455000	870		101000
		Total for Vendor:	451.94						
117203		5332 TRICORNE AUDIO INC	19,363.00						
1	14033	03/27/24 Install sound system - WEX	19,363.00			2970 480000	653		101000
		Total for Vendor:	19,363.00						
117344		1373 TROY FREADRICH	140.02						
		RAM/SWANA CONFERENCE - PRIOR LAKE, MN							
1	04/08/24	TRAVEL REIMBURSEMENT	140.02			6010 450200	340		101000
		Total for Vendor:	140.02						
117209		2951 TYLER TECHNOLOGIES, INC	624.37						
1	020-150875	03/31/24 OTC & Portal	624.37			1000 412000	740		101000
117426		2951 TYLER TECHNOLOGIES, INC	3,597.00						
1	2636	02/07/24 reg anderson	1,199.00			1000 421000	340		101000
2	2636	02/07/24 reg haugen	1,199.00			1000 421000	340		101000
3	2636	02/07/24 reg gonzalez	1,199.00			1000 421000	340		101000
		Total for Vendor:	4,221.37						

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117318		2136 ULINE INC	70.99						
1	175810664	03/19/24 DONNA - JACKET	70.99			1000 430001	422		101000
117473		2136 ULINE INC	3,747.06						
1	14864070	03/14/24 Hazard Mitigation Supplies	350.36			2060 415200	340		101000
2	175727945	03/18/24 Mezzanine Shelving	3,051.70			2060 415200	641		101000
3	175727945	03/18/24 Training Haz Mat Bin	345.00			2060 415200	340		101000
		Total for Vendor:	3,818.05						
117134	111890S	784 UNITED POWER EQUIPMENT	14.61						
1	02NZ3019	03/25/24 SAW THROTTLE LOCKOUT	14.61			2210 428000	427		101000
		Total for Vendor:	14.61						
117199		2478 VALLI	1,773.25						
1	93651	03/31/24 Lockbox and ACH - Mar	1,773.25			6020 450000	360		101000
117210		2478 VALLI	5,974.59						
1	93686	03/31/24 Postage - March	5,974.59			6020 450000	360		101000
		Total for Vendor:	7,747.84						
117432		3668 VERIZON WIRELESS	351.20						
1	9960525573	03/02/24 mar 2024 river sensors	351.20			6020 450000	356		101000
		Total for Vendor:	351.20						
117150	111892S	2708 VERIZON WIRELESS - LERT B	100.00						
1	9431	03/17/24 sms target	100.00			1000 421000	365		101000
	9022351029								
		Total for Vendor:	100.00						
117420		3230 VESSCO, INC	598.92						
1	0067956	04/10/24 LOADSURE ELEMENT	598.92			6025 450000	825		101000
		Total for Vendor:	598.92						

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117479	E	3212 VISA ADMINISTRATION	5,522.86						
		Apr statement for Mar transactions							
1	CC-1409	03/04/24 ND League of Cities conferenc	200.00			1000 202200			101000
		Brad Olson registration		CC Accounting: 1000-		-415000-340			
		ND LEAGUE OF CITIES							
2	CC-1409	03/05/24 Dakota Resources	399.00			2960 202200			101000
		Thrivers Solor Membership for Casey Sanders		CC Accounting: 2960-		-411900-416			
		MISC CLAIM VENDOR							
3	CC-1409	03/06/24 Column	55.60			1000 202200			101000
		Zoning ordiinanace CB BC1442-002		CC Accounting: 1000-		-418000-668			
		COLUMN SOFTWARE PBC							
4	CC-1409	03/06/24 Column tax credit	-8.48			1000 202200			101000
		tax credit		CC Accounting: 1000-		-418000-668			
		COLUMN SOFTWARE PBC							
5	CC-1409	03/07/24 Column	145.92			4021 202200			101000
		ID 6059		CC Accounting: 4021-		-480000-670			
		COLUMN SOFTWARE PBC							
6	CC-1409	03/07/24 Column	218.88			1000 202200			101000
		Public Works Fuel Station		CC Accounting: 1000-		-455000-668			
		COLUMN SOFTWARE PBC							
7	CC-1409	03/08/24 EB Rolecall Talent AT	550.00			1000 202200			101000
		talent attraction summit-Casey Sanders		CC Accounting: 1000-		-414102-340			
		MISC CLAIM VENDOR							
8	CC-1409	03/11/24 Column	12.92			1000 202200			101000
		Dept director interviews		CC Accounting: 1000-		-415000-668			
		COLUMN SOFTWARE PBC							
9	CC-1409	03/13/24 ND League of Cities	25.00			1000 202200			101000
		Commissioner's book		CC Accounting: 1000-		-415000-410			
		ND LEAGUE OF CITIES							
10	CC-1409	03/14/24 Column tax credit	-6.16			1000 202200			101000
		tax credit		CC Accounting: 1000-		-415000-668			
		COLUMN SOFTWARE PBC							
11	CC-1409	03/18/24 Record Keepers	75.00			1000 202200			101000
		recycle bins-City Hall		CC Accounting: 1000-		-415000-420			
		RECORD KEEPERS							
12	CC-1409	03/19/24 Column	19.00			1000 202200			101000
		filing notice for elections		CC Accounting: 1000-		-415000-668			
		COLUMN SOFTWARE PBC							

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13	CC-1409 03/19/24	Candlewood Suites-Bismarck hotel for Brad Olson for League of Cities MISC CLAIM VENDOR	98.01	CC Accounting: 1000-	1000-	1000 202200 -415000-340			101000
14	CC-1409 03/19/24	Candlewood Suites-Bismarck hotel for Dustin Scott for league of cities MISC CLAIM VENDOR	98.01	CC Accounting: 1000-	1000-	1000 202200 -414000-340			101000
15	CC-1409 03/19/24	Candlewood Suites-Bismarck hotel for Bernie Dardis for League of Cities MISC CLAIM VENDOR	98.01	CC Accounting: 1000-	1000-	1000 202200 -415000-340			101000
16	CC-1409 03/19/24	Clarion Hotel-Minot hotel for Bernice Dardis for League of cities MISC CLAIM VENDOR	89.19	CC Accounting: 1000-	1000-	1000 202200 -415000-340			101000
17	CC-1409 03/19/24	Clarion Hotel-Minot hotel for Brad Olson for League of Cities MISC CLAIM VENDOR	89.28	CC Accounting: 1000-	1000-	1000 202200 -415000-340			101000
18	CC-1409 03/19/24	Clarion Hotel-Minot hotel for Dustin Scott for league of cities MISC CLAIM VENDOR	89.19	CC Accounting: 1000-	1000-	1000 202200 -414000-340			101000
19	CC-1409 03/19/24	Business Essentials copy paper for City Hall BUSINESS ESSENTIALS	251.94	CC Accounting: 1000-	1000-	1000 202200 -415000-410			101000
20	CC-1409 03/20/24	Column Joint Powers Agreement Committee notice COLUMN SOFTWARE PBC	19.76	CC Accounting: 1000-	1000-	1000 202200 -415000-668			101000
21	CC-1409 03/19/24	Column Special City Commission meeting 2022 Audit COLUMN SOFTWARE PBC	9.88	CC Accounting: 1000-	1000-	1000 202200 -415000-668			101000
22	CC-1409 03/19/24	Column PW hydrostatic loader COLUMN SOFTWARE PBC	84.36	CC Accounting: 1000-	1000-	1000 202200 -430000-668			101000
23	CC-1409 03/19/24	Inner Coridor Technology GISP Exam training course for Austin Braget MISC CLAIM VENDOR	412.00	CC Accounting: 1000-	1000-	1000 202200 -414000-245			101000
24	CC-1409 03/20/24	GIS Certification Institute GIS Exam fee-Austin Braget MISC CLAIM VENDOR	250.00	CC Accounting: 1000-	1000-	1000 202200 -414000-245			101000
25	CC-1409 03/20/24	Cenex gas for League of Cities MISC CLAIM VENDOR	53.57	CC Accounting: 1000-	1000-	1000 202200 -414000-340			101000

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26	CC-1409 03/21/24	First Link First Link Annual Breakfast FIRSTLINK	37.10			1000 202200 -415000-340			101000
27	CC-1409 03/24/24	Amazon printer cartridge for receptionist check scanner AMAZON CAPITAL SERVICES	26.99			1000 202200 -414100-410			101000
28	CC-1409 03/24/24	Amazon USB cable for Troy in Engineering AMAZON CAPITAL SERVICES	4.99			1000 202200 -414200-410			101000
29	CC-1409 03/24/24	Amazon board for Kayla AMAZON CAPITAL SERVICES	12.50			1000 202200 -414200-410			101000
30	CC-1409 03/25/24	Delta Airlines travel for Lauren Cammack DELTA AIR	717.20			1000 202200 -414000-340			101000
31	CC-1409 03/25/24	Delta Airlines travel for Austin Braget DELTA AIR	717.20			1000 202200 -414000-340			101000
32	CC-1409 03/27/24	Column Board of Equalization notice COLUMN SOFTWARE PBC	19.00			1000 202200 -415000-668			101000
33	CC-1409 03/30/24	Amazon Teleprompter for Comm. AMAZON CAPITAL SERVICES	129.00			1000 202200 -416200-497			101000
34	CC-1409 03/30/24	American Soc of Admin Prof course & exam for Emily Hagemeister MISC CLAIM VENDOR	475.00			1000 202200 -414000-340			101000
35	CC-1409 03/29/24	Office Sign Company desk/door plates for Alicia and Rose OFFICE SIGN COMPANY	54.00			1000 202200 -414100-410			101000
Total for Vendor:			5,522.86						
117202	E 2437	VISA ASSESSING Apr statement for Mar transactions	147.98						
1	CC-1388 03/12/24	USPS - stamps stamps USPS	68.00			1000 202200 -414101-410			101000

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2	CC-1388	03/28/24 Office Depot - keyboards	79.98			1000 202200			101000
		keyboards		CC Accounting: 1000-		-414101-410			
		OFFICE DEPOT OFFICEMAX							
		Total for Vendor:	147.98						
117205	E	3706 VISA COMMUNICATIONS	32.99						
		Apr statement for Mar transactions							
1	CC-1389	03/24/24 Apple - cloud	0.99			1000 202200			101000
		cloud storage		CC Accounting: 1000-		-416200-497			
		APPLE.COM							
2	CC-1389	03/29/24 Bee Seen Gear	32.00			1000 202200			101000
		garment		CC Accounting: 1000-		-416200-668			
		BEE SEEN GEAR							
		Total for Vendor:	32.99						
117194	E	3693 VISA ENGINEERING	617.61						
		Apr statement for Mar transactions							
1	CC-1387	03/06/24 La Quinta - hotel stay	107.00			1000 202200			101000
		ND Transportation Conf. hotel for Jerry Wallace		CC Accounting: 1000-		-414200-340			
		MISC CLAIM VENDOR							
2	CC-1387	03/06/24 La Quinta - hotel stay	105.93			1000 202200			101000
		ND Transportation conference hotel for Jim Mohr		CC Accounting: 1000-		-414200-340			
		MISC CLAIM VENDOR							
3	CC-1387	03/06/24 La Quinta - hotel stay	107.00			1000 202200			101000
		ND Transportation conference hotel for Dan Hanson		CC Accounting: 1000-		-414200-340			
		MISC CLAIM VENDOR							
4	CC-1387	03/06/24 La Quinta - hotel stay	107.00			1000 202200			101000
		ND Transportation conference hotel for Andrew Wrucke		CC Accounting: 1000-		-414200-340			
		MISC CLAIM VENDOR							
5	CC-1387	03/05/24 Shell Gas Station-Bismarck	3.20			1000 202200			101000
		windshield washer fluid		CC Accounting: 1000-		-414200-420			
		MISC CLAIM VENDOR							
6	CC-1387	03/05/24 Shell Gas Station-Bismarck	36.26			1000 202200			101000
		gas for city vehicle		CC Accounting: 1000-		-414200-340			
		MISC CLAIM VENDOR							
7	CC-1387	03/14/24 UPS - postage	21.27			1000 202200			101000
		shipping to repair GPS Equipment		CC Accounting: 1000-		-414200-661			
		UNITED PARCEL SERVICE							

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8	CC-1387	03/14/24 Interstate Batteries	129.95			1000 202200			101000
		battery for GPS Radio		CC Accounting: 1000-		-414200-432			
		INTERSTATE BATTERIES							
Total for Vendor:			617.61						
117273	E	3569 VISA FIRE DEPT 1	6,915.78						
1	CC-1394	03/02/24 CPSE 2024 Nesvold	1,634.15			2060 202200			101000
		CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-340			
2	CC-1394	03/02/24 CPSE 2024 Fuller	1,674.48			2060 202200			101000
		CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-340			
3	CC-1394	03/02/24 CPSE 2024 Olson	1,485.05			2060 202200			101000
		CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-340			
4	CC-1394	03/02/24 CPSE Overcharge/parking	-149.10			2060 202200			101000
		CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-340			
5	CC-1394	03/07/24 NFA D Underhill Airfare	2,091.20			2060 202200			101000
		DELTA AIR		CC Accounting: 2060-		-415200-340			
6	CC-1394	03/26/24 Fire Chief Meeting	180.00			2060 202200			101000
		CRACKED PEPPER		CC Accounting: 2060-		-415200-375			
Total for Vendor:			6,915.78						
117313	E	3568 VISA FIRE DEPT 2	2,702.73						
1	CC-1396	03/05/24 E-Card T Williams	10.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
2	CC-1396	03/04/24 Books for Training	91.26			2060 202200			101000
		THE AMERICAN SOCIETY OF MECHANICAL ENGIN		CC Accounting: 2060-		-415200-340			
3	CC-1396	02/29/24 Training Silicon sponge	23.98			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-340			
4	CC-1396	03/06/24 Daycare e-cards	75.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
5	CC-1396	04/08/24 Cr return damaged wh board	133.00			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-641			
6	CC-1396	03/11/24 SS Vaccum	599.00			2060 202200			101000
		BLOWS SEW N VAC		CC Accounting: 2060-		-415200-641			
7	CC-1396	03/12/24 Frame for Mail box	69.60			2060 202200			101000
		WEST SIDE STEEL		CC Accounting: 2060-		-415200-641			
8	CC-1396	03/13/24 Fuel bring Trans Van from MN	28.37			2060 202200			101000
		HOLIDAY COMPANIES		CC Accounting: 2060-		-415200-424			

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	CC-1396 03/13/24	Fuel bring Trans Van from MN	20.28			2060 202200			101000
		SIMONSON STATION STORE		CC Accounting: 2060-		-415200-424			
10	CC-1396 04/08/24	White Bd, conference rom	127.99			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-641			
11	CC-1396 04/08/24	Cork bd/radio room	45.59			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
12	CC-1396 03/22/24	2 Training Manikins	442.86			2060 202200			101000
		Huggable Images		CC Accounting: 2060-		-415200-641			
13	CC-1396 03/20/24	T Williams e-card	10.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
14	CC-1396 03/20/24	B Herbst Recert	25.00			2060 202200			101000
		National Registry of Emergency Medical T		CC Accounting: 2060-		-415200-340			
15	CC-1396 03/22/24	Cover for Wiley	159.99			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-500			
16	CC-1396 03/22/24	Fly Traps, n station filters	60.82			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-500			
17	CC-1396 03/26/24	e-card	10.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
18	CC-1396 03/25/24	#9030 Trans Van	1.50			2060 202200			101000
		ND MOTOR VEHICLE DEPT.		CC Accounting: 2060-		-415200-667			
19	CC-1396 03/25/24	#9030 Trans Van	23.50			2060 202200			101000
		ND MOTOR VEHICLE DEPT.		CC Accounting: 2060-		-415200-667			
20	CC-1396 03/22/24	4 E-cards	100.00			2060 202200			101000
		CPR CERTIFIED TRAINER		CC Accounting: 2060-		-415200-340			
21	CC-1396 03/21/24	D Sprecher 2024 Dues	128.00			2060 202200			101000
		IAAI		CC Accounting: 2060-		-415200-667			
22	CC-1396 03/21/24	J Neeb 2024 Dues	128.00			2060 202200			101000
		IAAI		CC Accounting: 2060-		-415200-667			
23	CC-1396 03/21/24	J Neeb New Application	195.00			2060 202200			101000
		IAAI		CC Accounting: 2060-		-415200-667			
24	CC-1396 03/12/24	Cr. for damaged White Bd	-133.00			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-641			
25	CC-1396 04/01/24	Training Plug & Dike	98.99			2060 202200			101000
		ALL HANDS FIRE EQUIPMENT		CC Accounting: 2060-		-415200-340			
26	CC-1396 04/01/24	Smoked Out Series-MSG G1	228.00			2060 202200			101000
		BA SHIELDS		CC Accounting: 2060-		-415200-340			
Total for Vendor:			2,702.73						

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117272	E	4351 VISA FIRE DEPT 3	1,899.21						
1	CC-1395	03/02/24 CPSE 2024 Carriveau	1,485.05			2060 202200			101000
		CARIBE ROYALE-FLORIDA		CC Accounting: 2060-		-415200-340			
2	CC-1395	03/18/24 SCBA Brackets	133.65			2060 202200			101000
		FIRE SAFETY USA		CC Accounting: 2060-		-415200-641			
3	CC-1395	04/01/24 Gear Rm Rack	280.51			2060 202200			101000
		WEST SIDE STEEL		CC Accounting: 2060-		-415200-641			
		Total for Vendor:	1,899.21						
117448	E	2439 VISA IT	6,809.71						
		Apr statement for Mar transactions							
1	CC-1408	03/08/24 Amazon-lap top bag	33.98			1000 202200			101000
		lap top bag		CC Accounting: 1000-		-414104-410			
		AMAZON CAPITAL SERVICES							
2	CC-1408	03/11/24 Amazon - label printer suppli	32.79			1000 202200			101000
		label printer supplies		CC Accounting: 1000-		-414104-410			
		AMAZON CAPITAL SERVICES							
3	CC-1408	03/20/24 Amazon- adapter	29.58			1000 202200			101000
		SFP Ethernet adapter		CC Accounting: 1000-		-414104-410			
		AMAZON CAPITAL SERVICES							
4	CC-1408	03/21/24 Amazon - SSD drive	534.16			6025 202200			101000
		SSD drive for PW Wincam trailer		CC Accounting: 6025-		-450000-870			
		AMAZON CAPITAL SERVICES							
5	CC-1408	03/22/24 Home Depot - shelves	830.30			2970 202200			101000
		work bench & 3 shelf cabinets for IT office at Wex		CC Accounting: 2970-		-480000-653			
		HOME DEPOT							
6	CC-1408	03/26/24 Costco - TV's	4,969.87			2970 202200			101000
		TV's for conference room		CC Accounting: 2970-		-480000-653			
		COSTCO WHOLESALE #1119							
7	CC-1408	03/27/24 Amazon-monitor mount	35.98			1000 202200			101000
		dual monitor mount		CC Accounting: 1000-		-414104-410			
		AMAZON CAPITAL SERVICES							
8	CC-1408	03/27/24 Amazon - port	193.61			2970 202200			101000
		Netgear 8 port PoE Gigabit ethernet plus swithc qty 3 for Wex		CC Accounting: 2970-		-480000-653			
		AMAZON CAPITAL SERVICES							
9	CC-1408	04/01/24 Amazon-misc	149.44			1000 202200			101000
		display port cables, laptop stands, dry erase whiteboard		CC Accounting: 1000-		-414104-410			
		AMAZON CAPITAL SERVICES							

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Total for Vendor:			6,809.71						
117477	E	5092 VISA IT 2	2,668.14						
		Apr statement for Mar transactions							
1	CC-1407	03/07/24 UPS - engineering	28.25			1000 202200			101000
		ship lap top back		CC Accounting: 1000-		-414200-661			
		UNITED PARCEL SERVICE							
2	CC-1407	03/08/24 Zoom - cloud	40.00			1000 202200			101000
		cloud recording		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
3	CC-1407	03/12/24 Menards - PD	25.95			1000 202200			101000
		velcro, 12v to 110v car converter		CC Accounting: 1000-		-421000-410			
		MENARDS (POLICE)							
4	CC-1407	03/27/24 RSA-conference	495.00			1000 202200			101000
		security conference registration for Michael Wubben		CC Accounting: 1000-		-414104-340			
		MISC CLAIM VENDOR							
5	CC-1407	03/29/24 Ace Hardware	39.74			1000 202200			101000
		keys for Wex bldg, extension cord, zip ties and retainers		CC Accounting: 1000-		-414104-410			
		MISC CLAIM VENDOR							
6	CC-1407	04/01/24 Zoom - annual	2,039.20			1000 202200			101000
		annual renewal		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
Total for Vendor:			2,668.14						
117370	E	3161 VISA LIBRARY #1	214.40						
1	CC-1404	03/05/24 MENARDS	25.70			7000 202200			101000
		CARPET TILES		CC Accounting: 7000-		-411600-641			
2	CC-1404	03/08/24 FAMILY FARE	109.90			7000 202200			101000
		PROGRAM REFRESHMENTS		CC Accounting: 7000-		-411600-649			
3	CC-1404	03/26/24 ADOBE	32.39			7000 202200			101000
		CREATIVE CLOUD SUBSCRIPTION		CC Accounting: 7000-		-411600-689			
4	CC-1404	03/29/24 WALMART	24.82			7000 202200			101000
		PROGRAM SUPPLIES		CC Accounting: 7000-		-411600-649			
5	CC-1404	03/31/24 FACEBOOK	21.59			7000 202200			101000
		MONTHLY ADVERTISING		CC Accounting: 7000-		-411600-649			
Total for Vendor:			214.40						

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117371	E	3162 VISA LIBRARY #2	1,422.92						
1	CC-1405	03/15/24 PURE WATER WATER MACHINE MONTHLY RENT	100.00			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
2	CC-1405	03/19/24 LEVATA DESKTOP PRINTERS	803.16			7000 202200			101000
				CC Accounting: 7000-		-411600-497			
3	CC-1405	03/19/24 LIBRARY WORKS WEBINAR	150.00			7000 202200			101000
				CC Accounting: 7000-		-411600-340			
4	CC-1405	04/01/24 VENMILL CLEANING KIT FOR BUFFER MACHINE	108.43			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
5	CC-1405	04/01/24 AMAZON MAGAZINE DISPLAY RACK	261.33			7000 202200			101000
				CC Accounting: 7000-		-411600-641			
Total for Vendor:			1,422.92						
117400	E	4576 VISA LIBRARY #3	1,148.49						
1	CC-1406	03/04/24 WALMART PROGRAM SUPPLIES	117.63			7000 202200			101000
				CC Accounting: 7000-		-411600-649			
2	CC-1406	03/05/24 AMAZON BOOK	12.69			7000 202200			101000
				CC Accounting: 7000-		-411600-662			
3	CC-1406	03/06/24 MICHALES PROGRAM SUPPLIES	30.75			7000 202200			101000
				CC Accounting: 7000-		-411600-649			
4	CC-1406	03/07/24 AMAZON BOOKS	57.19			7000 202200			101000
				CC Accounting: 7000-		-411600-662			
5	CC-1406	03/11/24 AMAZON PACKAGING SUPPLIES	19.99			7000 202200			101000
				CC Accounting: 7000-		-411600-661			
6	CC-1406	03/11/24 AMAZON SILVERWARE	19.49			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
7	CC-1406	03/15/24 AMAZON BOOKS	50.64			7000 202200			101000
				CC Accounting: 7000-		-411600-662			
8	CC-1406	03/18/24 AMAZON BOOKS	46.03			7000 202200			101000
				CC Accounting: 7000-		-411600-662			
9	CC-1406	03/25/24 AMAZON BOOK ODOR ROCKS	77.18			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
10	CC-1406	03/25/24 AMAZON OFFICE SUPPLIES	147.39			7000 202200			101000
				CC Accounting: 7000-		-411600-410			
11	CC-1406	03/25/24 AMAZON PROGRAM SUPPLIES	137.66			7000 202200			101000
				CC Accounting: 7000-		-411600-649			

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12	CC-1406	03/26/24 AMAZON	13.37			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
13	CC-1406	03/26/24 AMAZON	16.13			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
14	CC-1406	03/27/24 AMAZON	6.63			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
15	CC-1406	03/27/24 AMAZON	5.13			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
16	CC-1406	03/27/24 AMAZON	18.73			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
17	CC-1406	03/29/24 AMAZON	6.49			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
18	CC-1406	03/30/24 AMAZON	7.99			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
19	CC-1406	03/29/24 AMAZON	19.99			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
20	CC-1406	03/31/24 AMAZON	186.89			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
21	CC-1406	04/01/24 AMAZON	134.26			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
22	CC-1406	04/01/24 AMAZON	16.24			7000 202200			101000
BOOKS				CC Accounting: 7000-		-411600-662			
Total for Vendor:			1,148.49						
117305	E	2435 VISA POLICE #1	5,030.94						
1	CC-1402	03/06/24 reg for carr	320.00			1000 202200			101000
MGIA				CC Accounting: 1000-		-421000-340			
2	CC-1402	03/12/24 cpa bakery	14.00			1000 202200			101000
FAMILY FARE				CC Accounting: 1000-		-421000-375			
3	CC-1402	03/13/24 alterations pearson	20.00			1000 202200			101000
ALTERATIONS BY L				CC Accounting: 1000-		-421000-422			
4	CC-1402	03/13/24 app admission schany	35.00			1000 202200			101000
LAKE REGION STATE COLLEGE				CC Accounting: 1000-		-421000-340			
5	CC-1402	03/20/24 JGPR Academy addie reg	199.00			1000 202200			101000
MISC CLAIM VENDOR				CC Accounting: 1000-		-421000-340			
6	CC-1402	03/22/24 evidence supplies	35.28			1000 202200			101000
AMAZON CAPITAL SERVICES				CC Accounting: 1000-		-421000-365			

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7	CC-1402 03/22/24	pens	26.24			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
8	CC-1402 03/22/24	holster orn	53.99			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-422			
9	CC-1402 03/22/24	cadets airsoft target	58.99			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-375			
10	CC-1402 03/24/24	office supplies	45.79			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
11	CC-1402 03/24/24	BWC equipment	15.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-641			
12	CC-1402 03/28/24	green gas	57.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-641			
13	CC-1402 03/28/24	green gas	57.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-641			
14	CC-1402 03/31/24	flight cancellation	102.64			1000 202200			101000
	TRAVELOCITY			CC Accounting: 1000-		-421000-340			
15	CC-1402 03/31/24	Flock Safety beilke	250.00			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
16	CC-1402 03/31/24	Flcok Safety anderson	250.00			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
17	CC-1402 04/01/24	bike equipment	8.99			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-641			
18	CC-1402 03/31/24	flight beilke	662.20			1000 202200			101000
	DELTA AIR			CC Accounting: 1000-		-421000-340			
19	CC-1402 03/31/24	flight anderson	662.20			1000 202200			101000
	DELTA AIR			CC Accounting: 1000-		-421000-340			
20	CC-1402 04/01/24	fire boots investigations	396.02			1000 202200			101000
	WPSG, INC			CC Accounting: 1000-		-421000-365			
21	CC-1402 04/02/24	lights investigations	645.84			1000 202200			101000
	ACME TOOLS			CC Accounting: 1000-		-421000-365			
22	CC-1402 04/01/24	evidence rm table	407.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-365			
23	CC-1402 04/01/24	cadets goggles	239.49			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-375			
24	CC-1402 04/01/24	office supplies	26.87			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
25	CC-1402 04/01/24	cadets goggles	239.49			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-375			

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26	CC-1402	04/01/24 rifle equipment	48.99			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-	1000-	-421000-987			
27	CC-1402	03/20/24 nasro registrations	150.00			1000 202200			101000
		NASRO		CC Accounting: 1000-	1000-	-421000-340			
Total for Vendor:			5,030.94						
117299	E	3233 VISA POLICE #2	3,434.40						
1	CC-1401	03/12/24 fuel	43.22			1000 202200			101000
		PETRO SERVE USA #63		CC Accounting: 1000-	1000-	-421000-424			
2	CC-1401	03/12/24 fuel	25.10			1000 202200			101000
		PETRO SERVE USA #63		CC Accounting: 1000-	1000-	-421000-424			
3	CC-1401	03/25/24 flight cancellation	48.22			1000 202200			101000
		TRAVELOCITY		CC Accounting: 1000-	1000-	-421000-340			
4	CC-1401	03/25/24 flight cancellation nasro	125.36			1000 202200			101000
		ALLEGIANTRAVEL COMPANY		CC Accounting: 1000-	1000-	-421000-340			
5	CC-1401	03/25/24 flight jorgensen	622.20			1000 202200			101000
		DELTA AIR		CC Accounting: 1000-	1000-	-421000-340			
6	CC-1401	03/25/24 4 flights rental car	2,180.30			1000 202200			101000
		ALLEGIANTRAVEL COMPANY		CC Accounting: 1000-	1000-	-421000-340			
7	CC-1401	03/27/24 2 reg mocic	390.00			1000 202200			101000
		MOCIC		CC Accounting: 1000-	1000-	-421000-340			
Total for Vendor:			3,434.40						
117291	E	3234 VISA POLICE #3	184.61						
		Training w/ Chris entered by NF							
1	CC-1399	03/05/24 cpa bakery	14.00			1000 202200			101000
		FAMILY FARE		CC Accounting: 1000-	1000-	-421000-375			
2	CC-1399	03/13/24 fuel training	50.13			1000 202200			101000
		SIMONSON TRAVEL CENTER		CC Accounting: 1000-	1000-	-421000-340			
3	CC-1399	03/14/24 Demers Cenex fuel	44.78			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-	1000-	-421000-340			
4	CC-1399	03/18/24 Demers Cenex fuel	46.06			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-	1000-	-421000-340			
5	CC-1399	03/20/24 Marathon Petro fuel	29.64			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-	1000-	-421000-340			
Total for Vendor:			184.61						

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117290	E	3244 VISA POLICE #4	218.36						
		Nina training with Chris							
1	CC-1398	03/15/24 birrenkott retirement	80.36			1000 202200			101000
		HORNBACHERS		CC Accounting: 1000-		-421000-375			
2	CC-1398	03/15/24 labby grooming	138.00			1000 202200			101000
		SIT. STAY. SPA.		CC Accounting: 1000-		-421000-915			
		Total for Vendor:	218.36						
117289	E	4300 VISA POLICE #5	245.18						
		Nina training with Chris							
1	CC-1397	03/05/24 membership gomez	75.00			1000 202200			101000
		MACIA-MN ASSO OF CRININAL INTEL ANALYSTS		CC Accounting: 1000-		-421000-340			
2	CC-1397	03/05/24 fuel	43.40			1000 202200			101000
		PILOT STORE #590		CC Accounting: 1000-		-421000-340			
3	CC-1397	03/20/24 grooming bella	55.00			1000 202200			101000
		SIT. STAY. SPA.		CC Accounting: 1000-		-421000-915			
4	CC-1397	01/04/24 swearing	71.78			1000 202200			101000
		HORNBACHERS		CC Accounting: 1000-		-421000-375			
		Total for Vendor:	245.18						
117293	E	4301 VISA POLICE #6	1,809.98						
1	CC-1400	03/21/24 lodging cruff	552.87			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
2	CC-1400	03/20/24 booking fee cruff	46.99			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
3	CC-1400	03/14/24 lodging orn	814.71			1000 202200			101000
		EXPEDIA.COM HEADQUARTERS		CC Accounting: 1000-		-421000-340			
4	CC-1400	03/22/24 LETA fuel	30.01			1000 202200			101000
		STAMART #1224		CC Accounting: 1000-		-421000-340			
5	CC-1400	03/05/24 LETA fuel	49.00			1000 202200			101000
		SHELL OIL		CC Accounting: 1000-		-421000-340			
6	CC-1400	03/18/24 LETA fuel	47.01			1000 202200			101000
		SHELL OIL		CC Accounting: 1000-		-421000-340			
7	CC-1400	03/27/24 LETA fuel	35.50			1000 202200			101000
		SHELL OIL		CC Accounting: 1000-		-421000-340			
8	CC-1400	03/14/24 LETA fuel	38.39			1000 202200			101000
		SHELL OIL		CC Accounting: 1000-		-421000-340			

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9	CC-1400	03/03/24 LETA fuel	37.00			1000 202200			101000
		HOLIDAY STATIONSTORE #414		CC Accounting: 1000-		-421000-340			
10	CC-1400	03/10/24 LETA fuel	41.00			1000 202200			101000
		RED CARPET EXXON EXPRESS		CC Accounting: 1000-		-421000-340			
11	CC-1400	03/17/24 LETA fuel	33.00			1000 202200			101000
		RED CARPET EXXON EXPRESS		CC Accounting: 1000-		-421000-340			
12	CC-1400	03/25/24 LETA fuel	38.50			1000 202200			101000
		RED CARPET EXXON EXPRESS		CC Accounting: 1000-		-421000-340			
13	CC-1400	03/31/24 LETA fuel	46.00			1000 202200			101000
		RED CARPET EXXON EXPRESS		CC Accounting: 1000-		-421000-340			
Total for Vendor:			1,809.98						
117307	E	2423 VISA PUBLIC WORKS #1	3,833.23						
1	CC-1391	03/07/24 C JOCHIM PANTS	64.49			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-455000-422			
2	CC-1391	03/09/24 J FREEMAN PANTS	129.58			6025 202200			101000
		CARHARTT		CC Accounting: 6025-		-450000-422			
3	CC-1391	03/08/24 D PRANKE BOOTS	169.99			6025 202200			101000
		BRUNT WORKWEAR		CC Accounting: 6025-		-450000-422			
4	CC-1391	03/08/24 TAX REFUND	-4.50			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-455000-422			
5	CC-1391	03/12/24 A HEIZELMAN CHAPS	295.94			2210 202200			101000
		ARBORWEAR LLC		CC Accounting: 2210-		-428000-639			
6	CC-1391	03/13/24 NAR/MONGAL BOOTS/PANTS	552.96			1000 202200			101000
		FLEET FARM		CC Accounting: 1000-		-455000-422			
7	CC-1391	03/13/24 A HEIZELMAN MEMBERSHIP	218.00			2210 202200			101000
		ISA MEMBERSHIP		CC Accounting: 2210-		-428000-667			
8	CC-1391	03/13/24 A HEIZELMAN STUDY MATERIAL	193.85			2210 202200			101000
		ISA MEMBERSHIP		CC Accounting: 2210-		-428000-410			
9	CC-1391	03/18/24 TITLE	25.00			1000 202200			101000
		DMV FARGO BRANCH		CC Accounting: 1000-		-430000-870			
10	CC-1391	03/20/24 TOOLS	9.63			6020 202200			101000
		HARBOR FREIGHT TOOLS		CC Accounting: 6020-		-450000-432			
11	CC-1391	03/20/24 T TWIETEN PANTS	179.97			6025 202200			101000
		FLEET FARM		CC Accounting: 6025-		-450000-422			
12	CC-1391	03/20/24 FORESTRY APP - BRE	6.47			2210 202200			101000
		APPLE.COM		CC Accounting: 2210-		-428000-410			

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13	CC-1391	03/24/24 FORESTRY APP - ALEX	6.47			2210 202200			101000
		APPLE.COM		CC Accounting: 2210-		-428000-410			
14	CC-1391	03/22/24 SNOW STORM - FOOD	166.52			1000 202200			101000
		SAM'S CLUB		CC Accounting: 1000-		-430000-490			
15	CC-1391	03/21/24 T FRAEDRICH/M DIMMER CONF	1,060.00			6010 202200			101000
		RECYCLING ASSOCIATION OF MINNESOTA		CC Accounting: 6010-		-450200-340			
16	CC-1391	03/23/24 D PRANKE - BOOT RETURN	-169.99			6025 202200			101000
		BRUNT WORKWEAR		CC Accounting: 6025-		-450000-422			
17	CC-1391	03/04/24 FMCSA D&A CLEARINGHOUSE	125.00			1000 202200			101000
		ANNUAL SUBSCRIPTION FOR DRUG TESTS		CC Accounting: 1000-		-450000-340			
		MISC CLAIM VENDOR							
18	CC-1391	03/06/24 HOLIDAY STATION STORE #0458	25.69			1000 202200			101000
		Z PAINTNER CONF FUEL		CC Accounting: 1000-		-450000-340			
		MISC CLAIM VENDOR							
19	CC-1391	03/06/24 EVERSPRING INN & SUITES	96.30			1000 202200			101000
		Z PAINTNER CONFERENCE		CC Accounting: 1000-		-450000-340			
		MISC CLAIM VENDOR							
20	CC-1391	04/01/24 NIGP - S TIFFANY	436.00			1000 202200			101000
		PROCUREMENT TRAINING		CC Accounting: 1000-		-455000-340			
		MISC CLAIM VENDOR							
21	CC-1391	03/22/24 J MARTINEZ PANTS	129.58			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-455000-422			
22	CC-1391	03/07/24 WATER TESTING LODGING	116.28			6020 202200			101000
		Country Inn & Suites by Raddisson Bismar		CC Accounting: 6020-		-450000-340			
		Total for Vendor:	3,833.23						
117308	E	4256 VISA PUBLIC WORKS #2	4,872.42						
1	CC-1392	03/03/24 NEW TOOLBOX TOOLS	198.75			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-455000-870			
2	CC-1392	03/03/24 HEADPHONES FOR TRAINING	56.98			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-450000-410			
3	CC-1392	03/05/24 HALFMOOD EDUCATION	578.00			2210 202200			101000
		B GRONAAS PRUNING WEBINAR		CC Accounting: 2210-		-428000-340			
		MISC CLAIM VENDOR							
4	CC-1392	03/06/24 DOOR NAMEPLATES	54.50			1000 202200			101000
		SMARTSIGN		CC Accounting: 1000-		-430000-410			
5	CC-1392	03/06/24 CHELSEY - SCANNER	488.04			6020 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 6020-		-450000-497			

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6	CC-1392 03/06/24	NEW TOOLBOX TOOLS AMAZON CAPITAL SERVICES	42.04			1000 202200			101000
7	CC-1392 03/07/24	TSHIRT STOCK - WA FULL SOURCE LLC	66.02	CC Accounting: 1000-	1000-	-455000-870			101000
8	CC-1392 03/07/24	TSHIRT STOCK - SW FULL SOURCE LLC	66.02	CC Accounting: 6020-	6020-	-450000-422			101000
9	CC-1392 03/07/24	TSHIRT STOCK - ST FULL SOURCE LLC	66.02	CC Accounting: 6025-	6025-	-450000-422			101000
10	CC-1392 03/07/24	TSHIRT STOCK - SA FULL SOURCE LLC	66.02	CC Accounting: 1000-	1000-	-430000-422			101000
11	CC-1392 03/07/24	TSHIRT STOCK - RW FULL SOURCE LLC	66.04	CC Accounting: 6010-	6010-	-450200-422			101000
12	CC-1392 03/07/24	NEW TOOLBOX TOOLS AMAZON CAPITAL SERVICES	88.31	CC Accounting: 1000-	1000-	-430001-422			101000
13	CC-1392 03/14/24	SA SUMMER GLOVES AMAZON CAPITAL SERVICES	147.50	CC Accounting: 1000-	1000-	-455000-870			101000
14	CC-1392 03/14/24	SCREEN PROTECTORS AMAZON CAPITAL SERVICES	28.69	CC Accounting: 6010-	6010-	-450200-639			101000
15	CC-1392 03/13/24	TITLE FEE DMV FARGO BRANCH	25.00	CC Accounting: 6025-	6025-	-450000-497			101000
16	CC-1392 03/13/24	TITLE FEE DMV FARGO BRANCH	23.50	CC Accounting: 1000-	1000-	-455000-610			101000
17	CC-1392 03/15/24	NEW TOOLBOX TOOLS AMAZON CAPITAL SERVICES	22.52	CC Accounting: 6025-	6025-	-450000-610			101000
18	CC-1392 03/15/24	TITLE FEE DMV FARGO BRANCH	23.50	CC Accounting: 1000-	1000-	-455000-870			101000
19	CC-1392 03/18/24	GLOVESTOCK - SA GLOVES MISC CLAIM VENDOR	1,173.75	CC Accounting: 1000-	1000-	-430002-610			101000
20	CC-1392 03/18/24	D TEAGARDEN PANTS FLEET FARM	119.98	CC Accounting: 6010-	6010-	-450200-639			101000
21	CC-1392 03/18/24	NEW TOOLBOX TOOLS AMAZON CAPITAL SERVICES	124.27	CC Accounting: 1000-	1000-	-430001-422			101000
22	CC-1392 03/18/24	A HEIZELMAN PHONE CASE AMAZON CAPITAL SERVICES	22.18	CC Accounting: 1000-	1000-	-455000-870			101000
23	CC-1392 03/21/24	REGISTRATION HOLDERS AMAZON CAPITAL SERVICES	101.88	CC Accounting: 2210-	2210-	-428000-497			101000
24	CC-1392 03/23/24	D BIRNBAUM PANTS AMAZON CAPITAL SERVICES	104.97	CC Accounting: 1000-	1000-	-455000-433			101000
				CC Accounting: 1000-	1000-	-430000-422			

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25	CC-1392 03/25/24	NITRILE GLOVES - SW AMAZON CAPITAL SERVICES	226.88			6025 202200 -450000-639			101000
26	CC-1392 03/25/24	NITRILE GLOVES - BG AMAZON CAPITAL SERVICES	226.88	CC Accounting: 6025-		1000 202200 -455000-639			101000
27	CC-1392 03/25/24	SCREEN PROTECTOR - ALEX AMAZON CAPITAL SERVICES	14.99	CC Accounting: 1000-		2210 202200 -428000-497			101000
28	CC-1392 03/25/24	KEY TAGS AMAZON CAPITAL SERVICES	18.98	CC Accounting: 1000-		1000 202200 -455000-433			101000
29	CC-1392 03/27/24	#2202 TITLE FEE DMV FARGO BRANCH	25.00	CC Accounting: 6020-		6020 202200 -450000-610			101000
30	CC-1392 03/28/24	SIGN HOLDERS GEMPLER'S	453.51	CC Accounting: 2210-		2210 202200 -428000-358			101000
31	CC-1392 03/29/24	TOOLS - RETURN AMAZON CAPITAL SERVICES	-43.27	CC Accounting: 1000-		1000 202200 -455000-870			101000
32	CC-1392 04/01/24	J ZACHER - PANTS FLEET FARM	194.97	CC Accounting: 1000-		1000 202200 -430001-422			101000
Total for Vendor:			4,872.42						
117309	E	4625 VISA PUBLIC WORKS #3	1,016.94						
1	CC-1393 03/18/24	SPEEDWAY - FUEL VACTOR TRAINING	29.87	CC Accounting: 1000-		1000 202200 -455000-340			101000
2	CC-1393 03/18/24	VACTOR TRAINING - FUEL VACTOR TRAINING	30.94	CC Accounting: 1000-		1000 202200 -455000-340			101000
3	CC-1393 03/19/24	THORNTON #364 - FUEL VACTOR TRAINING	19.28	CC Accounting: 1000-		1000 202200 -455000-340			101000
4	CC-1393 03/21/24	COMFORT INN - OTTOWA, IL J DOCKTER LODGING	299.21	CC Accounting: 1000-		1000 202200 -455000-340			101000
5	CC-1393 03/21/24	COMFORT INN - OTTOWA, IL C JOCHIM LODGING	299.21	CC Accounting: 1000-		1000 202200 -455000-340			101000
6	CC-1393 03/22/24	FAIRFIELD INN - EAU CLAIR, WI J DOCTER LODGING	107.00	CC Accounting: 1000-		1000 202200 -455000-340			101000
MISC CLAIM VENDOR									

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7	CC-1393 03/22/24	FAIRFIELD INN - EAU CLAIR, WI	107.00			1000 202200			101000
		C JOCHIM LODGING		CC Accounting: 1000-		-455000-340			
		MISC CLAIM VENDOR							
8	CC-1393 03/22/24	VACTOR TRAINING - FUEL	36.01			1000 202200			101000
		EAGLE RUN CROSSING LLC		CC Accounting: 1000-		-455000-340			
9	CC-1393 03/21/24	VACTOR TRAINING - FUEL	43.43			1000 202200			101000
		KWIK TRIP #410		CC Accounting: 1000-		-455000-340			
10	CC-1393 03/27/24	D HEIZELMAN - COVERALLS	44.99			1000 202200			101000
		FLEET FARM		CC Accounting: 1000-		-455000-340			
		Total for Vendor:	1,016.94						
117419		1346 VISTO'S TRAILER SALES	304.97						
1	119738 03/22/24	PINTLE	304.97			6020 450000	432		101000
		Total for Vendor:	304.97						
117180	111893S 3960	VORTEX OPTICS	791.96						
1	1867575 03/25/24	patrol binoculars	791.96			1000 421000	641		101000
		Total for Vendor:	791.96						
117297		544 WALLWORK TRUCK CENTER	886.37						
1	01P474906 04/01/24	#408 EXH RCN VALVE	886.37			6010 450200	427		101000
117383		544 WALLWORK TRUCK CENTER	44.40						
1	01P476044 04/04/24	4007 HOSE FITTING	44.40			6010 450200	427		101000
117394		544 WALLWORK TRUCK CENTER	233.66						
1	01P475987 04/04/24	4007 CHAMBER	59.26			6010 450200	427		101000
2	01P476075 04/04/24	BRAKE CHAMBER	174.40			6010 450200	427		101000
		Total for Vendor:	1,164.43						
117480		2740 WASTE MANAGEMENT OF WI-MN	103.74						
1	6762241 04/03/24	FD new HQ pickup	103.74			2060 415200	527		101000
		Total for Vendor:	103.74						

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117250		4773 WEST FARGO EVENTS	38,503.67						
1	0001052-IN	04/02/24 Programming fee: Essentia	17,563.69			2310 452120	810		101000
2	0001052-IN	04/02/24 Programming fee: POW/MIA	4,932.98			2310 452120	810		101000
3	0001052-IN	04/02/24 Mgmt fee: Parking Ramp	11,840.33			2320 452110	810		101000
4	0001052-IN	04/02/24 Mgmt fee: City Events	4,166.67			2960 411900	810		101000
		Total for Vendor:	38,503.67						
117179	111898S	566 WEST FARGO PARK DISTRICT	735,625.40						
	1st Qtr	2024 Park Special Assessments							
1	1st Qtr	2017-1 Brooks Harbor Elementar	23,355.78			8605 451000	630		101000
2	1st Qtr	2014-2 Goldenwood Area Park	35,626.93			8610 451000	630		101000
3	1st Qtr	8615 Shadowwood Park Spec 2010	35,626.93			8615 451000	630		101000
4	1st Qtr	2011 Park Spec - Maple Ridge	11,656.34			8620 451000	630		101000
5	1st Qtr	8625 Park Imp Dist 2011-1	76,904.15			8625 451000	630		101000
6	1st Qtr	06-2017-2 Park Imp - The Wilds	106,531.83			8630 451000	630		101000
7	1st Qtr	2014 Park Spec - River's Bend	91,214.47			8635 451000	630		101000
8	1st Qtr	Rendezvous Park	214,048.51			8640 451000	630		101000
9	1st Qtr	Maplewood Park	140,660.46			8645 451000	630		101000
		Total for Vendor:	735,625.40						
117141	111900S	2184 WEST SIDE STEEL	1,021.44						
1	8563	03/19/24 275 3/4" SHEET	678.72			6020 450000	427		101000
2	8638	03/26/24 SHEET METAL	342.72			6010 450200	914		101000
117292		2184 WEST SIDE STEEL	167.68						
1	8700	04/01/24 2002 G REC TUBE	73.00			6020 450000	610		101000
2	8716	04/02/24 2002 FLAT BAR	21.68			6020 450000	610		101000
3	8755	04/04/24 2002 G REC TUBE	73.00			6020 450000	610		101000
117456		2184 WEST SIDE STEEL	159.22						
1	8859	04/11/24 SHEET METAL	159.22			6010 450200	914		101000
		Total for Vendor:	1,348.34						

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117183	111905S	3549 WEX	2,814.54						
1	04/05/24	Med FSA - 04/05/24 payroll	116.67			1000 212530			101000
2	04/05/24	Dep FSA - 04/05/24 payroll	2,697.87			1000 212523			101000
		Total for Vendor:	2,814.54						
117167	-99215E	4676 WEX ELECTRONIC BIWEEKLY	375.00						
	03.29.24	- HSA Adj							
1	03/29/24	HSA Contributions - ER	187.50			1000 212530			101000
2	03/29/24	HSA Contributions - EE	187.50			1000 212530			101000
117221	-99205E	4676 WEX ELECTRONIC BIWEEKLY	33,335.26						
	04.08.24	payroll							
1	04/08/24	HSA Contributions - ER	10,873.57			1000 212530			101000
2	04/08/24	HSA Contributions - EE	22,461.69			1000 212530			101000
		Total for Vendor:	33,710.26						
117237		807 WEX HEALTH, INC	769.75						
1	0001923463	03/31/24 COBRA/FSA/HSA - MARCH	769.75			1000 414103	307		101000
		Total for Vendor:	769.75						
117256		569 WF ANIMAL HOSPITAL	3,810.14						
1	279454	03/31/24 mar 2024 pound	2,812.00			1000 421000	396		101000
2	278177	03/31/24 Bella medical	323.57			1000 421000	915		101000
3	278177	03/31/24 Labby medical	22.63			1000 421000	915		101000
4	278177	03/31/24 Thor medical	762.84			1000 421000	915		101000
5	278177	03/31/24 discount	-110.90			1000 421000	915		101000
		Total for Vendor:	3,810.14						
117437		4003 WM CORPORATE SERVICES INC	94,323.25						
1	6760599	04/01/24 COWF RECYCLING	86,854.45			6010 450200	916		101000
2	6760597	04/01/24 WATER TOWER DROPSITE	7,468.80			6010 450200	916		101000
		Total for Vendor:	94,323.25						

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117120	111903S	338 XCEL ENERGY	638.18						
1	870868840	03/27/24 60L 12TH ST E	67.80			6025 450000	527		101000
2	870860990	03/27/24 309 2ND AVE W	18.80			1000 430002	527		101000
3	870907319	03/27/24 312 5TH AVE W	206.86			1000 430002	527		101000
4	870904955	03/27/24 1100 12TH AVE NW	245.19			6020 450000	527		101000
5	970860889	03/27/24 SM33	99.53			6025 450000	527		101000
117188		338 XCEL ENERGY	485.81						
1	870734591	03/26/24 New City Hall (WEX Bldg)	485.81			1000 415000	527		101000
117355		338 XCEL ENERGY	17,227.97						
1	872004844	04/04/24 LIGHTS PARKING GARAGE	264.45			2310 452120	527		101000
2	871023120	03/28/24 1410 13TH AVE E TRAFFIC SIG	40.19			1000 430002	527		101000
3	872031958	04/04/24 735 7TH AVE NW	96.06			1000 430002	527		101000
4	871796136	04/03/24 3150 SHEYENNE ST - THE LIGH	118.80			2310 452120	527		101000
5	871711698	04/03/24 800 4TH AVE E	642.06			1000 415000	527		101000
6	871703359	04/03/24 800 4TH AVE E	7,525.13			1000 415000	527		101000
7	871378531	04/01/24 800 4TH AVE E	8,541.28			1000 415000	527		101000
117356		338 XCEL ENERGY	17,504.21						
1	871512986	04/02/24 WL/12TH AVE	115.33			6025 450000	527		101000
2	04/02/24	WT4	161.23			6020 450000	527		101000
3	04/02/24	SA2	45.86			6025 450000	527		101000
4	04/02/24	SA7	66.98			6025 450000	527		101000
5	04/02/24	SA5	110.03			6025 450000	527		101000
6	04/02/24	SA11	99.26			6025 450000	527		101000
7	04/02/24	WT2	1,363.04			6020 450000	527		101000
8	04/02/24	SM29	100.54			6025 450000	527		101000
9	04/02/24	SM23	1,114.01			6025 450000	527		101000
10	04/02/24	SA9	92.56			6025 450000	527		101000
11	04/02/24	SM22	593.50			6025 450000	527		101000
12	04/02/24	SM24	955.38			6025 450000	527		101000
13	04/02/24	SM20	46.45			6025 450000	527		101000
14	04/02/24	SA15	125.95			6025 450000	527		101000
15	04/02/24	SM45	83.27			6025 450000	527		101000
16	04/02/24	PW BUILDING	6,004.81			6020 450000	527		101000

04/12/24
16:39:57

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/29/24 to 04/12/24

Page: 67 of 67
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
17	04/02/24	SA40	3,778.28			6025 450000	527		101000
18	04/02/24	SM63	226.62			6025 450000	527		101000
19	04/02/24	2800 SHEYENNE - LIFT STATION	282.76			6025 450000	527		101000
20	04/02/24	3000 4TH ST E - LIFT STATION	239.57			6025 450000	527		101000
21	04/02/24	836 MAIN AVE - LIFT STATION	144.74			6025 450000	527		101000
22	04/02/24	SA43	34.87			6025 450000	527		101000
23	04/02/24	SM65	196.37			6025 450000	527		101000
24	04/02/24	GOLDENWOOD BUBBLER	17.09			6025 450000	527		101000
25	04/02/24	4015 4TH ST W	208.79			6020 450000	527		101000
26	04/02/24	1100 12TH AVE NW	88.67			6020 450000	527		101000
27	04/02/24	2210 SHEYENNE ST	158.58			6025 450000	527		101000
28	04/02/24	SA47	193.84			6025 450000	527		101000
29	04/02/24	SHEYENNE PLAZA TV	261.85			2310 452120	527		101000
30	04/02/24	402 1ST AVE - ST LIGHT FEED PO	69.70			1000 430002	527		101000
31	04/02/24	121 W 6TH AVE E - WELL HSE	499.63			6025 450000	527		101000
32	04/02/24	FIRE & CIVIL SIRE	11.74			1000 430002	527		101000
33	04/02/24	LATE FEE	12.91			1000 430002	527		101000
117357		338 XCEL ENERGY	1,642.86						
1	871025289	03/28/24 STREET LIGHT FEED POINTS	1,246.81			1000 430002	527		101000
2	03/28/24	SA17	90.38			6025 450000	527		101000
3	03/28/24	PW STORAGE BUILDING	305.67			6020 450000	527		101000
117358		338 XCEL ENERGY	157.57						
1	871038128	03/28/24 1690 13TH AVE S - TRAFFIC S	49.79			1000 430002	527		101000
2	871046724	03/28/24 1680 13TH AVE E - ST LIGHT	107.78			1000 430002	527		101000
117472		338 XCEL ENERGY	4,261.38						
1	6685031-3	04/08/24 FD March Utilities Both sta	4,261.38			2060 415200	527		101000
Total for Vendor:			41,917.98						
# of Claims			345	Total:	24186,662.06	# of Vendors		227	
Total Electronic Claims					20470,184.60				
Total Non-Electronic Claims					3716477.46				

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



"Consent" or "Regular" Agenda
Item?

[Consent]

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

Commission

Vice President

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

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: April 15, 2024

Subject: Project No. 6061 – 2024 ADA Ramp Reconstruction

Action: Approve Plans and Specifications; Direct Ad for Bid

New Information and Recommendation:

On April 1, 2024, the Commission directed the Engineer to prepare Plans and Specifications for the referenced project. This has been completed and is ready to be advertised for bidding.

This project seeks to replace out of compliance ADA ramps in high priority areas. Project will replace ADA ramps along 19th Ave E, 9th Street E and the areas adjacent to Sheyenne High School and Liberty Middle School. These corridors are targeted for 2024 Public Works overlay projects or have no immediate projects scheduled nearby but are high priority areas based on the ADA transition plan adopted by the Commission on June 19, 2023.

The following documents are attached for review/consideration:

- Cover sheet from the plan set representing the entirety of the plans. Plans are available upon request from the Engineering Department.
- Associated Resolutions

Staff Recommendation: Approve Plans and Specifications; Direct Ad for Bid

Policy Analysis:

The City's adopted ADA transition plan calls for the City to create a replacement schedule of all out of compliance ADA ramps. As a part of the transition plan, we anticipate similar projects to continue annually.

It is required by law that all pedestrian ramps adjacent to any mill & overlay project are reconstructed to current ADA design standards. The Engineering Department will continue to collaborate with Public Works to identify and prioritize ADA ramps in need of replacement.

Financial Analysis:

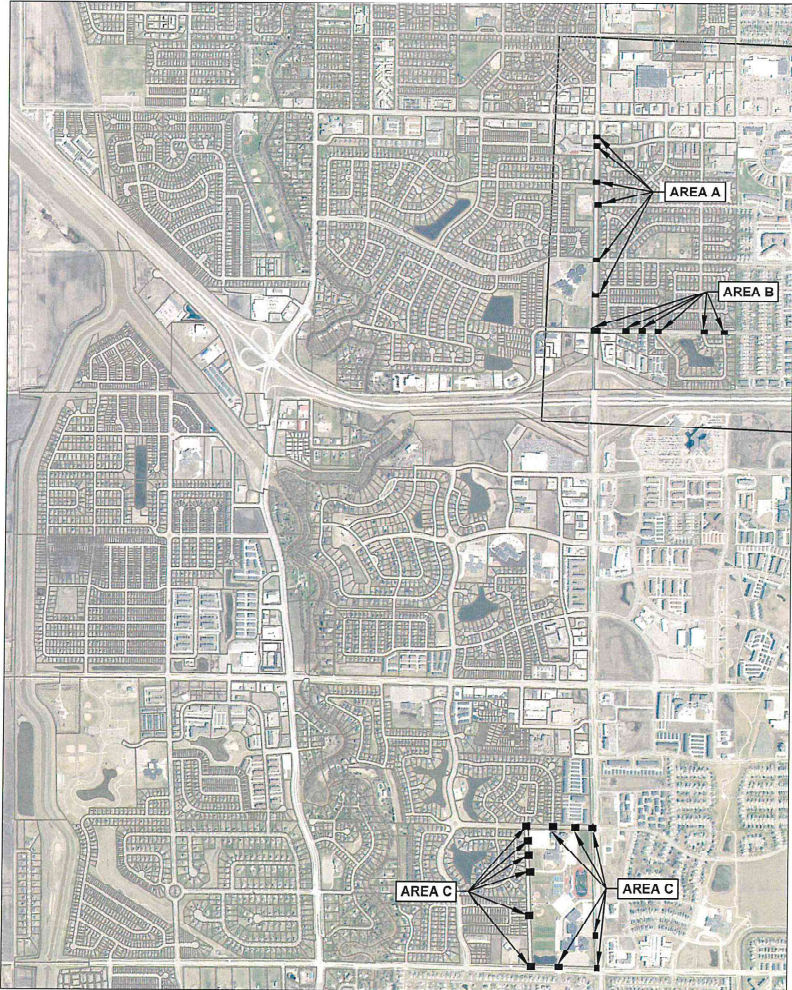
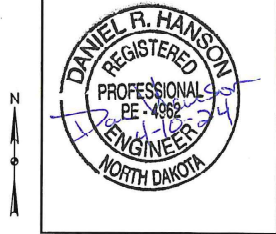
The total estimated cost is \$390,000. Proposed funding is Capital Improvement Sales Tax funds. No special assessments are proposed with this project.

Previously Presented Information and Commission Actions:

April 1, 2024

- **Staff Recommendation:** Create Project No. 6061; Approve Engineer's Report; and Direct Engineer to prepare Plans and Specifications.
- **Commission Action:** Commissioner George moved and Commissioner Simmons seconded to approve. No opposition, motion carried

PROJECT NO. 6061
2024 ADA RAMP RECONSTRUCTION
ADA HANDICAP RAMPS
VARIOUS LOCATIONS
WEST FARGO, NORTH DAKOTA



LOCATION MAP
NTS

CITY OF WEST FARGO, NORTH DAKOTA
PROJECT NO. 6061
ADA RAMP RECONSTRUCTION ADVERTISEMENT FOR BIDS

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

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until May 9, 2024 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. the same day. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.westfargond.gov/268/Engineer by clicking the Project Bid Information tab, or at www.questcdn.com.

The Project consists of reconstruction of out of compliance ADA Panels and Ramps at several citywide locations.

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

Digital project bidding documents will be available at <https://www.westfargond.gov/268/Engineer> by clicking the Project Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of \$42.00 by locating eBidDoc™ Number 9068680 on the website. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading and working with this digital project information, and online bid submittal.

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

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

Owner: City of West Fargo
By: Dustin T. Scott
Title: City Administrator
Date: April 15, 2024

Publish Dates: April 17, 2024, April 24, 2024, and May 1, 2024

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR
IMPROVEMENTS IN PROJECT NO. 6061 – 2024 ADA RAMP
RECONSTRUCTION OF THE CITY OF WEST FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Project No. 6061 – 2024 ADA Ramp Reconstruction of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

Dated: April 15, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

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

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Project No. 6061 – 2024 ADA Ramp Reconstruction of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said Project No. 6061 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Project No. 6061 – 2024 ADA Ramp Reconstruction to be published once each week for three consecutive weeks in *The Forum*, and that the City Engineer will meet via video/phone conference, at a time and date to be determined by the City Auditor, for the purpose of revealing and reading aloud bids submitted electronically prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. A link for video/phone conference is provided at www.questcdn.com. Such advertisements shall be published in the form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: April 15, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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



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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: April 15, 2024

Subject: Lighting Standard Improvements – HPS to LED (Citywide)

Action: Approve Plans and Specifications and Direct Advertisement for Bids

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

New Information and Recommendation:

The city was awarded a Carbon Reduction Program (CRP) grant to upgrade existing street lights to LEDs. These funds are for FY2024. The grant will fund 80% of construction cost with a \$300,000 grant cap. HDR and the City identified 9 corridors that can be upgraded using this grant and created a plan set for the NDDOT bid in June.

The following documents are attached for review/consideration:

- Cover sheet from the plan set representing the entirety of the plans. Plans are available upon request from the Engineering Department.
- Associated Resolutions

Staff Recommendation: Approve Plans and Specifications and Direct Advertisement for Bids

Policy Analysis:

The grant was awarded to the city for the specific purpose of upgrading existing street lights across the north side of town to LEDs. The Engineering department will work with the consultant to maximize the LEDs to convert and upgrade entire corridors. Engineering and Public Works will look to continue to convert existing street lights to LEDs with future projects.

Financial Analysis:

The City was awarded a \$300,000 grant that requires a minimum \$75,000 match to upgrade existing street lights. The scope of the project includes additional lighting corridors to ensure that the full grant is utilized. The match is intended to be paid via Capital Improvement Sales Tax. No special assessments are proposed with this project.

Previously Presented Information and Commission Actions:

January 8, 2024

- Staff Recommendation: Create Project No. 9040, Approve both an Engineer's Report and Task Order for "Basic Services" and Direct Engineer to prepare Plans and Specifications.
- Commission Action: Commissioner Anderson moved, and Commissioner George seconded to approve. No opposition, motion carried.

June 19, 2023 –

- Staff Recommendation: CRP update and acceptance of the Grant
- Commission Action: Commissioner Olson made a motion to approve, and Commissioner George seconded. No opposition, motion carried.

June 5, 2023 –

- Staff Recommendation: Accept CRP Grant

-
- Commission Action: Commissioner Simmons made a motion to table this item until the June 19, 2023 Commission Meeting, allowing staff to gather more information regarding the CRP Grant. Commissioner Anderson seconded. No opposition, motion carried.

STATE	PROJECT NO.	PCN	SECTION NO.	SHEET NO.
ND	TMA-CRP-8-992(050)	24229	1	1

NORTH DAKOTA DEPARTMENT OF TRANSPORTATION

TMA-CRP-8-992(050)

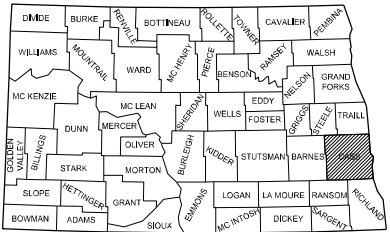
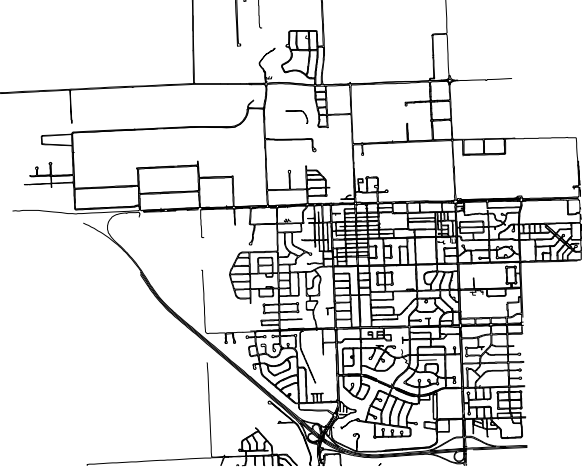
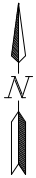
Cass County
City of West Fargo

Street Light Fixture Replacement
LED Lighting

Refer to Scope of Work Sheets
for Individual Locations

GOVERNING SPECIFICATIONS	Date Published and Adopted by the North Dakota Department of Transportation
Standard Specifications	4/1/2023
Supplemental Specifications	NONE

PROJECT NUMBER \ DESCRIPTION	NET MILES	GROSS MILES
TMA-CRP-8-992(050)	-	-



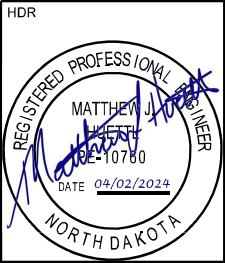
STATE COUNTY MAP

DESIGNER Matthew J Huettl, PE
DESIGNER Raphael J Schill, EI
DESIGNER Cameron A Dahlin, EI
DESIGNER Jim Andersen

CITY OF WEST FARGO

Dan Hanson

Digitally signed by
Daniel R. Hanson
Date: 2024.04.05
09:10:32 -05'00'



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR
IMPROVEMENTS IN PROJECT NO. 9040 – LIGHTING STANDARD
IMPROVEMENTS-HSP TO LED; AND INCIDENTALS OF THE CITY OF WEST
FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Project No. 9040 - Lighting Standard Improvements – HSP to LED; and Incidentals of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

Dated: April 15, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

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

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

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Project No. 9040 -Lighting Standard Improvements – HSP to LED; and Incidentals of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said Project No. 9040 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Project No. 9040 -Lighting Standard Improvements – HSP to LED; and Incidentals to be published once each week for three consecutive weeks in *The Forum*, and that the City Engineer will meet via video/phone conference, at a time and date to be determined by the City Auditor, for the purpose of revealing and reading aloud bids submitted electronically prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. A link for video/phone conference is provided at www.questcdn.com. Such advertisements shall be published in the form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: April 15, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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



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

To: West Fargo City Commission
From: Benji Schwartz, Right-of-Way Manager
Date: April 15, 2024
Subject: Right-of-Way Permitting
Action: Authorize Engineering to lift Right-of-Way season shutdown and Approve draft letter to be sent to registered contractors.

Commission President

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

Commission Vice President

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

Commissioner

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

Commissioner

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

Commissioner

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

City Administrator

Dustin T. Scott

New Information and Recommendation:

During the November 20, 2023 Commission meeting authorization was given to Engineering to initiate a season shutdown for all non – emergent Right-of-Way construction.

Beginning Monday April 22, 2024, Engineering anticipates frost depths to no longer compromise the integrity of City infrastructure. Therefore, Engineering requests Commission approval to lift the season shutdown that is currently in place. This would release the following permits for excavation and drilling in the City owned Right-of-Way.

1. Excavation Permit
2. Driveway/Sidewalk Permit
3. Residential Civil Site Permit
4. Commercial Civil Site Permit

The following documents are attached for review/consideration:

- Draft letter for contractors

Staff Recommendation: Authorize Engineering to lift Right-of-Way season shutdown and Approve draft letter to be sent to registered contractors.

Previously Presented Information and Commission Actions:

November 20, 2023 –

- Engineering Staff recommended, and City Commission approved to initiate a Season Shutdown for **all** non-emergent permitting and utility work.

November 6, 2023 –

- Engineering Staff recommended, and City Commission approved to initiate a season shutdown for all non-emergent **hard surface** work within the City owned Right-of-Way.

April 15, 2024

To: Utility Contractor/Company

From: West Fargo Engineering Department

Subject: Season Shutdown to lift Monday, April 22, 2024

The City of West Fargo will soon be lifting the Season Shutdown starting on Monday, April 22, 2024. Once lifted the City will be releasing the following permits for excavation & drilling in the Right-of-Way.

- Excavation Permit
- Driveway/Sidewalk Permit
- Residential Civil Site Permit
- Commercial Civil Site Permit

This will be contingent on the completion of all unfinished restoration from the previous year including; sidewalk panels, concrete street panels, asphalt patches, any open holes, or un-restored ground. Black dirt fill is to be compacted to 90%, graded for adequate drainage and seeded for proper turf establishment. We expect asphalt patches to be complete as soon as production plants re-open. Engineering will not approve or release any 2024 permits if these requirements are not completed. If restorations for any carryover (2023) permits are not completed in a timely matter, additional fines may be incurred. The permit holder is responsible for all restoration to job sites. All 2023 permits awaiting restoration will start to accrue a daily fee starting April 22, 2024, and continue until completed.

Excavators are required to apply for a permit and it be approved before working in the right of way when it is not associated with a city project or an emergency. The Right-of-Way generally falls 2ft behind sidewalk toward private property, but this is not always the case. Excavating without a permit can/will result in fines from the City of West Fargo and/or loss of permit/licensing eligibility. All surfaces disturbed by excavation shall be restored to the condition as it was prior to excavation. Restoration shall be made within **72 hours** of the completion of backfilling to complete work. Replacement of streets and/or sidewalks are to follow City of West Fargo standards. In addition, once any street and/or sidewalk work is completed it must re-open to traffic. If a longer closure is required and/or needed please contact City of West Fargo Engineering for approval.

North Dakota One Call would like us to remind everyone of online ticketing at [North Dakota One Call - Excavators - Safe Digging \(ndonecall.com\)](http://ndonecall.com)

If you have not done so already please sign up for any pertinent information relating to Right-of-Way permitting here: [Notify Me • West Fargo, ND • CivicEngage \(westfargond.gov\)](#)

To receive a contractor number to be able to apply for any Engineering permitting please use the following link to apply for the User Registration:

- [User Registration \(arcgis.com\)](http://arcgis.com)

After approval of the User Registration the following links will take you to the appropriate permits that you will now be able to apply for

- Excavation Permit: [ROW Excavation Permit \(arcgis.com\)](http://arcgis.com)
- Driveway Sidewalk Permit: [Sidewalk and Driveway Permitting \(arcgis.com\)](http://arcgis.com)
- Residential Civil Site Permit: [Residential Civil Site Permitting \(arcgis.com\)](http://arcgis.com)
- Commercial Civil Site Permit: [Commercial Civil Site Permitting \(arcgis.com\)](http://arcgis.com)

All open and already approved permitting can be accessed and viewed via our user look up link:

<https://experience.arcgis.com/experience/6fb6f896d45942dc80ea1ebdff281d15/page/Company-Permit-Lookup/>

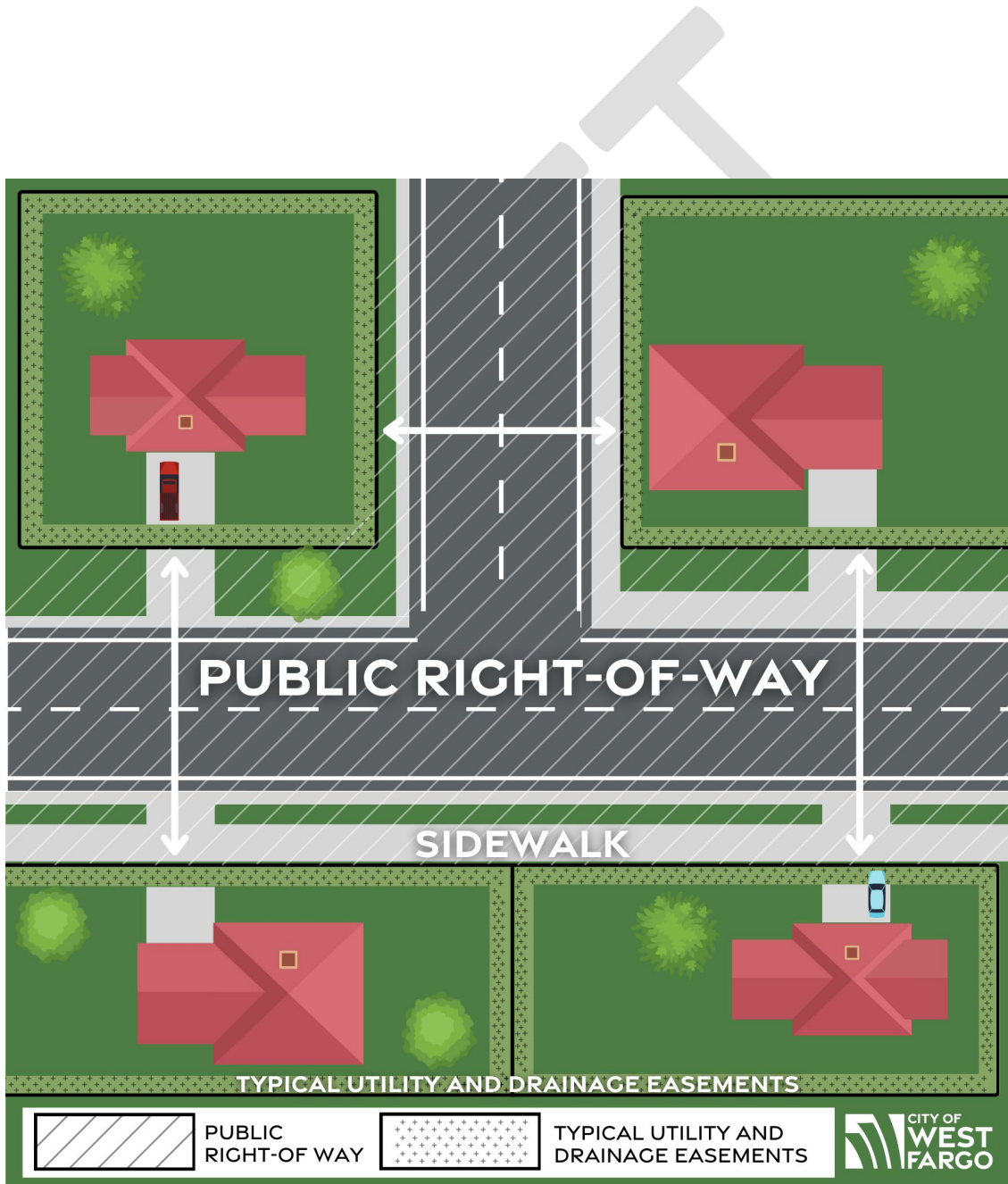
Contact one of the following for all start and completion dates associated to all approved permits. To schedule any project walkouts please contact Benji Schwartz:

- Benji Schwartz / Right-of-Way Manager – 701-261-1770;
Benji.Schwartz@westfargond.gov
- Kayla Volness / Engineering Office Manager – 701-515-5102;
Kayla.Volness@westfargond.gov

If you have any questions regarding the information listed above, please contact our Engineering Department at 701-515-5102.

Thank you!

Benji Schwartz
Right-of-Way Manager





To: West Fargo City Commission
From: Aaron Nelson, Planning Director

Date: April 15, 2024

Subject: Reappointment of Eric Dodds to Planning & Zoning Commission

Action: Confirm reappointment of Eric Dodds to the Planning & Zoning Commission

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:

The Planning & Zoning Commission consists of eight members—five appointed by the City and three appointed by the County. Appointees serve five-year terms and can serve up to two terms. For the City's five appointees, municipal code stipulates that the President of the Board of City Commissioners shall make such appointments, subject to confirmation by the Board of City Commissioners.

Eric Dodds has just completed his first term on the Planning & Zoning Commission and President Dardis would like to reappoint Mr. Dodds to a second term.

Recommended Action:

The requested action of the City Commission is to confirm the reappointment of Eric Dodds to the West Fargo Planning & Zoning Commission.

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

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (2-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*Games to be conducted ☐ Raffle by a Political or Legislative District Party☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One ☐ Paddlewheels*

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

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

Name of Organization or Group Benefit for Donna Sumner		Dates of Activity (Does not include dates for the sales of tickets) 5-18-24	
Organization or Group Contact Person Jessie Builis	E-mail jessschander@hotmail.com	Telephone Number 701-511-5117	
Business Address	City	State	ZIP Code
Mailing Address (if different) 3523 5th St W #110	City West Fargo	State ND	ZIP Code 58078

SITE INFO

Site Name Town Hall Bar	County Cass
Site Physical Address 103 Main Ave W	City West Fargo
	State ND
	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle 10/30, 11/30, 12/31, etc.) 5-18-24 - One day only	

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	Donna gets 50%, winner gets 50%	\$1000.00
Meat Raffle	Selling tickets to win meat	unknown - max \$300
\$1000 cash (EH)		Total (limit \$40,000 per year) \$ 1300.00

Intended Uses of Gaming Proceeds**benefit cancer costs for Donna**

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☒ No ☐ Yes - Total Retail Value: _____ (This amount is part of the total prize limit for \$40,000 per fiscal year)

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

☐ Yes ☒ No

Name Jessie Builis	Title	Telephone Number 701-511-5117	E-mail Address jessschander@hotmail.com
Signature of Organization or Group's Top Official [Signature]		Title	Date 4-3-24



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

Arthur W Jones Post7564 VFW

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

Name of Location

West Fargo VFW Club

Street

444 Sheyenne St. #101

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

July 1, 2024

Ending Date(s) Authorized

June 30, 2025

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

2

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

entire bar area excluding restrooms

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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



Bingo



Club Special



Sports Pools



ELECTRONIC Quick Shot Bingo



Tip Board



Twenty-One



Raffles



Seal Board



Poker



ELECTRONIC 50/50 Raffle



Punchboard



Calcuttas



Pull Tab Jar



Prize Board



Paddlewheel with Tickets



Pull Tab Dispensing Device



Prize Board Dispensing Device



Paddlewheel Table



ELECTRONIC Pull Tab Device

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

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

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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



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

Grafton Curlers, Inc

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

Name of Location

Double Tree by Hilton

Street

825 E Beaton Drive

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

5-3-24

Ending Date(s) Authorized

5-5-24

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

0

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

Ballrooms/meeting rooms excluding bathrooms

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

Poker - 5/3/24 to 5/5/24

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

☐

Bingo

☐

Club Special

☐

Sports Pools

☐

ELECTRONIC Quick Shot Bingo

☐

Tip Board

☐

Twenty-One

☐

Raffles

☐

Seal Board

☒

Poker

☐

ELECTRONIC 50/50 Raffle

☐

Punchboard

☐

Calcuttas

☐

Pull Tab Jar

☐

Prize Board

☐

Paddlewheel with Tickets

☐

Pull Tab Dispensing Device

☐

Prize Board Dispensing Device

☐

Paddlewheel Table

☐

ELECTRONIC Pull Tab Device

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

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

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Bismarck, ND 58505-0040
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RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (7-2023)

License Number (Office Use Only)

Site Owner (Lessor) DoubleTree by Hilton		Site Name DoubleTree		Site Phone Number 701-551-0170	
Site Address 525 E Beaton Drive		City West Fargo	State ND	Zip Code 58078	County Cass
Organization Grafton Curlers Inc		Rental Period 5/3/24 to 5/5/24			Monthly Rent Amount
1. Is Bingo going to be conducted at the site?				☒ No	☐ Yes
1a. If "Yes" to number 1 above, is Bingo the primary game conducted? - If Bingo is the primary game, enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.				☐ No	☐ Yes \$
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 ☒ Rent per Table \$				☒ No	☐ Yes \$
Number of Tables with wagers over \$5 ☒ Rent per Table \$					\$
3. Is Paddlewheels conducted at this site? Number of Tables ☒ Rent per Table \$				☒ No	☐ Yes \$
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site? Please Check: ☐ Jar Bar ☐ Standard Dispensing Device				☒ No	☐ Yes \$
5. Are Electronic Pull-Tabs conducted at this site? If "Yes" please indicate the number of devices				☒ No	☐ Yes \$
Total Monthly Rent					\$ 0
6. If the only gaming activity to be conducted at the site is a raffle drawing, please check here. ☐					

TERMS OF RENTAL AGREEMENT:

This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance.

The LESSOR agrees that no game will be directly operated as part of the lessor's business.

The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a credit ticket voucher from an electronic tab device, winning pull tab involving a dispensing device, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device, and sell raffle tickets or sports pool chances on a board on behalf of an organization.

The LESSOR agrees that the lessors on call or temporary or permanent employee(s) 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 credit ticket vouchers from an electronic pull-tab device, or pull tabs or prize boards involving a dispensing device, **the lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.**

The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds.

The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.

The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name.

A LESSOR who is an officer or board member of an organization **may not** participate in the organization's decision-making that is a conflict of interest.

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

Sales Manager

Date

03/08/2024

Signature of Lessee

Title

Bookkeeper, Board Member

Date

04/03/2024



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

North Dakota Association for The Disabled, Inc.

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

Name of Location

Bordertown Bar & Grill

Street 807 Main Ave E	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07/01/2024	Ending Date(s) Authorized 06/30/2025	Number of Twenty-One tables, if zero, enter "0" 1	

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

Gaming will be conducted in the entire bar (excluding restrooms).

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

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

INSTRUCTIONS:

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RETURN ALL DOCUMENTS TO:

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



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

West Fargo Rural Fire Department

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

Name of Location

Silver Dollar Bar & Flying Pig

Street

221 Sheyenne St

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

7/1/2024

Ending Date(s) Authorized

6/30/2025

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

1

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

East Section of Bar Area

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

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600 E Boulevard Ave, Dept. 125
Bismarck, ND 58505-0040
Telephone: 701-328-2329 OR 800-326-9240



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

METRO SPORTS FOUNDATION

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

Name of Location

GIMMIES

Street 635 32AVE S SUITE 144	City WEST FARGO	ZIP Code 58078	County CASS
Beginning Date(s) Authorized 7/1/24	Ending Date(s) Authorized 6/30/25	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)

MACHINES ARE LOCATED AND PLAYED IN BAR AREA, EXCEPT RESTROOMS

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General	Date
Signature of City/County Official	Date

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

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Telephone: 701-328-2329 OR 800-326-9240

04/15/24
07:49:43

CITY OF WEST FARGO, ND
Expenditure Budget vs. Actual Query
For the Accounting Period: 4 / 24

Page: 1 of 5
Report ID: B100A

Fund=1000,2060,2210,6010,6020,6025,7000 , AND Object=110,114,220,230,240,320

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
1000	GENERAL						
412000	COURT						
110	PERMANENT EMP SALARIES	5,392.80	39,189.53	185,336.00	185,336.00	146,146.47	21%
220	SOCIAL SECURITY	770.78	4,135.47	18,191.00	18,191.00	14,055.53	23%
230	RETIREMENT	876.87	6,192.52	30,136.00	30,136.00	23,943.48	21%
240	WORKFORCE SAFETY INSURANCE	0.00	321.03	379.00	379.00	57.97	85%
320	HEALTH INSURANCE	1,345.60	9,662.35	56,928.00	56,928.00	47,265.65	17%
	Account Total:	8,386.05	59,500.90	290,970.00	290,970.00	231,469.10	20%
414000	ADMINISTRATION						
110	PERMANENT EMP SALARIES	19,377.60	126,399.58	764,007.00	764,007.00	637,607.42	17%
114	PART TIME SALARIES	1,320.00	6,649.50	0.00	0.00	-6,649.50	0%
220	SOCIAL SECURITY	1,380.09	9,004.65	58,447.00	58,447.00	49,442.35	15%
230	RETIREMENT	3,150.80	20,480.20	124,228.00	124,228.00	103,747.80	16%
240	WORKFORCE SAFETY INSURANCE	0.00	1,279.93	1,511.00	1,511.00	231.07	85%
320	HEALTH INSURANCE	3,132.40	20,360.57	121,995.00	121,995.00	101,634.43	17%
	Account Total:	28,360.89	184,174.43	1,070,188.00	1,070,188.00	886,013.57	17%
414100	FINANCE						
110	PERMANENT EMP SALARIES	15,416.80	136,764.48	548,399.00	548,399.00	411,634.52	25%
220	SOCIAL SECURITY	1,087.76	9,826.25	41,953.00	41,953.00	32,126.75	23%
230	RETIREMENT	2,506.77	20,179.69	89,170.00	89,170.00	68,990.31	23%
240	WORKFORCE SAFETY INSURANCE	0.00	641.24	757.00	757.00	115.76	85%
320	HEALTH INSURANCE	3,249.71	22,664.84	139,478.00	139,478.00	116,813.16	16%
	Account Total:	22,261.04	190,076.50	819,757.00	819,757.00	629,680.50	23%
414101	ASSESSOR						
110	PERMANENT EMP SALARIES	19,657.56	128,105.66	508,733.00	508,733.00	380,627.34	25%
220	SOCIAL SECURITY	1,397.21	9,107.32	38,918.00	38,918.00	29,810.68	23%
230	RETIREMENT	3,196.33	20,809.09	82,720.00	82,720.00	61,910.91	25%
240	WORKFORCE SAFETY INSURANCE	0.00	468.43	553.00	553.00	84.57	85%
320	HEALTH INSURANCE	3,290.34	21,387.09	94,773.00	94,773.00	73,385.91	23%
	Account Total:	27,541.44	179,877.59	725,697.00	725,697.00	545,819.41	25%
414102	ECONOMIC DEVELOPMENT						
110	PERMANENT EMP SALARIES	4,328.80	29,136.20	120,494.00	120,494.00	91,357.80	24%
220	SOCIAL SECURITY	306.28	2,067.28	9,218.00	9,218.00	7,150.72	22%
230	RETIREMENT	703.86	4,575.09	19,592.00	19,592.00	15,016.91	23%
240	WORKFORCE SAFETY INSURANCE	0.00	135.53	160.00	160.00	24.47	85%
320	HEALTH INSURANCE	963.97	6,265.77	28,508.00	28,508.00	22,242.23	22%
	Account Total:	6,302.91	42,179.87	177,972.00	177,972.00	135,792.13	24%
414103	HUMAN RESOURCE						
110	PERMANENT EMP SALARIES	10,500.00	66,786.40	268,506.00	268,506.00	201,719.60	25%
114	PART TIME SALARIES	0.00	1,650.00	20,000.00	20,000.00	18,350.00	8%
220	SOCIAL SECURITY	744.77	4,790.72	22,071.00	22,071.00	17,280.28	22%
230	RETIREMENT	1,707.29	10,880.13	43,383.00	43,383.00	32,502.87	25%
240	WORKFORCE SAFETY INSURANCE	0.00	284.62	336.00	336.00	51.38	85%
320	HEALTH INSURANCE	1,805.96	11,738.71	36,004.00	36,004.00	24,265.29	

33%

04/15/24
07:49:43

CITY OF WEST FARGO, ND
Expenditure Budget vs. Actual Query
For the Accounting Period: 4 / 24

Page: 2 of 5
Report ID: B100A

Fund=1000,2060,2210,6010,6020,6025,7000 , AND Object=110,114,220,230,240,320

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
1000 GENERAL							
	Account Total:	14,758.02	96,130.58	390,300.00	390,300.00	294,169.42	25%
414104 INFORMATION TECHNOLOGY							
	110 PERMANENT EMP SALARIES	17,349.77	103,462.88	414,638.00	414,638.00	311,175.12	25%
	220 SOCIAL SECURITY	1,274.82	7,608.87	31,720.00	31,720.00	24,111.13	24%
	230 RETIREMENT	2,585.85	15,465.57	66,363.00	66,363.00	50,897.43	23%
	240 WORKFORCE SAFETY INSURANCE	0.00	388.81	459.00	459.00	70.19	85%
	320 HEALTH INSURANCE	2,670.24	16,199.65	59,564.00	59,564.00	43,364.35	27%
	Account Total:	23,880.68	143,125.78	572,744.00	572,744.00	429,618.22	25%
414200 ENGINEERING							
	110 PERMANENT EMP SALARIES	39,328.88	256,182.36	1,019,454.00	1,019,454.00	763,271.64	25%
	114 PART TIME SALARIES	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
	220 SOCIAL SECURITY	2,760.36	17,984.06	77,988.00	77,988.00	60,003.94	23%
	230 RETIREMENT	6,320.32	41,040.71	165,763.00	165,763.00	124,722.29	25%
	240 WORKFORCE SAFETY INSURANCE	0.00	955.50	1,128.00	1,128.00	172.50	85%
	320 HEALTH INSURANCE	7,248.98	47,117.69	207,094.00	207,094.00	159,976.31	23%
	Account Total:	55,658.54	363,280.32	1,491,427.00	1,491,427.00	1,128,146.68	24%
415000 NON-DEPARTMENTAL							
	220 SOCIAL SECURITY	456.16	1,759.10	5,642.00	5,642.00	3,882.90	31%
	Account Total:	456.16	1,759.10	5,642.00	5,642.00	3,882.90	31%
416200 COMMUNICATIONS							
	110 PERMANENT EMP SALARIES	7,272.00	53,182.86	230,926.00	230,926.00	177,743.14	23%
	220 SOCIAL SECURITY	547.49	3,994.77	17,666.00	17,666.00	13,671.23	23%
	230 RETIREMENT	1,182.42	8,290.35	37,549.00	37,549.00	29,258.65	22%
	240 WORKFORCE SAFETY INSURANCE	0.00	240.57	284.00	284.00	43.43	85%
	320 HEALTH INSURANCE	740.16	5,994.15	52,437.00	52,437.00	46,442.85	11%
	Account Total:	9,742.07	71,702.70	338,862.00	338,862.00	267,159.30	21%
418000 PLANNING							
	110 PERMANENT EMP SALARIES	31,808.81	206,578.04	916,451.00	916,451.00	709,872.96	23%
	220 SOCIAL SECURITY	2,299.96	14,936.01	70,109.00	70,109.00	55,172.99	21%
	230 RETIREMENT	5,172.10	33,589.52	148,527.00	148,527.00	114,937.48	23%
	240 WORKFORCE SAFETY INSURANCE	0.00	881.80	1,041.00	1,041.00	159.20	85%
	320 HEALTH INSURANCE	4,799.47	31,196.34	162,247.00	162,247.00	131,050.66	19%
	Account Total:	44,080.34	287,181.71	1,298,375.00	1,298,375.00	1,011,193.29	22%
421000 POLICE DEPARTMENT							
	110 PERMANENT EMP SALARIES	293,179.68	1,949,126.23	7,683,920.00	7,683,920.00	5,734,793.77	25%
	220 SOCIAL SECURITY	21,189.66	141,760.30	587,820.00	587,820.00	446,059.70	24%
	230 RETIREMENT	43,708.03	282,519.48	1,182,628.00	1,182,628.00	900,108.52	24%
	240 WORKFORCE SAFETY INSURANCE	0.00	77,110.91	91,032.00	91,032.00	13,921.09	85%
	320 HEALTH INSURANCE	46,373.62	304,055.65	1,460,052.00	1,460,052.00	1,155,996.35	21%
	Account Total:	404,450.99	2,754,572.57	11,005,452.00	11,005,452.00	8,250,879.43	25%

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Fund=1000,2060,2210,6010,6020,6025,7000 , AND Object=110,114,220,230,240,320

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
1000 GENERAL							
430000 STREET							
	110 PERMANENT EMP SALARIES	26,869.64	193,662.39	724,947.00	724,947.00	531,284.61	27%
	220 SOCIAL SECURITY	1,887.91	13,653.55	55,458.00	55,458.00	41,804.45	25%
	230 RETIREMENT	3,529.92	26,429.21	112,023.00	112,023.00	85,593.79	24%
	240 WORKFORCE SAFETY INSURANCE	0.00	9,283.94	10,960.00	10,960.00	1,676.06	85%
	320 HEALTH INSURANCE	6,129.33	42,727.21	168,291.00	168,291.00	125,563.79	25%
	Account Total:	38,416.80	285,756.30	1,071,679.00	1,071,679.00	785,922.70	27%
430001 RIGHT OF WAY							
	110 PERMANENT EMP SALARIES	9,971.70	51,873.41	286,009.00	286,009.00	234,135.59	18%
	114 PART TIME SALARIES	0.00	0.00	50,000.00	50,000.00	50,000.00	0%
	220 SOCIAL SECURITY	736.10	3,809.32	25,705.00	25,705.00	21,895.68	15%
	230 RETIREMENT	1,432.45	7,804.84	44,554.00	44,554.00	36,749.16	18%
	240 WORKFORCE SAFETY INSURANCE	0.00	5,198.50	6,137.00	6,137.00	938.50	85%
	320 HEALTH INSURANCE	1,489.12	7,877.51	40,377.00	40,377.00	32,499.49	20%
	Account Total:	13,629.37	76,563.58	452,782.00	452,782.00	376,218.42	17%
450000 PUBLIC WORKS							
	110 PERMANENT EMP SALARIES	26,888.04	174,708.70	664,084.00	664,084.00	489,375.30	26%
	220 SOCIAL SECURITY	1,935.67	12,582.24	50,802.00	50,802.00	38,219.76	25%
	230 RETIREMENT	4,362.74	28,184.80	107,683.00	107,683.00	79,498.20	26%
	240 WORKFORCE SAFETY INSURANCE	0.00	6,687.66	7,895.00	7,895.00	1,207.34	85%
	320 HEALTH INSURANCE	5,683.57	36,745.45	132,434.00	132,434.00	95,688.55	28%
	Account Total:	38,870.02	258,908.85	962,898.00	962,898.00	703,989.15	27%
455000 FLEET AND FACILITY							
	110 PERMANENT EMP SALARIES	38,724.81	244,291.35	854,184.00	854,184.00	609,892.65	29%
	220 SOCIAL SECURITY	2,801.59	17,653.09	64,733.00	64,733.00	47,079.91	27%
	230 RETIREMENT	6,042.91	38,832.31	136,907.00	136,907.00	98,074.69	28%
	240 WORKFORCE SAFETY INSURANCE	0.00	19,850.35	23,434.00	23,434.00	3,583.65	85%
	320 HEALTH INSURANCE	6,173.76	39,791.48	213,656.00	213,656.00	173,864.52	19%
	Account Total:	53,743.07	360,418.58	1,292,914.00	1,292,914.00	932,495.42	28%
	Fund Total:	790,538.39	5,355,209.36	21,967,659.00	21,967,659.00	16,612,449.64	24%
2060 FIRE FUND							
415200 FIRE							
	110 PERMANENT EMP SALARIES	133,238.85	840,253.60	3,522,935.00	3,522,935.00	2,682,681.40	24%
	114 PART TIME SALARIES	3,427.71	29,778.98	39,000.00	39,000.00	9,221.02	76%
	220 SOCIAL SECURITY	10,023.46	63,755.40	269,505.00	269,505.00	205,749.60	24%
	230 RETIREMENT	19,730.76	118,078.39	507,538.00	507,538.00	389,459.61	23%
	240 WORKFORCE SAFETY INSURANCE	0.00	42,975.49	50,734.00	50,734.00	7,758.51	85%
	320 HEALTH INSURANCE	20,565.37	127,656.95	726,266.00	726,266.00	598,609.05	18%
	Account Total:	186,986.15	1,222,498.81	5,115,978.00	5,115,978.00	3,893,479.19	24%

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Fund=1000,2060,2210,6010,6020,6025,7000 , AND Object=110,114,220,230,240,320

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
Fund Total:		186,986.15	1,222,498.81	5,115,978.00	5,115,978.00	3,893,479.19	24%
2210 FORESTRY							
428000 FORESTRY							
110	PERMANENT EMP SALARIES	4,396.81	29,180.82	123,954.00	123,954.00	94,773.18	24%
114	PART TIME SALARIES	0.00	0.00	22,000.00	22,000.00	22,000.00	0%
220	SOCIAL SECURITY	312.32	2,084.44	11,165.00	11,165.00	9,080.56	19%
230	RETIREMENT	714.92	4,606.38	20,155.00	20,155.00	15,548.62	23%
240	WORKFORCE SAFETY INSURANCE	0.00	4,488.65	5,299.00	5,299.00	810.35	85%
320	HEALTH INSURANCE	760.17	3,772.31	9,269.00	9,269.00	5,496.69	41%
Account Total:		6,184.22	44,132.60	191,842.00	191,842.00	147,709.40	23%
Fund Total:		6,184.22	44,132.60	191,842.00	191,842.00	147,709.40	23%
6010 HEALTH & SANITATION							
450200 SANITATION							
110	PERMANENT EMP SALARIES	55,643.21	357,911.65	1,360,843.00	1,360,843.00	1,002,931.35	26%
114	PART TIME SALARIES	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
220	SOCIAL SECURITY	4,048.49	26,102.26	104,104.00	104,104.00	78,001.74	25%
230	RETIREMENT	8,745.11	55,767.22	212,818.00	212,818.00	157,050.78	26%
240	WORKFORCE SAFETY INSURANCE	0.00	42,153.83	49,764.00	49,764.00	7,610.17	85%
320	HEALTH INSURANCE	9,264.79	59,484.42	293,250.00	293,250.00	233,765.58	20%
Account Total:		77,701.60	541,419.38	2,035,779.00	2,035,779.00	1,494,359.62	27%
Fund Total:		77,701.60	541,419.38	2,035,779.00	2,035,779.00	1,494,359.62	27%
6020 WATER ENTERPRISE							
450000 PUBLIC WORKS							
110	PERMANENT EMP SALARIES	26,768.25	184,770.37	711,748.00	711,748.00	526,977.63	26%
220	SOCIAL SECURITY	1,936.12	13,348.25	54,449.00	54,449.00	41,100.75	25%
230	RETIREMENT	3,940.12	26,941.55	107,600.00	107,600.00	80,658.45	25%
240	WORKFORCE SAFETY INSURANCE	0.00	7,430.54	8,772.00	8,772.00	1,341.46	85%
320	HEALTH INSURANCE	4,220.41	31,787.67	125,867.00	125,867.00	94,079.33	25%
Account Total:		36,864.90	264,278.38	1,008,436.00	1,008,436.00	744,157.62	26%
Fund Total:		36,864.90	264,278.38	1,008,436.00	1,008,436.00	744,157.62	26%
6025 SEWER ENTERPRISE							

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Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
6025 SEWER ENTERPRISE							
450000 PUBLIC WORKS							
110	PERMANENT EMP SALARIES	45,105.34	279,117.10	1,098,968.00	1,098,968.00	819,850.90	25%
220	SOCIAL SECURITY	3,254.82	20,080.21	84,071.00	84,071.00	63,990.79	24%
230	RETIREMENT	6,349.47	41,250.46	173,326.00	173,326.00	132,075.54	24%
240	WORKFORCE SAFETY INSURANCE	0.00	12,012.37	14,181.00	14,181.00	2,168.63	85%
320	HEALTH INSURANCE	8,522.44	55,395.65	200,147.00	200,147.00	144,751.35	28%
Account Total:		63,232.07	407,855.79	1,570,693.00	1,570,693.00	1,162,837.21	26%
Fund Total:		63,232.07	407,855.79	1,570,693.00	1,570,693.00	1,162,837.21	26%
7000 LIBRARY							
411600 LIBRARY							
110	PERMANENT EMP SALARIES	38,633.37	251,674.35	950,251.00	950,251.00	698,576.65	26%
114	PART TIME SALARIES	3,149.69	19,059.91	136,858.00	136,858.00	117,798.09	14%
220	SOCIAL SECURITY	3,097.03	20,064.98	83,164.00	83,164.00	63,099.02	24%
230	RETIREMENT	6,258.26	40,761.43	175,722.00	175,722.00	134,960.57	23%
240	WORKFORCE SAFETY INSURANCE	0.00	2,019.43	2,384.00	2,384.00	364.57	85%
320	HEALTH INSURANCE	5,940.73	38,606.01	205,554.00	205,554.00	166,947.99	19%
Account Total:		57,079.08	372,186.11	1,553,933.00	1,553,933.00	1,181,746.89	24%
Fund Total:		57,079.08	372,186.11	1,553,933.00	1,553,933.00	1,181,746.89	24%
Grand Total:		1,218,586.41	8,207,580.43	33,444,320.00	33,444,320.00	25,236,739.57	25%

This report was generated by Dustin Scott on April 15, 2024. It is intended to give commissioners a general idea of budget performance. This report was not reviewed by finance staff and may not reflect pending transfers or any other potential accounting transactions.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Leslie McGillivray-Rivas, Senior Planner
2. PHONE NUMBER: 701-515-5377 DATE: April 10, 2024
3. AGENDA TITLE: Approval of Second Reading of Ordinance:
A24-4 Zoning Ordinance Amendment regarding Off-Street Parking.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
The off-street parking regulations of Section 4-450 propose ordinance language to
modify and restructure the content for purposes of clarity, ease of use and will
include updated structured headings and subheadings. Specific amendments
include an update for minimum parking standards with measurable metrics such
as floor area as opposed to other metrics, (such as number of staff for a given
business) a calibration of minimum parking standards in relation to peer cities and
modern best practices, and a proposed slight general reduction in City-mandated
parking. Lastly, new language will allow administrative approval for minor
reductions in planning and allow Planning & Zoning Commission approval of major
parking quantity reductions proposals. Planning and Zoning Commission approved
at their March 12, 2024 meeting.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable): N/A
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve Second Reading on the Zoning Ordinance Amendments (Ordinance No.
1244)

STAFF REPORT

A24-5 Zoning Ordinance Amendments	
Zoning Ordinance Amendment §4-450 Off Street Parking	
Applicant: City of West Fargo	Staff Contact: Leslie McGillivray-Rivas
Planning & Zoning Commission Introduction:	February 13, 2024
Planning & Zoning Commission Public Hearing:	March 12, 2024-Approved
City Commission Public Hearing & 1 st Reading	April 1, 2024
City Commission 2 nd Reading	April 15, 2024

PURPOSE:

Amendments to Chapter IV Zoning Ordinance specific to Off Street Parking

DISCUSSION AND OBSERVATIONS:

- The off-street parking regulations of Section 4-450 is proposed to be modified in the following ways:
 - 1) Restructuring of the content for purposes of clarity and ease of use—including structured headings and subheadings.
 - 2) Updating of minimum parking standards:
 - a. To be based on measurable metrics such as floor area as opposed to other metrics such as number of staff for a given business.
 - b. To calibrate minimum parking standards in relation to peer cities and modern best practices, including a slight general reduction in City-mandated parking.
 - 3). Updating of parking reduction options:
 - a. Administrative approval of minor reductions
 - b. Planning & Zoning approval of major reductions.
- The 2018 Fargo/West Fargo Parking and Access Plan includes recommendations regarding off-street parking standards and is included for your review. As part of this study, parking utilization survey conducted found a general oversupply of parking. For commercial land uses, the survey found an average parking utilization rate of 31% during peak-hour demand. This study elaborates a diverse mix of recommendations including strategies on how to “Right-Size” parking.
- In 2022, a Planning Needs Assessment was initiated for the City of West Fargo Planning Department to establish priority and strategy of projects, assess the City’s long-range planning and development related issues. Updates to the parking regulations were identified within the assessment as a short-term goal. To support this assessment, both the Downtown West Fargo Framework Study and West Fargo 2.0 were cited, each of which highlighted the need for Title IV parking amendments.
- The 2024 recently adopted Downtown Placemaking Master Plan identified transportation and parking as key issues. Updates to the current zoning requirements for parking were recommended to support the vision for Downtown West Fargo. Within this context, the 2016 Sheyenne Street Corridor Study Phase II was cited:
 - “At any point of the day, whether weekday or weekend, drivers are likely to find a parking surplus at any location along the corridor....This suggests that current parking requirements may be too high”.

STAFF REPORT

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

The proposed text amendments make changes to the City Plans Ordinances as recommended by adopted studies, plans and are consistent with the Comprehensive Plan.

PLANNING & ZONING COMMISSION RECOMMENDATIONS

At the March 12, 2024 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed text amendment to IV on the basis that it is consistent with City Plans and Ordinances.

RECOMMENDATIONS:

It is recommended that the City approve the proposed amendment.

Attachments:

- Proposed updates to Title IV §4-450
- 2018 Fargo/West Fargo Parking and Access Plan

ORDINANCE NO. 1244

AN ORDINANCE TO REPEAL AND RECREATE SECTION 4-450 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO PLANS AND APPROVAL REQUIRED FOR OFF-STREET PARKING AND LOADING REGULATIONS.

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

SECTION 1. Section 4-450 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety.

SECTION 2. Section 4-450 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby created and enacted to read as follows:

4-450. OFF-STREET PARKING AND LOADING REGULATIONS.

Subsections:

- 4-451. Purpose.
- 4-452. Applicability.
- 4-453. Parking and Loading Plan Required.
- 4-454. Required Off-Street Parking.
- 4-455. District-Specific Parking Standards.
- 4-456. Adjustments to Off-Street Parking Requirements.
- 4-457. Parking Area Design and Maintenance.
- 4-458. Loading Standards.

4-451. PURPOSE. This section establishes regulations for the provision of safe and efficient parking, stacking, and loading facilities in West Fargo, in amounts sufficient to meet existing and/or proposed development, while balancing these needs against equally important safety, environmental, and aesthetic considerations. This section is intended to help protect the public health, safety, and general welfare by:

- A. Avoiding and mitigating traffic congestion in the streets;
- B. Avoiding and mitigating the adverse visual and environmental impacts of large concentrations of exposed parking;
- C. Reducing stormwater runoff, reducing heat island effect from large expanses of pavement, improving water quality, and minimizing dust pollution;
- D. Providing necessary access for service and emergency vehicles;
- E. Providing for safe and convenient interaction between vehicles and pedestrians; and
- F. Providing flexible methods of responding to the transportation and access demands of various land uses in different areas of the city.

4-452. APPLICABILITY.

4-452.1. New Development. All new development shall provide off-street parking, stacking, and loading areas in accordance with the standards of this section, unless otherwise exempt by this code.

4-452.2. Expansion or Enlargement.

- A. Any expansion or enlargement of an existing structure that results in an increase of floor area of greater than 20 percent, or any increase in the number of dwelling units, shall be required to provide additional parking spaces in proportion to the extent of the expansion or enlargement, as required by Table 4-1.
- B. Additional off-street parking and loading spaces shall be required only to serve the enlarged or expanded area, not the entire building or use.

4-452.3. Change of Use. When a new use or combination of uses requires 20 percent more parking than the previous use or combination of uses, the new use or combination of uses shall provide additional parking spaces in proportion to the increase, as required by Table 4-1.

4-453. PARKING AND LOADING PLAN REQUIRED.

- A. Plans for improved, new, or expanding off-street parking spaces and/or private driveways shall be prepared and submitted to the City Building Administrator and City Planner for review and approval.
- B. Before approving any private driveway or parking layout, the Building Administrator and City Planner shall verify that the driveway and/or spaces provided are usable and meet standard design criteria, as described in this ordinance.

4-454. REQUIRED OFF-STREET PARKING.

4-454.1. Minimum Requirement. Unless otherwise specified by this section, all development shall provide off-street parking in compliance with Table 4-1, Minimum Required Off-Street Parking Spaces.

4-454.2. Accessible Spaces Required. Accessible off-street parking for persons with disabilities must be provided in accordance with the International Building Code, as contained within Title V of the City Ordinances. No reductions or adjustments to ADA-mandated accessible spaces are permitted.

4-453.3. Unlisted Uses. For uses not expressly listed in Table 4-1, the City Planner shall have the authority to make the following determinations:

- A. Apply the minimum off-street parking space requirement specified in Table 4-1 for the listed use that is deemed most similar to the proposed use (based on operating characteristics, the most similar related occupancy classification, or other factors determined by the City Planner); or
- B. Establish the minimum off-street parking space requirement by reference to standards in parking resources published by the National Parking Association, American Planning Association, or the Institute of Transportation Engineers (ITE) Parking Generation Manual.

TABLE 4-1
MINIMUM REQUIRED OFF-STREET PARKING SPACES

DU = DWELLING UNIT

SQ FT = SQUARE FEET (SQUARE FOOTAGE OF GROSS INDOOR FLOOR AREA, UNLESS OTHERWISE INDICATED)

	Proposed Requirement
Residential Uses	
Dwelling, multi-family	Efficiency/studio & 1 bedroom: 1 per DU 2 or more bedrooms: 2 pr DU
Dwelling, single-family	2 per DU
Civic and Institutional Uses	
<u>Community and Cultural Facilities</u>	
Day or nursery school, child care center	1 per 500 sq ft
Library or Museum	1 per 500 sq ft
Group assembly spaces (e.g., exhibition hall, church, sports arena, theatre, auditorium)	1 per 5 persons of max. seating capacity in main assembly space
<u>Educational Facilities</u>	
Elementary and junior high school	1 per classroom PLUS 1 per 400 sq ft of office area
High school	10 per classroom PLUS 1 per 400 sq ft of office area
College, trade, and vocational school	1 per 300 sq ft of academic space PLUS 1 per 400 sf of office area
<u>Health Care Services</u>	
Clinic, medical or dental	1 per 250 sq ft
Hospital	1 per 2 beds
Nursing Home	1 per 4 beds
<u>Recreation and Entertainment</u>	
Recreation, indoor	Bowling, axe-throwing or similar use: 1 per lane Theaters, auditoriums, arenas, stadiums, or similar use: 1 per 5 seats in main assembly areas; if no seating, 20 percent of maximum capacity Playing/sports surfaces with no fixed seating: 10 per field; 4 per ice rink; 2 per court Other uses not listed separately: 1 per 400 sf indoor area

Recreation, outdoor	Playing/sports surfaces with fixed seating: 1 per 5 seats Playing/sports surfaces with no fixed seating: 10 per field; 4 per ice rink; 2 per court Outdoor theaters, stadiums, or similar uses: 1 per 5 seats in assembly areas; if no seating, 20 percent of maximum capacity Golf, miniature golf, or driving range: 4 spaces per golf hole; 2 spaces per miniature golf hold; and 1 space per 2 driving bays. Other uses not listed separately: 1 per 1,000 sq ft of outdoor recreation area
Commercial Uses	
<u>Generally</u>	
If not otherwise specified	1 per 400 sq ft
<u>Food and Beverage Uses</u>	
Eating and drinking establishments, tavern, night club, or lounge	1 per 100 sq ft
Fast food restaurant	1 per 100 sq ft With drive-through: 3 stacking spaces from point of placing order
<u>Lodging Uses</u>	
Hotel or motel	1 per guest room PLUS 50 percent of the spaces otherwise required for accessory uses (e.g. restaurants and bars)
<u>Office and Services</u>	
Bank or financial institution	1 per 350 sq ft
Funeral home	1 per 5 seats in communal assembly areas PLUS 1 per 400 sq ft of office area
Gym or health club	1 per 250 sq ft
Laundry, self-service	1 per 400 sq ft
Office	1 per 400 sq ft
Repair service	1 per 400 sq ft
Veterinary clinic	1 per 300 sq ft
<u>Retail Sales Uses</u>	
Grocery or supermarket	1 per 250 sq ft
Furniture and home furnishing stores	1 per 750 sq ft

<u>Vehicle-Related Uses</u>	
Vehicle repair, tire, and maintenance services	1 per 400 sq ft of indoor sales/office area PLUS 4 per service bay
Vehicle quick lube	1 per 400 sq ft of indoor sales/office area PLUS 2 per service bay
Vehicle sales	1 per 400 sq ft of indoor sales/office area PLUS 1 per 1,000 sq ft of sales lot area
<u>Industrial Uses</u>	
General industrial uses (e.g., industrial services, contractor businesses, manufacturing/production, warehousing, freight/trucking facilities, wholesale distribution), plant nursery or landscaping businesses	1 per 400 sq ft of office or administrative area PLUS 1 per 500 sq ft of indoor sales, service, or display area PLUS 1 per 1,000 sq ft of outdoor sales, service, or display area PLUS 1 per 2,500 sq ft of indoor/outdoor storage, warehousing, equipment service, or manufacturing area

4-455. DISTRICT-SPECIFIC PARKING STANDARDS.

4-455.1. Residential Districts.

- A. In all residential districts, required parking spaces shall be located on the same lot as the use they serve.
- B. Parking areas for one- or two- family dwellings shall be in the garage, in the rear or side yards, or on the driveway leading to the garage only.

4-455.2. DMU District. Provision of parking in the DMU district shall be subject to limits, location, and design requirements as described in §434.4.1, Parking Areas.

4-455.3. EMU District. Provision of parking in the DMU district shall be subject to limits, location, and design requirements as described in §434.5.1, Parking Areas.

4-455.4. Industrial Districts.

- A. Gravel and/or crushed concrete may be used for vehicular circulation areas within industrial zoning districts provided that all circulation areas within 100 feet of any access onto a public street is paved with concrete, asphaltic concrete, or asphalt.

4-456. ADJUSTMENTS TO OFF-STREET PARKING REQUIREMENTS.

4-456.1. Reductions in Parking Requirements. Applicants may pursue reductions in required parking as follows.

- A. Parking reductions of up to 25 percent, as described in §4-456.2 through §4-456.5, may be approved by the City Planner upon finding that the request for reduction complies with all requirements described in the applicable subsection.
- B. Parking reductions of greater than 25 percent, as described in §4-456.2 through §4-456.5, may be approved by the Planning & Zoning Commission upon finding that the request for reduction complies with all requirements described in the applicable subsection.

- C. An application for reduction in parking requirements shall be submitted to the City Planner on forms as provided.

4-456.2. Parking Demand Study. A parking demand study may be submitted to demonstrate the need for a lower quantity of parking than required by Table 4-1, or as otherwise stated in this Section.

The parking demand study shall be prepared by a traffic engineer or similarly qualified professional and shall estimate parking demand for the proposed use based on the recommendations of the Institute of Traffic Engineers (ITE), Urban Land Institute, the American Planning Association, or other acceptable source of parking demand data for uses and/or combinations of uses of comparable activities, scale, bulk, area, and location.

4-456.3. Shared and/or Off-Site Parking Spaces. The City may approve the use of shared parking lots, and/or off-site parking spaces, subject to the following requirements:

- A. No shared lot or off-site space shall be more than 300 feet from the subject property, measured along a legal pedestrian route.
- B. A long-term agreement shall be negotiated and agreed between property owners for both uses, and shall be submitted to the City for review and approval.
- C. The long-term agreement shall be accompanied by a Parking Plan that shows the current or proposed layout of the off-site parking or the parking area proposed to be shared.

4-456.4. Proximity to a Transit Stop. Except for single- and two-family dwellings, development within 500 feet of a fixed transit stop, measured along a legal pedestrian route, may be reduced by 10% from the requirements in Table 4-1.

4-456.5. Affordable Senior Housing. Minimum parking requirements may be reduced by 20% if at least 25% of the dwelling units are restricted in occupancy to residents of 55 years of age or older, and/or income-restricted for a period of at least 30 years to households earning 80% or less of the Department of Housing and Urban Development Area Median Income for West Fargo, North Dakota.

4-456.6. Appeal of Decision Regarding Reductions In Parking Requirements. Upon denial of an application for reduction of required parking by the City Planner by the Planning & Zoning Commission, an applicant may appeal the decision to the Board of Adjustment in accordance with §4-560. Such appeal shall be made by the applicant within ten (10) days of the denial by the City Planner or within ten (10) days of denial by the Planning & Zoning Commission, as applicable.

4-457. PARKING AREA DESIGN AND MAINTENANCE.

4-457.1. General Parking Area Design.

- A. Parking areas shall be used for automobile parking only, with no sales, dead storage, repair work, dismantling or servicing of any kind permitted.
- B. Parking areas shall include applicable buffering and/or screening as required by the Zoning Ordinance.

4-457.2. Access and Maneuvering.

- A. Except for single- and two-family dwellings and individual townhome dwellings with driveways exiting onto public or private streets, parking areas shall be designed so

that exiting vehicles do not back out across a sidewalk onto a street. In all other instances, a means of turnaround must be provided within the parking lot.

- B. Where a parking lot has five or fewer spaces and a turnaround cannot be accommodated within the lot on site, the City may consider an alternative design, subject to review and approval by the Planning and Zoning Commission.

4-457.3. Surfacing.

- A. Unless otherwise allowed by this ordinance, all parking areas, drive aisle, aprons, and other areas subject to vehicular access or used for the parking, maneuvering, or storing of motor vehicles shall be surfaced with concrete, asphaltic concrete, or asphalt; unless pervious or semi-pervious surfacing receives conditional use approval.
- B. The use of gravel and/or crushed concrete may be used for parking and vehicular circulation where the property takes primary access from a public street that is graveled.
- C. Unless otherwise specified, all hard-surfaced parking lot stalls shall be striped. Areas used for storing motor vehicles, equipment, or materials, and not required to meet minimum parking space requirements, shall be paved but do not need to be striped.

4-457.4. Parking Lot Layout Dimensions.

- A. Parking Stall Dimensions. Except as indicated in Table 4-2 below, the minimum size of each parking stall shall be nine feet by 18.5 feet, exclusive of aisle width.
- B. Parking Layout Dimensions. Parking lots shall be designed to meet the minimum dimensions in Table 4-2.

TABLE 4-2:
PARKING LAYOUT DIMENSIONS

	45°	60°	75°	90°	Diagram Reference
Stall width, parallel to aisle	12.7	10.4	9.3	9.0	A
Stall length of line	25.0	22.0	20.0	18.5	B
Stall depth	17.5	19.5	19.0	18.5	C
Driving aisle width between stall lines	12.0	16.0	23.0	26.0	D
Stall depth, interlock	15.3	17.5	18.8	18.5	E
Module, edge of pavement to interlock	44.8	52.5	61.3	63.0	F
Module, interlocking	42.6	51.0	61.0	63.0	G
Module, interlock to curb face	42.8	50.2	58.8	60.5	H
Offset	6.3	2.7	0.5	0.0	J

Side and rear yard setback	Lots in Residential & C Districts Abutting Residential Districts: 5 feet Other District: None				K
Cross aisle, one-way	14.0	14.0	14.0	14.0	L
Cross aisle, two-way	24.0	24.0	24.0	24.0	L

C. Parking Layout Diagram.

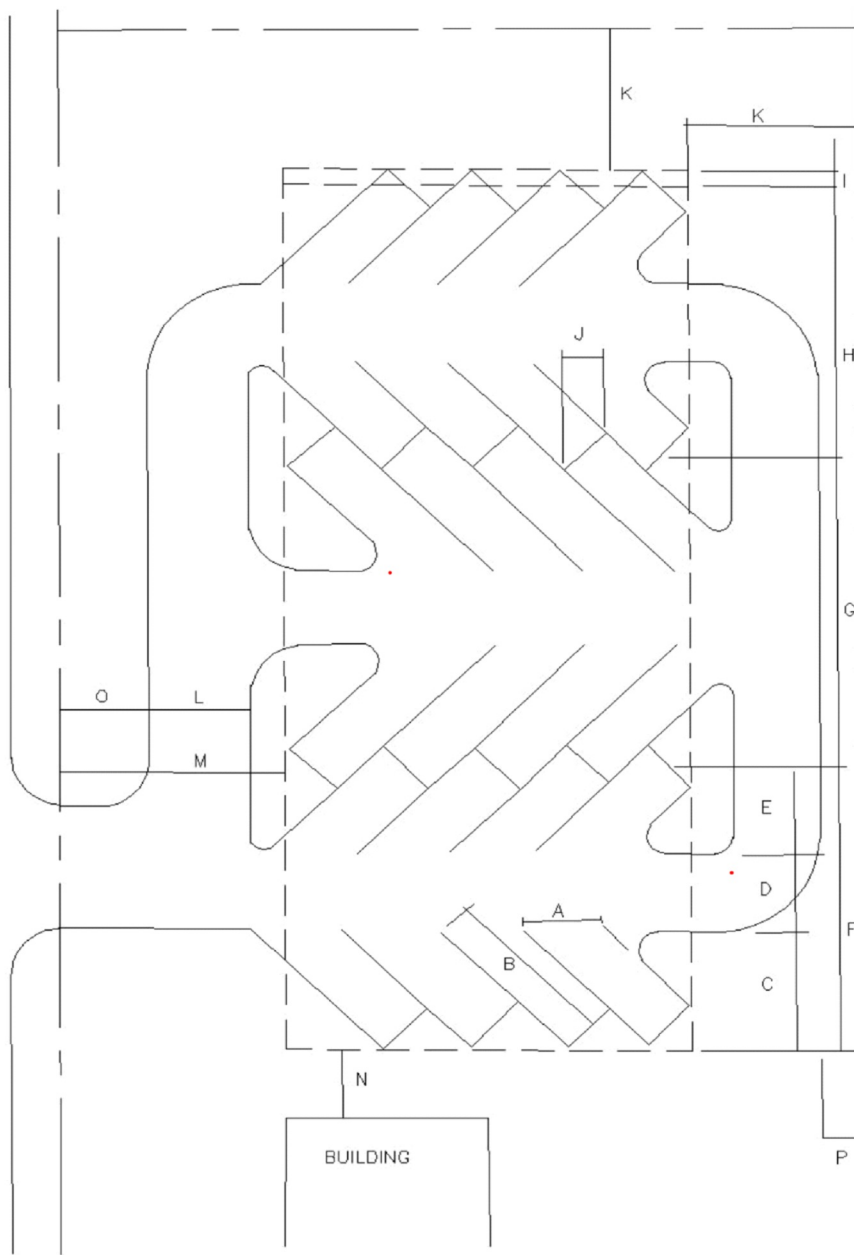


Figure 1: Parking Layout Dimensions

4-458. LOADING STANDARDS.

4-458.1. Applicability. Commercial and industrial uses shall provide for loading areas on the property which do not affect traffic on public streets.

4-458.2. General Requirements.

- A. Loading areas shall be shown on the Parking and Loading Plan and approved by the City Planner and Building Administrator as part of the building permit.
- B. Uses requiring loading spaces may provide more loading spaces than required by this subsection, but each space shall meet the dimensional requirements of this subsection.

4-458.3. Number of Spaces Required.

- A. Commercial and industrial structures with a total floor area of at least 10,000 square feet, and structures used for office or research purposes with a total floor area of at least 20,000 square feet, shall be provided with one off-street loading space.
- B. Commercial and industrial structures where the floor area of all buildings exceeds 100,000 square feet shall provide at least one additional off-street loading space.

4-458.4. Design Standards.

- A. Loading spaces shall be at least 50 feet long and 12 feet wide.
- B. Adequate space shall be provided on the property to allow for ingress into the property, circulation within the property, and egress from the property, without requiring loading vehicles to reverse into or out of a public right-of-way.
- C. Required loading spaces are prohibited in any front setback area or in any required street side setback area.
- D. Loading spaces may occupy all or any part of a required rear setback area where visibility will be minimized.
- E. Loading spaces shall be located so as not to interfere with customer parking and circulation.
- F. Loading spaces and access to loading spaces shall not block or restrict the access of surrounding uses.

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

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

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

FARGO/ WEST FARGO PARKING & ACCESS STUDY

Prepared for:

Fargo-Moorhead Metropolitan Council of
Governments (Metro COG)

December 2018

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This document does not constitute a standard, specification, or regulation. The United States Government, the States of North Dakota and Minnesota, and the Fargo-Moorhead Metropolitan Council of Governments do not endorse products or manufacturers. Trade or manufacturers' names may appear herein only because they are considered essential to the objective of this document.

The contents of this document reflect the views of the authors, who are responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the policies of the state and federal Departments of Transportation.

Prepared by:



partnering with





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INTRODUCTION

Mobility and parking are key, interdependent elements that drive the region’s transportation system. As Fargo and West Fargo undergo unprecedented growth, ensuring that visitors, employees, and residents can get to the places they need to go is key to supporting economic development and enhancing the region’s overall quality-of-life. The purpose of this study is to analyze how parking plays a role in site development, how street networks can be best laid out to create efficiency in the transportation network, and how modifications to both access and parking regulations can achieve the goals of Metro COG, Fargo, and West Fargo.

The key goals of this study are to:

- Develop guidelines that encourage safe traffic flow, as well as a comfortable walking and biking experience
- Develop access and roadway guidelines that complement land use form, as opposed to just functional classifications
- Reduce the need to build excess off-street parking
- Enable sustainable development patterns

Recommendations aim to improve the efficiency of the transportation network and its connection to land use, enhance mobility and access, and encourage sustainable development patterns. In a region like the greater Fargo area, particularly its growth areas, a balance needs to be struck that ensures compact, walkable neighborhoods and corridors that are not congested with traffic. This study discusses how establishing

distinct Street Types that specifically correlate to the surrounding land uses will help create livable neighborhoods that enhance the urban environment and assist in long-term planning decisions. And how better development patterns, illustrated by the Development Prototypes, can support the overall transportation network through an intentional street framework and “Right-Sized” Parking footprint.

Study Review Committee

This study was a collaborative process with a Study Review Committee (SRC) made up of Metro COG and staff from Fargo and West Fargo. The group was responsible for steering the study and providing feedback on critical project direction. At major milestones, the project team met to discuss and collaborate on key issues, potential solutions, and next steps. The names and affiliations of SRC members are listed below:

**Fargo-Moorhead
Metropolitan Council
of Governments**



Michael Maddox, AICP
*Senior Transportation
Planner*

**City of
West Fargo**



Tim Solberg, AICP
*Director of Planning and
Zoning*

**City of
Fargo**



Aaron Nelson, AICP
Planing Coordinator
Jeremy Gordon, PE, PTEO
*Division Engineer -
Transportation*

EXISTING CONDITIONS

Fargo and West Fargo consist of a variety of residential, commercial, office, and industrial land uses that serve over 150,000 residents daily, and is experiencing continued, exponential growth. Creating a seamless connection between the street network and parking system is key to establishing smart growth. As is common in this country, the area roadway classification system is separated from parking requirements and land use patterns, which can lead to sprawling, segmented, and car-centric development patterns.

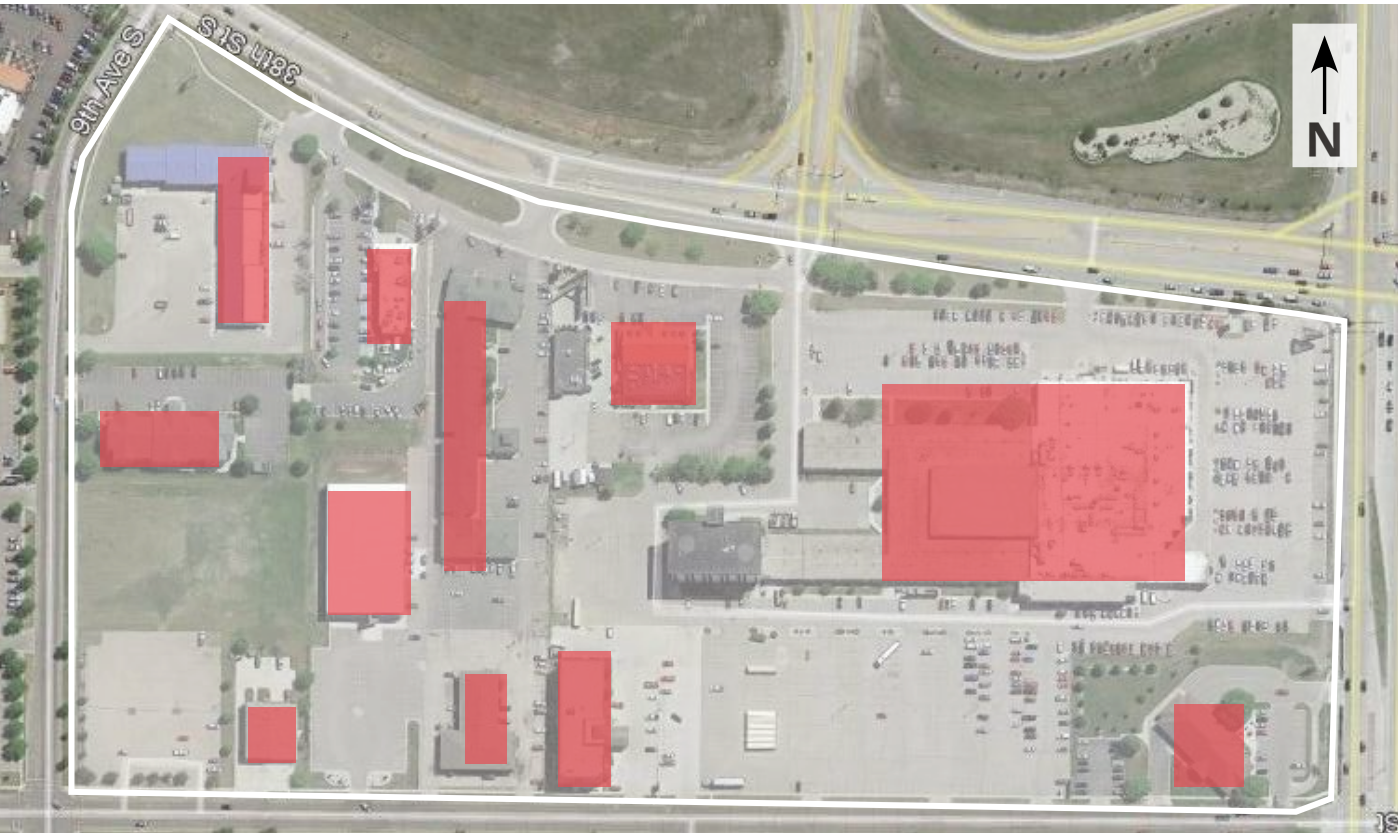
This section identifies the core issues of the region's transportation and development process through assessing existing land uses, surveying parking utilization patterns, and conducting stakeholder interviews.



Development pattern assessment

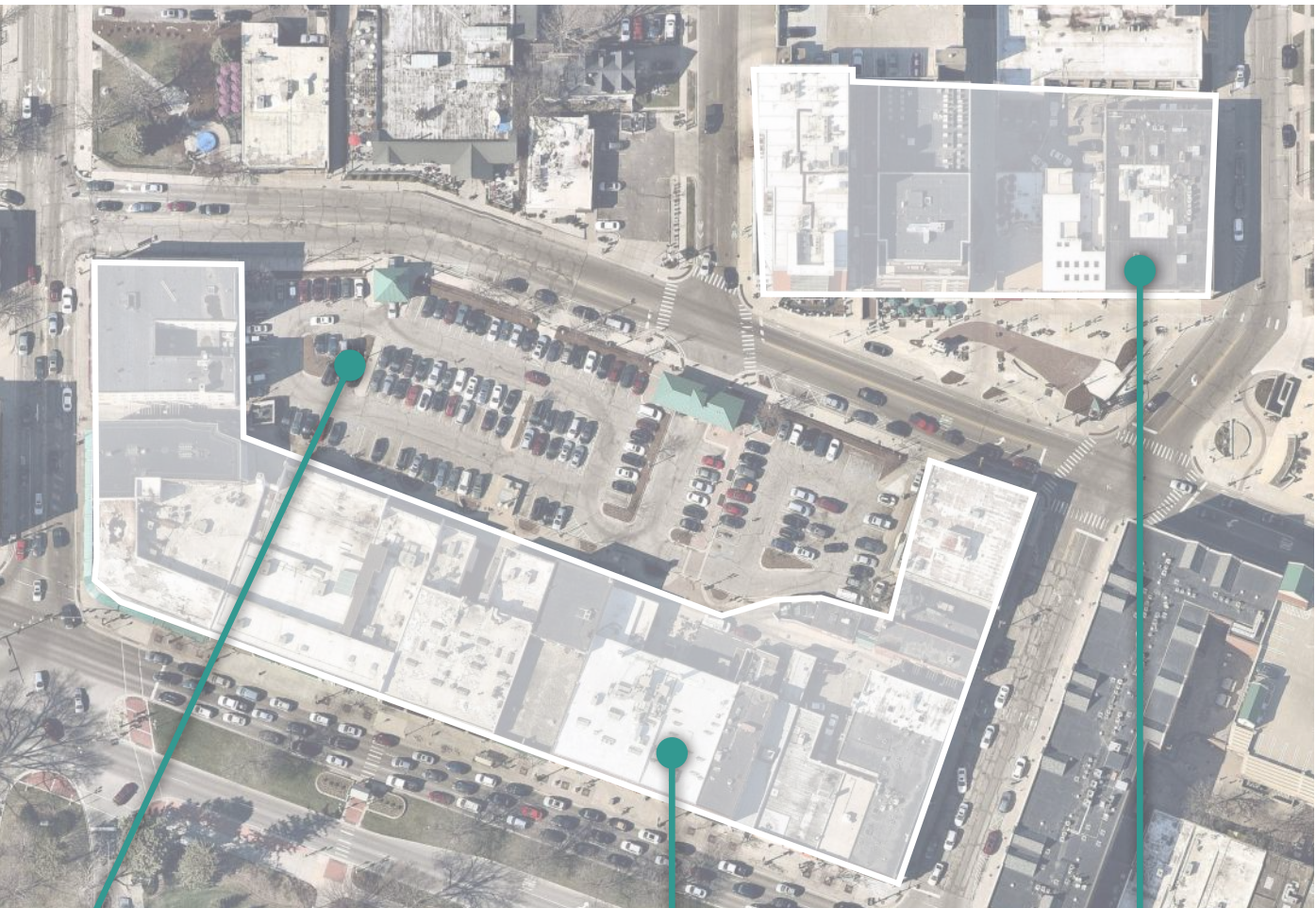
The region’s land use patterns are a product of the existing zoning codes, regulations, and transportation policies currently in place. Assessing the site design elements in Fargo and West Fargo today provides valuable insights into which design tools and strategies should be used in shaping the future. Five primary issues were identified and are outlined below.

Separated land uses



KEY ISSUES
Within this single block in Fargo, there are 11 separate land uses, which are each surrounding by their own separate parking field. This type of development pattern segments land uses, encourages additional car trips, disconnects traffic flow and travel patterns, and discourages pedestrian traffic and cross shopping.

Best Practices



Shared surface parking lots increase the efficiency of the parking pool and encourages walking

Businesses and retail services located adjacent to one another encourage cross shopping and discourage additional car trips.

Small block size and narrow streets encourage walking and provide opportunities for on-street parking.

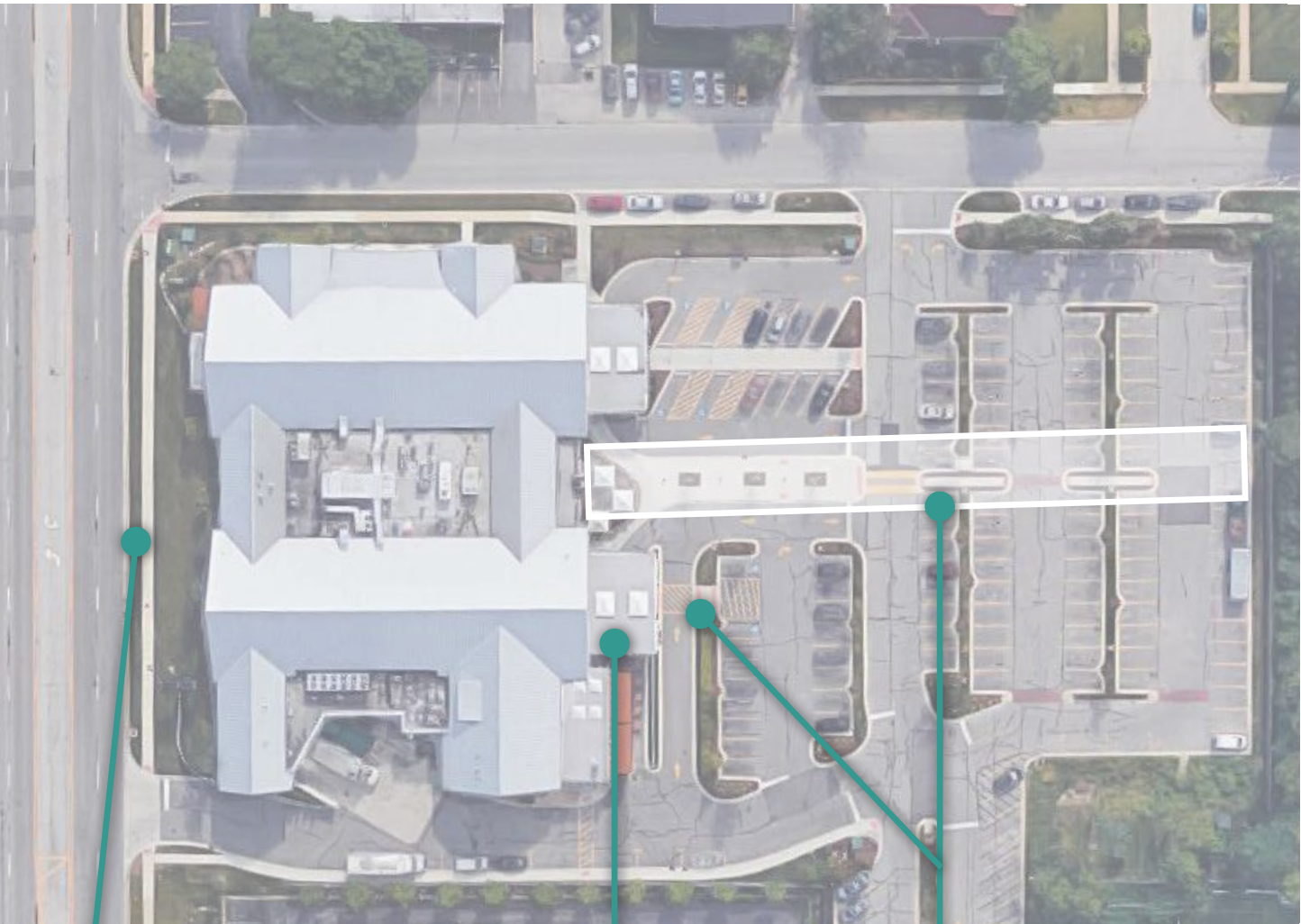
Large number of curb cuts

KEY ISSUES

This example examines a portion of 42nd Street South between 13th Avenue South and 15th Avenue South. The west side of the street has seven driveways (curb cuts) to access land uses, while the east side of the street has one driveway to access businesses. Many curb cuts along a single blockface creates an uncomfortable and unsafe pedestrian environment, encourages additional car trips if cross access is not provided, segments land uses, and interrupts traffic flow/circulation.



Best Practices



Single access shared with neighboring use creates a more continuous pedestrian environment while improving traffic flow.

Buildings are oriented towards the arterial streets.

Includes designated area for pick-up/drop-off and pedestrian walkway.

Site design barriers between land uses



KEY ISSUES

Osgood Plaza located on 40th Avenue South and 45th Street South offers a variety of services for the needs of adjacent residents; however, with entrances exclusively facing the parking toward the arterial, as well as a lack of pedestrian connections, the large building acts as a physical barrier and residents are forced to drive to access these services. This type of development pattern encourages additional car trips and discourages walking trips.

Best Practices

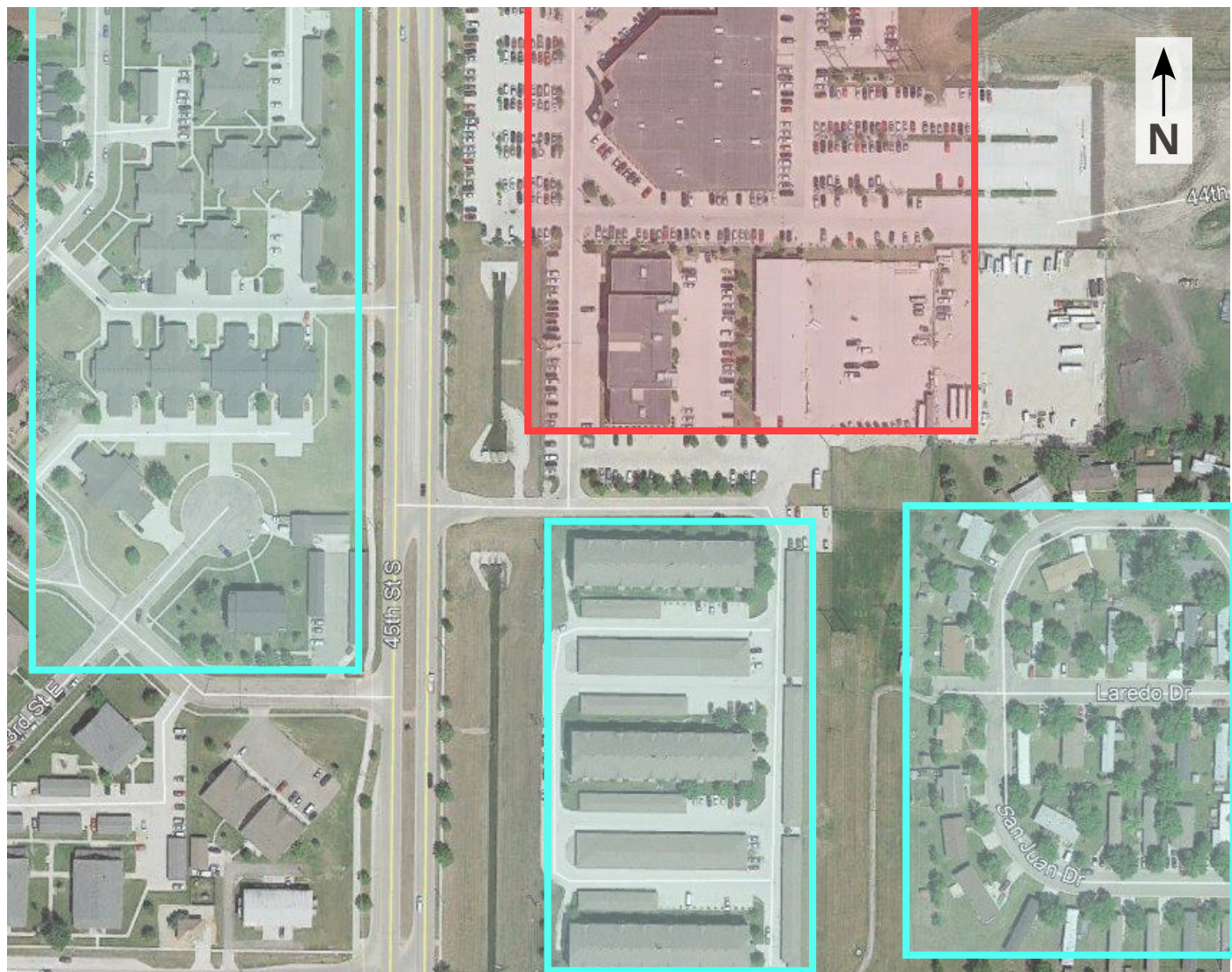


On-street parking slows traffic, increases parking supply, and establishes safe pedestrian connections.

Larger parking facilities are located on the outskirts of the development, with more active uses located in the central part of the development. This type of dense development encourages cross shopping.

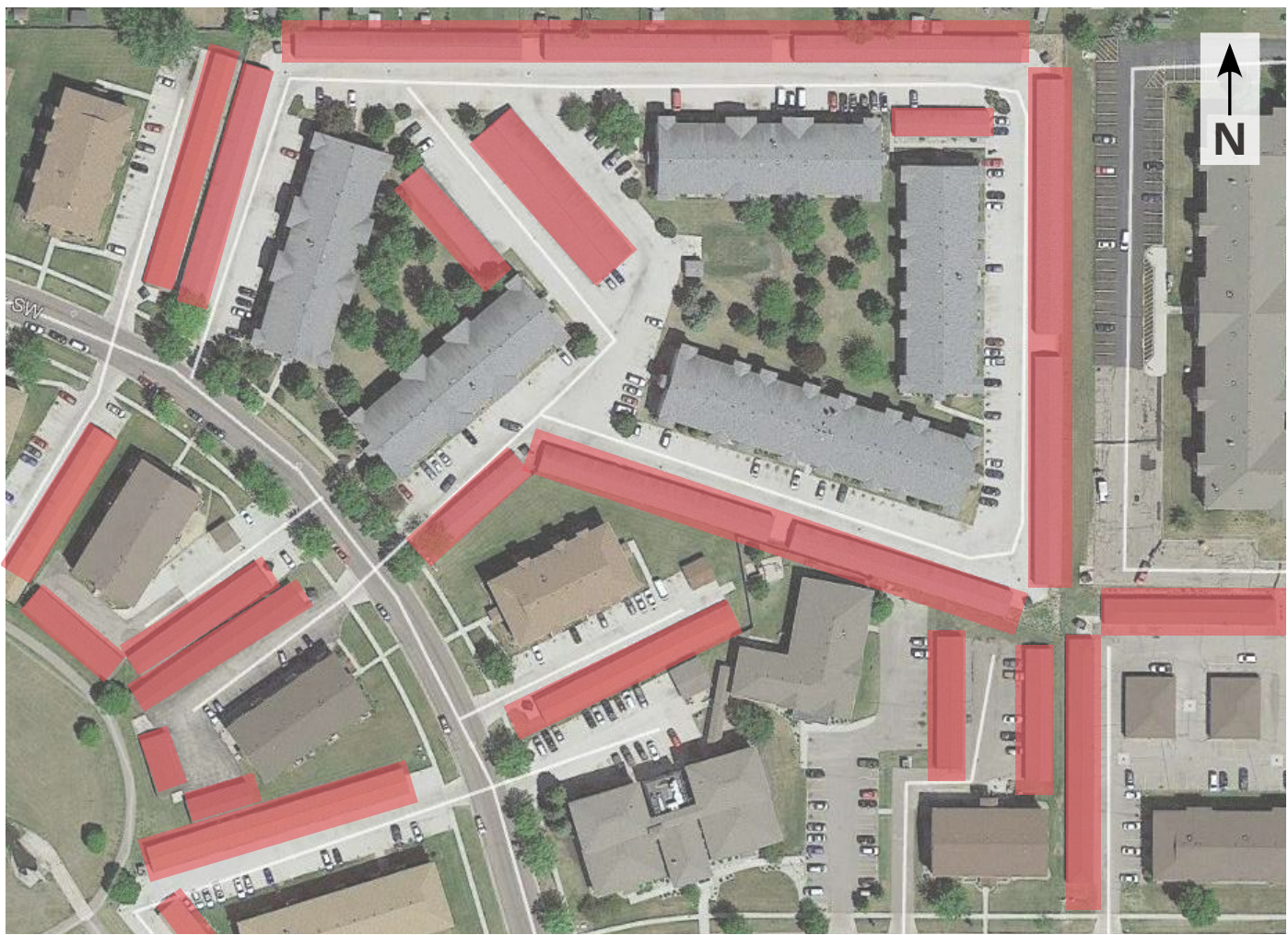
Small blocks with narrow streets and landscaping create a more comfortable environment for pedestrians.

Roadway barriers between land uses



The shopping/office plaza located along 45th Street South between Main Avenue and 9th Avenue South, like the previous example, offers services that benefit adjacent residents. However, none of these services are accessible due to limited pedestrian amenities, water detention infrastructure, and entrances exclusively facing the parking lot/arterial roadway. Self-contained and separated residential and commercial development patterns create oversized and car-centric land use patterns.

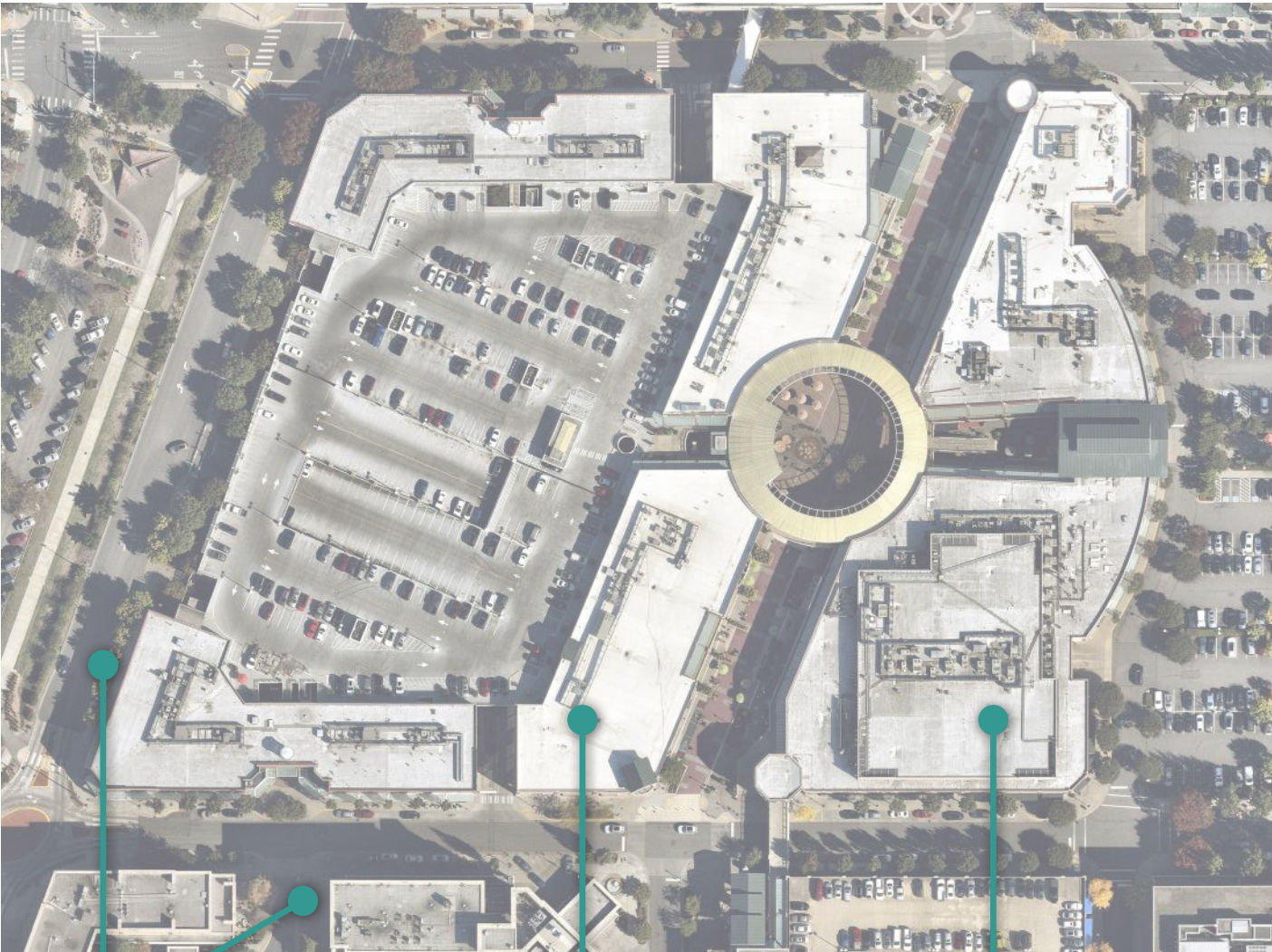
Separated Garages



A series of residential developments on 9th Avenue South is shown that have single-story row garages (in red). This type of development increases the land dedicated to parking and disconnects travel patterns. Stakeholder interviews and anecdotal evidence have informed us that these garages are often used for personal storage, as opposed to vehicle storage.



Best Practices



Businesses and residential front narrow, low volume streets that are easy for pedestrians to cross.

Singular, shared parking facility can be used by customers, employees, and visitors during the day, and residents at night.

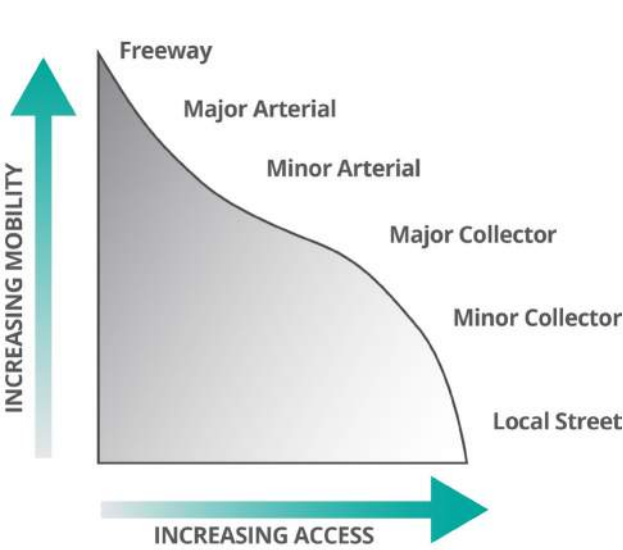
Integrating residential and commercial land uses creates a more dense, walkable environment, while using land more productively and encouraging shared parking.

Functional Classifications

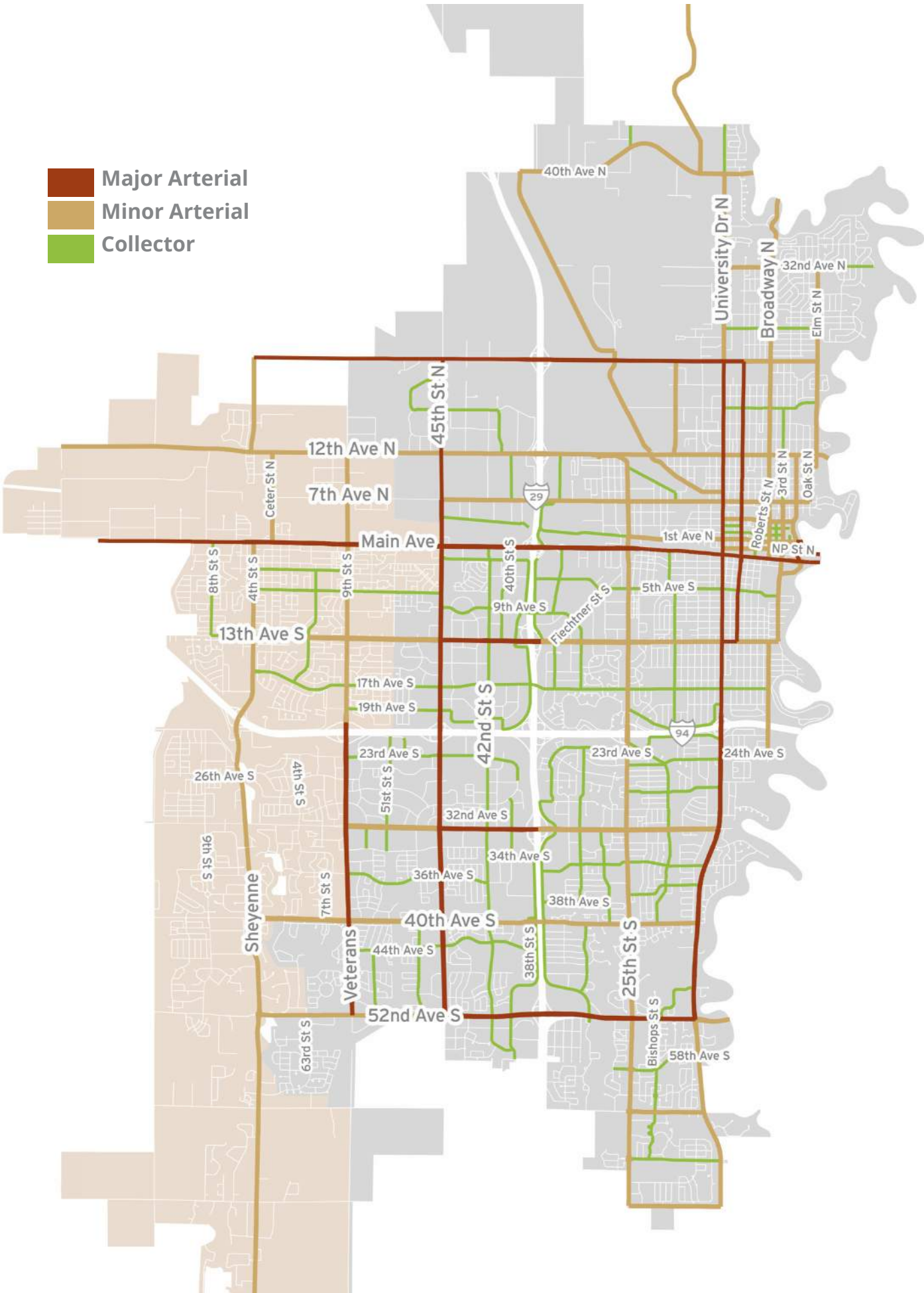
Streets across the United States are typically classified according to the Federal Highway Administration’s (FHWA) functional classification system of arterial, collector, and local streets. The intended purpose of the functional classification system is to define a street’s role in moving cars within a larger highway network, balancing the movement of vehicles with property access.

Why does a street’s classification matter? Functional classifications dictate the way a street is designed, from the width of the lanes to the distance between traffic signals. The classifications also dictate how many access driveways are provided as policies are implemented that minimize/control the number of conflict points on a corridor. The design standards associated with the functional classification system are primarily focused on moving cars without delay. Prioritizing moving cars too quickly though, can create streets that are unsafe, disconnected, and inhospitable for people walking, biking, or waiting for the bus. It can also lead to designing roads that are bigger than they need to be, which means spending extra money on materials, construction, and maintenance.

The current network classifications in the greater Fargo and West Fargo area are no exception and follow a system generally consisting of the following hierarchy:



- Interstate – serve the longest uninterrupted distances at high speeds with limited access opportunities
- Principle Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local – serve short, localized trips and provide frequent access opportunities to adjacent properties



Zoning & Variance Procedures

In recent years, Fargo and West Fargo have seen increased requests for variances, waivers, and reductions to the parking requirements prescribed by local zoning codes for both residential and commercial areas, indicating preferences towards lowering parking minimum requirements and increased flexibility. The following section of the report outlines existing policies and procedures surrounding parking requirements and variance requests.

Existing Zoning Code

Parking minimum requirements for both Fargo and West Fargo were examined and compared to national standards. The table below outlines the minimum requirements in comparison to national standards for major land uses. While the single and multi-family households are aligned with—or slightly below—national standards, the minimum parking requirements in Fargo and West Fargo were higher than the national standard for all other land uses. Implementing minimum parking requirements that are greater than the demand for parking raises the cost of construction for developers, increases the distance that land uses can locate between one another, and expands the street and infrastructure system.

Parking Minimum Requirements for major land uses in Fargo, West Fargo, and National Standards

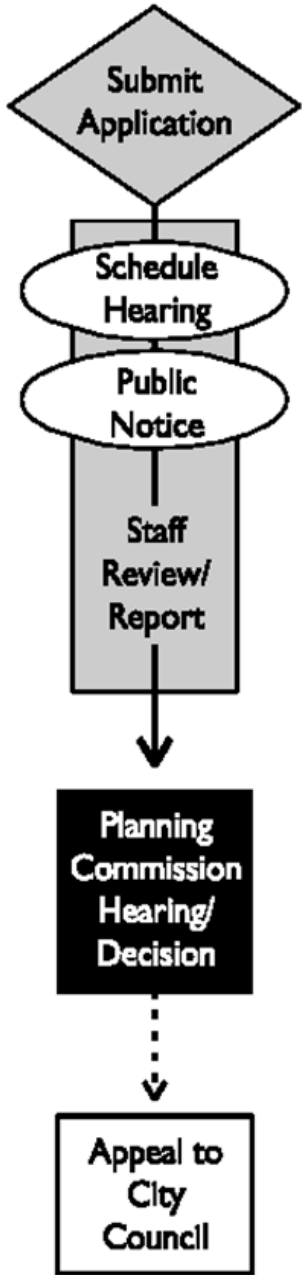
Landuse	City of Fargo	City of West Fargo	National Standard ¹	Unit	% difference
Single family	2.00	2.00	2.00	Bedroom	0%
Multi-dwelling household	2.25	1.00	1.23	Dwelling Unit	45%
Office - medical	5.00	5.00	3.20	1,000 sqft	36%
Office - general	3.33	5.00	2.84	1,000 sqft	15%
Restaurant/bar/tavern/lounge	13.33	10.00	10.60	1,000 sqft	20%
Religious Institutions	0.40	0.33	0.20	Seat	50%

1. ITE (Institute of Transportation Engineers) Parking Generation Manual, 4th Edition

Parking Reduction Request Procedures

City of West Fargo. City of West Fargo. If it can be demonstrated by the property owner through market studies or other means that the required off-street parking is excessive and/or a lower parking demand is supported by the Institute of Traffic Engineers Parking Generation manual and a lesser requirement justifiable, the City Commission may reduce the number of required spaces by passage of a resolution approved by a majority of the members of the City Commission. Shared parking is also encouraged and can be allowed through shared parking agreements.

City of Fargo. City of Fargo provides developers seeking to supply parking below the minimum parking requirement with two types of review/approval procedures for parking reductions: (1) an administrative review for small reductions in parking or (2) review by the Planning Commission for larger reductions. Parking reductions approved administratively are referred to as Alternative Access Plan (AAP), and reductions approved by the Planning Commission are referred to as Conditional Use Permits (CUP). The process in obtaining a CUP involves four key steps to complete prior to a Planning Commission hearing including submitting an application, scheduling a hearing, public notice, and staff review. The City of Fargo has received 19 CUP and AAP applications since 2015.



Key data points for each of these reduction permit types are summarized below:

Conditional Use Permit

- 14 applications since 2015.
- The majority of applicants were pursuing shared parking agreements.
- The average reduction rate was 40%.
- The most common land uses submitting CUP applications were medical, religious institutions, and retail.

Furthermore, applicants pursuing a CUP or AAP may apply to use Transportation Demand Management (TDM) and/or shared parking strategies as tools in approving their request, as summarized below.

Transportation Demand Management

May authorize a reduction in the number of required off-street parking spaces for developments that institute and commit to maintain a transportation management program. The applicant must submit a study that clearly indicates the types of transportation management activities and measures proposed.

- Posting and Distribution of Information.
- Transportation Coordinator. Disseminating information on ride-sharing and other transportation options.
- Off-Peak Work Hours. Allow employees to arrive at times other than the peak morning commute period.
- Preferential Parking. Specially marked spaces for each registered car pool and van pool.
- Financial Incentives. Financial incentives for employees commuting by car pool, van pool and transit may also reduce demand.

Alternative Access Plan

- 5 applications since 2015.
- The majority of applicants were making a case for lower parking demand for their development.
- The average reduction rate was 18%.
- The most common land uses submitting AAP applications were medical, office, and residential land uses.

Shared Parking

Developments or uses with different operating hours or peak business periods may share off-street parking spaces if approved as part of an Alternative Access and Parking Plan.

- Location. Unless shuttles are provided, parking must be located within 600 feet of entrances.
- Zoning Classification. Shared parking areas serving uses located in nonresidential zoning districts must be located in nonresidential zoning districts. Serving uses located in residential zoning districts may be located in residential or nonresidential zoning districts.
- Shared Parking Study. Study must address the size/type of the proposed development, the composition of tenants, turnover rate and anticipated peak for all uses.
- Agreement for Shared Parking. A shared parking plan will be enforced through written agreement among all owners of record.

Parking Utilization Surveys

To better understand parking demand patterns in Fargo and West Fargo today, a parking inventory and utilization survey was completed on three major land use typologies: (1) multi-family residential, (2) commercial, and (3) mixed use. Separate sites that best represent each of these land uses were identified and surveyed during peak demand periods. The location of each of the surveyed sites are identified in the figure to the right; the names of each site, as well as the hours surveyed can be seen below.

A map of the selected sites can be seen in the correlating figure. The names of each site, as well as the hours surveyed can be seen below.

Multi-family Residential Typologies

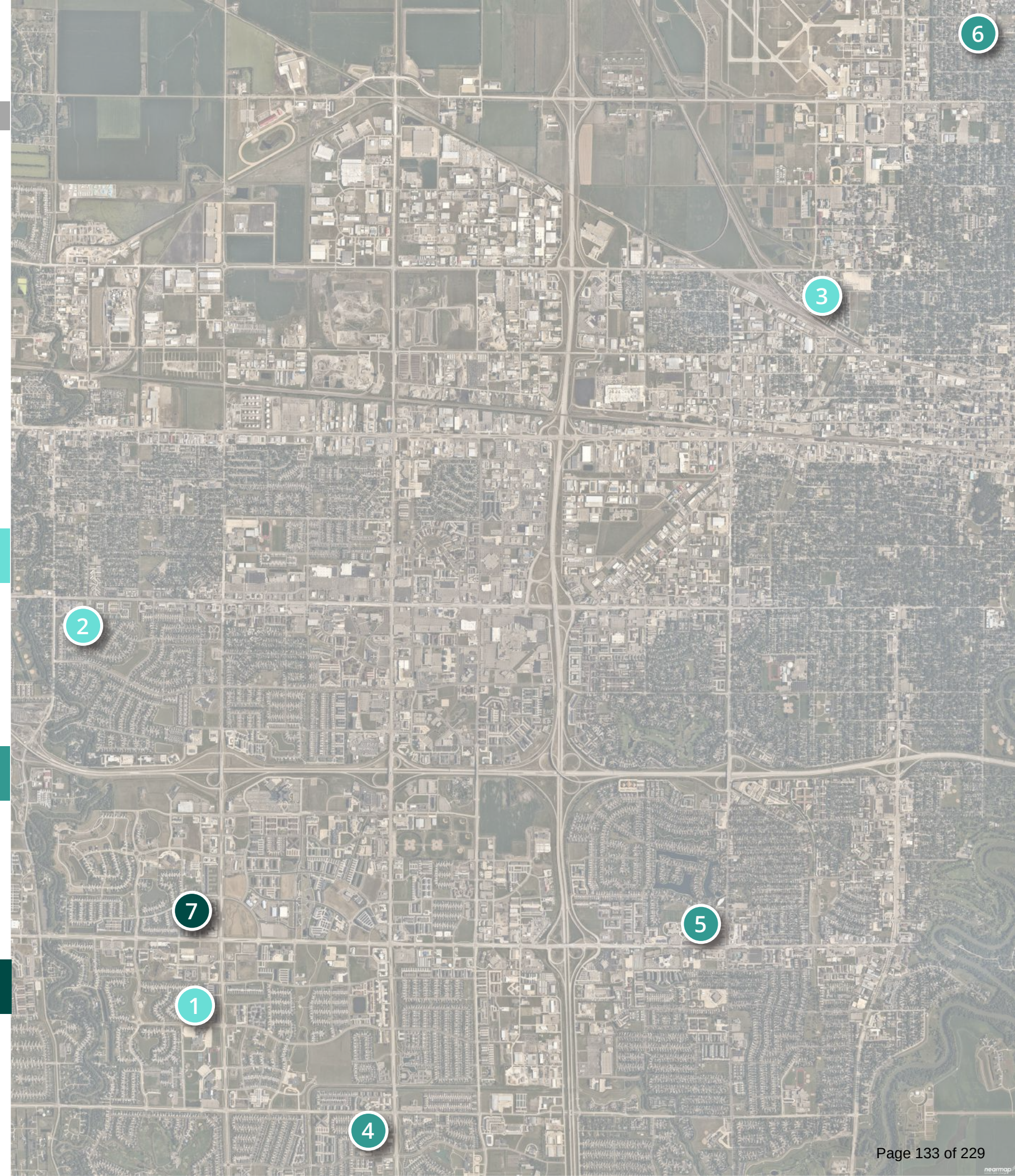
- 1 Shadow Ridge/Shadow Bay Apartments
- 2 Sheyenne Crossing's retirement center
- 3 NDSU student housing units

Commerical

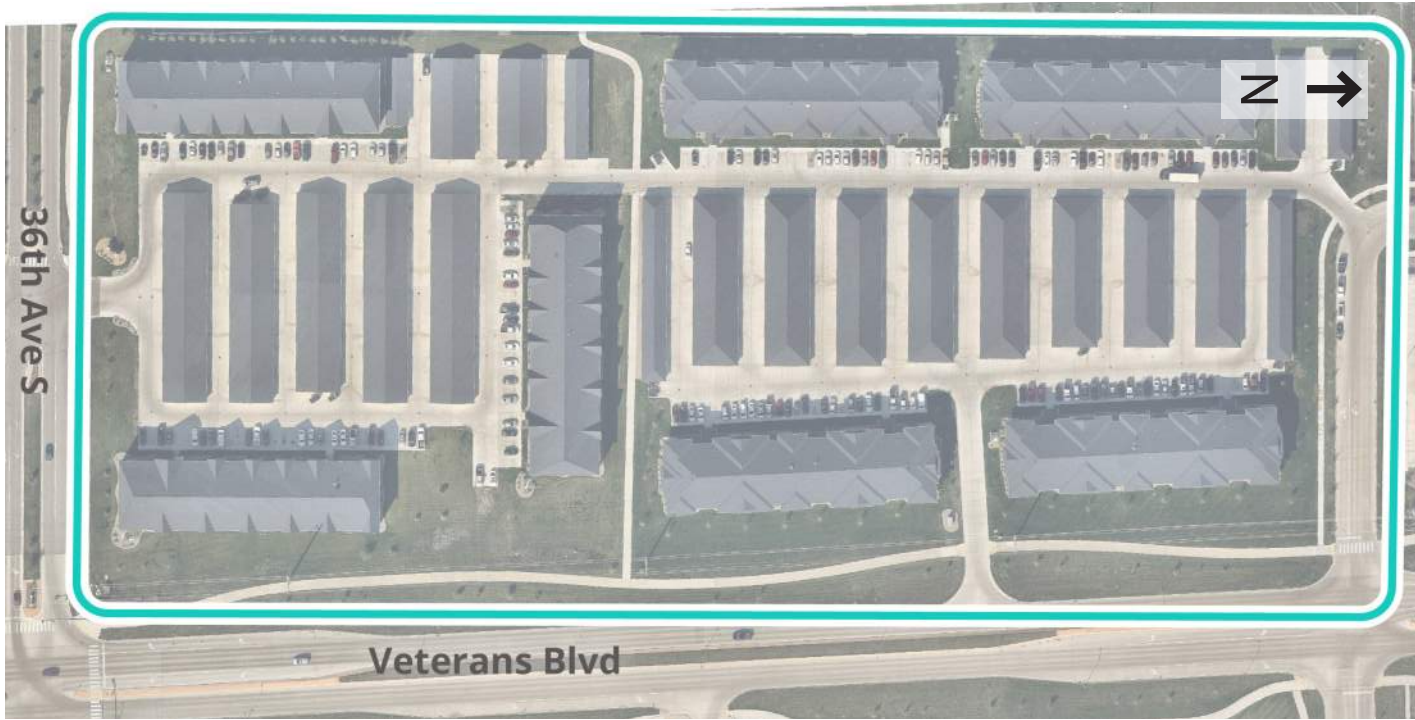
- 4 Osgood Plaza
- 5 1st International Plaza
- 6 Northport Plaza

Mixed use Typologies

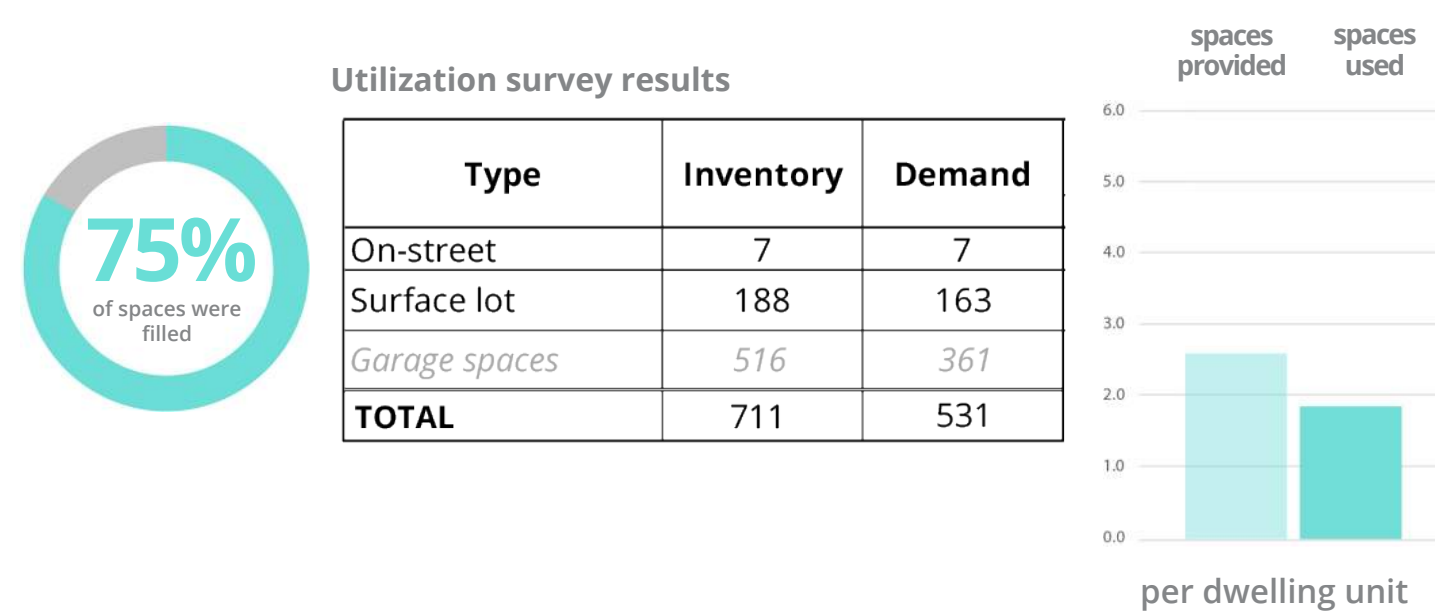
- 7 Boulevard Square



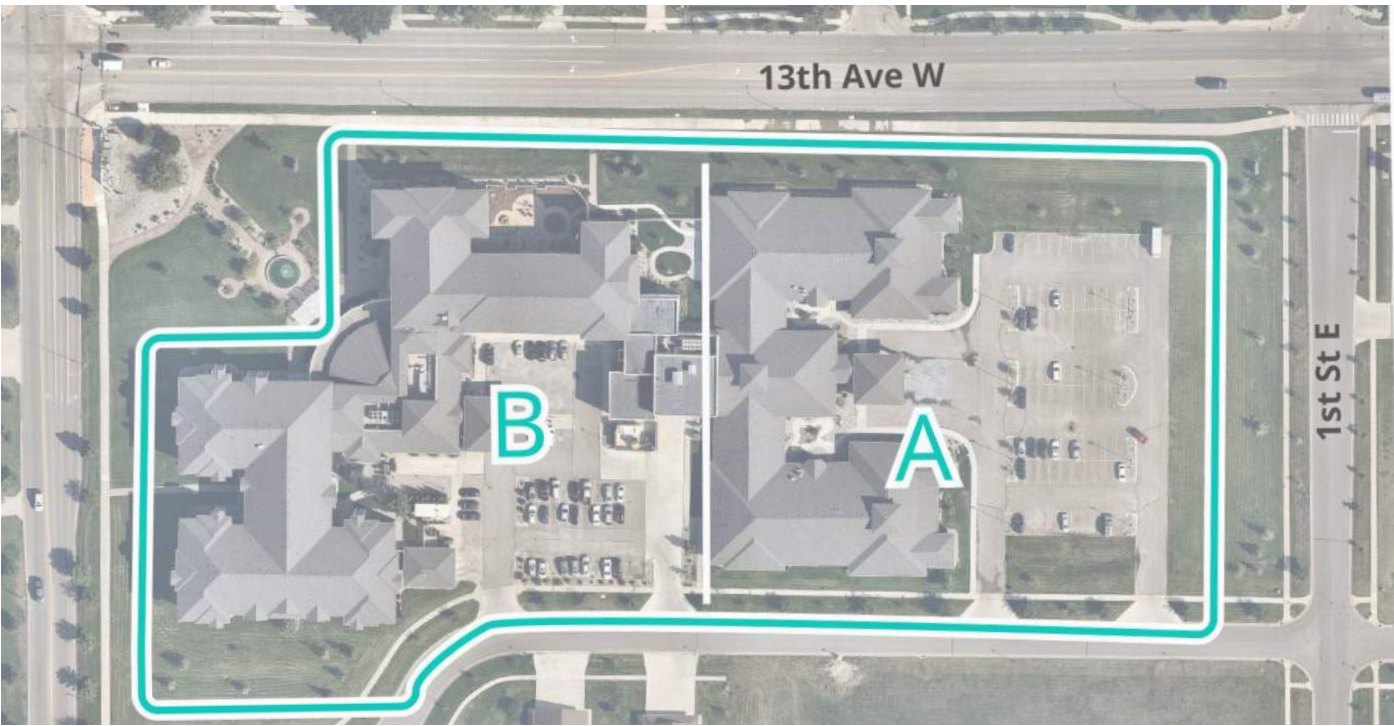
① Shadow Ridge/ Shadow Bay
Multi-family apartments



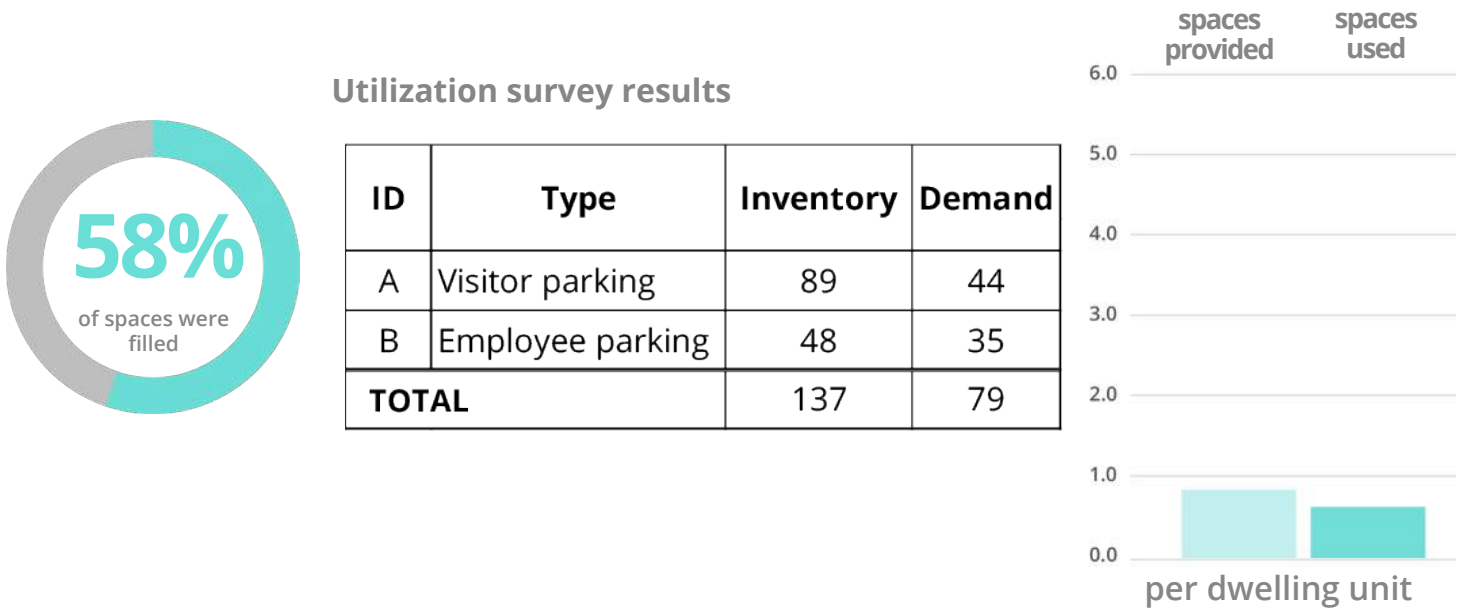
Shadow Ridge/ Shadow Bay is a 276-dwelling unit complex with a variety of apartment types ranging from studio to three-bedroom. While there are 188 outdoor parking spaces, there are also 516 enclosed garage spaces, which were unable to be examined as part of the utilization survey. These facilities were assumed as occupied since incoming vehicles were not able to access them.



② Sheyenne Crossings
Retirement community

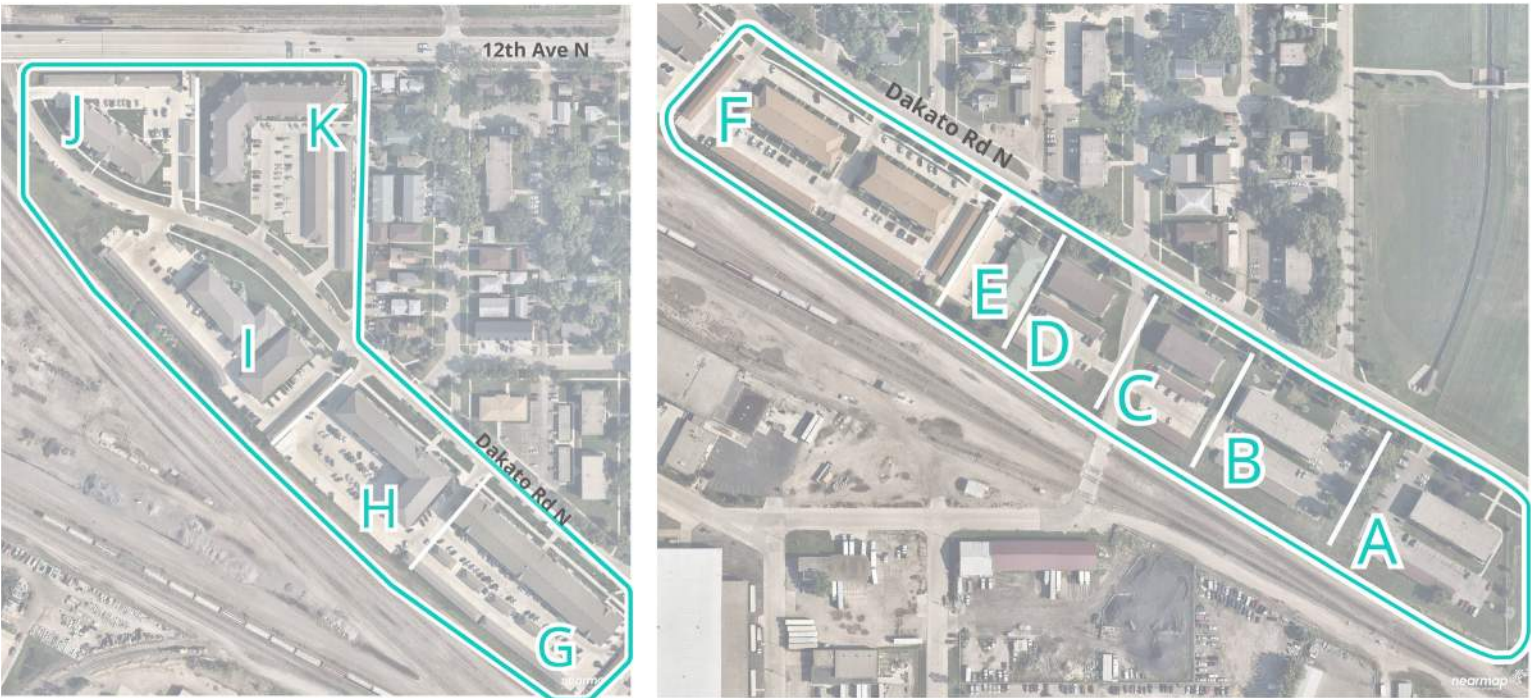


A retirement community that provides a full range of lifestyle and service options from independent living, assisted living, memory care, transitional care, home care, memory care and skilled nursing care. Sheyenne Crossings has 193 units with a total of 137 parking spaces for employees and residents.



*Analysis assumes that 70% of enclosed garages are filled.

③ North Dakota State University, student housing

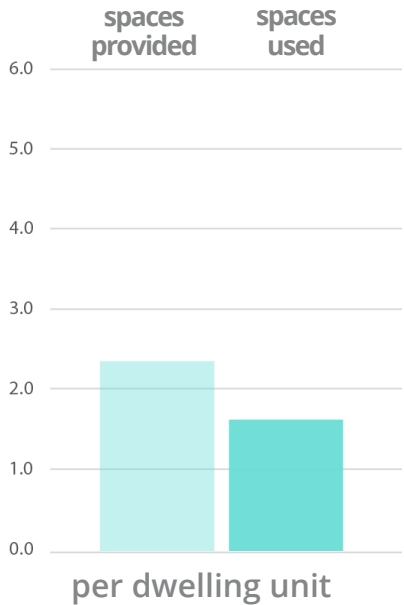
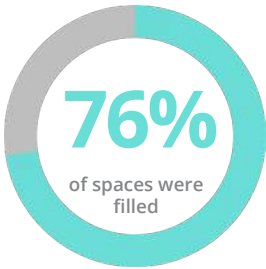


The 11 sites examined are representative of typical student housing developments in that they are mid- to high-rise apartment buildings that are ½- to 1-mile away from the NDSU campus. Similar to the Shadow Bay apartments, several of the examined sites have separated enclosed garages that could not be examined as part of the utilization survey. In addition to the demand in the off-street lot and garages, over 60 vehicles were parked along adjacent side streets, indicating that the demand for parking in this area is high.

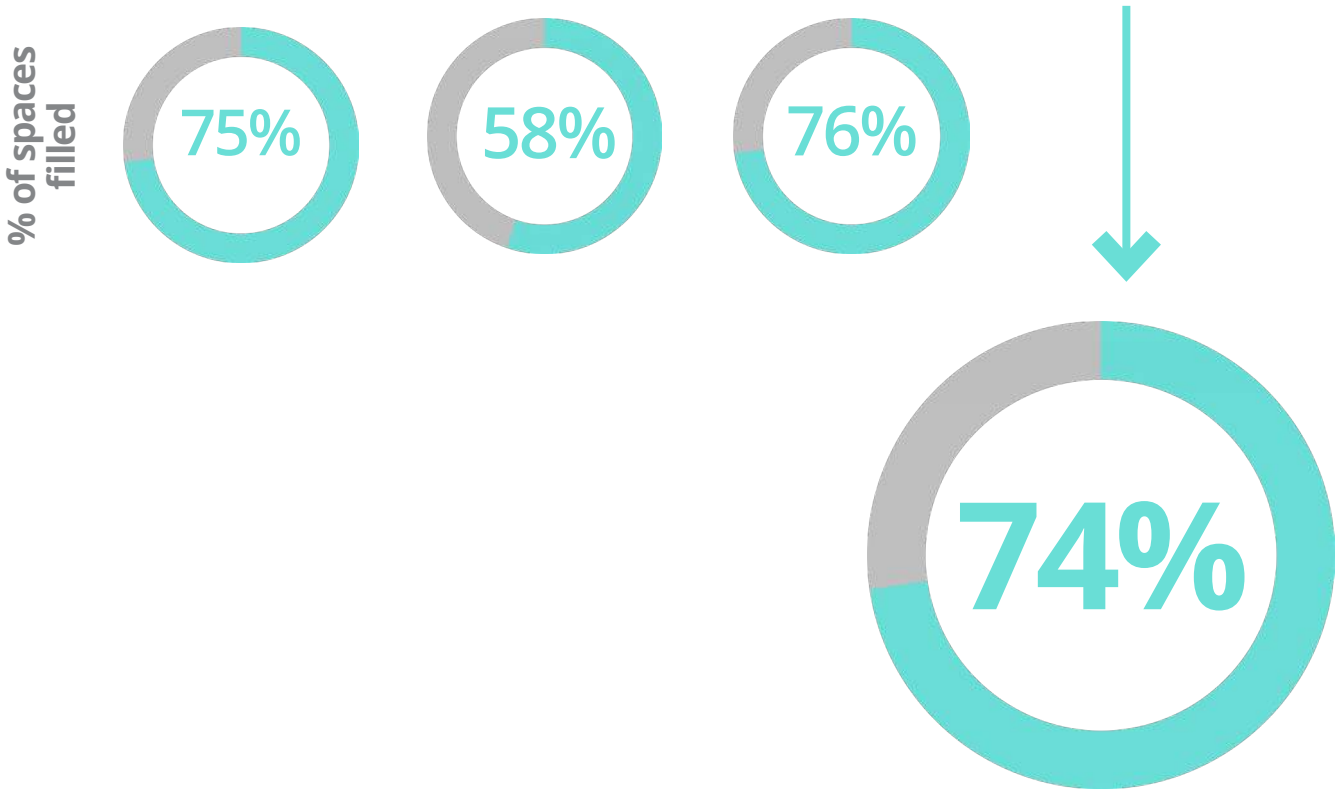
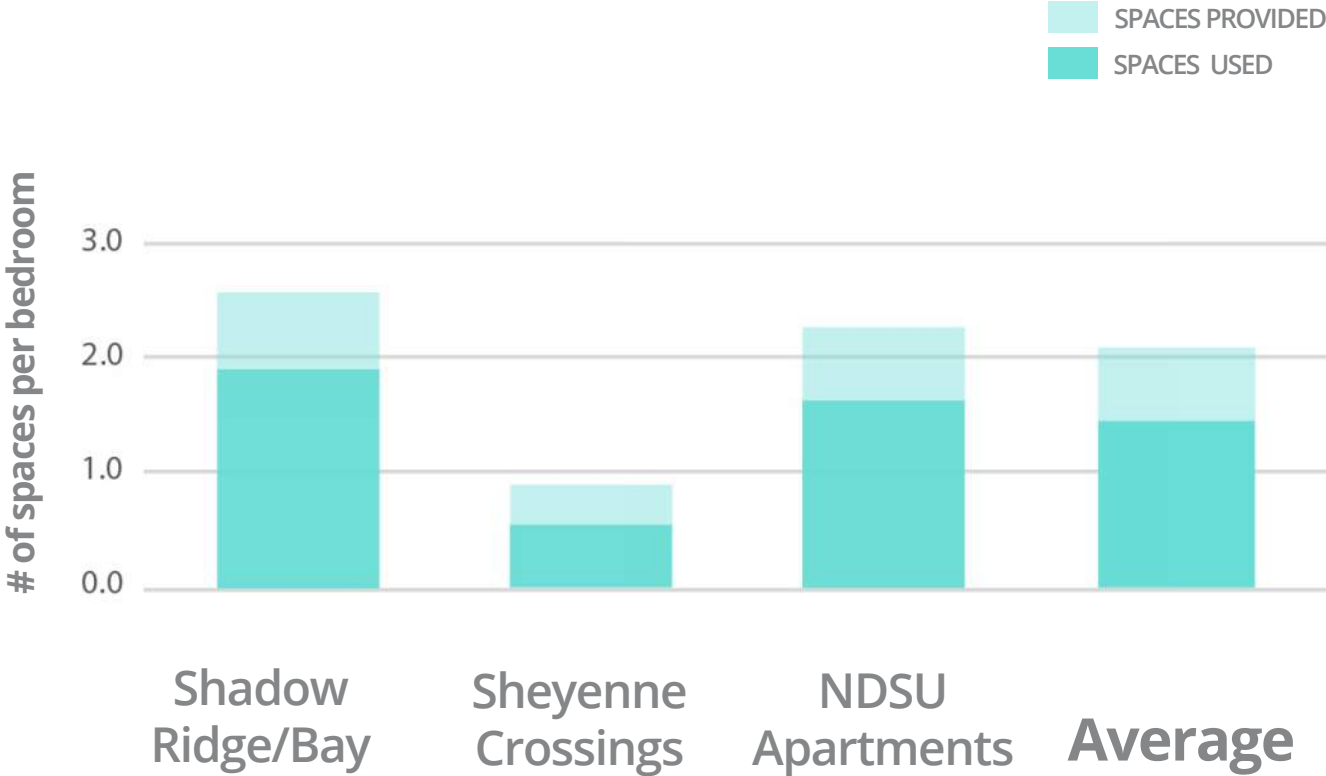
Utilization survey results

ID	Type	Inventory	Demand
A	Surface lot	69	39
	Garage	12	-
B	Surface lot	61	42
	Garage	14	-
C	Surface lot	21	13
	Garage	17	
D	Surface lot	12	10
	Garage	12	
E	Surface lot	18	13
	Garage	14	
F	Surface lot	91	52
	Garage	63	

ID	Type	Inventory	Demand
G	Surface lot	96	88
	Garage	66	
H	Surface lot	124	121
	Garage	0	
I	Surface lot	117	74
	Garage	51	
J	Surface lot	48	47
	Garage	37	
K	Surface lot	73	60
	Garage	58	
	On-street	67	67
	Surface lot	730	559
	Garage	344	241
TOTAL		1,141	867



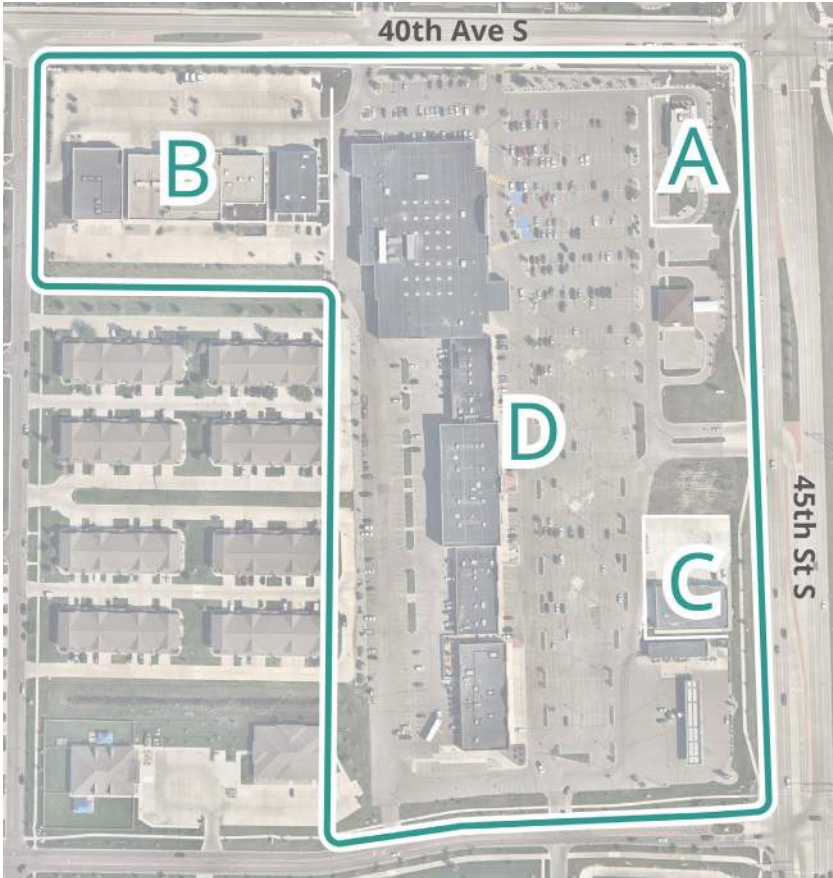
Summary of Residential Land Uses



*Analysis assumes that 70% of enclosed garages are filled.

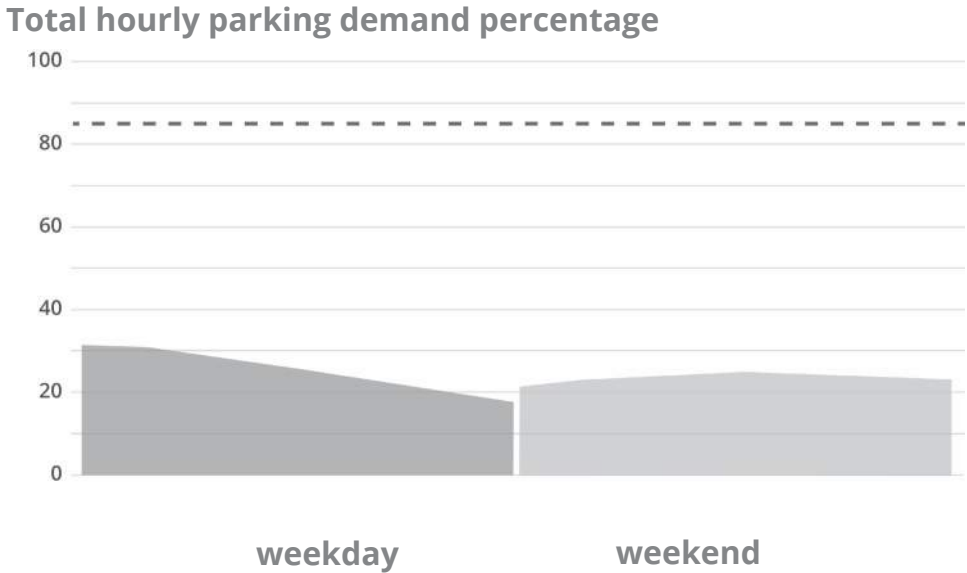
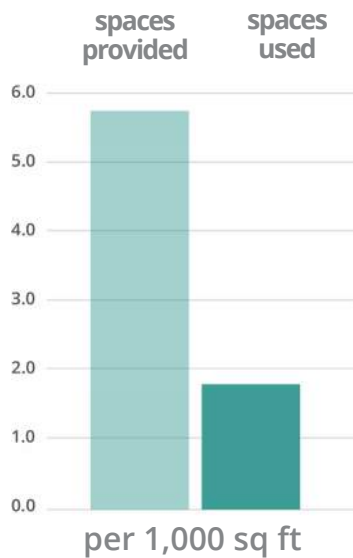
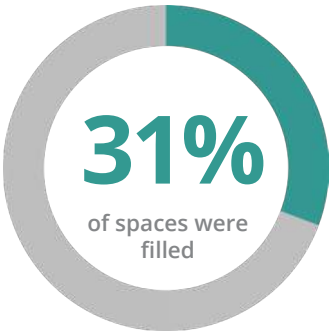
4 Osgood Plaza, 4151 45th Street

The shopping center is anchored by Hornbacher’s and includes other personal services such as a Men’s Hair Company, Nail Spa, Cherry Berry, Jimmy John’s, and Bulldog Tap. Area A is a Dairy Queen, Area B includes an Essentia Health Day Clinic, Lil Bloomers, Chiropractor, and other restaurants. This site is surrounded by residential housing developments.



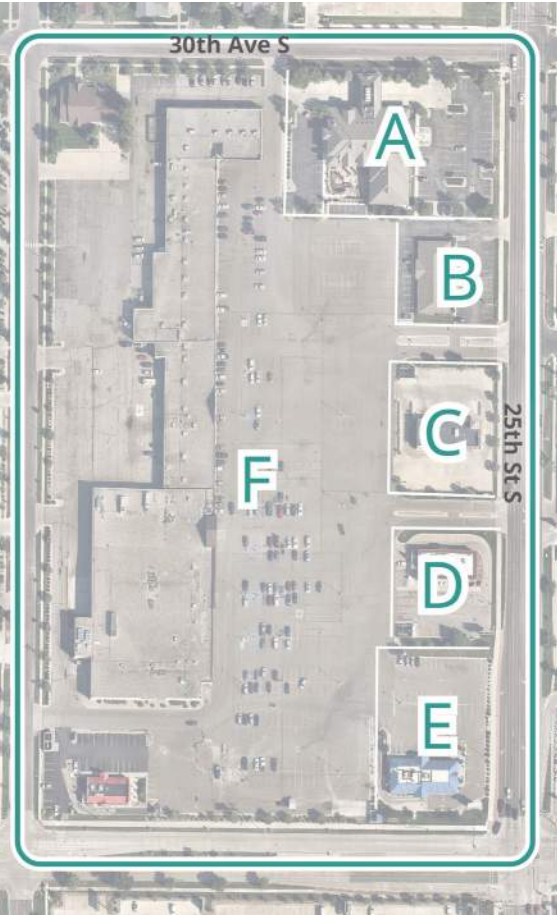
Utilization survey results

ID	Subsection	Inventory	Demand					
			Weekday			Weekend		
			5pm	6pm	7pm	11am	12pm	1pm
A	Dairy Queen	12	3	2	4	4	9	2
B	Western retail	240	75	31	19	16	14	12
C	T+Mobile area	35	1	1	1	0	1	1
D	Main lot	948	298	268	200	263	279	275
TOTAL		1,235	377	302	224	283	303	290



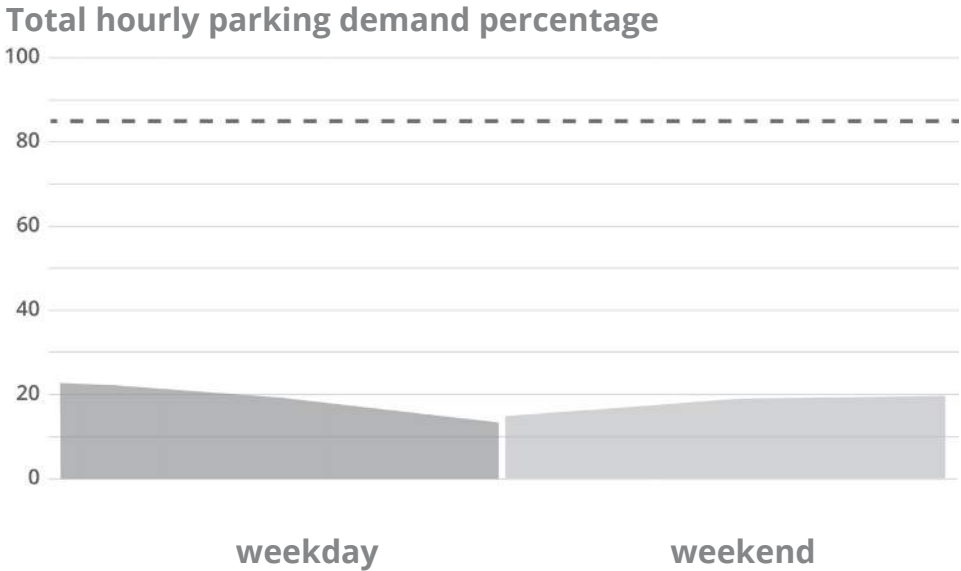
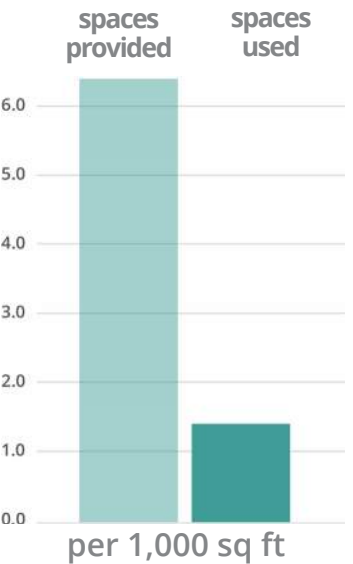
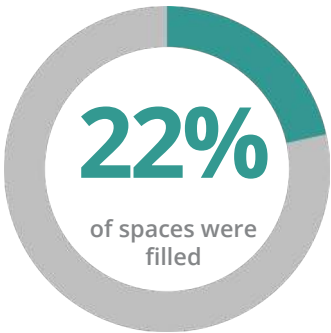
5 1st International Plaza, 3051 25th Street

The largest of the three commercial sites examined, it has the largest number of retail stores, with Area F including a Coinstar, Family Fare Super market, Caribou Coffee, Royal Liquors, Pizza Hut, Great Clips, Boppa’s Bagels, Shang Hai, and a Men’s Hair Company. Area A is a First National Bank & Trust; Area B is a Schmidt’s Gems & Fine Jewelry; Area D is an Arby’s; and Area E is a Culver’s. The site is primarily surrounded by commercial land uses with some residential.



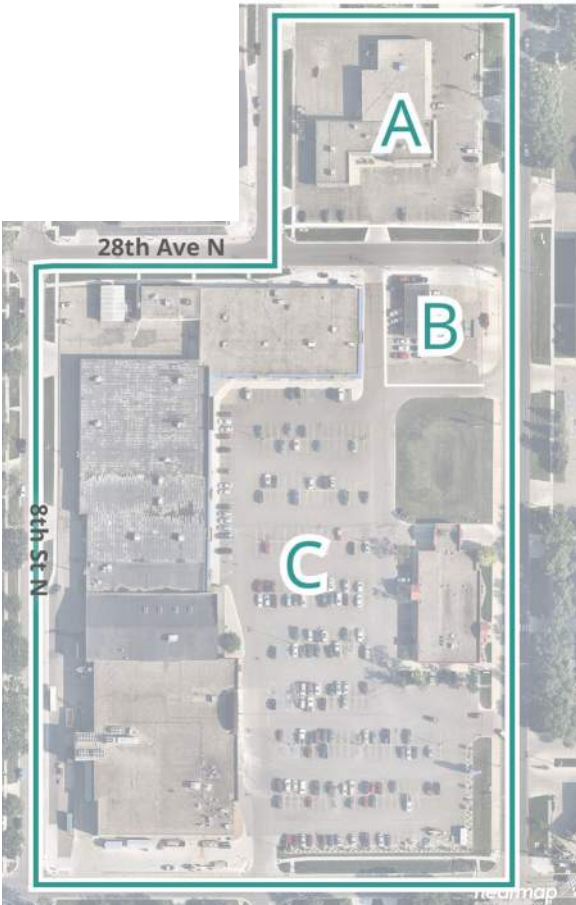
Utilization survey results

ID	Subsection	Inventory	Demand					
			Weekday			Weekend		
			5pm	6pm	7pm	11am	12pm	1pm
A	First Int'l Bank	81	29	9	9	12	10	11
B	Jewelry Store	30	11	4	3	3	3	4
C	KFC	39	8	10	5	1	6	9
D	Arby's	36	4	4	3	2	3	4
E	Culvers	56	12	14	11	6	11	13
F	Main lot	711	149	143	98	132	151	145
TOTAL		953	213	184	129	156	184	186

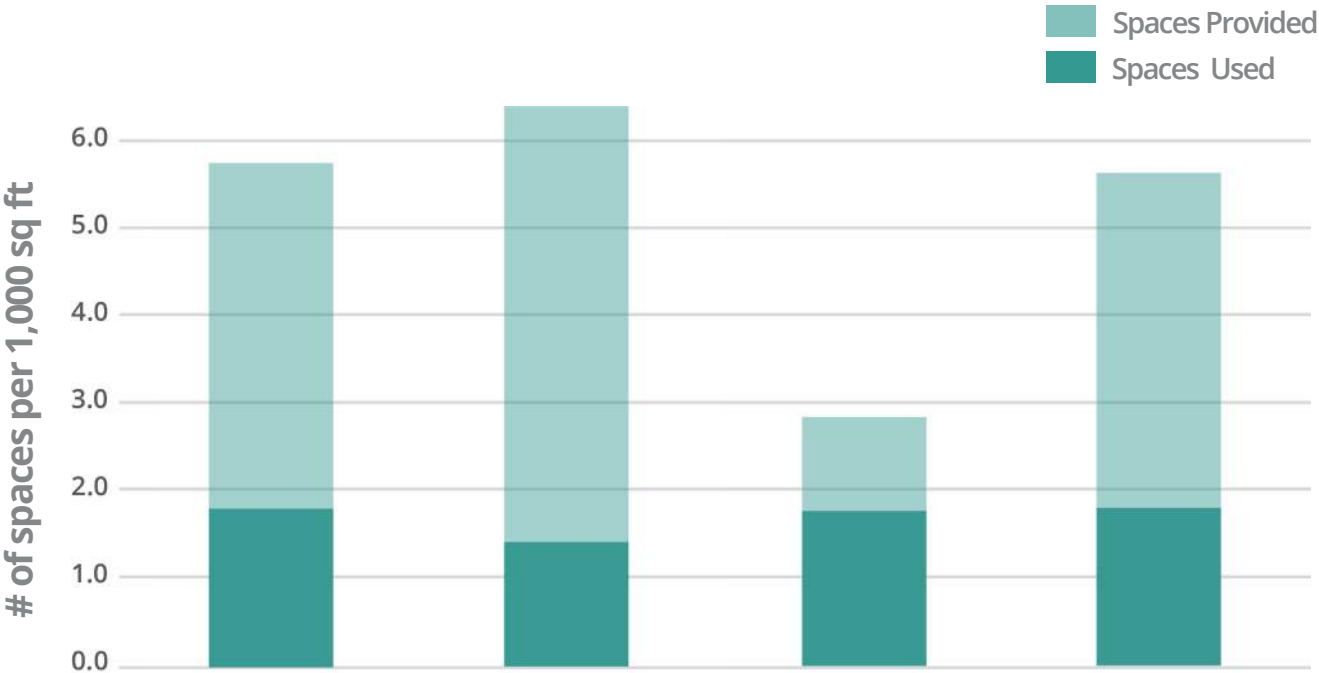


⑥ Northport Plaza, 2602 Broadway North

Considered to be one of the older retail developments in the region with several larger tenants in Area C including a Hornbacher's, Ace Hardware, Anytime Fitness, and Fargo Public Library. Area A consists of a Family Dollar and Dog Grooming facility; and Area B is a Tesero gas station. There is a combination of residential and retail uses surrounding the Northport Plaza.



Summary of Commercial Land Uses



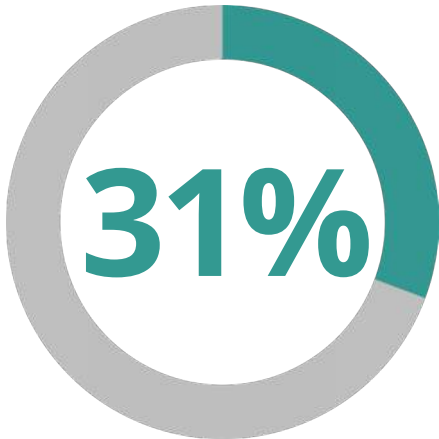
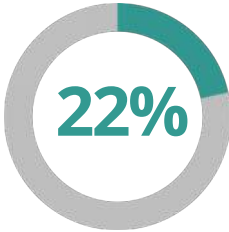
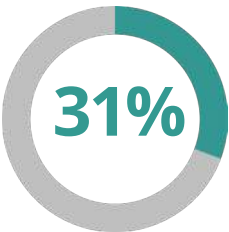
Osgood
Plaza

1st Interna-
tional Plaza

Northport
Plaza

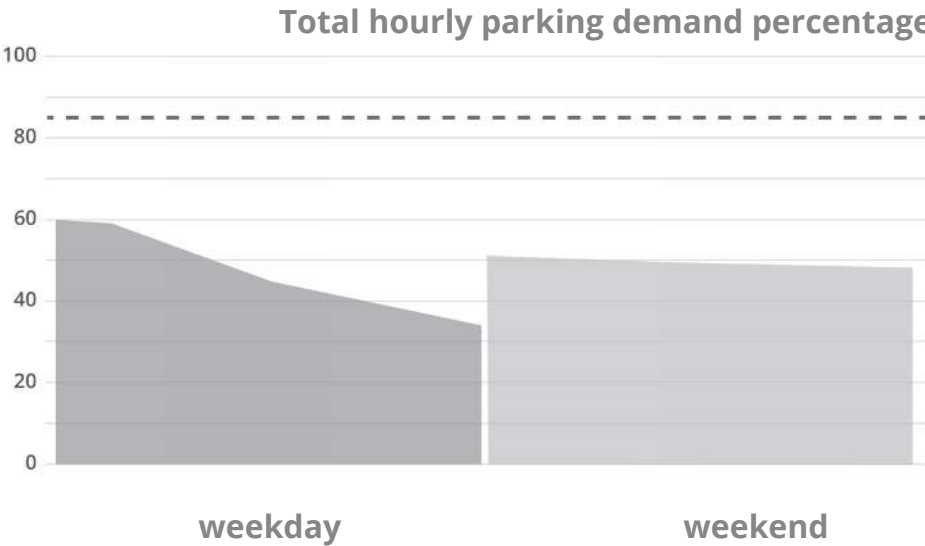
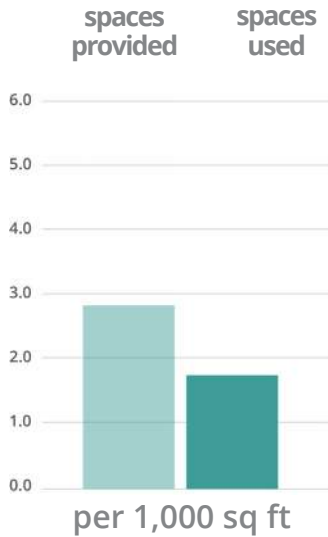
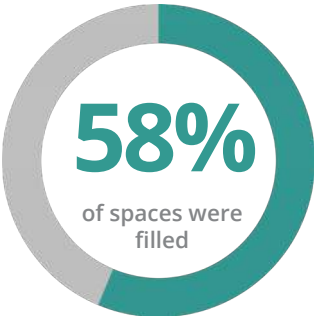
Average

% of spaces
filled



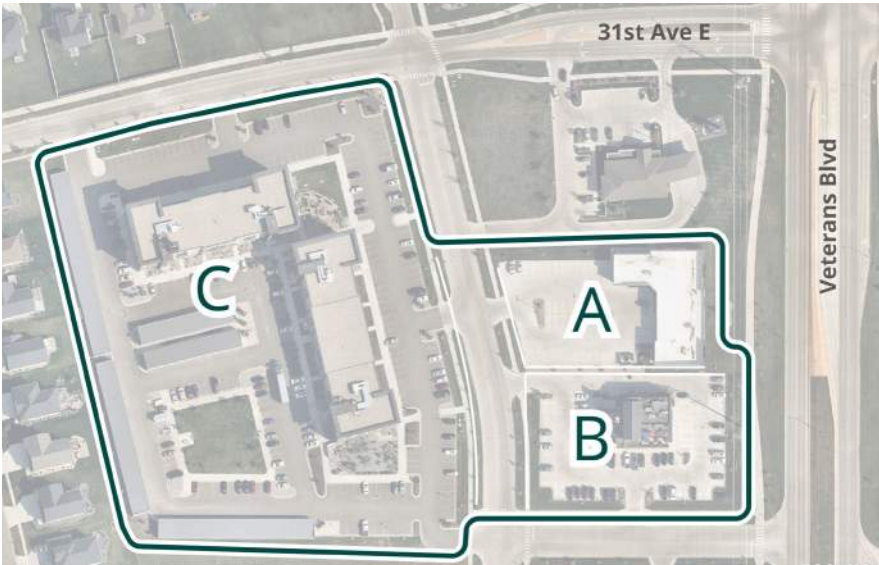
Utilization survey results

ID	Subsection	Inventory	Demand					
			Weekday			Weekend		
			5pm	6pm	7pm	11am	12pm	1pm
A	Family dollar	52	27	14	13	14	15	12
B	Gas station	13	12	11	6	15	15	15
C	Main lot	366	213	167	136	188	181	180
TOTAL		431	252	192	155	217	211	207



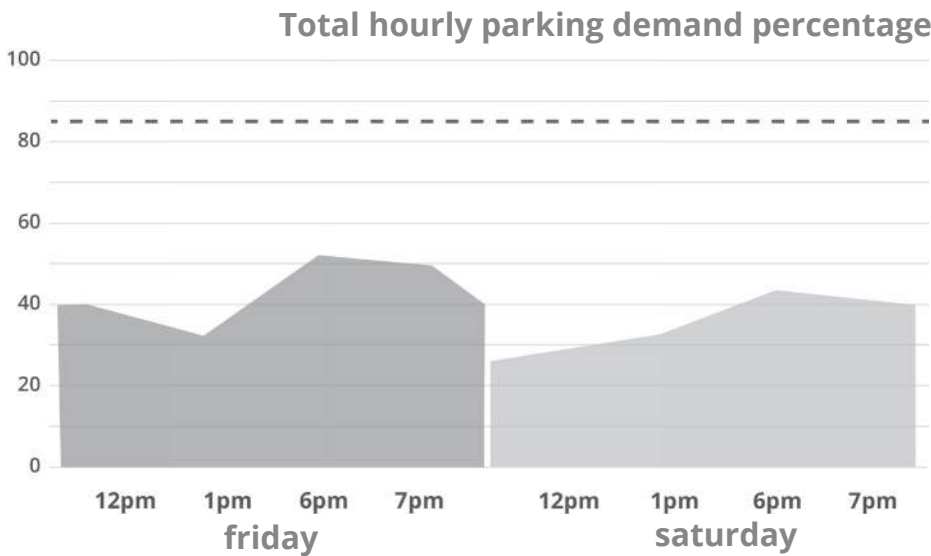
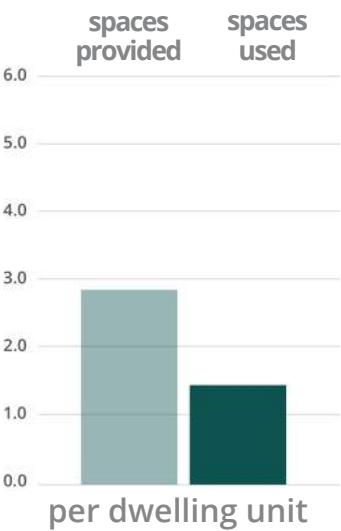
7 Boulevard Square, 745 31st Avenue East

Boulevard Square was recently constructed and includes a variety of retail stores such as Spicy Pie, Flatland Brewery, Pub West, Summit Software, and TrueIT, as well two stories of residential units above the commercial amenities. Area A consists of a Steep Me A Cup of Tea, Insurance Agent, and Glacial Peak Cryotherapy; and Area C consists of a Boulevard Pub.

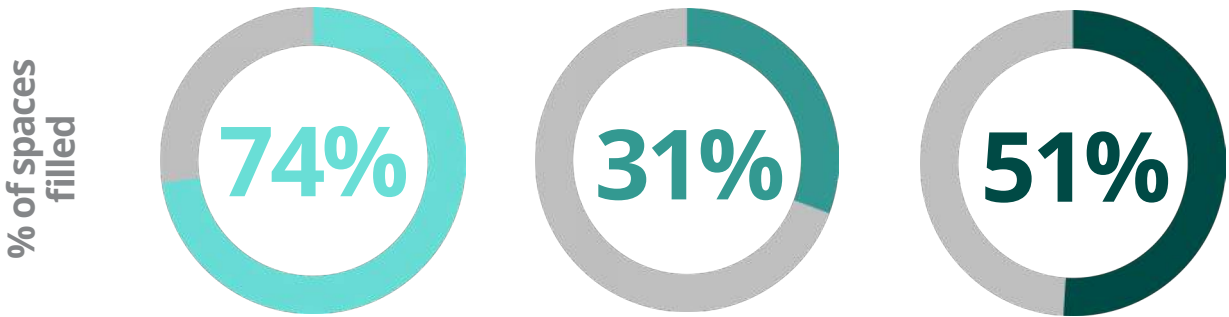
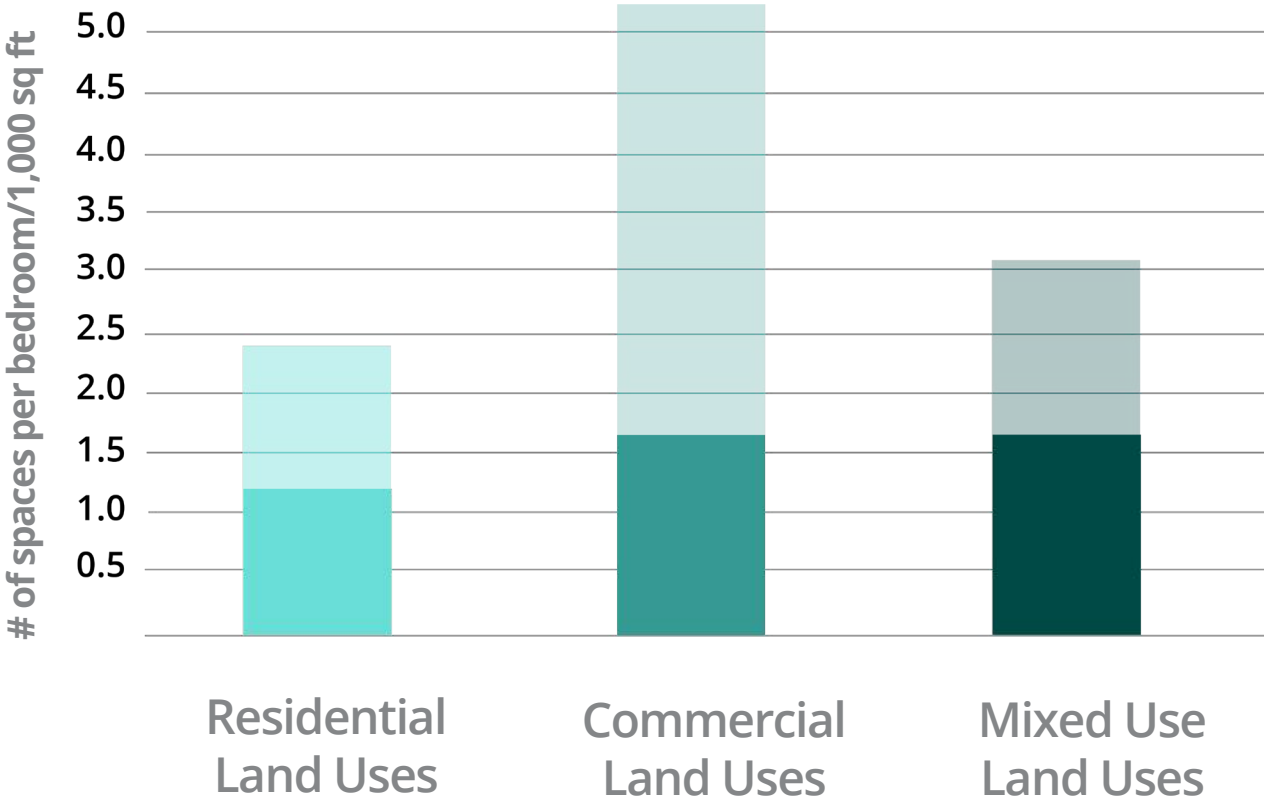


Utilization survey results

ID	Subsection	Inventory	Demand							
			Friday				Saturday			
			12pm	1pm	6pm	7pm	12pm	1pm	6pm	7pm
A	Steep me a cup	47	16	14	0	0	8	8	0	0
B	Boulevard Pub	75	26	22	50	54	14	27	47	45
C	Retail	285	119	98	159	146	97	100	129	120
	Structured garages	71								
	TOTAL	407	161	134	209	200	119	135	176	165



Summary of All Land Uses



Stakeholder Interviews

With the area’s primary parking and access issues quantified, hearing from residents, employees, customers, and other day-to-day users provided us with a more complete picture. One-on-one interviews with developers, financial institutions, and non-profit organizations were conducted to understand the specific parking needs, challenges, and opportunities for alterations in the development process.

The key stakeholders identified for this process were determined by the SRC and consultant team. Those willing to be interviewed included:

- Homebuilders Association
- Greater Fargo/Moorhead Economic Development Corporation
- Goldmark Commercial Real Estate
- Kilbourne Group
- Investor Group
- Dietrich Construction
- Terry Welle Construction

“Whenever you want to do anything that is out of the norm, you have to spend a lot of time and money”.

Overall, developers were interested in letting the market dictate development, allowing them to build more of what is selling and less of what is not. Six of the seven stakeholders interviewed were aware of options to alter minimum parking requirements but commented that the City is stringent on their minimum parking requirements, stating that they would be very unlikely to offer a variance. Those that were aware of the opportunity to reduce minimum parking requirements in Fargo through a CUP or AAP commented on the increased time and money spent on in filling out the application, preparing the proper documentation and studies, and presenting at the Planning Commission. Developers commented that they prioritize “following the path of least resistance” and are not likely to reduce the number of spaces supplied because it would take more time and cost more money. They are more likely to continue developing the same (or similar) projects since they have successfully done so in the past and feel more secure in the profitability. Several stakeholders stated interest in learning more about the procedures associated with reducing parking supply, shared parking, and other zoning regulations that could be applied to their developments in the future.

Some of the other key points stated by the stakeholders interviewed are outline below:

- The cost of building in the metro area has increased dramatically due to infrastructure costs associated with flood protection. This has led the majority of residential construction to occur in the surrounding neighborhoods. However, the majority of jobs (schools, hospitals, healthcare, etc) are still located—and being constructed—in Fargo, which leads to a large number of commuters between Fargo and the surrounding region. Residential housing stock in Fargo tends to be multi-family rental.

- Generally, the design of homes is a direct reaction to market preferences – builders build homes that are selling. The goal is to find a balance between what the consumer is willing to pay for, what regulations allow, and what is affordable. One example stated that there was a push for neo-traditional development with alleyways and front porches but people do not want to walk to and from their car and wanted larger garages so that is what is built.
- Senior housing is a common housing development type but the parking requirement for this land use is much higher than the demand for parking. Many senior housing residents want a 2-bedroom unit for one resident. About 60 to 75% of residents do not have a car and none have 2 cars which leads to an oversupply of parking for these developments.
- There are several developments in which the developer spent a ton of money on parking that is just sitting there remaining unused. And reducing the volume of parking requires the developer to spend additional money and time to hire a firm to complete a parking study to justify it. When everything is purely by the book, the characteristics of the individual sites are neglected. The City should have guidelines to allow for substantiated parking reductions, why would they not allow developers to downscale to a level that is adequate? There are several developments in which they spent a ton of money on parking that is just sitting there remaining unused.
- Developers, builders and property management companies understand the preferences of the region, so the City should give these entities more flexibility and independence moving forward.

“There are several developments in which we spent a ton of money on parking that is just sitting there unused”.

- Parking is an element for every business that considers locating in Fargo and West Fargo; it has never been the sole reason that a business or company has chosen not to locate in the Fargo, but it has been a contributing factor.
- Preferences in downtown and nodal areas is mixed use development, for which shared parking has become easier to get approval on. Residents living in these units understand that it is an urban environment and that walking is part of that experience. Office employees can be more challenging since the employees are more likely to be commuting from further and expect parking directly in front of the office.

Issues & Opportunities

! **ISSUE.** Many of the streets in Fargo and West Fargo are designed to maximize traffic flow, with several lanes and high speeds. It negatively impacts walkability and creates safety issues for all users.

+ **OPPORTUNITY.** Not all streets are used the same way, and their amenities need to reflect that. Different streets should accommodate different users based on the distinct characteristics and land use patterns.

! **ISSUE.** Fargo and West Fargo's non-vehicular networks are limited and disconnected from one another, preventing people who are walking, biking, or accessing transit from reaching their destination.

+ **OPPORTUNITY.** Future development needs to be more compact and connected to give people more options when traveling in and around Fargo. Managing street intervals and driveways is a key factor in shaping development pattern.

! **ISSUE.** Developers are attuned to the distinct parking characteristic for different land uses, but are more likely to follow existing regulations than challenge parking minimum requirements as it would slow down the approval process.

+ **OPPORTUNITY.** Giving developers the flexibility to provide less parking is a key aspect of satisfying market demand and increasing affordability.

! **ISSUE.** The amount of parking supplied vastly exceeds demand. All three of the land use types surveyed did not require the amount of parking that was supplied. Creating too much parking diminishes a neighborhood's vitality and walkability, creating sprawled development patterns, and leading to vehicle-dominated neighborhoods.

+ **OPPORTUNITY.** When planned holistically, parking can accommodate residents, employees, and businesses, without detracting from the vitality of the public realm. Creating policies and regulations that accurately reflect the parking demand, costs, and economic characteristics of a particular location is essential in achieving a balanced parking supply overall.

FRAMEWORK FOR THE FUTURE

Recommendations presented in this section consider the intrinsic connection between land use, parking and transportation, and specifically address the key access issues identified through this study. The following framework establishes distinct street types that specifically correlate to the surrounding land uses, supporting the development of livable neighborhoods and the right amount of parking.



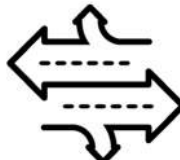
Streets for the Future

In a region like the greater Fargo area that needs to provide a broad range of infrastructure facilities to support its current footprint and upcoming developments, establishing distinct typologies that consider the residents of the region first will improve the efficiency of the transportation network and assist in long-term planning decisions. Streets of the future will be classified to better reflect how people use the street and the street’s character, in addition to the street’s role in the network. The typologies will align the way streets are designed with the surrounding land uses.

Seven Street Types were identified that encapsulate the variety of street functions needed to create a complete transportation network. The street typologies are designed to align with the existing and future land uses, as well as the more traditional corridor classifications. Thus, the street typologies follow a similar naming convention, combining the predominate land use with the scale (e.g., residential + neighborhood or mixed use + arterial).

The Street Types explained on the following pages will guide Fargo and West Fargo in designing streets and deciding what elements to include on certain streets, such as on-street parking, a landscaped median, or crosswalks. The street typologies will also help inform important policy decisions that impact all users of the streets, such as setting speed limits that are comfortable and safe and providing convenient access to housing and businesses.

The design and configuration of a street has a major impact on how safe and easy it is to cross the street for people walking, how efficient it is for cars, trucks and buses, and how comfortable it is to visit with friends or shop at local businesses. For each of the street types, guidelines detailed below will help decide which street elements (e.g., medians, on-street parking) should be included on which streets, the spacing and/or configuration of those elements, and other important factors such as speed limit.

 Land Use	Since street design should be informed by context, compatible land use types are important in determining street type.
 Speed Limit	Speed is a crucial factor in the number of traffic crashes that occur on streets and a major determinant of the severity of those crashes. Speed should be linked to access, context, users, and purpose.
 Travel lanes	Streets should have enough lanes to move people, within reasonable delay parameters, driving but also consider the impact on people crossing the street, how a wider a street can alter a community’s character, and the added construction and maintenance costs of building larger streets.
 Median	On streets with multiple lanes of traffic moving in opposite directions, providing physical separation will improve safety, regulate access, and present an opportunity for landscaping and traffic calming benefits.
 Parking	On-street parking is convenient for residents and visitors, leads to more efficient land use, and provides safety benefits for all street users; however, on streets with higher speeds and traffic volumes, on-street parking may not be appropriate.
 Pedestrian Crossing	The appropriate type of pedestrian crossing depends on vehicle speeds and volumes along the street and should be tailored to the surrounding land uses.
 Access spacing	Managing street intervals and driveways is a key factor in shaping development pattern. On streets with higher speeds and traffic volumes, increasing the distance between full access points or traffic signals improves traffic flow; however, controlled access must be balanced with a connected, walkable street network.

Regional Arterial. Act as a secondary alternative and direct connection to the Interstate system, serving large traffic volumes with highly controlled/limited interruptions.

Commercial Arterial. Act as gateways, connecting people from Fargo, West Fargo, and the wider region to the area's major destinations.

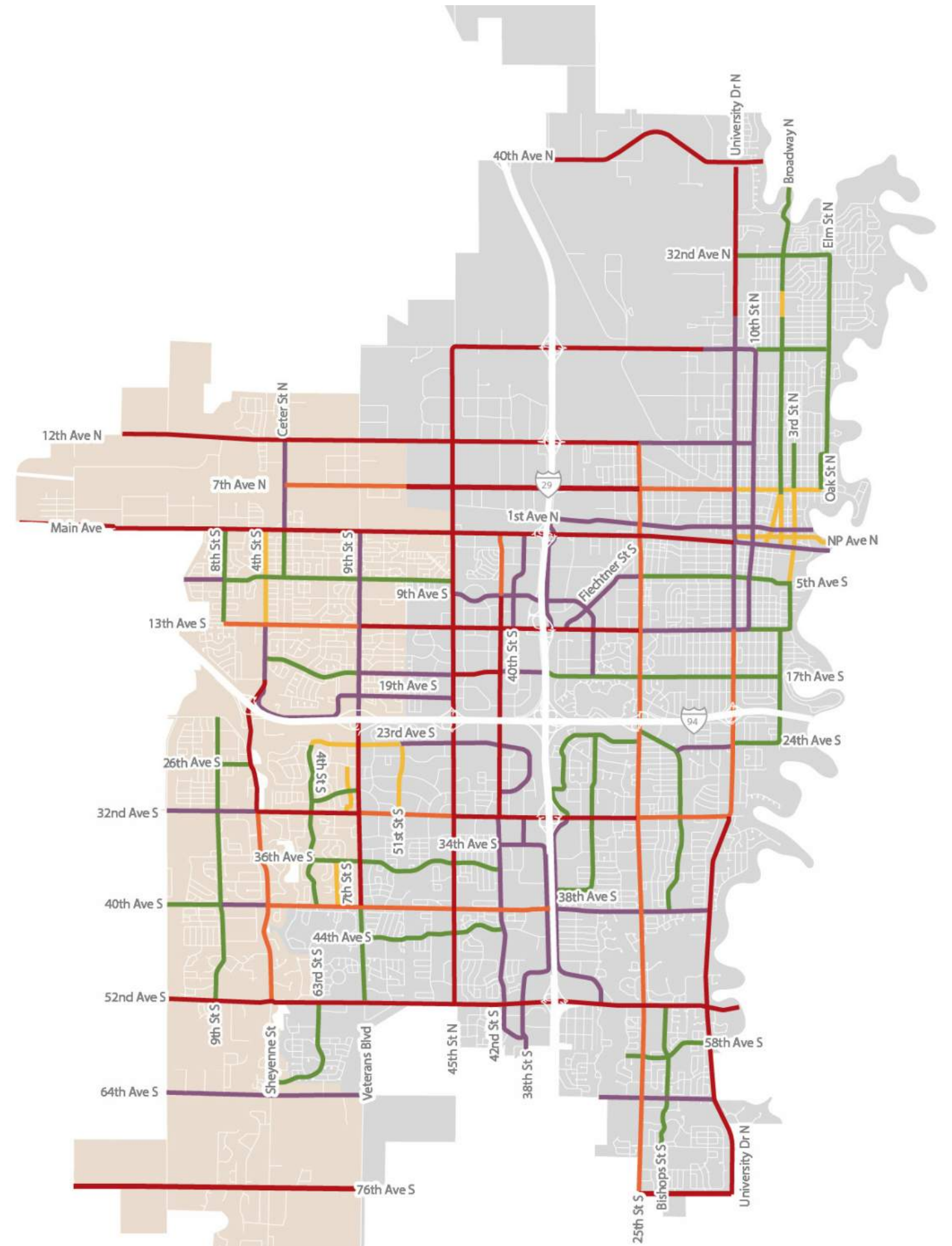
Mixed Use Arterial. Act as cross-town links and business corridors where people live, shop, dine, and work while supplying parking to support economic activity.

Mixed Use Collector. Connect residents from their neighborhoods to commercial nodes and corridors and are critical in enabling economic activity

Residential Collector. Connect neighborhoods and link residents with important facilities like libraries, schools and parks.

Mixed Use Neighborhood. Prioritize pedestrian safety and comfort over the mobility of cars.

Residential Neighborhood. Connect residents to each other and serve as shared space for neighbors to socialize and play.

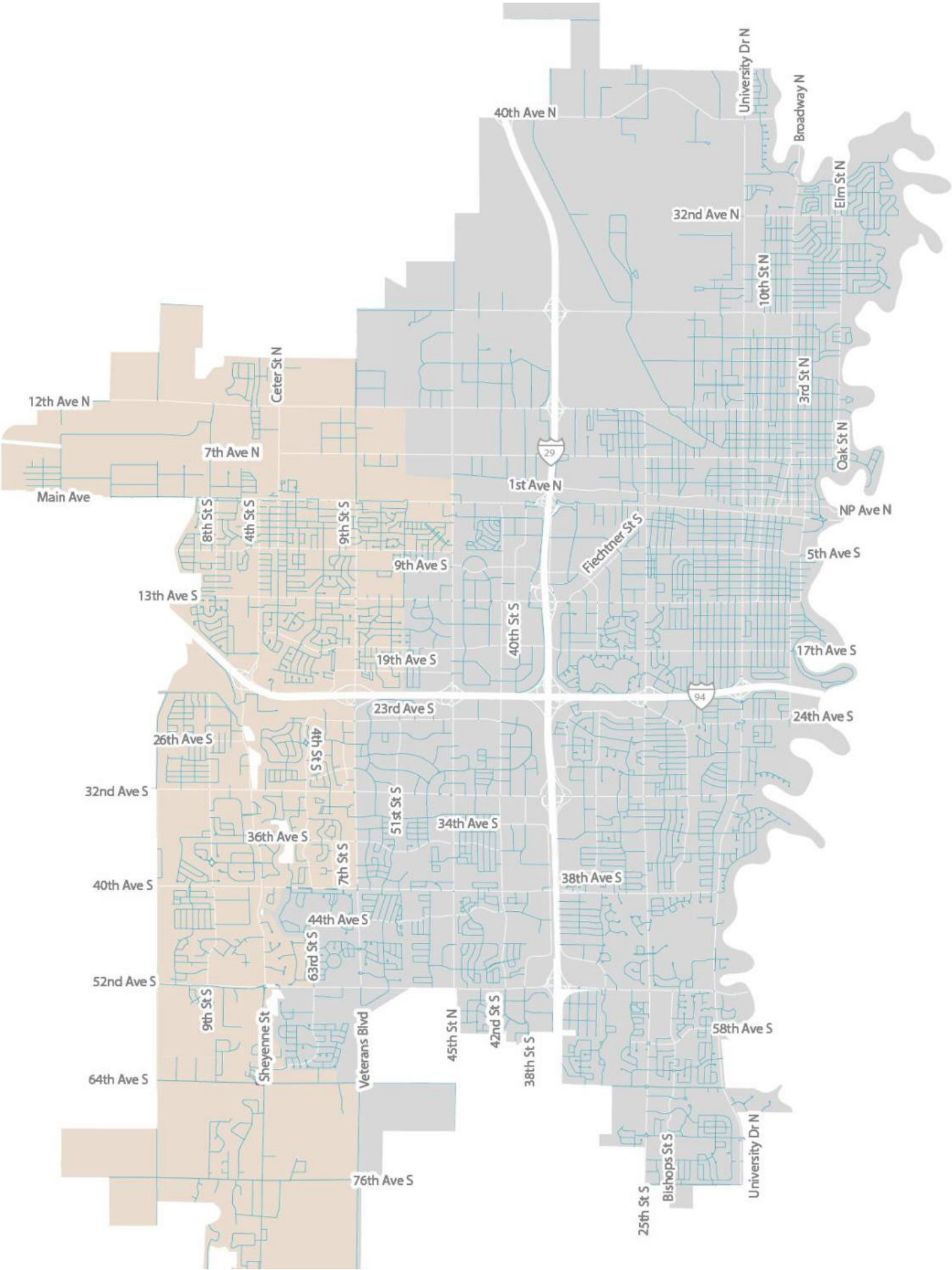


RESIDENTIAL NEIGHBORHOOD

Residential Neighborhood streets are calm and connect residents to each other and nearby destinations, carrying low traffic volumes at low speeds. These streets serve as much as a place for neighbors to socialize and play as they do to move vehicles. Neighborhood residential streets are predominately fronted by single family houses or other low-density housing and access occurs at the property level. Direct property access is a functionality of this street type.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
Low-density Residential, Civic	25 mph maximum	2 travel lanes	No median	On-street parking	Crosswalk

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/Right-out:	Driveways:
	N/A	Block-Level (300-400 feet)	N/A	30-50 feet

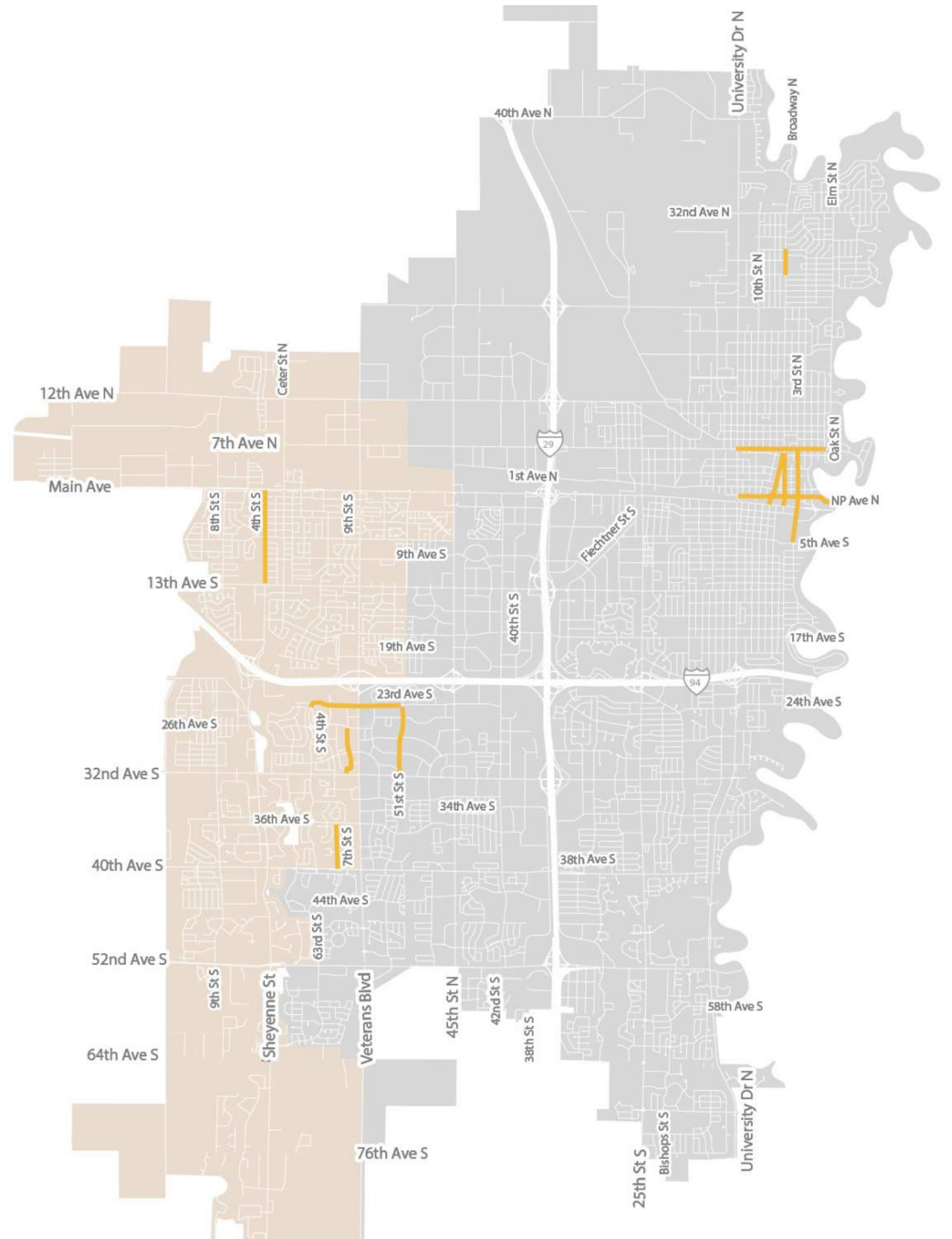


MIXED USE NEIGHBORHOOD

Mixed Use Neighborhood streets have a particular focus on prioritizing pedestrian safety and comfort over the mobility of cars. These streets are activity corridors that foster economic interaction and provide convenient parking opportunities to that effect. Mixed Use Neighborhood streets accommodate traffic at low speeds but limit access points to minimize pedestrian conflicts.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
					
Multi-family Residential, Ped-oriented	25 mph maximum	2 travel lanes	Boulevard	On-street parking	Crosswalk

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/Right-out:	Driveways:
	600-800 feet	Block-Level (300-400 feet)	N/A	150-200 feet

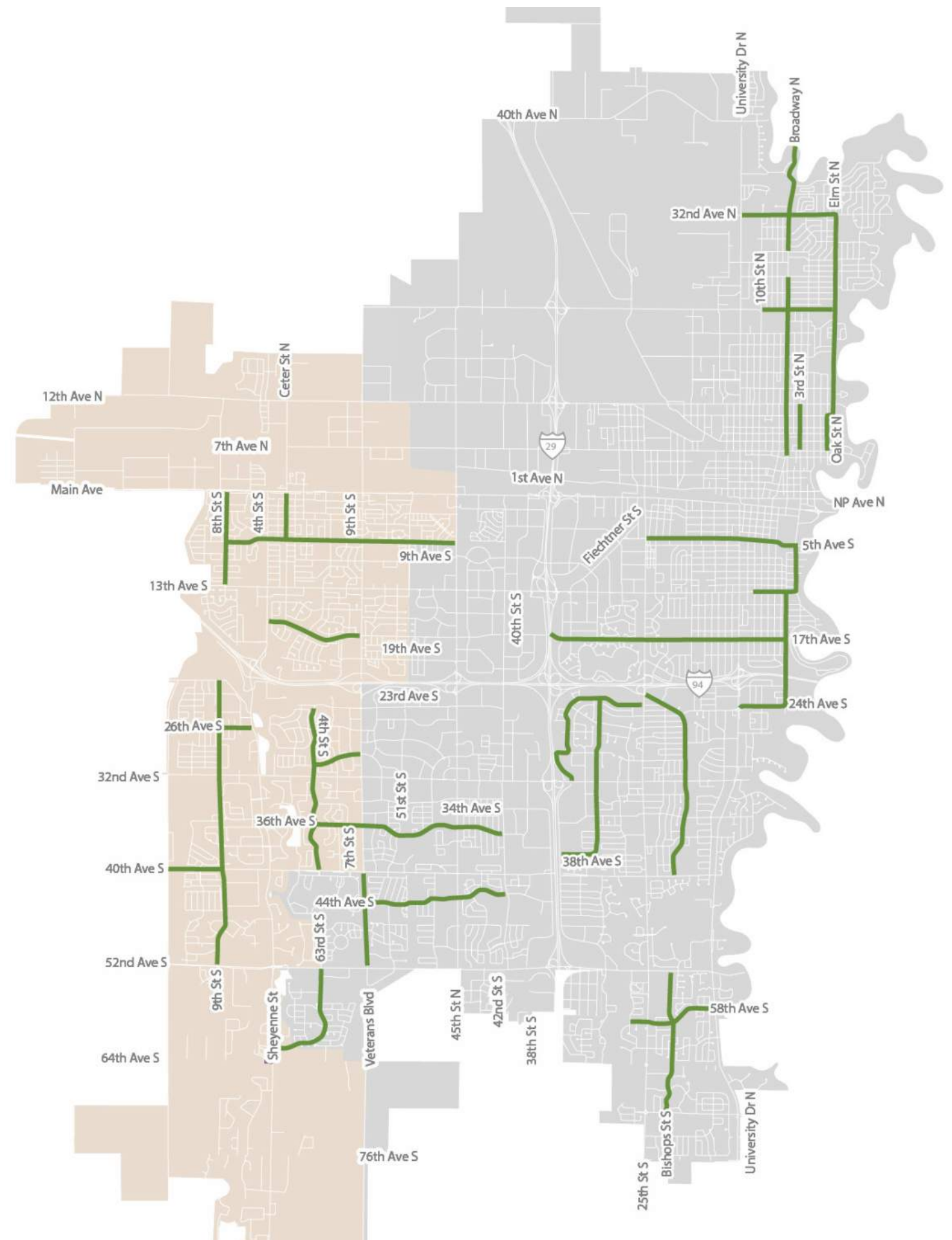
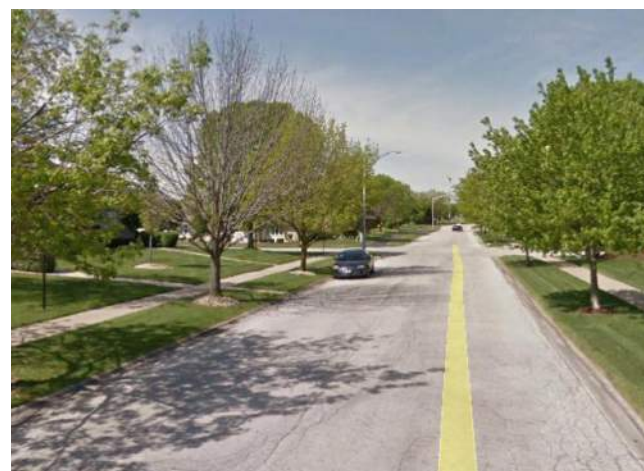


RESIDENTIAL COLLECTOR

Residential Collector streets connect neighborhoods and link residents with important institutional and recreational facilities like libraries, schools, and parks. These streets act as important links in the network for people using all modes of travel. There are a variety of housing types along these corridors from single family homes to apartment buildings, as well as community facilities. While these streets carry a moderate level of vehicular traffic, Residential Collector streets should also support community uses and character. These streets function to funnel traffic to defined access points on the arterial system that are usually attenuated by a traffic signal, allowing for ease of access.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
					
Variety of Residential, Institutional	25 mph maximum	2 travel lanes	Roundabout	On-street parking	Crosswalk

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/ Right-out:	Driveways:
	N/A	Block-Level (300-400 feet)	N/A	50-100 feet

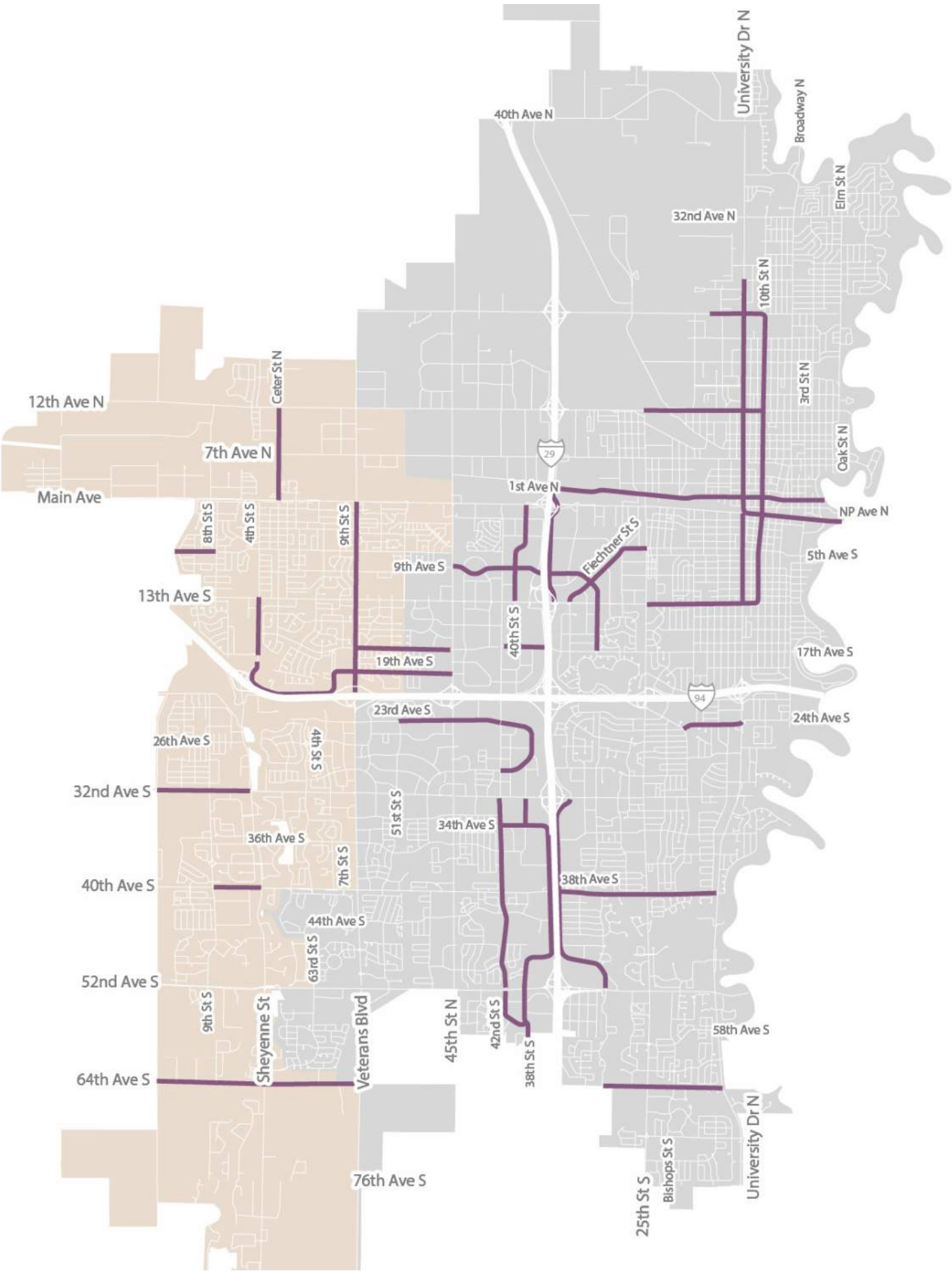


MIXED USE COLLECTOR

Mixed Use Collector streets connect residents from their neighborhoods to commercial nodes and corridors and are critical in enabling economic activity. There is a mix of uses along these types of streets, including multi-family housing, employment centers, and businesses. Mixed Use Collector streets should accommodate a moderate level of vehicles, as well as buses, delivery trucks, and people walking for daily errands.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
Low-density Residential, Civic	25-30 mph	3 travel lanes	Center turn lane	On-street parking	Median-protected

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/Right-out:	Driveways:
	N/A	Block-Level (300-400 feet)	N/A	200 feet

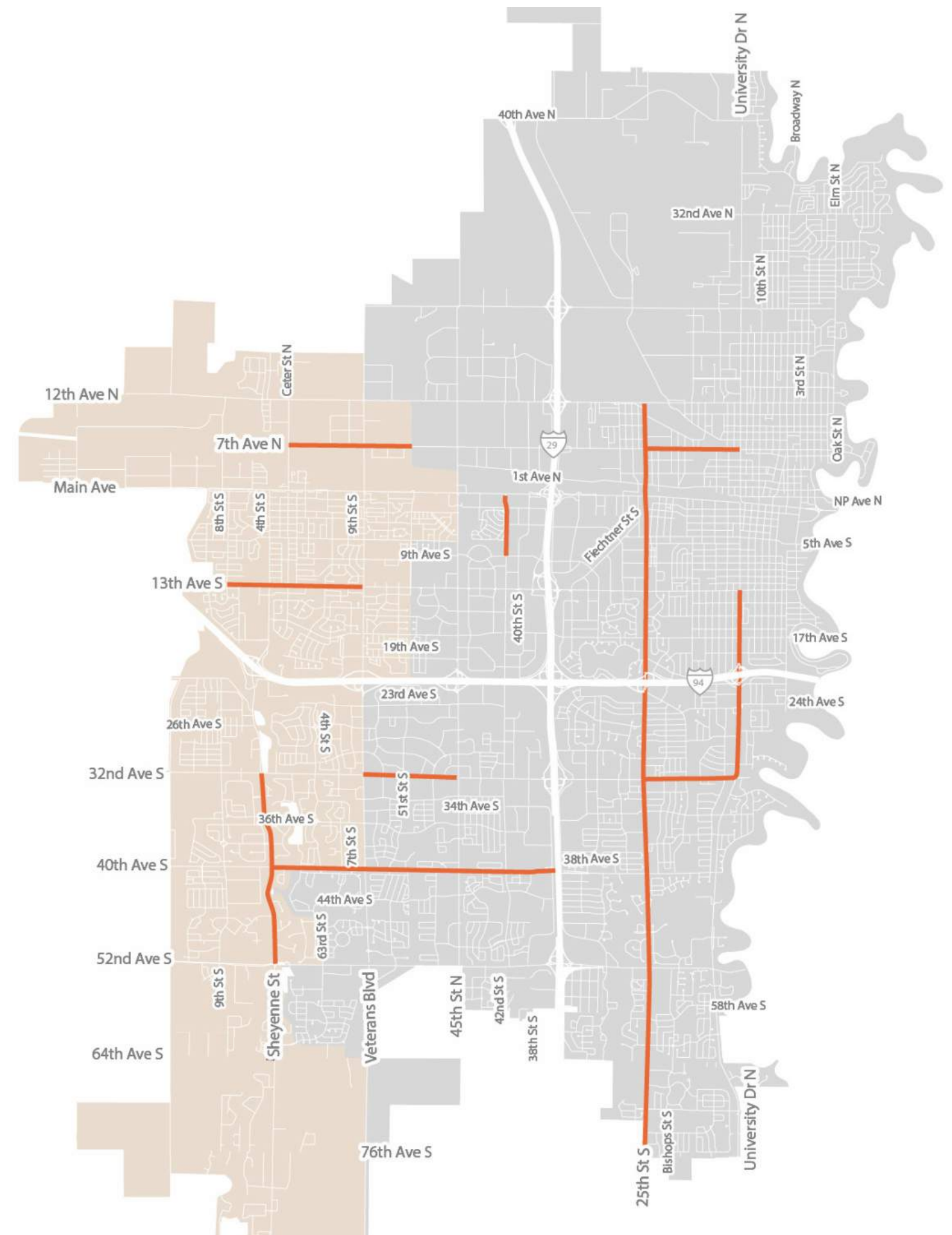


MIXED USE ARTERIAL

Mixed Use Arterial streets are business corridors where people live, shop, dine, and work. Mixed Use Arterial streets provide cross-town links to employment and commercial centers. These types of streets carry a higher volume of cars while providing access to a walkable street network. On-street parking should be allowed on these types of streets to encourage economic activity, as well as calm traffic and create a pedestrian buffer.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
					
Commercial, Multi-family Residential, Industrial	30-35 mph	3-5 travel lanes	Landscaped median or center turn lane	On-street parking	Signal or median- protected crosswalk

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/Right-out:	Driveways:
	600-800 feet	Block-Level (300-400 feet)	200 feet	Preferred on minor street

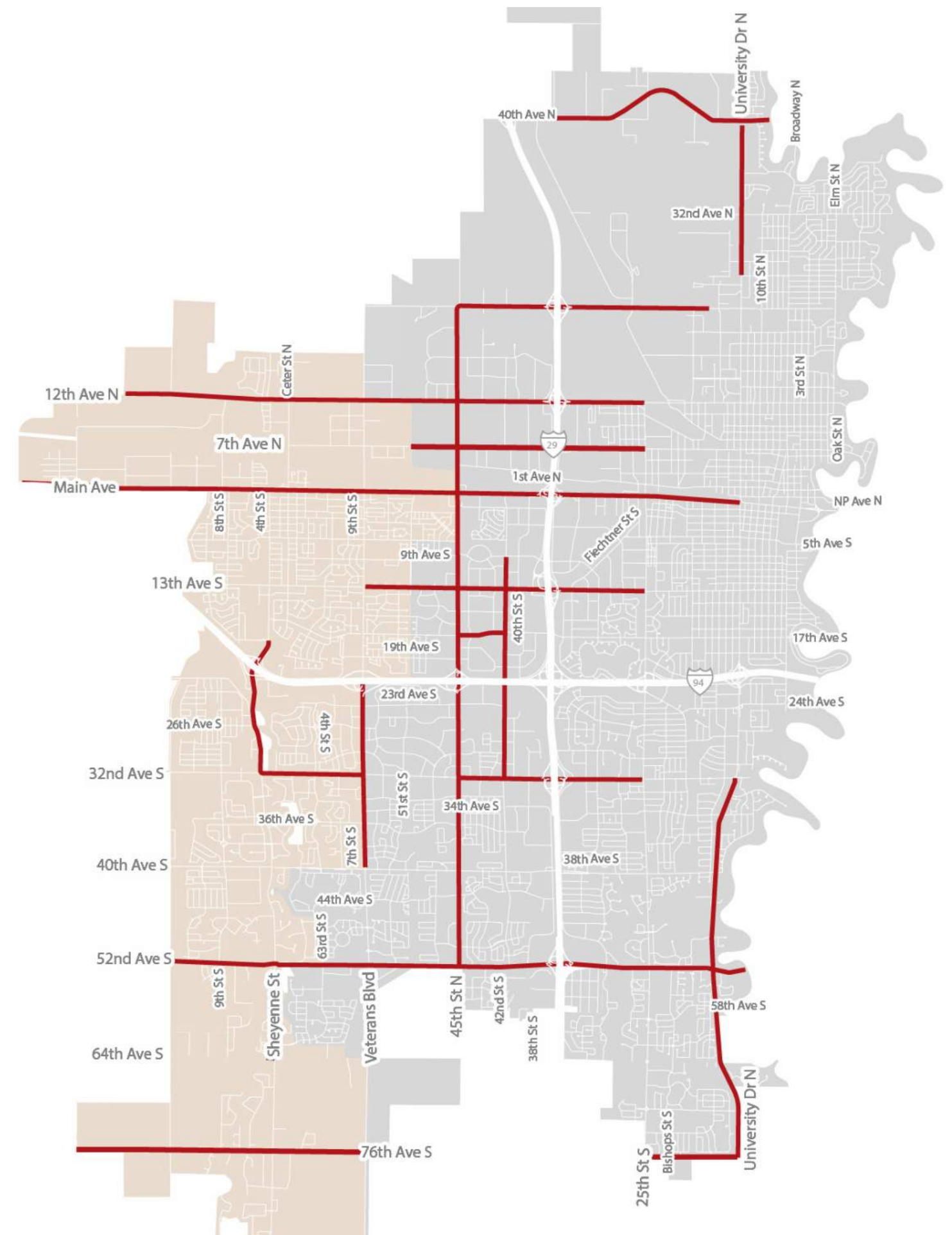


COMMERCIAL ARTERIAL

Commercial Arterial streets act as gateways, connecting people from Fargo, West Fargo, and the wider region to the area's major destinations. Because these streets link everyone to important points of interest, it is critical that pedestrians have safe crossing opportunities. Access is more stringently managed on these types of streets, and on-street parking is generally not appropriate, so that a high volume of cars, trucks, and buses can travel efficiently.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
					
Commercial, multi-family	30-40 mph maximum	4-6 travel lanes	Landscaped medians	No on-street parking	Signalized crosswalks only

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/ Right-out:	Driveways:
	1/4 mile	None	400 ft	None

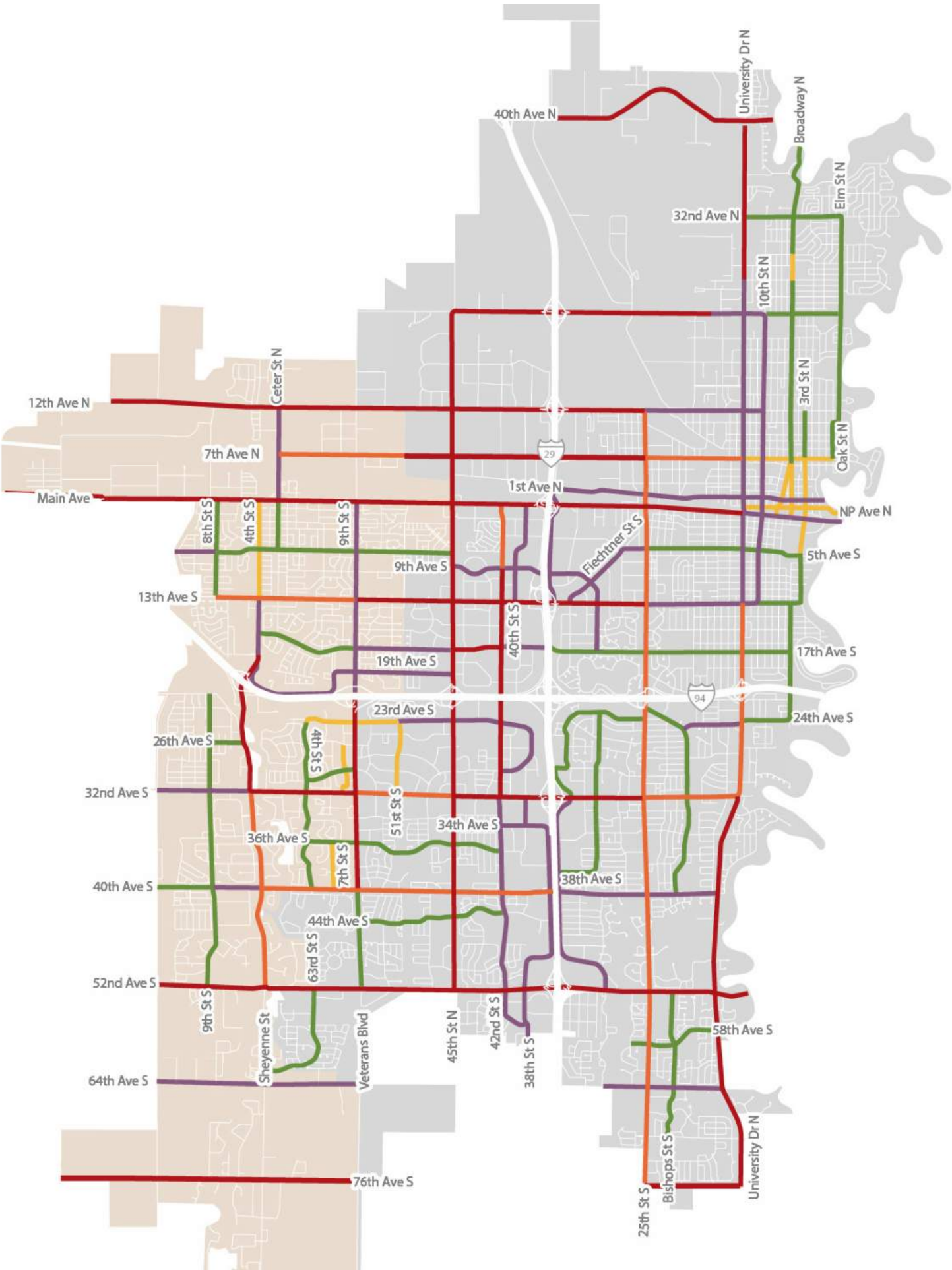


REGIONAL ARTERIAL

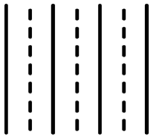
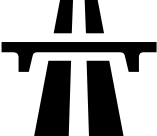
Regional Arterial streets are intended to serve large traffic volumes with highly controlled interruptions and function as a secondary alternative and direct connection to the Interstate system. This type of street does not exist currently in the Fargo/West Fargo area and is intended to be used for future planning purposes.

Land Use	Speed Limit	Travel lanes	Other	Parking	Pedestrian Crossing
					
Commercial, Industrial, Multi-family	45 mph maximum	4 travel lanes	Divided Roadways	No on-street parking	Grade-separated or signalized crosswalks

Access spacing	Traffic Signal:	Unsignalized Full Access:	Right-in/Right-out:	Driveways:
	1/2 mile	None, frontage system	1/4 mile	None



Guidelines for each street type are summarized in the table.

	 Functional Classification	 Grade Separation	 Land Use	 Pedestrian Crossing	 Median	 Travel lanes	 Speed Limit	 Parking	 Access spacing			
									Traffic Signal:	Unsignalized Full Access:	Right-in/ Right-out:	Driveways:
Regional Arterial	Primary Artery	Interstate, other Regional Arterials	Commercial, Industrial, High-density residential	Grade separation, Signal	Yes	4 travel Lanes	45 mph	No	1/2-mile	None/ frontage system	1/4-mile	None
Commercial Arterial	Primary Artery Minor Artery	Interstate, probably Regional Arterials	Commercial, Mixed Use, Multi-family	Signal	Yes	4-6 travel Lanes	30-40 mph	No	1/4-mile	None	400 feet	None
Mixed Use Arterial	Minor Artery	Interstate	Neighborhood, Commercial, Mixed Use, Institutional	Signal, Median protected	Yes or No	3-5 travel Lanes	30-35 mph	Yes	600-800 feet	300-400 feet	200 feet	Preferred on minor street
Mixed Use Collector	Major Collector	No	Commercial, Mixed Use, Multi-family	Median protected, Crosswalk	No	3 travel Lanes	25-30 mph	Yes	N/A	300-400 feet	N/A	200 feet
Residential Collector	Minor Collector	No	Mixed Use, Residential	Crosswalk	No	2 travel Lanes	25 mph	Yes	N/A	300-400 feet	N/A	50-100 feet
Mixed Use Neighborhood	Major/ Minor Collector Local	No	Pedestrian-oriented commercial, Mixed Use, Residential	Highest priority	No/Blvd	2 travel Lanes	25 mph	Yes	600-800 feet	300-400 feet	N/A	150-200 feet
Residential Neighborhood	Local	No	Residential	Crosswalk	No	2 travel Lanes	25 mph	Yes	N/A	300-400 feet	N/A	30-50 feet

RIGHT-SIZING THE REGIONAL PARKING FOOTPRINT

Parking plays a critical role in site development and overall development patterns and, as this study determined, Fargo and West Fargo have significant areas of underutilized parking. Several strategies can be implemented by the communities, and supported by MetroCOG, that allow for “Right Sized” parking.

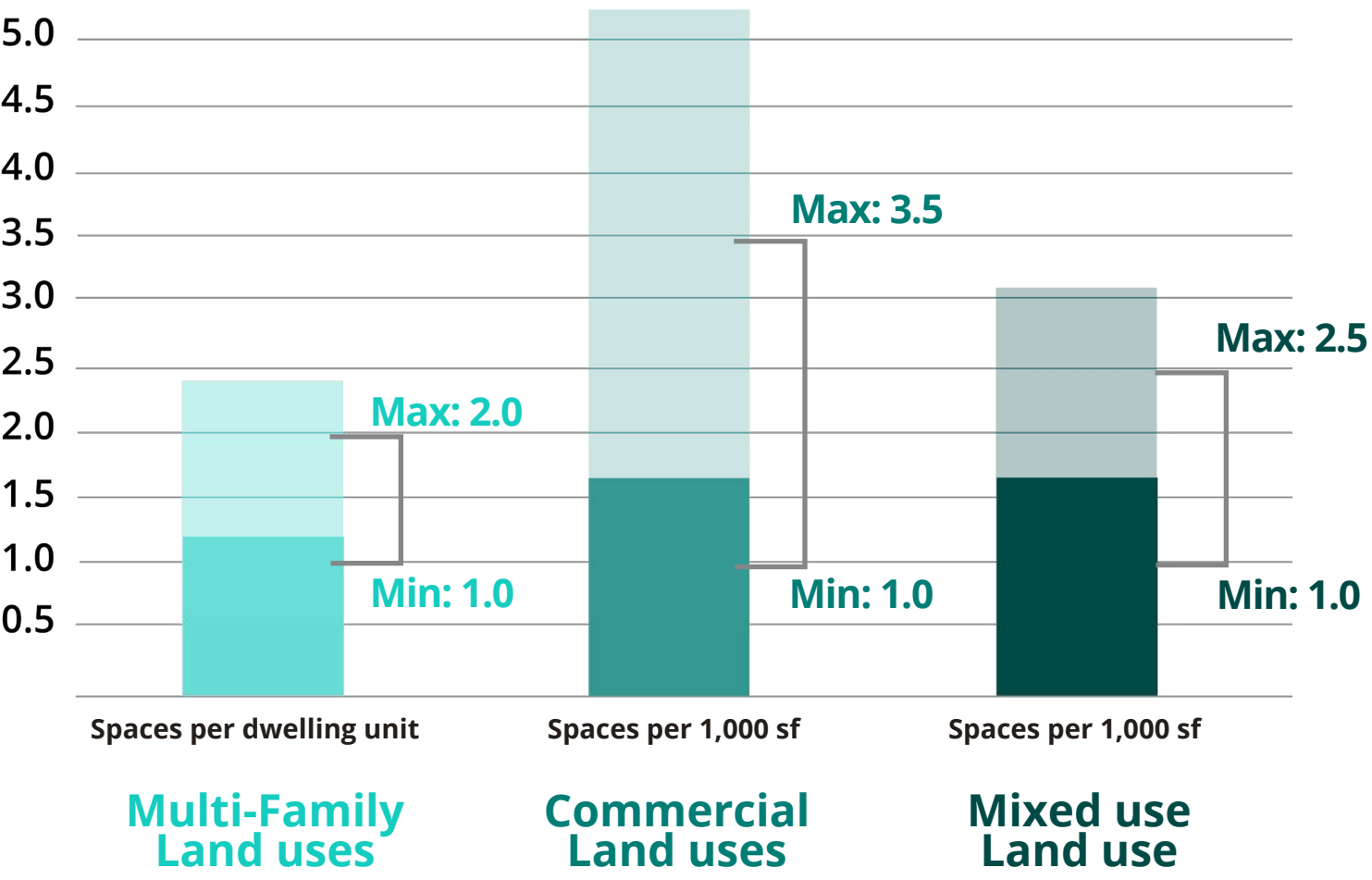


MINIMUM AND MAXIMUM REQUIREMENTS

Excessive parking requirements make market-rate housing more expensive, reduce the amount of space for non-parking uses, increase impervious surface, and encourage people to drive more frequently. When minimum parking requirements are implemented, even those that do not drive share in the cost of parking through higher retail prices, higher rents, and other taxes. Deregulating off-street parking allows the market to determine parking supply levels, creates more walkable development patterns, and begins to level the playing field for all travel modes. Additionally, mobility services like Uber and Lyft, and – eventually – the widespread adoption of driverless vehicles, are likewise contributing to a trend toward needing less parking and more pick-up/drop-off space. Even if traffic volumes and driving mode split were to stay the same, the demand for parking will decline, making the implementation of parking maximums a powerful and necessary tool to prepare for emerging transportation trends.

Recommendation. It is recommended that the cities of Fargo and West Fargo adopt parking maximums in combination with minimum requirements to provide developers with the flexibility to provide parking over demand while preventing excessive parking from being constructed. The parking ranges shown below summarize potential minimum and maximum requirements for the land use typologies for which demand was determined. Each of the minimum requirements is set below the existing demand to ensure that enough parking is provided, but the maximums are set below the volume of parking that is currently provided to ensure that excess parking is not constructed.

Proposed minimum and maximum parking requirements



MINIMUM AND MAXIMUM REQUIREMENTS: CASE STUDIES

Eliminate Parking Minimums. Fayetteville, AR



In 2015, Fayetteville eliminated all nonresidential parking requirements citywide. This was part of the City’s “Smart Parking” approach in it’s Master Plan, along with the adoption of shared parking standards. The impetus of this initiative came from the community’s commercial real estate brokers who had growing frustrations filling vacant commercial spaces with new uses. After two years of this program being in place, the City’s planning staff have found that businesses continue to provide the maximum amount of parking in more auto-oriented suburbs, while others, closer to the downtown core, have made use of the increased flexibility to fill spaces that were previously vacant.

Various Parking Maximums.

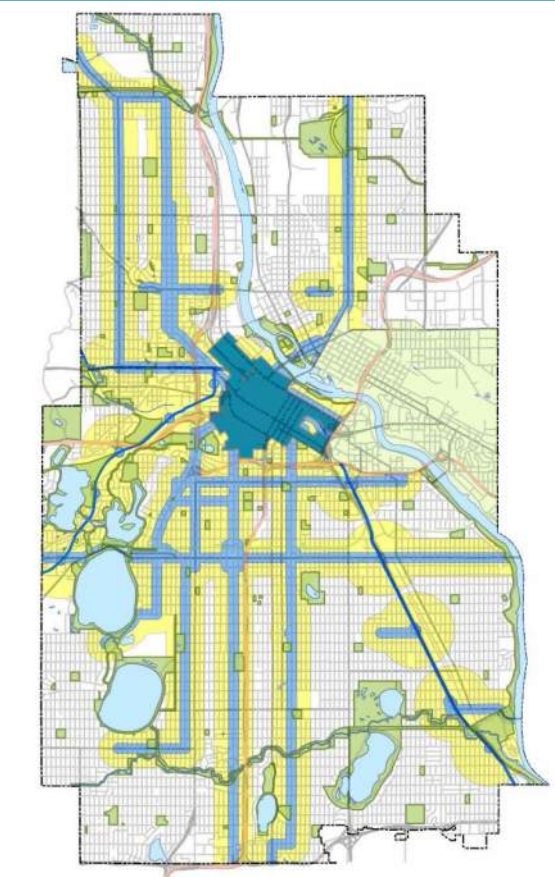
Cities across the country are picking up on the negative impacts minimum parking requirements have on the livability of their communities. And in response, have eliminated minimum parking requirements, introduced overlays, or established parking maximums. Strong Towns, a nonprofit research organization, has mapped cities that have adopted these policies. The organization also documents low parking demand during Black Friday each year, to show that parking minimums are excessive, even during the day of the year that is associated with one of the highest parking volumes.



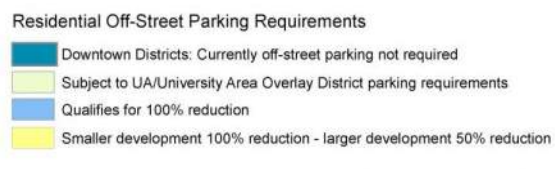
Transit Oriented Development. Minneapolis, MN

The City of Minneapolis has instituted a series of Transit-Oriented Development (TOD) ordinances that allow for the elimination of off-street parking requirements in proximity to transit. These policies are distinguished between “high” and “moderate” frequency transit service: moderate frequency is defined as a 15-30 minute midday service, while high frequency is defined as midday service every 15 minutes or less. The ordinance allows for the elimination of off-street parking requirements for multi-family residential buildings located within 350 feet of a high frequency bus route or rail station. Depending on the size of the building, a 50 to 100 percent reduction is allowed within a TOD area, ¼-mile around a high frequency bus route or, ½-mile from a rail station. The City also has an ordinance that allows for a 10 percent reduction of off-street parking requirements for multi-family residential buildings located within 350 feet of a moderate-frequency bus route or rail station.

Minneapolis has two light rail lines, one commuter rail line and over 100 bus routes that carry over 85 percent of the system’s daily passengers.



Parking Spaces Required Per Residential Unit		
	3-50 Units	>50 Units
Within 350 feet of a bus or rail transit stop with midday service headways of 15 minutes or less	No Parking Required	No Parking Required
Within one-quarter mile of a bus stop with midday service headways of 15 minutes or less, or within one-half mile of a rail transit stop with midday service headways of 15 minutes or less	No Parking Required	One Parking Space Per Two Units
Within 350 feet of a bus or rail transit stop with midday service headways between 15 and 30 minutes	10% Reduction from 1:1	10% Reduction from 1:1



MINIMUM AND MAXIMUM REQUIREMENTS: NEXT STEPS

Task	Parties Involved	Level of Complexity (low, medium, high)	Priority (short, mid, long)
Conduct parking utilization surveys for other land uses in the region. The land use typologies used in this report were selected based on discussions held by the SRC. There are a number of other land uses throughout the region that should be accounted for when introducing new parking minimum or maximum requirements. And in order to ensure the requirement reflects the demand for these spaces, a parking utilization survey should be completed and used to guide zoning policies. These studies should monitor the utilization of at least three modes and capture what is understood to be the peak demand period by local users, as well as national parking publications.	City of Fargo, City of West Fargo, Metro COG	Low	Short-term
Streamline land use type and categories. These three categories include a variety of other land uses, with their own parking requirements. The City of Fargo has over 30 separate land uses defined in their parking code, while the City of West Fargo has over 45. Simplifying the code to be more flexible within broader categories would provide developers with more freedom to construct parking below the requirements. For example, the residential parking minimum of one (1) and maximum of two (2) should be enforced, and on-street parking can accommodate additional supply.	City of Fargo, City of West Fargo	High	Mid-term
Eliminate parking minimums in Transit Oriented Development (TOD) areas or in transit hubs. Many communities throughout the country have eliminated parking minimum requirements in proximity to transit. This has enabled the presence of dense, walkable environments while encouraging the use of transportation. Through eliminating parking requirements within a 1/2-mile radius of transit hubs or bus stations, the possibility of more dense development will become possible, which will further encourage the use and availability of transit when traveling to and from these areas.	City of Fargo, City of West Fargo, MATBUS, Bicycle bikeshare	Medium	Mid-term

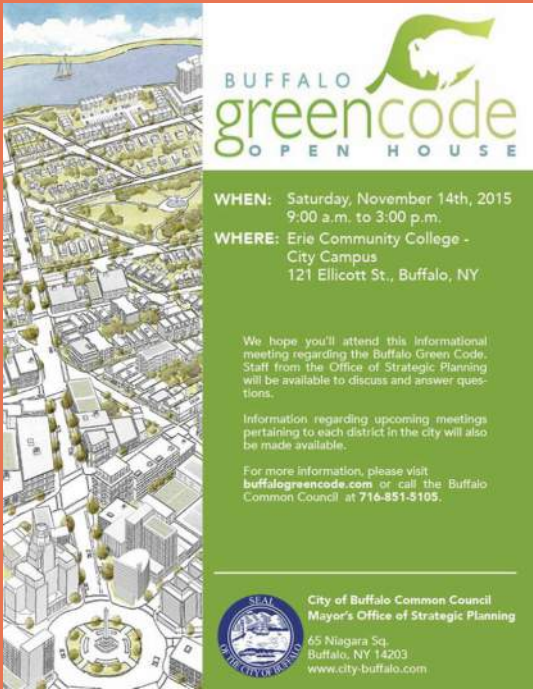
ALTERNATIVE TRANSPORTATION MODE INITIATIVES

Supplemental to the proposed minimum and maximum parking requirements will be changing the procedures associated with requesting and receiving parking variances. Existing policies encourage developers to construct parking beyond their demand by requiring them to obtain a variance if they wish to provide parking below the existing minimum requirement.

It is recommended that this is reversed: if a development provides parking above the maximum range, a Transportation Demand Management (TDM) or shared parking analysis must be completed to justify that the project will generate the additional demand requested and demonstrate that the demand cannot be accommodated by shared parking initiatives or other transportation programs. And if a development wishes to provide parking below the minimum requirement, they make up for the cost through a payment-in-lieu of parking, as discussed in the subsequent recommendation. The goal of these policy changes is to make it more difficult to provide parking that is not necessary.

TDM requirements. Buffalo, NY

Buffalo New York became the first city in the United States to remove parking minimum requirements city-wide. This alteration was part of the Buffalo Green Code, a Unified Development Ordinance that replaced standard land use-based code with form-based code. In addition to eliminating parking requirements, the code required certain buildings to prepare a TDM plan justifying that the project accommodates the travel demand it generates and specifying the tools that are used to accommodate that demand (bicycle parking, subsidized bus passes, alternative work schedules, etc.).



The poster for the Buffalo Green Code Open House features a green header with the Buffalo Green Code logo. Below the header, it lists the event details: 'WHEN: Saturday, November 14th, 2015 9:00 a.m. to 3:00 p.m.' and 'WHERE: Erie Community College - City Campus 121 Ellicott St., Buffalo, NY'. A paragraph of text explains the purpose of the meeting, and a footer provides contact information for the City of Buffalo Common Council.

SHIFT TDM Ordinance. San Francisco, CA

In combination with San Francisco’s Transportation Sustainability Program, the City created SHIFT TDM Ordinance to reduce SOV trips and encourage the use of other modes. The program allows developers to choose an applicable combination of TDM measures that will work best for reducing vehicle trips associated with their project. TDM measures are comprised of a menu of different on-site TDM measures, each worth different point values based on the relative impact and effectiveness they will have on reducing vehicle trips. For example, providing showers for bike commuters is worth one point, while reducing on-site parking is worth up to 11 points. Each project is required to meet a minimum point threshold based on project size, characteristics, and location.

The program is part of the development application. Meaning, developers are required to select the measures they are planning to utilize before filing a development application which allows planning staff an opportunity to comment or recommend measures for a project prior to starting the development application process.

There is also an inspection prior to the before occupancy is certified, as well as ongoing monitoring requirements, and a program audit every three years. Enforcement is funded through program fees—developers must pay an initial fee of \$6,000 and an annual fee of \$1,000. Building applicable to SHIFT TDM include projects that exceed 10,000 square feet of non-residential development or over 10 residential projects.



ALTERNATIVE TRANSPORTATION MODE INITIATIVES: NEXT STEPS

Task	Parties Involved	Level of Complexity (low, medium, high)	Priority (short, mid, long)
Require pedestrian amenities and landscaping to be included in surface lots. Existing parking lots in the Fargo region mostly consist of large swaths of asphalt, which creates an uncomfortable and unsafe experience for pedestrians. Including walkways to/from store entrances, landscaping, and lighting improves the pedestrian environment and encourages cross shopping.	City of Fargo zoning department, City of West Fargo zoning department, shopping center merchants	Low	Mid-term
Require and enforce Transportation Demand Management (TDM) for new developments. TDM strategies are key to shifting the demand for parking and beginning to shift modes to transit. While the Fargo region is dominated by car use, enforcing TDM measures will provide more people with more options when traveling, and begin to make driving an option as opposed to a necessity. TDM requirements for incoming developments might include, the presence of bicycle facilities, improved bus stops, pedestrian amenities, or discounted transit passes for employees. There are a wide array of TDM options, and this would work towards identifying an effective combination of strategies for each incoming development.	City of Fargo, City of West Fargo, major employers	High	Long-term
Allow development projects to include on-street parking to meet minimum parking requirements. On-street parking can increase the parking supply without increasing the parking footprint, while slowing traffic and creating a more pedestrian oriented roadway. We recommend that the Fargo region encourage the use of shared on-street parking, by allowing developments to count adjacent on-street spaces to meet their parking minimum, and that these spaces be shared with nearby buildings.	City of Fargo, City of West Fargo	Medium	Short-term

FEE-IN-LIEU OF PARKING PROGRAM

Under a fee-in-lieu of parking program, a developer is given the choice to opt out of providing the minimum amount of parking required in substitution for a payment given to a governing entity. These funds can then be used towards alternative transportation initiatives, creating additional shared parking supply, or upgrading existing parking assets.

The rate of the in lieu fee varies from city to city. While some entities set fees-in-lieu on a case-by-case basis, most set a uniform rate for all incoming development. The majority of fee-in-lieu rates do not cover the full cost of providing a public parking space but aim to be high enough to pay for parking and low enough to attract development. Considering these factors, we recommend setting a uniform fee-in-lieu rate that is based on the cost to construct a surface parking lot in Fargo and West Fargo.

Task	Parties Involved	Level of Complexity (low, medium, high)	Priority (short, mid, long)
Determine fee in-lieu of parking payment. The rate of fee-in-lieu payments should reflect the cost of constructing a parking facility in that particular region. To gain an accurate understanding of this number, the City of Fargo and West Fargo should research local construction costs for surface lots and determine a rate per space.	City of Fargo, City of West Fargo	Medium	Short-term
Create list of capital improvement projects that can be performed with additional funding based on feedback from developers and business owners. Many cities use direct feedback from the business and/or the real estate community to guide how fee-in-lieu money is spent. This increases collaboration between the city and stakeholders, and incentivizes stakeholder to use this tool.	City of Fargo zoning department, City of West Fargo zoning department, developers, employers, merchants	Medium	Mid-term

Fee-in-lieu of Parking. Miami, FL

Miami's Coconut Grove allows developers to pay the City a flat rate or monthly payment in lieu of constructing the required amount of parking for a site. This money goes towards the City's public parking and other mobility efforts. Since the program was adopted, developers have opted out of approximately 1,000 spaces, generating approximately \$3 million in revenues. Funds from this program have been used to:

- Develop a 416-space garage with ground floor retail
- Fund a study for a downtown circulator shuttle
- Pursue landscaping improvements
- Install traffic control devices to improve parking and pedestrian access



SHARED PARKING PROGRAM

Shared parking is crucial in creating a vibrant region; different land uses have different peak parking demands. Sharing parking among a daytime office building and adjacent restaurant for example, allows less parking to be built than if each entity had to construct its own parking. This results in less land being dedicated to parking and enables growth without exacerbating congestion problems. Building reserved parking for each individual building induces more vehicle trips on Fargo streets.

It is recommended that the City of Fargo and West Fargo takes steps that encourage the use of shared parking including variance alterations, establishing parking management districts around key commercial nodes, and encouraging the use of on-street parking.

Shared Parking with Private Entities. Omaha, NB

Omaha’s parking system includes a Partners program which provides a user-friendly, online process for property owners to offer their unused spaces, at a specified schedule, to the Park Omaha network through a shared parking agreement.

The process begins with an online application. Partner locations are added to the Park Omaha interactive map and includes information on location and hours of operation. Park Omaha identifies these facilities, as “partner” facilities, and distinguishes them from Park Omaha facilities, in its maps and information materials. As Partner facilities, private lots are given official (copyrighted) signage/iconography with a distinct logo that identifies them as part of the Park Omaha network.

Shared Parking Districts. Montgomery County, VA

Montgomery County has established several parking management districts that correspond with commercial nodes or central business districts. In each city, a shared parking program has been developed and is part of a long-term strategy to offer parking as a shared resource. City officials have found that financial lenders are more accepting of shared parking when these districts are established, which has worked successfully promoting mixed use and more dense development patterns in these areas.



**Park Omaha**
Park Omaha App

OFF-STREET ON-STREET SERVICES

Interested in becoming a Park Omaha Partner?

If your residential or business building has unused parking spaces (for example after 5 p.m. or on weekends) and you would like to be part of the shared Park Omaha Partner program, fill out the form below or call City of Omaha Parking Division at 402-444-PARK to learn more.

NAME OF FACILITY

LOCATION OF FACILITY *

TYPE OF FACILITY *

AVAILABILITY *

How many spaces will you have available for public parking?

HOURS/RATES *

SHARED PARKING PROGRAM: NEXT STEPS

Task	Parties Involved	Level of Complexity (low, medium, high)	Priority (short, mid, long)
Eliminate zoning stipulations that require developers to obtain a conditional use permit to share parking. Parking utilization surveys reveal that the City of Fargo and West Fargo both have an excess supply of parking, however 14 CUP applications were presented to Fargo’s City council since 2015. It is recommended that Fargo and West Fargo eliminate the need to obtain a CUP to share parking, and instead present a written agreement to Council.	City of Fargo, City of West Fargo	Medium	Short-term
Establish Shared Parking Districts. Creating Shared Parking Districts would provide a boundary in which tenants would be able to share parking with one another, and use these assets to meet their minimum requirement. To pursue this, both cities should identify and prioritize nodes with a 1/2-mile to 1/4-mile radius and begin to draft zoning stipulations that would promote this type of development.	City of Fargo, City of West Fargo	Medium	Mid-term

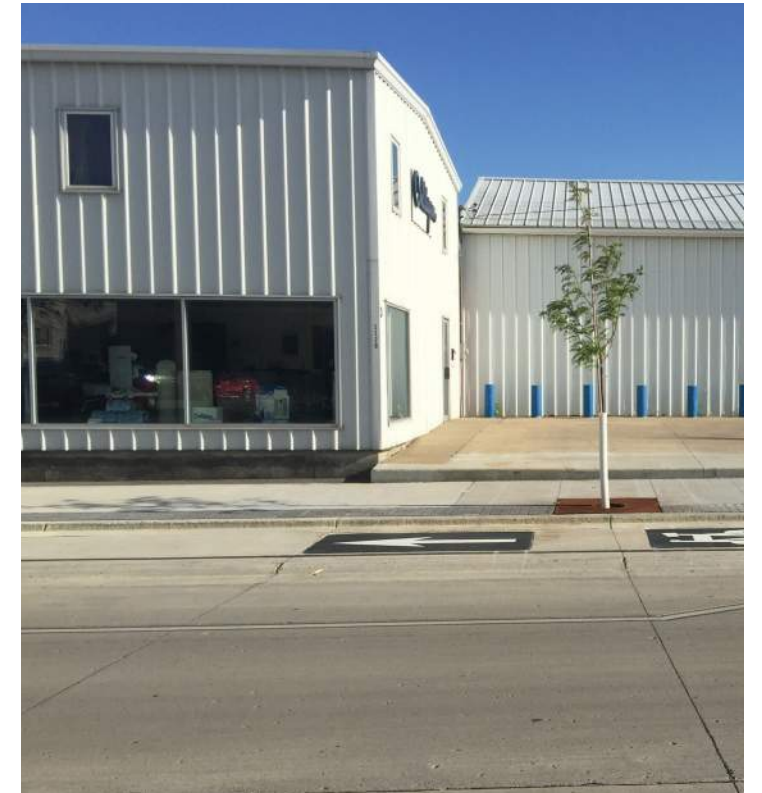
Development Prototypes

To translate how Street Types and their associated access guidelines can set a successful and connected development pattern, three prototypes were developed. These prototypes illustrate how each of the roadway typologies should be accessed by different land uses, while incorporating parking in a shared and effective manner. These prototypes are meant to be used as guidelines to reference when approving building permits, initiating parking policy changes, or constructing new roadways.

The following prototypes represent three land use typologies, with key features highlighted throughout:

- (1) commercial
- (2) mixed use
- (3) residential

The dimensions of the blocks and buildings included in each prototype, were derived from existing land uses throughout the region to ensure that these models are aligned with the regions market and preferences.



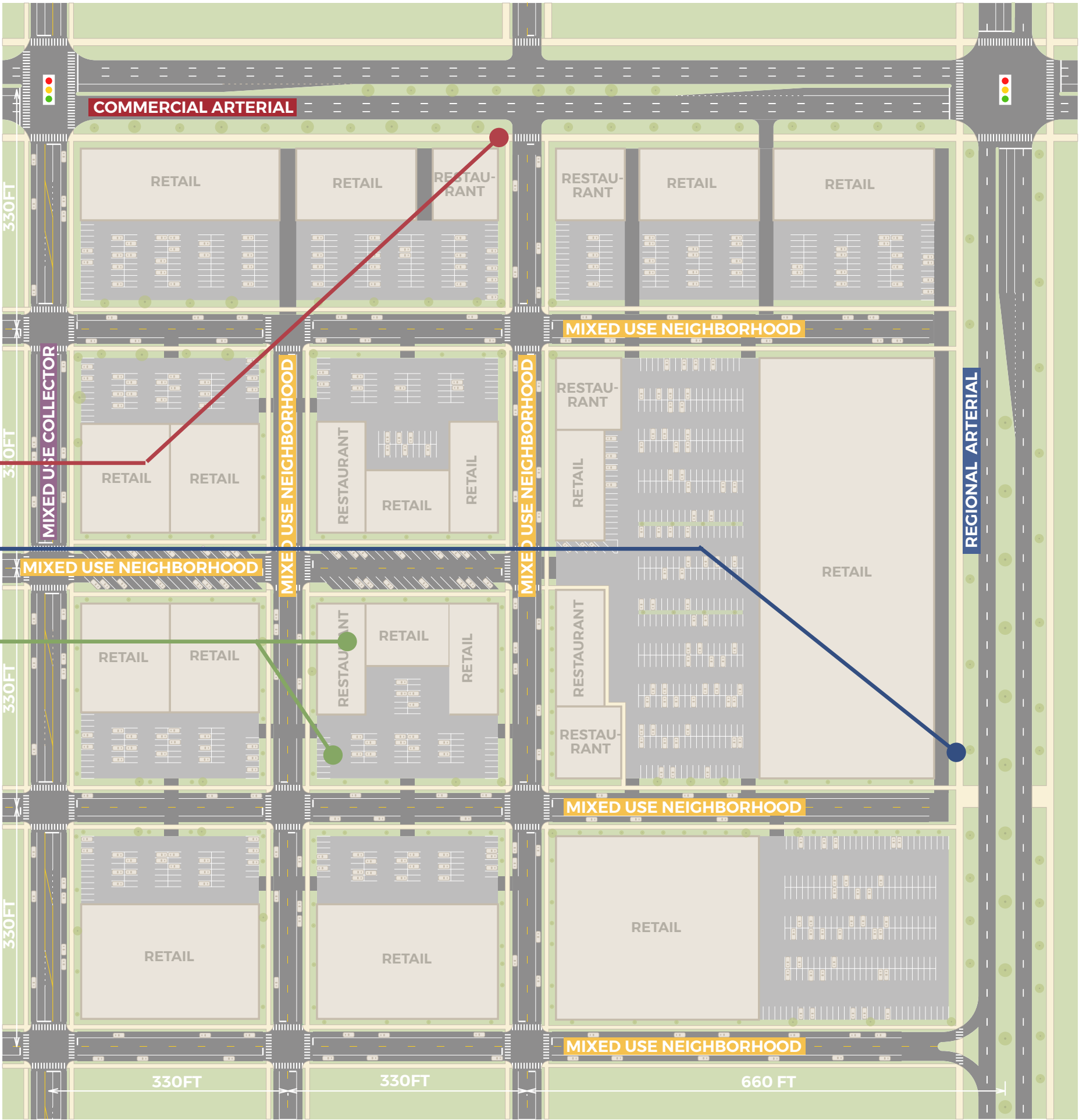
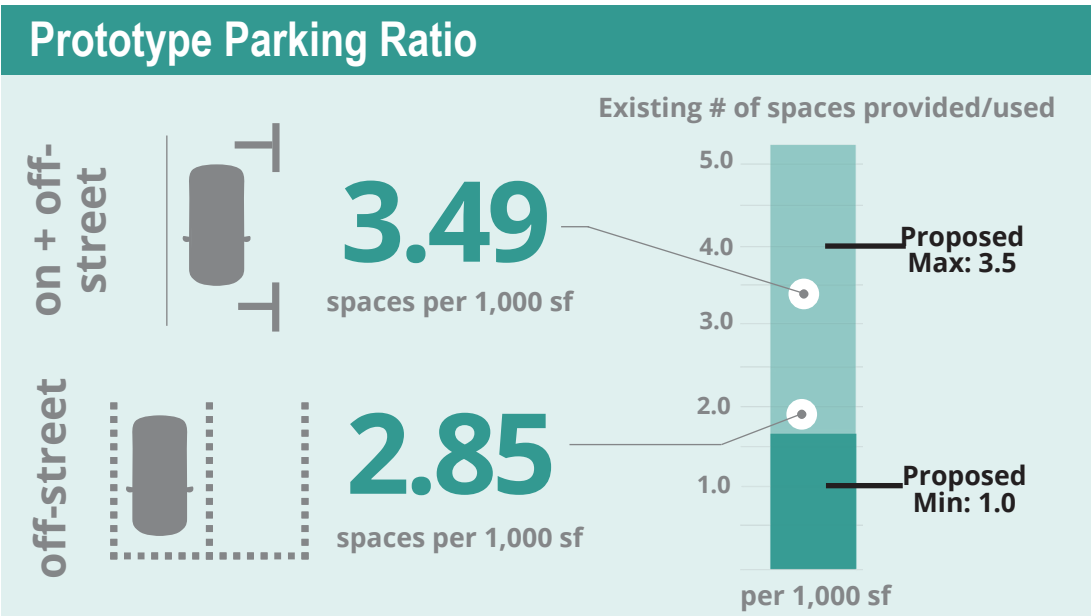
Commercial Prototype

The framework presented here on this 1/4-mile by 1/4-mile tracts uses regular block sizes to set a walkable grid pattern with sidewalks and plentiful on-street parking to reduce the need for large surface parking lots. Shared parking fields are made feasible by slow traffic speeds and safe pedestrian crossing points. Building fronts are generally oriented toward the street. This development illustration is bordered by a Regional Arterial, which allows only stringent right-in/right-out vehicular access, so neighborhood connections are maintained with sidewalks and grade-separated pedestrian crossings.

Access points managed along the arterial streets while still allowing for a connected, walkable grid

Grade-separated pedestrian crossings needed along Regional Arterial to connect neighborhoods

Shared surface parking lots increase the efficiency of the parking pool and encourages walking



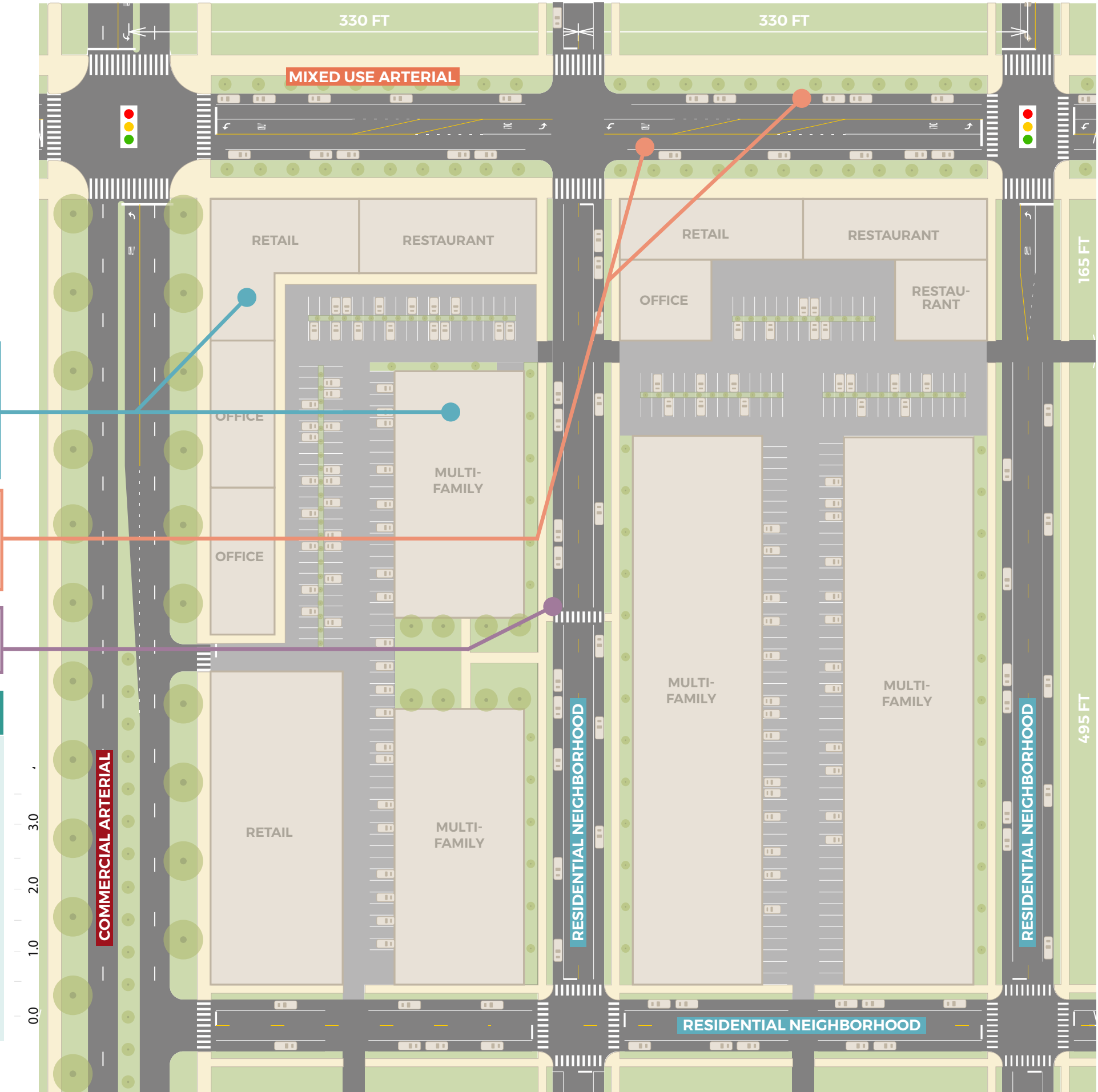
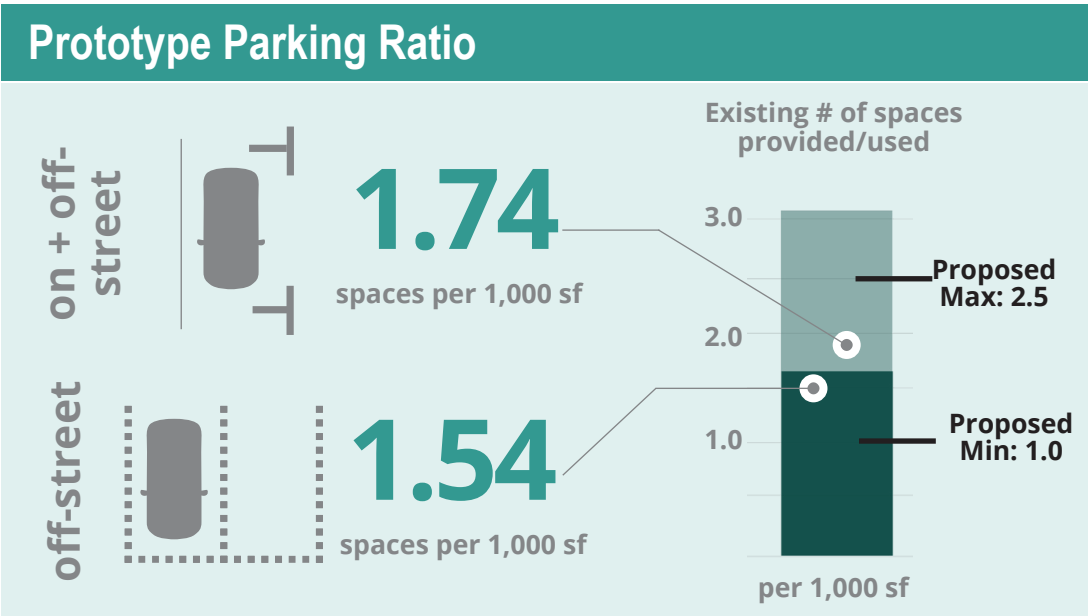
Mixed Use Prototype

The framework presented here on this 1/8-mile by 1/8-mile tracts assumes typical blocks at the intersection of a Commercial Arterial and Mixed Use Arterial. The commercial and residential uses are connected with sidewalks to encourage walking trips. Plentiful on-street parking is provided along the Mixed Use Arterial street, as well as the Residential Neighborhood streets, to slow traffic and create a buffer for pedestrians. Building fronts are generally oriented toward the street with parking in the rear.

Retail, office, and mixed use buildings are oriented towards the arterial streets and residential buildings are oriented toward the Residential Neighborhood streets. Underground or 1st floor residential parking is assumed.

On-street parking on the Mixed Use Arterial street supports businesses, reduces the off-street parking footprint, and calms traffic

Sidewalks and crosswalks encourage walkability between blocks.



*Assumes for approximately 350 residential units between multi-family structures and on top of retail office spaces

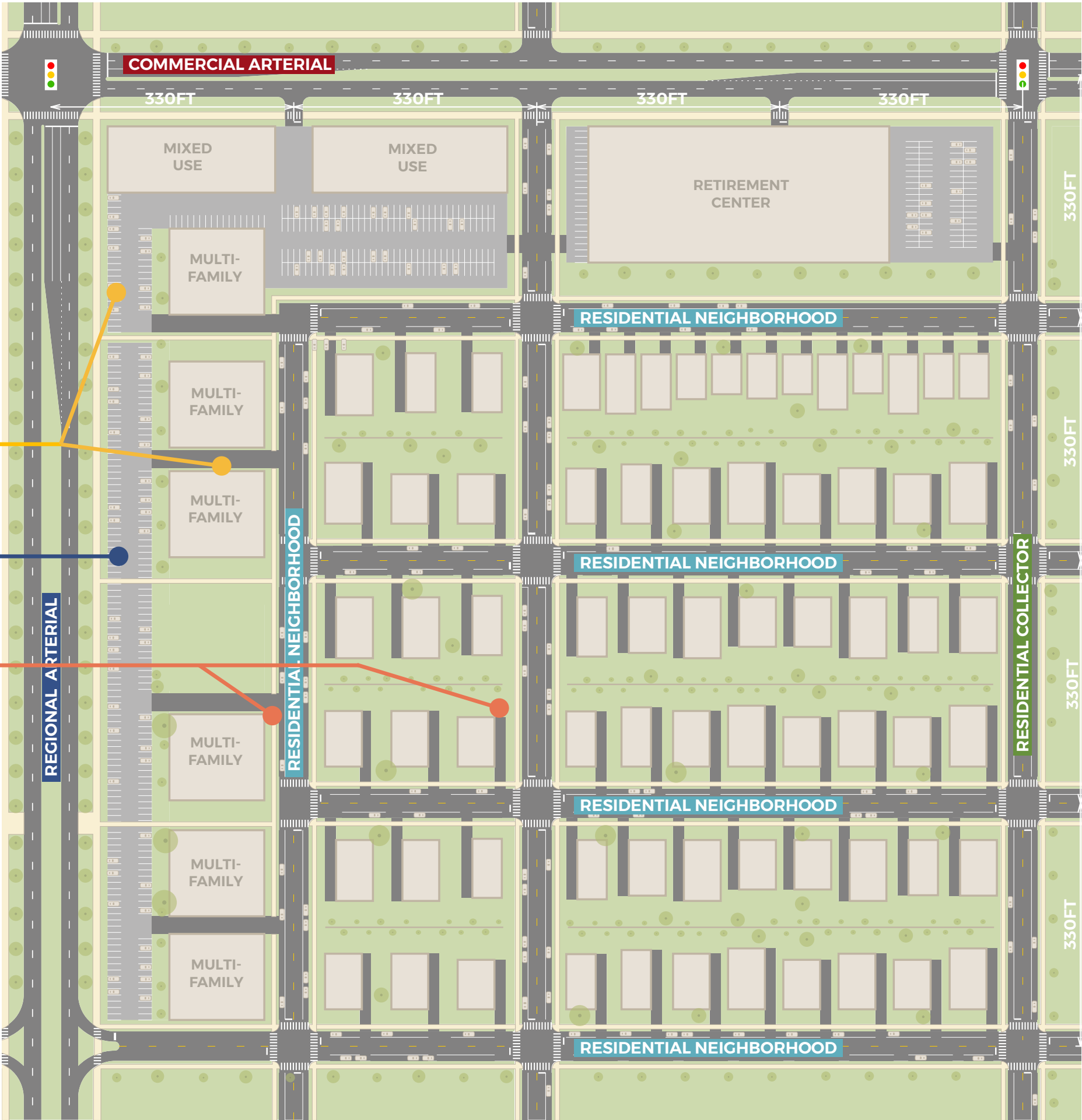
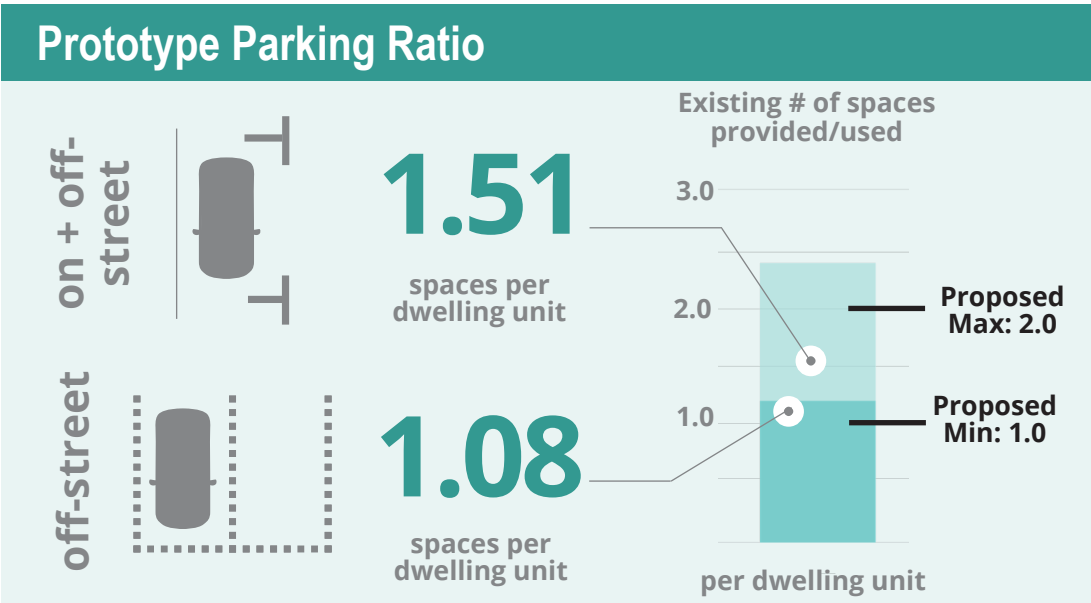
Residential Prototype

The framework presented here on this ¼-mile by ¼-mile tracts uses regular block sizes to set a walkable grid pattern even though a Regional Arterial borders the site and limits street connections. Neighborhood connections are maintained with sidewalks and signalized/grade-separated pedestrian crossings. Multi-family housing and mixed use buildings are oriented along the Regional Arterial and Commercial Arterial streets, respectively, while single-family homes front the Residential Neighborhood streets. Interior residential parking garages eliminate the need for a separated, covered garages.

Multi-family residential parking is shared with retail land uses during non-peak hours. Enclosed row garages may be appropriate along the Regional Arterial.

Multi-family residential buildings are oriented away from the Regional Arterial, with surface parking facing the corridor.

Access to driveways, on-street parking, and crosswalks slow traffic and encourage walking.





AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Leslie McGillivray-Rivas, Senior Planner
2. PHONE NUMBER: 701-515-5377 DATE: April 10, 2024
3. AGENDA TITLE: Approval of Second Reading –
A24-5 Ordinance Amendments regarding Pool Fencing
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Staff is recommending to better align the City's pool fencing regulations with those of peer cities and industry standards. Title V of the Building Code is proposed to be amended to incorporate the additional language and content within which is intended to be legally enforceable regarding pool enclosures and related pool and structural safety features. Concurrent with this recommendation, are proposed amendments to the zoning ordinance within Title IV to remove language which would create redundancy or create conflict with the updates to Title V. A minor adjustment within Title XV will reduce pool related fence height requirements from (6') six feet to (4') four feet in private residential pool settings in accordance with Title IV and Title V ordinance language amendments. Planning & Zoning Commission recommended approval at their March 12, 2024 meeting.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable): N/A
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve Second Reading of the Zoning Ordinance Amendments.

STAFF REPORT

A24-5 Zoning Ordinance Amendments	
Zoning Ordinance Amendment 4-441.5 General Fencing and Screening Requirements and 4-442.6 Accessory Building and Use Provisions regarding Swimming Pool Fence Height	
Applicant: City of West Fargo	Staff Contact: Leslie McGillivray-Rivas
Planning & Zoning Commission Introduction:	February 13, 2024
Planning & Zoning Commission Public Hearing:	March 12, 2024
City Commission Public Hearing & 1 st Reading	April 1, 2024
City Commission 2 nd Reading	April 15, 2024

PURPOSE:

Amendments to Chapter IV Zoning Ordinance specific to Fence Heights surrounding permanent swimming pools.

DISCUSSION AND OBSERVATIONS:

- Late December of 2021, a proposed zoning ordinance amendment was approved which added definition for temporary pools, permanent pools, and provided clarity that a hard or soft pool cover does not constitute an adequate safety barrier. The language adopted also clarified what is considered an acceptable height for locking mechanisms for gates and other barrier openings. The West Fargo fence height was approved to be minimally six (6) feet.
- As a result, any permanent pool built after January 1, 2022, has been required to be permitted by the West Fargo Building Inspections Department. Planning & Zoning supports permitting efforts with an application desktop review.
- In January 2024, a citizen requested consideration of amending the fence height standard from the existing six (6') height to a lesser value.
- Concurrent with this request, a review of Title V's Building Code noted that within Chapter 5-05, Section 5-0501; the Adoption of International Property Maintenance Code (IMPC) was in place.
- Within the 2021 IMPC Code, it was found that Section 303; Swimming Pools, Spas and Hot Tubs has the desired code enforceable language in greater clarity and detail than the language which was adopted into the zoning ordinance in 2021.
- Further, a recent zoning code amendment specific to this subject was recently adopted by Fargo, ND. In that amendment, the fence height surrounding permanent pools can be no less than four (4) feet. It is desired that consistency between municipalities occur and that the fence height requirement be reduced from the six (6) foot standard to four (4) feet.
- Title V of the Building Code is proposed to be amended to incorporate the additional language and content within which is intended to be legally enforceable regarding pool enclosures and related pool and structural safety features.
- Thus, it is recommended that the zoning ordinance be amended to remove the language which would create either redundancy or conflict with the updated Title V Building Code language amendment.

STAFF REPORT

NOTICES:

Sent to: Notice in the newspaper and to City Departments

Comments Received:

- None Received

RECOMMENDATIONS OF THE PLANNING AND ZONING COMMISSION-MARCH 12, 2024 MEETING:

The Planning and Zoning Commission approved the recommendations to Title IV as presented on the basis that the proposed amendments do not make major substantive changes to the existing and proposed ordinances amendments and are consistent with the comprehensive plan.

RECOMMENDATIONS:

It is recommended that the City approve the proposed amendment.

Attachments:

- Proposed updates to amend and reenact sections 4-200, 4-441.5, 4-442.6, 5-0502, AND 15-0404 of the revised ordinances of the 1990 of the City of West Fargo relating to fencing.

ORDINANCE NO. 1245

AN ORDINANCE TO AMEND AND REENACT SECTIONS 4-200, 4-441.5, 4-442.6, 5-0502, AND 15-0404 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO FENCING.

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

SECTION 1. Section 4-200 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted by amending the following definitions to read as follows:

4-200. DEFINITIONS.

ACCESSORY USE OR STRUCTURE: A use structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure, to include ~~privately owned, fenced swimming~~ private residential pools, and satellite dishes.

PRIVATE RESIDENTIAL POOL: A pool connected with a single family residence or with a multi-unit owner-occupied complex, that is both located on private property and that is under the control of the property owner(s), the use of which pool is limited to the owner(s), family members, invited guests of the owner(s) and/or of their families, and is deeper than 2 feet. A pool that is used for commercial purposes is not a private residential pool.

~~PERMANENT SWIMMING POOL: Any structure, basin, or tank, either above or below the ground, designed to be used for swimming or wading, which has a capacity of five thousand (5,000) gallons or more, or which has a depth of over twenty four (24) inches.~~

~~SWIMMING POOL: A structure designed to be used for swimming which has a capacity of one thousand (1,000) gallons or more or which has a depth of over twenty four (24) inches.~~

~~TEMPORARY SWIMMING POOL: Any structure, basin, or tank, either above or below the ground, designed to be used for swimming or wading, which has a capacity of less than five thousand (5,000) gallons, or which has a depth of less than twenty four (24) inches.~~

SECTION 2. Section 4-441.5 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-441. GENERAL FENCING AND SCREENING REQUIREMENTS.

* * *

5. PRIVATE RECREATIONAL FENCES. Private recreational fences shall conform to the provisions attached to residential fences. Permanent swimming pool fences

shall be governed by Title V of the Revised Ordinances of 1990 of the City of West Fargo, Chapter 5-05 International Property Maintenance Code, and specifically Section 303 Swimming Pools, Spas and Hot Tubs, as locally amended six (6) feet in height.

SECTION 3. Section 4-442.6 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-442. ACCESSORY BUILDING AND USE PROVISIONS. Accessory buildings and uses, except as otherwise permitted in this Ordinance, shall be subject to the following regulations:

* * *

6. All swimming pools as defined by this ordinance shall be regulated by adherence to Title V of the Revised Ordinances of the City of West Fargo, Chapter 5-05 International Property Maintenance Code, and specifically Section 303 Swimming Pools, Spas and Hot Tubs, as locally amended. No pool may be built, constructed, or otherwise assembled or placed without the owner thereof having obtained a permit from the office of the City Building Administrator, as follows:

- a. ~~All permanent swimming pools shall be provided with safeguards to prevent children from gaining uncontrolled access. This can be accomplished with fencing, screening or other enclosure, or any combination thereof (collectively "barrier") of sufficient density as to curtail access. Hard and soft pool covers are not considered to be adequate barriers. All barriers must be at least six feet (6') in height. Fences shall be of a noncorrosive material and shall be constructed so as to be not easily climbable. All barrier openings or points of entry into the pool enclosure shall be equipped with gates or doors. All gates or doors to permanent swimming pools shall be equipped with self-closing and self-latching devices placed at a height of at least fifty four (54) inches from finished grade so as to be inaccessible to all small children. All barrier supports shall be decay or corrosion resistant and shall be set in concrete bases or other suitable protection. The opening between the bottom of the barrier and the ground or other surfaces shall not be more than four inches (4"). A permit for permanent pools is required to be reviewed and approved by the West Fargo Building Inspections Department and West Fargo Planning and Zoning Department prior to construction.~~

- b. ~~Permanent swimming pools with platforms and railings that are six (6) feet in height above the ground and temporary pools are not required to be enclosed as provided in paragraph (a) above; however, all ladders and stairways providing access to such swimming pools shall be removed from the swimming pool or shall be adequately fenced and fitted with gates, or folded up and locked to prevent entry when the swimming pool is not in use.~~

SECTION 5. Section 5-0502 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to include additional amendments to read as follows:

303.2 Enclosures.

Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier as required by Sections 303.2.1 through 303.2.13. An existing pool enclosure shall not be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F1346 shall be exempt from the provisions of this section.

303.2.1 Barrier height and clearances. Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

303.2.2 Openings. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.

303.2.3 Solid barrier surfaces. Solid barriers that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

305.2.4 Mesh fence as a barrier. Mesh fences, other than chain link fences in accordance with Section 303.2.7, shall be installed in accordance with the manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall be not more than 1 inch (25 mm) above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches (102 mm) from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch (102 mm) sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall be not greater than 4 inches (102 mm) from grade or decking.
4. An attachment device shall attach each barrier section at a height not lower than 45 inches (1143 mm) above grade. Common attachment devices include, but are not limited to, devices that provide the security equal to or greater than that of a hook-and-eye-type latch incorporating a spring-actuated retaining lever such as a safety gate hook.
5. Where a hinged gate is used with a mesh fence, the gate shall comply with Section 303.2.10.
6. Patio deck sleeves such as vertical post receptacles that are placed inside the patio surface shall be of a nonconductive material.
7. Mesh fences shall not be installed on top of on ground residential pools.

305.2.4.1 Setback for mesh fences. The inside of a mesh fence shall be not closer than 20 inches (508 mm) to the nearest edge of the water of a pool or spa.

303.2.5 Closely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the pool or spa side of the fence. Spacing between vertical members shall not exceed 13/4 inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 13/4 inches (44 mm) in width.

303.2.6 Widely spaced horizontal members. Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches

(102 mm). Where there are decorative cutouts within vertical members, the interior width of the cutouts shall not exceed 13/4 inches (44 mm).

303.2.7 Chain link dimensions. The maximum opening formed by a chain link fence shall be not more than 13/4 inches (44 mm). Where the fence is provided with slats fastened at the top and bottom that reduce the openings, such openings shall be not greater than 13/4 inches (44 mm).

303.2.8 Diagonal members. Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall be not greater than 13/4 inches (44 mm). The angle of diagonal members shall be not greater than 45 degrees (0.79 rad) from vertical.

303.2.9 Clear zone. Where equipment, including pool equipment such as pumps, filters and heaters, is on the same lot as a pool or spa and such equipment is located outside of the barrier protecting the pool or spa, such equipment shall be located not less than 36 inches (914 mm) from the outside of the barrier.

303.2.10 Doors and gates. Doors and gates in barriers shall comply with the requirements of Sections 303.2.11 through 303.2.13 and shall be equipped to accommodate a locking device. Pedestrian access doors and gates shall open outward away from the pool or spa, shall be self-closing and shall have a self-latching device.

303.2.11 Utility or service doors and gates. Doors and gates not intended for pedestrian use, such as utility or service doors and gates, shall remain locked when not in use.

303.2.12 Double or multiple doors and gates. Double doors and gates or multiple doors and gates shall have not fewer than one leaf secured in place and the adjacent leaf shall be secured with a self-latching device.

303.2.13 Latch release. For doors and gates in barriers, the door and gate latch release mechanisms shall be in accordance with the following:

1. Where door and gate latch release mechanisms are accessed from the outside of the barrier and are not of the self-locking type, such mechanism shall be located above the finished floor or ground surface at residential pools and spas, not less than 54 inches (1372 mm).
2. Where door and gate latch release mechanisms are of the self-locking type such as where the lock is operated by means of a key, an electronic opener or the entry of a combination into an integral combination lock, the lock operation control and the latch release mechanism shall be located above the finished floor or ground surface at residential pools and spas, at not greater than 54 inches (1372 mm).
3. At private pools, where the only latch release mechanism of a self-latching device for a gate is located on the pool and spa side of the barrier, the release mechanism shall be located at a point that is at least 3 inches (76 mm) below the top of the gate.

303.2.14 Barriers adjacent to latch release mechanisms. Where a latch release mechanism is located on the inside of a barrier, openings in the door, gate and barrier within 18 inches (457 mm) of the latch shall not be greater than 1/2 inch (12.7 mm) in any dimension.

303.2.15 Structure wall as a barrier. Where a wall of a dwelling or structure serves as part of the barrier and where operable windows having a sill height of less than 48 inches (1219 mm) above the indoor finished floor, doors and gates shall have an alarm that produces an audible warning when the window, door or their screens are opened. The alarm shall be listed and labeled as a water hazard entrance alarm in accordance with UL 2017.

Exception: An approved means of protection, such as self-closing doors with self-latching devices, is provided. Such means of protection shall provide a degree of protection that is not less than the protection afforded by an alarm that produces an audible warning when the window, door or their screens are opened.

303.2.16 On ground residential pool structure as a barrier. An on ground residential pool wall structure or a barrier mounted on top of an on ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

1. Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, the wall complies with the requirements of Section 303.2 and the pool manufacturer allows the wall to serve as a barrier.
2. Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of Section 303.2.
3. Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of Section 303.
4. Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.
5. Barriers that are mounted on top of on ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

303.2.17 Natural barriers. In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge not less than 18 inches (457 mm), a barrier is not required between the natural body of water shoreline and the pool or spa.

303.2.18 Natural topography. Natural topography that prevents direct access to the pool or spa area shall include but not be limited to mountains and natural rock formations. A natural barrier approved by the governing body shall be acceptable provided that the degree of protection is not less than the protection afforded by the requirements of Sections 305.2 through 305.5.

SECTION 6. Section 15-0404 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

15-0404. FENCE/BARRIER AND GATE REQUIREMENTS. A fence or other barrier at least six (6) feet in height shall completely encircle all Aquatic Venues ~~and private residential pools~~. A fence or other barrier at least four (4) feet in height shall completely encircle all private residential pools, as provided for within Title V of the Revised Ordinances of 1990 of the City of West Fargo, Chapter 5-05 International Property Maintenance Code, and specifically Section 303 Swimming Pools, Spas and Hot Tubs, as locally amended. Any fence, gate, or door shall be equipped such that it can be latched from the inside to prevent access when the pool is unattended.

SECTION 7. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

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

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publicaton:



To: West Fargo City Commission
From: Casey Sanders-Berglund Economic. Development Mgr.
Date: April 15th, 2024
Subject: Renaissance Zone Application
Action: Approve Straight Six Diesel Application

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 owner of the property that Straight Six Diesel leases from was approved for a Renaissance Zone incentive in June of 2022 that takes effect in 2024 now that the building is complete.

The applicant is seeking approval from the City Commission for the state income tax incentive in which they are eligible to apply for as a business leasing from an approved Renaissance Zone approved project.

Public Participation:

The public participation for this project consists of state income tax as the property was approved for a Renaissance Zone award in June of 2022 that goes into effect for the tax year of 2024.

Action:

Approve the application for Straight Six Diesel to receive the income tax incentive to the State of North Dakota.

CITY OF WEST FARGO ECONOMIC DEVELOPMENT

STAFF REPORT

Straight Six Diesel LLC

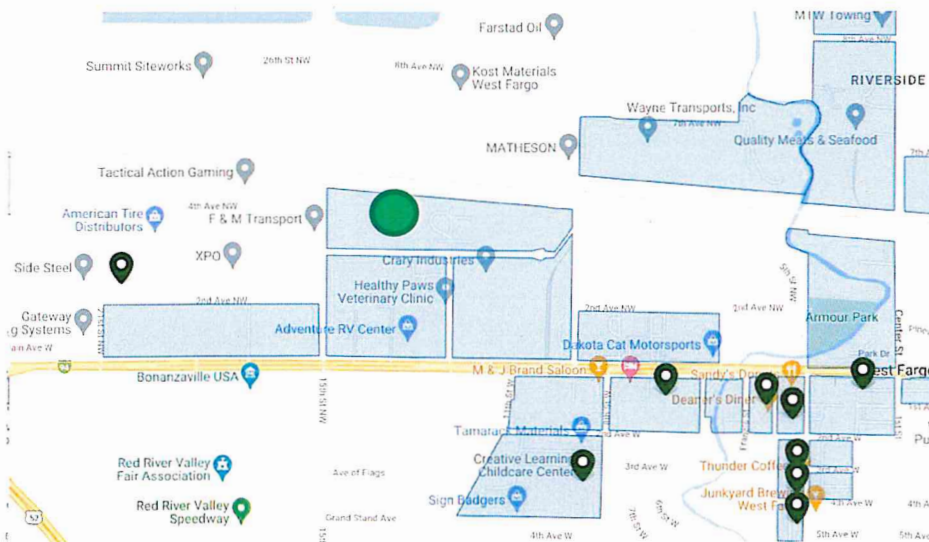
1200 3rd Ave NW #1 West Fargo ND 58078

Applicant: Straight Six Diesel LLC	Staff Contact: Economic Development Casey Sanders
Economic Development Advisory Committee:	April 4 th 2024 -Recommended for Approval
West Fargo Public School District:	N/A
Cass County Board of Commissioners:	N/A
Public Hearing:	N/A
City Commission:	April 15 th 2024

PURPOSE:

The applicant requesting this incentive is leasing their space in the Rested development has already been approved for a Renaissance Zone award in May of 2022.

The purpose of this application is to participate in the state income tax incentive that is approved as a supplementary benefit to properties who receive an award for a Renaissance Zone incentive.



DISCUSSION AND OBSERVATIONS:

Straight Six Diesel serves local businesses transportation trucks and aims to provide fast and accurate services. We employ 5 employees. Some of the additional services we provide are regularly scheduled maintenance such as oil changes, DOT inspections both Federal and State, and the unexpected repairs from replacing fuel lines all the way to full overhauls.

- Zoned Light Industrial
- This business is currently leasing this space
- This business would be eligible for the income tax incentive for the remaining eligible years that the already approved property hold the renaissance zone award from August of 2022 in which the incentive begins (after now the building has been completed) in 2024.

PROJECT ELIGIBILITY FOR DEVELOPMENT:

The project is located in the industrial park of West Fargo in an approved Renaissance Zone area and already approved property.

PUBLIC PARTICIPATION:

Public assistance for this project is through state income tax totaling approximately \$130,000.00 for the full 5 years. This incentive would be eligible for consideration matching the same years as the property tax incentive previously approved and the below five year chart matches the years for the property owner.

	Year	Approximate Income Tax
1	2024	\$ 26,000.00
2	2025	\$ 26,000.00
3	2026	\$ 26,000.00
4	2027	\$ 26,000.00
5	2028	\$ 26,000.00
		\$ 130,000.00

RECOMMENDATIONS:

To support the incentive request by straight six diesel and sent to the State of ND for final approval.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee is reviewed this project on April 11, 2024 and recommended it for approval to the City Commission.



To: West Fargo City Commission

From: Matthew Andvik

Date: February 20, 2024

Subject: Purchase a Komatsu Wheel Loader and Snow bucket.

Action: Approve the purchase of a Wheel Loader and Snow bucket.

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 and Finance

City Administrator

Dustin Scott

Summary and Recommendation:

Public Works budgeted a new wheel loader for the Street Department in the 2024 budget. Our Purchasing Specialist published an RFP for a Wheel loader that would meet our specifications. We received 4 bids that met our specifications and budget. The Komatsu 320-8 loader was selected.

It is my recommendation that the city commission approves the purchase of a Komatsu 320-8 Wheel loader for \$238,515. I would also ask that the commission approve the purchase of the snow bucket for \$14,500. The total cost of the machine would be \$253,015.

Policy Analysis:

Public Works Street Department included \$305,000 in our 2024 budget for the purchase of a new loader. We received 4 bids from our published RFP. The lowest bid that met our specifications was the Komatsu 320-8 Wheel Loader with the bid price of \$238,515. This is the machine we are recommending for purchase.

We would also like to include of a Snow Bucket into the purchase of the loader for an additional \$14,500. The total cost of the Wheel loader and snow bucket would \$253,015. The snow bucket would help assist the removal of snow piles more quickly and efficiently.

Financial Analysis:

The funds to purchase this unit would come from the approved 2024 Street Departments Budget. The bid price for both loader and the additional snow bucket, would be \$51,985 under budget.

Process/Timeline:

Once the purchase is approved, we will be able to place the order for the new unit so it can be delivered prior to the 2024/2025 snow season.



To: West Fargo City Commission

From: Mathew Andvik, Public Works Department

Date: April 15, 2024

Subject: Construction of City Fueling Stations

Action: Approve Bid and Award Contract for Fueling Stations

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Administration/Finance

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Sanitation

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

City Administrator

Dustin Scott

New Information and Recommendation:

At the November 6, 2023 Commission Meeting, the Commission authorized the Fuel Station Project to be advertised for bids.

Below are reasons why a city owned fueling station would be beneficial:

- Savings on fuel costs for all departments.
- Having control and ability to fuel our vehicles in case of a disaster.
- Limiting the chances of running out of fuel or being unable to get fuel from local stations.
- Having two stations would allow for more convenience for all City vehicles to fuel up.

The City of Fargo will allow us to piggyback on their fuel bids.

An RFP was published, and a bid opening was conducted on March 21, 2024. The Fuel Station Project consists of installing fuel pumps at two sites. Site 1 will be located at the Public Works Facility at 8115 12th Ave NW, and Site 2 will be located at the City Shop at 4105 4th ST W. There were four bids received, with a low bid amount of \$954,085 from R&R Petroleum. After the low bidder was established, we were able to make a few cuts, which brings the total cost of the contract with R&R Petroleum to \$893,708.25. Public Works will complete some of the removals and concrete work as part of the project. The estimated cost of the materials to accomplish this is \$30,000. The total cost of construction for the project would be \$923,708.25.

We recommend that the bid be awarded to R&R Petroleum for the sum of 893,708.25. The total project cost will be \$923,708.25, including the cost of materials used by Public Works.

Background and Project Summary:

This project will construct two fueling stations to ensure the fueling capability of the City of West Fargo and ensure we provide our continued services to all of our citizens. This project not only provides us fuel cost savings, it ensures we have access to our own fuel in the case of any emergency or natural disaster. These fueling stations would be used by all departments.

To find the cost savings the city would gain by having our own fueling station we compared the bid price that the City of Fargo paid for bulk fuel to what we paid from 2021 to March 2024. It works out to an average savings per year of 32% by buying in bulk.

Between 2021 and 2023, the City of West Fargo averaged 81,000 gallons of diesel fuel and 140,800 gallons of unleaded fuel per year. During this same time period our average cost of fuel for the city per year was \$761,000. We would only bid 85% of our usage so we wouldn't over order.

It would be difficult to get a precise estimate of savings per year due to fuel market fluctuations, but based on the information we have from 2021 to 2024, it would be fair to expect 25-30% savings for the city each year by having our own fueling stations and buying fuel in bulk.

Financial Analysis:

This project is proposed to be paid for with Capital Improvement Sales Tax funds. This project was identified and included in the Capital Improvement Plan, and a total of \$1,000,000 was allocated for this project. Another option that the Commission could consider for funding this project would be to fund 75% of the project from CIP Sales Tax and 25% from the Public Safety Sales Tax.

Process/Timeline:

Once approved, the contractor will order supplies with construction planned to begin in August. We would have a proposed eight-week construction period upon delivery of construction materials.

City of West Fargo Fuel Station bid tabulation.

Oday	Site 1	3/20/2024	\$761,388.00	\$1,355,950
	Site 2	3/20/2024	\$594,562.00	
WestMor	Site 1	3/20/2024	\$571,298.00	\$984,824
	Site 2	3/20/2024	\$413,526.00	
R & R	Site 1	3/20/2024	\$559,730.00	\$954,085
	Site 2	3/20/2024	\$394,355.00	
Gast	Site 1	3/20/2024	\$685,000.00	\$1,231,500
	Site 2	3/20/2024	\$546,500.00	

Ratings

	Oday	Westmor	R&R	Gast
Reviewer 1	91	93	94	79
Reviewer 2	89	99	99	91
Reviewer 3	88	96	96	93
Reviewer 4	70	79	83	59
Reviewer 5	91	93	92	79
Totals	429	460	464	401



Forum Communications Company

ND Affidavit No. aH0fxVswbg77VhAtfz87

AFFIDAVIT OF PUBLICATION

State of Texas, County of Bexar, ss:

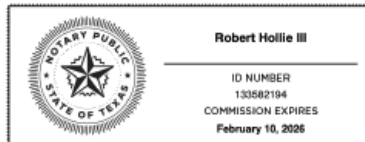
Yuade Moore, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Forum of Fargo-Moorhead (ND), a newspaper printed and published in the City of Fargo, County of Cass, State of North Dakota.

1. I am the designated agent of The The Forum of Fargo-Moorhead (ND), under the provisions and for the purposes of, Section 31-04-06, NDCC, for the newspaper listed on the attached exhibit.
2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (3) time: *Wednesday, March 6, 2024, Wednesday, March 13, 2024, Wednesday, March 20, 2024*, as required by law or ordinance.
3. All of the listed newspapers are legal newspapers in the State of North Dakota and, under the provisions of Section 46-05-01, NDCC, are qualified to publish any public notice or any matter required by law or ordinance to be printed or published in a newspaper in North Dakota.

(Signed) Yuade Moore

VERIFICATION

State of Texas
County of Bexar



Subscribed in my presence and sworn to before me on this: 03/20/2024

[Signature]

Notary Public
Electronically signed and notarized online using the Proof platform.

The West Fargo Public Works Department within the City of West Fargo, North Dakota is soliciting proposals from vendors for Dual Fueling Stations in the City. Each respondent shall submit a proposal. Sealed proposals will be received by the Public Works Department at 210 12th Ave NW, West Fargo ND, 58078. Proposals will be received until 2 p.m. CST on March 20th, 2024. Upon completion of an evaluation by the Selection Committee and approval by the City Commission, a contract may be signed. Must be clearly marked (Dual Fueling Station) Full RFP and project details can be found at <https://westfargo.nd.gov/Bids.aspx>. The City reserves the right to cancel this RFP in writing or postpone the date and time for submitting proposals at any time prior to the due date. The City, by this RFP, does not promise to accept the lowest cost or any other proposal and specifically reserves the right to reject any or all proposals, to waive any formal proposal requirements, to investigate the qualifications and experience of any Proposer, to reject any provisions in any proposal, to modify RFP contents, to obtain new proposals, to negotiate the requested services and contract terms with any Proposer, or to proceed to do the work otherwise. Furthermore, the City reserves the right to award subsequent work to the consultant selected for this Project without going through an additional request for proposals process. The City hereby notifies all proposers that it will affirmatively insure that in regard to any contract entered into, pursuant to this request, minority business enterprises will be afforded full opportunity and are encouraged to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award. The City reserves the right to accept or reject any and all proposals that are in the best interest of the City. Questions or requests for clarification regarding this RFP should be submitted via email, citing the RFP page and section, by the question deadline. Questions will not be accepted orally, and any question received after the deadline may not be answered. All questions and inquiries will be addressed to:

Brian Matzke, Operations Manager
Public Works Department
brian.matzke@westfargo.nd.gov

Matthew Andvik, Director
Public Works Department
matthew.andvik@westfargo.nd.gov

The City anticipates that an award will be made in response to this RFP based on the following schedule:

Activity	Date
Release of RFP	February 28th 2024
Deadline for Submission of Questions	March 13th 2024 (3PM)
Deadline for the City to Respond to Questions	March 15th 2024 (3PM)



OFFICE OF THE FIRE CHIEF

April 11th, 2024

City of West Fargo City Commission

RE: Support of Fueling Stations Project

Commissioners,

I am writing this letter of support for the Fueling Stations Project that Director Matt Andvik is proposing. A reduction in fuels costs will be a welcome savings to the department budget, that will only build year after year as call volume increases.

Having control of the fuel and fueling stations for city operations is an emergency management best practice. In case of a major disaster, having our own fuel supply, and fueling stations with backup generators ensures that emergency operations can continue without interruptions.

Additionally, most city buildings are now utilizing emergency generators that use diesel fuel instead of natural gas. Being able to fuel our own generators in times of emergency will reduce the instances of entire buildings being out of service given a cyberattack or major failure of the power grid.

As always, please reach out with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Fuller".

Daniel R. Fuller, MPA, EFO
Chief of the Department
City of West Fargo Fire Department



West Fargo Police Department

800 4th Ave E, Suite 2 West Fargo, ND 58078 | 701-515-5500 | westfargopolice.com

Peter D. Nielsen

Chief of Police

April 10, 2024

West Fargo City Commission
800 4th Ave E. Suite 1
West Fargo, ND 58078

Dear City Commission,

I am writing in support of the fuel station proposal brought forth by Public Works Director, Matthew Andvik. I believe the addition of these fueling stations has the potential to save funds for the City of West Fargo.

Currently, the only approved fueling location is the Petro Serve station at 1021 Main Avenue West. The continued growth of the City has made it clear that only having one fueling location is a hindrance to our Department. Officers patrolling the northern or southern edges of the city have to drive back to the middle of town to refill their squad cars taking them away from their beat for a significant amount of time. In addition to patrol officers, School Resource Officers are also required to use the approved fueling location taking them away from their schools, in some cases for close to an hour. The addition of these fuel stations would provide a convenient access point for SRO's and Patrol Officers saving funds and travel time to and from the fuel station helping Officers stay in the areas where they are needed the most.

Additionally, the Petro Serve location is not a city-owned fuel station and is open to the public. This puts Officers at risk, especially during significant events and natural disasters. City-owned fueling stations that are not open to the public would help maintain the safety and security of our first responders, especially during times of crisis.

I believe the potential savings to taxpayers is significant and the initial cost to establish the fuel stations would be offset by future savings from bulk fuel purchases. With the cost of fuel rising and the growth of the city I feel this is a responsible and reasonable step to take in keeping City fuel costs down.

I wholeheartedly endorse the proposed fuel station project by Matthew Andvik and I feel it has the potential to make a positive impact city-wide.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Nielsen".

Peter Nielsen
Chief of Police
West Fargo Police Department



"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

To: West Fargo City Commission

From: Jerry Wallace, Assistant City Engineer

Date: April 15, 2024

Subject: Sanitary Lift Station System Rehabilitation (SA 11, 30, 31 and 36)

Action: Accept Bid and Award Contract

New Information and Recommendation:

On April 4, 2024, bids were opened for the referenced project. Two bids were received with the lowest bidder being CC Steel, LLC. in the amount of \$1,319,530.00. The final Engineer's Estimate prior to bidding was \$1,260,000 so bids were 4.7% above the estimate.

The following documents are attached for review/consideration:

- Bid Results and Analysis from Consultant
- Affidavit of Publication
- Bid Tabulation
- Engineer's Certification
- Engineer's Statement of Estimated Cost
- Notice of Award
- Associated Resolution

Staff Recommendation: Accept Bid and Award Contract to CC Steel, LLC. for their bid amount of \$1,319,530.00.

Policy Analysis:

The City of West Fargo has been completing projects to rehabilitate existing sanitary sewer lift stations. These pieces of infrastructure are critical to keep in operation as a failure of a sanitary sewer lift station can create back up into resident's homes. These rehabilitations can extend the life cycle of these lift stations an additional 20-25 years.

Financial Analysis:

The cost of this project is proposed to be paid via Capital Improvement Sales Tax. No assessments are proposed with this project.

Previously Presented Information and Commission Actions:

March 4, 2024

- **Staff Recommendation:** Approve Plans and Specifications and Direct Advertisement for Bids
- **Commission Action:** Commissioner Anderson moved, and Commissioner George seconded to approve. No opposition, motion carried.

December 18, 2023-

- **Staff Recommendation:** Create Project No. 1349, Approve both an Engineer's Report and Task Order for "Basic Services"; and Direct Engineer to prepare Plans and Specifications.

-
- **Commission Action:** Commissioner George moved, and Commissioner Olson seconded to approve. No opposition, motion carried.



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



April 4, 2024

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

Re: Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals
SA 11, 28, 30, 31, 33, 34, & 36
West Fargo, ND

Dear Dan:

Bids were opened online during a virtual meeting for the above referenced project on April 4, 2024 at 10:30 a.m. Prime bids for both the General and Electrical portions of the project were requested to comply with North Dakota Century Code, designated as Contract No. 1 and Contract No. 2 respectively. Contract No. 1 was for the general portion of the project and included an optional alternate bid to add the electrical work to the contract. If the electrical alternate was favorable, then the low bid for the electrical work only (Contract No. 2) would no longer be needed.

The received bids were compiled and the bid tabulation is enclosed for your review. CC Steel was the low bidder with a General Construction + Electrical Construction bid amount of \$1,319,530.00. Our Engineer's Opinion of Probable Cost with the Engineer's Report was \$1,325,000.00 which included approximately 15% contingencies. Our final engineer's estimate prior to bidding was \$1,260,000.00 without contingencies for General and Electrical Construction.

Also enclosed is the Engineer's Statement of Cost including the low bidder's construction prices for your review. Please sign the letter and return upon your approval.

Please review the enclosed information and provide comment, if any, at your earliest convenience. To meet the project's proposed schedule, the Contract is anticipated to be awarded by the West Fargo City Commission on April 15, 2024. If the Contract is awarded by the Commission, please sign, date, and return the enclosed Notice of Award so we can begin working on the Contracts.

Sincerely,

Matthew Prochniak, PE
Project Manager

Enclosures:

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



AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

Yuade Moore, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Forum of Fargo-Moorhead (ND), a newspaper printed and published in the City of Fargo, County of Cass, State of North Dakota.

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

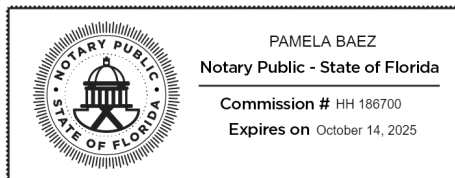
2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (3) time: *Wednesday, March 13, 2024, Wednesday, March 20, 2024, Wednesday, March 27, 2024*, as required by law or ordinance.

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

(Signed) Yuade Moore

VERIFICATION

State of Florida
County of Orange



Subscribed in my presence and sworn to before me on this: **03/27/2024**

Notary Public
Notarized remotely online using communication technology via Proof.

CITY OF WEST FARGO, NORTH DAKOTA
Project No. 1349: Sanitary Sewer System Rehabilitation and Incidentals
(SA 11, 28, 30, 31, 33, 34, & 36)

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

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until April 4, 2024 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com.

The Project consists of the rehabilitation of wastewater lift stations including piping and valve replacement, pumps, wastewater force main replacement, electrical control panel replacement, painting and coatings, incidental road repair, and associated surface restoration.

Separate Bids will be received for Contract No. 1 - General Construction, and Contract No. 2 - Electrical Construction. Bids shall be on a unit price basis for Contract No. 1, and on a unit price basis for Contract No. 2. Digital project bidding documents will be available at www.mooreengineeringinc.com by clicking the Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of \$50.00 by locating eBidDoc™ Number 8992870 on the website. Contact QuestCDN Customer Support at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading digital project information, and vBid online bid submittal questions.

Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond, and any conditions of the City of West Fargo, as required by law. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder. Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-7. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above.



BID TABULATION

Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals
SA 11, 28, 30, 31, 33, 34, & 36
West Fargo ND
Project No. 23506
Bid Date: April 4, 2024

CC Steel LLC
5303 Creekview Green
Maple Plain, MN 55359

Sun Electric, Inc.
411 39th St N
Fargo, ND 58102

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
Contract No. 1: General Construction								
1.	15000	Traffic Control	L SUM	1	\$9,200.00	\$9,200.00	-	No Bid
2.	PLAN	Removal of Concrete Pavement	L SUM	1	\$5,200.00	\$5,200.00	-	No Bid
3.	333123	Sanitary Sewer Force Main - 8"	LF	1,246	\$105.00	\$130,830.00	-	No Bid
4.	PLAN	Rehabilitate Lift Station - SA 11	L SUM	1	\$185,600.00	\$185,600.00	-	No Bid
5.	PLAN	Rehabilitate Lift Station - SA 30	L SUM	1	\$238,000.00	\$238,000.00	-	No Bid
6.	PLAN	Rehabilitate Lift Station - SA 31	L SUM	1	\$189,000.00	\$189,000.00	-	No Bid
7.	PLAN	Rehabilitate Lift Station - SA 36	L SUM	1	\$187,000.00	\$187,000.00	-	No Bid
8.	PLAN	Slide Gates (SA 28, 33, & 34)	EACH	3	\$23,500.00	\$70,500.00	-	No Bid
9.	PLAN	Concrete Driveway Replacement	L SUM	1	\$9,500.00	\$9,500.00	-	No Bid
10.	PLAN	Aggregate Driveway Replacement	L SUM	1	\$1,200.00	\$1,200.00	-	No Bid
11.	PLAN	Turf Establishment	L SUM	1	\$8,500.00	\$8,500.00	-	No Bid
12.	12000	Cash Allowance - Pumps	ALLOW	1	\$152,000.00	\$152,000.00	-	No Bid
Contract No. 1: Alternate - Electrical								
A1	PLAN	Electrical Work - Lift Station SA 30	L SUM	1	\$13,500.00	\$13,500.00	-	No Bid
A2	PLAN	Electrical Work - Lift Station SA 31	L SUM	1	\$13,500.00	\$13,500.00	-	No Bid
A3	PLAN	Electrical Work - Lift Station SA 36	L SUM	1	\$13,500.00	\$13,500.00	-	No Bid
A4	PLAN	Cash Allowance - Control Panels	ALLOW	1	\$92,500.00	\$92,500.00	-	No Bid
Contract No. 2: Electrical Construction								
13.	PLAN	Electrical Work - Lift Station SA 30	L SUM	1	-	No Bid	\$35,000.00	\$35,000.00
14.	PLAN	Electrical Work - Lift Station SA 31	L SUM	1	-	No Bid	\$35,000.00	\$35,000.00
15.	PLAN	Electrical Work - Lift Station SA 36	L SUM	1	-	No Bid	\$35,000.00	\$35,000.00
16.	PLAN	Cash Allowance - Control Panels	ALLOW	1	-	No Bid	\$92,500.00	\$92,500.00
TOTAL CONTRACT NO.1: GENERAL CONSTRUCTION						\$1,186,530.00	No Bid	
TOTAL CONTRACT NO. 1: ALTERNATE - ELECTRICAL						\$133,000.00	No Bid	
TOTAL CONTRACT NO. 2: ELECRICAL CONSTRUCTION						No Bid		\$197,500.00





ENGINEERING DEPARTMENT

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

April 15, 2024

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

Re: Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals
SA 11, 28, 30, 31, 33, 34, & 36

WHEREAS, bids were opened and filed for Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals for the City of West Fargo, North Dakota; and

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

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

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

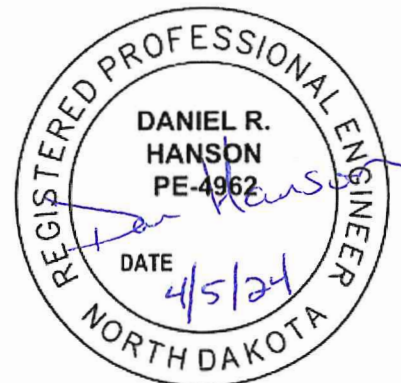
That the following (and/or attached hereto) is a detailed statement of the estimated cost for work described as Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals of the City of West Fargo, North Dakota.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 5TH day of APRIL, 2024.

DANIEL R. HANSON
ND REG. NO. 4962



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





Project No. 1349; Sanitary Sewer System Rehabilitation and Incidentals
SA 11, 28, 30, 31, 33, 34, & 36
West Fargo ND
Project No. 23506
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
Contract No. 1: General Construction						
1.	15000.00	Traffic Control	L SUM	1	\$9,200.00	\$9,200.00
2.	PLAN	Removal of Concrete Pavement	L SUM	1	\$5,200.00	\$5,200.00
3.	333123.00	Sanitary Sewer Force Main - 8"	LF	1,246	\$105.00	\$130,830.00
4.	PLAN	Rehabilitate Lift Station - SA 11	L SUM	1	\$185,600.00	\$185,600.00
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6.	PLAN	Rehabilitate Lift Station - SA 31	L SUM	1	\$189,000.00	\$189,000.00
7.	PLAN	Rehabilitate Lift Station - SA 36	L SUM	1	\$187,000.00	\$187,000.00
8.	PLAN	Slide Gates (SA 28, 33, & 34)	EACH	3	\$23,500.00	\$70,500.00
9.	PLAN	Concrete Driveway Replacement	L SUM	1	\$9,500.00	\$9,500.00
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11.	PLAN	Turf Establishment	L SUM	1	\$8,500.00	\$8,500.00
12.	12000.00	Cash Allowance - Pumps	ALLOW	1	\$152,000.00	\$152,000.00
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A1	PLAN	Electrical Work - Lift Station SA 30	L SUM	1	\$13,500.00	\$13,500.00
A2	PLAN	Electrical Work - Lift Station SA 31	L SUM	1	\$13,500.00	\$13,500.00
A3	PLAN	Electrical Work - Lift Station SA 36	L SUM	1	\$13,500.00	\$13,500.00
A4	PLAN	Cash Allowance - Control Panels	ALLOW	1	\$92,500.00	\$92,500.00
Construction Subtotal						\$1,319,530.00
Contingencies (~10%)						\$132,470.00
Total Construction						\$1,452,000.00
Study & Report						\$26,000.00
Engineering						\$159,720.00
Additional Consultanting Services						\$25,000.00
Legal & Administration						\$72,280.00
TOTAL COST						\$1,735,000.00

NOTICE OF AWARD

Date of Issuance:

Owner: City of West Fargo

Owner's Contract No.: 1349

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 23506

Project: SA 11, 28, 30, 31, 33, 34, & 36

Contract Name: Project No. 1349; Sanitary Sewer System
Rehabilitation and Incidentals

Bidder: CC Steel, LLC

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

TO BIDDER:

You are notified that Owner has accepted your Bid dated April 4, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Contract No 1: General Construction + Electrical Construction Alternate.

The Contract Price of the awarded Contract is: \$1,319,530.00

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

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

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

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

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

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

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Copy: Engineer

Commissioner _____ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Project No. 1349 – Sanitary Sewer System Rehabilitations, Replacements; and Incidentals of the City of West Fargo, North Dakota; and

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

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

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

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of CC Steel, LLC., in the amount of \$1,325,000.00, 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 amount of 5% of the bid price 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. 1349;

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 CC Steel, LLC., in the amount of \$1,325,000.00 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: April 15, 2024

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.

MEMORANDUM

TO: President and Commissioners of the
West Fargo City Commission

FROM: John T. Shockley

DATE: March 4, 2024

RE: Electric Franchise Fee Increase



I. Background

Article III, Section 10, of the Home Rule Charter authorizes the City of West Fargo (the “City”) to grant and regulate franchises for utility, business, or enterprise purposes. The City granted electric franchises to Northern States Power Company d/b/a Xcel Energy and Cass County Electric Cooperative, Inc. on May 1, 2012, pursuant to Chapters 14-02 and 14-03 of the City Ordinances.

The City Ordinances require franchisees to pay an annual franchise fee of two percent (2%) of their average gross revenues from sales of electricity within the City. The fees defray the City’s costs of administering and regulating the activities of the franchisees and for the use of streets, alleys, and public grounds of the City by the franchisees.

As part of the 2024 budget, the City will increase franchise fees from two percent (2%) to four percent (4%) to provide additional revenue to the City. The City may increase electric franchise fees so long as it is done on a non-discriminatory basis.

II. Process to Increase Franchise Fee

The City Commission needs adopt amendments to the electric franchise ordinances to effectuate the increases. The franchise ordinances state, “Nothing in this paragraph shall be construed as restricting the City from either raising or lowering the two percent franchise fee provided herein in a non-discriminatory basis.”

North Dakota courts have interpreted discrimination by a utility to include giving preferential treatment to certain individuals or charging exorbitant fees as a condition of furnishing service. The increase in the City’s franchise fee will apply to both electric utility companies, and will only increase by two percent (2%), since adoption of the ordinances in 2012.

To effectuate the increase, the City Commission must approve amendments to the electric franchise fee ordinances. While the ordinances do not require notice to the franchisees, it is recommended that the City provide written notice of the increase.

ORDINANCE NO. 1241

AN ORDINANCE TO AMEND AND REENACT SECTION 14-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO, RELATING TO NORTHERN STATES POWER COMPANY D/B/A XCEL ENERGY ELECTRIC FRANCHISE FEES.

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

SECTION 1. Section 14-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

14-0202. In consideration of the permit hereby granted and in order to defray the City's costs of administering and regulating the activities of the Company in connection therewith and for the use of the streets, alleys, public grounds of the City by the Company, the Company hereby agrees to pay City a fee equal to ~~two per cent (2%)~~ four percent (4%) of the Company's gross revenues from sales of electricity within the City. It is understood that Company may add to its billings to consumers within the City, a surcharge of ~~two percent (2%)~~ four percent (4%) to reimburse the Company for the costs of such fee. This fee shall be payable monthly and Company agrees, upon execution of this Agreement, to file monthly statements with the City, within fifteen days of the end of each month, setting out the amount of its gross revenues from the sale of electricity within the City the previous month. Company shall also submit at that time whatever fee payments may then be due. On or before 120 days after the end of Company's fiscal year and in each year of this agreement, Company shall provide City with a certification of the gross revenues for the preceding year, prepared by an independent certified accountant in accordance with generally accepted auditing standards, and that fairly and accurately represents the gross revenues of the Company for said year. The calculation of the ~~2%~~ four percent (4%) franchise fee shall be clearly shown as part of this certification in a form approved by the City Administrator. This certification shall be used to determine the exact amount of payments due the City and to correct any overpayments or underpayments by the Company. Provided, that the ~~2%~~ four percent (4%) fee will commence with Company's first billing month that does not include any sales of electricity prior to June 1, 2012. Nothing in this paragraph shall be construed as restricting the City from either raising or lowering the ~~two per cent~~ four percent (4%) franchise fee provided herein in a non-discriminatory basis. Nor shall the Franchise be construed as a limitation on the City's power to tax the Company.

The franchise fee payable by the Company will be generally applicable and uniformly applied to all other suppliers of electricity in the City of West Fargo. Should the scope of application, exclusions, or rates charged to any other supplier of electricity in the City of West Fargo result in the other supplier paying less than it would have paid had the fee payable hereunder been applied to it, the Company will be entitled to pay its franchise fee on the same basis as the City of West Fargo charges such other supplier.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

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

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1241

AN ORDINANCE TO AMEND AND REENACT SECTION 14-0302 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO, RELATING TO CASS COUNTY ELECTRIC COOPERATIVE, INC. ELECTRIC FRANCHISE FEES.

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

SECTION 1. Section 14-0302 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

14-0302. In consideration of the permit hereby granted and in order to defray the City's costs of administering and regulating the activities of the Company in connection therewith and for the use of the streets, alleys, public grounds of the City by the Company, the Company hereby agrees to pay City a fee equal to ~~two per cent (2%)~~ four percent (4%) of the Company's gross revenues from sales of electricity within the City. It is understood that Company may add to its billings to consumers within the City, a surcharge of ~~two percent (2%)~~ four percent (4%) to reimburse the Company for the costs of such fee. This fee shall be payable monthly and Company agrees, upon execution of this Agreement, to file monthly statements with the City, within fifteen days of the end of each month, setting out the amount of its gross revenues from the sale of electricity within the City the previous month. Company shall also submit at that time whatever fee payments may then be due. On or before 120 days after the end of Company's fiscal year and in each year of this agreement, Company shall provide City with a certification of the gross revenues for the preceding year, prepared by an independent certified accountant in accordance with generally accepted auditing standards, and that fairly and accurately represents the gross revenues of the Company for said year. The calculation of the ~~2%~~ four percent (4%) franchise fee shall be clearly shown as part of this certification in a form approved by the City Administrator. This certification shall be used to determine the exact amount of payments due the City and to correct any overpayments or underpayments by the Company. Provided, that the ~~2%~~ four percent (4%) fee will commence with Company's first billing month that does not include any sales of electricity prior to June 1, 2012. Nothing in this paragraph shall be construed as restricting the City from either raising or lowering the ~~two per cent~~ four percent (4%) franchise fee provided herein in a non-discriminatory basis. Nor shall the Franchise be construed as a limitation on the City's power to tax the Company.

The franchise fee payable by the Company will be generally applicable and uniformly applied to all other suppliers of electricity in the City of West Fargo. Should the scope of application, exclusions, or rates charged to any other supplier of electricity in the City of West Fargo result in the other supplier paying less than it would have paid had the fee payable hereunder been applied to it, the Company will be entitled to pay its franchise fee on the same basis as the City of West Fargo charges such other supplier.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

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

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:



To: West Fargo City Commission
From: Joint Powers Agreement Committee
Date: April 15th, 2024
Subject: Recommendation from JPA regarding Lights II
Action: Accept recommendation

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 Joint Powers Agreement was formed with the overall goal to leverage publicly owned land to incentivize a private developer to grow the tax base for all taxing entities while serving our community with unique spaces.

The following is the recommendation approved at the March 2024 JPA committee meeting:

JPA recommends to move forward with the proposal concept in three parts. First, to limit the scope of the development agreement to the phase 1 of the proposal. Second, to ensure that the development agreement is reviewed and agreed upon by both the City Commission and School Board. Lastly, to ensure the TIF reflects phase 1 of the development and is only utilized for public infrastructure.

The recommendation from the committee comes from a high-level concept plan and direction that establishes the overall goals for the use of the development. Approving the recommendation allows city staff to begin working with the developer to attain deeper depth and breadth of the project details.

Supporting Documentation

- Timeline
- March 25th 2024 JPA Meeting Minutes
- Lights II Proposal

Action:

Accept the recommendation from the JPA and direct city staff to begin work on developing development agreements.

Timeline

- June 2022
Joint Powers Agreement (JPA) was formed
- March 2023
Request for Proposals (RFP) published and publicly advertised.
Seeking a private partner for a multi-use development on a publicly owned property.
Staff heard from several interested developers and entertained all inquiries regarding the RFP.
- June 2023
JPA Committee received one proposal to review.
JPA Committee recommended to award the proposal by EPIC to the City Commission and West Fargo Public Schools.
- July 2023
City Commission and West Fargo Public Schools approved EPIC Development as the approved developer for this project and directed staff to work with the developer on refining project details.
- March 2024
JPA Committee reviewed updated proposal brought forward for consideration.
JPA Committee made a formal recommendation for consideration today:

JPA recommends to move forward with the proposal concept in three parts. First, to limit the scope of the development agreement to the phase 1 of the proposal. Second, to ensure that the development agreement is reviewed and agreed upon by both the City Commission and School Board. Lastly, to ensure the TIF reflects phase 1 of the development and is only utilized for public infrastructure.



**Joint Powers Agreement
Committee Meeting Minutes
Monday, March 25, 2024 at 10 am
Fire Hall Headquarters Conference Room**

The Joint Powers Agreement Committee met on Monday, March 25, 2024, at 10 am for a meeting to review the concept proposal from Epic Companies.

Voting Members Present: Commissioner Bernie Dardis, Commissioner Mark Simmons, Dustin Scott, Levi Bachmeier, Patti Stedman, Jessica Jackson.

City Staff: Casey Sanders-Berglund (Economic Development Manager), Aaron Nelson (City Planner), Rachel Richter-Lordeman (Communications Manager)

Development Company, Epic Companies staff present were Blake Nybakken and Brian Reinerts.

Patti called the meeting to order.

Roll call attendance Commissioner Dardis (present), Commissioner Simmons (present), Dustin Scott (present), Levi Bachmeier (present), Patti Stedman (present), Jessica Jackson (present).

Dustin moved and Bernie seconded to approve the Order of Agenda. No opposition. Motion carried.

Review of the working group timeline and overall themes that were of major focus through discussion.

Proposal review conducted by Epic Companies Staff.

Levi motioned to recommend to move forward with the proposal concept in three parts. First, to limit the scope of the development agreement to the phase 1 of the proposal. Second, to ensure that the development agreement is reviewed and agreed upon by both the City Commission and School Board. Lastly, to ensure the TIF reflects phase 1 of the development and is only utilized for public infrastructure.

Dustin seconded. Roll call vote Commissioner Dardis (yes), Commissioner Simmons (obtained), Dustin Scott (yes), Levi Bachmeier (yes), Patti Stedman (yes), Jessica Jackson (yes). Motion carried.

Patti inquired for any additional discussion prior to adjourning the meeting. No discussion. Meeting was adjourned.

Chair, Patti Steadman

EPIC COMPANIES

THE LIGHTS II

WEST FARGO, ND



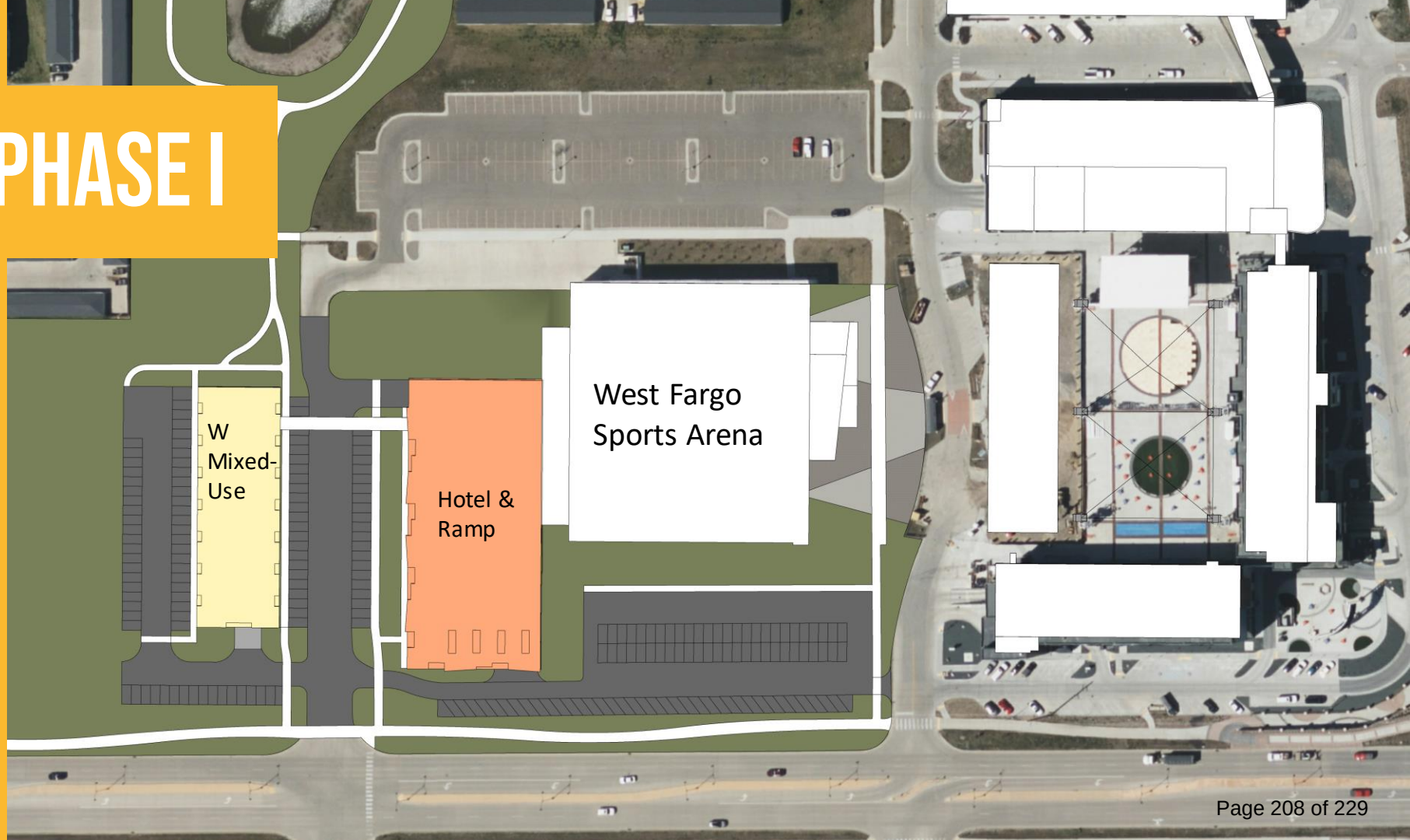
Welcome

HOW WE GOT HERE

- MARCH 15, 2023** RFP Released – Create tax dollars for the land
- MAY 12, 2023** EPIC Companies proposal submitted
- JUNE 26, 2023** Presented proposal to City and School Officials
- JULY 10, 2023** West Fargo City Commission approved entering into a partnership with EPIC behind a unanimous vote
- TODAY**
-



PHASE I



W
Mixed-
Use

Hotel &
Ramp

West Fargo
Sports Arena

PHASE I

SE VIEW



SW VIEW



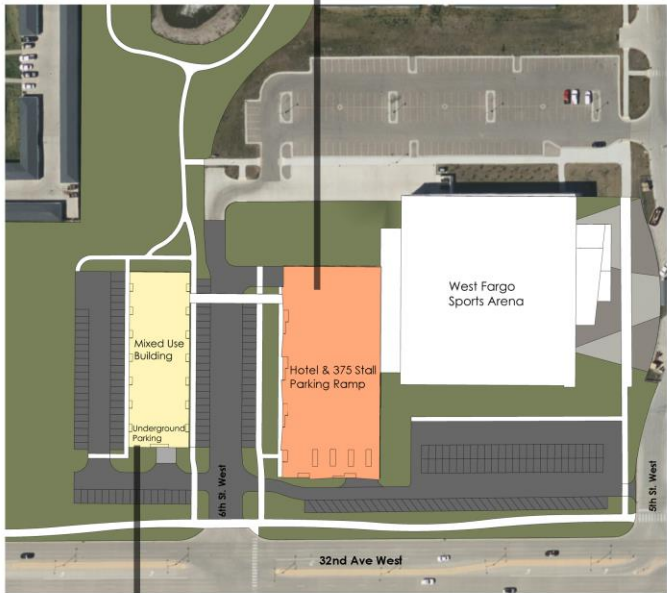
NE VIEW



NW VIEW



PHASE I

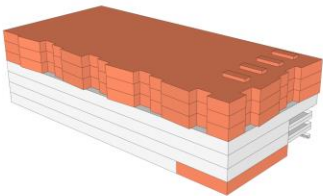


Hotel & Parking Ramp

Mixed Use Building

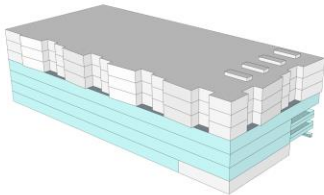
Hotel Floors 1 & 5-7

- Floor 7 - 28,966 Sq. Ft.
- Floor 6 - 28,966 Sq. Ft.
- Floor 5 - 28,966 Sq. Ft.
- Floor 1 - 4,100 Sq. Ft.
- Total - 91,000 Sq. Ft



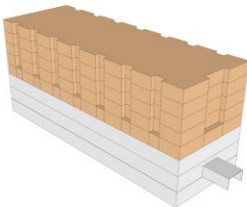
Parking Garage Floors 1-4

- Floor 4 - 33,456 Sq. Ft.
- Floor 3 - 33,456 Sq. Ft.
- Floor 2 - 33,456 Sq. Ft.
- Floor 1 - 29,356 Sq. Ft.
- Total - 129,724 Sq. Ft



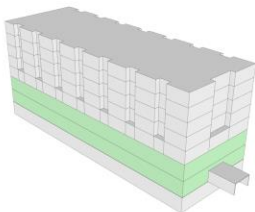
Residential Floors 3-7

- Floor 7 - 17,325 Sq. Ft.
- Floor 6 - 17,325 Sq. Ft.
- Floor 5 - 17,325 Sq. Ft.
- Floor 4 - 17,325 Sq. Ft.
- Floor 3 - 17,325 Sq. Ft.
- Total - 86,625 Sq. Ft



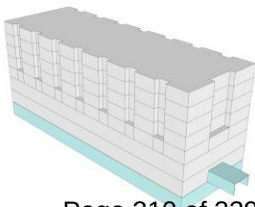
Commercial Floors 1-2

- Floor 2 - 17,325 Sq. Ft.
- Floor 1 - 17,325 Sq. Ft.
- Total - 34,650 Sq. Ft



Underground Parking Floor 1

- Floor 1 - 17,325 Sq. Ft.



PHASE II + III

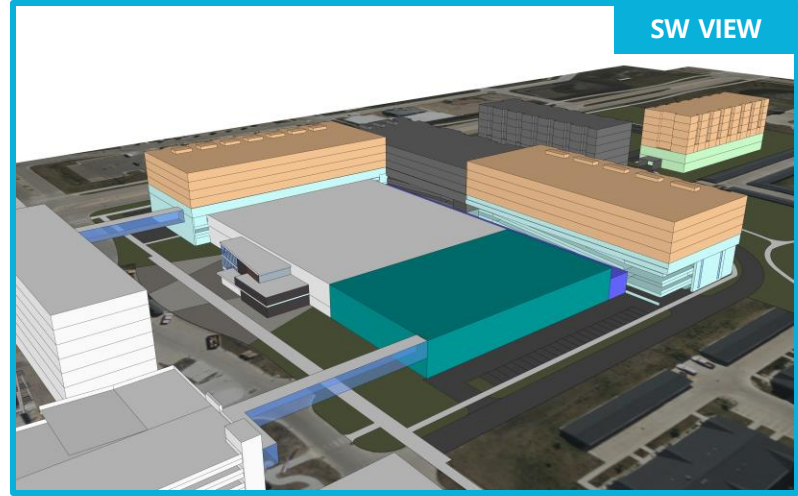


PHASE II + III

SE VIEW



SW VIEW



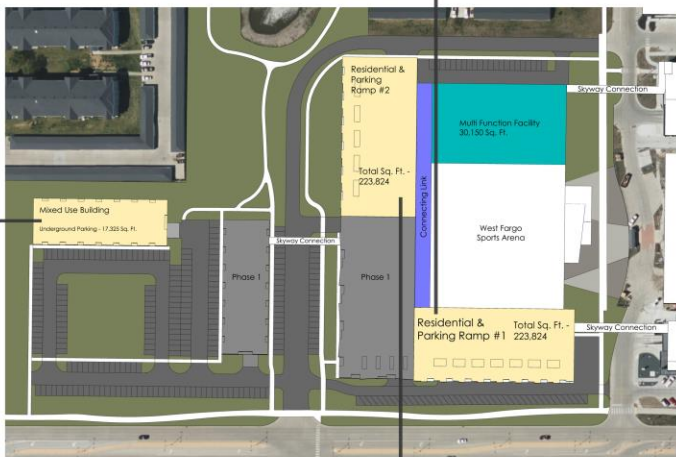
NE VIEW



NW VIEW



PHASE II + III

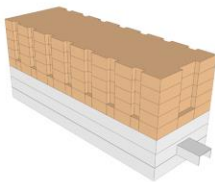


Mixed Use Building

Residential

Floors 3-7

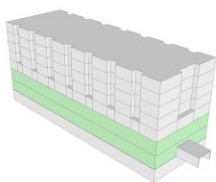
Floor 7 - 17,325 Sq. Ft.
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Commercial

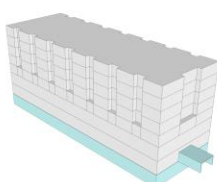
Floors 1-2

Floor 2 - 17,325 Sq. Ft.
 Floor 1 - 17,325 Sq. Ft.
 Total - 34,650 Sq. Ft



Underground Parking

Floor -1 - 17,325 Sq. Ft.

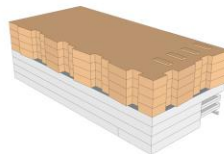


Residential & Parking Ramp #2

Residential

Floors 5-8

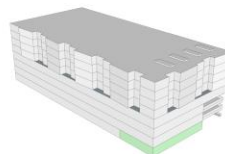
Floor 8 - 22,500 Sq. Ft.
 Floor 7 - 22,500 Sq. Ft.
 Floor 6 - 22,500 Sq. Ft.
 Floor 5 - 22,500 Sq. Ft.
 Total - 90,000 Sq. Ft



Commercial

Floor 1

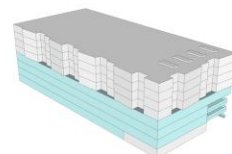
Floor 1 - 4,100 Sq. Ft.



Parking Garage

Floors 1-4

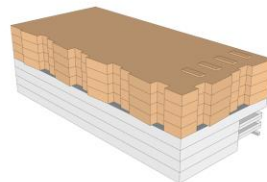
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 Floor 3 - 33,456 Sq. Ft.
 Floor 2 - 33,456 Sq. Ft.
 Floor 1 - 29,356 Sq. Ft.
 Total - 129,724 Sq. Ft



Residential

Floors 5-8

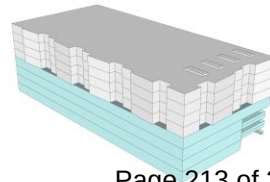
Floor 8 - 22,500 Sq. Ft.
 Floor 7 - 22,500 Sq. Ft.
 Floor 6 - 22,500 Sq. Ft.
 Floor 5 - 22,500 Sq. Ft.
 Total - 90,000 Sq. Ft



Parking Garage

Floors 1-4

Floor 4 - 33,456 Sq. Ft.
 Floor 3 - 33,456 Sq. Ft.
 Floor 2 - 33,456 Sq. Ft.
 Floor 1 - 33,456 Sq. Ft.
 Total - 133,824 Sq. Ft



2025

2026

2027

2028

2029

IMAGINE BY EPIC + RAMP
Spring 2025 – Fall 2026

WEST MIXED-USE BUILDING
Summer 2025 – Fall 2027

NORTHWEST MIXED-USE BUILDING + RAMP
Fall 2026 – Fall 2028

SOUTH MIXED-USE + RAMP
Spring 2027 – Winter 2029

WEST WEST MIXED-USE BUILDING
Spring 2028 – Fall 2029

PHASE I

PHASE II + III

PLAZA , POND,
OUTDOOR
Fall 2026

MULTI-FUNCTION FACILITY
TBD

TIMELINE

Jobs & COMMERCIAL ACTIVITY

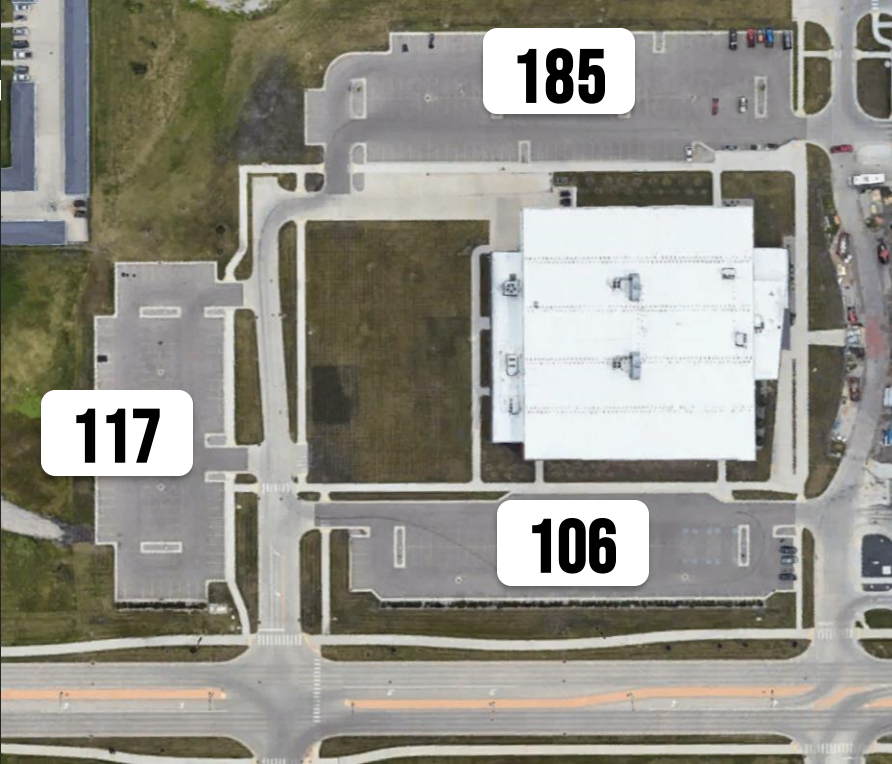


POTENTIAL COMMERCIAL TENANTS

There will be room for approximately 8-12* new commercial spaces pending the type of business.

*Based on commercial tenant mix at existing developments.





185

117

106

**CURRENT
PARKING
408 SPACES**



PHASE I PARKING

WHAT WE LOST: 133 SURFACE PARKING SPACES

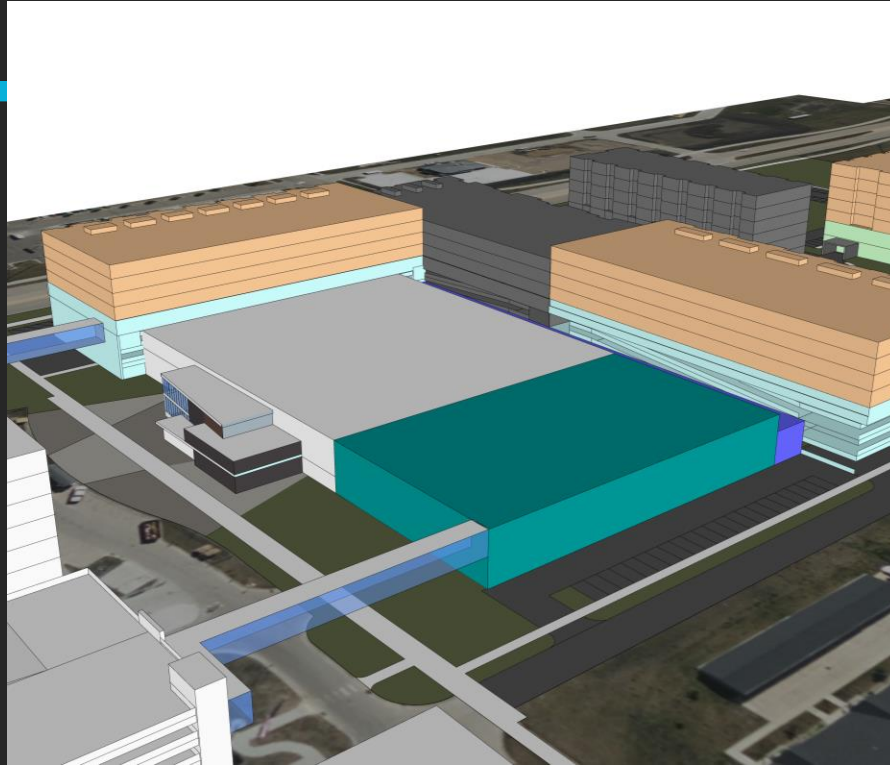
WHAT WE ADDED: 545

- 375 PARKING RAMP
- 38 UNDERGROUND
- 107 SURFACE PARKING

WHAT NEW BUILDINGS REQUIRE: 281

- (125) W MIXED-USE BUILDING
- (156) HOTEL

NET GAIN: 131



FULL BUILD = 1,350 SPACES

PHASE II + III PARKING

WHAT WE LOST: 205 SURFACE PARKING SPACES

WHAT WE ADDED: 760

- 600 PARKING RAMP
- 38 UNDERGROUND
- 122 SURFACE PARKING

WHAT NEW BUILDINGS REQUIRE: 425

- (125) WW MIXED-USE BUILDING
- (150) NW MIXED-USE BUILDING
- (150) S MIXED-USE BUILDING

NET GAIN: 204

POTENTIAL BUILDING TYPES



THE GALVAN

Rockville, Maryland



HILTON

Madison, WI



WASHINGTON SQUARE

Sioux Falls, SD

POTENTIAL BUILDING TYPES



CROSSWINDS

Annapolis, Maryland



DISTRICT 1860

Lincolnwood, IL



HOTEL MELBY

Melbourne, FL

EPIC COMPANIES

THANK YOU

WEST FARGO, ND



April 1, 2024

City of West Fargo
800 Fourth Ave. E., Suite #1
West Fargo, North Dakota 58078

**RE: Letter Agreement between Client and AE2S Nexus
West Fargo 2024 Finance Support – West Fargo, ND
P05557-2024-004**

Dear Dustin Scott,

Advanced Engineering and Environmental Services, LLC (d/b/a “AE2S Nexus”) proposes to provide Finance Department Support and On-Call Services (Assignment) to City of West Fargo (CLIENT). This Agreement, including Exhibit A, sets forth the terms and conditions under which the CLIENT and AE2S Nexus shall be governed regarding the services to be provided, and shall take effect upon CLIENT’S acceptance.

Scope of Services

AE2S Nexus will perform the following tasks:

- 2025 Budget Prep Support
 - Provide guidance and review of the budget preparation process. This may include research on the status of current fund accounts and calculation of up-front information to help in the process.
- 2023 Audit Support
 - Support of the data collection efforts for the 2023 audit through use of the City's accounting software. Prepare reports and review information to help staff better meet the requests of the auditors.
- On-Call Services
 - Additional services as it relates to helping the City Administrator and finance department evaluate data requests, options for process improvement, or similar items.

Additional Services

Services resulting from significant changes in the general scope, extent, or character of the Assignment are not included as a part of the general Scope of Services. If authorized in writing by the CLIENT, AE2S Nexus will provide services beyond the scope of this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B.

CLIENT’S Responsibilities

CLIENT shall do the following in a timely manner, so as not to delay the services of AE2S Nexus:

1. Designate a person to act as CLIENT’S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive

information, and interpret and define CLIENT's policies and decisions with respect to services for the Assignment.

2. Provide all criteria and full information as to CLIENT'S requirements for the Assignment.

CLIENT shall bear all costs incident to compliance with its responsibilities pursuant to this section.

Fees

AE2S Nexus shall render services under this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B not to exceed \$45,000.00 without written authorization from CLIENT, plus reimbursement for all project related expenses.

Schedule

AE2S Nexus shall use commercially reasonable efforts to complete Basic Services within a reasonable time period.

Contract Documents

This Agreement includes the following documents, incorporated herein by reference:

1. Exhibit A - Terms and Conditions;
2. Exhibit B - Hourly Fee and Expense Schedule; and
3. All other attached Exhibits referenced in this Agreement.

There are no contract documents other than this Agreement and those documents listed above.

AE2S Nexus Designated Representative

Ryan Graf, Senior Consultant
ryan.graf@ae2s.com
(218) 791-5847

Acceptance

If this Agreement sets forth your understanding of our agreement, including the scope of work desired, fees, terms, and conditions, please sign in the space provided and return a copy to AE2S Nexus. Thank you for the opportunity to assist in this project and we look forward to working with you.

Sincerely,


Ryan Graf (Mar 29, 2024 11:21 CDT)

AE2S Nexus

By:



Jordan Grasser
Operations Manager

Client

Signed Date:

By:

Name:

Dustin Scott

Title:

City Administrator

Standard Terms and Conditions

The Agreement is supplemented to include the following:

1. **Standard of Care**
 - a. The standard of care for all professional services performed or furnished by AE2S Nexus under this Agreement will be the care and skill ordinarily used by members of AE2S Nexus's profession practicing under similar circumstances at the same time and in the same locality. AE2S Nexus makes no warranties, express or implied, under this Agreement or otherwise, in connection with AE2S Nexus's services.
 - b. CLIENT shall be responsible for, and AE2S Nexus may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to AE2S Nexus pursuant to this Agreement. AE2S Nexus may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.
 - c. AE2S Nexus's services do not include serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission.
2. **Payments to AE2S Nexus**
 - a. Invoices will be prepared in accordance with AE2S Nexus's standard invoicing practices and will be submitted to CLIENT by AE2S Nexus monthly, unless otherwise agreed. Invoices are due and payable within 30 days. If CLIENT fails to make any payment due AE2S Nexus for services and expenses within 30 days, the amounts due AE2S Nexus will be increased at the rate of 1.75% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, AE2S Nexus may, after giving seven days written notice to CLIENT, suspend services under this Agreement until AE2S Nexus has been paid in full all amounts due for services, expenses, and other related charges. All payments shall be made in United States Dollars.
 - b. AE2S Nexus' estimate of the amounts that will become payable are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to AE2S Nexus under the Agreement.
 - c. When estimated compensation amounts have been stated herein and it subsequently becomes apparent to AE2S Nexus that a compensation amount thus estimated will be exceeded, AE2S Nexus shall give CLIENT written notice thereof. Promptly thereafter CLIENT and AE2S Nexus shall review the matter of services remaining to be performed and compensation for such services. CLIENT shall either agree to such compensation exceeding said estimated amount or CLIENT and AE2S Nexus shall agree to a reduction in the remaining services to be rendered by AE2S Nexus, so that total compensation for such services will not exceed said estimated amount when such services are completed.
 - d. AE2S Nexus' compensation is conditioned on time to complete the Assignment not exceeding the time identified in in this Agreement. Should the time to complete the Assignment be extended beyond this period due to reasons not the fault of and beyond the control of AE2S Nexus, the total compensation to AE2S Nexus shall be appropriately adjusted.
3. **Insurance**

AE2S Nexus will maintain insurance coverage for Workers' Compensation, Professional Liability, General Liability, and Automobile Liability and will provide certificates of insurance to CLIENT upon request.
4. **Exclusion of Special, Incidental, Indirect, and Consequential Damages**

To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, AE2S Nexus and AE2S Nexus's officers, directors, partners, employees, agents, and Consultants, or any of them, shall not be liable to CLIENT or anyone claiming by, through, or under CLIENT for any special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to the Services or this Agreement, from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract or warranties, express or implied, of AE2S Nexus or AE2S Nexus's officers, directors, partners, employees, agents, or AE2S Nexus's Consultants, or any of them.
5. **Limit of Liability**

To the fullest extent permitted by law, notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of AE2S Nexus and AE2S Nexus's officers, directors, partners, employees, agents, and AE2S Nexus's Consultants, and any of them, to CLIENT and anyone claiming by, through, or under CLIENT for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of AE2S Nexus or AE2S Nexus's officers, directors, partners, employees, agents, or AE2S Nexus's Consultants, or any of them, shall not exceed total compensation received by AE2S Nexus as part of this Agreement.
6. **Termination of Contract**

Either party may at any time, upon seven days prior written notice to the other party, terminate this Agreement. Upon such termination, CLIENT shall pay to AE2S Nexus all amounts owing to AE2S Nexus under this Agreement, for all work performed up to the effective date of termination, plus reasonable termination costs.
7. **Force Majeure**

AE2S Nexus shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond AE2S Nexus's reasonable control.
8. **No Third Party Beneficiaries**

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of CLIENT and AE2S Nexus and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either CLIENT or AE2S Nexus. AE2S Nexus's services under this Agreement are being performed solely for CLIENT's benefit, and no other entity shall have any claim against AE2S Nexus because of this Agreement or the performance or nonperformance of services hereunder.

9. Assignment
Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.
10. Binding Effect
This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors, and assigns.
11. Severability and Waiver of Provisions
Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and AE2S Nexus, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
12. Survival
All express representations, indemnifications, or limitations of liability included in this Agreement will survive its completion or termination for any reason.
13. Headings
The headings used in this Agreement are for general reference only and do not have special significance.
14. Controlling Law
This Agreement is to be governed by the law of the State of North Dakota without regard to its conflicts of laws principles.
15. Notices
Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.
16. Executed in Counterparts
This Agreement may be executed in counterparts, each of which together will constitute one and the same instrument. Delivery of an executed counterpart of this Agreement shall constitute effective delivery of this Agreement. Each party agrees that the delivery of the Agreement by facsimile or electronic mail shall have the same force and effect as delivery of original signature and that each party may use such facsimile or electronic mail signatures as evidence of the execution and delivery of the Agreement by the parties to the same extent that an original signature could be used.

Hourly Fee and Expense Schedule

Labor Rates*

Administrative 1	\$67.00		
Administrative 2	\$82.00		
Administrative 3	\$99.00	I&C Assistant 1	\$104.00
		I&C Assistant 2	\$129.00
Communications Specialist 1	\$109.00	I&C 1	\$154.00
Communications Specialist 2	\$127.00	I&C 2	\$182.00
Communications Specialist 3	\$146.00	I&C 3	\$205.00
Communications Specialist 4	\$176.00	I&C 4	\$218.00
Communications Specialist 5	\$194.00	I&C 5	\$228.00
Construction Services 1	\$130.00	IT 1	\$135.00
Construction Services 2	\$159.00	IT 2	\$182.00
Construction Services 3	\$176.00	IT 3	\$223.00
Construction Services 4	\$195.00		
Construction Services 5	\$216.00	Land Surveyor Assistant	\$99.00
		Land Surveyor 1	\$119.00
Engineering Assistant 1	\$88.00	Land Surveyor 2	\$144.00
Engineering Assistant 2	\$103.00	Land Surveyor 3	\$163.00
Engineering Assistant 3	\$130.00	Land Surveyor 4	\$179.00
Engineer 1	\$140.00	Land Surveyor 5	\$197.00
Engineer 2	\$168.00		
Engineer 3	\$197.00	Operations Specialist 1	\$104.00
Engineer 4	\$228.00	Operations Specialist 2	\$130.00
Engineer 5	\$244.00	Operations Specialist 3	\$161.00
		Operations Specialist 4	\$184.00
Engineering Technician 1	\$87.00	Operations Specialist 5	\$206.00
Engineering Technician 2	\$109.00		
Engineering Technician 3	\$131.00	Project Coordinator 1	\$120.00
Engineering Technician 4	\$146.00	Project Coordinator 2	\$135.00
Engineering Technician 5	\$167.00	Project Coordinator 3	\$150.00
		Project Coordinator 4	\$166.00
Financial Analyst 1	\$116.00	Project Coordinator 5	\$187.00
Financial Analyst 2	\$132.00		
Financial Analyst 3	\$159.00	Project Manager 1	\$213.00
Financial Analyst 4	\$173.00	Project Manager 2	\$233.00
Financial Analyst 5	\$193.00	Project Manager 3	\$249.00
		Project Manager 4	\$264.00
GIS Specialist 1	\$109.00	Project Manager 5	\$282.00
GIS Specialist 2	\$132.00	Project Manager 6	\$295.00
GIS Specialist 3	\$156.00		
GIS Specialist 4	\$174.00	Sr. Designer 1	\$185.00
GIS Specialist 5	\$194.00	Sr. Designer 2	\$205.00
		Sr. Designer 3	\$220.00
		Sr. Financial Analyst 1	\$218.00
		Sr. Financial Analyst 2	\$239.00
		Sr. Financial Analyst 3	\$259.00
		Technical Expert 1	\$335.00
		Technical Expert 2	Negotiable

Reimbursable Expense Rates

Transportation	\$0.75/mile
Survey Vehicle	\$0.95/mile
Laser Printouts/Photocopies	\$0.30/copy
Plotter Printouts	\$1.00/s.f.
UAS - Photo/Video Grade	\$100.00/day
UAS – Survey	\$50.00/day
Total Station – Robotic	\$35.00/hour
Mapping GPS	\$25.00/hour
Fast Static/RTK GPS	\$50.00/hour
All-Terrain Vehicle/Boat	\$100.00/day
Cellular Modem	\$75.00/month
Web Hosting	\$26.00/month
Legal Services Reimbursement	\$280.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

**These rates are subject to adjustment each year on January 1.*

Position titles are for labor rate grade purposes only