

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approve Order of Agenda
- E. Approval of Minutes -- April 15, 2024
- F. Building Permits

Consent Agenda - Approve the Following:

- a. Bills
- b. Games of Chance for West Fargo USS Swim Team at Hulbert Aquatic Center
- c. Games Site Authorization for Prairie Public Broadcasting, Inc. at Wurst Bier Hall
- d. Gaming Site Authorization for NDSU Team Makers Club, Inc. at Town Hall
- e. Games of Chance for West Fargo Sheyenne High School Mustangs
- f. (7) Gaming Site Authorizations for West Fargo Hockey Association at Rookies Sports Bar & Grill, Traditions, Hooligans, Top Shelf Tavern, Pubwest, Blarney Stone Pub, M&J Saloon
- g. Games of Chance for Rosese for Ella Ride at Hooligans
- h. Project No. 1348 – Sanitary Sewer Rehabilitation (Core Area – Alleys and Rear Yards)
 - Adopt Resolution Approving Contract and Contractors Bond and Authorize Notice to Proceed
- i. Project No. 1349 – Sanitary Lift Station System Rehabilitation (SA 11, 30, 31, and 36)
 - Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed
- j. Improvement District No. 6059 – 2024 Sidewalk Improvements
 - Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed

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 \(westfargond.gov\)](#)
- 2. Public Hearing – A24-7 Zoning Ordinance Amendment to Title IV regarding Nonconformities, Approval of First Reading of Ordinance -- Aaron Nelson, Planning Director
- 3. Public Hearing – A24-8 Zoning Ordinance Amendment to Title IV regarding Temporary Signs Approval of First Reading of Ordinance -- Aaron Nelson, Planning Director
- 4. West Fargo Public Library Annual Report -- Jenna Kahly, Library Director
[2023 West Fargo Public Library Annual Report.pdf \(westfargond.gov\)](#)

5. Improvement District No. 1345 – Sandhill’s 6th Addition -- Dan Hanson, City Engineer
 - Accept Bid and Award Contract
6. Transportation Management Center -- Dan Hanson, City Engineer
 - Approve Memorandum of Understanding
7. Traffic Signal Software Upgrade -- Dan Hanson, City Engineer
 - Approve Traffic Signal Management Software Purchase
8. 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase -- Dan Hanson, City Engineer
 - Create Project No. 2285 – Phase I, Approve Purchase of LED Street Light Equipment
9. 40th Avenue Roadway Improvements -- Dan Hanson, City Engineer
 - Accept Petition for Improvements and Direct Engineer to prepare a Preliminary Improvement Work Agreement
10. Fit-up Commission Chambers at New City Hall Location -- Dustin Scott, City Administrator
11. Two agreements with Eide Bailly -- Dustin Scott, City Administrator
 - 2023 Audit (Hourly not to exceed \$53,000)
 - GASB Assistance (Hourly not to exceed \$25,000)
12. Department Head Hiring Policy -- Commissioner Simmons
 - Introduce for Reconsideration, Repeal Current Policy
13. City Administrator’s Report -- Dustin Scott, City Administrator
14. Correspondence
15. Non-Agenda Items
16. Adjourn



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Monday, April 15, 2024 5:30 PM

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 15, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Mandy George – present; Commissioner Mark Simmons – present;
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 George seconded to approve the order of agenda. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

E. Approval of Minutes -- April 1, 2024

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

F. Building Permits

Commissioner Olson moved and Commissioner Simmons moved 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. **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**

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



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)

There was no one present to speak during this time.

2. Approval of Second Reading of A24-4 Zoning Ordinance Amendment regarding Off-Street Parking -- Aaron Nelson, Planning Director

Commissioner Simmons moved and Commissioner Anderson seconded to approve the second reading of A24-4 Zoning Ordinance amendment regarding off-street parking. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

3. Approval of Second Reading of A24-5 Ordinance Amendments regarding Pool Fencing -- Aaron Nelson, Planning Director

Commissioner Olson moved and Commissioner George seconded to approve the second reading of A24-5 ordinance amendments regarding pool fencing. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

4. Approval of Renaissance Zone Application for Straight Six Diesel -- Casey Sanders-Berglund, Economic Development Manager

Commissioner Olson moved and Commissioner Simmons seconded to approve the Renaissance Zone Application for Straight Six Diesel. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

5. Approve Purchase of Budgeted Wheel Loader -- Matt Andvik, Public Works Director

Commissioner Olson moved and Commissioner George seconded to approve the purchase of the budgeted wheel loader. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

6. Award Contract to Construct City Fueling Station -- Matt Andvik, Public Works Director

Commissioner Simmons moved and Commissioner Anderson seconded to award contract to construct city fueling station, requesting funding comes from CIP sales tax. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

7. Project No. 1349 – Sanitary Lift Station Rehabilitation (SA 11, 30, 31 and 36)

-- Jerry Wallace, Assistant City Engineer

• Accept Bid and Award Contract

Commissioner Olson moved and Commissioner Anderson seconded to accept the bid and award the contract to CC Steel for Project No. 1349 – Sanitary Lift Station Rehabilitation (SA 11, 30, 31 and 36). Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

8. Electric Franchise Agreement Amendment -- John Shockley, City Attorney

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

9. Recommendation from JPA regarding Lights II -- Dustin Scott, City Administrator

Joint Powers Agreement.pdf (westfargond.gov)

P3 Development RFP_202404121623414094.pdf (westfargond.gov)

Commissioner Simmons moved and Commissioner George seconded to approve the recommendation from the JPA allow staff to look at different funding mechanisms. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioners present voted nay, the motion was declared carried.

10. Agreement with Nexus -- Dustin Scott, City Administrator

Commissioner Simmons moved and Commissioner Olson seconded to approve the Agreement with Nexus. 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

- Finance Director search update, scheduling interviews for Friday.
- Admin Manager update
- Engineering Department recently pursued a grant for the 9th St NE Project

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 the meeting. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioner voted nay, the meeting was adjourned at 6:30 pm.

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
05/06/2024**

	AS OF 4/30/2024			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL				3		\$ 1,380,000.00
RESIDENTIAL DWELLING	9	9	\$ 4,082,888.00	47	47	\$ 20,340,233.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	10		\$ 211,941.00	31		\$ 1,150,671.00
FOUNDATION ONLY				1		\$ 350,000.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	2		\$ 520,000.00	23		\$ 11,019,544.00
RESIDENTIAL	5		\$ 93,090.00	50		\$ 1,663,353.00
PUBLIC				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	26	9	\$ 4,907,919.00	158	47	\$ 39,570,975.00

**WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary**

1

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240170	Tomlinson & Sons, Incorporated	3020 SHEYENNE RIVER WAY	KRISTEN & BERT CAMERON, TRUS	\$ 1,850,000.00	Residential Dwelling
240258	Premier Construction & Remodeling L	3831 RESERVE DR E	ADAM & ASHTON HANSEN	\$ 80,000.00	Remodel - Residential - Addition and Remodel
240264	Heritage Homes, LLC	668 RANIA WAY W	ACTIVE55, LLC	\$ 491,888.00	Residential Dwelling
240193	Premium Decks, Inc.	813 2 ST E	RICHARD K & LUANN J ELLINGSON	\$ 21,000.00	Accessory - Deck
240256	Thomsen Homes, LLC	1211 RACHEL DR W	THOMSEN HOMES, LLC	\$ 226,000.00	Residential Dwelling
240303	Groundworks Minnesota, LLC	1622 17 AVE E	HERBERT M PARKER JR & VANGIE	\$ 1,100.00	Remodel - Residential - Drain Tile
240259	STEPHANIE BELING	1145 5 AVE W	STEPHANIE BELING	\$ 5,500.00	Accessory - Structure
240301	Premium Decks, Inc.	465 PRESCOTT PL	ROGER & DEBRA MILLER	\$ 20,000.00	Accessory - Deck
240125	Ryezon Construction LLC	781 ALBERT DR W	BRIAN LUING, ETAL	\$ 13,765.00	Accessory - Structure
240289	Olson Pool Company	2308 MCLEOD DR E	BRADLEY E & KARI L NOVAK	\$ 100,000.00	Accessory - Swimming Pool
240305	Jordahl Custom Homes, Inc.	1156 MARLYS DR W	WESTPORT INVESTMENTS LLC	\$ 290,000.00	Residential Dwelling
240306	Jordahl Custom Homes, Inc.	6039 8 ST W	JORDAHL CUSTOM HOMES, INC	\$ 230,000.00	Residential Dwelling
240309	Jordahl Custom Homes, Inc.	1248 JILL DR W	WESTPORT INVESTMENTS LLC	\$ 280,000.00	Residential Dwelling
240310	Jordahl Custom Homes, Inc.	1145 MARLYS DR W	WESTPORT INVESTMENTS LLC	\$ 230,000.00	Residential Dwelling
240295	Vision Construction, LLC	2760 4 AVE NW	CITY VISION PROPERTIES	\$ 20,000.00	Remodel - Commercial - Office Finish
240308	Jordahl Custom Homes, Inc.	6043 8 ST W	JORDAHL CUSTOM HOMES, INC	\$ 215,000.00	Residential Dwelling
240224	CBE, LLC	344 SHEYENNE ST UNIT A	CITY OF WEST FARGO	\$ 500,000.00	Remodel - Commercial - Fit Up
240307	Northland Sheds, Inc.	501 9 AVE W	DALACE & SHAWN JACOB	\$ 8,025.00	Accessory - Structure
240311	Premium Decks, Inc.	838 10 1/2 AVE W	MARC & MARJERY BAETSCH	\$ 15,000.00	Accessory - Deck
240312	WENDLIN & AMANDA BERGER	904 MARTIN DR	WENDLIN & AMANDA BERGER	\$ 4,000.00	Remodel - Residential - Remodel door to garage and install load bearing beam.

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

2

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240313	BROCK A & AJSELA ACKERMAN	1188 JILL DR W	BROCK A & AJSELA ACKERMAN	\$ 10,000.00	Accessory - Deck
240321	FM Home & Patio, Inc.	6030 MARTIN LN W	TANNER J SEEBERG	\$ 11,651.00	Accessory - Deck
240333	Designer Homes of Fargo-Moorhead	943 50 AVE W	DESIGNER HOMES OF FARGO-MOORHEAD	\$ 4,700.00	Remodel - Residential - Finish Garage Interior
240261	SquareShed LLC	823 15 AVE W	STEVEN T & CHRISTINE GLATT	\$ 7,000.00	Accessory - Structure
240320	Jordahl Custom Homes, Inc.	1266 JILL DR W	WESTPORT INVESTMENTS LLC	\$ 270,000.00	Residential Dwelling
240324	Thomsen Homes, LLC	6044 8 ST W	THOMSEN HOMES, LLC	\$ 3,290.00	Remodel - Residential - Finish Garage Interior

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
05/06/2024**

	APRIL 2023			APRIL 2024		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	1		\$ 1,450,000.00	3		\$ 1,380,000.00
RESIDENTIAL DWELLING	42	42	\$ 12,333,924.00	47	47	\$ 20,340,233.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	11		\$ 236,960.00	31		\$ 1,150,671.00
FOUNDATION ONLY				1		\$ 350,000.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	10		\$ 3,810,000.00	23		\$ 11,019,544.00
RESIDENTIAL	25		\$ 626,808.00	50		\$ 1,663,353.00
PUBLIC	4		\$ 3,306,452.00	1		\$ 1,151,500.00
CHURCH						
ACCESSORY						
<u>BUILDING OTHER</u>						
DEMOLITION	2		\$ 60,000.00	1		\$ 1,000.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	95	42	\$ 21,824,144.00	158	47	\$ 39,587,665.00

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 04/15/24 to 05/03/24

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Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117721		2646 4IMPRINT INC	513.78						
1	12426482	04/18/24 tattoo's for PR	513.78			1000 421000	375		101000
		Total for Vendor:	513.78						
117815		2954 A-OX WELDING SUPPLY CO INC	141.90						
1	1368879	04/30/24 SPOOL/LINER MONO	113.61			1000 455000	433		101000
2	1366958	04/19/24 PROPANE	28.29			6020 450000	427		101000
		Total for Vendor:	141.90						
117607		1187 A1 RADIATOR SALES & REPAIR	3,107.00						
1	16343	04/24/24 7708 RADIATOR REPAIR	3,107.00			4387 480000	427		101000
		Total for Vendor:	3,107.00						
117572		289 ACME TOOLS	1,097.48						
1	12665838	04/19/24 BENCH GRINDER/FLASHLIGHT	117.74			6025 450000	432		101000
2	12665838	04/19/24 TOOLS	979.74			1000 455000	432		101000
117594		289 ACME TOOLS	7,888.73						
1	12657755	04/17/24 TOOLS	1,326.39			1000 430001	432		101000
2	12638698	04/12/24 TRI RUN EXTENSION	341.00			6025 450000	432		101000
3	1266611	04/19/24 #7101 TOOLS	3,414.45			6020 450000	610		101000
4	12668223	04/19/24 TOOLS	1,182.68			6020 450000	432		101000
5	12666305	04/19/24 TOOLS	482.06			6025 450000	432		101000
6	12666585	04/19/24 SPOTLIGHTS	239.34			6025 450000	432		101000
7	12667144	04/19/24 #7002 TOOLS	902.81			6025 450000	432		101000
117632		289 ACME TOOLS	52.73						
1	12686036	04/24/24 SAWZALL BLADES	52.73			1000 455000	433		101000
		Total for Vendor:	9,038.94						
117669		3179 ADVANCED ENGINEERING &	8,711.07						
1	94113	04/09/24 SCADA UPGRADE PROJECT	8,711.07			4029 480000	670		101000
	PROJ 9044								

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117670		3179 ADVANCED ENGINEERING &	1,444.75						
1	94111	04/09/24 LIFT STATION UPDATES	68.50			6025 450000	430		101000
2	94110	04/09/24 I&C SCADA SUPPORT	1,376.25			6025 450000	430		101000
		Total for Vendor:	10,155.82						
117816		2947 ALLSTATE PETERBILT OF FARGO	238.86						
1	4004416653	04/22/24 413 BRAKE VALVE	171.86			6010 450200	427		101000
2	4004416672	04/23/24 413 TREADLE VALVE	67.00			6010 450200	427		101000
117866		2947 ALLSTATE PETERBILT OF FARGO	272.85						
1	4004417246	04/25/24 413 PLATE VALVE/PEDAL ASSY	272.85			6010 450200	427		101000
		Total for Vendor:	511.71						
117856		2950 ALPHA TRAINING & TACTICS LLC &	10,922.24						
1	20240058	02/14/24 rifle rated plates	10,922.24			1000 421000	641		101000
		Total for Vendor:	10,922.24						
117864		3490 AMAZON CAPITAL SERVICES	73.72						
1	04/30/24	STEERING WHEEL COVER	39.75			1000 430000	427		101000
	1CWT7W4G7YXC								
2	04/25/24	CAM LOCK SET	13.99			1000 421000	427		101000
	1R3RNTYLGRH4								
3	04/30/24	CUT OFF SWITCH	19.98			1000 430001	427		101000
	1Y66YKRM7996								
117871		3490 AMAZON CAPITAL SERVICES	29.99						
1	04/30/24	DONNA - RAIN GEAR	29.99			1000 430001	639		101000
	1MXTDYPY7F9X								
		Total for Vendor:	103.71						
117758 -99170E		5229 AMB INVESTMENTS, LLC	47,700.00						
	New City Hall								
1	05/01/24	May Lease - WEX Building	47,700.00			1001 415000	389		101000
		Total for Vendor:	47,700.00						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117634		317 AMERICAN WELDING & GAS, INC.	399.00						
1	0010056097	04/23/24 WELDING HELMET - WA	99.75			6020 450000	432		101000
2	0010056097	04/23/24 WELDING HELMET - ST	99.75			1000 430000	432		101000
3	0010056097	04/23/24 WELDING HELMET - SW	99.75			6025 450000	432		101000
4	0010056097	04/23/24 WELDING HELMET - BG	99.75			1000 455000	432		101000
117654		317 AMERICAN WELDING & GAS, INC.	227.17						
1	0009996779	03/28/24 NOZZLE ASSY	227.17			6010 450200	914		101000
117814		317 AMERICAN WELDING & GAS, INC.	92.92						
1	0010067223	04/30/24 ARGON/CO2	92.92			1000 455000	433		101000
		Total for Vendor:	719.09						
117581		5167 ANDY SANDBECK	842.34						
	Andy's Lil Explorers								
1	04/23/24	Child Care Grant	842.34			2960 411900	416		101000
		Total for Vendor:	842.34						
117550		4031 ANNIE FELTMAN	69.00						
1	04/16/24	meal reimb	69.00			1000 421000	340		101000
		Total for Vendor:	69.00						
117688		3160 APPLE BOOKS	1,638.83						
1	117061	04/12/24 BOOKS	1,638.83			7000 411600	662		101000
117781		3160 APPLE BOOKS	1,370.84						
1	116264	04/30/24 BOOKS	1,370.84			7000 411600	662		101000
		Total for Vendor:	3,009.67						
117557		4461 APPLIED ENGINEERING TECHNOLOGY	8.57						
	TMW								
1	10025	04/19/24 FD Laminate Maps	8.57			2060 415200	410		101000
		Total for Vendor:	8.57						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117578		5288 ASHLEY BERGESON	246.20						
1	04/22/24	Child Care Grant	246.20			2960 411900	416		101000
		Total for Vendor:	246.20						
117799		3511 ASPEN MILLS	282.64						
1	332239 04/30/24	New Hires Class A shoes	282.64			2060 415200	422		101000
		Total for Vendor:	282.64						
117614		22 ASPLIN EXCAVATING	1,773.53						
1	240345 04/12/24	CLASS 5	1,773.53			6020 450000	438		101000
		Total for Vendor:	1,773.53						
117522		2876 ASTORIA HOTEL & EVENT CENTER	963.00						
1	190649 04/19/24	lodging for mewes	481.50			1000 421000	340		101000
2	190652 04/19/24	lodging for nobles	481.50			1000 421000	340		101000
		Total for Vendor:	963.00						
117513	-99180E	4672 ASURE PAYROLL TAX MANAGEMENT	223,972.06						
	04/19/24	payroll							
1	04/19/24	Social Security	104,859.52			1000 212501			101000
2	04/19/24	Medicare	24,523.48			1000 212502			101000
3	04/19/24	Federal Income Tax	85,696.06			1000 212503			101000
4	04/19/24	ND State Tax	4,290.00			1000 212504			101000
5	04/19/24	MN State Tax	4,603.00			1000 212505			101000
117774	-99167E	4672 ASURE PAYROLL TAX MANAGEMENT	228,919.73						
	05/03/24	payroll							
1	05/03/24	Social Security	106,727.90			1000 212501			101000
2	05/03/24	Medicare	24,960.48			1000 212502			101000
3	05/03/24	Federal Income Tax	87,309.35			1000 212503			101000
4	05/03/24	ND State Tax	6,081.00			1000 212504			101000
5	05/03/24	MN State Tax	3,841.00			1000 212505			101000
		Total for Vendor:	452,891.79						

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CITY OF WEST FARGO, ND
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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117592		2931 AUTO VALUE PARTS STORES	276.50						
1	99268396	04/12/24 3103 SPOOL CABLE	149.00			1000 430000	610		101000
2	99269292	04/17/24 FILTERS	3.26			1000 415000	427		101000
3	99269277	04/17/27 FILTERS	29.34			1000 421000	427		101000
4	99269280	04/17/24 FILTER	25.90			6020 450000	427		101000
5	99269283	04/17/24 FILTERS	9.78			1000 455000	427		101000
6	99269288	04/17/24 FILTERS	41.60			6025 450000	427		101000
7	99269304	04/17/24 GREASE FITTINGS	10.29			1000 455000	433		101000
8	99269278	04/17/24 FILTER	7.33			1000 421000	427		101000
117633		2931 AUTO VALUE PARTS STORES	119.68						
1	99270466	04/23/24 PERMATEX	91.98			1000 430002	427		101000
2	99270430	04/22/24 FILTERS	6.52			6025 450000	427		101000
3	99270427	04/22/24 FILTERS	17.92			1000 421000	427		101000
4	99270429	04/22/24 FILTERS	3.26			1000 430000	427		101000
117675		2931 AUTO VALUE PARTS STORES	357.09						
1	99268285	04/11/24 HD AIR CONSTRUCTION	26.04			6020 450000	427		101000
2	99268105	04/11/24 HD AIR CONSTRUCTION	15.24			6020 450000	427		101000
3	99269806	04/18/24 WIPER BLADES	54.56			6020 450000	427		101000
4	99269835	04/19/24 WIPER BLADES RET	-41.97			1000 421000	427		101000
5	99269805	04/18/24 WIPER BLADES	286.43			1000 421000	427		101000
6	99269291	04/17/24 HD HYD CONSTRUCTION	16.79			6025 450000	427		101000
		Total for Vendor:	753.27						
117878		331 B&F FASTENER SUPPLY (NORTHERN	96.61						
1	95134642	02/26/24 HARDWARE STOCK	96.61			1000 430000	381		101000
		Total for Vendor:	96.61						
117880		5360 BAILEY GAST	62.00						
		PAVING TRAINING - BISMARCK, ND							
1	05/01/24	TRAVEL REIMBURSEMENT	62.00			1000 430000	340		101000
		Total for Vendor:	62.00						

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117776		4759 BARTHOLOMAY CONSTRUCTION INC	86,091.16						
1	1720 05/01/24	WEX building remodel 2024	86,091.16			2970 480000	653		101000
		Total for Vendor:	86,091.16						
117729		3149 BEE SEEN GEAR	1,412.04						
1	63992 04/17/24	Wagner-Clothing	152.96			2060 415200	422		101000
2	63992 04/17/24	Puhr-New Hire	54.98			2060 415200	422		101000
3	63992 04/17/24	Qualley-Customize	36.00			2060 415200	422		101000
4	64078 04/23/24	3 Patch over embroidery	48.00			2060 415200	422		101000
5	64140 04/17/24	Puhr-New Hire	264.08			2060 415200	422		101000
6	64140 04/17/24	Wagner-Clothing	189.84			2060 415200	422		101000
7	64050 04/19/24	Wagner-Clothing	82.42			2060 415200	422		101000
8	64050 04/19/24	Puhr-New Hire	129.84			2060 415200	422		101000
9	64140 04/30/24	Admin-New Hire shirts	453.92			2060 415200	422		101000
		Total for Vendor:	1,412.04						
117730		5357 Ben Temp	249.50						
1	2024 04/24/24	Reimbursement for Boots	249.50			2060 415200	422		101000
		Total for Vendor:	249.50						
117609		36 BERT'S TRUCK EQUIPMENT	9,917.00						
1	104544 04/23/24	#5305B SNOWPLOW	9,917.00			1000 430001	870		101000
117674		36 BERT'S TRUCK EQUIPMENT	128.12						
1	100339 04/16/24	7037 TAILLIGHT SERVICE	128.12			6025 450000	427		101000
117805		36 BERT'S TRUCK EQUIPMENT	174.00						
1	100439 04/30/24	5601 FUEL CUP	87.00			6025 450000	427		101000
2	100439 04/30/24	3001 FUEL CUP	87.00			1000 430000	427		101000
		Total for Vendor:	10,219.12						
117563		1127 BIERSCHBACH EQUIPMENT & SUPPLY	358.00						
1	076684 04/17/24	AIR DRILL RENTAL	358.00			6020 450000	438		101000
		Total for Vendor:	358.00						

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117759	-99169E	3552 BLUE CROSS BLUE	301,325.60						
		May 2024 Premium - Med/Dental/Vision							
1	0419452006	04/19/24 May 2024 Premium	301,325.60			1000 212539			101000
		Total for Vendor:	301,325.60						
117504		1389 BNSF RAILWAY COMPANY	670.12						
1	90266491	04/16/24 Project 2265	670.12			4793 480000	670		101000
		Total for Vendor:	670.12						
117748		3489 BOLTON & MENK, INC	19,458.50						
1	0334572	04/24/24 Project 2279	19,458.50			4802 480000	724		101000
		Total for Vendor:	19,458.50						
117731		3512 BOUND TREE MEDICAL, LLC	49.57						
1	85319557	04/18/24 Medical Supple	49.57			2060 415200	422		101000
		Total for Vendor:	49.57						
117689		4220 BRAINSTORM INC	366.05						
1	106349	03/25/24 BOOKS	366.05			7000 411600	662		101000
		Total for Vendor:	366.05						
117638		652 BRENCO CORPORATION	19.00						
1	0146798	04/18/24 RM 110	19.00			6010 450200	433		101000
117678		652 BRENCO CORPORATION	569.19						
1	0147208	04/25/24 6400 FOAM CANNON	104.42			2210 428000	427		101000
2	0147165	04/24/24 7035 ORING SET	91.42			6025 450000	427		101000
3	0146943	04/19/24 6400 TRIGGER GUN/WAND/NOZZLE	557.50			2210 428000	427		101000
4	104084	09/12/22 ACCT CREDIT	-184.15			1000 455000	420		101000
117732		652 BRENCO CORPORATION	4,668.48						
1	0146278	04/08/24 Cleaner for Mop Buckets	64.48			2060 415200	500		101000
2	0146461	04/11/24 New Pressure Washer	4,604.00			2060 415200	641		101000
		Total for Vendor:	5,256.67						

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117552		4885 BRENDA HIEB	108.00						
1	04/16/24	meal reimb	108.00			1000 421000	340		101000
		Total for Vendor:	108.00						
117877		2712 BRIAN MATZKE	2,614.70						
		SNOW CONFERENCE - KANSAS CITY, MO							
1	05/03/24	PER DIEM	292.00			1000 450000	340		101000
2	05/03/24	JOSH HOTEL	1,167.00			1000 430000	340		101000
3	05/03/24	CORY HOTEL	1,167.00			1000 430000	340		101000
4	05/30/24	INCIDENTALS ON PW CARD	-11.30			1000 450000	340		101000
		Total for Vendor:	2,614.70						
117760		5358 BRYCE MASSET	199.95						
1	01/10/24	boot reimb	199.95			1000 421000	422		101000
		Total for Vendor:	199.95						
117836		3892 BURGGRAF'S ACE FARGO WEST #17458	9.98						
1	3312 04/01/24	Fastners/hardware St 75	9.98			2060 415200	500		101000
		Total for Vendor:	9.98						
117604		351 BUSINESS ESSENTIALS	24.28						
1	1294420 04/24/24	HANGING FOLDERS	24.28			6020 450000	410		101000
117645		351 BUSINESS ESSENTIALS	64.92						
1	1292518 04/12/24	OFFICE SUPPLIES	64.92			6020 450000	410		101000
117733		351 BUSINESS ESSENTIALS	384.00						
1	78227-1 04/11/24	BLS Field Books	384.00			2060 415200	668		101000
117735		351 BUSINESS ESSENTIALS	209.95						
1	WO-1294388 04/25/24	copy paper	209.95			1000 421000	410		101000
117770		351 BUSINESS ESSENTIALS	90.96						
1	WO12951051 04/30/24	office supplies	90.96			1000 421000	410		101000

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117784		351 BUSINESS ESSENTIALS	113.00						
1	WO12950731	04/30/24 OFFICE SUPPLIES	113.00			7000 411600	410		101000
		ENVELOPES;TOOTHPICKS;ADDRESS LABELS;WRITING PADS;NAPKINS							
		Total for Vendor:	887.11						
117599		39 BUTLER MACHINERY	13,100.00						
1	PS0636137	04/12/24 4008 SOLID TIRES	13,010.00			6010 450200	427		101000
2	WO0268866	04/16/24 3200 GENERATOR VALVE REPAIR	90.00			1000 430000	427		101000
117830		39 BUTLER MACHINERY	731.52						
1	0269403	04/30/24 4005 SHIFTING INQUIRY	369.00			6010 450200	427		101000
2	0269401	04/30/24 4005 FILTERS	362.52			6010 450200	427		101000
		Total for Vendor:	13,831.52						
117798		4788 CAMELOT CLEANERS	20.99						
1	24107958	04/19/24 Dryclean McCann Class A	20.99			2060 415200	422		101000
		Total for Vendor:	20.99						
117481	111935S	51 CASS COUNTY ELECTRIC COOP	2,325.53						
		Wex building							
1	1190696	04 04/10/24 Service from 2/29 thru 3/3	2,325.53			1000 415000	527		101000
117647		51 CASS COUNTY ELECTRIC COOP	43,191.78						
1	1163206	04/10/24 LIGHTS STAGE & COURTYARD	2,190.36			2310 452120	527		101000
2	1168003	04/10/24 LIGHTS PARKING RAMP	1,066.44			2310 452120	527		101000
3	1156426	04/10/24 LIFT STATIONS	19,182.79			6025 450000	527		101000
4	1156426	04/10/24 INERT	110.53			6010 450200	527		101000
5	1156426	04/10/24 WT5	488.68			6020 450000	527		101000
6	1168004	04/10/24 THE LIGHTS	345.98			2310 452120	527		101000
7	1156424	04/10/24 STREET LIGHT FEED POINTS	19,807.00			1000 430002	527		101000
117742		51 CASS COUNTY ELECTRIC COOP	1,433.89						
		there was a check issued in Feb. that did not reach this destination. i have been working with SSchmid-Nelson@kwh.com (Stacie) We have everything							
		corrected, just have to make this payment. TMW							
1	1090222	04/05/24 FD March Utilities-	1,433.89			2060 415200	527		101000
		Total for Vendor:	46,951.20						

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117702		46 CASS RURAL WATER USERS	28.46						
1	6482 Apr 04/25/24	6482 - WF Airport Water	28.46			7050 500000	420		101000
		Total for Vendor:	28.46						
117508		1512 CDW GOVERNMENT, INC	113.76						
1	QT61118 04/18/24	Adobe Pro license - Marissa D	113.76			1000 418000	497		101000
117672		1512 CDW GOVERNMENT, INC	113.76						
1	QT11353 04/17/24	C ZANDER ADOBE PRO	113.76			2210 428000	410		101000
117700		1512 CDW GOVERNMENT, INC	227.52						
1	QW54074 04/24/24	DOUG AND SCOTT ADOBE PRO	227.52			1000 455000	497		101000
117913		1512 CDW GOVERNMENT, INC	264.58						
1	QH54511 03/21/24	Adobe Pro licenses (2)	264.58			1000 414104	497		101000
117914		1512 CDW GOVERNMENT, INC	335.64						
1	QD65535 03/13/24	IT accessories	335.64			1000 414104	497		101000
		Total for Vendor:	1,055.26						
117708		4398 CHAD RICE	75.00						
1	04/21/24	cadet meal reimb	75.00			1000 421000	340		101000
		Total for Vendor:	75.00						
117483		3550 CHOICE FINANCIAL	319.92						
1	04/15/24	clothing reimb j. boyer	319.92			1000 421000	422		101000
		Total for Vendor:	319.92						
117663		3216 CINTAS	117.46						
1	4189502901 04/15/24	RUG SERVICE	117.46			1000 455000	420		101000
		Total for Vendor:	117.46						
117494		111 CITY OF FARGO	33,715.37						
1	458726 04/10/24	Para Rides Rt 20 & 24 - Mar 24	33,715.37			1000 415000	376		101000

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117616		111 CITY OF FARGO	25,460.46						
1	458976	04/17/24 LANDFILL FEES	25,460.46			6010 450200	355		101000
117648		111 CITY OF FARGO	22,463.57						
1	458725	04/10/24 LANDFILL FEES	22,463.57			6010 450200	355		101000
117849		111 CITY OF FARGO	26,115.68						
1	459308	04/24/24 LANDFILL FEES	26,115.68			6010 450200	355		101000
		Total for Vendor:	107,755.08						
117528	112056S	3167 City of West Fargo	328.30						
		Transfer from UB account to AR (invoice)							
1		04/19/24 UB xfer pmt	328.30			6020 214100			101000
117705		3167 City of West Fargo	75.56						
1	02066	Apr 04/19/24 Airport Dumpster	75.56			7050 500000	420		101000
		Total for Vendor:	403.86						
117321	111943S	5223 CLARION	508.30						
1	9687	04/09/24 WF Subdivision & Zoning	508.30			1000 418000	418		101000
		Total for Vendor:	508.30						
117534		1904 CODE 4 SERVICES, INC	1,665.84						
1	9509	04/17/24 #1216 install opitom	845.05			2531 421000	610		101000
2	9510	04/17/24 #1172 removal and install	820.79			1000 421000	610		101000
117835		1904 CODE 4 SERVICES, INC	2,027.76						
1	9547	04/28/24 Eq Svcs. pickup-remove k-9/EM	320.70			2060 415200	610		101000
2	9547	04/28/24 Eq Svcs pickup-new set up	1,707.06			2060 415200	610		101000
		Total for Vendor:	3,693.60						
117555		2482 CODY BEILKE	96.00						
1		04/16/24 meal reimb vision zero	37.00			1000 421000	340		101000
2		04/10/24 meal reimb PD building tour	36.00			1000 421000	340		101000
3		04/12/24 meal reimb phil chamlers	23.00			1000 421000	340		101000

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117714		2482 CODY BEILKE	59.50						
1	04/24/24	clothing reimb	59.50			1000 421000	422		101000
		Total for Vendor:	155.50						
117517		5293 COLUMN SOFTWARE PBC	41.04						
1	1442-0020	04/18/24 General Public Notice	41.04			1000 418000	668		101000
117605		5293 COLUMN SOFTWARE PBC	93.48						
1	14420015	03/22/24 COLUMN	93.48			6020 450000	668		101000
117747		5293 COLUMN SOFTWARE PBC	230.28						
1	1442-0019	04/11/24 ND Bids - Project 6061	230.28			4095 480000	670		101000
117750		5293 COLUMN SOFTWARE PBC	44.08						
1	1442-0021	04/25/24 General Public Notice	44.08			1000 418000	668		101000
117751		5293 COLUMN SOFTWARE PBC	44.08						
1	1442-0023	04/26/24 General Public Notice	44.08			1000 418000	668		101000
117752		5293 COLUMN SOFTWARE PBC	41.04						
1	1442-0022	04/26/24 General Public Notice	41.04			1000 418000	668		101000
117753		5293 COLUMN SOFTWARE PBC	44.08						
1	1442-0024	04/26/24 General Public Notice	44.08			1000 418000	668		101000
117754		5293 COLUMN SOFTWARE PBC	62.32						
1	1442-0025	04/26/24 General Public Notice	62.32			1000 418000	668		101000
		Total for Vendor:	600.40						
117726		4832 CONNECT INTERIORS	1,153.94						
		Fire Department Office Coordinator Office							
		First 1/2 Deposit TMW							
1	14655	04/24/24 Set up Office Coordinator	1,153.94			2060 415200	641		101000
		Total for Vendor:	1,153.94						

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117905	3530	CONNECTWISE	12,877.00						
05/01/24-04/30/25									
1	01123095	04/30/24 Annual Subscription	12,877.00			1000 414104	497		101000
		Total for Vendor:	12,877.00						
117350	112146S	4108 CONSOLIDATED ELECTRICAL	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
117618	4108	CONSOLIDATED ELECTRICAL	22.02						
1	3481054188	04/23/24 RECEPTACLE TESTER	22.02			1000 430002	432		101000
117671	4108	CONSOLIDATED ELECTRICAL	1,035.02						
1	3481053204	04/11/24 LED BRIGHT STIK	116.55			6025 450000	420		101000
2	3481053826	04/18/24 WEX FIT-UP	10.24			2970 480000	653		101000
3	3481053347	04/15/24 SALT SHED ELEC	908.23			4796 480000	670		101000
		Total for Vendor:	1,272.97						
117562	3245	CORE & MAIN	1,516.67						
1	U712818	04/15/24 BALL PLUGS	1,076.00			6025 450000	439		101000
2	U743571	04/19/24 BALL CURB/CPLG	440.67			6020 450000	438		101000
117603	3245	CORE & MAIN	86,022.00						
1	U769737	04/24/24 WATER METERS	86,022.00			6020 450000	429		101000
117652	3245	CORE & MAIN	1,034.14						
1	U663373	04/15/24 LID	65.55			6025 450000	825		101000
2	U723498	04/17/24 CPLG EXPY B&G	487.71			6020 450000	438		101000
3	U701534	04/12/24 ADPT FLG/FILLER FLG	480.88			6025 450000	825		101000
117860	3245	CORE & MAIN	2,935.56						
1	U706063	05/01/24 FLG CHK VALVE	2,935.56			6025 450000	825		101000
		Total for Vendor:	91,508.37						

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117891		4786 CORY RAMSEY	292.00						
		SNOW CONFERENCE - KANSAS CITY, MO							
1	05/03/24	TRAVEL REIMBURSEMENT	292.00			1000 430000	340		101000
		Total for Vendor:	292.00						
117548		2403 CRAIG DANIELSON	242.00						
1	04/16/24	meal & mileage reimb	242.00			1000 421000	340		101000
		Total for Vendor:	242.00						
117658		1633 CROWN TROPHY	164.92						
1	66421 04/19/24	ARBOR DAY PLAQUE	164.92			2210 428000	375		101000
117840		1633 CROWN TROPHY	84.00						
1	66569 05/02/24	Plaquiie updates fire	84.00			2060 415200	378		101000
		Total for Vendor:	248.92						
117854		4021 CYCLE SIREN INC.	853.00						
1	20240125 05/03/24	bike siren	853.00			1000 421000	641		101000
		Total for Vendor:	853.00						
117531		999999 DABBERT CUSTOM HOMES	2,330.31						
		Paid a bunch of closed accounts that had a zero balance. Need to refund.							
1	04/18/24	UB Refund - closed accts	1,530.06			6020 214100			101000
2	04/18/24	UB Refund - closed accts	800.25			6020 214100			101000
		Total for Vendor:	2,330.31						
117598		1675 DAKOTA FLUID POWER, INC	571.88						
1	7193552 04/16/24	2100 HARDWARE	90.17			6020 450000	427		101000
2	7192697 04/12/24	2201 HARDWARE	47.33			6020 450000	427		101000
3	7192493 04/12/24	2201 COUPLER	290.89			6020 450000	427		101000
4	7194619 04/18/24	SWVL	233.66			6025 450000	427		101000
5	7193605 04/16/24	ACCT CREDIT	-90.17			6020 450000	427		101000

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117679		1675 DAKOTA FLUID POWER, INC	374.11						
1	7194618	04/18/24 HARDWARE STOCK	374.11			6020 450000	427		101000
		Total for Vendor:	945.99						
117583		79 DAKOTA HOSE & EQUIP	1,004.14						
1	3198386	04/16/24 VACTOR HOSE	1,004.14			6025 450000	825		101000
		Total for Vendor:	1,004.14						
117527		2514 DAKOTA MAILING & SHIPPING	193.21						
1	72224	04/19/24 inc for postage machine	193.21			1000 421000	410		101000
		Total for Vendor:	193.21						
117763		3680 DAKOTA STORAGE PRODUCTS	504.00						
1	19277	04/22/24 Racking for Storage rm off bay	504.00			2060 415200	641		101000
		Total for Vendor:	504.00						
117727		624 DAKOTA SUPPLY GROUP	130.90						
1	3659308.00	04/18/24 New HQ Elec/EMT antenna	130.90			2060 415200	497		101000
117785		624 DAKOTA SUPPLY GROUP	4.06						
1	04/01/24	EQUIPMENT	2.03			7000 411600	641		101000
	S103549872.001								
2	04/01/24	EQUIPMENT	2.03			7000 411600	641		101000
	S103549872.002								
		Total for Vendor:	134.96						
117796		4768 Darin Underhill	30.00						
1	100252	04/29/24 Sanford Car Seat Safety Center	30.00			2060 415200	340		101000
		Total for Vendor:	30.00						
117553		856 DAVE'S WEST FARGO TIRE	36.71						
1	125438	04/23/24 #158 tire repair	36.71			1000 421000	427		101000

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117851		856 DAVE'S WEST FARGO TIRE	36.71						
1	125605	05/02/24 #1197 tire repair	36.71			1000 421000	427		101000
		Total for Vendor:	73.42						
117734		5268 DINGES FIRE COMPANY	1,740.00						
1	52615	04/18/24 Rescue Manikin	1,740.00			2060 415200	641		101000
		Total for Vendor:	1,740.00						
117685		2100 EAGLE RUN CROSSING	444.64						
1	3168	04/23/24 3007 UNLEADED	81.90			1000 430001	424		101000
2	3272	04/23/24 3060 UNLEADED	74.48			1000 430001	424		101000
3	3711	04/12/24 4200 DIESEL	187.18			6010 450200	424		101000
4	1597	03/20/24 ST DIESEL	101.08			1000 430000	424		101000
		Total for Vendor:	444.64						
117518		1502 EIDE BAILLY LLP	666.00						
3	EI01656224	03/31/24 Fire Background Check	90.00			2060 415200	399		101000
4	EI01656224	03/31/24 Street Background Checks	440.00			1000 430000	399		101000
5	EI01656224	03/31/24 Police Credit Checks	40.00			1000 421000	399		101000
6	EI01656224	03/31/24 Court Background Check	100.00			1000 412000	399		101000
7	EI01656224	03/31/24 PW Water Background Check	70.00			6020 450000	399		101000
8	EI01656224	03/31/24 10% Discount	-9.00			2060 415200	399		101000
9	EI01656224	03/31/24 10% Discount	-44.00			1000 430000	399		101000
10	EI01656224	03/31/24 10% Discount	-4.00			1000 421000	399		101000
11	EI01656224	03/31/24 10% Discount	-10.00			1000 412000	399		101000
12	EI01656224	03/31/24 10% Discount	-7.00			6020 450000	399		101000
		Total for Vendor:	666.00						
117865		1841 EMERGENCY AUTOMOTIVE	341.50						
1	JP041224-4	04/24/24 5704 ROOF MOUNT	341.50			1000 430002	610		101000
		Total for Vendor:	341.50						
117559	-99178E	4664 EMPOWER (MASS MUTUAL)	4,901.58						
Empower									
1		04/19/23 April Contributions	4,901.58			1000 212528			101000
		Total for Vendor:	4,901.58						

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117574		3722 ENVIROTECH	12,325.60						
1	202411749	04/18/24 ICE SLICER	7,072.03			1000 430000	377		101000
2	202411614	04/15/24 ICE SLICER	5,253.57			1000 430000	377		101000
117611		3722 ENVIROTECH	5,930.61						
1	202411835	04/22/24 ICE SLICER	5,930.61			1000 430000	377		101000
117857		3722 ENVIROTECH	5,592.09						
1	12034 04/26/24	ICE SLICER	5,592.09			1000 430000	377		101000
		Total for Vendor:	23,848.30						
117690		2089 ENVISIONWARE, INC	575.00						
1	INVUS70691 04/22/24	RENEWAL MOBILEPRINT SERVIC	575.00			7000 411600	497		101000
		Total for Vendor:	575.00						
117538	112047S	3547 EQUITABLE UNIT ANNUITY	2,000.00						
1	04/30/24	Deferred Comp Apr 2024	2,000.00			1000 212524			101000
		Total for Vendor:	2,000.00						
117526		2862 ESSENTIA HEALTH	2,663.00						
1	04/22/24	april 2024 new officer phy	2,663.00			1000 421000	387		101000
117766		2862 ESSENTIA HEALTH	8,419.00						
1	2546.04.20 04/24/24	B Temp Cardiac Screening	676.00			2060 415200	996		101000
2	2546.04.20 04/24/24	Pre-employment physicals	5,030.00			2060 415200	996		101000
3	2546.04.20 04/24/24	Annual Physicals	2,713.00			2060 415200	996		101000
		Total for Vendor:	11,082.00						
117641		3344 FACTORY MOTOR PARTS	472.52						
1	371207390 04/17/24	1194 HUB ASSY	217.00			1000 421000	427		101000
2	371206897 04/12/24	1191 PADS/ROTORS	200.96			1000 421000	427		101000
3	371204894 03/26/24	PD WIPER BLADES	54.56			1000 421000	427		101000
		Total for Vendor:	472.52						

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117665		1648 FARSTAD OIL, INC	587.38						
1	007356-24	04/09/24 RIDGELINE DEF	313.69			6020 450000	424		101000
2	007340-24	04/09/24 RIDGELINE DEF	313.69			6010 450200	424		101000
9900	940033	02/26/24 DRUM RET CREDIT	-40.00			6010 450200	424		101000
CI	25								
		Total for Vendor:	587.38						
117619		124 FASTENAL	56.23						
1	297032	04/11/24 HARDWARE	56.23			6025 450000	825		101000
117803		124 FASTENAL	370.79						
1	297347	04/17/24 BULK HARDWARE	370.79			6025 450000	825		101000
		Total for Vendor:	427.02						
117684		5352 FAULTLESS SOLUTIONS, INC	339.00						
1	22348	04/22/24 DIG TUBE	339.00			6025 450000	432		101000
		Total for Vendor:	339.00						
117489		151 FEDERAL EXPRESS	12.78						
1	845884301	04/03/24 pkg mailed	7.32			1000 421000	661		101000
2	845884300	04/03/24 pkg mailed	5.46			1000 421000	661		101000
117722		151 FEDERAL EXPRESS	14.64						
1	847299600	04/17/24 pkg mailed	14.64			1000 421000	661		101000
117755		151 FEDERAL EXPRESS	7.32						
1	848631728	05/01/24 pkg mailed	7.32			1000 421000	661		101000
		Total for Vendor:	34.74						
117667		3792 FERGUSON ENTERPRISES LLC 1657	194.88						
1	9814425	03/20/24 SERV SINK FCT	194.88			1000 455000	420		101000
		Total for Vendor:	194.88						

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117602		3347 FIRST INTERNATIONAL INSURANCE	2,366.00						
1	474425	04/23/24 WA - AUTO INSURANCE	1,312.00			6020 450000	321		101000
2	474425	04/23/24 ST - AUTO INSURANCE	734.00			1000 430000	321		101000
3	474425	04/23/24 BG - AUTO INSURANCE	734.00			1000 455000	321		101000
4	474593	04/30/24 ST - REFUND	-414.00			1000 430000	321		101000
		Total for Vendor:	2,366.00						
117745		2499 FM CONVENTION & VISITORS BUREAU	18,544.25						
1	Mar 24	03/31/24 Lodging Tax 2%	18,544.25			2141 411500	533		101000
117746		2499 FM CONVENTION & VISITORS BUREAU	9,272.14						
2	Mar 24	03/31/24 Lodging Tax 1%	9,272.14			2141 411500	653		101000
		Total for Vendor:	27,816.39						
117882		104 FORUM COMMUNICATIONS	750.00						
1	00018874	04/30/24 West Fargo Focus	750.00			1000 414102	602		101000
		Total for Vendor:	750.00						
117490		155 GALLS, LLC	82.99						
1	027600483	04/09/24 pants for schweyen	82.99			1000 421000	422		101000
117520		155 GALLS, LLC	906.04						
1	027651815	04/13/24 boots for dura	395.96			1000 421000	422		101000
2	027666478	04/15/24 pant for sylvie	16.00			1000 421000	422		101000
3	027659133	04/15/24 pants for sylvie	241.39			1000 421000	422		101000
4	027689236	04/17/24 new officer mickelson	202.69			1000 421000	422		101000
5	027711580	04/19/24 badge patch	50.00			1000 421000	422		101000
117712		155 GALLS, LLC	649.83						
1	027743065	04/23/24 badge patches	75.00			1000 421000	422		101000
2	027726921	04/22/24 new officer mickelson	493.83			1000 421000	422		101000
3	027726796	04/22/24 pants for dura	81.00			1000 421000	422		101000

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117737		155 GALLS, LLC	66.56						
1	027752933	04/24/24 equip for nobles	25.62			1000 421000	422		101000
2	027727853	04/22/24 TQ case for dehmlow	40.94			1000 421000	422		101000
117762		155 GALLS, LLC	775.43						
1	027537621	04/02/24 M Ashland-New Hire Belt	35.95			2060 415200	422		101000
2	027562974	04/04/24 M Ashland-New Hire Pants	86.58			2060 415200	422		101000
3	027562974	04/04/24 M Glueckert-New Hire Pants	86.58			2060 415200	422		101000
4	027569268	04/04/24 M Glueckert-New Hire Belt	35.95			2060 415200	422		101000
5	027696815	04/18/24 M Ashland-New Hire Boots	169.96			2060 415200	422		101000
6	027696815	04/18/24 Puhhr-New Hire Polo	36.55			2060 415200	422		101000
7	027696815	04/18/24 Wagner-Polo	28.90			2060 415200	422		101000
8	027696815	04/18/24 M Ashland-New Hire Pants	259.97			2060 415200	422		101000
9	027711245	04/19/24 Wagner-Polo	34.99			2060 415200	422		101000
117771		155 GALLS, LLC	16.00						
1	027817950	04/30/24 new officer	16.00			1000 421000	422		101000
117852		155 GALLS, LLC	2,022.67						
1	027826451	05/01/24 new officer mickelson	465.67			1000 421000	422		101000
2	027791637	04/29/24 pants for burkhartsmeier	243.00			1000 421000	422		101000
3	027791603	04/29/24 5 year rotation jackets	1,314.00			1000 421000	422		101000
		Total for Vendor:	4,519.52						
117582		2864 GOODIN COMPANY	684.38						
1	8278032	01/29/24 BACKFLOW PREVENTER	1,148.16			6020 450000	438		101000
2	8289918-01	04/11/24 FILTER	254.88			1000 455000	420		101000
3	8289918-00	04/08/24 FILTERS	289.32			1000 455000	420		101000
4	8278381	01/30/24 BACKFLOW PREVENTER - RET	-975.94			6020 450000	438		101000
5	8254683	09/27/23 SCRCD FLG RET	-32.04			6020 450000	432		101000
		Total for Vendor:	684.38						
117639		2558 GOODYEAR COMMERCIAL TIRE	262.27						
1	1301090926	04/11/24 4021 TIRE REPAIR	262.27			6010 450200	427		101000
		Total for Vendor:	262.27						

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117567		556 GRAINGER, INC.	19.56						
1	9084087148	04/12/24 VBELT	19.56			1000 455000	420		101000
117646		556 GRAINGER, INC.	763.20						
1	9085768209	04/15/24 WORK GLOVES - WA	190.80			6020 450000	639		101000
2	9085768209	04/15/24 WORK GLOVES - ST	190.80			1000 430000	639		101000
3	9085768209	04/15/24 WORK GLOVES - RW	190.80			1000 430001	639		101000
4	9085768209	04/15/24 WORK GLOVES - SW	190.80			6025 450000	639		101000
117834		556 GRAINGER, INC.	209.75						
1	9084442467	04/12/24 Elec Tape and caster swive	167.98			2060 415200	500		101000
2	9102842482	04/30/24 Safety glasses/gloves	41.77			2060 415200	500		101000
		Total for Vendor:	992.51						
117767		3534 GRAND FORKS FIRE EQUIPMENT LLC	833.48						
1	40663	04/22/24 4 Lens G1 Facepieces	833.48			2060 415200	641		101000
		Total for Vendor:	833.48						
117707		2902 GRANT RICHARDSON	23.00						
1	04/16/24	meal reimb	23.00			1000 421000	340		101000
117738		2902 GRANT RICHARDSON	28.00						
1	04/28/24	meal reimb	28.00			1000 421000	340		101000
		Total for Vendor:	51.00						
117691		2877 GREATAMERICA FINANCIAL SERVICES	443.23						
1	36388615	04/19/24 SERVICE/CONTRACTS AGREEMENTS	443.23			7000 411600	428		101000
		Total for Vendor:	443.23						
117842		4400 GROUNDWORKS MINNESOTA, LLC	39.93						
80% refund									
1	05/02/24	Refund for Permit #240302	39.93			1000 322300			101000
		Total for Vendor:	39.93						

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117584		135 HAWKINS WTR TREATMENT	11,699.92						
1	6730260	04/11/24 AQUAHAWK	11,699.92			6025 450000	423		101000
		Total for Vendor:	11,699.92						
117692		5347 HISTORICAL & CULTURAL SOCIETY OF	338.25						
1	13744	03/27/24 KADE FERRIS BOOKS	338.25			7000 411600	662		101000
		Total for Vendor:	338.25						
117756		3593 HOLIDAY COMPANIES	5.00						
1	04/30/24	april 2024 car wash	5.00			1000 421000	420		101000
	063501052400								
		Total for Vendor:	5.00						
117903		3285 HOUSTON ENGINEERING INC.	85,294.00						
1	70568	04/30/24 Imp Dist 2265	85,294.00			4793 480000	313		101000
		Total for Vendor:	85,294.00						
117565		358 HUBERT OYE-SONS CONST.	442.70						
1	1211992	04/22/24 ASPHALT MIX	442.70			1000 430000	722		101000
117656		358 HUBERT OYE-SONS CONST.	406.60						
1	1211988	04/16/24 ASPHALT MIX	406.60			1000 430000	722		101000
117870		358 HUBERT OYE-SONS CONST.	338.20						
1	1211993	04/24/24 ASPHALT MIX	338.20			1000 430000	722		101000
		Total for Vendor:	1,187.50						
117713		4038 IACA	890.00						
1	11222	04/24/24 reg fee peterson	445.00			1000 421000	340		101000
2	11223	04/24/24 reg fee johanneck	445.00			1000 421000	340		101000
		Total for Vendor:	890.00						
117848		3807 IAFC	1,275.00						
		Reference #38112059							
		HazMat Conference							
TMW									
1	38112059	04/30/24 J Johnson Reg. #38112059	425.00			2060 415200	340		101000

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2	38112059	04/30/24 B Gaugler Reg. #38112237	425.00			2060	415200	340	101000
3	38112059	04/30/24 K Miller Reg. #38112315	425.00			2060	415200	340	101000
		Total for Vendor:	1,275.00						
117719		3227 IDENTITY AUTOMATION	4,976.00						
1	07632	04/25/24 annual subscription	4,976.00			1000	421000	497	101000
		Total for Vendor:	4,976.00						
117837		5362 ILLINOIS TOLLWAY	27.35						
1	5106452440	04/23/24 FDIC CONFERENCE/TOLL ROADS	27.35			2060	415200	340	101000
		Total for Vendor:	27.35						
117630		1245 INDIGO SIGNS	8,373.71						
		50% down payment							
1	167-01	04/25/24 Signs at new City Hall (WEX)	1,737.49			2970	480000	653	101000
2	168-01	04/25/24 Signs at new City Hall (WEX)	6,636.22			2970	480000	653	101000
		Total for Vendor:	8,373.71						
117790		4592 INGRAM LIBRARY SERVICES	441.41						
1	81407852	04/11/24 BOOKS	24.27			7000	411600	662	101000
2	81426697	04/12/24 BOOKS	16.87			7000	411600	662	101000
3	81426698	04/12/24 BOOKS	14.09			7000	411600	662	101000
4	81426699	04/12/24 BOOKS	13.57			7000	411600	662	101000
5	81426700	04/12/24 BOOKS	22.32			7000	411600	662	101000
6	81426701	04/12/24 BOOKS	53.19			7000	411600	662	101000
7	81664420	04/29/24 BOOKS	13.71			7000	411600	662	101000
8	81664421	04/29/24 BOOKS	40.94			7000	411600	662	101000
9	81664422	04/29/24 BOOKS	15.44			7000	411600	662	101000
10	81682392	04/30/24 BOOKS	29.11			7000	411600	662	101000
11	81682393	04/30/24 BOOKS	12.89			7000	411600	662	101000
12	81682394	04/30/24 BOOKS	18.36			7000	411600	662	101000
13	81682395	04/30/24 BOOKS	27.30			7000	411600	662	101000
14	81682396	04/30/24 BOOKS	19.07			7000	411600	662	101000
15	81682397	04/30/24 BOOKS	18.41			7000	411600	662	101000
16	81682398	04/30/24 BOOKS	22.14			7000	411600	662	101000
17	81682399	04/30/24 BOOKS	22.35			7000	411600	662	101000
18	81705612	05/01/24 BOOKS	39.07			7000	411600	662	101000

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19	81705611	05/01/24 BOOKS	18.31			7000	411600	662	101000
		Total for Vendor:	441.41						
117861		2500 INLAND TRUCK PARTS & SERVICE	1,226.24						
1	2235650	04/26/24 380 LEAK REPAIR	1,406.24			1000	430000	427	101000
9900	085147	03/21/22 ACCT CREDIT	-180.00			6020	450000	427	101000
CI	27								
		Total for Vendor:	1,226.24						
117716		211 INTERSTATE BATTERIES	230.40						
1		04/23/24 2032 garage remote batteries	230.40			1000	421000	641	101000
		1902801040075							
117768		211 INTERSTATE BATTERIES	89.99						
1	1039985	04/10/24 Sq 75 Battery Replacement	89.99			2060	415200	420	101000
117826		211 INTERSTATE BATTERIES	48.60						
1	1040091	04/25/24 BATTERIES	48.60			1000	455000	433	101000
		Total for Vendor:	368.99						
117676		5299 IRON VALLEY EQUIPMENT	1,132.50						
1	2250	04/03/24 3103 STROBE LIGHT	600.00			1000	430000	610	101000
2	2202	03/15/24 LED FLOOD LIGHT	171.00			1000	430000	427	101000
3	2199	03/15/24 7045 LIGHT BAR	315.00			6025	450000	427	101000
4	2251	04/03/24 BACKUP ALARM	46.50			6020	450000	427	101000
		Total for Vendor:	1,132.50						
117715		233 J & L SPORTS	657.45						
1	32600	04/23/24 pd polo's	631.46			1000	421000	422	101000
2	32600	04/23/24 cadet shirt	25.99			1000	421000	375	101000
117822		233 J & L SPORTS	232.00						
1	32618	04/25/24 EMBROIDERY - WA	46.40			6020	450000	422	101000
2		EMBROIDERY - SW	46.40			6025	450000	422	101000
3		EMBROIDERY - SA	46.40			6010	450200	422	101000
4		EMBROIDERY - ST	46.40			1000	430000	422	101000
5		EMBROIDERY - RW	46.40			1000	430001	422	101000
		Total for Vendor:	889.45						

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117673		1765 J.J. KELLER & ASSOC, INC	25.00						
1	9108936539	04/01/24 CDL TRAINING	25.00			1000 450000	497		101000
		Total for Vendor:	25.00						
117549		794 JASON DURA	59.00						
1	04/16/24	meal reimb vision zero	23.00			1000 421000	340		101000
2	04/10/24	meal reimb building tour	36.00			1000 421000	340		101000
		Total for Vendor:	59.00						
117492		999999 JASON RIDLER	340.00						
1	1086 04/16/24	Jason Ridler #1217 tint	340.00			1000 421000	610		101000
		Total for Vendor:	340.00						
117779		5359 JENNA KAHLY	20.51						
1	04/27/24	PROGRAM SUPPLIES - FLOWERS	20.51			7000 411600	649		101000
		Total for Vendor:	20.51						
117787		5137 JODI ROLLE	32.83						
1	04/30/24	Mileage 04/01/24-04/30/24	32.83			1000 414100	340		101000
		Total for Vendor:	32.83						
117797		3526 JOHN NEEB	30.00						
1	100251 04/29/24	Sanford Car Seat Safety Center	30.00			2060 415200	340		101000
		Total for Vendor:	30.00						
117566		2798 JOHNSON CONTROLS	832.84						
1	3264965541 04/16/24	PD/CH AHU FAN MOTOR REPAIR	832.84			1000 455000	420		101000
117858		2798 JOHNSON CONTROLS	3,240.00						
1	3289172688 04/30/24	WEX BUILDING SERVICE AGREE	3,240.00			2970 480000	653		101000
		Total for Vendor:	4,072.84						
117791		999999 JON STIKA	300.00						
		Tree Planting Permit - 2139 12th St W							
1	05/02/24	Tree - 2139 12th St W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						

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117888		4087 JOSHUA ROLCZYNSKI	62.00						
	PAVING TRAINING - BISMARCK, ND								
1	05/03/24	TRAVEL REIMBURSEMENT	62.00			1000 430000	340		101000
117890		4087 JOSHUA ROLCZYNSKI	400.23						
	SNOW CONFERENCE - KANSAS CITY, MO								
1	05/03/24	TRAVEL REIMBURSEMENT	400.23			1000 430000	340		101000
		Total for Vendor:	462.23						
117825		3648 JULIE'S RADIO RANCH	210.00						
1	165413 04/26/24	6013 RADIO REPAIR	210.00			2210 428000	427		101000
		Total for Vendor:	210.00						
117651		344 KARL'S AT THE NODAK CENTER	92.48						
1	343214776 04/15/24	D THOMPSON PANTS	92.48			6025 450000	422		101000
		Total for Vendor:	92.48						
117488		3173 KIESLER'S POLICE SUPPLY, INC.	312.60						
1	IN236617 04/09/24	rifle equipment	312.60			1000 421000	987		101000
		Total for Vendor:	312.60						
117873		2752 KOST MATERIALS, LLC	1,384.00						
1	122851 04/19/24	4500 CURB & GUTTER	504.00			6020 450000	438		101000
2	122743 04/17/24	4500 SIDEFORM PAVING	880.00			6020 450000	438		101000
		Total for Vendor:	1,384.00						
117512	-99181E	4482 KOTAPAY	3,891.67						
	04/19/24 payroll								
1	04/19/24	Child Support	3,891.67			1000 212549			101000
117775	-99166E	4482 KOTAPAY	3,931.36						
	05/03/24 payroll								
1	05/03/24	Child Support	3,931.36			1000 212549			101000
		Total for Vendor:	7,823.03						

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117839		4598 KUSSMAUL ELECTRONICS	523.85						
1	245066	04/23/24 Repair of 091-193-12 Fire	523.85			2060 415200	427		101000
		Total for Vendor:	523.85						
117551		2530 KYLE JOHNSON	144.00						
1	04/16/24	meal reimb	144.00			1000 421000	340		101000
		Total for Vendor:	144.00						
117530		260 LARS BODY SHOP	11,647.86						
1	6017	04/16/24 #1174 glass repair	80.00			1000 421000	427		101000
2	5985	04/18/24 #1193 ins repairs	11,567.86			1000 421000	322		101000
		Total for Vendor:	11,647.86						
117642		705 LAWSON PRODUCTS	644.11						
1	9311451040	04/11/24 HARDWARE STOCK	644.11			1000 455000	433		101000
		Total for Vendor:	644.11						
117792		1668 LEARNING OPPORTUNITIES, INC	452.77						
1	238285	11/30/23 BOOKS	452.77			7000 411600	662		101000
117793		1668 LEARNING OPPORTUNITIES, INC	4,993.82						
1	6467732800	04/18/24 LIBRARY EQUIPMENT	2,286.60			7000 411600	497		101000
2	6467740919	04/19/24 LIBRARY EQUIPMENT	1,813.48			7000 411600	497		101000
3	6467806318	04/25/24 LIBRARY EQUIPMENT	893.74			7000 411600	497		101000
		Total for Vendor:	5,446.59						
117723		5355 LEE MEWES	180.00						
1	04/28/24	meal reimb	180.00			1000 421000	340		101000
		Total for Vendor:	180.00						
117500		4767 LENOVO (UNITED STATES) INC.	476.00						
1	6467649220	04/10/24 New Monitors - Lisa B & Jo	476.00			1000 414100	497		101000

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117501		4767 LENOVO (UNITED STATES) INC.	369.98						
1	6467622502	04/06/24 Dock Stations - Lisa B & J	369.98			1000 414100	497		101000
117502		4767 LENOVO (UNITED STATES) INC.	2,352.84						
1	6467665777	04/11/24 Assessing Equipment	2,352.84			1000 414101	497		101000
117503		4767 LENOVO (UNITED STATES) INC.	1,717.66						
1	6467641272	04/09/24 Laptop - Troy O	3,639.52			1000 414200	497		101000
2	6467603224	04/04/24 Dock - Troy O	317.39			1000 414200	497		101000
3	6467405984	03/15/24 Credit for returned Eng la	-2,239.25			1000 414200	497		101000
117509		4767 LENOVO (UNITED STATES) INC.	1,729.10						
1	6467740918	04/19/24 New Laptops - Lisa B & Jod	1,729.10			1000 414100	497		101000
117516		4767 LENOVO (UNITED STATES) INC.	906.74						
1	6467734660	04/18/24 Assessing Equipment	906.74			1000 414101	497		101000
117524		4767 LENOVO (UNITED STATES) INC.	2,593.65						
1	6467725812	04/18/24 replacement laptops	2,593.65			1000 421000	497		101000
117589		4767 LENOVO (UNITED STATES) INC.	1,318.73						
1	6467676727	04/12/24 M ANDVIK LAPTOP/MONITOR	411.99			1000 450000	497		101000
2	6467734661	04/18/24 M ANDVIK LAPTOP/MONITOR	906.74			1000 450000	497		101000
117761		4767 LENOVO (UNITED STATES) INC.	2,905.21						
1	05/01/24	3 laptops replacements	2,905.21			1000 421000	497		101000
	6467859965								
117769		4767 LENOVO (UNITED STATES) INC.	1,725.69						
1	6467692501	04/14/24 Office Coordinator Set-up	864.55			2060 415200	497		101000
2	6467734659	04/18/24 J Neeb Laptop	861.14			2060 415200	497		101000
		Total for Vendor:	16,095.60						

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117710		1741 LIBERTY BUSINESS SYSTEMS, INC	1,237.33						
1	36432589	04/24/24 april 2024 assessing	156.05			1000 415000	428		101000
2	36432590	04/25/24 april 2024 assessing	51.89			1000 415000	428		101000
3	36432590	04/25/24 april 2024 city hall	263.36			1000 415000	428		101000
4	36432590	04/25/24 april 2024 pd	486.72			1000 421000	428		101000
5	36432590	04/25/24 april 2024 pw	279.31			1000 415000	428		101000
		Total for Vendor:	1,237.33						
117496		3491 LOFFLER COMPANIES INC	152.70						
1	36332838	04/10/24 Finance Printer	152.70			1000 414100	428		101000
		Total for Vendor:	152.70						
117617		270 LOWE'S	39.88						
1	04/24/24	EDGING	39.88			2210 428000	358		101000
117827		270 LOWE'S	132.60						
1	04/29/24	WOOD STAKES	132.60			2210 428000	358		101000
		Total for Vendor:	172.48						
117911		4872 LOWE'S (FD)	694.12						
1	998871	04/12/24 St 75 Lawn care supplies	234.35			2060 415200	494		101000
2	911230	03/07/24 Dave's Tools-dr bit set	242.22			2060 415200	641		101000
3	993606	03/14/24 100-pc homeowners tool kit	217.55			2060 415200	641		101000
		Total for Vendor:	694.12						
117629		711 LUTHER FAMILY FORD	577.10						
1	381576	04/22/24 5702 SEPARATE	94.79			1000 430002	427		101000
2	381652	04/22/24 5702 PAN ASY	56.09			1000 430002	427		101000
3	381682	04/23/24 5702 BOLT	31.20			1000 430002	427		101000
4	380585	04/08/24 1193 HUB ASY	163.95			1000 421000	427		101000
5	381394	04/19/24 3103 VBOLT	231.07			1000 430000	427		101000
		Total for Vendor:	577.10						

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117843		3502 M&T Fire	477.20						
1	11909	04/23/24 Gear Wash 2-5 gallon pails	477.20			2060 415200	500		101000
		Total for Vendor:	477.20						
117624		3304 MAC'S - FARGO	3.78						
1	H51451/1	04/17/24 HARDWARE	3.78			6010 450200	427		101000
117661		3304 MAC'S - FARGO	345.67						
1	H50746/1	04/15/24 D THOMPSON - RUBBER BOOTS	129.99			6025 450000	422		101000
2	H46085/1	04/02/24 DUST PAN	16.99			6025 450000	433		101000
3	H47940/1	04/08/24 HARDWARE	1.74			6025 450000	433		101000
4	H51381/1	04/17/24 HARDWARE	84.42			6020 450000	432		101000
5	H50547/1	04/15/24 HARDWARE	64.44			6025 450000	825		101000
6	H51644/1	04/17/24 HARDWARE	48.09			1000 455000	433		101000
117812		3304 MAC'S - FARGO	161.10						
1	H54348	04/25/24 BLADE/CHAIN	30.14			1000 430000	433		101000
2	H56315	04/30/24 FOAM TAPE	15.98			4387 480000	427		101000
3	H54706	04/26/24 SHOVEL/LINK MASTER ALLOY	114.98			4387 480000	500		101000
		Total for Vendor:	510.55						
117709		2733 MACKENZIE CARR	144.00						
1	04/16/24	meal reimb	144.00			1000 421000	340		101000
		Total for Vendor:	144.00						
117846		3536 MACQUEEN EMERGENCY	16,470.88						
1	10865	04/25/24 Fire Hose 2.25", 2.5", 2.25" t	11,640.00			2060 415200	641		101000
2	10878	04/26/24 Yates Lifting Bridle System	2,265.00			2060 415200	641		101000
3	29175	04/29/24 (4) Fire Helmets	1,528.36			2060 415200	641		101000
4	29237	04/30/24 (3) Helmet fronts	199.00			2060 415200	641		101000
5	29336	05/01/24 (6) Helmets fronts for new hir	388.00			2060 415200	641		101000
6	10747	04/01/24 L-75 Blower, heater, guages	450.52			2060 415200	427		101000
		Total for Vendor:	16,470.88						

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117539	112048S	3542 MAINSTAY FUNDS	750.00						
1	04/30/24	Mainstay April 2024	750.00			1000 212529			101000
		Total for Vendor:	750.00						
117693		5349 MARCO TECHNOLOGIES, LLC	1,238.90						
1	36237426	03/28/24 SERVICE/CONTRACTS AGREEMENTS	656.95			7000 411600	428		101000
2	36454194	04/29/24 SERVICE/CONTRACTS AGREEMENTS	581.95			7000 411600	428		101000
		Total for Vendor:	1,238.90						
117535	112049S	3630 MATRIX TRUST COMPANY	4,612.00						
1	04/30/24	Deferred Comp Pre-Tax Apr 24	3,340.00			1000 212547			101000
2	04/30/24	Deferred Comp Post-Tax Apr 24	1,272.00			1000 212548			101000
		Total for Vendor:	4,612.00						
117743		4483 MATT BERG	448.00						
1	2024 04/24/24	FDIC Per Diem 04-24-24	448.00			2060 415200	340		101000
		Total for Vendor:	448.00						
117833		5361 MATTHEW BREILAND	448.00						
1	2024 04/24/24	FDIC in Indianapolis Per Diem	448.00			2060 415200	340		101000
		Total for Vendor:	448.00						
117666		2999 MATTHEW STAEBLER	31.50						
1	04/23/24	CONTINUING ED REIMBURSEMENT	31.50			1000 430000	340		101000
		Total for Vendor:	31.50						
117717		4399 MEGAN LARSON	75.00						
1	04/21/24	cadet meal reimb	75.00			1000 421000	375		101000
		Total for Vendor:	75.00						
117841		299 MENARDS (FIRE)	1,195.66						
1	28207 04/11/24	Training-Torch Kit	34.99			2060 415200	340		101000
2	28207 04/11/24	3 Step Steel ladder	59.99			2060 415200	641		101000
3	28207 04/11/24	2 step step ladder	44.97			2060 415200	641		101000
4	28207 04/11/24	Spray primer/spray/cinder bloc	41.19			2060 415200	500		101000
5	28207 04/11/24	Class A Assesory storage totes	27.16			2060 415200	500		101000

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6	28207	04/11/24 Gear rack hardware	7.99			2060 415200	500		101000
7	28504	04/15/24 Gear Rack Supplies to build	103.96			2060 415200	500		101000
8	28654	04/17/24 Eq Svcs shop set up	98.90			2060 415200	500		101000
9	29175	04/23/24 SCBA misc hardware	41.43			2060 415200	500		101000
10	29218	04/24/24 Academy and Training	623.46			2060 415200	340		101000
11	29386	04/26/24 Rabbit Fencing	57.98			2060 415200	500		101000
12	29662	04/30/24 Training supplies	53.64			2060 415200	340		101000
Total for Vendor:			1,195.66						
117586	4622	MENARDS (PUBLIC WORKS)	1,315.97						
1	28181	04/10/24 BROOM	30.14			1000 455000	500		101000
2	28283	04/12/24 HOOKS	15.08			1000 455000	420		101000
3	28224	04/11/24 40' HAYBALE TIEDOWN	145.42			6020 450000	639		101000
4	28588	04/16/24 LUMBER	141.21			6020 450000	438		101000
5	28835	04/19/24 PIPE CUTTER	54.24			6020 450000	432		101000
6	28562	04/16/24 HEADLAMP/PVC	79.79			4796 480000	670		101000
7	28688	04/17/24 SHOVEL/BLADES	120.78			1000 430001	358		101000
8	28485	04/15/24 LUMBER	14.04			4796 480000	670		101000
9	29025	04/22/24 LUMBER	17.53			1000 430002	391		101000
10	29069	04/22/24 TEKS LATHE 8X1	20.71			4796 480000	670		101000
11	28222	04/11/24 PLIERS/PAIL	11.47			6020 450000	432		101000
12	28489	04/15/24 POLY CLEAR	34.99			6020 450000	432		101000
13	28491	04/15/24 HOSE/TARP	21.72			1000 430000	432		101000
14	28735	04/18/24 AKONAFLEX	220.88			1000 430000	722		101000
15	28574	04/16/24 CLEANER/LUBRICANT	14.47			6025 450000	432		101000
16	28687	04/17/24 VALVE/HOSE	35.68			6025 450000	825		101000
17	28674	04/17/24 HARDWARE/TOOLS	180.58			4387 480000	500		101000
18	27970	04/08/24 RACHET	22.99			6025 450000	432		101000
19	28277	04/12/24 PVC/GRIT/COUPLING	18.98			6010 450200	433		101000
20	28289	04/12/24 TOOLBOX/WD40/BRUSH	115.27			6010 450200	433		101000
117622	4622	MENARDS (PUBLIC WORKS)	95.20						
1	29215	04/24/24 BREAKER FINDER	38.23			1000 430002	432		101000
2	29067	04/22/24 GROTRAX/STAKES	43.98			6025 450000	432		101000
3	29059	04/22/24 LEADER HOSE	12.99			6025 450000	432		101000

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117681		4622 MENARDS (PUBLIC WORKS)	18.60						
1	28306 04/12/24	WD40	14.66			6025 450000	433		101000
2	27476 04/01/24	HOOK & LOOP	3.94			6025 450000	433		101000
117694		4622 MENARDS (PUBLIC WORKS)	84.68						
1	27962 04/08/24	TAPE	84.68			7000 411600	641		101000
117773		4622 MENARDS (PUBLIC WORKS)	470.38						
1	29650 04/30/24	PVC MATERIALS	62.33			4796 480000	670		101000
2	29755 05/01/24	CONTRACT FLAPS	83.92			1000 430001	358		101000
3	29312 04/25/24	CLEANING SUPPLIES	31.81			1000 430000	433		101000
4	29689 04/30/24	SA- WATER	292.32			6010 450200	500		101000
117804		4622 MENARDS (PUBLIC WORKS)	57.27						
1	29852 05/02/24	SWITCHES	57.27			1000 455000	433		101000
117813		4622 MENARDS (PUBLIC WORKS)	177.54						
1	29693 04/30/24	7708 SEALANT	43.20			4387 480000	427		101000
2	29422 04/26/24	HARDWARE	29.07			1000 455000	427		101000
3	28664 04/17/24	TAPE/DRILLBITS	65.44			1000 430000	432		101000
4	28682 04/17/24	VALVES	39.83			6025 450000	433		101000
		Total for Vendor:	2,219.64						
117749		323 METRO COG	55,326.68						
1	1022 04/26/24	NDSU ATAC Annual Dues	55,326.68			1000 418000	372		101000
		Total for Vendor:	55,326.68						
117615		4255 MICHAEL KNODEL	59.00						
		WATER TESTING - BISMARCK, ND							
1	04/25/24	TRAVEL REIMBURSEMENT	59.00			6020 450000	340		101000
		Total for Vendor:	59.00						
117487	112144S	2766 MIDCONTINENT COMMUNICATIONS	5,346.26						
1	13860 02/11/24	193293401 - 3100&3150 Sheyenne	1,775.42			2310 452120	497		101000
2	13915 03/11/24	193293401 - 3100&3150 Sheyenne	1,785.42			2310 452120	497		101000
3	13973 04/11/24	193293401 - 3100&3150 Sheyenne	1,785.42			2310 452120	497		101000

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117628		2766 MIDCONTINENT COMMUNICATIONS	458.85						
1	13995 04/23/24	191305202 - 3050 Sheyenne	458.85			2310 452120	497		101000
117718		2766 MIDCONTINENT COMMUNICATIONS	335.84						
1	04/23/24	april 2024 pw	120.42			6010 455000	497		101000
22121930113995									
2	04/23/24	april 2024 lcac	215.42			1000 421000	497		101000
22121930113995									
Total for Vendor:			6,140.95						
117491		102 MIDSTATES WIRELESS	3,121.96						
1	2070003941 04/12/24	#155 removals	3,121.96			2531 421000	610		101000
117844		102 MIDSTATES WIRELESS	10,509.02						
		to enhance GPS/GNSS signal in vehicles							
1	205016992 03/27/24	Outdoor Antenna, GNSS repea	10,509.02			2060 415200	497		101000
Total for Vendor:			13,630.98						
117794		1854 MIDWEST TAPE	2,272.24						
1	505411161 04/30/24	E RESOURCES	1,580.25			7000 411600	650		101000
2	505341056 04/16/24	AUDIOBOOK	42.49			7000 411600	664		101000
3	505376262 04/23/24	AUDIOBOOK	42.49			7000 411600	664		101000
4	505376265 04/23/24	AUDIOBOOK	87.98			7000 411600	664		101000
5	505409101 04/30/24	AUDIOBOOK	76.49			7000 411600	664		101000
6	505343511 04/16/24	DVD	23.04			7000 411600	664		101000
7	505341059 04/16/24	DVD	30.01			7000 411600	664		101000
8	505343510 04/16/24	DVD	28.47			7000 411600	664		101000
9	505341058 04/16/24	DVD	27.72			7000 411600	664		101000
10	505376264 04/23/24	DVD	20.22			7000 411600	664		101000
11	505376260 04/23/24	DVD	30.72			7000 411600	664		101000
12	505376261 04/23/24	DVD	31.47			7000 411600	664		101000
13	505376263 04/23/24	DVD	83.88			7000 411600	664		101000
14	505408739 04/30/24	DVD	127.32			7000 411600	664		101000
15	505409100 04/30/24	DVD	39.69			7000 411600	664		101000
Total for Vendor:			2,272.24						

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117868		305 MOORE ENGINEERING INC	478.75						
1	38187 04/26/24	2023 ANNUAL WATER QUALITY REPO	478.75			6020 450000	335		101000
117902		305 MOORE ENGINEERING INC	2,245.00						
1	38241 04/29/24	Lot Staking	2,245.00			1000 418000	520		101000
117904		305 MOORE ENGINEERING INC	81,905.40						
1	38248 04/29/24	Fiber Network Planning	8,573.75			2970 480000	313		101000
2	38232 04/29/24	Imp Dist 1309	180.00			4387 480000	313		101000
3	38233 04/29/24	Project 1316.2	6,733.84			4065 480000	313		101000
4	38234 04/29/24	Imp Dist 1337	2,307.50			4086 480000	313		101000
5	38235 04/29/24	Imp Dist 1337	1,006.10			4086 480000	313		101000
6	38185 04/26/24	Imp Dist 1339	407.50			4088 480000	313		101000
7	38236 04/29/24	Project 1340	246.25			4089 480000	313		101000
8	38239 04/29/24	Project 1343	2,309.35			4004 480000	313		101000
9	38247 04/29/24	Imp Dist 1345	34,303.75			4009 480000	313		101000
10	38237 04/29/24	Project 1346	1,727.50			4024 480000	313		101000
11	38238 04/29/24	Imp Dist 1348	8,060.35			4444 480000	313		101000
12	38186 04/26/24	Project 1349	8,669.41			4445 480000	313		101000
13	38257 04/30/24	Imp Dist 3006	4,226.30			4003 480000	313		101000
14	38259 04/30/24	Project 4068	518.71			4007 480000	313		101000
15	38240 04/29/24	Project 9034	2,408.75			2970 480000	313		101000
17	38251 04/29/24	CWF Engineering Services	226.34			1000 414200	313		101000
		Total for Vendor:	84,629.15						
117560	-99177E	4663 MUTUAL OF OMAHA	2,797.16						
1	04/22/24	April Contributions	2,781.40			1000 212515			101000
2	04/22/24	Fees	15.76			1000 415000	490		101000
		Total for Vendor:	2,797.16						
117680		728 NAPA CENTRAL	79.77						
1	399825 04/24/24	7708 V BELT	45.18			6025 450000	427		101000
2	399819 04/24/24	7708 FLX HOSE	34.59			6025 450000	427		101000

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117807		728 NAPA CENTRAL	15.29						
2	399924	04/25/24 7708 COOL HOSE	49.88			4387 480000	427		101000
3	689569	04/30/24 7708 COOL HOSE RET	-34.59			4387 480000	427		101000
		Total for Vendor:	95.06						
117625	-99176E	3546 NATIONWIDE INVESTMENT ADVISORS	11,369.00						
1	04/19/24	Apr Post-Tax Contributions	3,080.00			1000 212551			101000
2	04/19/24	Apr Pre-Tax Contributions	8,289.00			1000 212550			101000
		Total for Vendor:	11,369.00						
117728		3428 ND DEPARTMENT OF ENVIRONMENTAL	1,290.00						
		WF Fire Department 3 year Inspection. TMW							
1	N25825	04/10/24 New HQ Initial Boiler Insp/Cer	1,290.00			2060 415200	420		101000
		Total for Vendor:	1,290.00						
117542	112050S	3541 ND FRATERNAL ORDER OF POLICE	1,944.00						
1	04/30/24	FOP Legal for Apr 2024	1,944.00			1000 212527			101000
		Total for Vendor:	1,944.00						
117506	-99183E	363 ND PERS	11,135.12						
		Adjustment for Sari Skwiera							
1	04/30/24	April 2024 Adj	11,135.12			1000 212532			101000
117521	-99179E	363 ND PERS	515.71						
		Adj for Tim Brown							
1	02/29/24	Feb 2024 Adj	459.83			1000 212532			101000
2	02/29/24	Feb 2024 Adj	55.88			1000 415000	490		101000
117627	-99174E	363 ND PERS	5,060.74						
		04/19/24 Payroll							
1	04/19/24	457b Def Comp - Contributions	5,060.74			1000 212532			101000
117703	-99172E	363 ND PERS	400.00						
		April							
1	04/30/24	Freadrich service credit purch	400.00			1000 212532			101000

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117764	-99168E	363 ND PERS	265,079.13						
1	04/30/24	Apr Payroll - Contributions	265,078.86			1000 212532			101000
2	04/30/24	Rounding	0.27			1000 414100	230		101000
117777	-99165E	363 ND PERS	5,235.74						
05/03/24	Payroll								
1	05/03/24	457b Def Comp - Contributions	5,235.74			1000 212532			101000
117894	-99164E	363 ND PERS	7,413.94						
		Missing contributions from 2023 and 2024 submitted in May 2024							
1	05/01/24	2023/2024 Adj	1,779.35			1000 212532			101000
2	05/01/24	2023/2024 Adj	5,634.59			1000 415000	490		101000
		Total for Vendor:	294,840.38						
117900	-99163E	1906 ND PUBLIC FINANCE AUTHORITY	24,187.50						
2009	Improvement Bond Payment								
1	04/25/24	Interest	9,037.50			3369 490000	720		101000
2	04/25/24	Agent Fee	150.00			3369 490000	740		101000
3	04/25/24	Principal	15,000.00			3369 490000	710		101000
		Total for Vendor:	24,187.50						
117765		3946 NDFA	86.06						
1	2024042606	05/26/24 Access Code Fund of FF Ski	86.06			2060 415200	340		101000
		Total for Vendor:	86.06						
117569		756 NELCO FIRST AID	192.09						
1	014424	04/17/24 PW SAFETY SUPPLIES	192.09			6020 450000	639		101000
117668		756 NELCO FIRST AID	163.88						
1	014396	04/05/24 SA - FIRST AID SUPPLIES	163.88			6010 450200	639		101000
		Total for Vendor:	355.97						
117859		1600 NELSON AUTO CENTER FLEET DEPT	48,990.12						
1	FR192	03/25/24 UNIT #6018 2024 FORD F250XL	48,990.12			2210 428000	610		101000
		Total for Vendor:	48,990.12						

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117596		364 NELSON INTERNATIONAL	97.21						
1	X102221295	04/16/24 415 M PIPE CONN	8.84			6010 450200	427		101000
2	X102221088	04/12/24 THERMOSTAT ASSY	88.37			6010 450200	427		101000
117635		364 NELSON INTERNATIONAL	60.83						
1	X102221655	04/22/24 BOWMA SEAL	149.20			1000 455000	433		101000
2	X102221654	04/22/24 THERMOSTAT ASSY RET	-88.37			6010 450200	427		101000
		Total for Vendor:	158.04						
117623		271 NETCENTER TECHNOLOGIES	4,376.00						
1	195003	03/31/24 Annual Agreement	4,376.00			1000 414104	497		101000
		Total for Vendor:	4,376.00						
117519		4765 NETWORK CABLING SERVICES, INC.	1,950.00						
1	24031401	04/22/24 Install cabling at WEX bldg	1,950.00			2970 480000	653		101000
117544		4765 NETWORK CABLING SERVICES, INC.	232.51						
1	24040805	04/23/24 Install cabling at WEX bldg	232.51			2970 480000	653		101000
		Total for Vendor:	2,182.51						
117585		2261 NETWORK CENTER INCORPORATED	6,723.75						
		Office 365 G1 - 149 licenses							
		Office 365 G3 - 221 licenses							
		MS Teams Rooms Pro - 4 licenses							
1	INV211115	03/04/24 Microsoft 365 Subscriptions	170.60			1000 414100	497		101000
2	INV211115	03/04/24 Microsoft 365 Subscriptions	161.00			1000 414101	497		101000
3	INV211115	03/04/24 Microsoft 365 Subscriptions	115.00			1000 415000	497		101000
4	INV211115	03/04/24 Microsoft 365 Subscriptions	69.00			1000 416200	497		101000
5	INV211115	03/04/24 Microsoft 365 Subscriptions	124.60			1000 412000	497		101000
6	INV211115	03/04/24 Microsoft 365 Subscriptions	46.00			1000 414102	497		101000
7	INV211115	03/04/24 Microsoft 365 Subscriptions	253.00			1000 414200	497		101000
8	INV211115	03/04/24 Microsoft 365 Subscriptions	235.80			1000 414100	497		101000
9	INV211115	03/04/24 Microsoft 365 Subscriptions	92.00			1000 414103	497		101000
10	INV211115	03/04/24 Microsoft 365 Subscriptions	176.40			1000 414104	497		101000
11	INV211115	03/04/24 Microsoft 365 Subscriptions	226.20			1000 418000	497		101000
12	INV211115	03/04/24 Microsoft 365 Subscriptions	2,187.20			1000 421000	497		101000

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13	INV211115	03/04/24 Microsoft 365 Subscriptions	103.60			1000 430000	497		101000
14	INV211115	03/04/24 Microsoft 365 Subscriptions	51.80			1000 430001	497		101000
15	INV211115	03/04/24 Microsoft 365 Subscriptions	260.20			1000 450000	497		101000
16	INV211115	03/04/24 Microsoft 365 Subscriptions	220.60			1000 455000	497		101000
17	INV211115	03/04/24 Microsoft 365 Subscriptions	723.40			2060 415200	497		101000
18	INV211115	03/04/24 Microsoft 365 Subscriptions	42.20			2210 428000	497		101000
19	INV211115	03/04/24 Microsoft 365 Subscriptions	270.60			6010 450200	497		101000
20	INV211115	03/04/24 Microsoft 365 Subscriptions	189.80			6020 450000	497		101000
21	INV211115	03/04/24 Microsoft 365 Subscriptions	214.80			6025 450000	497		101000
22	INV211115	03/04/24 Microsoft 365 Subscriptions	489.00			7000 411600	497		101000
23	INV211115	03/04/24 Microsoft 365 Subscriptions	300.95			1000 415000	497		101000
117898		2261 NETWORK CENTER INCORPORATED	6,698.00						
	Office 365 G1 -	150 licenses							
	Office 365 G3 -	221 licenses							
	MS Teams Rooms Pro -	4 licenses							
1	INV212766	04/04/24 Microsoft 365 Subscriptions	170.60			1000 414100	497		101000
2	INV212766	04/04/24 Microsoft 365 Subscriptions	161.00			1000 414101	497		101000
3	INV212766	04/04/24 Microsoft 365 Subscriptions	115.00			1000 415000	497		101000
4	INV212766	04/04/24 Microsoft 365 Subscriptions	69.00			1000 416200	497		101000
5	INV212766	04/04/24 Microsoft 365 Subscriptions	124.60			1000 412000	497		101000
6	INV212766	04/04/24 Microsoft 365 Subscriptions	46.00			1000 414102	497		101000
7	INV212766	04/04/24 Microsoft 365 Subscriptions	253.00			1000 414200	497		101000
8	INV212766	04/04/24 Microsoft 365 Subscriptions	235.80			1000 414100	497		101000
9	INV212766	04/04/24 Microsoft 365 Subscriptions	92.00			1000 414103	497		101000
10	INV212766	04/04/24 Microsoft 365 Subscriptions	176.40			1000 414104	497		101000
11	INV212766	04/04/24 Microsoft 365 Subscriptions	226.20			1000 418000	497		101000
12	INV212766	04/04/24 Microsoft 365 Subscriptions	2,187.20			1000 421000	497		101000
13	INV212766	04/04/24 Microsoft 365 Subscriptions	103.60			1000 430000	497		101000
14	INV212766	04/04/24 Microsoft 365 Subscriptions	51.80			1000 430001	497		101000
15	INV212766	04/04/24 Microsoft 365 Subscriptions	260.20			1000 450000	497		101000
16	INV212766	04/04/24 Microsoft 365 Subscriptions	220.60			1000 455000	497		101000
17	INV212766	04/04/24 Microsoft 365 Subscriptions	723.40			2060 415200	497		101000
18	INV212766	04/04/24 Microsoft 365 Subscriptions	42.20			2210 428000	497		101000
19	INV212766	04/04/24 Microsoft 365 Subscriptions	270.60			6010 450200	497		101000
20	INV212766	04/04/24 Microsoft 365 Subscriptions	189.80			6020 450000	497		101000
21	INV212766	04/04/24 Microsoft 365 Subscriptions	214.80			6025 450000	497		101000

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22	INV212766	04/04/24 Microsoft 365 Subscriptions	489.00			7000 411600	497		101000
23	INV212766	04/04/24 Microsoft 365 Subscriptions	275.20			1000 415000	497		101000
117899		2261 NETWORK CENTER INCORPORATED	6,774.33						
		Office 365 G1 - 150 licenses							
		Office 365 G3 - 221 licenses							
		MS Teams Rooms Pro - 4 licenses							
		Power BI Pro - 1 license							
		Office 365 G5 - 1 license							
1	INV214425	05/02/24 Microsoft 365 Subscriptions	170.60			1000 414100	497		101000
2	INV214425	05/02/24 Microsoft 365 Subscriptions	161.00			1000 414101	497		101000
3	INV214425	05/02/24 Microsoft 365 Subscriptions	115.00			1000 415000	497		101000
4	INV214425	05/02/24 Microsoft 365 Subscriptions	69.00			1000 416200	497		101000
5	INV214425	05/02/24 Microsoft 365 Subscriptions	124.60			1000 412000	497		101000
6	INV214425	05/02/24 Microsoft 365 Subscriptions	46.00			1000 414102	497		101000
7	INV214425	05/02/24 Microsoft 365 Subscriptions	253.00			1000 414200	497		101000
8	INV214425	05/02/24 Microsoft 365 Subscriptions	235.80			1000 414100	497		101000
9	INV214425	05/02/24 Microsoft 365 Subscriptions	92.00			1000 414103	497		101000
10	INV214425	05/02/24 Microsoft 365 Subscriptions	176.40			1000 414104	497		101000
11	INV214425	05/02/24 Microsoft 365 Subscriptions	226.20			1000 418000	497		101000
12	INV214425	05/02/24 Microsoft 365 Subscriptions	2,187.20			1000 421000	497		101000
13	INV214425	05/02/24 Microsoft 365 Subscriptions	103.60			1000 430000	497		101000
14	INV214425	05/02/24 Microsoft 365 Subscriptions	51.80			1000 430001	497		101000
15	INV214425	05/02/24 Microsoft 365 Subscriptions	260.20			1000 450000	497		101000
16	INV214425	05/02/24 Microsoft 365 Subscriptions	220.60			1000 455000	497		101000
17	INV214425	05/02/24 Microsoft 365 Subscriptions	723.40			2060 415200	497		101000
18	INV214425	05/02/24 Microsoft 365 Subscriptions	42.20			2210 428000	497		101000
19	INV214425	05/02/24 Microsoft 365 Subscriptions	270.60			6010 450200	497		101000
20	INV214425	05/02/24 Microsoft 365 Subscriptions	189.80			6020 450000	497		101000
21	INV214425	05/02/24 Microsoft 365 Subscriptions	214.80			6025 450000	497		101000
22	INV214425	05/02/24 Microsoft 365 Subscriptions	489.00			7000 411600	497		101000
23	INV214425	05/02/24 Microsoft 365 Subscriptions	351.53			1000 415000	497		101000
		Total for Vendor:	20,196.08						

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117543	112051S	3543 NEW YORK LIFE INSURANCE & 1 04/30/24 Deferred Comp EE Apr 2024	7,020.00 7,020.00			1000 212531			101000
		Total for Vendor:	7,020.00						
117577		999999 NICK KUKLA Tree Planting Permit - 409 Westview Ln E	300.00						
1	04/23/24	Tree - 409 Westview Ln E	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
117498	112059S	5351 NICK MAYER FORD 1 240428 04/16/24 2023 Ford F550 - Street	92,353.00 92,353.00			1000 430000	610		101000
		Total for Vendor:	92,353.00						
117576		2035 NORTH CENTRAL RENTAL & LEASING,	162,000.00						
1	00127757	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
2	00127758	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
3	00127759	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
4	00127760	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
5	00127761	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
6	00127762	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
7	00127763	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
8	00127764	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
9	00127765	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
10	00127766	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
11	00127767	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
12	00127768	04/17/24 '23/24 GRADER RENTAL	13,500.00			1000 430000	657		101000
		Total for Vendor:	162,000.00						
117485		1966 NORTH IOWA K-9 1 04/15/24 k9 vito training	1,484.40 1,484.40			1000 421000	340		101000
		Total for Vendor:	1,484.40						
117636		5240 NORTHERN ENGINE & SUPPLY 1 255240 04/22/24 2100 DUST PLUG/CAP	17.94 17.94			6020 450000	427		101000
		Total for Vendor:	17.94						

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117876		3256 NORTHERN LAKE SERVICE, INC	840.00						
1	2406342	04/26/24 WATER TESTING	840.00			6020 450000	335		101000
		Total for Vendor:	840.00						
117655		1028 NORTHERN TRUCK EQUIPMENT CORP.	204,840.00						
1	SFI039074	03/22/24 #3205 2023 RPM TECH SNOWBLO	204,840.00			1000 430000	870		101000
		Total for Vendor:	204,840.00						
117620		141 NORTHSTAR SAFETY, INC	688.72						
1	36090	04/15/24 RETRACTING HARNESS/LANYARD	688.72			6025 450000	639		101000
		Total for Vendor:	688.72						
117505		4892 NORTHWEST TIRE INC.	19.41						
1	26046921	04/16/24 Flat Tire Repair	19.41			1000 414200	427		101000
117600		4892 NORTHWEST TIRE INC.	202.79						
1	26046965	04/17/24 5601 TIRE REPAIR	19.41			6025 450000	427		101000
2	26046408	04/17/24 5400 TIRE INSTALL	55.98			1000 430001	427		101000
3	26047042	04/19/24 5703 SENSOR	71.42			1000 430002	427		101000
4	26046408	04/17/24 RW TIRE INSTALL	55.98			1000 430001	427		101000
117817		4892 NORTHWEST TIRE INC.	19.41						
1	26047289	05/01/24 2004 TIRE REPAIR	19.41			6020 450000	427		101000
		Total for Vendor:	241.61						
117591		4223 NORTHWEST TRUCK & TRAILER	78,900.00						
1	5831	04/18/24 2020 KENWORTH T680	78,900.00			4387 480000	870		101000
		Total for Vendor:	78,900.00						
117786		1774 O'REILLY AUTOMOTIVE STORES, INC	149.50						
1	320312	04/12/24 St 75 Anti-Freeze/dry lube	85.52			2060 415200	500		101000
2	322637	04/19/24 Car Wash soap and mop	63.98			2060 415200	500		101000
		Total for Vendor:	149.50						

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117631	4744	O'REILLY AUTOMOTIVE STORES, INC	309.92						
1	1932319925	04/11/24 2002 CABLE	104.00			6020 450000	427		101000
2	1932320250	04/12/24 FILTER	23.78			1000 421000	427		101000
3	1932322055	04/17/24 3103 STR WHL CVR	22.00			1000 430000	427		101000
4	1932321248	04/15/24 FILTER	10.58			1000 421000	427		101000
5	1932319939	04/11/24 3103 ST WHL CVR	37.98			1000 430000	427		101000
6	1932320119	04/12/24 7100 TRANSFLD	13.99			4387 480000	427		101000
7	1932323478	04/22/24 151 BRAKES	259.98			1000 421000	427		101000
8	1932323932	04/23/24 1194 ABS SENSOR/HUB ASSY R	-227.31			1000 421000	427		101000
9	1932322002	04/17/24 1194 ABS SENSOR	32.46			1000 421000	427		101000
10	1932321909	04/17/24 1194 ABS SENSOR	32.46			1000 421000	427		101000
117809	4744	O'REILLY AUTOMOTIVE STORES, INC	808.76						
1	1932326372	05/01/24 BRAKE CLEAN	83.76			1000 455000	433		101000
2	1932326224	04/30/24 2005 CV INNER SHFT	47.54			6020 450000	427		101000
3	1932326189	04/30/24 2005 CV SHIFT	106.46			6020 450000	427		101000
4	1932325863	04/29/24 1175 BELT TENSNER	62.22			1000 421000	427		101000
5	1932326359	05/01/24 1174 BRAKES/PADS	207.28			1000 421000	427		101000
6	1932324305	04/24/24 1195 FILTER/VALVE	74.85			1000 421000	427		101000
7	1932324951	04/26/24 7708 OUTLET/SPRAY PAINT	21.98			4387 480000	427		101000
8	1932324536	04/25/24 BATTERY - EXCHANGE	142.16			1000 430000	427		101000
9	1932324539	04/25/24 BATTERY - EXCHANGE	-142.16			1000 430000	427		101000
10	1932325669	04/29/24 7022 STARTER	171.73			6025 450000	427		101000
11	1932324609	04/25/24 7708 HOSE CLAMP	11.98			4387 480000	427		101000
12	1932324558	04/25/24 7708 HOSE CLAMPS	35.94			4387 480000	427		101000
13	1932324468	04/25/24 7708 COOLANT HOSE	25.02			4387 480000	427		101000
14	1932326192	04/30/24 7022 CORE RET	-40.00			6025 450000	427		101000
117863	4744	O'REILLY AUTOMOTIVE STORES, INC	386.83						
1	1932321858	04/17/24 MICRO FUSES/BATTER	386.83			6025 450000	826		101000
		Total for Vendor:	1,505.51						
117788	353	OHNSTAD TWICHELL	500.00						
1	195766	04/21/24 ATTORNEY ASSISTANCE	500.00			7000 411600	312		101000
		Total for Vendor:	500.00						

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117601		352 OK TIRE STORE - COM CTR	312.50						
1	05352687	04/17/24 4008 TIRE ROTATION	312.50			6010 450200	427		101000
		Total for Vendor:	312.50						
117608		399 OLYMPIC SALES	10,550.00						
1	14640A	04/22/24 6YD & 4YD DUMPSTERS	10,550.00			6010 450200	665		101000
117653		399 OLYMPIC SALES	150.00						
1	14589	03/29/24 CAUTION STICKERS	150.00			6010 450200	914		101000
		Total for Vendor:	10,700.00						
117533		276 OSTROMS ACE HARDWARE	25.99						
1	226332	04/18/24 filter	25.99			1000 421000	420		101000
117695		276 OSTROMS ACE HARDWARE	31.98						
1	226240	04/08/24 ADHESIVE SPARY	31.98			7000 411600	641		101000
117741		276 OSTROMS ACE HARDWARE	119.98						
1	226414	04/28/24 acct 44818 comfort dog food	119.98			1000 421000	915		101000
117912		276 OSTROMS ACE HARDWARE	68.52						
1	226343	04/19/24 T Olson-CRR Storage	16.99			2060 415200	500		101000
2	226289	04/13/24 Mika Supplies	16.58			2060 415200	915		101000
3	226380	04/24/24 Hang group pictures in atrium	34.95			2060 415200	500		101000
		Total for Vendor:	246.47						
117561		5119 OSTROMS ACE HARDWARE (PW)	183.96						
1	226365	04/22/24 WEX FIT-UP	183.96			2970 480000	653		101000
117588		5119 OSTROMS ACE HARDWARE (PW)	53.98						
1	226263	04/11/24 WEX FIT-UP	53.98			2970 480000	653		101000
117818		5119 OSTROMS ACE HARDWARE (PW)	439.48						
1	226420	04/29/24 WEX FIT-UP	10.58			2970 480000	653		101000
2	226419	04/29/24 WEX FIT-UP	428.90			2970 480000	653		101000
		Total for Vendor:	677.42						

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117696		2126 OVERDRIVE, INC	747.98						
1	02/13/93	E RESOURCES	747.98			7000 411600	650		101000
		02139CO24112449							
117795		2126 OVERDRIVE, INC	881.44						
1	04/25/24	E RESOURCES	881.44			7000 411600	650		101000
		02139CO24126218							
		Total for Vendor:	1,629.42						
117514		3739 PARADIGM FIBER SPLICING LLC	1,000.00						
1	300 02/02/24	Troubleshoot - 10 Ave E & 9 St	1,000.00			1000 414104	497		101000
117515		3739 PARADIGM FIBER SPLICING LLC	1,050.00						
1	262 07/07/23	Troubleshoot - 45 St & Main	1,050.00			1000 414104	497		101000
		Total for Vendor:	2,050.00						
117546		1404 PATRICK HANSON	90.00						
1	04/17/24	meal reimb	90.00			1000 421000	340		101000
		Total for Vendor:	90.00						
117579		4972 PAULA VILLANUEVA	686.88						
1	04/23/24	Child Care Grant	686.88			2960 411900	416		101000
		Total for Vendor:	686.88						
117536	112052S	3548 PERSHING	300.00						
1	04/30/24	Alerus - Apr 2024	300.00			1000 212525			101000
		Total for Vendor:	300.00						
117554		903 PETE NIELSEN	84.50						
1	04/22/24	fuel reimb	75.50			1000 421000	340		101000
2	04/22/24	meal reim	9.00			1000 421000	340		101000
		Total for Vendor:	84.50						

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117682		563 PETRO SERVE USA	2,085.82						
1	133 04/12/24	SUPERLUBE 15W40	854.07			4387 480000	424		101000
2	134 04/11/24	MAXTRON 5W30	1,094.80			6020 450000	424		101000
3	96747 04/19/24	WASHER FLUID	136.95			1000 421000	427		101000
117869		563 PETRO SERVE USA	2,992.41						
1	9798 04/22/24	BULK FUEL	2,992.41			4387 480000	424		101000
		Total for Vendor:	5,078.23						
117687		4034 PETRO SERVE USA #63	309.22						
1	9431 04/22/24	7002 87OXY	86.67			6025 450000	424		101000
2	922 04/15/24	4102 DIESEL	94.13			6010 450200	424		101000
3	7167 04/15/24	7033 DIESEL	128.42			6025 450000	424		101000
117875		4034 PETRO SERVE USA #63	368.11						
1	2402 05/02/24	7300 PREMIUM	49.05			6025 450000	424		101000
2	2274 05/01/24	4102 DIESEL	158.43			6010 450200	424		101000
3	1910 04/30/24	7100 DIESEL	160.63			6025 450000	424		101000
		Total for Vendor:	677.33						
117782		1310 PETTYS CONSULTING, LLC	288.00						
1	1941 05/01/24	may 2024 user fee	288.00			1000 421000	497		101000
		Total for Vendor:	288.00						
117523		1483 PITNEY BOWES RESERVE ACCOUNT	2,000.00						
1	04/22/24	reserve acct 53241956	2,000.00			1000 421000	661		101000
117778		1483 PITNEY BOWES RESERVE ACCOUNT	1,500.00						
1	05/02/24	POSTAGE REFILL	1,500.00			7000 411600	661		101000
117906		1483 PITNEY BOWES RESERVE ACCOUNT	1,500.00						
		City Hall postage machine - meter refill							
1	05/03/24	Reserve Acct 20613972	1,500.00			1000 415000	661		101000
		Total for Vendor:	5,000.00						

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117683		2921 POWDERCOAT SPECIALISTS	320.00						
1	14319	04/18/24 2002 POWDER RACKS	320.00			6020 450000	610		101000
		Total for Vendor:	320.00						
117699		1755 PRO SWEEP INC	19,080.00						
1	22936	04/24/24 COWF STREET SWEEPING	19,080.00			1000 430000	485		101000
		Total for Vendor:	19,080.00						
117525		885 RADISSON HOTEL BISMARCK	399.20						
1	541397	04/17/24 lodging hanson	199.60			1000 421000	340		101000
2	118273	04/17/24 lodging wuollet	199.60			1000 421000	340		101000
		Total for Vendor:	399.20						
117640		2982 RDO EQUIPMENT CO	331.38						
1	P7274254	04/15/24 5423 SHANK	300.84			1000 430001	427		101000
2	P7274154	04/15/24 3060 VBELT	30.54			1000 430000	427		101000
117806		2982 RDO EQUIPMENT CO	215.74						
1	P7453954	04/25/24 2024 FUEL FILTER ELEMENT	215.74			6020 450000	427		101000
117811		2982 RDO EQUIPMENT CO	237.29						
1	P7446454	04/25/24 2024 PULLEY/BELT TENSIONER	237.29			6020 450000	427		101000
		Total for Vendor:	784.41						
117595		3183 RDO EXCH 80-5800/6130	7,150.00						
1	E25356554	04/15/24 #5429 JD ZERO TURN MOWER	7,150.00			1000 430001	870		101000
		Total for Vendor:	7,150.00						
117783		3204 RECORD KEEPERS	27.50						
1	A266507	04/30/24 service on 4/1/24	27.50			1000 421000	420		101000
117881		3204 RECORD KEEPERS	75.00						
1	A266506	04/30/24 City Hall Shred Bins	75.00			1000 415000	420		101000
		Total for Vendor:	102.50						

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117484		3748 RED RIVER ANIMAL EMERGENCY	397.40						
1	565678	04/05/24 k9 vito medical	397.40			1000 421000	915		101000
		Total for Vendor:	397.40						
117541	112053S	1464 RED RIVER VALLEY FOP LODGE #1	792.00						
1	04/30/24	FOP Dues Apr 2024	792.00			1000 212526			101000
		Total for Vendor:	792.00						
117643		1016 RED WING BUSINESS ADVANTAGE	728.71						
1	157915	04/10/24 D HERSCH BOOTS	233.74			6025 450000	422		101000
2	158240	04/15/24 D THOMPSON BOOTS	229.49			6025 450000	422		101000
3	158402	04/17/24 E JOHNSON INSOLES	69.99			6025 450000	422		101000
4	158401	04/17/24 E JOHNSON BOOTS	195.49			6025 450000	422		101000
		Total for Vendor:	728.71						
117823		5307 REHRIG PACIFIC COMPANY	39,354.42						
1	50386194	04/25/24 GARBAGE BINS	39,354.42			6010 450200	665		101000
		Total for Vendor:	39,354.42						
117686		3522 RJ'S TESORO	84.87						
1	9098	04/16/24 7010 UNLEADED	84.87			6025 450000	424		101000
		Total for Vendor:	84.87						
117547		2291 RYAN WUOLLET	104.00						
1	04/22/24	meal reimb moi	104.00			1000 421000	340		101000
		Total for Vendor:	104.00						
117507		1881 SAM'S CLUB/SYNCHRONY BANK (FD)	1,610.13						
1	08328	03/26/24 FD Area Chiefs Meeting	35.22			2060 415200	375		101000
2	13501	03/26/24 FD Station 75 Supplies	323.02			2060 415200	500		101000
3	13500	03/26/24 FD Station 76 Supplies	185.46			2060 415200	500		101000
4	83599	04/05/24 FD Station 76 Supplies	217.56			2060 415200	500		101000
5	70806	04/12/24 FD Station 76 Supplies	329.49			2060 415200	500		101000
6	70805	04/12/24 FD Station 75 Supplies	309.71			2060 415200	500		101000
7	70805	04/12/24 FD Station 75 Tax Reversal	-21.61			2060 415200	500		101000
8	61602	04/16/24 FD Care Alliance	231.28			2060 415200	500		101000
		Total for Vendor:	1,610.13						

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117736		437 SANDY'S DONUTS & COFFEE SHOP	45.90						
1	8821	04/29/24 bakery for training	45.90			1000 421000	375		101000
		Total for Vendor:	45.90						
117845		140 SANFORD AMBULANCE	1,250.00						
1	44033	04/18/24 50 Bulk BLS E-cards \$6.5/each	325.00			2060 415200	340		101000
2	44040	04/23/24 50 Bulk CPR/AED E-cards \$18.50	925.00			2060 415200	340		101000
		Total for Vendor:	1,250.00						
117659		454 SANITATION PRODUCTS	960.70						
1	88796	04/16/24 HOSE END WELD	234.52			6025 450000	825		101000
2	88772	04/12/24 7000 BALL VALVE	726.18			6025 450000	427		101000
		Total for Vendor:	960.70						
117711		2632 SARAHANNE SKWIERA	75.00						
1	04/21/24	cadet meal reimb	75.00			1000 421000	375		101000
		Total for Vendor:	75.00						
117571		2271 SCOTT RUDOLPH	31.50						
1	04/23/24	CONTINUING ED REIMBURSEMENT	31.50			1000 430000	340		101000
117867		2271 SCOTT RUDOLPH	50.00						
1	04/29/24	ELECTRICAL LICENSE RENEWAL	50.00			1000 430000	667		101000
		Total for Vendor:	81.50						
117887		2728 SCOTT TIFFANY	308.00						
		SNOW CONFERENCE - KANSAS CITY, MO							
1	05/03/24	TRAVEL REIMBURSEMENT	308.00			1000 455000	340		101000
		Total for Vendor:	308.00						
117893		3330 SHAWN HANSON	335.05						
		SNOW CONFERENCE - KANSAS CITY, MO							
1	05/03/24	TRAVEL REIMBURSEMENT	335.05			1000 430001	340		101000
		Total for Vendor:	335.05						

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117532		4816 SHEEPDOG GUARDIAN CONSULTING	160.00						
1	1924	04/18/24 membership for k9 officers	160.00			1000 421000	667		101000
		Total for Vendor:	160.00						
117486		2885 SHORTPRINTER	137.30						
1	148179	04/11/24 4 new officers bc's	137.30			1000 421000	668		101000
117575		2885 SHORTPRINTER	309.25						
1	148362	04/16/24 City Hall envelopes	309.25			1000 415000	668		101000
117649		2885 SHORTPRINTER	78.38						
1	148125	04/11/24 9X12 ENVELOPES	78.38			6020 450000	668		101000
117720		2885 SHORTPRINTER	119.50						
1	148151	04/22/24 Nielsen stamps	119.50			1000 421000	410		101000
117740		2885 SHORTPRINTER	80.61						
1	148280	04/25/24 immobilization notice	80.61			1000 421000	668		101000
		Total for Vendor:	725.04						
117529		3642 SIGN PRO	885.00						
1	85601	04/11/24 custom signs	885.00			1000 421000	641		101000
		Total for Vendor:	885.00						
117564		91 SIGN SOLUTIONS USA	848.54						
1	411268	04/19/24 CONES	848.54			1000 430000	487		101000
117660		91 SIGN SOLUTIONS USA	1,051.81						
1	411117	04/10/24 SIGNS	163.99			1000 430000	487		101000
2	411253	04/18/24 SIGNS	887.82			1000 430000	487		101000
117810		91 SIGN SOLUTIONS USA	153.53						
1	411388	04/26/24 SIGNS	153.53			1000 430000	487		101000
		Total for Vendor:	2,053.88						

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117889		2655 SIMPLIFILE	100.00						
1	NDT8B30430	04/30/24 Service 04/01/24-04/30/24	100.00			1000 418000	668		101000
		Total for Vendor:	100.00						
117493		3528 SNACKS PLUS VENDING	164.00						
1	5940565190	04/16/24 Coffee for City Hall	164.00			1000 415000	410		101000
117568		3528 SNACKS PLUS VENDING	164.00						
1	5940562662	04/11/24 COFFEE	164.00			6020 450000	500		101000
117573		3528 SNACKS PLUS VENDING	54.00						
1	5940568390	04/22/24 Coffee at Pioneer Center	54.00			1000 415000	410		101000
		Total for Vendor:	382.00						
117664		4048 SNS AUTO SUPPLY	278.25						
1	26996	04/11/24 DEGREASER	168.00			6010 450200	433		101000
2	26976	04/10/24 3002 SCRUBBER/CLEANER	110.25			1000 430000	427		101000
		Total for Vendor:	278.25						
117495		3325 SPHERION STAFFING LLC	2,000.00						
1	RL3139692	03/31/24 Christy Dvorak contract buy	2,000.00			1000 414000	114		101000
		Total for Vendor:	2,000.00						
117497		389 STARION BOND SERVICE	184,113.75						
	Bond Payment								
1	03/29/24	Fire HD Bonds 2022 - Interest	183,663.75			2975 490000	720		101000
2	03/29/24	Fire HD Bonds 2022 - Fees	450.00			2975 490000	740		101000
		Total for Vendor:	184,113.75						
117757		274 STEVE MOTTINGER	5,250.00						
May									
1	05/01/24	Court Appointed Attorney	5,250.00			1000 412000	310		101000
		Total for Vendor:	5,250.00						

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117580		38 STRATA CORPORATION	1,382.02						
1	718134	04/09/24 CLASS 5	1,382.02			6020 450000	438		101000
		Total for Vendor:	1,382.02						
117593		176 SUMMIT FIRE PROTECTION	222.00						
1	192032714	04/22/24 PW FIRE ALARM REPAIR	222.00			6020 450000	420		101000
117657		176 SUMMIT FIRE PROTECTION	222.00						
1	192032639	04/21/24 PD - CONTROLLER REPAIR	222.00			1000 455000	420		101000
117847		176 SUMMIT FIRE PROTECTION	1,230.00						
1	192031522	03/06/24 New HQ Annual alarm Monitor	540.00			2060 415200	428		101000
2	192032727	04/21/24 New HQ Service Call/door	222.00			2060 415200	420		101000
3	192033094	05/01/24 ST. 75 Annual Alarm Monitor	468.00			2060 415200	428		101000
		Total for Vendor:	1,674.00						
117597		733 SWANSTON EQUIPMENT CORP.	514.46						
1	P01059	04/18/24 7010 PIN	219.38			6025 450000	427		101000
2	P01093	04/19/24 FLUID HYDRAULIC DSPLY	295.08			1000 430001	424		101000
117677		733 SWANSTON EQUIPMENT CORP.	1,145.18						
1	W42610	03/13/24 5402 STEERING VALVE REPAIR	1,145.18			1000 430001	427		101000
117801		733 SWANSTON EQUIPMENT CORP.	3.48						
1	P01285	04/26/24 7010 FILTER	140.54			6025 450000	427		101000
2	P01383	04/30/24 PIN - RET	-137.06			4387 480000	427		101000
117853		733 SWANSTON EQUIPMENT CORP.	6,202.45						
1	W43158	04/30/24 BOBCAT HYDRAULIC LEAK	6,202.45			1000 430001	427		101000
117862		733 SWANSTON EQUIPMENT CORP.	1,768.18						
1	P01250	04/25/24 7010 BOBTACH/PIN	1,768.18			6025 450000	427		101000
		Total for Vendor:	9,633.75						

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117606		2491 TEAM LABORATORY CHEMICAL, LLC	56,790.00						
1	0040524	04/15/24 MEGA BUGS	56,790.00			4387 480000	670		101000
		Total for Vendor:	56,790.00						
117872		4925 TELUS COMMUNICATIONS US INC	120.00						
1	1583	05/01/24 SKYHAWK	120.00			1000 430000	307		101000
		Total for Vendor:	120.00						
117556		3411 THE UPS STORE #6740	127.14						
1	244942	04/09/24 FD Sensit/repair bad calibrati	94.50			2060 415200	661		101000
2	244942	04/15/24 FD Kussmaul/repair E-76	32.64			2060 415200	661		101000
		Total for Vendor:	127.14						
117662		3352 TITAN MACHINERY-FARGO CASE	251.15						
1	19393762	04/11/24 294 FILTER/ORING	251.15			6020 450000	427		101000
		Total for Vendor:	251.15						
117879		5363 TJ JOHNSON	62.00						
		PAVING TRAINING - BISMARCK, ND							
1	05/01/24	TRAVEL REIMBURSEMENT	62.00			1000 430000	340		101000
		Total for Vendor:	62.00						
117612		1285 TRAFFIC CONTROL CORPORATION	1,695.00						
1	150473	04/19/24 ETHERNET SWITCH	1,695.00			1000 430002	487		101000
		Total for Vendor:	1,695.00						
117545		1495 TRAVIS JOHNSON	75.00						
1	04/21/24	cadet meal reimb	75.00			1000 421000	340		101000
		Total for Vendor:	75.00						
117780		1237 TRENT STANTON	134.00						
1	05/01/24	meal reimb	134.00			1000 421000	340		101000
		Total for Vendor:	134.00						

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117829		665 TWIN CITY GARAGE DOOR	549.00						
1	Z273398	04/30/24 TS GARAGE DOOR REPAIR	549.00			6010 450200	420		101000
117855		665 TWIN CITY GARAGE DOOR	1,523.00						
1	Z272965	04/25/24 TS DOOR REPAIR	1,523.00			6010 450200	420		101000
		Total for Vendor:	2,072.00						
117706		4997 TYLER TODD	23.00						
1	04/16/24	meal reimb	23.00			1000 421000	340		101000
		Total for Vendor:	23.00						
117824		2136 ULINE INC	191.24						
1	17709074	04/17/24 SHOP - REFILL GLOVES	191.24			1000 455000	639		101000
		Total for Vendor:	191.24						
117537	112054S	1562 UNITED WAY OF CASS-CLAY	47.00						
1	04/30/24	April Contributions	47.00			1000 212536			101000
		Total for Vendor:	47.00						
117626	-99175E	4665 UNUM	10,978.54						
1	04/19/24	Apr Employee Contributions	6,102.55			1000 212514			101000
2	04/19/24	Apr Employer Contributions	4,875.99			1000 212514			101000
		Total for Vendor:	10,978.54						
117915		2478 VALLI	2,416.70						
1	94211	04/30/24 Lockbox and ACH - Apr	2,416.70			6020 450000	360		101000
		Total for Vendor:	2,416.70						
117724		3668 VERIZON WIRELESS	13,353.92						
1	9961033894	03/08/24 march 2024 fire	82.49			2060 415200	356		101000
2	9961033894	03/08/24 march 2024 admin	42.45			1000 414000	356		101000
3	9961033894	03/08/24 march 2024 econ developmen	47.48			1000 414102	356		101000
4	9961033894	03/08/24 march 2024 HR	137.38			1000 414103	356		101000
5	9961033894	03/08/24 march 2024 IT	321.83			1000 414104	356		101000
6	9961033894	03/08/24 march 2024 engineering	777.17			1000 414200	356		101000
7	9961033894	03/08/24 march 2024 commissioners	89.90			1000 415000	356		101000

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8	9961033894	03/08/24 march 2024 commissioner	40.01			1000 415000	356		101000
9	9961033894	03/08/24 march 2024 communications	137.44			1000 416200	356		101000
10	9961033894	03/08/24 march 2024 planning	222.34			1000 416200	356		101000
11	9961033894	03/08/24 march 2024 pd cell	42.45			1000 421000	356		101000
12	9961033894	03/08/24 march 2024 pd cell	4,326.51			1000 421000	356		101000
13	9961033894	03/08/24 march 2024 pd bait phone	42.48			1000 421000	356		101000
14	9961033894	03/08/24 march 2024 pd passport	127.35			1000 421000	356		101000
15	9961033894	03/08/24 march 2024 pd mdc	720.18			1000 421000	356		101000
16	9961033894	03/08/24 march 2024 pd cradlepoints	900.72			1000 421000	356		101000
17	9961033894	03/08/24 march 2024 pd invest	40.01			1000 421000	356		101000
18	9961033894	03/08/24 march 2024 pd icac	42.48			1000 421000	356		101000
19	9961033894	03/08/24 march 2024 pd pole cam	80.02			1000 421000	356		101000
20	9961033894	03/08/24 march 2024 pd invest trail	80.02			1000 421000	356		101000
21	9961033894	03/08/24 march 2024 pw street	407.45			1000 430000	356		101000
22	9961033894	03/08/24 march 2024 pw row	82.49			1000 430001	356		101000
23	9961033894	03/08/24 march 2024 pw	729.72			1000 450000	356		101000
24	9961033894	03/08/24 march 2024 b & g	292.39			1000 455000	356		101000
25	9961033894	03/08/24 march 2024 pd 4sight car #	84.90			1000 421000	356		101000
26	9961033894	03/08/24 march 2024 fire	1,210.89			2060 415200	356		101000
27	9961033894	03/08/24 march 2024 fire drone	40.01			2060 415200	356		101000
28	9961033894	03/08/24 march 2024 pw forestry	94.93			2210 428000	356		101000
29	9961033894	03/08/24 march 2024 pw sanitation	863.17			6010 450200	356		101000
30	9961033894	03/08/24 march 2024 pw water	638.12			6020 450000	356		101000
31	9961033894	03/08/24 march 2024 pw sewer	439.19			6025 450000	356		101000
32	9961033894	03/08/24 march 2024 library	169.95			7000 411600	356		101000
Total for Vendor:			13,353.92						

117884	E	2437 VISA ASSESSING	56.51						
May statement for Apr transactions									
1	CC-1415	04/02/24 Ostrom's Hardware	16.63			1000 202200			101000
key copies				CC Accounting: 1000-		-414101-410			
OSTROMS ACE HARDWARE									
2	CC-1415	04/18/24 Amazon	39.88			1000 202200			101000
calculator				CC Accounting: 1000-		-414101-410			
AMAZON CAPITAL SERVICES									
Total for Vendor:			56.51						

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117897	E	3693 VISA ENGINEERING	308.50						
		May statement for Apr transactions							
1	CC-1417	04/01/24 Holiday - Circle K	35.00			1000 202200			101000
		car washes		CC Accounting: 1000-		-414200-420			
		HOLIDAY STATIONSTORE #469							
2	CC-1417	04/02/24 Shell	33.00			1000 202200			101000
		gas-Bismarck Conf		CC Accounting: 1000-		-414200-340			
		SHELL							
3	CC-1417	04/03/24 Radison - Bismarck	101.50			1000 202200			101000
		ND Asphalt Conf		CC Accounting: 1000-		-414200-340			
		RADISSON HOTEL BISMARCK							
4	CC-1417	04/04/24 Brunt Workwear	139.00			1000 202200			101000
		Boots-Brandon Bahr		CC Accounting: 1000-		-414200-422			
		BRUNT WORKWEAR							
		Total for Vendor:	308.50						
117907	E	3569 VISA FIRE DEPT 1	1,088.33						
1	CC-1411	04/22/24 SD Campus Visit/Fuel	62.11			2060 202200			101000
		BP OF BROOKINGS		CC Accounting: 2060-		-415200-424			
2	CC-1411	04/15/24 SimsUshare Annual Renewal	179.95			2060 202200			101000
		SIMSUSHARE		CC Accounting: 2060-		-415200-428			
3	CC-1411	04/24/24 Admin Professional Day	86.40			2060 202200			101000
		CLASSIC FLORAL		CC Accounting: 2060-		-415200-378			
4	CC-1411	04/26/24 Sample Uniform Tops	759.87			2060 202200			101000
		FIRST TACTICAL		CC Accounting: 2060-		-415200-422			
		Total for Vendor:	1,088.33						
117910	E	3568 VISA FIRE DEPT 2	8,339.63						
1	CC-1414	04/01/24 Kappler Zytron 500 Suit	690.52			2060 202200			101000
		DQEREADY		CC Accounting: 2060-		-415200-340			
2	CC-1414	04/03/24 EMT Exams-Academy	147.00			2060 202200			101000
		JONES & BARTLETT LEARNING		CC Accounting: 2060-		-415200-340			
3	CC-1414	04/01/24 Office cord,Station Supplies	256.22			2060 202200			101000
		OFFICE DEPOT 6107 FARGO ND		CC Accounting: 2060-		-415200-410			
4	CC-1414	04/03/24 6 EMT Tests-Academy	624.00			2060 202200			101000
		National Registry of Emergency Medical T		CC Accounting: 2060-		-415200-340			

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5	CC-1414 04/03/24	(5) Licenses fo FDIC	533.69			2060 202200			101000
	NFPA (NATIONAL FIRE PROTECTION ASSOC)			CC Accounting: 2060-		-415200-497			
6	CC-1414 04/04/24	8 21" Red LED traffic cones	84.51			2060 202200			101000
	TRAFFIC SAFETY WAREHOUSE			CC Accounting: 2060-		-415200-641			
7	CC-1414 04/05/24	D Underhill-NFA Meals	358.23			2060 202200			101000
	National Registry of Emergency Medical T			CC Accounting: 2060-		-415200-340			
8	CC-1414 04/04/24	Dry erase trays/wht boards	17.99			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-410			
9	CC-1414 04/03/24	White Bd/N station supplies	130.71			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-410			
10	CC-1414 04/04/24	Training Officers Handbook	65.89			2060 202200			101000
	CLARION			CC Accounting: 2060-		-415200-340			
11	CC-1414 04/10/24	Battery Charger St. 75	247.98			2060 202200			101000
	NORTHERN TOOL			CC Accounting: 2060-		-415200-641			
12	CC-1414 04/10/24	Peds course video	104.00			2060 202200			101000
	American Heart Association ShopCPR			CC Accounting: 2060-		-415200-340			
13	CC-1414 04/10/24	T-6 Rope Equipment	302.29			2060 202200			101000
	CMC			CC Accounting: 2060-		-415200-610			
14	CC-1414 04/03/24	St. 75 chair for Radio RM	49.99			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-641			
15	CC-1414 04/03/24	Business Card Holder	4.70			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-410			
16	CC-1414 04/01/24	Office Coord office set up	81.78			2060 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 2060-		-415200-410			
17	CC-1414 04/05/24	Medical Supplies	47.76			2060 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 2060-		-415200-500			
18	CC-1414 04/05/24	Medical Supplies	47.01			2060 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 2060-		-415200-500			
19	CC-1414 04/03/24	Magnets for White BC	8.68			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-410			
20	CC-1414 04/11/24	Supplies for Tr Rm Kitchen	110.39			2060 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 2060-		-415200-500			
21	CC-1414 04/15/24	(4) gear Bags Tom	313.56			2060 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 2060-		-415200-641			
22	CC-1414 04/04/24	RadioActive Testing	508.00			2060 202200			101000
	SPECTRUM TECHNIQUES			CC Accounting: 2060-		-415200-641			
23	CC-1414 04/12/24	Laminator/sheets	131.51			2060 202200			101000
	OFFICE DEPOT 6107 FARGO ND			CC Accounting: 2060-		-415200-410			

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24	CC-1414	04/19/24 White Bd/Tr Rooms	71.94			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-410			
25	CC-1414	04/19/24 J Neeb Charger	19.99			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-497			
26	CC-1414	04/23/24 Mail patches/Galls	5.85			2060 202200			101000
		POSTMASTER		CC Accounting: 2060-		-415200-661			
27	CC-1414	04/25/24 Sq 75 seat covers	863.00			2060 202200			101000
		IRON VALLEY EQUIPMENT		CC Accounting: 2060-		-415200-661			
28	CC-1414	04/25/24 Build Gear Rack	518.27			2060 202200			101000
		WEST SIDE STEEL		CC Accounting: 2060-		-415200-641			
29	CC-1414	04/27/24 3 trigger wands	68.97			2060 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2060-		-415200-641			
30	CC-1414	04/26/24 K Miller Pres Lens for Mask	170.00			2060 202200			101000
		EYECARE ASSOCIATES		CC Accounting: 2060-		-415200-641			
31	CC-1414	04/23/24 Training Tags for gear	89.60			2060 202200			101000
		SMARTSIGN		CC Accounting: 2060-		-415200-500			
32	CC-1414	04/30/24 J Johnson HazMat Train	555.20			2060 202200			101000
		DELTA AIR		CC Accounting: 2060-		-415200-340			
33	CC-1414	04/30/24 K Miller HazMat Train	555.20			2060 202200			101000
		DELTA AIR		CC Accounting: 2060-		-415200-340			
34	CC-1414	04/30/24 B Gauger HazMat Train	555.20			2060 202200			101000
		DELTA AIR		CC Accounting: 2060-		-415200-340			
Total for Vendor:			8,339.63						
117908	E	4351 VISA FIRE DEPT 3	7,635.17						
1	CC-1418	04/03/24 Rope Rescue Equipment	1,913.65			2060 202200			101000
		CMC		CC Accounting: 2060-		-415200-641			
2	CC-1418	04/12/24 Laundry Basket/laundry	7.98			2060 202200			101000
		WALMART		CC Accounting: 2060-		-415200-500			
3	CC-1418	04/14/24 FDIC Fuel for Travel	30.85			2060 202200			101000
		LOVES #445		CC Accounting: 2060-		-415200-424			
4	CC-1418	04/14/24 FDIC Fuel for Travel	20.18			2060 202200			101000
		HOLIDAY COMPANIES		CC Accounting: 2060-		-415200-424			
5	CC-1418	04/14/24 Toll payment	4.99			2060 202200			101000
		TAPNPAY TOLL PAYMENT IN		CC Accounting: 2060-		-415200-340			
6	CC-1418	04/14/24 FDIC-M Breiland	1,415.70			2060 202200			101000
		DELTA HOTEL INDIANAPLOIS IN		CC Accounting: 2060-		-415200-340			

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7	CC-1418 04/14/24	FDIC-M Berg	849.42			2060 202200			101000
	DELTA HOTEL INDIANAPLOIS IN			CC Accounting: 2060-		-415200-340			
8	CC-1418 04/19/24	FDIC Fuel for Travel	39.69			2060 202200			101000
J & R EXPRESS				CC Accounting: 2060-		-415200-424			
9	CC-1418 04/19/24	FDIC Fuel for Travel	53.34			2060 202200			101000
GETGO BP #7535				CC Accounting: 2060-		-415200-424			
10	CC-1418 04/19/24	FDIC Fuel for Travel	39.02			2060 202200			101000
SPEEDWAY				CC Accounting: 2060-		-415200-424			
11	CC-1418 04/23/24	Velcro Hose Straps	246.04			2060 202200			101000
FIRE BY TRADE				CC Accounting: 2060-		-415200-610			
12	CC-1418 04/23/24	6 Pair HazMat Boots	902.16			2060 202200			101000
HAZMAT RESOURCE, INC				CC Accounting: 2060-		-415200-641			
13	CC-1418 04/23/24	Hose for decon wands	174.94			2060 202200			101000
ZORO.COM TOOLS				CC Accounting: 2060-		-415200-641			
14	CC-1418 04/23/24	Tech Rescue/Ext Suits	799.96			2060 202200			101000
PROPPER E-COMMERCE, INC				CC Accounting: 2060-		-415200-641			
15	CC-1418 04/23/24	Decon Elevation Grid	415.34			2060 202200			101000
DQEReady				CC Accounting: 2060-		-415200-641			
16	CC-1418 04/23/24	12 Wedge-its	108.35			2060 202200			101000
FIRE SAFETY USA				CC Accounting: 2060-		-415200-641			
17	CC-1418 04/23/24	3 deck decon wands	233.10			2060 202200			101000
JENDCO SAFETY SUPPLY				CC Accounting: 2060-		-415200-641			
18	CC-1418 04/23/24	4 Work platform benches	345.56			2060 202200			101000
ZORO.COM TOOLS				CC Accounting: 2060-		-415200-641			
19	CC-1418 04/29/24	Hose Strapes	164.00			2060 202200			101000
FIRE BY TRADE				CC Accounting: 2060-		-415200-641			
20	CC-1418 04/29/24	Returned item to Jendco	-233.10			2060 202200			101000
JENDCO SAFETY SUPPLY				CC Accounting: 2060-		-415200-641			
21	CC-1418 04/30/24	M Berg EMT Voucher	104.00			2060 202200			101000
National Registry of Emergency Medical T				CC Accounting: 2060-		-415200-340			
Total for Vendor:			7,635.17						
117698 -99173E	4335 VISA HUMAN RESOURCES		830.76						
	Apr statement for Mar transactions								
1	CC-1410 03/08/24	Office Depot	209.27			1000 202200			101000
Compliance posters				CC Accounting: 1000-		-414103-639			
OFFICE DEPOT OFFICEMAX									

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
2	CC-1410 03/08/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	279.03			1000 202200 -414103-639			101000
3	CC-1410 03/11/24	Compliance Training Harrassment training for PW EE MISC CLAIM VENDOR	39.98			1000 202200 -450200-340			101000
4	CC-1410 03/11/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	139.51			1000 202200 -414103-639			101000
5	CC-1410 03/13/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	581.31			1000 202200 -414103-639			101000
6	CC-1410 03/13/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	-277.74			1000 202200 -414103-639			101000
7	CC-1410 03/13/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	-208.30			1000 202200 -414103-639			101000
8	CC-1410 03/13/24	Office Depot Compliance posters OFFICE DEPOT OFFICEMAX	-138.87			1000 202200 -414103-639			101000
9	CC-1410 03/15/24	Linkedin - error charge for Mayville Univ-refunded MISC CLAIM VENDOR	206.57			1000 202200 -414103-399			101000
Total for Vendor:			830.76						
117896	E 2438	VISA PLANNING May statement for Apr transactions	364.70						
1	CC-1416 04/16/24	Hilton-Minneapolis hotel for Leslie-conference #3489577526 MISC CLAIM VENDOR	296.00			1000 202200 -418000-340			101000
2	CC-1416 04/01/24	Holiday Station Store car washes HOLIDAY STATIONSTORE #469	20.00			1000 202200 -418000-420			101000
3	CC-1416 04/24/24	Sandy's Donuts Metro Area Business Officials Mtg SANDY'S DONUTS & COFFEE SHOP	48.70			1000 202200 -418000-410			101000
Total for Vendor:			364.70						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
117895	E	2435 VISA POLICE #1	4,299.70						
1	CC-1413	04/02/24 honor guard glasses	22.77			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-422			
2	CC-1413	04/03/24 office supplies	181.70			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-410			
3	CC-1413	04/03/24 coffee filters	20.49			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-420			
4	CC-1413	04/03/24 flight cancel fee	47.29			1000 202200			101000
		TRAVELOCITY		CC Accounting: 1000-		-421000-340			
5	CC-1413	04/03/24 bike equip	128.42			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-641			
6	CC-1413	04/03/24 flight for danielson	610.19			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting: 1000-		-421000-340			
7	CC-1413	04/09/24 wheel lock	137.00			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-641			
8	CC-1413	04/09/24 cadet binder	27.00			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-375			
9	CC-1413	04/09/24 pens	12.98			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-410			
10	CC-1413	04/09/24 creamer	61.14			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-420			
11	CC-1413	04/09/24 med gloves & batteries	216.47			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-641			
12	CC-1413	04/11/24 stamps	28.41			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-410			
13	CC-1413	04/12/24 boot polish	21.98			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-641			
14	CC-1413	04/12/24 boot polish	37.17			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-641			
15	CC-1413	04/11/24 lodging hieb	331.60			1000 202200			101000
		HAMPTON INN MAPLE GROVE		CC Accounting: 1000-		-421000-340			
16	CC-1413	04/15/24 files for k. johnson	29.80			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-410			
17	CC-1413	04/14/24 office supplies	126.16			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-410			
18	CC-1413	04/14/24 cso hats	23.97			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-421000-422			

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
19	CC-1413 04/20/24	shop lights for trailer	266.96			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-641			
20	CC-1413 04/20/24	clip holders	11.59			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
21	CC-1413 04/19/24	duster air	22.20			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
22	CC-1413 04/24/24	9 registrations	1,611.00			1000 202200			101000
	GLOBAL LEADERSHIP SUMMIT			CC Accounting: 1000-		-421000-340			
23	CC-1413 04/27/24	#166 bug shield	71.98			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-610			
24	CC-1413 04/27/24	magnets	42.89			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
25	CC-1413 04/26/24	post-it tabs	23.70			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
26	CC-1413 04/27/24	refund post-it tabs	-7.90			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
27	CC-1413 04/29/24	file folders	55.20			1000 202200			101000
	AMAZON CAPITAL SERVICES			CC Accounting: 1000-		-421000-410			
28	CC-1413 04/29/24	honor guard skwiera	23.33			1000 202200			101000
	MARLOW WHITE			CC Accounting: 1000-		-421000-422			
29	CC-1413 05/01/24	fuel LETA	24.10			1000 202200			101000
	PETRO SERVE USA #63			CC Accounting: 1000-		-421000-340			
30	CC-1413 05/01/24	fuel LETA	52.95			1000 202200			101000
	PETRO SERVE USA #63			CC Accounting: 1000-		-421000-340			
31	CC-1413 05/01/24	fuel LETA	37.16			1000 202200			101000
	PETRO SERVE USA #63			CC Accounting: 1000-		-421000-340			
Total for Vendor:			4,299.70						
117885	E 3244	VISA POLICE #4	2,288.27						
1	CC-1412 04/03/24	reg for danielson	300.00			1000 202200			101000
	BCA/TRAINING & DEVELOPMENT			CC Accounting: 1000-		-421000-340			
2	CC-1412 04/03/24	reg for a. feltman	300.00			1000 202200			101000
	BCA/TRAINING & DEVELOPMENT			CC Accounting: 1000-		-421000-340			
3	CC-1412 04/02/24	fuel training k. johnson	48.46			1000 202200			101000
	STAMART #1224			CC Accounting: 1000-		-421000-340			
4	CC-1412 04/04/24	lodging a. feltman	512.19			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	CC-1412 04/05/24	fuel training k. johnson	25.91			1000 202200			101000
	BISMARCK I-94	EXXON		CC Accounting: 1000-		-421000-340			
6	CC-1412 04/11/24	fuel training a. feltman	31.11			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
7	CC-1412 04/19/24	fuel fto - nobles	16.45			1000 202200			101000
	HOLIDAY STATIONSTORE			CC Accounting: 1000-		-421000-340			
8	CC-1412 04/19/24	fuel fto - nobles	41.34			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
9	CC-1412 04/22/24	reg beilke & randy	514.75			1000 202200			101000
	NDPCA - ND POLICE CHIEFS ASSOCIATION			CC Accounting: 1000-		-421000-340			
10	CC-1412 04/25/24	lodging hinrichs	211.96			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
11	CC-1412 04/26/24	fuel hinrichs	71.58			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
12	CC-1412 04/29/24	vol awards	124.55			1000 202200			101000
	PRESIDENTS VOLUNTEER SERVICE AWARD			CC Accounting: 1000-		-421000-375			
13	CC-1412 04/15/24	fuel training	38.81			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
14	CC-1412 04/14/24	fuel training	37.16			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-340			
15	CC-1412 04/30/24	cpa bakery	14.00			1000 202200			101000
	FAMILY FARE			CC Accounting: 1000-		-421000-375			
Total for Vendor:			2,288.27						
117704	-99171E	4662 VOYA	414.00						
1	04/19/24	April Contributions	414.00			1000 212511			101000
Total for Vendor:			414.00						
117644		544 WALLWORK TRUCK CENTER	569.56						
1	01P478794 04/12/24	FIRE EXTINGUISHERS - ST	192.28			1000 430000	427		101000
2	01P478794 04/12/24	FIRE EXTINGUISHERS - WA	192.28			6020 450000	427		101000
3	01P478794 04/12/24	FIRE EXTINGUISHERS - SW	192.28			6025 450000	427		101000
4	01P480945 04/19/24	7045 FENDER	353.92			4387 480000	427		101000
5	01P481281 04/20/24	408 CORE RET CREDIT	-60.00			6010 450200	427		101000
6	01P481289 04/22/24	7045 FENDER - RET	-301.20			4387 480000	427		101000

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117850		544 WALLWORK TRUCK CENTER	1,341.78						
1	01P483528	04/29/24 7048 SEAT/BELT KIT/ADAPTER	1,341.78			4387 480000	610		101000
		Total for Vendor:	1,911.34						
117637		648 WEST FARGO AUTO BODY/GLASS	657.50						
1	10515	04/23/24 3001 BODY REPAIR/PAINT	657.50			1000 430000	427		101000
		Total for Vendor:	657.50						
117610	112046S	4231 WEST FARGO FIRE DEPARTMENT	647.50						
1	18900	04/23/24 CPR TRAINING - BG	148.00			1000 455000	639		101000
2	18900	04/23/24 CPR TRAINING - PW	37.00			1000 450000	639		101000
3	18900	04/23/24 CPR TRAINING - SA	166.50			6010 450200	639		101000
4	18900	04/23/24 CPR TRAINING - SW	111.00			6025 450000	639		101000
5	18900	04/23/24 CPR TRAINING - ST	129.50			1000 430000	639		101000
6	18900	04/23/24 CPR TRAINING - WA	55.50			6020 450000	639		101000
		Total for Vendor:	647.50						
117511	112057S	566 WEST FARGO PARK DISTRICT	56,986.40						
1		04/30/24 Apr 2024 State Aid	56,986.40			2050 451000	992		101000
		Total for Vendor:	56,986.40						
117587		2184 WEST SIDE STEEL	298.09						
1	8954	04/18/24 METAL	252.13			6025 450000	437		101000
2	8887	04/15/24 1X.219 DOM	45.96			6010 450200	914		101000
117621		2184 WEST SIDE STEEL	91.72						
1	9017	04/23/24 STEEL	91.72			6025 450000	433		101000
117828		2184 WEST SIDE STEEL	371.09						
1	9113	05/02/24 SHEET METAL	371.09			6010 450200	914		101000
117874		2184 WEST SIDE STEEL	91.32						
1	9086	04/30/24 SHEET METAL	91.32			6025 450000	437		101000
		Total for Vendor:	852.22						

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117802		4129 WESTERN NATIONAL MUTUAL INS CO	50.00						
1	74852	05/01/24 notary bond davidson	50.00			1000 421000	667		101000
		Total for Vendor:	50.00						
117499	112058S	3549 WEX	2,814.54						
1	04/19/24	Med FSA - 04/19/24 payroll	116.67			1000 212530			101000
2	04/19/24	Dep FSA - 04/19/24 payroll	2,697.87			1000 212523			101000
117772	112044S	3549 WEX	2,814.54						
1	05/03/24	Med FSA - 05/03/24 payroll	116.67			1000 212530			101000
2	05/03/24	Dep FSA - 05/03/24 payroll	2,697.87			1000 212523			101000
		Total for Vendor:	5,629.08						
117510	-99182E	4676 WEX ELECTRONIC BIWEEKLY	33,785.26						
	04.19.24	payroll							
1	04/19/24	HSA Contributions - ER	11,061.07			1000 212530			101000
2	04/19/24	HSA Contributions - EE	22,724.19			1000 212530			101000
117901	-99162E	4676 WEX ELECTRONIC BIWEEKLY	33,378.99						
	05.03.24	payroll							
1	05/03/24	HSA Contributions - ER	10,826.69			1000 212530			101000
2	05/03/24	HSA Contributions - EE	22,552.30			1000 212530			101000
		Total for Vendor:	67,164.25						
117540	112055S	3827 WF Firefighters Association	1,000.00						
1	04/30/24	Fire Union Dues Apr 2024	1,000.00			1000 212552			101000
		Total for Vendor:	1,000.00						
117697		549 WF PUB SCHOOLS DIST #6	10,333.50						
1	MISC07415	04/19/24 MAY RENT	10,333.50			7000 411600	333		101000
		Total for Vendor:	10,333.50						
117613		338 XCEL ENERGY	138.74						
1	874214110	04/19/24 SM75	46.43			6025 450000	527		101000
2	874206309	04/19/24 TRANSFER STATION	92.31			6010 450200	527		101000

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117650		338 XCEL ENERGY	246.19						
1	874800879	04/24/24 New City Hall (WEX Bldg)	246.19			1000 415000	527		101000
117701		338 XCEL ENERGY	67.22						
2	874789292	04/24/24 300 SHEYENNE - PIONEER PLAC	50.13			2310 452120	527		101000
3	874782651	04/24/24 344 SHEYENNE - THE FIRM	17.09			2310 452120	527		101000
117739		338 XCEL ENERGY	20.83						
1	875114197	03/25/24 march 2024 6031605 sheyenne	20.83			1000 421000	527		101000
117819		338 XCEL ENERGY	9,146.60						
1	874962232	04/25/24 901 10TH AVE E TRAFFIC SIGN	88.95			1000 430002	527		101000
2	974963398	04/25/24 1100 12TH AVE NW	237.71			6020 450000	527		101000
3	874997578	04/25/24 1100 12TH AVE NW	312.67			6020 450000	527		101000
4	974945230	04/25/24 309 2ND AVE W	18.95			1000 430002	527		101000
5	874994805	04/25/24 312 5TH AVE W	185.90			1000 430002	527		101000
6	974947481	04/25/24 SM33	99.04			6025 450000	527		101000
7	875121442	04/26/24 1680 13TH AVE E ST LIGHT	98.76			1000 430002	527		101000
8	875127500	04/26/24 1690 13TH AVE S TRAFFIC SIG	95.45			1000 430002	527		101000
9	875126692	04/26/24 1410 13TH AVE E TRAFFIC SIG	81.19			1000 430002	527		101000
10	874791024	04/24/24 810 12TH AVE NW	26.62			6020 450000	527		101000
11	875517504	04/30/24 800 4TH AVE E	7,901.36			1000 415000	527		101000
117820		338 XCEL ENERGY	1,505.68						
1	875190101	04/26/24 STREET LIGHT FEED POINTS	1,143.98			1000 430002	527		101000
2	04/26/24	SA17	94.38			6025 450000	527		101000
3	04/26/24	PW STORAGE	267.32			6020 450000	527		101000
117821		338 XCEL ENERGY	66.04						
1	874957036	04/25/24 60L	66.04			6025 450000	527		101000
Total for Vendor:			11,191.30						
117570		582 ZEP MANUFACTURING	1,111.77						
1	9009422081	01/30/24 CLEANING SUPPLIES	1,111.77			6020 450000	500		101000
Total for Vendor:			1,111.77						
# of Claims			422	Total:	3255,896.75	# of Vendors	245		
Total Electronic Claims					1251,604.40				
Total Non-Electronic Claims					2004292.35				

** 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. **



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		Dates of Activity (Does not include dates for the sales of tickets)	
WEST FARGO USS SWIM TEAM		5/11; 6/7-6/9; 8/1-4, 2024	
Organization or Group Contact Person		E-mail	Telephone Number
Chris Swee		ceswee@gmail.com	218-329-7763
Business Address	City	State	ZIP Code
620 7TH AVENUE EAST	WEST FARGO	ND	58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name		County	
HULBERT AQUATIC CENTER		CASS	
Site Physical Address	City	State	ZIP Code
620 7TH AVENUE EAST	WEST FARGO	ND	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.)			
50/50 RAFFLE AT HOME MEETS FOR WEST FARGO FLYERS: 5/11; 6/7-6/9; 8/1-4			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 RAFFLE	50% of proceeds not to exceed \$8,000	50% of proceeds not to exceed \$8,000
Total (limit \$40,000 per year)		\$ 50% of proceeds not to exceed \$8,000

Intended Uses of Gaming Proceeds	
TO SUPPORT SWIM TEAM TRAVEL	
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: \$2000 (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	Title	Telephone Number	E-mail Address
CHRIS SWEE	VICE PRESIDENT	218-329-7763	ceswee@gmail.com
Signature of Organization or Group's Top Official		Title	Date
		PRESIDENT	4/18/2024



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

Prairie Public Broadcasting, 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

Wurst Bier Hall

Street

3179 Bluestem Dr

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

07/01/24

Ending Date(s) Authorized

06/30/25

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**)

entire facility, excluding restrooms

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

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

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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



RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (7-2023)

License Number (Office Use Only)

Site Owner (Lessor) Lamingo LLC		Site Name Wurst Bier Hall		Site Phone Number 701-532-0484
Site Address 3179 Bluestem Dr	City West Fargo	State ND	Zip Code 58078	County Cass
Organization Prairie Public Broadcasting		Rental Period July 1, 2024 to June 30, 2029		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?		☒ No ☐ Yes		\$
Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____				
Number of Tables with wagers over \$5 _____ X Rent per Table \$ _____				\$
3. Is Paddlewheels conducted at this site?		☒ No ☐ Yes		\$
Number of Tables _____ X Rent per Table \$ _____				
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site?		☐ No ☒ Yes		\$ 400
Please Check: ☐ Jar Bar ☒ Standard Dispensing Device				
5. Are Electronic Pull-Tabs conducted at this site?		☒ No ☐ Yes		\$
If "Yes" please indicate the number of devices _____				
Total Monthly Rent				\$ 400
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 A/P - authorized signatory	Date 3/13/24
Signature of Lessee 	Title President & CEO	Date 3/14/24

Prairie Public Broadcasting, Inc.

Site: Wurst Bier Hall

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

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



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

Team Makers Club, Inc.

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

Name of Location

Town Hall

Street

103 Main Ave. W.

City

West Fargo

ZIP Code

58078

County

Cass

Beginning Date(s) Authorized

7/1/2024

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)

Entire Lounge Area

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

☐

Bingo

☐

Club Special

☐

Sports Pools

☐

ELECTRONIC Quick Shot Bingo

☐

Tip Board

☒

Twenty-One

☒

Raffles

☐

Seal Board

☐

Poker

☐

ELECTRONIC 50/50 Raffle

☐

Punchboard

☐

Calcuttas

☒

Pull Tab Jar

☐

Prize Board

☐

Paddlewheel with Tickets

☒

Pull Tab Dispensing Device

☐

Prize Board Dispensing Device

☒

Paddlewheel Table

☒

ELECTRONIC Pull Tab Device

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General

Date

Signature of City/County Official

Date

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

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

Office of Attorney General

Licensing Section

600 E Boulevard Ave, Dept. 125

Bismarck, ND 58505-0040

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



RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (7-2023)

License Number (Office Use Only)

Site Owner (Lessor) B & G Beverages II, Inc.		Site Name Town Hall		Site Phone Number 701-277-9271
Site Address 103 Main ave. W.	City West Fargo	State ND	Zip Code 58078	County Cass
Organization Team Makers Club, Inc.	Rental Period 7/1/24 to 6/30/25			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.				\$
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 <u> </u> X Rent per Table \$ <u> </u>				\$
Number of Tables with wagers over \$5 <u>1</u> X Rent per Table \$ <u>300.00</u>				\$ 300.00
3. Is Paddlewheels conducted at this site? Number of Tables <u>1</u> X Rent per Table \$ <u>200.00</u>				\$ 200.00
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site? Please Check: ☒ Jar Bar ☒ Standard Dispensing Device				\$ 325.00
5. Are Electronic Pull-Tabs conducted at this site? If "Yes" please indicate the number of devices <u>10</u>				\$ 1,250.00
Total Monthly Rent				\$ 2,075.00

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.

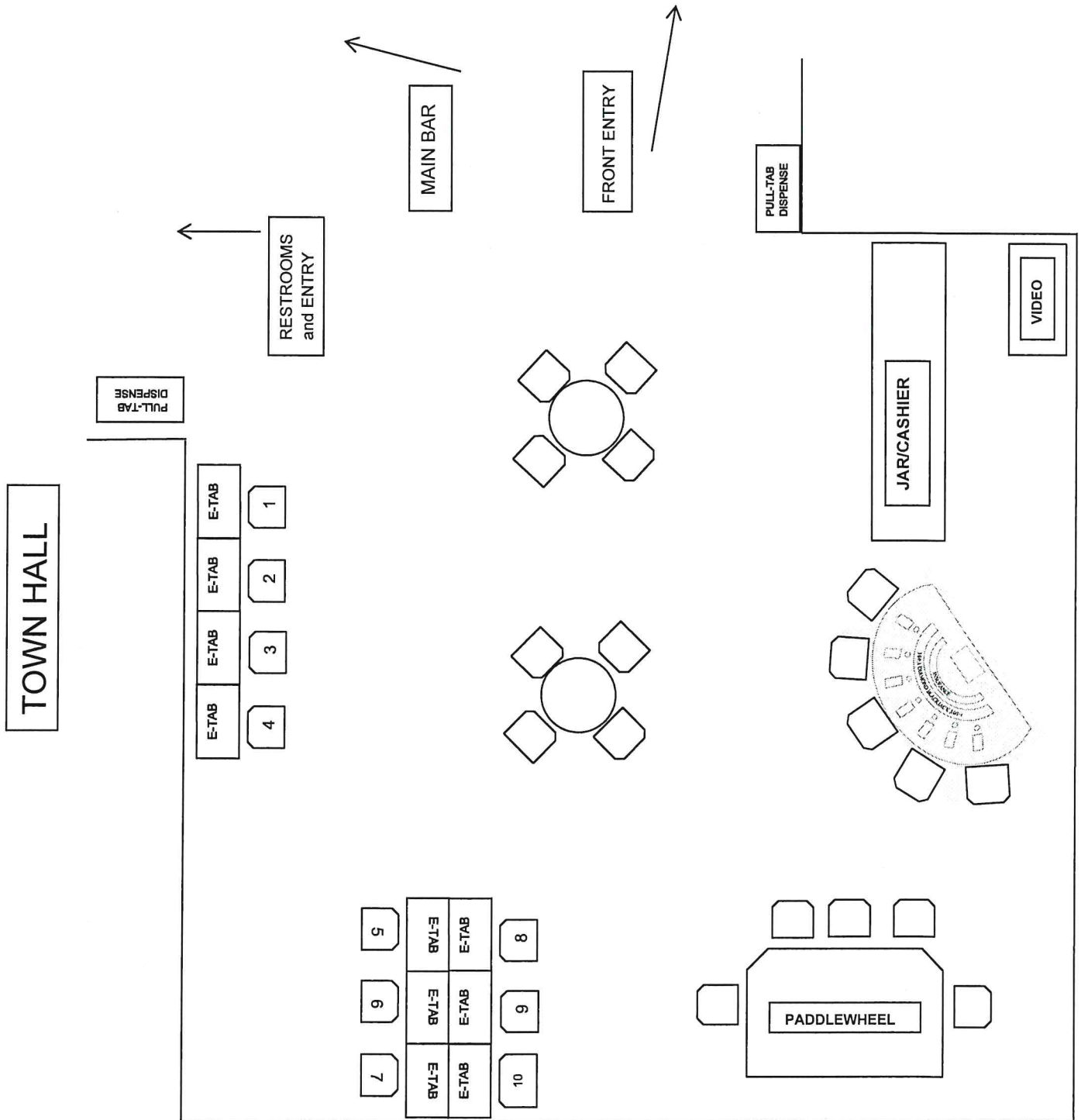
The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.

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 <i>Betty Peterson</i>	Title <i>Pres / Sec / Treas</i>	Date <i>4-3-24</i>
Signature of Lessee <i>[Signature]</i>	Title <i>TM Exec. Dir</i>	Date <i>4-24-24</i>





TEAM MAKERS

Team Makers Club, Inc.

3309 Fiechtner Drive - Suite G

Fargo, ND 58103

Office - (701) 277-9271

Teammakers@ideaone.net

West Fargo City Commission
RE: Gaming Sites

April 24, 2024

Honorable Commissioners,

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

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

Thank you for your consideration.

Sincerely,

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



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 West Fargo Sheyenne High School Mustang		Dates of Activity (Does not include dates for the sales of tickets) 4/27, 5/16, 5/19, 5/20	
Organization or Group Contact Person Julie Koppelman, Treasurer	E-mail mustangtreasurer19@gmail.com	Telephone Number 701-318-2037	
Business Address PO Box 511	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name West Fargo Sheyenne High School		County Cass	
Site Physical Address 800 40th Avenue East	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.) Grand march, music concerts: 4/27, 5/16, 5/19, 5/20 Raffle			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	50% of Proceeds	expected less than \$300 per event
Total (limit \$40,000 per year)		\$50% of proceeds not to exceed \$8,000

Intended Uses of Gaming Proceeds

support activities at Sheyenne High School

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: **less than \$2,000** (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 Julie Koppelman	Title Treasurer	Telephone Number 701-318-2037	E-mail Address mustangtreasurer19@gmail.com
Signature of Organization or Group's Top Official Julie Koppelman		Title Treasurer	Date 4/20/2024



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

West Fargo Hockey Association

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

Rookies Sports Bar & Grill

Street 715 13th Ave E	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)

Southwest area of the main bar

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

West Fargo Hockey Association

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

Traditions

Street 3330 Sheyenne St Ste 116	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)

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

INSTRUCTIONS:

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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 Hockey Association

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

Hooligans

Street 509 32nd Ave W	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)

Middle section of the 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
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.
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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 Hockey Association

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

Top Shelf Tavern

Street 2920 Sheyenne St Ste 120	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)

Southwest corner of the bar

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

West Fargo Hockey Association

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

Pubwest

Street 3140 Bluestem Dr	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)

Northeast Corner of the bar

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.
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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

West Fargo Hockey Association

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

Blarney Stone Pub

Street 1910 9th St E	City West Fargo	ZIP Code 58078	County Cass
--------------------------------	---------------------------	--------------------------	-----------------------

Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)**Middle room of the building**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.
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Licensing Section
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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 Hockey Association

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

M&J Saloon

Street 817 Main Ave W	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 07-01-2024	Ending Date(s) Authorized 06-30-25	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)**Northwest Corner of the bar**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:

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



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (9-2023)

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 Roses for Ella Ride		Dates of Activity (Does not include dates for the sales of tickets) 5/2/2024 - 7/13/2024	
Organization or Group Contact Person Teri Kujawa	E-mail Terij718@gmail.com	Telephone Number (701) 200-8879	
Business Address 2059 11th St W	City West Fargo,	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Hooligans	County Cass		
Site Physical Address 509 32nd St 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.) Raffle drawing - July 13th, 2024 at 8am			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Radical Firearms AR15 RPR Rifle	\$ 599.99
"	S&W M+P Shield Plus Optics	\$ 449.99
Raffle	Pitboss Sportman 820 Pellet Grill	1049.99
Total (limit \$40,000 per year)		\$ 2295.97

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds medical research
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

Printed Name of Organization Group's Permit Organizer Teri Kujawa	Telephone Number (701) 200-8879	E-mail Address terij718@gmail.com
Signature of Organization Group's Permit Organizer Teri Kujawa	Title Co-founder	Date 5/2/2024



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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: April 15, 2024

Subject: Project No. 1348 – Sanitary Sewer Rehabilitation (Core Area Alley's and Rear Yards)

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

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:

During the regular meeting held on April 1, 2024, the City Commission reviewed bids and awarded a contract to CC Steel, LLC. The contract documents were prepared and delivered to the City Attorney's office for review. After their compliance review, the attached Resolution was prepared for the City Commission's review and approval.

The following documents are attached for review/consideration:

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

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

Background and Project Summary:

This project will rehabilitate existing sanitary sewer in areas that are not easily accessible and will ensure continued sanitary service to over 400 residences in the City's core area.

Financial Analysis:

This project was included on previous CIP's and per the direction of the Commission at the November 14th special Commission Meeting the project is proposed to be paid for with Capital Improvement Sales Tax funds. No special assessments are proposed with this project.

Previously Presented Information and Commission Actions:

April 1, 2024 –

- **Staff Recommendation:** Accept Bid and Award Contract to CC Steel, LLC. For their bid amount of \$3,682,558.50.
- **Commission Action:** Commissioner Anderson moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

February 20, 2024 –

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

February 5, 2024-

- **Staff Recommendation:** Approve Task Order No. 83-2 for "Basic Services"

-
- **Commission Action:** Commissioner Simmons moved and Commissioner Anderson second to approve. No opposition, motion carried.

January 22, 2024

- **Staff Recommendation:** Create Project No. 1348, Approve Engineer's Report; and Direct Engineer to prepare Plans and Specifications
- **Commission Action:** Commissioner Olson moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

November 14, 2023 – A special Commission Meeting funding workshop took place where this project was discussed. No action was taken at that meeting.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND IN
PROJECT NO. 1348 – SANITARY SEWER REHABILITATIONS, REPLACEMENTS; AND
INCIDENTALS

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

Dated: 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 _____.
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.

NOTICE TO PROCEED

Owner:	City of West Fargo	Owner's Contract No.:	1348
Contractor:	CC Steel, LLC	Contractor's Project No.:	
Engineer:	Moore Engineering, Inc.	Engineer's Project No.:	22269A
Project:	Core Area – Alleys and Rear Yards	Contract Name:	Project No. 1348 – Sanitary Sewer Rehabilitation
		Effective Date of Contract:	April 1, 2024

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on April 1, 2024.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the date of Substantial Completion is June 27, 2025, and the date of readiness for final payment is August 29, 2025.

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

Submit 5-year warranty of manhole coating product, temporary pumping plan, and any other required permits.

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Date Issued: _____

Copy: Engineer



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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: Project No. 1349 - Sanitary Lift Station System Rehabilitation (SA 11, 30, 31 and 36)

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

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:

During the regular meeting held on April 15, 2024, the City Commission reviewed bids and awarded a contract to CC Steel, LLC. The contract documents were prepared and delivered to the City Attorney's office for review. After their compliance review, the attached Resolution was prepared for the City Commission's review and approval.

The following documents are attached for review/consideration:

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

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

Background and Project Summary:

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:

April 15, 2024

- **Staff Recommendation:** Accept Bid and Award Contract
- **Commission Action:** Commissioner Olson moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND IN
PROJECT NO. 1349 -
SANITARY SEWER REHABILITATIONS, REPLACEMENTS; AND INCIDENTALS

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

Dated: May 6, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

NOTICE TO PROCEED

Owner:	City of West Fargo	Owner's Contract No.:	1349
Contractor:	CC Steel, LLC	Contractor's Project No.:	
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
		Effective Date of Contract:	April 4, 2024

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on April 4, 2024.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the date of Substantial Completion is October 25, 2024, and the date of readiness for final payment is November 21, 2024.

Before starting any Work at the Site, Contractor must comply with the following:
Submit any required Storm Water Permits.

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Date Issued: _____

Copy: Engineer



"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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: Improvement District No. 6059 – 2024 Sidewalk Improvements

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

New Information and Recommendation:

During the regular meeting held on April 1, 2024, the City Commission reviewed bids and awarded a contract to Roers Construction. The contract documents were prepared and delivered to the City Attorney's office for review. After their compliance review, the attached Resolution was prepared for the City Commission's review and approval.

The following documents are attached for review/consideration:

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

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

Policy Analysis:

By filling in the sidewalk "gaps" with this project, the city is providing pedestrian walkability through a continuous network. This work is in compliance with City Ordinance Chapter 2 and the adopted ADA Transition Plan.

Financial Analysis:

This project was listed on the adopted 2022 CIP and is intended to be assessed at 100% of the final project costs to the parcels where work is to be completed.

Previously Presented Information and Commission Actions:

April 1, 2024 –

- **Staff Recommendation:** Accept Bids and Award Contract
- **Commission Action:** Commissioner Olson moved and Commissioner George seconded to approve. No opposition, motion carried.

March 4, 2024 –

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

February 26, 2024 –

- Notice to Construct Sidewalk Letters were sent out to the appropriate Property owners.

February 20, 2024 -

- **Staff Recommendation:** Approve Engineer's Report, Authorize Notice of Order to Construct Sidewalks; and Direct Engineer to prepare Plans and Specifications.
- **Commission Action:** Commission Olson moved and Commissioner George seconded to approve. No opposition, motion carried.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND IN
SIDEWALK IMPROVEMENT DISTRICT NO. 6059

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

Dated: May 6, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

NOTICE TO PROCEED

Owner:	City of West Fargo	Owner's Contract No.:	6059
Contractor:	Roers Construction Joint Venture LLC	Contractor's Project No.:	
Engineer:	City of West Fargo	Engineer's Project No.:	6059
Project:	2024 Sidewalk Improvements	Contract Name:	Improvement District No. 6059 – 2024 Sidewalk Improvements
		Effective Date of Contract:	April 1, 2024

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on Month XX, 2024.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the date of Substantial Completion is September 28, 2024 and the date of readiness for final payment is October 25, 2024.

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

Submit any required Storm Water Permits or Plans and adhere to road restrictions

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Date Issued: _____

Copy: Engineer

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Leslie McGillivray-Rivas, Senior Planner
2. PHONE NUMBER: 701-515-5377 DATE: May 1, 2024
3. AGENDA TITLE: Public Hearing - A24-7 Zoning Ordinance Amendment to Title IV regarding Nonconformities, Approval of First Reading of Ordinance
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
The primary reason for amending the nonconformities provisions of the zoning ordinance is to address homeowner concerns regarding the current inability to rebuild a nonconforming home if destroyed. The proposed amendment would create a new classification of nonconforming residential structure—called a “Compliant Structure”—which could be reconstructed if destroyed but would not be allowed to expand the nonconformity beyond what was existing. In addition, the overall organization and text proposed in the proposed amendments section greatly improve readability with concise language for focus on intent and execution. The Planning & Zoning Commission recommended approval at their April 8, 2024 meeting.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable): N/A
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Hold Public Hearing and Approve First Reading of the Ordinance Amendments: (Ordinance No. 1246)

STAFF REPORT

A24-7 Zoning Ordinance Amendments	
Zoning Ordinance Amendment 4-470 Nonconformities	
Applicant: City of West Fargo	Staff Contact: Leslie McGillivray-Rivas
Planning & Zoning Commission Introduction:	March 12, 2024
Planning & Zoning Commission Public Hearing:	April 8, 2024
City Commission Public Hearing & 1 st Reading	May 6, 2024
City Commission 2 nd Reading	

PURPOSE:

Amendments to Chapter IV Zoning Ordinance specific to Nonconformities

DISCUSSION AND OBSERVATIONS:

- The primary reason for amending the nonconformities provisions of the zoning ordinance is to address homeowner concerns regarding the current inability to rebuild a nonconforming home if destroyed.
- The current restriction on reconstructing a nonconforming home which exists within the Sheyenne Corridor 100' building control line has been found to be a barrier for individuals to secure mortgage financing and, consequently, has created issues for individuals looking to buy or sell a nonconforming home (structure).
- The proposed amendment would create a new classification of nonconforming residential structure—called a "Compliant Structure"—which could be reconstructed if destroyed but would not be allowed to expand the nonconformity beyond what was existing.
- Given that there are known soil stability issues along the Sheyenne River Corridor, additional language has been added within the Compliant Structure requiring that a soil analysis shall be conducted by a qualified professional engineer to demonstrate that the soils can accommodate the type of structure to be reconstructed within the 100' building control area.
- Lastly, the overall organization and text proposed in the proposed amendments section greatly improve readability with concise language for focus on intent and execution.

NOTICES:

Sent to: Notice in the newspaper and to City Departments

Comments Received:

- None Received

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

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

STAFF REPORT

RECOMMENDATIONS OF THE PLANNING AND ZONING COMMISSION-APRIL 8, 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 Nonconformities Ordinance (1246)

ORDINANCE NO. 1246

AN ORDINANCE TO REPEAL AND REENACT SECTIONS 4-470 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO NONCONFORMITIES.

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

SECTION 1. Section 4-470 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety.

~~4-470. NONCONFORMING LOTS, USES OF LAND, STRUCTURES, AND USES OF STRUCTURES.~~

~~Subsections:~~

- ~~_____ 4-471. Intent.~~
- ~~_____ 4-472. Nonconforming Lots of Record.~~
- ~~_____ 4-473. Nonconforming Uses of Land (or Land with Minor Structures Only).~~
- ~~_____ 4-474. Nonconforming Structures.~~
- ~~_____ 4-475. Nonconforming Uses of Structures or of Structures and Premises in Combination.~~
- ~~_____ 4-476. Repairs and Maintenance.~~
- ~~_____ 4-477. Uses Allowed as Conditional Uses Not Nonconforming Uses.~~

~~_____ 4-471. INTENT. Within the districts established by this Ordinance or amendments that may later be adopted there exist lots, structures, uses of land and structures, and characteristics of use which were lawful before this Ordinance was passed or amended, but which would be prohibited, regulated, or restricted under the terms of this Ordinance or future amendments. It is the intent of this Ordinance to permit these nonconformities to continue until they are removed, but not to encourage their survival. It is further the intent of this Ordinance that nonconformities shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other structures or uses prohibited elsewhere in the same district.~~

~~_____ Nonconforming uses are declared by this Ordinance to be incompatible with permitted uses in the districts involved. A nonconforming use of a structure, a nonconforming use of land, or a nonconforming use of a structure and land in combination shall not be extended or enlarged after passage of this Ordinance by attachment on a building or premises of additional signs intended to be seen from off the premises, or by the addition of other uses, of a nature which would be prohibited generally in the district involved.~~

~~_____ To avoid undue hardship, nothing in this Ordinance shall be deemed to require a change in the plans, construction, or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this Ordinance and upon which actual building construction has been carried on diligently. Actual construction is hereby~~

~~defined to include the placing of construction materials in permanent position and fastened in a permanent manner. Where excavation or demolition or removal of an existing building has been substantially begun preparatory to rebuilding, such excavation or demolition or removal shall be deemed to be actual construction, provided that work shall be carried on diligently.~~

~~4 472. NONCONFORMING LOTS OF RECORD. In any district in which single family dwellings are permitted, a single family dwelling and customary accessory buildings may be erected on any single lot of record at the effective date of adoption or amendment of this Ordinance, notwithstanding limitations imposed by other provisions of this Ordinance. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. This provision shall apply even though such lot fails to meet the requirements for area or width, or both, that are generally applicable in the district, provided that yard dimensions and requirements other than those applying to area or width, or both, of the lot shall conform to the regulations for the district in which such lot is located. Variance of yard requirements shall be obtained through action of the Board of Adjustment. If two or more lots or combinations of lots and portions of lots with continuous frontage in single ownership are of record at the time of passage or amendment of this Ordinance, and if all or part of the lots do not meet the requirements established for lot width and the lands involved shall be considered to be an undivided parcel for the purposes of this Ordinance, and no portion of said parcel shall be used or sold in a manner which diminishes compliance with lot width and area requirements established by this Ordinance, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this Ordinance.~~

~~4 473. NONCONFORMING USES OF LAND (OR LAND WITH MINOR STRUCTURES ONLY). Where at the time of passage of this Ordinance lawful use of land exists which would not be permitted by the regulations imposed by this Ordinance, and where such use involves no individual structure with a replacement cost exceeding \$1,000, the use may be continued so long as it remains otherwise lawful, provided:~~

~~1. No such nonconforming use shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this Ordinance;~~

~~2. No such nonconforming use shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such use at the effective date of adoption or amendment of this Ordinance;~~

~~3. If any such nonconforming use of land ceases for any reason for a period of more than 30 days, any subsequent use of such land shall conform to the regulations specified by this Ordinance for the district in which such land is located;~~

~~4. No additional structure not conforming to the requirements of this Ordinance shall be erected in connection with such nonconforming use of land.~~

~~4 474. NONCONFORMING STRUCTURES. Where a lawful structure exists at the effective date of adoption or amendment of this Ordinance that could not be built under the terms~~

of this Ordinance by reason of restrictions on area, lot coverage, height, yards, its location on the lot, or other requirements concerning the structure, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

- ~~1. No such nonconforming structure may be enlarged or altered in any way which increases its nonconformity, but any structure or portion thereof may be altered to decrease its nonconformity.~~
- ~~2. Should such nonconforming structure or nonconforming portion of structure be destroyed by any means to the extent of more than 50 percent of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this Ordinance.~~
- ~~3. Should such structure be moved for any reason for any distance whatever, it shall thereafter conform to the regulations for the district in which it is located after it is moved.~~

~~4 475. NONCONFORMING USES OF STRUCTURES OR OF STRUCTURES AND PREMISES IN COMBINATION. If lawful use involving individual structures with a replacement cost of \$1,000 or more, or of structure and premises in combination, exists at the effective date of adoption or amendment of this Ordinance, that would not be allowed in the district under the terms of this Ordinance, the lawful use may be continued so long as it remains otherwise lawful, subject to the following provisions:~~

- ~~1. No existing structure devoted to a use not permitted by this Ordinance in the district in which it is located shall be enlarged, extended, constructed, reconstructed, moved, or structurally altered except in changing the use of the structure to a use permitted in the district in which it is located. However, accessory buildings to residential uses may be enlarged, extended, constructed, reconstructed, moved or structurally altered provided that these improvements shall meet the yard and lot coverage requirements of the residential district, or in the case of accessory buildings located in commercial or industrial districts the lot coverage may not exceed fifty percent (50%) for buildings and may not exceed seventy five percent (75%) impervious surfaces. Setback and building height requirements for accessory buildings located in commercial or industrial districts will follow the requirement of the C: Light Commercial District.~~
- ~~2. Any nonconforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use at the time of adoption or amendment of this Ordinance, but no such use shall be extended to occupy any land outside such building;~~
- ~~3. If no structural alterations are made, any nonconforming use of a structure, or structure and premises, may as a conditional use be changed to another nonconforming use provided that the City Commission, either by general rule or by making findings in the specific case, shall find that the proposed use is equally~~

~~appropriate or more appropriate in the district than the existing nonconforming use. In permitting such change, the City Commission may require appropriate conditions and safeguards in accord with the provisions of this Ordinance;~~

- ~~4. Any structure, or structures and land in combination, in or on which a nonconforming use is superseded by a permitted use, shall thereafter conform to the regulations for the district, and the nonconforming use may not thereafter be resumed;~~
- ~~5. When a nonconforming use of a structure, or structure and premises in combination, is discontinued or abandoned for six consecutive months or for 18 months during any three year period (except when government action impedes access to the premises), the structure, or structure and premises in combination, shall not thereafter be used except in conformity with the regulations of the district in which it is located;~~
- ~~6. Where nonconforming use status applies to a structure and premises in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land. Destruction for the purpose of this subsection is defined as damage to an extent of more than 50 percent of the replacement cost at the time of destruction.~~

~~4 476. REPAIRS AND MAINTENANCE. On any nonconforming structure or portion of a structure containing a nonconforming use, work may be done in any period of 12 consecutive months on ordinary repairs, or on repair or replacement of non-bearing walls, fixtures, wiring, or plumbing, to an extent not exceeding 25 percent of the current replacement cost of the structure as the case may be, provided that the cubic content existing when it became nonconforming shall not be increased. If a nonconforming structure or portion of a structure containing a nonconforming use becomes physically unsafe or unlawful due to lack of repairs and maintenance and is declared by any duly authorized official to be unsafe or unlawful by reason of physical condition, it shall not thereafter be restored, repaired, or rebuilt except in conformity with the regulations of the district in which it is located. Nothing in this Ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.~~

~~4 477. USES ALLOWED AS CONDITIONAL USES NOT NONCONFORMING USES. Any use which is allowed in a specific district as a conditional use shall not be deemed a nonconforming use, but shall without further action be deemed a conforming use in such district.~~

SECTION 2. Section 4-470 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby recreated and enacted to read as follows:

4-470. NONCONFORMITIES.

Subsections:

- 4-471. Intent.
- 4-472. Regulations Applicable to All Nonconformities.
- 4-473. Nonconforming Lots.
- 4-474. Nonconforming Structures.
- 4-475. Compliant Structures.
- 4-476. Nonconforming Uses.

4-471. INTENT. The intent of Section 4-470 is to regulate the continued existence of lots, structures, and uses of land that came into existence legally, but owing to the adoption of this Ordinance and subsequent amendments, or to previously applicable ordinances, no longer comply with one or more requirements of this Title. All such situations are collectively referred to in this section as “nonconformities.” It is the intent of this Ordinance to permit these nonconformities to continue until they are removed, but not to encourage their survival. Nonconformities may continue until they are removed, and in some cases as described in this section, may be restored or replaced subsequent to damage or destruction.

This section addresses the following types of nonconformities:

1. Nonconforming Lots. Nonconforming lots are lots that were legally created in accordance with zoning district minimum lot size and dimensional standards in effect at the time of their creation, but which, because of amendments to the zoning regulations, no longer comply with the minimum lot size or other dimensional standards of the zoning district.
2. Nonconforming Structures. Nonconforming structures are buildings or structures, other than compliant structures, that were established in accordance with all zoning regulations in effect at the time of their establishment, but which, because of amendments to the zoning regulations, no longer comply with the dimensional standards of the underlying zoning district.
3. Compliant Structures. Compliant structures are single-family and two-family residential structures (including single-family townhomes on individual lots) that were established in accordance with all zoning regulations in effect at the time of their establishment, but which, because of amendments to the zoning regulations, no longer comply with the dimensional standards of the underlying zoning district(s).
4. Nonconforming Uses. Nonconforming uses are uses that were established in accordance with zoning regulations in effect at the time of their establishment, but which, because of amendments to the zoning regulations, no longer comply with the use regulations of the underlying zoning district.

4-472. REGULATIONS APPLICABLE TO ALL NONCONFORMITIES.

1. Authority to Continue. Nonconformities shall be allowed to continue in accordance with the regulations of this Section.
2. Determination of Nonconforming Status. The owner of the property containing the nonconformity shall bear the burden of demonstrating that the lot, structure, use, or site feature was lawfully established.
3. Minor Repairs and Maintenance.
 - a. Minor repairs and maintenance of nonconformities are permitted and encouraged, provided that such repairs and maintenance are in compliance with this Code and that no repair or maintenance work shall increase the extent of nonconformity.
 - b. If a nonconformity becomes physically unsafe or unlawful due to lack of repairs and maintenance and is declared by any duly authorized official to be unsafe or unlawful by reason of physical condition, it shall not thereafter be restored, repaired, or rebuilt except in conformity with the regulations of the district(s) in which it is located. However, nothing in this Ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.
4. Change of Ownership or Tenancy. Changes in ownership, tenancy, or management of property with an existing nonconformity may occur, but such nonconformities shall continue to be subject to the standards of this Section 4-470.

4-473. NONCONFORMING LOTS. A nonconforming lot may be used or continue in use so long as it remains otherwise lawful, subject to the following provisions. This includes compliance with applicable yard dimensions and requirements unrelated to lot area or lot width, which shall only be adjusted by means of a variance approval obtained from the Board of Adjustment.

1. Lot with Buildings or Structures. An existing building or structure on a nonconforming lot may be expanded provided that any such expansion does not increase the existing nonconformity, and any expansion or new construction shall be in full compliance with all applicable zoning district and dimensional standards of this Ordinance.
2. Lot Merger.
 - a. If two or more lots or combinations of lots and portions of lots with continuous frontage under single ownership are of record upon the adoption date or amendment of this Ordinance, and if all or part of the lots do not meet the

requirements established for lot width, then the lots involved shall be considered as one undivided parcel for the purposes of this Ordinance.

- b. No portion of such a parcel shall be used or sold in a manner which diminishes compliance with lot width and area requirements established by this Ordinance, nor shall any parcel be divided in a manner that creates a lot with width or area below the requirements stated in this Ordinance.

4-474. NONCONFORMING STRUCTURES. A nonconforming structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

1. No such nonconforming structure may be enlarged or altered in any way which increases its nonconformity, but any structure or portion thereof may be altered to decrease its nonconformity.
2. Should such nonconforming structure or nonconforming portion of structure be damaged or destroyed by any means to the extent of more than 50 percent of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this Ordinance.
3. Nonconforming structures may not be moved for any reason for any distance whatever unless the move or relocation will bring the structure into compliance with all applicable zoning district regulations.

4-475. COMPLIANT STRUCTURES.

1. Notwithstanding the nonconforming structures provisions of Subsection 4-474, single-family and two-family residential structures (including single-family townhomes on individual lots) that were established in accordance with all zoning regulations in effect at the time of their establishment, but which, because of amendments to the zoning regulations, no longer comply with the dimensional standards of the underlying zoning district(s) shall be deemed compliant Structures, provided the structures do comply with all other applicable zoning regulations.
2. Should a compliant structure be damaged or destroyed by any means, it may be replaced or rebuilt to occupy the same location on the lot and the same building footprint it occupied prior to the damage or destruction, provided that the City may require geotechnical analysis prior to issuing a building permit for the reconstruction of a compliance structure to determine if the property upon which the structure is located is stable and can support such structure.
3. Existing compliant structures may be enlarged or expanded, provided the alteration is in compliance with all applicable zoning standards and does not increase the nature of the nonconformity. The determination of whether a proposed expansion is in compliance with all applicable zoning standards shall be made by the Planning Director.

4-476. NONCONFORMING USES.

1. Nonconforming Uses Conducted Within a Building or Structure. A nonconforming use conducted within a building or structure may be continued so long as it remains otherwise lawful, subject to the following provisions:
 - a. An existing structure that houses a nonconforming use shall not be enlarged, extended, constructed, reconstructed, moved, or structurally altered, unless the use in the structures changes to one that is permitted in the district in which it is located.
 - b. A nonconforming use may be expanded throughout any parts of an existing building that were manifestly arranged or designed to be occupied by the use at the time of adoption or amendment of this Ordinance; however, the use shall not be extended to occupy any land outside such building.
 - c. If no structural alterations are made, any nonconforming use of a structure, or structure and premises, may request from the City Commission conditional use approval to be changed to another nonconforming use, provided that the City Commission finds, either by general rule or through findings in the specific case, that the proposed use is equally appropriate or more appropriate in the district than the existing nonconforming use. In permitting such change, the City Commission may require appropriate conditions and safeguards in accord with the provisions of this Ordinance.
 - d. Once a permitted use replaces a nonconforming use in any structure, or structures and land in combination, all uses thereafter shall conform to the regulations for the district, and no nonconforming use may thereafter be resumed.
 - e. When a nonconforming use of a structure, or structure and premises in combination, is discontinued or abandoned for six consecutive months, or for 18 months during any three-year period (except when government action impedes access to the premises), the nonconforming use shall not be resumed, and the structure, or structure and premises in combination, shall thereafter be used in conformity with the regulations of the district in which it is located.
 - f. Should a structure containing a nonconforming use be damaged or destroyed by any means to the extent of more than 50 percent of its replacement cost at time of destruction, the destruction shall eliminate the nonconforming status of the use. Upon reconstruction, any use established in the structure shall thereafter be in conformity with the regulations of the district in which it is located.

2. Nonconforming Uses Conducted Outside Buildings or Structures. A nonconforming use of land conducted outside buildings or structures may be continued so long as it remains otherwise lawful, provided that the nonconforming use shall not:
 - a. Be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of this Ordinance.
 - b. Be moved or relocated in whole or in part to any portion of the lot or parcel other than that which the use occupied upon the effective date of this Ordinance.
 - c. Cease operation for any reason for a period of six consecutive months, or for 18 months during any three-year period (except when government action impedes access to the premises) or more. If the use does cease for a period of six consecutive months, or for 18 months during any three-year period, it shall be considered permanently discontinued, and any subsequent use shall be in conformity with the regulations of the district in which it is located.
 - d. Cause to be constructed or erected on the same lot occupied by the nonconforming use any new or additional structure that does not conform to all applicable requirements of this Ordinance.
3. Exception for Conditional Uses. Any use which is allowed in a specific district as a conditional use shall not be deemed a nonconforming use, but shall without further action be deemed a conforming use in such district.

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:

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: May 1, 2024
3. AGENDA TITLE: Public Hearing - A24-8 Zoning Ordinance Amendment relating to Temporary Signs, Approval of First Reading of Ordinance (Ordinance #1240).
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
A proposed text amendment to Title IV zoning ordinances is being proposed to clarify language regarding temporary signs. At their April 8, 2024, meeting the Planning & Zoning Commission recommended approval of the amendments.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
N/A.
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Hold Public Hearing and Approve First Reading of Proposed Ordinance (Ordinance #1240).

STAFF REPORT

A23-23 ZONING ORDINANCE AMENDMENTS	
Zoning Ordinance Amendment to Title IV of the City Ordinances (Zoning Regulations)	
Applicant: City of West Fargo	Staff Contact: Lisa Sankey
Planning and Zoning Commission Public Hearing:	04-08-2024 – Approved
City Commission Public Hearing & 1 st Reading:	05-06-2024
2 nd Reading:	

PURPOSE:

The purpose of the proposed amendment is to clarify language regarding temporary signs

DISCUSSION AND OBSERVATIONS:

- The West Fargo City Commission has directed the City Attorney and staff to amend the sign code regulations to better regulate the use of semi-truck trailers as temporary signs. The proposed amendments seek to prohibit the use of equipment/vehicles/trailers as signage unless approved and permitted as a Portable Sign or High Impact Sign.
- The amendments also seek to clarify standards for temporary signs and timeframes for placement of temporary signs. Four month period commencing on the first day the sign is erected.
- Clarification that temporary signs are restricted to less than 12 square feet in area. This size restriction already exists in the definition section of the ordinance regarding temporary signs.
- Additional language regarding Holiday signs conforming to all requirements of the ordinance.
- Clarifying language under prohibited signs regarding signs attached to equipment or motor vehicles.
- Discussion during the last Planning Commission meeting on March 12, 2024, related to trailers being used on job sites for storage. While some job sites may contain trailers with contractor or business logos affixed for storage of equipment and materials during construction, the purpose of the text amendment relates to using trailers for the sole purpose of off premise advertising on lots not approved for that use, nor for standalone storage.
- Specific text amendments are attached to this staff report.

NOTICES:

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

Comments Received:

- None to date.

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

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

STAFF REPORT

PLANNING & ZONING RECOMMENDATION:

At their April 8, 2024 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed text amendments to Title IV on the basis that it is consistent with City plans and ordinances.

RECOMMENDATION:

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

Attachments

- Proposed text amendment regarding temporary signs (updated ordinance 1240)

ORDINANCE NO. 1240

AN ORDINANCE TO AMEND AND REENACT SECTION 4-460.3, SUBSECTION 8 OF SECTION 4-460.7, AND SECTION 4-460.8 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO TEMPORARY SIGNS.

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

SECTION 1. Section 4-460.3 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted by amending the definition of “Banners” to read as follows:

BANNERS. Attention getting devices which resemble flags and are of a paper, cloth, or plastic-like consistency, or similar material.

SECTION 2. Subsection 8 of Section 4-460.7 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-460.7. GENERAL SIGN PROVISIONS.

* * *

8. The use of ~~Temporary~~ Signs such as banners, inflatable signs, tethered balloons and/or similar devices may be erected on the premises of an establishment for special events, provided that such signs may not be displayed for more than thirty (30) calendar days within any four (4) month period. Said four (4) month period shall commence on the first day that the temporary sign is erected. ~~Violations for temporary signs must be corrected within seven (7) days of written notification.~~ Banners may be considered permanent signs provided they are constructed of canvass or other durable fabric enclosed within a cabinet or frame which is permanently and entirely mounted on the wall of a building and comply with the sign regulations set forth herein. Temporary signs are restricted to less than twelve (12) square feet in area.

SECTION 3. Section 4-460.8 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-460.8. SIGNS NOT REQUIRING PERMIT AND PROHIBITED SIGNS.

1. Permitted Signs. The following signs are allowed without a permit; however are included within the allowable sign area, unless otherwise indicated.

- a. Public Signs. Signs of a public, noncommercial nature, including safety signs, directional signs to public facilities, trespassing signs, traffic signs, signs indicating scenic or historical points of interest, memorial plaques and the like, when erected by or on behalf of a public official or employee in the performance of official duty.
- b. Identification Signs. Identification signs not exceeding one (1) square foot for single and two-family structures and sixteen (16) square feet for multiple family structures.
- c. Informational Signs. Informational Signs not exceeding twenty-four (24) square feet. One informational sign shall be allowed for each business and is not included within the allowable sign area, provided it does not exceed twenty-four (24) square feet and is fastened to an existing sign structure or building, or is a menu board for a restaurant.
- d. Directional Signs.
 - (1) On-Premise Signs. Shall not be larger than four (4) square feet. The number of signs shall not exceed four (4) unless approved by the Planning and Zoning Commission, and shall not be included within the allowable signage.
 - (2) Off-Premise Signs. Shall be limited to situations where access is confusing and traffic safety could be jeopardized or traffic could be inappropriately routed through residential streets. The size of the sign shall be approved by the City Commission and shall contain no advertising.
- e. Integral Signs. Integral signs shall not be included within the allowable sign area.
- f. Campaign Signs. Campaign signs not exceeding thirty-two (32) square feet for any one sign, or for all signs on any lot. The sign must contain the name and address of the person responsible for such sign, and that person is responsible for its removal.
- g. Flags and Insignia. Flags and insignia of any government except when displayed in connection with commercial promotion.
- h. Holiday Signs. Signs or displays which contain or depict a message pertaining to a religious, national, state or local holiday and no other matter, and which are displayed for a period not to exceed forty-five (45) days in any calendar year, provided that the type of sign conforms to all requirements of this Ordinance.
- i. Construction/Development Signs. A non-illuminated construction or development sign confined to the site of the construction, alteration, repair

or development. Such sign must be removed within two (2) years of the date of issuance of the first building permit on the site or when the particular project is completed, whichever is sooner, unless said sign is intended to be a permanent identification sign for the development and is approved as a conditional use. One sign shall be permitted for each street the project abuts. No sign may exceed thirty-two (32) square feet in the R-1E, R-1A, R-1, R-4 and R-5 Districts, or sixty-four (64) square feet in the A, R-2, R-3, C, EMU, DMU, HC, LI and M districts unless otherwise approved as a conditional use.

- j. Roadside Market Signs. Signs advertising produce grown and sold on the premises on which they are located, provided such signs shall not exceed thirty-two (32) square feet in area or be displayed for a period exceeding six (6) months of any calendar year.
- k. “For Sale” and “To Rent” Signs. “For Sale” and “To Rent” signs shall be permitted subject to the following regulations:
 - (1) Six (6) or Less Residential Dwelling Units. The following applies to the for sale or for rent of a single family residence or where six (6) or less dwelling units (or lots for residential development) are for sale or rent: No more than one such sign per lot, except on a corner lot (2) signs, one facing each street, shall be permitted. No such signs shall exceed sixteen (16) square feet in area, or be illuminated. Each such sign must be devoted solely to the sale or rental of the property being offered and must be removed immediately upon the sale or rental of the property. Each sign must be placed only upon the property offered for sale or rent.
 - (2) Seven (7) or More Residential Dwelling Units. Where more than six (6) dwelling units (or lots for residential development purposes) are offered for sale or rental by the same party, signs advertising such sale or rental may be constructed therefore in any district. There shall be permitted one sign facing each public street providing access to the property being offered. Each such sign shall not exceed twenty-four (24) square feet in area; shall be located at least one hundred (100) feet from any preexisting home; and shall be removed within one year from the date of building permit issuance, or when less than six (6) units remain for sale or rent, whichever is less. Said sign shall fully comply with the setback requirement for the zoning district in which the property is located.
 - (3) Industrial or Commercial Property. In the event of an industrial or commercial sale or rental of real property, there shall be permitted one sign facing each public street providing access to the property being offered. Each sign shall not exceed thirty-two (32) square feet in area for signs located within fifty (50) feet of the front property line, or sixty-four (64) square feet in area if located fifty (50) or more

feet from the front property line and must be devoted solely to the sale and rental of the property being offered and must be removed immediately upon the sale or rental of the last property offered at that location. Said sign may not be located closer to the property line than fifty (50) percent of the setback required within the particular zoning district in which the property is located.

- l. Rummage (Garage) Sale Signs. Rummage sale signs shall not be posted until one day before the date of the sale and shall be removed within one (1) day after the end of the sale and shall not exceed six (6) square feet. Rummage sale signs shall not be located in any public right-of-way, or on utility poles or equipment.
 - m. Signs relating to official local, state or federal government agencies and City entrance signs.
 - n. Window Signs. Window signs shall not exceed fifty (50) percent of the total glass area of the face of the building on which the window in which they are displayed and shall not be included within the allowable sign area.
 - o. Small Signs. Small signs which do not exceed one (1) square foot in area shall not be counted as part of the allowable sign area, provided the signs are not part of a larger sign scheme for the building or property.
 - p. Pennants. Pennants may be erected on the premises of an establishment in commercial and industrial zoning districts which are not in the "Corridor Overlay District. Pennant displays must be properly maintained as to not create a safety hazard, nor shall they detract from the character of adjacent properties and other property in the district. The rope, wire or string used to display the pennants must be fastened securely and remain taut.
- 2. Prohibited Signs. The following signs are prohibited:
 - a. Off-Premise Advertising Signs with the following exceptions:
 - (1) Approved signs within a commercial or industrial planned unit development, advertising businesses within the PUD.
 - (2) Signs as provided for in the district provisions.
 - b. ~~Advertising or business signs~~ Signs on or attached to equipment such as semi-truck trailers or motor vehicles (other than High Impact Signs and Portable Signs, as regulated by this Ordinance) where signing is a principal use of the equipment on either a temporary or permanent basis, unless otherwise approved as a permanent sign. ~~Such signs may be used for special events on site and may not be displayed for more than fourteen (14) calendar days within any four (4) month period.~~

- c. Beacon, motion and flashing signs, except reader boards, time and temperature signs and barber poles.
- d. Roof Signs. Except that a business sign may be placed on the fascia or marquee of a building, provided it does not extend above the highest elevation of the building, excluding chimneys.
- e. Business signs which advertise an activity, business, product or service no longer produced or conducted on the premises upon which the sign is located. Where the owner or lessor of the premises is seeking a new tenant, such signs may remain in place for not more than thirty (30) days from the date of vacancy.
- f. Portable signs, banners, inflatable signs, tethered balloons and similar devices except as provided in this chapter.
- g. Signs which are tacked on bridges, fire hydrants, official public signs, trees, fences, utility poles or in any portion of a public right-of-way; temporary signs fastened to sign structures, parking lot light poles or other structures; and temporary signs secured by wires, stakes or weights.
- h. Bench signs except by special permit of the City Commission.
- i. Home occupation signs except as part of an identification sign for the residence, which does not exceed one (1) square foot in area and is mounted flush against the buildings.
- j. Pennants within the "Corridor Overlay District."

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:



"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: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: Improvement District No. 1345 – Sandhills 6th Addition

Action: Accept Bid and Award Contract

New Information and Recommendation:

On April 25, 2024, bids were opened for the referenced project. 5 bids were received with the lowest bidder being Dakota Underground Company in the amount of \$4,203,889.13. The Amended Engineering Report approved on October 16, 2023, estimated a project construction cost of \$4,890,975.

The following documents are attached for review/consideration:

- Bid Results and Analysis from Consultant
- Affidavit of Publication
- Bid Tabulation
- Notice of Award
- Engineer's Certification
- Engineer's Statement of Estimated Cost
- Imp. Dist 1345 Benefit Methodology
- Preliminary Special Assessment Allocations
- Associated Resolution

Staff Recommendation: Accept Bid and Award Contract to Dakota Underground Company for their bid amount of \$4,203,889.13.

Financial Analysis:

This project is petitioned and intended to be 100% paid for via special assessments to benefiting properties within the Improvement District.

Previously Presented Information and Commission Actions:

April 1, 2024-

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

December 18, 2023-

- **Staff Recommendation:** Conduct the Resolution of Necessity Public Hearing; and Approve both a Resolution of insufficient protests and a Task Order for "Basic Services".
- **Commission Action:** Commissioner Simmons moved and Commissioner Olson seconded to approve. Commissioner George voted nay, motion carried on a 4 to 1 vote.

November 6, 2023-

- **Staff Recommendation:** Accept and Approve Amended Resolution Declaring Work Necessary
- **Commission Action:** Commissioner Simmons moved and Commissioner Olson seconded to approve. No opposition, motion carried.

October 16, 2023 –

- **Staff Recommendation:** Approve Amended Engineer's Report
- **Commission Action:** Commissioner Olson moved and Commissioner Anderson seconded to approve. Commissioner Simmons was absent and not voting. No opposition, motion carried.

July 10, 2023 -

- **Staff Recommendation:** Create Improvement District No. 1345, Approve Engineer's Report; Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity.
- **Commission Actions:** Commissioner Simmons moved and Commissioner Olson seconded. Commissioner George opposed, motion carried on a 4:1 vote.

May 1, 2023 –

- **Staff Recommendation:** Accept Petitions for Improvements and Preliminary Work Agreements from both developers; and Authorize preliminary engineering.
- **Commission Action:** Commissioner Simmons 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 25, 2024

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

Re: Improvement Dist. No. 1345; New Water Supply, Sewerage, Street Systems and Incidentals
Sandhills 6th Addition
West Fargo, ND

Dear Dan:

Bids were opened online during a virtual meeting for the above referenced project on April 25, 2024 at 10:30 a.m. The received bids were compiled and the bid tabulation is enclosed for your review. Dakota Underground Company is the low bidder with a bid amount of \$4,203,889.13. Our Engineer's Opinion of Probable Cost with the Engineer's Report was \$5,625,000 which included approximately 15% contingencies. Our final engineer's estimate prior to bidding was \$6,000,000.00 without contingencies.

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.

Lastly, enclosed is information pertaining to the Special Assessments based on the City's Special Assessment Policy and the Engineer's Statement of Cost. This information includes the benefit methodology and associated map, a Preliminary Funding Summary and preliminary Special Assessment Allocations by Parcel.

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 May 6, 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
- Notice of Award
- Engineer's Statement of Cost
- Special Assessment documents based on the Engineer's Statement of Cost:
 - Benefit Methodology
 - Benefit Methodology Map
 - Preliminary Funding Summary
 - Assessment Allocations by Parcels



Forum Communications Company

ND Affidavit No. kencbOcX4SMUU83chHUK

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.

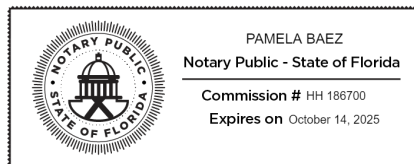
2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (2) time: *Wednesday, April 10, 2024, Wednesday, April 17, 2024*, as required by law or ordinance.

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: 04/17/2024

[Signature]

Notary Public
Notarized remotely online using communication technology via Proof.

CITY OF WEST FARGO,
NORTH DAKOTA
IMPROVEMENT
DISTRICT NO. 1345
new water supply, sewerage, street
systems, and incidentals
sandhills 6th addition
ADVERTISEMENT FOR BIDS
City of West Fargo is requesting Bids
for the construction of the project list-
ed above.
Bids for the construction of the Proj-
ect will be received and accepted via
electronic bid (vBid) through Quest-
CDN until April 25, 2024 at 10:00
a.m. local time. Bids will be viewed
and read via video/phone confer-
ence at 10:30 a.m. Mailed or hand
delivered bids will not be opened
or considered. Link for the video/
phone conference is provided at
www.mooreengineeringinc.com by
clicking the Bid Information tab, or at
www.questcdn.com .
The Project consists of constructing
sanitary sewer mains and services,
water mains and services, storm
sewer, concrete streets with curb
& gutter, street lights, storm water
retention pond, and other miscella-
neous installations.
Bids will be received for a single
prime Contract. Bids shall be on a
unit price basis.
Digital project bidding documents
will be available at
www.mooreengineeringinc.com by
clicking the Bid Information tab, or at
www.questcdn.com . You may down-
load the complete set of digital docu-
ments for a nonrefundable fee of
\$50.00 by locating eBidDoc™ Num-
ber 9041817 on the website. Contact
QuestCDN Customer Support at
952-233-1632 or
info@questcdn.com for assistance in
membership registration, download-
ing 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 low-
est responsible bidder, and the low-
est responsible bidder does not exe-
cute 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 re-
quired 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 Da-
kota 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



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Dakota Underground Company
4001 15th Ave NW
Fargo, ND 58102

KPH, Inc.
9530 39th St S
Fargo, ND 58104

Dirt Dynamics
4206 3rd Ave N
Fargo, ND 58102

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
Sanitary Sewer Items										
1.	24200.00	Sanitary Sewer - Remove	LF	10	\$20.00	\$200.00	\$60.00	\$600.00	\$40.00	\$400.00
2.	24200.00	Sanitary Sewer Cleanout - Remove	EA	1	\$1,000.00	\$1,000.00	\$2,300.00	\$2,300.00	\$400.00	\$400.00
3.	333111.00	Sanitary Sewer - 8" PVC SDR 26	LF	1,038	\$104.00	\$107,952.00	\$100.00	\$103,800.00	\$97.00	\$100,686.00
4.	333111.00	Sanitary Sewer - 8" PVC SDR 35	LF	1,834	\$55.00	\$100,870.00	\$80.00	\$146,720.00	\$70.00	\$128,380.00
5.	333111.00	Sanitary Sewer Service - 6" PVC SDR 26	LF	142	\$40.00	\$5,680.00	\$60.00	\$8,520.00	\$63.00	\$8,946.00
6.	330561.00	Sanitary Sewer Manhole - 48"	EA	10	\$9,800.00	\$98,000.00	\$11,500.00	\$115,000.00	\$9,200.00	\$92,000.00
7.	333111.00	Sanitary Sewer Cleanout	EA	1	\$1,050.00	\$1,050.00	\$4,000.00	\$4,000.00	\$3,100.00	\$3,100.00
8.	333111.00	Sanitary Sewer Service Connection	EA	3	\$380.00	\$1,140.00	\$3,500.00	\$10,500.00	\$800.00	\$2,400.00
9.	330130.11	Televising - Sanitary Sewer Main	LF	2,872	\$1.50	\$4,308.00	\$2.00	\$5,744.00	\$3.00	\$8,616.00
10.	330130.11	Televising - Sanitary Sewer Service Lateral Launch	EA	3	\$100.00	\$300.00	\$250.00	\$750.00	\$250.00	\$750.00
Water Main Items										
11.	24200.00	Water Main - Remove	LF	16	\$50.00	\$800.00	\$30.00	\$480.00	\$20.00	\$320.00
12.	331413	Tapping Sleeve & Valve - 6" x 10"	EA	1	\$6,500.00	\$6,500.00	\$5,650.00	\$5,650.00	\$4,250.00	\$4,250.00
13.	331413.00	Water Main - 6" PVC C900	LF	175	\$42.00	\$7,350.00	\$45.00	\$7,875.00	\$45.00	\$7,875.00
14.	331413.00	Water Main - 8" PVC C900	LF	2,694	\$54.00	\$145,476.00	\$65.00	\$175,110.00	\$72.00	\$193,968.00
15.	331414.00	Water Main - 10" PVC C900	LF	109	\$135.00	\$14,715.00	\$130.00	\$14,170.00	\$126.00	\$13,734.00
16.	330507.13	Water Main - 8" PVC C900 HDD	LF	56	\$200.00	\$11,200.00	\$215.00	\$12,040.00	\$124.00	\$6,944.00
17.	331413.00	Gate Valve & Box - 6"	EA	8	\$2,025.00	\$16,200.00	\$2,600.00	\$20,800.00	\$2,700.00	\$21,600.00
18.	331413.00	Gate Valve & Box - 8"	EA	13	\$2,950.00	\$38,350.00	\$3,500.00	\$45,500.00	\$3,600.00	\$46,800.00
19.	331413.00	Gate Valve & Box - 10"	EA	4	\$5,000.00	\$20,000.00	\$4,900.00	\$19,600.00	\$4,900.00	\$19,600.00
20.	331419.00	Hydrant - 6"	EA	8	\$6,800.00	\$54,400.00	\$7,700.00	\$61,600.00	\$6,700.00	\$53,600.00
Storm Sewer Items						\$0.00				
21.	24200.00	Storm Sewer - Remove	LF	232	\$20.00	\$4,640.00	\$30.00	\$6,960.00	\$20.00	\$4,640.00
22.	24200.00	Storm Sewer Structure - Remove	EA	4	\$500.00	\$2,000.00	\$1,500.00	\$6,000.00	\$300.00	\$1,200.00
23.	334213.13	Storm Sewer - 4" Perforated PVC	LF	5,151	\$9.00	\$46,359.00	\$6.00	\$30,906.00	\$7.00	\$36,057.00



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Dakota Underground Company
 4001 15th Ave NW
 Fargo, ND 58102

KPH, Inc.
 9530 39th St S
 Fargo, ND 58104

Dirt Dynamics
 4206 3rd Ave N
 Fargo, ND 58102

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
24.	334213.13	Storm Sewer - 15" RCP	LF	977	\$55.00	\$53,735.00	\$60.00	\$58,620.00	\$55.00	\$53,735.00
25.	334213.13	Storm Sewer - 18" RCP	LF	3	\$83.00	\$249.00	\$250.00	\$750.00	\$67.00	\$201.00
26.	334213.13	Storm Sewer - 27" RCP	LF	609	\$93.00	\$56,637.00	\$98.00	\$59,682.00	\$97.00	\$59,073.00
27.	334213.13	Storm Sewer - 30" RCP	LF	171	\$103.00	\$17,613.00	\$111.00	\$18,981.00	\$114.00	\$19,494.00
28.	334213.13	Storm Sewer - 36" RCP	LF	489	\$143.00	\$69,927.00	\$145.00	\$70,905.00	\$148.00	\$72,372.00
29.	334213.13	Storm Sewer - 42" RCP	LF	115	\$197.00	\$22,655.00	\$208.00	\$23,920.00	\$202.00	\$23,230.00
30.	334213.13	Storm Sewer - 48" RCP	LF	815	\$246.00	\$200,490.00	\$255.00	\$207,825.00	\$247.00	\$201,305.00
31.	334214.13	Storm Sewer - 54" RCP	LF	728	\$302.00	\$219,856.00	\$315.00	\$229,320.00	\$312.00	\$227,136.00
32.	334213.13	Storm Sewer - 60" RCP	LF	201	\$403.00	\$81,003.00	\$430.00	\$86,430.00	\$400.00	\$80,400.00
33.	330561.00	Storm Sewer Manhole - 48"	EA	5	\$3,655.00	\$18,275.00	\$4,400.00	\$22,000.00	\$3,900.00	\$19,500.00
34.	330561.00	Storm Sewer Manhole - 60"	EA	6	\$5,795.00	\$34,770.00	\$6,450.00	\$38,700.00	\$6,200.00	\$37,200.00
35.	330561.00	Storm Sewer Manhole - 84"	EA	4	\$12,000.00	\$48,000.00	\$11,800.00	\$47,200.00	\$10,500.00	\$42,000.00
36.	330561.00	Storm Sewer Manhole - 96"	EA	3	\$16,800.00	\$50,400.00	\$17,350.00	\$52,050.00	\$15,200.00	\$45,600.00
37.	330561.00	Storm Sewer Manhole - 108"	EA	4	\$21,400.00	\$85,600.00	\$21,100.00	\$84,400.00	\$19,600.00	\$78,400.00
38.	330561.00	Storm Sewer Manhole - 120"	EA	1	\$28,450.00	\$28,450.00	\$27,250.00	\$27,250.00	\$24,700.00	\$24,700.00
39.	330561.00	Storm Sewer Catch Basin - 2' x 3'	EA	13	\$3,295.00	\$42,835.00	\$3,300.00	\$42,900.00	\$3,100.00	\$40,300.00
40.	330562.00	Storm Sewer Catch Basin - 30"	EA	2	\$2,665.00	\$5,330.00	\$2,650.00	\$5,300.00	\$2,000.00	\$4,000.00
41.	313716.00	Riprap & Fabric - 18" Class III	CY	218	\$125.00	\$27,250.00	\$165.00	\$35,970.00	\$87.00	\$18,966.00
Roadway Items										
42.	24200.00	Bituminous Pavement - Remove	SY	383	\$15.00	\$5,745.00	\$12.00	\$4,596.00	\$10.00	\$3,830.00
43.	24200.00	Concrete Pavement - Remove	SY	470	\$20.00	\$9,400.00	\$13.00	\$6,110.00	\$10.00	\$4,700.00
44.	24200.00	Aggregate Surface - Remove	SY	2,921	\$2.00	\$5,842.00	\$5.00	\$14,605.00	\$5.00	\$14,605.00
45.	24200.00	Removal of Curb & Gutter	LF	406	\$10.00	\$4,060.00	\$12.00	\$4,872.00	\$10.00	\$4,060.00
46.	312316.00	Common Excavation - Type A (P)	CY	9,163	\$6.00	\$54,978.00	\$5.00	\$45,815.00	\$5.00	\$45,815.00
47.	312316.00	Borrow Excavation (P)	CY	82,962	\$3.75	\$311,107.50	\$7.00	\$580,734.00	\$8.00	\$663,696.00
48.	312316.00	Borrow Excavation - Export (P)	CY	21,942	\$7.00	\$153,594.00	\$0.01	\$219.42	\$16.00	\$351,072.00



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Dakota Underground Company
4001 15th Ave NW
Fargo, ND 58102

KPH, Inc.
9530 39th St S
Fargo, ND 58104

Dirt Dynamics
4206 3rd Ave N
Fargo, ND 58102

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
49.	312316.00 Subgrade Preparation	SY	15,840	\$1.50	\$23,760.00	\$3.00	\$47,520.00	\$1.80	\$28,512.00
50.	321123.00 Geotextile Fabric - Type R1	SY	15,840	\$3.00	\$47,520.00	\$4.00	\$63,360.00	\$2.90	\$45,936.00
51.	Plan Geogrid	SY	2,075	\$6.00	\$12,450.00	\$7.75	\$16,081.25	\$5.20	\$10,790.00
52.	321123.00 Aggregate Base Course - Class 5	CY	3,492	\$59.00	\$206,028.00	\$55.00	\$192,060.00	\$59.00	\$206,028.00
53.	321123.00 Aggregate Surface - Class 13	CY	213	\$64.00	\$13,632.00	\$55.00	\$11,715.00	\$64.00	\$13,632.00
54.	321123.00 Temporary Surface Aggregate	CY	556	\$60.00	\$33,360.00	\$60.00	\$33,360.00	\$59.00	\$32,804.00
55.	321313.00 Concrete Pavement - 9in Non-Reinforced	SY	10,253	\$92.00	\$943,276.00	\$92.00	\$943,276.00	\$103.00	\$1,056,059.00
56.	321313.00 Curb & Gutter	LF	5,151	\$29.00	\$149,379.00	\$32.00	\$164,832.00	\$34.00	\$175,134.00
57.	321623.00 Driveway - 7" Concrete	SY	330	\$80.00	\$26,400.00	\$110.00	\$36,300.00	\$101.00	\$33,330.00
58.	101400.00 Signage	SF	64	\$28.00	\$1,792.00	\$26.00	\$1,664.00	\$25.00	\$1,600.00
59.	101400.00 Perforated Tube	LF	112	\$22.00	\$2,464.00	\$19.00	\$2,128.00	\$21.00	\$2,352.00
60.	321723.00 Traffic Marking - 4" Yellow Grooved Epoxy	LF	1,039	\$4.80	\$4,987.20	\$5.00	\$5,195.00	\$5.00	\$5,195.00
61.	321723.00 Traffic Marking - 24" White Grooved Plastic	LF	18	\$73.00	\$1,314.00	\$75.00	\$1,350.00	\$73.50	\$1,323.00
62.	Plan Removal of Temporary Access Road	LSUM	1	\$2,200.00	\$2,200.00	\$6,500.00	\$6,500.00	\$16,000.00	\$16,000.00
General Items									
63.	12000.00 Mobilization	LSUM	1	\$30,000.00	\$30,000.00	\$100,000.00	\$100,000.00	\$105,600.00	\$105,600.00
64.	15000.00 Traffic Control	LSUM	1	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00	\$4,585.00	\$4,585.00
65.	24116.00 Building Demolition	LSUM	1	\$52,000.00	\$52,000.00	\$19,000.00	\$19,000.00	\$75,000.00	\$75,000.00
66.	24200.00 Clearing and Grubbing	LSUM	1	\$25,000.00	\$25,000.00	\$15,000.00	\$15,000.00	\$50,000.00	\$50,000.00
67.	312316.00 Topsoil	CY	18,389	\$4.00	\$73,556.00	\$9.00	\$165,501.00	\$4.00	\$73,556.00
68.	312500.00 Storm Water Management	LSUM	1	\$7,500.00	\$7,500.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
69.	312500.00 Stabilized Construction Access	EA	2	\$0.01	\$0.02	\$2,000.00	\$4,000.00	\$2,000.00	\$4,000.00
70.	312500.00 Concrete Washout	EA	2	\$1,000.00	\$2,000.00	\$1,250.00	\$2,500.00	\$2,000.00	\$4,000.00
71.	312500.00 Inlet Protection	EA	29	\$200.00	\$5,800.00	\$190.00	\$5,510.00	\$216.00	\$6,264.00
72.	312500.00 Sedimentation Control Wattle - 9"	LF	150	\$2.00	\$300.00	\$7.50	\$1,125.00	\$2.10	\$315.00
73.	312500.00 Sedimentation Control Fence	LF	2,588	\$2.00	\$5,176.00	\$3.00	\$7,764.00	\$2.10	\$5,434.80



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Dakota Underground Company
 4001 15th Ave NW
 Fargo, ND 58102

KPH, Inc.
 9530 39th St S
 Fargo, ND 58104

Dirt Dynamics
 4206 3rd Ave N
 Fargo, ND 58102

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
74.	312500.00	Erosion Control Blanket - Straw	SY	9,416	\$2.15	\$20,244.40	\$5.50	\$51,788.00	\$2.22	\$20,903.52
75.	329219.00	Seeding	ACRE	20	\$1,235.00	\$24,329.50	\$1,400.00	\$27,580.00	\$1,240.00	\$24,428.00
76.	329219.00	Hydraulic Mulch	ACRE	3	\$1,730.00	\$4,844.00	\$2,600.00	\$7,280.00	\$1,735.00	\$4,858.00
77.	329219.00	Straw Mulch	ACRE	41	\$525.00	\$21,682.50	\$725.00	\$29,942.50	\$525.00	\$21,682.50
78.	329219.00	Herbicide Weed Control	ACRE	46	\$100.00	\$4,600.00	\$395.00	\$18,170.00	\$100.00	\$4,600.00
79.	Plan	Temporary Cover Crop	ACRE	26	\$110.00	\$2,893.00	\$300.00	\$7,890.00	\$110.00	\$2,893.00
80.	Plan	Pond Fill	LSUM	1	\$0.01	\$0.01	\$1.00	\$1.00	\$5,000.00	\$5,000.00
81.	Plan	Asbestos Abatement	ALLOW	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Electrical Items										
82.	26 5613	Concrete Base - 6'	EA	15	\$945.00	\$14,175.00	\$950.00	\$14,250.00	\$945.00	\$14,175.00
83.	26 5613	Innerduct - 1.5" PVC	LF	2,500	\$7.20	\$18,000.00	\$7.00	\$17,500.00	\$7.20	\$18,000.00
84.	26 5613	Conductor - #6 USE/Cu.	LF	7,500	\$3.15	\$23,625.00	\$3.25	\$24,375.00	\$3.15	\$23,625.00
85.	26 5613	#12 Trace Wire	EA	2,500	\$0.55	\$1,375.00	\$0.50	\$1,250.00	\$0.55	\$1,375.00
86.	26 5613	Light Standard - Single LED and 30' Post	EA	15	\$5,480.00	\$82,200.00	\$5,300.00	\$79,500.00	\$5,480.00	\$82,200.00
87.	26 5613	Spare Light Standard - Single LED and 30' Post	EA	1	\$4,735.00	\$4,735.00	\$4,600.00	\$4,600.00	\$4,735.00	\$4,735.00
TOTAL						\$4,203,889.13		\$4,725,147.17		\$5,089,580.82

**BID TABULATION****Sewer, Water, Storm and Street Improvement Dist. 1345****Sandhills 6th Addition****West Fargo ND****Project No. 22467A****Bid Date: April 25, 2024**

Park Construction Company

1481 81st Ave NE

Minneapolis, MN 55432

J.R. Ferche, Inc.

13265 25th Ave NW - PO Box 129

Rice, MN 56367

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
<u>Sanitary Sewer Items</u>								
1.	24200.00	Sanitary Sewer - Remove	LF	10	\$19.90	\$199.00	\$35.00	\$350.00
2.	24200.00	Sanitary Sewer Cleanout - Remove	EA	1	\$2,490.00	\$2,490.00	\$250.00	\$250.00
3.	333111.00	Sanitary Sewer - 8" PVC SDR 26	LF	1,038	\$108.00	\$112,104.00	\$94.00	\$97,572.00
4.	333111.00	Sanitary Sewer - 8" PVC SDR 35	LF	1,834	\$82.40	\$151,121.60	\$86.00	\$157,724.00
5.	333111.00	Sanitary Sewer Service - 6" PVC SDR 26	LF	142	\$61.30	\$8,704.60	\$86.00	\$12,212.00
6.	330561.00	Sanitary Sewer Manhole - 48"	EA	10	\$10,500.00	\$105,000.00	\$8,600.00	\$86,000.00
7.	333111.00	Sanitary Sewer Cleanout	EA	1	\$2,980.00	\$2,980.00	\$1,500.00	\$1,500.00
8.	333111.00	Sanitary Sewer Service Connection	EA	3	\$676.00	\$2,028.00	\$700.00	\$2,100.00
9.	330130.11	Televising - Sanitary Sewer Main	LF	2,872	\$3.65	\$10,482.80	\$3.00	\$8,616.00
10.	330130.11	Televising - Sanitary Sewer Service Lateral Launch	EA	3	\$252.00	\$756.00	\$250.00	\$750.00
<u>Water Main Items</u>								
11.	24200.00	Water Main - Remove	LF	16	\$19.90	\$318.40	\$50.00	\$800.00
12.	331413	Tapping Sleeve & Valve - 6" x 10"	EA	1	\$21,000.00	\$21,000.00	\$8,000.00	\$8,000.00
13.	331413.00	Water Main - 6" PVC C900	LF	175	\$70.60	\$12,355.00	\$55.00	\$9,625.00
14.	331413.00	Water Main - 8" PVC C900	LF	2,694	\$67.40	\$181,575.60	\$62.00	\$167,028.00
15.	331414.00	Water Main - 10" PVC C900	LF	109	\$134.00	\$14,606.00	\$130.00	\$14,170.00
16.	330507.13	Water Main - 8" PVC C900 HDD	LF	56	\$440.00	\$24,640.00	\$185.00	\$10,360.00
17.	331413.00	Gate Valve & Box - 6"	EA	8	\$2,320.00	\$18,560.00	\$2,400.00	\$19,200.00
18.	331413.00	Gate Valve & Box - 8"	EA	13	\$3,460.00	\$44,980.00	\$3,300.00	\$42,900.00
19.	331413.00	Gate Valve & Box - 10"	EA	4	\$6,280.00	\$25,120.00	\$4,700.00	\$18,800.00
20.	331419.00	Hydrant - 6"	EA	8	\$7,360.00	\$58,880.00	\$6,900.00	\$55,200.00
<u>Storm Sewer Items</u>								
21.	24200.00	Storm Sewer - Remove	LF	232	\$36.60	\$8,491.20	\$50.00	\$11,600.00
22.	24200.00	Storm Sewer Structure - Remove	EA	4	\$400.00	\$1,600.00	\$650.00	\$2,600.00
23.	334213.13	Storm Sewer - 4" Perforated PVC	LF	5,151	\$7.50	\$38,632.50	\$13.00	\$66,963.00

**BID TABULATION****Sewer, Water, Storm and Street Improvement Dist. 1345****Sandhills 6th Addition****West Fargo ND****Project No. 22467A****Bid Date: April 25, 2024**

Park Construction Company

1481 81st Ave NE

Minneapolis, MN 55432

J.R. Ferche, Inc.

13265 25th Ave NW - PO Box 129

Rice, MN 56367

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
24.	334213.13	Storm Sewer - 15" RCP	LF	977	\$77.40	\$75,619.80	\$74.00	\$72,298.00
25.	334213.13	Storm Sewer - 18" RCP	LF	3	\$219.00	\$657.00	\$77.00	\$231.00
26.	334213.13	Storm Sewer - 27" RCP	LF	609	\$124.00	\$75,516.00	\$115.00	\$70,035.00
27.	334213.13	Storm Sewer - 30" RCP	LF	171	\$222.00	\$37,962.00	\$192.00	\$32,832.00
28.	334213.13	Storm Sewer - 36" RCP	LF	489	\$186.00	\$90,954.00	\$180.00	\$88,020.00
29.	334213.13	Storm Sewer - 42" RCP	LF	115	\$297.00	\$34,155.00	\$300.00	\$34,500.00
30.	334213.13	Storm Sewer - 48" RCP	LF	815	\$315.00	\$256,725.00	\$320.00	\$260,800.00
31.	334214.13	Storm Sewer - 54" RCP	LF	728	\$389.00	\$283,192.00	\$384.00	\$279,552.00
32.	334213.13	Storm Sewer - 60" RCP	LF	201	\$525.00	\$105,525.00	\$510.00	\$102,510.00
33.	330561.00	Storm Sewer Manhole - 48"	EA	5	\$5,240.00	\$26,200.00	\$3,900.00	\$19,500.00
34.	330561.00	Storm Sewer Manhole - 60"	EA	6	\$7,950.00	\$47,700.00	\$7,200.00	\$43,200.00
35.	330561.00	Storm Sewer Manhole - 84"	EA	4	\$18,500.00	\$74,000.00	\$12,000.00	\$48,000.00
36.	330561.00	Storm Sewer Manhole - 96"	EA	3	\$37,300.00	\$111,900.00	\$19,000.00	\$57,000.00
37.	330561.00	Storm Sewer Manhole - 108"	EA	4	\$35,800.00	\$143,200.00	\$24,500.00	\$98,000.00
38.	330561.00	Storm Sewer Manhole - 120"	EA	1	\$45,300.00	\$45,300.00	\$34,000.00	\$34,000.00
39.	330561.00	Storm Sewer Catch Basin - 2' x 3'	EA	13	\$4,110.00	\$53,430.00	\$4,000.00	\$52,000.00
40.	330562.00	Storm Sewer Catch Basin - 30"	EA	2	\$3,200.00	\$6,400.00	\$3,200.00	\$6,400.00
41.	313716.00	Riprap & Fabric - 18" Class III	CY	218	\$142.00	\$30,956.00	\$112.00	\$24,416.00
Roadway Items								
42.	24200.00	Bituminous Pavement - Remove	SY	383	\$3.90	\$1,493.70	\$10.00	\$3,830.00
43.	24200.00	Concrete Pavement - Remove	SY	470	\$4.15	\$1,950.50	\$15.00	\$7,050.00
44.	24200.00	Aggregate Surface - Remove	SY	2,921	\$1.70	\$4,965.70	\$5.00	\$14,605.00
45.	24200.00	Removal of Curb & Gutter	LF	406	\$3.45	\$1,400.70	\$7.00	\$2,842.00
46.	312316.00	Common Excavation - Type A (P)	CY	9,163	\$6.60	\$60,475.80	\$8.00	\$73,304.00
47.	312316.00	Borrow Excavation (P)	CY	82,962	\$4.65	\$385,773.30	\$4.74	\$393,239.88
48.	312316.00	Borrow Excavation - Export (P)	CY	21,942	\$6.95	\$152,496.90	\$14.00	\$307,188.00



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Park Construction Company
1481 81st Ave NE
Minneapolis, MN 55432

J.R. Ferche, Inc.
13265 25th Ave NW - PO Box 129
Rice, MN 56367

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
49.	312316.00 Subgrade Preparation	SY	15,840	\$0.91	\$14,414.40	\$3.15	\$49,896.00
50.	321123.00 Geotextile Fabric - Type R1	SY	15,840	\$3.05	\$48,312.00	\$3.10	\$49,104.00
51.	Plan Geogrid	SY	2,075	\$6.75	\$14,006.25	\$7.60	\$15,770.00
52.	321123.00 Aggregate Base Course - Class 5	CY	3,492	\$55.00	\$192,060.00	\$58.00	\$202,536.00
53.	321123.00 Aggregate Surface - Class 13	CY	213	\$52.10	\$11,097.30	\$60.00	\$12,780.00
54.	321123.00 Temporary Surface Aggregate	CY	556	\$69.70	\$38,753.20	\$68.00	\$37,808.00
55.	321313.00 Concrete Pavement - 9in Non-Reinforced	SY	10,253	\$96.90	\$993,515.70	\$115.00	\$1,179,095.00
56.	321313.00 Curb & Gutter	LF	5,151	\$32.00	\$164,832.00	\$37.00	\$190,587.00
57.	321623.00 Driveway - 7" Concrete	SY	330	\$105.00	\$34,650.00	\$112.00	\$36,960.00
58.	101400.00 Signage	SF	64	\$23.90	\$1,529.60	\$2.30	\$147.20
59.	101400.00 Perforated Tube	LF	112	\$20.30	\$2,273.60	\$23.00	\$2,576.00
60.	321723.00 Traffic Marking - 4" Yellow Grooved Epoxy	LF	1,039	\$4.65	\$4,831.35	\$5.50	\$5,714.50
61.	321723.00 Traffic Marking - 24" White Grooved Plastic	LF	18	\$71.10	\$1,279.80	\$80.00	\$1,440.00
62.	Plan Removal of Temporary Access Road	LSUM	1	\$9,840.00	\$9,840.00	\$25,000.00	\$25,000.00
General Items							
63.	12000.00 Mobilization	LSUM	1	\$346,400.00	\$346,400.00	\$205,600.00	\$205,600.00
64.	15000.00 Traffic Control	LSUM	1	\$6,060.00	\$6,060.00	\$7,500.00	\$7,500.00
65.	24116.00 Building Demolition	LSUM	1	\$50,200.00	\$50,200.00	\$40,000.00	\$40,000.00
66.	24200.00 Clearing and Grubbing	LSUM	1	\$22,300.00	\$22,300.00	\$24,000.00	\$24,000.00
67.	312316.00 Topsoil	CY	18,389	\$8.40	\$154,467.60	\$8.60	\$158,145.40
68.	312500.00 Storm Water Management	LSUM	1	\$6,960.00	\$6,960.00	\$15,000.00	\$15,000.00
69.	312500.00 Stabilized Construction Access	EA	2	\$2,640.00	\$5,280.00	\$2,500.00	\$5,000.00
70.	312500.00 Concrete Washout	EA	2	\$812.00	\$1,624.00	\$1,500.00	\$3,000.00
71.	312500.00 Inlet Protection	EA	29	\$249.00	\$7,221.00	\$250.00	\$7,250.00
72.	312500.00 Sedimentation Control Wattle - 9"	LF	150	\$2.05	\$307.50	\$4.60	\$690.00
73.	312500.00 Sedimentation Control Fence	LF	2,588	\$2.05	\$5,305.40	\$4.60	\$11,904.80



BID TABULATION
Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
Bid Date: April 25, 2024

Park Construction Company
 1481 81st Ave NE
 Minneapolis, MN 55432

J.R. Ferche, Inc.
 13265 25th Ave NW - PO Box 129
 Rice, MN 56367

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
74.	312500.00	Erosion Control Blanket - Straw	SY	9,416	\$2.15	\$20,244.40	\$2.30	\$21,656.80
75.	329219.00	Seeding	ACRE	20	\$1,200.00	\$23,640.00	\$1,500.00	\$29,550.00
76.	329219.00	Hydraulic Mulch	ACRE	3	\$1,670.00	\$4,676.00	\$3,100.00	\$8,680.00
77.	329219.00	Straw Mulch	ACRE	41	\$508.00	\$20,980.40	\$515.00	\$21,269.50
78.	329219.00	Herbicide Weed Control	ACRE	46	\$97.40	\$4,480.40	\$145.00	\$6,670.00
79.	Plan	Temporary Cover Crop	ACRE	26	\$107.00	\$2,814.10	\$320.00	\$8,416.00
80.	Plan	Pond Fill	LSUM	1	\$0.01	\$0.01	\$10,000.00	\$10,000.00
81.	Plan	Asbestos Abatement	ALLOW	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Electrical Items								
82.	26 5613	Concrete Base - 6'	EA	15	\$914.00	\$13,710.00	\$1,100.00	\$16,500.00
83.	26 5613	Innerduct - 1.5" PVC	LF	2,500	\$6.95	\$17,375.00	\$8.00	\$20,000.00
84.	26 5613	Conductor - #6 USE/Cu.	LF	7,500	\$3.05	\$22,875.00	\$3.50	\$26,250.00
85.	26 5613	#12 Trace Wire	EA	2,500	\$0.51	\$1,275.00	\$0.60	\$1,500.00
86.	26 5613	Light Standard - Single LED and 30' Post	EA	15	\$5,300.00	\$79,500.00	\$6,400.00	\$96,000.00
87.	26 5613	Spare Light Standard - Single LED and 30' Post	EA	1	\$4,580.00	\$4,580.00	\$5,400.00	\$5,400.00
TOTAL						\$5,318,244.11		\$5,489,069.08

NOTICE OF AWARD

Date of Issuance: May 6, 2024

Owner: City of West Fargo

Owner's Contract No.: 1345

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 22467A

Project: Sandhill's 6th Addition

Contract Name: Improvement District No. 1345; New Water Supply, Sewerage, Street Systems and Incidentals Improvement

Bidder: Dakota Underground Company

Bidder's Address: 4001 15th Ave NW; Fargo, ND 58102

TO BIDDER:

You are notified that Owner has accepted your Bid dated April 25, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: New Water Supply, Sewerage, Street Systems and Incidentals Improvement.

The Contract Price of the awarded Contract is: \$4,203,889.13

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.

☒ 2 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



ENGINEERING DEPARTMENT

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

May 6, 2024

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

Re: Improvement Dist. No. 1345; New Water Supply, Sewerage, Street Systems and Incidentals
Sandhills 6th Addition

WHEREAS, bids were opened and filed for Improvement Dist. No. 1345 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 Improvement Dist. No. 1345 of the City of West Fargo, North Dakota.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 26th day of April, 2024.

DANIEL R. HANSON
ND REG. NO. 4962



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





**Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
ENGINEER'S STATEMENT OF ESTIMATED COST**

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
<u>Sanitary Sewer Items</u>						
1.	24200.00	Sanitary Sewer - Remove	LF	10	\$20.00	\$200.00
2.	24200.00	Sanitary Sewer Cleanout - Remove	EA	1	\$1,000.00	\$1,000.00
3.	333111.00	Sanitary Sewer - 8" PVC SDR 26	LF	1,038	\$104.00	\$107,952.00
4.	333111.00	Sanitary Sewer - 8" PVC SDR 35	LF	1,834	\$55.00	\$100,870.00
5.	333111.00	Sanitary Sewer Service - 6" PVC SDR 26	LF	142	\$40.00	\$5,680.00
6.	330561.00	Sanitary Sewer Manhole - 48"	EA	10	\$9,800.00	\$98,000.00
7.	333111.00	Sanitary Sewer Cleanout	EA	1	\$1,050.00	\$1,050.00
8.	333111.00	Sanitary Sewer Service Connection	EA	3	\$380.00	\$1,140.00
9.	330130.11	Televising - Sanitary Sewer Main	LF	2,872	\$1.50	\$4,308.00
10.	330130.11	Televising - Sanitary Sewer Service Lateral Lau	EA	3	\$100.00	\$300.00
<u>Water Main Items</u>						
11.	24200.00	Water Main - Remove	LF	16	\$50.00	\$800.00
12.	331413	Tapping Sleeve & Valve - 6" x 10"	EA	1	\$6,500.00	\$6,500.00
13.	331413.00	Water Main - 6" PVC C900	LF	175	\$42.00	\$7,350.00
14.	331413.00	Water Main - 8" PVC C900	LF	2,694	\$54.00	\$145,476.00
15.	331414.00	Water Main - 10" PVC C900	LF	109	\$135.00	\$14,715.00
16.	330507.13	Water Main - 8" PVC C900 HDD	LF	56	\$200.00	\$11,200.00
17.	331413.00	Gate Valve & Box - 6"	EA	8	\$2,025.00	\$16,200.00
18.	331413.00	Gate Valve & Box - 8"	EA	13	\$2,950.00	\$38,350.00
19.	331413.00	Gate Valve & Box - 10"	EA	4	\$5,000.00	\$20,000.00
20.	331419.00	Hydrant - 6"	EA	8	\$6,800.00	\$54,400.00
<u>Storm Sewer Items</u>						
21.	24200.00	Storm Sewer - Remove	LF	232	\$20.00	\$4,640.00
22.	24200.00	Storm Sewer Structure - Remove	EA	4	\$500.00	\$2,000.00
23.	334213.13	Storm Sewer - 4" Perforated PVC	LF	5,151	\$9.00	\$46,359.00
24.	334213.13	Storm Sewer - 15" RCP	LF	977	\$55.00	\$53,735.00
25.	334213.13	Storm Sewer - 18" RCP	LF	3	\$83.00	\$249.00
26.	334213.13	Storm Sewer - 27" RCP	LF	609	\$93.00	\$56,637.00
27.	334213.13	Storm Sewer - 30" RCP	LF	171	\$103.00	\$17,613.00
28.	334213.13	Storm Sewer - 36" RCP	LF	489	\$143.00	\$69,927.00
29.	334213.13	Storm Sewer - 42" RCP	LF	115	\$197.00	\$22,655.00
30.	334213.13	Storm Sewer - 48" RCP	LF	815	\$246.00	\$200,490.00
31.	334214.13	Storm Sewer - 54" RCP	LF	728	\$302.00	\$219,856.00
32.	334213.13	Storm Sewer - 60" RCP	LF	201	\$403.00	\$81,003.00
33.	330561.00	Storm Sewer Manhole - 48"	EA	5	\$3,655.00	\$18,275.00
34.	330561.00	Storm Sewer Manhole - 60"	EA	6	\$5,795.00	\$34,770.00
35.	330561.00	Storm Sewer Manhole - 84"	EA	4	\$12,000.00	\$48,000.00
36.	330561.00	Storm Sewer Manhole - 96"	EA	3	\$16,800.00	\$50,400.00
37.	330561.00	Storm Sewer Manhole - 108"	EA	4	\$21,400.00	\$85,600.00
38.	330561.00	Storm Sewer Manhole - 120"	EA	1	\$28,450.00	\$28,450.00

**Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
ENGINEER'S STATEMENT OF ESTIMATED COST**

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
39.	330561.00	Storm Sewer Catch Basin - 2' x 3'	EA	13	\$3,295.00	\$42,835.00
40.	330562.00	Storm Sewer Catch Basin - 30"	EA	2	\$2,665.00	\$5,330.00
41.	313716.00	Riprap & Fabric - 18" Class III	CY	218	\$125.00	\$27,250.00
Roadway Items						
42.	24200.00	Bituminous Pavement - Remove	SY	383	\$15.00	\$5,745.00
43.	24200.00	Concrete Pavement - Remove	SY	470	\$20.00	\$9,400.00
44.	24200.00	Aggregate Surface - Remove	SY	2,921	\$2.00	\$5,842.00
45.	24200.00	Removal of Curb & Gutter	LF	406	\$10.00	\$4,060.00
46.	312316.00	Common Excavation - Type A (P)	CY	9,163	\$6.00	\$54,978.00
47.	312316.00	Borrow Excavation (P)	CY	82,962	\$3.75	\$311,107.50
48.	312316.00	Borrow Excavation - Export (P)	CY	21,942	\$7.00	\$153,594.00
49.	312316.00	Subgrade Preparation	SY	15,840	\$1.50	\$23,760.00
50.	321123.00	Geotextile Fabric - Type R1	SY	15,840	\$3.00	\$47,520.00
51.	Plan	Geogrid	SY	2,075	\$6.00	\$12,450.00
52.	321123.00	Aggregate Base Course - Class 5	CY	3,492	\$59.00	\$206,028.00
53.	321123.00	Aggregate Surface - Class 13	CY	213	\$64.00	\$13,632.00
54.	321123.00	Temporary Surface Aggregate	CY	556	\$60.00	\$33,360.00
55.	321313.00	Concrete Pavement - 9in Non-Reinforced	SY	10,253	\$92.00	\$943,276.00
56.	321313.00	Curb & Gutter	LF	5,151	\$29.00	\$149,379.00
57.	321623.00	Driveway - 7" Concrete	SY	330	\$80.00	\$26,400.00
58.	101400.00	Signage	SF	64	\$28.00	\$1,792.00
59.	101400.00	Perforated Tube	LF	112	\$22.00	\$2,464.00
60.	321723.00	Traffic Marking - 4" Yellow Grooved Epoxy	LF	1,039	\$4.80	\$4,987.20
61.	321723.00	Traffic Marking - 24" White Grooved Plastic	LF	18	\$73.00	\$1,314.00
62.	Plan	Removal of Temporary Access Road	LSUM	1	\$2,200.00	\$2,200.00
General Items						
63.	12000.00	Mobilization	LSUM	1	\$30,000.00	\$30,000.00
64.	15000.00	Traffic Control	LSUM	1	\$5,000.00	\$5,000.00
65.	24116.00	Building Demolition	LSUM	1	\$52,000.00	\$52,000.00
66.	24200.00	Clearing and Grubbing	LSUM	1	\$25,000.00	\$25,000.00
67.	312316.00	Topsoil	CY	18,389	\$4.00	\$73,556.00
68.	312500.00	Storm Water Management	LSUM	1	\$7,500.00	\$7,500.00
69.	312500.00	Stabilized Construction Access	EA	2	\$0.01	\$0.02
70.	312500.00	Concrete Washout	EA	2	\$1,000.00	\$2,000.00
71.	312500.00	Inlet Protection	EA	29	\$200.00	\$5,800.00
72.	312500.00	Sedimentation Control Wattle - 9"	LF	150	\$2.00	\$300.00
73.	312500.00	Sedimentation Control Fence	LF	2,588	\$2.00	\$5,176.00
74.	312500.00	Erosion Control Blanket - Straw	SY	9,416	\$2.15	\$20,244.40
75.	329219.00	Seeding	ACRE	20	\$1,235.00	\$24,329.50
76.	329219.00	Hydraulic Mulch	ACRE	3	\$1,730.00	\$4,844.00
77.	329219.00	Straw Mulch	ACRE	41	\$525.00	\$21,682.50
78.	329219.00	Herbicide Weed Control	ACRE	46	\$100.00	\$4,600.00



Sewer, Water, Storm and Street Improvement Dist. 1345
Sandhills 6th Addition
West Fargo ND
Project No. 22467A
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
79.	Plan	Temporary Cover Crop	ACRE	26	\$110.00	\$2,893.00
80.	Plan	Pond Fill	LSUM	1	\$0.01	\$0.01
81.	Plan	Asbestos Abatement	ALLOW	1	\$10,000.00	\$10,000.00
Electrical Items						
82.	26 5613	Concrete Base - 6'	EA	15	\$945.00	\$14,175.00
83.	26 5613	Innerduct - 1.5" PVC	LF	2,500	\$7.20	\$18,000.00
84.	26 5613	Conductor - #6 USE/Cu.	LF	7,500	\$3.15	\$23,625.00
85.	26 5613	#12 Trace Wire	EA	2,500	\$0.55	\$1,375.00
86.	26 5613	Light Standard - Single LED and 30' Post	EA	15	\$5,480.00	\$82,200.00
87.	26 5613	Spare Light Standard - Single LED and 30' Pos	EA	1	\$4,735.00	\$4,735.00
Construction Subtotal						\$4,203,889.13
Contingencies (~10%)						\$421,110.87
Total Construction						\$4,625,000.00
Study & Report						\$35,000.00
Land Acquisition						\$350,000.00
Engineering						\$508,750.00
Additional Consultanting Services						\$180,000.00
Legal & Administration						\$235,250.00
Bond Discount						\$185,000.00
TOTAL COST						\$6,119,000.00

IMPROVEMENT DISTRICT NO. 1345

BENEFIT METHODOLOGY

IMPROVEMENT STATUS: Engineer's Statement of Cost

DATE: 05/01/2024

Sewer, Water, Storm & Street Improvement Dist. No. 1345

Sandhills 6th Addition

West Fargo, North Dakota

Summary of Location for Improvements

- Local Benefitting Areas
 - Sandhills 6th Addition Plat
 - Proposed Sandhills 8th Addition Plat
 - Block 1 Lots 1-4
 - Block 2 Lots 4-7
 - Meadow Brook Park Addition
 - Block 3 Lots 1-5, 22
 - Block 3 Lots 17-21 (Factored Assessment)
 - Sandhills Archers, Inc. Property (i.e. unplatted 2.05 acre parcel) – Storm and Pond Only
- Other Benefitting Areas (i.e. Northeast Water Main)
 - Proposed Sandhills 8th Addition Plat
 - Block 2 Lot 1-3
- Non-Benefitting Areas
 - Sandhills 3rd Addition Plat
 - Block 1 Lots 1-11
 - Sandhills 4th Addition Plat
 - Meadow Brook Park Addition
 - Block 5 Lot 16, 19-20
 - Block 6 Lot 1-10
 - Meadow Brook Park Road & Water Property
 - Sandhills Archers, Inc. Property (i.e. Lot 1, Block 1 Sandhills Subdivision)
 - Sandhills 6th Addition
 - Block 3, Lot 5 (Future Right-of-Way Purchase)

Assessment Methodology

- No Assessments
 - City Properties
 - Proposed Sandhills 8th Addition Plat
 - Block 2 Lot 2 (Sanitary Sewer Lift Station Lot)
 - Block 2 Lot 7 (Proposed Storm Water Retention Pond)
 - Meadow Brook Park Road & Water Property (i.e. unplatted/0.28 acre private well parcel)
 - Non-Benefitting Areas
 - At the time of the ESOC and iteration of the benefit methodology, it is the understanding per City Staff correspondence and other related correspondence with Developers, that the intention is to not allocate any special assessments

(local or regional) to the defined non-benefitting areas of the improvement district for the currently proposed public infrastructure improvements.

- Local and Other Benefit

- Sanitary Sewer – Square Footage
- Water Main – Square Footage
- NE Water Main – Square Footage
- Storm Sewer – Square Footage
- Temporary Access Road - Square Footage
- Street – Square Footage
- Street Lighting – Square Footage
- Wetland Delineation & USACE Coordination – Square Footage

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BENEFIT METHODOLOGY MAP

IMPROVEMENT STATUS: ENGINEER'S STATEMENT OF COST
DATE: 05/01/2024

Improvement
District
Boundary

Meadow Brook
Park Road
& Water

Proposed
Retention
Ponds

Project
Location



Legend

- Project Location
- Sandhills 6th & 7th Plat Boundary
- Improvement District boundary
- Benefiting Areas**
 - Local Benefit
 - Factored Assessment
 - Other Benefitting Areas
 - No Assessments

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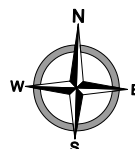
**NOTE: SEE BENEFIT METHODOLOGY
NARRATIVE FOR FURTHER
DETAIL INFORMATION.**

0 250 500 1,000
Feet

1 in = 500 feet

**BENEFIT METHODOLOGY MAP
WATER, SEWER, STORM & STREET IMPROVEMENT DISTRICT NO. 1345
SANDHILLS 6TH ADDITION
WEST FARGO, NORTH DAKOTA**

Created By: TJS Date Created: 05/01/24 Date Saved: 05/01/24 Date Exported: 05/01/24
Plotted By: Tanner Schmidt Parcel Date: 02/15/22 Aerial Image: 2023 FM Metro Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
T:\Projects\22400\22467\22467A_1345_BenefitMethodologyMap.mxd



moore
engineering, inc.

IMPROVEMENT DISTRICT NO. 1345

DISTRICT COST SUMMARY

Moore Project No.: 22467A

Date: 05/01/2024

Construction Costs

Local Sewer	\$320,500.00
Local Water	\$294,710.00
NE Water Main	\$20,281.00
Storm	\$1,088,824.00
Local Street	\$1,898,873.22
Temporary Access Road	\$55,346.50
Local Street Lighting	\$144,110.00
Pond	\$381,244.41
Construction Subtotal	\$4,203,889.13
Contingencies (~10%)	<u>\$421,110.87</u>

Total Construction Costs	\$4,625,000.00
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Non-Construction Costs

Study & Report	\$35,000.00
Land Acquisition	\$350,000.00
Engineering (11%)	\$508,750.00
Additional Consultanting Services	\$180,000.00
Legal & Administration (~5%)	\$235,250.00
Bond Discount (~4%)	\$185,000.00

Total Non-Construction Costs	\$1,494,000.00
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Total District Cost	\$6,119,000.00
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Preliminary Special Assessment Allocations based on Engineer's Statement of Cost 05/01/2024
Base Bid

Improvement District No. 1345
New Water Supply, Sewerage, Street Systems, and Incidentals
Sandhills 6th Addition

5/1/2024

Moore Proj: 224674

Division	Block	Lot	OIS PIN	Area Factor	Assessable Area (Acres)	Storm Factored Assessable Area (Acres)	Pond Factored Assessable Area (Acres)	Local Water Factored Assessable Area (Acres)	NE Water Main Factored Assessable Area (Acres)	Temporary Access Road Factored Assessable Area (Acres)	LOCAL Factored Assessable Area (Acres)	Equivalent Units	Local Sewer	Local Water	NE Water Main	Storm	Local Street	Temporary Access Road	Local Street Lighting	Pond	Total Assessment	
Meadowbrook Park	3	1-3, 2	02132500900000	1.00	1.16	1.16	1.16	1.16	0.00	0.00	1.16	5	\$13,569.29	\$12,640.80	\$0.00	\$43,834.27	\$80,394.26	\$0.00	\$6,101.31	\$13,599.67	\$0.00	\$170,139.60
Meadowbrook Park	3	4	02132500100000	1.00	0.26	0.26	0.26	0.26	0.00	0.00	0.26	1	\$3,015.40	\$2,809.07	\$0.00	\$9,740.95	\$17,865.39	\$0.00	\$1,355.85	\$3,022.15	\$0.00	\$37,808.80
Meadowbrook Park	3	5	02132500110000	1.00	0.26	0.26	0.26	0.26	0.00	0.00	0.26	1	\$3,015.40	\$2,809.07	\$0.00	\$9,740.95	\$17,865.39	\$0.00	\$1,355.85	\$3,022.15	\$0.00	\$37,808.80
Meadowbrook Park	3	17-21	02132500150000	0.25	1.16	0.29	0.29	0.29	0.00	0.00	0.29	1	\$3,392.32	\$3,160.20	\$0.00	\$10,958.57	\$20,098.57	\$0.00	\$1,525.33	\$3,999.92	\$0.00	\$42,534.90
Meadowbrook Park	5	3	02132500252000	0.00	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meadowbrook Park	5	16	02132500290000	0.00	0.26	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meadowbrook Park	5	19	02132500310000	0.00	0.26	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meadowbrook Park	5	20	02132500320000	0.00	0.26	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meadowbrook Park	6	1,2-10	02132500336000	0.00	1.14	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Subdivision	1	1	02177500010000	0.00	24.43	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	1	02177700010000	0.00	10.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	3	02177700030000	0.00	1.19	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	4	02177700045000	0.00	4.44	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	6	02177700060000	0.00	0.88	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	7	02177700070000	0.00	0.93	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	8	02177700080000	0.00	0.93	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	9	02177700090000	0.00	1.80	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	10	02177700100000	0.00	8.08	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills Third Addition	1	11	02177700110000	0.00	2.08	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	1	02177800010000	0.00	1.96	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020010	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020020	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020030	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020040	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020050	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020060	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020070	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 4th Addition	1	2	02177800020080	0.00	0.73	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UNPLATTED SE1/4	2	0	02300001430000	0.00	0.28	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UNPLATTED SE1/4	2	0	02300001440000	1.00	2.05	2.05	2.05	0.00	0.00	0.00	0.00	9	\$0.00	\$0.00	\$0.00	\$77,843.22	\$0.00	\$0.00	\$0.00	\$0.00	\$24,151.02	\$101,994.24
Sandhills 6th Addition	3	3	0	1.00	5.21	5.21	5.21	5.21	0.00	0.00	5.21	23	\$61,058.84	\$56,880.83	\$0.00	\$197,244.64	\$361,756.64	\$0.00	\$27,454.57	\$61,195.55	\$0.00	\$765,591.06
Sandhills 6th Addition	3	4	0	1.00	8.92	8.92	8.92	8.92	0.00	0.00	8.92	39	\$104,566.19	\$97,411.13	\$0.00	\$337,790.87	\$619,525.53	\$0.00	\$47,017.26	\$104,800.30	\$0.00	\$1,311,111.28
Sandhills 6th Addition	3	5	0	0.00	3.09	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 8th Addition	1	1	0	1.00	0.51	0.51	0.51	0.00	0.00	0.00	0.51	2	\$6,030.26	\$0.00	\$0.00	\$19,480.16	\$35,727.59	\$0.00	\$2,711.45	\$6,043.76	\$0.00	\$69,993.22
Sandhills 8th Addition	1	2	0	1.00	2.78	2.78	2.78	2.78	0.00	2.78	2.78	12	\$32,613.68	\$30,382.05	\$0.00	\$105,355.31	\$193,226.97	\$16,072.83	\$14,664.45	\$32,686.70	\$0.00	\$425,002.01
Sandhills 8th Addition	1	3	0	1.00	11.16	11.16	11.16	11.16	0.00	11.16	11.16	49	\$130,852.11	\$121,696.41	\$0.00	\$422,704.97	\$775,262.30	\$64,487.15	\$58,636.50	\$131,145.08	\$0.00	\$1,705,186.52
Sandhills 8th Addition	1	4	0	1.00	5.93	5.93	5.93	5.93	0.00	0.00	5.93	26	\$69,592.42	\$64,830.48	\$0.00	\$224,811.52	\$412,315.70	\$0.00	\$31,291.62	\$69,748.23	\$0.00	\$872,589.97
Sandhills 8th Addition	2	1	0	1.00	1.03	0.00	0.00	0.00	1.03	0.00	0.00	0	\$0.00	\$0.00	\$2,892.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,892.98
Sandhills 8th Addition	2	2	0	0.00	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sandhills 8th Addition	2	3	0	1.00	4.06	0.00	0.00	0.00	4.06	0.00	0.00	0	\$0.00	\$0.00	\$11,455.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,455.69
Sandhills 8th Addition	2	4	0	1.00	2.81	0.00	2.81	0.00	2.81	0.00	0.00	0	\$0.00	\$0.00	\$7,932.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,989.70
Sandhills 8th Addition	2	5	0	1.00	2.57	0.00	2.57	0.00	2.57	0.00	0.00	0	\$0.00	\$0.00	\$7,238.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,403.25
Sandhills 8th Addition	2	6	0	1.00	3.31	3.31	3.31	3.31	0.00	0.00	3.31	14	\$38,800.09	\$36,145.15	\$0.00	\$125,339.91	\$229,879.74	\$0.00	\$17,446.12	\$36,886.96	\$0.00	\$486,497.98
Sandhills 8th Addition	2	7	0	0.00	6.68	0.00	0.00	0.00	0.00	0.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Based on Assessment Total					127.59	41.83	47.21	39.26	10.47	13.94	39.78	182	\$466,506.00	\$428,967.19	\$29,520.15	\$1,584,845.33	\$2,763,918.10	\$80,559.98	\$209,760.31	\$554,922.95		\$6,119,000.00
Local Sewer	\$466,506.00																					
Local Water	\$428,967.19																					
NE Water Main	\$29,520.15																					
Storm	\$1,584,845.33																					
Local Street	\$2,763,918.10																					
Temporary Access Road	\$80,559.98																					
Local Street Lighting	\$209,760.31																					
Pond	\$554,922.95																					
Total Assessment	\$6,119,000.00																					

Color Legend

Unassessable Parcel

Adjusted number of EU's

Adjusted Area for Pond Storage / Multi-use Path

Adjusted Front Footage

Local Sewer Cost per SF	\$0.27
Local Water Cost per SF	\$0.25
NE Water Main Cost per SF	\$0.06
Storm Cost per SF	\$0.87
Local Street Cost per SF	\$1.46
Temporary Access Road	\$0.13
Local Street Lighting Cost per SF	\$0.12
Pond Cost per SF	\$0.27

Color Legend
Unassessable Parcel
Adjusted Front Footage
Adjusted Area for Pond Storage / Multi-use Path

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 Improvement District No. 1345 - New Wayer Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo, North Dakota; and

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

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

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

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of Dakota Underground Company, in the amount of \$4,203,889.13, 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 improvement district;

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 Dakota Underground Company, in the amount of \$4,203,889.13, 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: May 6, 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.



"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: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: Transportation Management Center

Action: Approve Memorandum of Understanding

New Information and Recommendation:

Many major metropolitan centers have Traffic Management Centers (TMC) to help with incident control and to optimize traffic mobility across jurisdictions. Currently, the FM metro does not have a TMC. Previously, Upper Great Plains Transportation Institute (UGPTI) applied for a Strengthening Mobility and Revolutionizing Transportation (SMART) grant to help develop a regional TMC. A SMART grant is a study grant that has zero local cost share. The NDDOT was recently awarded a similar grant to establish a statewide transportation center which a FM TMC would collaborate with. With the addition of the NDDOT center, MetroCOG and UGPTI believe the cities have a better application than previous years.

Bolton and Menk will be hired to update the previous grant application materials and provide additional analysis to strengthen the grant application for the TMC. They helped the NDDOT in their successful grant application and know what data is required for a successful application. If successful, the study grant will allow the cities to further research the facilities, equipment and policies required to create a metro TMC in the future.

The proposed Memorandum of Understanding has been reviewed and approved by legal.

The following documents are attached for review/consideration:

- Memorandum of Understanding with Fargo and Moorhead

Staff Recommendation: Approve Memorandum of Understanding

Policy Analysis:

One of the three cities will act as the lead agent for the grant application. After corresponding with Fargo and Moorhead, it was determined that West Fargo is best suited to act as the lead agent for this study due to our existing relationship and MOU with Bolton and Menk. MetroCOG and UGPTI are not allowed to be the applicant for the proposed grant.

Financial Analysis:

This study will allow the three cities to apply for a Federal SMART grant in FY2024. Each City will be responsible for 1/3 of the costs of the work to complete the application. West Fargo's proposed \$15,000 share is proposed to be paid via the Engineering Department's place holder in the Capital Improvement Sales Tax budget.

Previously Presented Information and Commission Actions:

	None
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MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the “MOU”) is made and entered into this _____ day of _____, 2024 (the “Effective Date”), by and between the city of Fargo, North Dakota, a municipal corporation (hereinafter referred to as “Fargo”), the city of Moorhead, Minnesota, a municipal corporation (hereinafter referred to as “Moorhead”) and the city of West Fargo, North Dakota, a municipal corporation (hereinafter referred to as “West Fargo”) (collectively, the “Parties”).

WHEREAS, West Fargo will be contracting a consultant to study a Transportation Management Center and create grant application materials; and

WHEREAS, Fargo, Moorhead, and West Fargo have an interest the creation of a Transportation Management Center; and

WHEREAS, Fargo, Moorhead, and West Fargo agree that coordination of the entities’ planning efforts will foster efficiency and will likely result in cost savings for all cities; and

WHEREAS, the parties have agreed on a cost-sharing basis for this project and wish to commit their agreement to writing.

NOW, THEREFORE, it is hereby agreed upon between the parties as follows:

1. Purpose. This MOU is made pursuant to N.D.C.C. § 54-40-1(2), which authorizes the joint and cooperative exercise of power common to the contracting parties regarding road, bridge and related traffic equipment. The intent of this MOU is to increase efficiencies with respect to the oversight of the Project, and to prevent delays with respect to the scheduling of work for the Project. This MOU does not create a separate political subdivision.
2. Term. The term of this MOU is for approximately two (2) years commencing on the Effective Date of this MOU and ending July 1, 2026 (hereinafter the “Original Term”).
3. The Project. West Fargo will hire a consultant to complete a study and provide grant application materials for a federal no-match grant for planning dollars for a region wide Transportation Management Center. The study will be a continuation of a previous study from Upper Great Plains Transportation Institute and consultant will be tasked with creating materials for the grant application. Fargo and Moorhead will reimburse West Fargo for the Project as described in this MOU.
4. Lead on the Project. West Fargo will act as the lead on this project and will be the entity that signs a contract with the consultant and will be responsible for direct communication.
5. Cost Share. All parties will equally split expenses for the Project. West Fargo will invoice Fargo and Moorhead for the Project. The maximum cost of the Project is estimated to be \$45,000. Each party is responsible for up to \$15,000.
6. Cooperation. The parties will execute other reasonable documents and agreements as necessary to accomplish the objectives of this MOU.

7. Release and Waiver. In consideration of the mutual promises of the parties and to the fullest extent permitted by law, each Party assumes all risk of personal injury or death and property damage or loss from whatever causes arising while that Party, its agents, employees or designees are conducting work pursuant to this MOU and each Party releases the other Party, its officers, employees, agents or designees relating to or arising out of that parties' agents, employees or designees work pursuant to this MOU, whether known or unknown, foreseen or unforeseen, liquidated, unliquidated, fixed, contingent, material or immaterial, disputed or undisputed, suspected or unsuspected, asserted or unasserted, direct or indirect, at law or in equity, from the beginning of time, and each Party understands and acknowledges the significance of such release and waiver and hereby assumes full responsibility for any injuries, damages or losses that it may incur as a result of its execution of this MOU.
8. Notice. Any notice or election required or permitted to be given or served by any Party to this MOU upon any other will be deemed given or served in accordance with the provisions of this MOU if said notice or election is (a) delivered personally, or (b) mailed by United States certified mail, return receipt requested, postage prepaid, and in any case properly addressed as follows:

If to Fargo: City of Fargo
 Attn: City Auditor
 Fargo City Hall
 225 Fourth Street North
 Fargo, ND 58102

If to Moorhead: City of Moorhead
 Attn: City Manager
 Moorhead City Hall
 500 Center Ave
 Moorhead, MN 56560

If to West Fargo: City of West Fargo
 Attn: City Administrator
 800 4th Ave E, Suite 1
 West Fargo, ND 58078

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

9. Time of the Essence. Time is of the essence of each provision of this entire MOU and of all the conditions thereof.
10. Entire Agreement. This MOU constitutes the entire and complete agreement between the parties and supersedes any prior oral or written agreements between the parties with respect to the matters contained herein. It is expressly agreed that there are no verbal understandings or agreements which in any way change the terms, covenants and

conditions set forth herein, and that no modification of this MOU and no waiver of any of its terms and conditions will be effective unless in writing and duly executed by the parties.

11. Amendments. No amendment, modification, or waiver of any condition, provision or term will be valid or of any effect unless made in writing signed by the party or parties to be bound, or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification or waiver.
12. No Forbearance. The failure or delay of any Party to insist on the performance of any of the terms of this MOU, or the waiver of any breach of any of the terms of this MOU, will not be construed as a waiver of those terms, and those terms will continue and remain in full force and effect as if no forbearance or waiver had occurred and will not affect the validity of this MOU, or the right to enforce each and every term of this MOU.
13. Remedies. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the parties under and pursuant to this MOU.
14. Binding Effect. All covenants, agreements, warranties and provisions of this MOU will be binding upon and inure to the benefit of the parties and their respective representatives, successors and assigns.
15. Governing Law. This MOU has been made and entered into under the laws of the State of North Dakota, and said laws will control its interpretation. Any litigation arising out of this MOU will be venued in State District Court in Cass County, North Dakota, and the parties waive any objection to venue or personal jurisdiction.
16. Rules of Construction. The parties acknowledge that they have had the opportunity to review this MOU, and that they have an equal bargaining position in this transaction. No rule of construction that would cause any ambiguity in any provision to be construed against the drafter of this document will be operative against any Party to this MOU.
17. Representation. The parties, having been represented by counsel or having waived the right to counsel, have carefully read and understand the contents of this MOU, and agree they have not been influenced by any representations or statements made by any other parties.
18. Headings. Headings in this MOU are for convenience only and will not be used to interpret or construe its provisions.
19. Severability. In the event that any term, part, or provision of this MOU is held to be invalid or unenforceable, all other terms, parts, and provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable term, part, or provision severed from the remainder of this MOU.
20. Government Immunity. The Parties to this MOU are all political subdivisions and by entering into this MOU the Parties do not waive any governmental immunity or limitations of liability by entering into this MOU and specifically retain all immunities and defenses as set forth in N.D.C.C. § 32-12.1-03 and/or Minn. Stat. § 466.04 and all other applicable law. Nothing herein shall be deemed a waiver of by any Party of the limits of the liability set forth in N.D.C.C. § 32-12.1-03 and/or Minn. Stat. § 466.04. Designations of venue,

choice of law, enforcement actions, and similar provisions should not be construed as a waiver of governmental immunity.

21. Execution in Counterparts; Electronic Signatures. This MOU may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a “.pdf” format data file, such signature shall create a valid and binding obligation of the Party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or “.pdf” signature page was an original thereof.

[Signatures contained on the following pages.]

CITY OF FARGO, NORTH DAKOTA

BY: _____
Dr. Timothy J. Mahoney M.D., Mayor

BY: _____
Steven Sprague, City Auditor

[Signatures continued on the following page.]

CITY OF MOORHEAD, MINNESOTA

BY: _____
Shelly Carlson, Mayor

BY: _____
Dan Mahli, City Manager

[Signatures continued on the following page.]

CITY OF WEST FARGO, NORTH DAKOTA

BY: _____
Bernie Dardis, President of the Board of City
Commissioners

BY: _____
Dustin Scott, City Administrator



"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: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: Traffic Signal Software Upgrades

Action: Approve Traffic Signal Management Software Purchase

New Information and Recommendation:

West Fargo has used Econolite's Centrac's traffic signal management software for several years. Recently, Econolite has started to offer a web-based cloud service. Switching to this service would allow the city to migrate traffic signal data from in-house servers to cloud based servers. It will also allow better access for outside vendors for support of the system.

The following documents are attached for review/consideration:

- Equipment Quote from Traffic Control Corporation

Staff Recommendation: Approve Traffic Signal Management Software Purchase.

Policy Analysis:

This software change will remove the traffic signal data from our internal servers to a cloud server, allowing reduced maintenance costs for IT. It would not change our current traffic signal management vendor or any traffic signal services. City IT is in favor of moving to a cloud-based server system.

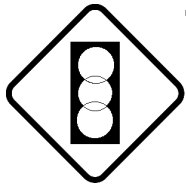
Financial Analysis:

The city currently pays \$9,000/year in licensing costs for the existing software. Agreement would be to pre-pay 3 years of licensing cost and a fee to help with the software transition. After 3-year period, the licensing costs will be included as a standard engineering software budget item.

The current quote of \$65,785.00 is intended to be paid via the budgeted \$9,000 in the 2024 Engineering Budget with the remaining \$56,785.00 to be paid for via Capital Improvement Sales Tax.

Previously Presented Information and Commission Actions:

None

**TRAFFIC CONTROL
CORPORATION**5651 MEMORIAL AVENUE
OAK PARK HEIGHTS, MN 55082
PHONE: 651-439-1737**QUOTATION**

Number 657684

Page: 1 of 1

To: 11084WEST FARGO, CITY OF
800 4TH AVENUE E
WEST FARGO ND 58078 USA**Attn:****Email:****Phone:** 701-433-5410**Fax:** 701-282-9319**Quote Date:** 4/2/2024**Expires:** 6/1/2024**Terms:** NET 30 BASED ON APPROVED CREDIT**FOB:** DESTINATION-FRT INCLUDED**Salesperson:** ALLEN EISINGER**Email:** AEisinger@TCC1.com**Phone:** 651-439-1737**Letting Date:****Location:** WEST FARGO**Book / Call / Item:****Description:** CENTRACS MOBILITY AND ON PREMISE**Contract No:**

Part Number / Description	Unit Price	Qty/UM	Net Price
CENTRACS MOBILITY - INITIAL SYSTEM SETUP	31,450.00	1.00 EA	31,450.00
ECONOLITE SYSTEMS TO SUPPLY THE FOLLOWING ITEMS			
* INITIAL CENTRACS MOBILITY SET-UP (REMOTE).			
* INTERSECTION INTEGRATION SUPPORT OF TCC FOR UP TO 34 INTERSECTIONS.			
* REMOTE TRAINING - UP TO 1/2 DAY.			
ADDITIONAL INTERSECTIONS \$925 EACH			
CENTRACS MOBILITY SYSTEM SERVICE	11,445.00	3.00 EA	34,335.00
*PROVIDE CENTRACS MOBILITY ATMS FOR 34 INTERSECTIONS			
*PREPAID SERVICE WILL RUN FROM 4/17/2024 - 4/16/2027			
*\$9,000 ANNUAL CENTACS ON PREMISE SOFTWARE MAINTENANCE AGREEMENT WILL BE INCLUDED AT NO CHARGE WITH 3 YEAR CENTRACS MOBILITY PURCHASE (\$27,000 TOTAL).			

Item Total: 65,785.00

Misc Charges and Adjustments: 0.00

Quote Total: 65,785.00

Pricing does not include applicable sales taxes. If order is to be exempt sales tax, documentation must be provided at time of order.
Additional terms may apply. Review our full Terms & Conditions of Sale at www.trafficcontrolcorp.com.



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

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

Police and Fire

Commissioner

Roben Anderson

Primary Portfolio:

Planning, Zoning and
Engineering

Secondary Portfolio:

Sanitation

Commissioner

Mark Simmons

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and
Engineering

Commissioner

Mandy George

Primary Portfolio:

Sanitation

Secondary Portfolio:

Administration/Finance

City Administrator

Dustin T. Scott

Assistant City Administrator

Vacant

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase

Action: Create Project No. 2285 – Phase 1 and Approve Purchase of LED Street Light Retrofit Equipment

New Information and Recommendation:

The city was awarded a Carbon Reduction Program (CRP) grant to upgrade existing streetlights to LEDs. These funds are for FY2024 and will only replace existing HPS lights with LEDs in a portion of the city north of the interstate. Public Works has agreed to convert the remaining corridors in this area with a purchase of the proposed LED equipment. The city has received 3 Quotes, with the low quote of \$391,321.50 from Consolidated Electrical Distributors.

The following documents are attached for review/consideration:

- LED Equipment Quotes
- Location Map
- Associated Resolution

Staff Recommendation: Create Project No. 2285 – Phase 1 and Approve purchase of LED Street Light Retrofit Equipment

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. With the photometric analysis completed by HDR, Public Works and Engineering have created an inventory of LED equipment to complete the transition from HPS to LED lights along major corridors north of I-94. This project will use CIP Sales Tax funds to purchase the equipment to be installed by Public Works over the course of the year.

Financial Analysis:

The city was awarded a \$300,000 grant that covered 9 of the 19 corridors north of I-94 that were analyzed by HDR. The remaining LED equipment will be purchased using CIP Sales Tax Funds and installed using city labor.

Conversion to LEDs will save city approximately 60% on electricity costs for each pole converted. No special assessments are proposed with this project.

Previously Presented Information and Commission Actions:

None

Customer Quote For: CITY OF WEST FARGO

FARGO

Quote: Q5013514 **Revision #:** 002



CONSOLIDATED ELECTRICAL DISTRIBUTORS
 3850 34TH AVENUE SOUTH
 FARGO ND 58104
 Tel: (701)566-5305

Contact Name: JORDAN NELSON
Email: jordan@cedfargo.com

Quote Date: 03/25/24
Updated On: 03/25/24
Expires On: 05/20/24

Job Name:

Attn:

Ship To: CITY OF WEST FARGO
 3850 34TH AVENUE SOUTH
 FARGO, ND 58104-0000

Customer PO #: HOLOPHANE V2

Customer PO Date:

FOB: SHIPPING POINT
Freight: PREPAID

LN	Product	Qty	Price	Per *	Ext Price
01	HOLO PTUE3 P80 40K MVOLT GL3 BK SK AO	102	\$1,373.25	E	\$140,071.50
02	HOLO PTUE3 P80 40K MVOLT GL3 GR SK AO	20	\$1,373.25	E	\$27,465.00
03	HOLO PTUE3 P50 40K MVOLT GL3 BK SK AO	115	\$1,323.00	E	\$152,145.00
04	HOLO LEDG2 P4 40K MVOLT STD L2 MA GRSD PR7 AO	72	\$995.00	E	\$71,640.00
Merchandise:					\$391,321.50
Total:					\$391,321.50

FREIGHT ALLOWED

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.

* Per E = Each, C = Hundred, M = Thousand

[Terms and Conditions](#)

1 OF 1



2805 3RD AVE N
FARGO ND 58102-4020
Phone: 701-298-2013
Fax: 701-237-9261

To: WEST FARGO CITY OF
CITY OF WEST FARGO
810 12TH AVE NW
WEST FARGO ND 58078-1069
Attn: Scott Rudolph
Phone: 701-306-8925
Fax:
Email: scott.rudolph@westfargond.gov

Date: 03/25/2024
Proj Name: HOLOPHANE LIGHT FIXTURES
GB Quote #: 0245716946
Release Nbr:
Purchase Order Nbr: WEST FARGO CITY OF
Additional Ref#
Valid From: 03/22/2024
Valid To: 05/10/2024
Contact: Dean Zastoupil
Email: Dean.Zastoupil@graybar.com

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Notes: U.S. COMMUNITIES/OMNIA PARTNERS CONTRACT # EV2370

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	102 EA	HOLOPHANE	PTUE3 P80 40K MVOLT GL3 BK SK AO			\$1,394.73	1	\$142,262.46
Item Note:		BLACK FINISH						
200	20 EA	HOLOPHANE	PTUE3 P80 40K MVOLT GL3 GR SK AO			\$1,394.73	1	\$27,894.60
Item Note:		GREY FINISH						
300	34 EA	HOLOPHANE	PTUE3 P50 40K MVOLT GL3 BK SK AO			\$1,343.45	1	\$45,677.30
Item Note:		BLACK FINISH						
400	72 EA	HOLOPHANE	LEDG2 P4 40K MVOLT STD L2 MA GRSD PR7 AO			\$1,010.15	1	\$72,730.80
Item Note:		PLEASE NOTE THIS FIXTURE INCLUDES A PHOTO RECEPTACLE. **THE SHORTING CAP OR PHOTO CONTROL ARE BY OTHERS						

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at www.graybar.com

24-Hour Emergency Phone#: 1-800-GRAYBAR

This Graybar quote is based on the terms of sale in the EV2370 Master Agreement which can be found by clicking the link found at https://www.omniapartners.com/hubfs/PUBLIC%20SECTOR/Supplier%20Information/Graybar/EV2370_Graybar_MAD_2017_12_20.pdf

To: WEST FARGO CITY OF
CITY OF WEST FARGO
810 12TH AVE NW
WEST FARGO ND 58078-1069
Attn: Scott Rudolph

Date: 03/25/2024
Proj Name: HOLOPHANE LIGHT FIXTURES
GB Quote #: 0245716946

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

****GREY FINISH**

500	81 EA	HOLOPHANE	PTUE3 P50 40K MVOLT GL3 BK SK AO	\$1,343.45	1	\$108,819.45
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Item Note: BLACK FINISH

Total in USD (Tax not included): \$397,384.61

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at www.graybar.com 24-Hour Emergency Phone#: 1-800-GRAYBAR

This Graybar quote is based on the terms of sale in the EV2370 Master Agreement which can be found by clicking the link found at https://www.omniapartners.com/hubfs/PUBLIC%20SECTOR/Supplier%20Information/Graybar/EV2370_Graybar_MAD_2017_12_20.pdf

Expiration Date: 05/29/24

Quotation

TO:

WEST FARGO CITY
 Attn:SCOTT RUDOLPH
 800 4TH AVE E STE 1
 WEST FARGO, ND 58078-2015

Project Info:

Project: Holophane Fixtures
 Job #: 38393
 Bid Date: 03/25/24
 Bid Time: 02:00 PM CDT
 Quoter: Bobby Brungardt

Type	Quantity	Vendor	Description	Unit or Lot#	Unit Price	Ext Price
	102		PTUE3 P80 40K MVOLT GL3 BK SK AO Taft Utility, P80 performance package, 4000K, 120-277V, Glass asymmetric, type III, Black, Spike finial, Field adjustable lumen output			
	20		PTUE3 P80 40K MVOLT GL3 GR SK AO Taft Utility, P80 performance package, 4000K, 120-277V, Glass asymmetric, type III, Gray, Spike finial, Field adjustable lumen output			
	115		PTUE3 P50 40K MVOLT GLE BK SK AO Taft Utility, P50 performance package, 4000K, 120-277V, Glass asymmetric, type III, Black, Spike finial, Field adjustable lumen output			
	72		LEDG2 P4 40K MVOLT STD L2 MA GRSD PR7 AO LEDgend LED, P4 performance package, 4000K, 120-277V, 0-10V dimmable std driver, Type II Asymmetric Full Cutoff, Horiz mast arm mount, Gray, 7 pin NEMA pc rcpt Field adj			

From:

DAKOTA SUPPLY GROUP - FAR
 Phone 701-237-9440
 2601 3RD AVE NORTH
 FARGO, ND 58102-4016
 Printed By: Bobby Brungardt

Notes

A Summary of DSG standard terms & conditions of sales
 can be found at www.dsgsupply.com/terms.

Project: Holophane Fixtures

Expiration

05/29/24

Quotation

Type	Quantity	Vendor	Description	LOT #	Unit Price	Ext Price
			lumen output			

Terms: Net 20 Days

Prices firm for entry by: 20 Days

Notes:

1 START-UP, COMMISSIONING and/or TRAINING FOR CONTROL SYSTEMS IS NOT INCLUDED IN PRICE UNLESS NOTED OTHERWISE ON THIS QUOTE.

2 Mounting hardware is not included unless specifically noted in above quotation.

3 Pricing includes only materials as shown on the Bill of Material.

4 Voltages to be confirmed by the contractor.

5 Any Changes to the equipment configurations and/or ratings will require a re-quote.

6 Clerical errors are subject to approval.

7 No labor charges will be paid unless pre-approved in writing

8 Prices do not include lamps unless so stated.

9 No taxes are included in quoted price.

10 Quote is based on quantities and types indicated. Changes in counts or types may affect prices.

11 Pre-shipment of anchor bolts will incur additional freight charge.

12 Spares not included unless otherwise noted.

13 Vibration Dampers not included unless otherwise noted.

14 BAA & ARRA are considered not to be requirements of this quote, unless otherwise noted

15 All quotations are made in accordance with our interpretation of the plans and specifications and include only the materials listed, subject to correction for errors. Deviations in quantities may modify prices quoted. Unless otherwise noted: all prices are subject to change without notice and are void unless accepted within 30-days from the date. In the event of a price increase, any unfilled portion of any order will be billed at the price in effect at the time of shipment. DSG shall not be liable for failure to deliver or delivery performance due to causes beyond our reasonable control. A Summary of DSG standard terms and conditions of sales can be found at: www.dsgsupply.com/terms

From:

DAKOTA SUPPLY GROUP - FAR
Phone 701-237-9440
2601 3RD AVE NORTH
FARGO, ND 58102-4016
Printed By: Bobby Brungardt

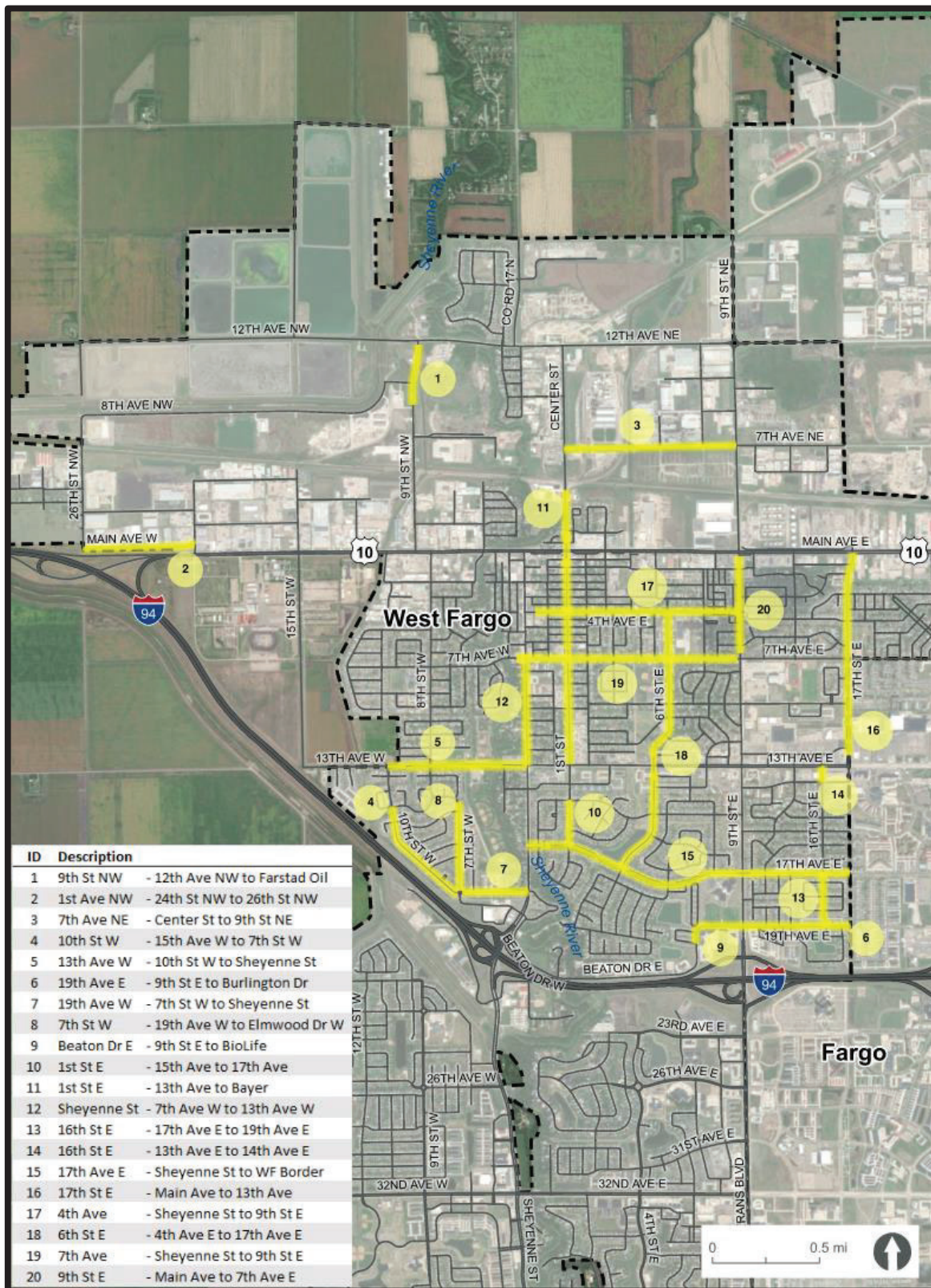
Total

398,397.00

Notes

A Summary of DSG standard terms & conditions of sales can be found at www.dsgsupply.com/terms.

CURRENT HPS LIGHTING CORRIDORES TO BE CONVERTED TO LED LIGHTING



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2285 - 2024 STREET LIGHTING
IMPROVEMENTS – PHASE 1: LED STREETLIGHT CONVERSION EQUIPMENT
PURCHASE
OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Project No. 2285 – 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such a Street Lighting Improvement Project within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No. 2285 – 2024 Street Lighting Improvements – Phase 1: LED Streetlight Conversion Equipment Purchase of the City of West Fargo, North Dakota.

Dated: May 6, 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?

[Regular]

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: May 6, 2024

Subject: 40th Avenue Roadway Improvements

Action: Accept Petition for Improvements and Direct Engineer to Prepare Preliminary Improvement Work Agreement

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

**Commission
Vice President**

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

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:

GreenWorks Properties, LLC, has submitted a petition for improvements to modify 40th Ave W to provide the ability for traffic to make a legal U-turn west of the SheyWest property entrance. Two options for roadway modifications have been proposed and presented to the Planning and Zoning Commission on April 8, 2024. These consist of a mid-block unprotected U-Turn as well as an unprotected U-Turn at the intersection of 4th Street and 40th Avenue W.

The Planning and Zoning Commission has recommended approval by the City Commission to study these options as well as to explore the possibility of installing a roundabout at the intersection of 4th Street W and 40th Avenue W.

The next step is for the City to enter into a Preliminary Improvement Work Agreement with the Petitioner to which will set up an escrow account to which the Petitioner will provide funds in the amount needed to pay a consultant to prepare a Feasibility Study to analyze these three options.

The following documents are attached for review/consideration:

- Petition for Improvements along with Deed
- Resolution relating to written Petition by Owners

Staff Recommendation: Accept Petition for Improvements and Direct Engineer to Prepare a Preliminary Improvement Work Agreement.

Background and Project Summary:

Over the past four years, GreenWorks Properties, LLC and SheyWest have been requesting from the City improvements to help improve access to the SheyWest property. The City Commission has stated that access to the private business should not be located on City owned property. These alternatives keep any improvements to be contained within the 40th Avenue W right-of-way.

Financial Analysis:

All costs associated with these improvements are proposed to be 100% assessed to the Petitioner's property.

Previously Presented Information and Commission Actions:

There have been numerous discussions at the Commission regarding access to the SheyWest property. This is a new request to modify the 40th Avenue W roadway to allow turning movements for westbound traffic.

I/ We, GreenWorks Properties, LLC are the legal and equitable owners of the following described property, to-wit:

LOT 1 BLK 1 NELSON ACRES 5TH

(hereinafter the "**Property**")

I/we hereby petition the City Commission of the City of West Fargo, Cass County, North Dakota, to create an improvement district for the purpose of constructing the following municipal improvements: Implementing a U-turn amendment to 40th Ave W, West of the existing entrance to SheyWest and East of 4th St W (hereinafter the "**Improvements**")

I/We hereby request that the City Commission of the City of West Fargo, Cass County, North Dakota, determine by resolution that a written petition for the **Improvements** signed by the owners of a majority of the area of the **Property** included within the district, has been received and that the resolution declaring work necessary shall not be required for said improvement district.

I/we hereby certify that I/we am/are the legal and equitable owner(s) of the **Property** and have the authority to grant the City of West Fargo all necessary easements, rights of ways, fee simple, dedications and other interests in the **Property** that may be required to complete the construction of the **Improvements**.

I/We agree that pursuant to North Dakota Century Code Chapters 40-23 through 40-32 that the City shall assess the entire cost of the Improvements against my/our Property and hereby agree to pay the entire cost as levied and apportioned by the city.

Dated this 23rd day of April, 2024.

OWNERS:

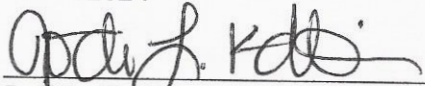

Brett I. Kallias

GreenWorks Properties, LLC

225 40th Ave W

West Fargo, ND 58078

04/23/2024


Jodi L. Kallias

GreenWorks Properties, LLC

225 40th Ave W

West Fargo, ND 58078

04/23/2024

This petition must be accompanied by evidence of ownership of the Property. Such evidence can include the following items: (a) title opinion; (b) O & E report; or (c) a copy of the vesting deed.

PAGE: 1 of 3 WD
The Title Company-Commercial
Recorded Electronically

1583068
2/10/2020 8:33 AM
\$20.00

RECORDER'S OFFICE, CASS COUNTY, ND 2/10/2020 8:33 AM
I CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD THIS DATE.
DEBORAH A. MOELLER, COUNTY RECORDER

by Teresa A. Kirby, Dep. **1583068**
Recorded Electronically



239672B

WARRANTY DEED

THIS INDENTURE, Made this 7 day of February, 2020,
between DuWayne Allen Engness, Grantor, and Marie L. Tuttle, as Trustee under the
Marie L. Tuttle Living Trust dated August 23, 2016, Grantor, and Greenworks Properties
LLC, Grantee, whose post office address is PO Box 603, West Fargo, ND 58078.

WITNESSETH, For and in consideration of the sum of One Dollar (\$1.00) and
other good and valuable consideration Grantors do hereby GRANT to the Grantee all of
the following real property lying and being in the County of Cass, and State of North
Dakota:

Lot One, in Block One, of Nelson Acres Fifth Addition to the City of West Fargo,
situate in the County of Cass and the State of North Dakota.

The legal description was obtained from a previously recorded instrument.

And the Grantors, for themselves, their successors and assigns, do covenant with the
Grantee that they are well seized in fee of the land and premises aforesaid and have
good right to sell and convey the same in manner and form aforesaid; that the same are
free from all encumbrances, except installments of special assessments and
assessments for special improvements which have not been certified to the County
Treasurer for collection, easements and restrictions of record; and the above granted
lands and premises in the quiet and peaceable possession of the Grantee, against all
persons lawfully claiming or to claim the whole or any part thereof, the Grantors will
warrant and defend.

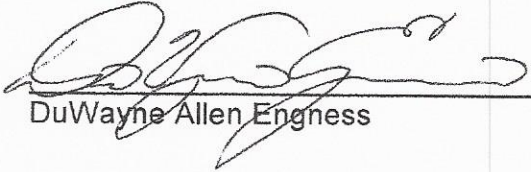
I certify that the full consideration for this transaction is \$480,000.00.

Date: 02/07/2020

Godi J. Kelle
Grantee or Grantee's Agent

02-1482-00010-000

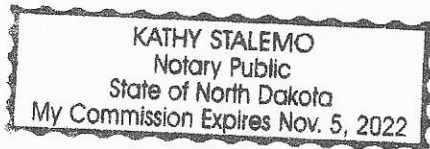
WITNESS, the hands of the Grantors.

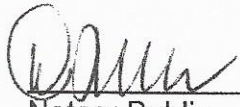

DuWayne Allen Engness

STATE OF ND

COUNTY OF CASS

On this 3 day of February, 2020, before me personally appeared DuWayne Allen Engness, known to me to be the person who is described in, and who executed the within and foregoing instrument and severally acknowledged that he executed the same.




Notary Public
My Commission expires:

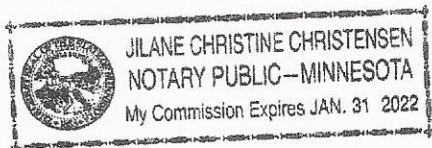
Marie L. Tuttle Living Trust



Marie L. Tuttle, Trustee

STATE OF MN
COUNTY OF Hennepin

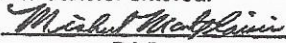
On this 31 day of January, 2020, before me personally appeared Marie L. Tuttle, as Trustee under the Marie L. Tuttle Living Trust dated August 23, 2016, known to me to be the person who is described in, and who executed the within and foregoing instrument and severally acknowledged that she executed the same on behalf of said Trust.





Notary Public
My Commission expires:

This document was prepared by:
Wheeler McCartney, P.C.
35 4th St N, Suite 102
Fargo, ND 58102

AUDITOR'S OFFICE
COUNTY OF CASS, NORTH DAKOTA
2/10/2020
Taxes and Special Assessments paid
and transfer entered.
 AUDITOR
DLJ DEPUTY



Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO WRITTEN PETITION BY OWNERS
OF A MAJORITY OF THE AREA OF PROPERTY
WITHIN THE DISTRICT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that it is hereby determined that a written petition for the improvement within 40th Avenue Roadway Improvements – Street System Modifications; and Incidentals signed by owners of a majority of the area of the property included within the district, has been received.

BE IT FURTHER RESOLVED that the improvement consists of Street System Modifications; and Incidentals necessary to service Lot 1 Block 1 of Nelson Acres 5th Addition which include modifications to the 40th Avenue roadway to accommodate traffic movements meant to allow for westbound traffic turning movements to access this parcel.

BE IT FURTHER RESOLVED that the Resolution Declaring Improvements Necessary shall not be required.

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



To: West Fargo City Commission

From: Dustin Scott

Date: May 6, 2024

Subject: Fit-up commission chambers at New Location

Action: Allocate \$325,000 to fit-up new commission chambers

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

Commission

Vice President

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

Police and Fire

Commissioner

Mark Simmons

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and
Engineering

Commissioner

Mandy George

Primary Portfolio:

Sanitation

Secondary Portfolio:

Administration/Finance

Commissioner

Roben Anderson

Primary Portfolio:

Planning, Zoning and
Engineering

Secondary Portfolio:

Sanitation

Administration

Dustin Scott,

City Administrator

Emily Hagemeister,

Executive Assistant

Summary and Recommendation:

The audio/video equipment used in the current commission chambers has passed its end-of-life; no longer supported or updated by the manufacturer. This has caused problems during public meetings and this outdated technology is a challenge for IT staff. The system needs to be replaced before a major issue arises. However, replacement could be costly and disruptive to the point it isn't worthwhile, and the PD Expansion might need to repurpose this space. Staff explored the option to fit-up a commission chambers at the new City Hall located at 2515 6th St E. Our estimated cost is \$325,000, which includes a backup generator to support the entire building.

Staff Recommendation:

Allocate an additional \$325,000 to fit-up a new commission chamber.

Process & Timeline:

If approved, staff will begin work immediately on the procurement process. A reasonable completion date would be by the end of the year.

Financial:

The original budget for building fit-up and infrastructure was \$500,000. We're estimating current expenses of \$435,000. If approved, the budget would increase to \$825,000, funded by Capital Improvement Sales Tax.

Additional info:

- The existing AV system is end-of-life, sporadically failing and lacks the capability to meet expectations.
- The cost of installing a new system in an open area (like our new space), is cheaper than replacement.
- In an open area, new AV equipment can be purchased and installed in such a way that we are able to move it to another space (providing flexibility).
- Fitting up the commission chambers at the new location would bring all City Hall services to one unified location.
- With the large investment in technology and additional public presence at City Hall it is recommended to add a generator for the building at this phase.



April 8, 2024

To the Honorable Board of City Commissioners
City of West Fargo
800 4th Ave E, Suite 1
West Fargo, North Dakota 58078

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Fargo (the City) as of December 31, 2023, and for the year then ended, and the related notes to the financial statements, which collectively comprise the City's basic financial statements.

In addition, we will audit the entity's compliance over major federal award programs for the period ended December 31, 2023. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards*, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

What inspires you, inspires us. | eidebailly.com

4310 17th Ave. S. | P.O. Box 2545 | Fargo, ND 58108-2545 | T 701.239.8500 | F 701.239.8600 | EOE

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Schedules of Employer's Share of Net Pension Liability and Schedules of Employer's Contributions
2. Schedule of Employer's Share of Net OPEB Liability and Schedule of Employer's Contributions

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

1. Listing of Elected and Appointed Officials

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, Uniform Guidance and/or any state or regulatory audit requirements we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the governing body of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of the City's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely, the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.

16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Nonattest Services

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare or assist with preparing financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you
- Prepare or assist with preparing the Schedule of Expenditures of Federal Awards
- Complete the auditee's portion of the Data Collection Form
- Propose journal entries for the government-wide financial statements to be reviewed and approved by management
- Maintain lease and SBITA schedules
- Perform background checks
- Perform a fiscal condition assessment and Finance Department organizational assessment

We will not assume management responsibilities on behalf of the City. The City’s management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The City’s management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

Fees and Timing

Brian Stavenger is the engagement partner for the audit services specified in this letter. The engagement partner’s responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, administrative charges and a technology fee. Invoices are payable upon presentation. We estimate that our fee for the audit will not exceed the following:

Audit of the financial statements	\$ 47,000
Single audit, one major program ¹	<u>6,000</u>
Total	<u>\$ 53,000</u>

¹Additional major programs will be billed at a per-program amount of \$4,500.

The fees on the previous page are exclusive of considerations related to the adoption of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements (SBITA)* (GASB No. 96), which is now effective for the entity. GASB No. 96 became effective for fiscal years beginning after June 15, 2022. The requirements of this standard will result in material changes to most governmental entity's financial statements, both with respect to financial statement presentation and related disclosures. Our fees related to the performance of audit procedures related to your implementation of this standard will be dependent upon the number and nature of the entity's SBITA arrangements.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

Other Matters

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Board of City Commissioners the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Government Auditing Standards require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

Eide Bailly LLP is a member of HLB International, a worldwide organization of accounting firms and business advisors, ("HLB"). Each member firm of HLB, including Eide Bailly LLP is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of HLB.

Eide Bailly LLP formed The Eide Bailly Alliance Network, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly LLP, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

MEDIATION

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a “Dispute”) shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association (“AAA”). Mediation shall be conducted with the parties in person in Fargo, North Dakota. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

LIMITED INDEMNITY

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively “Eide Bailly”) shall not be responsible for any misstatements in your financial statements that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys’ fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys’ fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

LIMITATION OF LIABILITY

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly’s services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly’s breach of this agreement or Eide Bailly’s violation of applicable professional standards. In no event shall Eide Bailly’s aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys’ fees.

TIME LIMITATION

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months (“Limitation Period”) after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

GOVERNING LAW AND VENUE

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Minnesota law. Any unresolved Dispute shall be submitted to a federal or state court located in Minneapolis, Minnesota.

ASSIGNMENTS PROHIBITED

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,



Brian Stavenger, CPA
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of West Fargo by:

Name: _____

Title: _____

Date: _____



April 8, 2024

To the Honorable Board of City Commissioners
City of West Fargo
West Fargo, North Dakota 58078

This letter is provided in connection with our engagement to audit the financial statements and to audit compliance over major federal award programs of the City of West Fargo as of and for the year ended December 31, 2023. Professional standards require that we communicate with you certain items including our responsibilities with regard to the financial statement audit, the compliance audit, and the planned scope and timing of our audits, including significant risks we have identified.

Our Responsibilities

As stated in our engagement letter dated April 8, 2024, we are responsible for conducting our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), *Government Auditing Standards* of the Comptroller General of the United States of America, the requirements of the Single Audit Act, as amended; and the provisions of the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), for the purpose of forming and expressing opinions on the financial statements and on major federal award program compliance. Our audits do not relieve you or management of your respective responsibilities.

Our responsibility as it relates to the schedule of expenditures of federal awards is to evaluate its presentation for the purpose of forming and expressing an opinion as to whether it is presented fairly in all material respects in relation to the financial statements as a whole.

Our responsibility relating to other information, whether financial or nonfinancial information (other than financial statements and the auditor's report thereon), included in the entity's annual report includes only the information identified in our report. We have no responsibility for determining whether the listing of elected and appointed officials is properly stated. We require that we receive the final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report, or if that is not possible as soon as practicable and, in any case, prior to the entity's issuance of such information.

What inspires you, inspires us. | eidebailly.com

4310 17th Ave. S. | P.O. Box 2545 | Fargo, ND 58108-2545 | T 701.239.8500 | F 701.239.8600 | EOE

Planned Scope of the Audit

Our audits will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute assurance about whether the financial statements as a whole are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us.

Our audit procedures will also include determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or material noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards* of the Comptroller General of the United States of America, the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance.

Our audits will include obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements, the risk of material noncompliance in the major federal award programs, and as a basis for designing the nature, timing, and extent of further audit procedures, but not for the purpose of expressing an opinion of the effectiveness of the entity's internal control over financial reporting. However, we will communicate to you at the conclusion of our audit, any material weaknesses or significant deficiencies identified. We will also communicate to you:

- Any violation of laws or regulations that come to our attention;
- Our views related to qualitative aspects of the entity's significant accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;
- Significant difficulties, if any, encountered during the audit;
- Significant unusual transactions, if any;
- The potential effects of uncorrected misstatements on future-period financial statements; and
- Other significant matters that are relevant to your responsibilities in overseeing the financial reporting process.

Professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as "significant risks." Although we are currently in the planning stage of our audit, we have preliminarily identified the following significant risks that require special audit consideration.

Management Override of Controls - Professional standards require auditors to address the possibility of management overriding controls. Accordingly, we identified as a significant risk that management of the organization may have the ability to override controls that the organization has implemented. Management may override the organization's controls in order to modify the financial records with the intent of manipulating the financial statements to overstate the organization's financial performance or with the intent of concealing fraudulent transactions.

Revenue Recognition - We identified revenue recognition as a significant risk due to the number of transactions incurred at or near year-end and a risk of recording those in the incorrect fiscal year.

Improper Capitalization - We identified improper capitalization of capital assets as a significant risk. The volume of projects, reliance on vendors for timely information, and involvement of multiple City departments could result in capital asset additions being misstated.

We expect to begin our audit in May 2024 and issue our report as soon as it is approved by management.

This information is intended solely for the information and use of the Board of City Commissioners and management and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Fargo, North Dakota



April 23, 2024

Dustin Scott, City Administrator
City of West Fargo
800 Fourth Ave. E., Ste. 1
West Fargo, ND 58078

Dear Mr. Scott,

This letter outlines the understanding of the terms and objectives of the consulting engagement between Eide Bailly LLP (Eide Bailly) and the City of West Fargo (you).

Scope of Engagement

We will work with you to provide consulting services in connection with the lease, SBITA, and public-private partnership (PPP) accounting and reporting requirements of GASB 87, GASB 94, and GASB 96, including the use of Eide Bailly's subscription to Lease Query (LQ) software to provide these services.

Our engagement will be performed under the *Statements on Standards for Consulting Services* issued by the American Institute of Certified Public Accountants (AICPA). We will not provide audit, review, compilation, or financial statement preparation services to any historical or prospective financial information or provide attestation services under the AICPA *Statements on Standards for Attestation Engagements* and assume no responsibility for any such information.

You will provide us, as promptly as possible, all requested information and documentation reasonably deemed necessary or desirable by us in connection with the engagement. You represent and warrant that all information and documentation provided or to be provided to us is true, correct, and complete, to the best of your knowledge and belief. We are authorized to rely upon such information and documentation without independent investigation or verification.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

We agree to retain our work papers for a period of at least eight years from the date of our report.

Timeline

We will begin our work upon acceptance of this engagement agreement. We would expect to have our work completed prior to the scheduled audit date for fiscal year 2023. This timetable assumes the timely receipt of requested information and the cooperation of the parties involved. If delays are experienced in receiving information, the delivery of our work will be delayed accordingly.

Fees

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, including administrative charges. Eide Bailly is conscious of our clients’ desire to achieve results at a reasonable cost, and we are mindful of that when choosing which level of staff to assign to an engagement. We estimate that our fees for the engagement will be \$25,000. Actual costs will be dependent on the actual hours required to complete the assigned tasks. If the scope of work is determined to be significantly different than anticipated, we will communicate with you prior to undertaking additional tasks so that there are no surprises. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Invoices are payable upon presentation.

Our work will be billed at the rates shown in the table below.

Staff Level	Hourly Rates
Partner	\$371
Director	\$350
Senior Manager	\$318
Manager	\$265
Supervisor	\$235
Senior Associate	\$201
Associate	\$159

We recognize that clients want to control the cost of multi-year contracts by providing transparency on the front end regarding future rate increases. We adjust our rates on August 1st of each year. On August 1 of each year that you continue your relationship with the firm, the fixed amount and standard rate schedule shown above will be adjusted by the annual change in related labor costs for your area as of the preceding May 1st.

The ability to perform and complete our engagement consistent with the estimated fees included above depends upon the quality of your underlying accounting records and any other information required for the completion of our work, as well as the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with a Prepared-by-Client (PBC) request that identifies the information we will require to perform our engagement, as well as a planned timeline for the engagement. A failure to provide this information in an accurate and timely manner may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain engagement documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such engagement documentation will be provided under the supervision of Eide Bailly LLP’s personnel. Furthermore, upon request, we may provide copies of selected engagement documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such engagement documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other

proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our work is completed, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

The City of West Fargo accepts responsibility for the results of the services being provided and agrees to perform the following functions in connection with this engagement:

- Make all management decisions and perform all management functions.
- Designate a competent individual to oversee the services.
- Evaluate the adequacy and results of the services performed.
- Accept responsibility for the results of the services.
- Establish and maintain internal controls, including monitoring ongoing activities.

MEDIATION

Any disagreement, controversy, or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in Fargo, North Dakota. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

LIMITED INDEMNITY

Eide Bailly LLP and its partners, affiliates, officers, and employees (collectively "Eide Bailly") shall not be responsible for any misstatements in the information provided to us to complete our engagement that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers, or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages, and attorneys' fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

LIMITATION OF LIABILITY

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly's services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this agreement or Eide Bailly's violation of applicable professional standards. In no

event shall Eide Bailly's aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive, or exemplary damages, or attorneys' fees.

TIME LIMITATION

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("Limitation Period") after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the engagement. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

GOVERNING LAW AND VENUE

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Minnesota law. Any unresolved Dispute shall be submitted to a federal or state court located in Minneapolis, Minnesota.

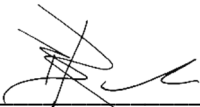
ASSIGNMENTS PROHIBITED

You shall not assign, sell, barter, or transfer any legal rights, causes of actions, claims, or disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our engagement including our respective responsibilities.

We appreciate the opportunity to be of service to you and look forward to working with you and your staff.

Respectfully,



Dr. Bradford Rockabrand, CPA
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of West Fargo by:

Name: _____

Title: _____

Date: _____



To: West Fargo City Commission
From: Commissioner Mark Simmons
Date: May 6, 2024
Subject: Department Head Hiring Policy
Action: Introduce for Reconsideration, Repeal Current Policy

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Police and Fire

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Administration/Finance

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Sanitation

City Administrator

Dustin Scott

Summary and Recommendation:

Repeal the current Department Head Hiring Committee Policy to replace with updated procedure that will appear in the City of West Fargo Handbook.

Current Policy, approved March 20, 2023:

When a department head hiring Committee is formed to interview finalist candidates for a department head level position the Commission President will appoint two (2) City Commissioners to the department head hiring Committee. One member will be either the Commissioner holding that department portfolio or the Commissioner who holds the secondary portfolio but not both. The second member will be selected from those Commissioners that remain. The department head hiring committee shall be an open meeting subject to all of the open meeting requirements set forth in North Dakota law. This policy shall remain in effect until revoked by the City Commission.

New procedure will read as follows:

When hiring department heads, the City Administrator or their designee will engage up to two City Commissioners. Consideration will be given to involve either the Commissioner holding that department portfolio or the Commissioner who holds the secondary portfolio but not both. The second Commissioner involved will be chosen from those that remain.

Application materials of Finalists may be made public according to NDCC §44-04-18.27.