

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Oath of Office:
 - a. Commissioner Amy Zundel
 - b. Commissioner Rory Jorgensen
- D. Roll Call
- E. Approve Order of Agenda
- F. Appointments of Positions, Portfolios, and Committees
- G. Approval of Minutes - June 17, 2024
- H. Building Permits

Consent Agenda - Approve the Following:

- a. Bills
- b. A24-10 The Wilds 24th Addition, Approval of Final Plat
- c. A24-14 Jason Subdivision, Approval of Conditional Use Permit (CUP) for an accessory building larger than 1600 sq ft within the "R-R" Rural Residential Zoning District
- d. Approval of conditional building permit agreement allowing an existing house to temporarily remain on a lot during construction of new house
- e. Games of Chance for Friends of Easton Hoffman
- f. Gaming Site Authorization for The Team Makers Club, Inc at Piggy BBQ
- g. Games of Chance for IPOP - Interested Parents of Packatahnas

Regular Agenda

- 1. Public Comment
Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](https://www.westfargond.gov/city-commission-meeting-public-comment)
- 2. Public Hearing – A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs), Approval of First Reading of Ordinance -- Aaron Nelson, Planning Director
- 3. Project No. 9040 – Lighting Standard Improvements – HSP to LED (Citywide)
-- Dan Hanson, City Engineer
 - Review Bids and Concur with NDDOT to Award Contract
- 4. Update on Senior Director of Administrative Services -- Sarah Gasevic, Director of Human Resources
- 5. City Administrator's Report -- Dustin Scott, City Administrator

6. Correspondence
7. Non-Agenda Items
8. Adjourn

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, June 17, 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 Simmons seconded to remove regular agenda item 8. *Request for City Commission to authorize issuance of building permit prior to the merging of two platted lots.* Commissioners Olson and Simmons voted aye. Commissioners George, Dardis and Anderson voted nay, the motion failed on a 3:2 vote.

Commissioner Simmons moved and Commissioner George seconded to remove item number 5 Capital Improvement Plan (CIP) - Review -- Dan Hanson, City Engineer • No Action - Review the preliminary 2024-2028 CIP and provide a preliminary list of projects in the plans for the next five years. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Simmons moved and Commissioner George seconded to approve the order of the agenda as amended, removing regular agenda item 5.

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

E. Approval of Minutes -- June 3, 2024

Commissioner Olson moved and Commissioner Simmons seconded to approve the minutes of June 3, 2024. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

F. Building Permits

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

Consent Agenda - Approve the Following:

- a. Bills**
- b. Reappoint of Liann Hanson and Tony Stukel to the West Fargo Public Library Board**
- c. Games of Chance for Brothers Keepers MC Centralia**
- d. Games of Chance for Holy Cross Wild Game Feed**
- e. Games of Chance for Bridging the Gap**

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

Regular Agenda

1. Public Comment

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)

One West Fargo resident spoke during this time.

2. Contract approval with City of Fargo (MAT Bus) for transit service

-- Aaron Nelson, Planning Director

Commissioner Olson moved and Commissioner George seconded to approve the contract with City of Fargo (MAT Bus) for transit service. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

3. A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District (Reconvene as the City's Board of Adjustment) -- Aaron Nelson, Planning Director

The West Fargo City Commission reconvened as the City's Board of Adjustments. Commissioner Simmons moved to deny A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District (Reconvene as the City's Board of Adjustment). The motion failed due to the lack of a second.

Commissioner George moved and Commissioner Simmons seconded to approve A24-16 Maple Ridge at the Preserve 8th Addition, request for variance to reduce required minimum building control line of the CO-SR Sheyenne River Corridor Overlay District, with the requirement that there is a letter received, stating there is a variance. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

The West Fargo City Commission adjourned as the City's Board of Adjustments

5. ~~Capital Improvement Plan (CIP) -- Review -- Dan Hanson, City Engineer~~

~~• No Action -- Review the preliminary 2024-2028 CIP and provide a preliminary list of projects in the plans for the next five years~~ This item was removed from the agenda.

4. Renaissance Zone Application - Red River Refrigeration

-- Casey Sanders-Berglund, Economic Development Manager

Commissioner Simmons moved and Commissioner Olson seconded to approve the Renaissance Zone Application - Red River Refrigeration. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

6. Utility Rate Increase Informational Presentation -- Matt Andvik, Public Works Director

There was no action taken on this item, it was informational only.

7. Recommended action for establishment of a Community Garden

-- Mandy George, Commissioner

Commissioner Olson moved and Commissioner George seconded to approve option (1). City as lead facilitator in discussions with partner organizations. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

8. Request for City Commission to authorize issuance of building permit prior to the merging of two platted lots -- Roben Anderson, Commissioner

Commissioner Simmons moved and Commissioner Olson seconded to bring the request for City Commission to authorize issuance of building permit prior to the merging of two platted lots to Planning and Zoning. Commissioners George, Simmons, Dardis, and Olson voted aye. Commissioner Anderson voted nay, the motion passed on a 4:1 vote.

**9. Salary Study Update -- Sarah Gasevic, Human Resources Manager and
Dustin Scott, City Administrator**

Commissioner Simmons moved and Commissioner George seconded to go with option (1) Make all changes, except grade reductions, effective as of 1/7/2024 to coincide with the data date and payroll. • This option also recognizes that the survey was due to be completed in 2023. • Total annual cost \$223,028.

- Retro pay through 6/22/24 = \$102,936 • Employees would see changes on 7/12 paycheck. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

10. City Administrator's Report -- Dustin Scott, City Administrator

- **Update on move to new City Hall**
- **Update on Police Department Expansion**

Commissioner Simmons moved and Commissioner George seconded to approve the request made by Pete Nielsen, Chief of Police, to use \$250,000 of Public Safety Sales Tax for the Police Department expansion into the portion of City Hall where City administrative services previously resided. Commissioners George, Simmons, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

- **Update on Senior Director of Administrative Services**

11. Correspondence

There were no correspondence.

12. Non-Agenda Items

Bernie Dardis, Commission President addressed actions taken place at the prior meeting.

13. Adjourn

Commissioner Simmons moved and Commissioner George seconded to adjourn the meeting. Commissioners George, Simmons, Dardis, Olson and Anderson, voted aye. No Commissioner voted nay, the meeting was adjourned at Simmons/George at 7:34 PM.

Bernie Dardis, Commission President

Dustin T. Scott, City Administrator

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
07/01/24**

	JUNE 2023			JUNE 2024		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	2		\$ 2,450,000.00	4		\$ 4,864,675.00
RESIDENTIAL DWELLING	84	84	\$ 24,623,553.00	71	71	\$ 29,889,539.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	82		\$ 1,371,583.00	72		\$ 3,672,809.00
FOUNDATION ONLY						\$ 357,500.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	15		\$ 8,049,000.00	33		\$ 13,641,516.00
RESIDENTIAL	49		\$ 1,158,387.00	78		\$ 2,113,836.00
PUBLIC	6		\$ 3,450,452.00	1		\$ 1,151,500.00
CHURCH						
ACCESSORY				1		\$ 7,000.00
<u>BUILDING OTHER</u>						
DEMOLITION	4		\$ 181,850.00	10		\$ 494,284.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	300	85	\$ 79,374,279.00	271	71	\$ 58,707,333.00

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
07/01/24**

	AS OF 6/28/2024			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	1		\$ 3,484,675.00	4		\$ 4,864,675.00
RESIDENTIAL DWELLING	9	9	\$ 3,470,289.00	71	71	\$ 29,889,539.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	14		\$ 110,799.00	72		\$ 3,672,809.00
FOUNDATION ONLY						\$ 357,500.00
<u>BUILDING REMODEL</u>						
COMMERCIAL				33		\$ 13,641,516.00
RESIDENTIAL	8		\$ 91,580.00	78		\$ 2,113,836.00
PUBLIC				1		\$ 1,151,500.00
CHURCH						
ACCESSORY				1		\$ 7,000.00
<u>BUILDING OTHER</u>						
DEMOLITION				10		\$ 494,284.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	32	9	\$ 7,157,343.00	271	71	\$ 58,707,333.00

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

1

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240533	Smart Building Construction, LLC	1116 JILL DR W	SMART BUILDING CONSTRUCTION	\$ 3,000.00	Accessory - Deck
240535	Groundworks Minnesota, LLC	217 17 1/2 ST E	SANDRA & TODD MUCHOW	\$ 6,211.00	Remodel - Residential - Install Drain Tile
240530	SAMANTHA & PETER KOEPP	3693 NORTH SEDONA DR	SAMANTHA & PETER KOEPP	\$ 7,000.00	Accessory - Deck
240334	BD Construction Company	2656 ANN ST	TANNER & ALLISON SMEDSHAMME	\$ 650,000.00	Residential Dwelling
240558	AUSTIN & KINZIE WETSCH	1174 MARLYS DR W	AUSTIN & KINZIE WETSCH	\$ 3,500.00	Accessory - Deck
240502	Eid-Co. Buildings, Inc.	402 WESTVIEW LN E	JASON R EID SUCCESSOR TRUSTEE	\$ 362,000.00	Residential Dwelling
240531	JOANNA M WICHMANN, ETAL	6073 MARTIN LN W	JOANNA M WICHMANN, ETAL	\$ 8,000.00	Accessory - Deck
240543	Heritage Homes, LLC	662 RANIA WAY W	ACTIVE55, LLC	\$ 516,095.00	Residential Dwelling
240557	Jordahl Custom Homes, Inc.	1200 JILL DR W	JORDAHL CUSTOM HOMES, INC	\$ 265,000.00	Residential Dwelling
240487	Precision Lawn & Landscape, Inc.	1312 27 AVE W	MATTHEW S MASON	\$ 14,036.00	Accessory - Deck
240490	Smook Enterprise LLC	6081 MARTIN LN W	DABBERT CUSTOM HOMES, LLC	\$ 15,400.00	Accessory - Deck
240548	Heritage Homes, LLC	5172 MIRA WAY W	ACTIVE55, LLC	\$ 474,009.00	Residential Dwelling
240536	Hanlon Construction	1808 2 AVE E	PHUC D DOAN	\$ 8,140.00	Remodel - Residential - Replace Siding
240560	Thomsen Homes, LLC	6036 8 ST W	THOMSEN HOMES, LLC	\$ 226,685.00	Residential Dwelling
240565	Thomsen Homes, LLC	1130 55 AVE W	THOMSEN HOMES, LLC	\$ 191,500.00	Residential Dwelling
240582	Top-Notch Improvements	773 14 AVE E	VICKY J MATTHYS	\$ 4,400.00	Remodel - Residential - New Deck Railing
240586	Premium Decks, Inc.	325 25 AVE E	MELINDA ARENDS	\$ 20,000.00	Accessory - Deck
240445	Gateway Building Systems, Inc.	1281 MAIN AVE W	VETTER & WALD, LLLP	\$ 3,484,675.00	Commercial - Office/Shop for Tire Store
240482	Brookstone Companies, LLC	1259 JILL DR W	HS INVESTMENTS, LLC	\$ 2,000.00	Accessory - Deck
240546	Krueger Construction, Inc.	1001 HICKORY LN	DIETRICH HOMES	\$ 555,000.00	Residential Dwelling

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240574	Lavelle-Nygaard LLC	536 3 ST E	ZACHERY TENOLD	\$ 4,000.00	Remodel - Residential - Install Egress
240559	TYLER J DUE	219 6 AVE E	TYLER J DUE	\$ 5,000.00	Remodel - Residential - Add Bedroom
240577	Timber Ridge Exteriors LLC	1860 12 ST E	AARON & BRANDI DORVAL	\$ 40,929.00	Remodel - Residential - Replace Siding
240605	Safebasements Of Minnesota, Inc.	3604 12 ST W	CORY & MELISSA VANMATRE	\$ 7,900.00	Remodel - Residential - Install Egress
240424	Jordahl Custom Homes, Inc.	1132 MARLYS DR W	JORDAHL CUSTOM HOMES, INC	\$ 2,600.00	Accessory - Deck
240567	BRANDON GOLTZ	4442 NEWPORT LN	BRANDON GOLTZ	\$ 15,000.00	Remodel - Residential - Lower Level Finish
240585	Jordahl Custom Homes, Inc.	1242 JILL DR W	WESTPORT INVESTMENTS LLC	\$ 230,000.00	Residential Dwelling
240589	Signature Landscapes, Inc.	1734 PRINCETON LN	FRANK & CAROLYN SEPE	\$ 15,563.00	Accessory - Deck
240590	PATTY & ROBERT BLOZINSKI	429 PRESCOTT PL	PATTY & ROBERT BLOZINSKI	\$ 6,000.00	Accessory - Swimming Pool
240595	Jordahl Custom Homes, Inc.	1236 JILL DR W	JORDAHL CUSTOM HOMES, INC	\$ 2,700.00	Accessory - Deck
240596	Jordahl Custom Homes, Inc.	1156 MARLYS DR W	WESTPORT INVESTMENTS LLC	\$ 3,000.00	Accessory - Deck

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 06/14/24 to 06/28/24

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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
118827		2646 4IMPRINT INC	1,366.08								
1	12613333	06/04/24 proj #12 candies	288.22			1000		421000	375	12	101000
2	12631309	06/07/24 proj #12 coffee mug	804.86			1000		421000	375	12	101000
3	12614221	06/04/24 proj #12 lip balm	273.00			1000		421000	375	12	101000
		Total for Vendor:	1,366.08								
118737	112761S	289 ACME TOOLS	111.98								
1	12904990	06/13/24 Upholstery Stapler	111.98			2060		415200	432		101000
118797		289 ACME TOOLS	86.08								
1	21154090	06/06/24 7002 & PUMP SHOP SUPPLIES	86.08			6025		450000	432		101000
118810		289 ACME TOOLS	569.58								
1	21188836	06/14/24 CORDLESS DRILL	569.58			1000		455000	432		101000
118812		289 ACME TOOLS	259.67								
1	12922374	06/18/24 WHEELBARROW	196.20			6020		450000	432		101000
2	12926533	06/19/24 STEP LADDER/SCREWDRIVER GUID	611.91			6020		450000	432		101000
3	12927881	06/19/24 STEP LADDER RETURN	-604.86			6020		450000	432		101000
4	12921271	06/18/24 GREASE COUPLER	56.42			4387		480000	500		101000
118856		289 ACME TOOLS	975.71								
1	12952829	06/25/24 LASER LEVEL PACK/CIRCULAR SA	975.71			1000		430000	432		101000
118914		289 ACME TOOLS	569.58								
1	12906224	06/14/24 4 TOOL COMBO KIT	569.58			1000		455000	432		101000
		Total for Vendor:	2,572.60								
118754		3179 ADVANCED ENGINEERING &	7,289.50								
1	95509	06/11/24 2024 Financial Services	7,289.50			1000		414100	428		101000
118805		3179 ADVANCED ENGINEERING &	8,718.56								
1	95507	06/11/24 I&C SYSTEM SERVICES SCADA	3,805.50			6025		450000	430		101000
2	95508	06/11/24 ORBIT RADIO REPLACEMENT	4,913.06			4029		480000	724		101000
		Total for Vendor:	16,008.06								

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
119004		5383 AIR BURNERS, INC	234,408.82						
1	IC6988	06/27/24 AIR BURNER SS30 PORTABLE	234,408.82			6010 450200	870		101000
		Total for Vendor:	234,408.82						
118880		5413 ALEX HEIZELMAN	45.00						
		CHAINSAW SAFETY COURSE - BISMARCK, ND							
1	06/24/24	TRAVEL REIMBURSEMENT	45.00			2210 428000	340		101000
		Total for Vendor:	45.00						
118964		4467 ALL FINISH CONCRETE	82,991.34						
1	22824	06/14/24 Project 2271	82,991.34			4005 480000	670		101000
		Total for Vendor:	82,991.34						
119042		2947 ALLSTATE PETERBILT OF FARGO	782.84						
1	4004424937	06/25/24 4021 BULB LED 5X7	782.84			6010 450200	427		101000
		Total for Vendor:	782.84						
118875		5224 ALYSA THIESCHAFER	161.00						
		06-14-24 thru 06-18-24 NFA Womens Weekend. TMW							
1	2024	06/25/24 Per Diem for Womens Wknd	161.00			2060 415200	340		101000
		Total for Vendor:	161.00						
118702	112763S	3490 AMAZON CAPITAL SERVICES	887.31						
1	JJJWJ-WNLN	05/16/24 Training Photo frames	57.42			2060 415200	340		101000
2	VYPY-194M	05/23/24 Cr Return EM Desk	-169.50			2060 415200	641		101000
3	3JNW-KKCK	05/29/24 Car Wash Brush	49.90			2060 415200	500		101000
4	NRRR-K7N9	06/07/24 Fire Blankets (pd from dona	305.77			2060 415200	490		101000
5	LNLY-MXJR	06/08/24 ST 76 Supplies	31.75			2060 415200	500		101000
6	VJGM-QKPK	06/09/24 ST 75 Towels/decon towels	591.21			2060 415200	500		101000
7	9982603	06/06/24 Class A fitting supplies	20.76			2060 415200	500		101000
118765		3490 AMAZON CAPITAL SERVICES	143.53						
1	06/09/24	Laptop stand	18.89			1000 414100	410		101000
		1CGY-T16Q-WN4W							
2	06/20/24	Fireproof Safe	52.59			1000 414100	410		101000
		113-0272739-5129838							

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Claim/ Line #	Check Invoice #/Inv Date	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
3	06/20/24	2 light therapy lamps	55.96			1000		414100	410		101000
113-0272739-5129838											
4	06/20/24	Sharpies	16.09			1000		414100	410		101000
113-0272739-5129838											
118775		3490 AMAZON CAPITAL SERVICES	133.73								
1	06/19/24	Office Supplies - Planning	133.73			1000		418000	410		101000
1RY1-17QY-1W9H											
118817		3490 AMAZON CAPITAL SERVICES	120.20								
1	1V1NQ1KY4Q 06/25/22	office supplies	120.20			1000		421000	410		101000
118876		3490 AMAZON CAPITAL SERVICES	56.59								
1	06/26/24	calculator for BM	56.59			1000		421000	410		101000
16JXDT1PJYPR											
118912		3490 AMAZON CAPITAL SERVICES	134.44								
1	06/12/24	B PERRAULT - SHIRTS	134.44			1000		455000	422		101000
1RT6DPYPLH9P											
118925		3490 AMAZON CAPITAL SERVICES	16.99								
1	06/26/24	EAR PLUGS	16.99			1000		430000	639		101000
1PCR6KQVKDXV											
118993		3490 AMAZON CAPITAL SERVICES	98.96								
1	3596239 06/07/24	FD Waist Extenders	10.99			2060		415200	500		101000
2	N37N 06/19/24	FD heavy duty gear hangers	87.97			2060		415200	500		101000
119011		3490 AMAZON CAPITAL SERVICES	427.10								
1	06/21/24	OFC SUPPLIES	237.02			6020		450000	410		101000
1MWNGCCF916K											
2	06/21/24	SAFETY GLASSES - BG	31.68			1000		455000	639		101000
14TCCTH67R4L											
3		SAFETY GLASSES - WA	31.68			6020		450000	639		101000
4		SAFETY GLASSES - ST	31.68			1000		430000	639		101000
5		SAFETY GLASSES - RW	31.68			1000		430001	639		101000
6		SAFETY GLASSES - SA	31.68			6010		450200	639		101000

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
7		SAFETY GLASSES - SW	31.68			6025		450000	639		101000
		Total for Vendor:	2,018.85								
118908		317 AMERICAN WELDING & GAS, INC.	518.67								
1	0010195067	06/26/24 GAS	518.67			1000		455000	433		101000
		Total for Vendor:	518.67								
118738	112764S	999999 AMY REDEKOPP	300.00								
		Tree Planting Permit - 5118 11th St W									
1	06/13/24	Tree - 5118 11th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118885		4145 ANDERSONS SHOE AND TARP REPAIR	315.00								
1	604427	06/20/24 Repair Turn out Gear	315.00			2060		415200	427		101000
		Total for Vendor:	315.00								
118822		4031 ANNIE FELTMAN	454.26								
1	06/22/24	travel reimb	454.26			1000		421000	340		101000
		Total for Vendor:	454.26								
118705	112766S	3511 ASPEN MILLS	1,317.82								
1	333619	05/30/24 L Leinen class A/new hire	283.50			2060		415200	422		101000
2	333620	05/30/24 M Ashland class A/new hire	188.85			2060		415200	422		101000
3	333621	05/30/24 T Matelski class A/new hire	237.35			2060		415200	422		101000
4	333622	05/30/24 M Wunderlich class A/new hire	283.50			2060		415200	422		101000
5	333623	05/30/24 T Ebeling class A/new hire	324.62			2060		415200	422		101000
		Total for Vendor:	1,317.82								
118942		22 ASPLIN EXCAVATING	2,156.07								
1	241191	06/10/24 CLASS 5	2,156.07			6020		450000	438		101000
		Total for Vendor:	2,156.07								
118695	-99120E	4672 ASURE PAYROLL TAX MANAGEMENT	229,969.22								
		06/14/24 payroll									
1	06/14/24	Social Security	108,320.52			1000		212501			101000
2	06/14/24	Medicare	25,332.74			1000		212502			101000
3	06/14/24	Federal Income Tax	87,932.96			1000		212503			101000

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4	06/14/24	ND State Tax	4,220.00			1000	212504		101000
5	06/14/24	MN State Tax	4,163.00			1000	212505		101000
Total for Vendor:			229,969.22						
118815		2931 AUTO VALUE PARTS STORES	751.51						
1	99280166	06/12/24 NYLON VERTICAL LIFT	71.20			1000	430000	432	101000
2	99280232	06/12/24 7037 AIR FILTER	9.76			6025	450000	427	101000
3	99281152	06/18/24 7037 AIR FILTER	9.76			6025	450000	427	101000
4	99280075	06/12/24 GRAY PRIMER - WA	73.94			6020	450000	427	101000
5	99280075	06/12/24 GRAY PRIMER - SW	73.94			6025	450000	427	101000
6	99281149	06/18/24 FILTERS	3.26			1000	421000	427	101000
7	99281156	06/18/24 FILTERS	104.77			6025	450000	427	101000
8	99281587	06/19/24 3019 OIL FARM	6.66			1000	430000	427	101000
9	99281159	06/18/24 FILTERS	6.52			1000	455000	427	101000
10	99280086	06/12/24 GRAY PRIMER - WA	105.92			6020	450000	427	101000
11	99280086	06/12/24 GRAY PRIMER - SW	105.92			6025	450000	427	101000
12	99281161	06/18/24 FILTERS	106.15			6010	450200	427	101000
13	99279833	06/11/24 FILTERS	22.79			1000	421000	427	101000
14	99281150	06/18/24 FILTERS	3.26			6020	450000	427	101000
15	99279838	06/11/24 FILTERS	15.68			6025	450000	427	101000
16	99281736	06/20/24 3 1/2 GALVANIZED	31.98			1000	455000	433	101000
118906		2931 AUTO VALUE PARTS STORES	144.12						
1	99281748	06/20/24 HD OIL FARM	6.66			1000	430000	427	101000
2	99282474	06/25/24 FILTERS/HD OIL FARM	28.60			1000	430000	427	101000
3	99282477	06/25/24 FILTERS	16.17			1000	455000	427	101000
4	99282475	06/25/24 HD OIL FLEET	28.19			6010	450200	427	101000
5	99282358	06/24/24 WTPF RELAY	31.98			6020	450000	427	101000
6	99281256	06/18/24 KIT/ORING	8.89			1000	421000	427	101000
7	99282472	06/25/24 FILTERS	20.37			1000	421000	427	101000
8	99282478	06/25/24 FILTERS	3.26			1000	415000	427	101000
118994		2931 AUTO VALUE PARTS STORES	166.68						
1	99281734	06/20/24 STRAIGHT HEATER HOSE	83.50			1000	455000	433	101000
2	99280994	06/17/24 SERVICE CAP	20.94			1000	455000	433	101000
3	99281153	06/18/24 FILTERS	24.13			1000	430000	427	101000
4	99278511	06/04/24 HD AIR CONSTRUCTION	38.11			6025	450000	427	101000
Total for Vendor:			1,062.31						

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118859		1069 BAKER GARDEN & GIFT	329.97								
1	1908190	06/26/24 TREES	329.97			2210		428000	446		101000
		Total for Vendor:	329.97								
118938		4867 BATEMAN TREE & LAWN CARE	7,555.10								
1	479	06/26/24 RAISE PRUNING PROJECT - AREA 1	7,555.10			2210		428000	307		101000
		Total for Vendor:	7,555.10								
118706	112769S	3149 BEE SEEN GEAR	542.00								
1	64641	06/04/24 Sew Patches/Bike Shirts	360.00			2060		415200	422		101000
2	64618	06/06/24 Patch over Embroidery	16.00			2060		415200	422		101000
3	64726	06/11/24 Sew patches on Hi-Viz	166.00			2060		415200	422		101000
		Total for Vendor:	542.00								
118772		36 BERT'S TRUCK EQUIPMENT	2,790.03								
1	104846	06/24/24 #3103 VIBRATOR ATTACHMENT/INST	2,790.03			1000		430000	870		101000
118910		36 BERT'S TRUCK EQUIPMENT	89.80								
1	100718	06/18/24 3061 CABLE	89.80			1000		430000	427		101000
		Total for Vendor:	2,879.83								
118936		1127 BIRSCHBACH EQUIPMENT & SUPPLY	1,098.00								
1	089027	06/18/24 2X5 YELLOW ADA RAMPS	1,098.00			4095		480000	670		101000
		Total for Vendor:	1,098.00								
118998		4043 BIGDOG AUTOGLASS	225.00								
1	3892033	06/27/24 3035 WINDSHIELD	225.00			1000		430000	427		101000
		Total for Vendor:	225.00								
118940		999999 BILL NAASZ CONTRACTING, LLC	10,904.00								
1	1108	06/13/24 BRICK REPAIR	7,154.00			2960		411900	416		101000
2	1107	06/13/24 BRICK REPAIR	3,750.00			2960		411900	416		101000
		Total for Vendor:	10,904.00								

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118968		1389 BNSF RAILWAY COMPANY	354.35						
1	90269684	06/25/24 Project 2265	354.35			4793 480000	313		101000
		Total for Vendor:	354.35						
118970		3489 BOLTON & MENK, INC	35,952.00						
1	0338959	06/24/24 Project 2279	35,952.00			4802 480000	313		101000
118971		3489 BOLTON & MENK, INC	1,666.00						
1	0338958	06/24/24 CE0025 Traffic Signal Operati	1,666.00			1000 430000	487		101000
		Total for Vendor:	37,618.00						
118866		26 BORDER STATES INDUSTRIES INC	1,157.30						
1	928530427	06/13/24 UNSE RHH RHW 12 BLK	1,157.30			1000 430002	392		101000
118995		26 BORDER STATES INDUSTRIES INC	646.79						
1	928480902	06/05/24 FLUKE 376 FC	646.79			1000 430002	432		101000
		Total for Vendor:	1,804.09						
118707	112770S	3512 BOUND TREE MEDICAL, LLC	1,290.78						
1	85361403	05/28/24 Medical Supplies	25.79			2060 415200	500		101000
2	85363375	05/29/24 Medical Supplies	101.99			2060 415200	500		101000
3	85363376	05/29/24 Medical Supplies	770.10			2060 415200	500		101000
4	85365057	05/30/24 Medical Supplies	392.90			2060 415200	500		101000
118886		3512 BOUND TREE MEDICAL, LLC	389.16						
1	85368944	06/03/24 Medical Supplies	76.93			2060 415200	500		101000
2	85368945	06/03/24 Medical Suplies	268.81			2060 415200	500		101000
3	85388079	06/19/24 Medical Supplies	43.42			2060 415200	500		101000
		Total for Vendor:	1,679.94						
118697	112771S	3758 BRANDON GAUGLER	353.00						
		IAFC Hazmat conference TMW							
1	2024 IAFC	06/12/24 B Gaugler IAFC Per diem	353.00			2060 415200	340		101000

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118888		3758 BRANDON GAUGLER	16.97								
		Receipt missed from per dium paid for Hazlmat class. TMW									
1	2024 06/19/24	Uber receipt	16.97			2060		415200	340		101000
		Total for Vendor:	369.97								
118743		112772S 999999 BRANT FLEMMER	300.00								
		Tree Planting Permit - 5783 Deb Drive W									
1	06/13/24	Tree - 5783 Deb Dr W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118865		3374 BREANNA GRONAAS	45.00								
		CHAINSAW SAFETY COURSE - MANDAN, ND									
1	06/24/24	TRAVEL REIMBURSEMENT	45.00			2210		428000	340		101000
		Total for Vendor:	45.00								
119012		652 BRENCO CORPORATION	98.00								
1	0149958 06/13/24	SRM 31 BATTERY	98.00			6010		450200	420		101000
		Total for Vendor:	98.00								
118837		351 BUSINESS ESSENTIALS	2,525.86								
1	0E6405421 06/17/24	proj #12 pr items	2,160.00			1000		421000	375	12	101000
2	W013008142 06/13/24	pens	74.70			1000		421000	410		101000
3	W013008141 06/11/24	paper & supplies	291.16			1000		421000	410		101000
118935		351 BUSINESS ESSENTIALS	108.15								
1	1302682 06/25/24	OFFICE SUPPLIES	108.15			6025		450000	410		101000
118969		351 BUSINESS ESSENTIALS	6,904.54								
1	W013017131 06/17/24	PAPER;ADDRESS LABELS;MARKE	202.78			7000		411600	410		101000
2	FRFQ7661 06/19/24	NEW DESK & LABOR	3,169.58			7000		411600	641		101000
3	FRFQ7681 06/17/24	WALL INSTALLATION	3,532.18			7000		411600	641		101000
		Total for Vendor:	9,538.55								

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118911		39 BUTLER MACHINERY	100.52						
1	PS0640354	06/14/24 4008 HARDWARE	8.30			6010 450200	427		101000
2	PS0640546	06/18/24 HYDO ADV	92.22			4387 480000	424		101000
119019		39 BUTLER MACHINERY	2,721.72						
1	W00271461	06/25/24 7709 PM2/FILTERS	2,721.72			4387 480000	427		101000
		Total for Vendor:	2,822.24						
118709	112777S	4788 CAMELOT CLEANERS	51.48						
1	24124-477	05/07/24 K Karls class A cleaned	20.99			2060 415200	422		101000
2	24124-489	05/07/24 C McCann class A cleaned	30.49			2060 415200	422		101000
		Total for Vendor:	51.48						
118710	112778S	4508 CARE RESOURCE CONNECTION	3,000.00						
1	2950	06/01/24 FD June--June 30	3,000.00			2060 415200	307		101000
		Total for Vendor:	3,000.00						
118828		1355 CASS COUNTY GOVERNMENT	2,735.95						
1	10983	06/14/24 may 2024 jail medical	15.95			1000 421000	398		101000
2	10976	06/14/24 may 2024 jail housing	2,550.00			1000 421000	398		101000
3	10977	06/14/24 may 2024 jail intox	170.00			1000 421000	398		101000
119006		1355 CASS COUNTY GOVERNMENT	14,178.60						
1	010947	06/07/24 VECTOR CONTROL APR15-MAY31	14,178.60			2200 427500	395		101000
		Total for Vendor:	16,914.55						
118788		46 CASS RURAL WATER USERS	33.23						
1	6482	June 06/25/24 6482 - WF Airport Water	33.23			7050 500000	420		101000
		Total for Vendor:	33.23						
118927		2909 CC STEEL LLC	159,540.15						
1	22671	06/24/24 Project #1342	159,540.15			4002 480000	670		101000
		Total for Vendor:	159,540.15						

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118708	112781S	1512 CDW GOVERNMENT, INC	89.06								
1	RP02241	05/31/24 J Neeb/Renewal Acrobat Pro	89.06			2060		415200	497		101000
118887		1512 CDW GOVERNMENT, INC	89.07								
1	RV23076	06/14/24 K Frost Acrobat Pro	89.07			2060		415200	497		101000
		Total for Vendor:	178.13								
118753		1777 CENTURY LINK	76.34								
1	June 24	06/07/24 WF Airport	76.34			7050		500000	356		101000
118835		1777 CENTURY LINK	215.28								
1	06/01/24	june 2024 police siren	215.28			1000		421000	356		101000
		Total for Vendor:	291.62								
119010		4868 CHELSEY MOSS	1,474.45								
		RUBICON CONFERENCE - NEW YORK, NY									
1	06/19/24	TRAVEL REIMBURSEMENT	1,474.45			6010		450200	340		101000
		Total for Vendor:	1,474.45								
118776		111 CITY OF FARGO	32,206.52								
1	462240	06/12/24 Para Rides Rt 20 & 24 - May 24	32,206.52			1000		415000	376		101000
118779		111 CITY OF FARGO	944.00								
1	461862	06/05/24 CRS-2 100 GAL	296.00			1000		430000	722		101000
2	461861	06/05/24 WATER TESTING	560.00			6020		450000	335		101000
3	462242	06/12/24 WATER TESTING	88.00			6025		450000	335		101000
118890		111 CITY OF FARGO	31,616.72								
1	462239	06/12/24 LANDFILL FEES	31,616.72			6010		450200	355		101000
118920		111 CITY OF FARGO	740.00								
1	462550	06/19/24 CRS-2	740.00			1000		430000	722		101000

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118933		111 CITY OF FARGO	60,237.14								
1	462549	06/19/24 LANDFILL FEES	28,135.80			6010		450200	355		101000
2	461860	06/05/24 LANDFILL FEES	32,101.34			6010		450200	355		101000
118943		111 CITY OF FARGO	1,465.20								
1	462241	06/12/24 CRS-2	1,465.20			1000		430000	722		101000
		Total for Vendor:	127,209.58								
119022		3167 City of West Fargo	75.56								
1	JUNE 06/24/24	Airport Dumpster - 02066-00	75.56			7050		500000	420		101000
		Total for Vendor:	75.56								
118824		3021 CIVICPLUS LLC	158.00								
1	307418	06/24/24 SSL Setup	158.00			1000		416200	497		101000
		Total for Vendor:	158.00								
118763		1338 CLARK'S EXCAVATING & SEPTIC	275.00								
1	2897	06/17/24 Pump Holding Tank - Airport	275.00			7050		500000	420		101000
		Total for Vendor:	275.00								
118928		72 CLASSIC FLORAL	75.00								
1	138059	06/23/24 GAIL MAZKE FLOWERS	75.00			1000		450000	490		101000
		Total for Vendor:	75.00								
118833		2482 CODY BEILKE	242.00								
1	06/22/24	meal reimb	242.00			1000		421000	340		101000
119016		2482 CODY BEILKE	71.00								
1	06/27/24	travel reimb	71.00			1000		421000	340		101000
		Total for Vendor:	313.00								
118691	112787S	5293 COLUMN SOFTWARE PBC	34.96								
1	1442-0032	06/13/24 General Public Notice	34.96			1000		418000	668		101000

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118766		5293 COLUMN SOFTWARE PBC	139.84								
1	1442-0033	06/20/24 General Public Notice	47.12			1000		418000	668		101000
2	1442-0034	06/20/24 General Public Notice	47.12			1000		418000	668		101000
3	1442-0035	06/20/24 General Public Notice	45.60			1000		418000	668		101000
		Total for Vendor:	174.80								
118889		4832 CONNECT INTERIORS	1,153.94								
		2nd payment for Office Coord. office set-up. TMW									
1	67403	06/13/24 final for set up for office co	1,153.94			2060		415200	641		101000
		Total for Vendor:	1,153.94								
118711	112788S	229 CONSOLIDATED COMMUNICATIONS	121.48								
1	9536/0	06/01/24 FD May Telephone Svcs	121.48			2060		415200	356		101000
		Total for Vendor:	121.48								
118780		4108 CONSOLIDATED ELECTRICAL	96.02								
1	3481058798	06/21/24 VFW PLAZA - FILAMENT BULBS	120.00			2310		452120	420		101000
2		06/25/24 ACCT CREDIT	-23.98			4796		480000	670		101000
		Total for Vendor:	96.02								
118852		5412 CONTINENTAL UTILITY SOLUTIONS	42,700.00								
		One-time implementation fee									
1	U36372	06/12/24 New Utility Billing software	42,700.00			1001		450000	497		101000
		Total for Vendor:	42,700.00								
118777		3245 CORE & MAIN	203.45								
1	V073107	06/13/24 CTS S/S INSERT	10.45			6020		450000	438		101000
2	V069758	06/13/24 MUNICIPEX PIPE BLUE	193.00			6020		450000	438		101000
118860		3245 CORE & MAIN	131.81								
1	V111554	06/20/24 TYPE C GRATE	435.81			6025		450000	437		101000
2	N861038	ACCT CREDIT	-300.00			6020		450000	438		101000
3	Q326778	ACCT CREDIT	-4.00			6025		450000	437		101000

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118937		3245 CORE & MAIN	1,578.99								
1	V147635	06/26/24 4" RING/TYP C GRATE	1,578.99			6025		450000	437		101000
		Total for Vendor:	1,914.25								
118818		2403 CRAIG DANIELSON	529.55								
1	06/22/24	travel reimb	529.55			1000		421000	340		101000
		Total for Vendor:	529.55								
118891		3500 CUMMINS SALES AND SERVICE	2,019.02								
1	EB-1786	04/01/24 Statement Cr. 04/01/24	-1,392.00			2060		415200	427		101000
2	E8-1786	05/21/24 L-75 Faulty codes	3,411.02			2060		415200	427		101000
		Total for Vendor:	2,019.02								
118963		4457 CWD CASH-WA DISTRIBUTING	234.24								
1	5541110	06/28/24 #12 ice cream	234.24			2529		421000	375	12	101000
		Total for Vendor:	234.24								
118746	112794S	5319 DAKOTA CHILDREN'S ADVOCACY	597.19								
1	246900	05/31/24 FD May RST and Wellness Visits	597.19			2060		415200	996		101000
		Total for Vendor:	597.19								
119001		1675 DAKOTA FLUID POWER, INC	160.36								
1	7217478	06/17/24 HARDWARE	160.36			6010		450200	427		101000
		Total for Vendor:	160.36								
119039		79 DAKOTA HOSE & EQUIP	240.03								
1	3201938	06/11/24 HARDWARE	140.95			6020		450000	432		101000
2	3202765	06/25/24 HARDWARE	99.08			6020		450000	432		101000
		Total for Vendor:	240.03								
118700	112796S	624 DAKOTA SUPPLY GROUP	99.49								
		City Electrictions repairing new FD HQ. TW									
1	s103798071	06/10/24 FD HQ Thermostat Repair	99.49			2060		415200	494		101000

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118965		624 DAKOTA SUPPLY GROUP	113.95								
1	s103843565	06/26/24 Elec Work HQ by City Elec.	113.95			2060		415200	494		101000
		Total for Vendor:	213.44								
118879		5414 DALLAS HEIZELMAN	45.00								
	CHAINSaw SAFETY COURSE - BISMARCK, ND										
1	06/24/24	TRAVEL REIMBURSEMENT	45.00			1000		430000	340		101000
		Total for Vendor:	45.00								
118699	112798S	3567 DAN FULLER	1,558.49								
	Missouri River Fire Chiefs Conference TMW										
1	2024 06/11/24	D Fuller Airfare Reimbursement	568.60			2060		415200	340		101000
2	2024 06/10/24	D Fuller Per diem, car rental	989.89			2060		415200	340		101000
		Total for Vendor:	1,558.49								
118831		856 DAVE'S WEST FARGO TIRE	36.71								
1	06/24/24	tire repair #1196	36.71			1000		421000	427		101000
118955		856 DAVE'S WEST FARGO TIRE	245.80								
1	126520 06/20/24	1176 TIRE REPAIR	245.80			1000		421000	427		101000
		Total for Vendor:	282.51								
119049		2100 EAGLE RUN CROSSING	821.30								
1	8569 06/08/24	407 DIESEL	85.40			6010		450200	424		101000
2	4831 06/19/24	3102 UNLEADED	98.12			1000		430000	424		101000
3	1921 06/18/24	4000 DIESEL	80.31			6010		450200	424		101000
4	2419 06/12/24	5419 DIESEL	26.80			1000		430001	424		101000
5	7325 06/27/24	349 DIESEL	45.53			1000		430001	424		101000
6	7221 06/26/24	3065 UNLEADED	50.44			1000		430001	424		101000
7	4457 06/26/24	3066 UNLEADED	25.38			1000		430001	424		101000
8	6921 06/25/24	3068 UNLEADED	57.08			1000		430001	424		101000
9	6758 06/25/24	3066 UNLEADED	18.93			1000		430001	424		101000
10	3775 06/24/24	3065 UNLEADED	42.65			1000		430001	424		101000
11	2263 06/19/24	5400 DIESEL	33.57			1000		430001	424		101000
12	2246 06/19/24	3066 UNLEADED	26.17			1000		430001	424		101000
13	2330 06/19/24	3065 UNLEADED	49.77			1000		430001	424		101000

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14	2551 06/12/24	3065/3069 UNLEADED	42.37			1000 430001	424		101000
15	2830 06/13/24	RW UNLEADED	88.85			1000 430001	424		101000
16	9939 06/12/24	3065 UNLEADED	49.93			1000 430001	424		101000
		Total for Vendor:	821.30						
118844		5354 ENERGY TECH SYSTEMS	312.50						
1	34428 05/09/24	evidence room	312.50			1000 421000	365		101000
		Total for Vendor:	312.50						
118814		4573 ESSENTIA HEALTH	55.00						
1	02/29/24	DOT random consortium fee	55.00			1000 450000	387		101000
	0724.3010.2049.01								
		Total for Vendor:	55.00						
118803		1851 F/S MANUFACTURING	70.56						
1	157983 06/17/24	SPRAYER PARTS	70.56			1000 430001	427		101000
118915		1851 F/S MANUFACTURING	120.54						
1	158272 06/25/24	5402 FITTINGS	120.54			1000 430001	427		101000
119043		1851 F/S MANUFACTURING	11.06						
1	158005 06/18/24	CAP/WASHER	11.06			1000 430001	427		101000
		Total for Vendor:	202.16						
119036		3344 FACTORY MOTOR PARTS	216.75						
1	371215013 06/25/24	1192 ROTORS/PADS	216.75			1000 421000	427		101000
		Total for Vendor:	216.75						
118973		5117 FARGO ELECTRIC CONSTRUCTION	176,882.44						
1	Pay App 3 06/17/24	Imp Dist 2273	176,882.44			4015 480000	670		101000
		Total for Vendor:	176,882.44						
118819		660 FARGO FREIGHTLINER	134.36						
1	X101151561 06/13/24	415 FILTER KIT	134.36			6010 450200	427		101000
		Total for Vendor:	134.36						

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119037		979 FARGO LINE-X	850.00						
1	29818	06/26/24 4202 LINEX	850.00			6010 450200	870		101000
119046		979 FARGO LINE-X	150.00						
1	29715	06/11/26 6018 FRONT FLAP	75.00			2210 428000	427		101000
2	5007	FRONT FLAP	75.00			1000 455000	427		101000
		Total for Vendor:	1,000.00						
118917		1648 FARSTAD OIL, INC	627.38						
1	109015	06/13/24 RIDGELINE DEF	298.99			6010 450200	424		101000
2	126368	06/25/24 RIDGELINE DEF	328.39			6020 450000	424		101000
		Total for Vendor:	627.38						
119030		124 FASTENAL	5.30						
1	301115	06/21/24 M4X12 SHCS	5.30			6025 450000	825		101000
		Total for Vendor:	5.30						
118839		2098 FBI-LEEDA	350.00						
1	200107384	06/12/24 reg. nobles	350.00			1000 421000	340		101000
		Total for Vendor:	350.00						
118816		151 FEDERAL EXPRESS	14.69						
1	853500566	06/19/24 pkg mailed	7.32			1000 421000	661		101000
2	852793749	06/12/24 pkg mailed	7.37			1000 421000	661		101000
		Total for Vendor:	14.69						
118713	112813S	5164 FIRE & POLICE SELECTION, INC	5,950.00						
1	21710	06/11/24 2nd 1/2 of PAT Study	5,950.00			2060 415200	307		101000
		Total for Vendor:	5,950.00						
118843		1812 FIRESTONE	1,488.82						
1	744077	05/31/24 tires	1,488.82			1000 421000	427		101000
		Total for Vendor:	1,488.82						

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118838		3347 FIRST INTERNATIONAL INSURANCE	116.00								
1	483061	06/17/24 truck vaults #1216	232.00			1000		421000	321		101000
2	483061	06/17/24 truck vaults #1190	232.00			1000		421000	321		101000
3	480096	06/13/24 credit applied	-348.00			1000		421000	321		101000
		Total for Vendor:	116.00								
118966		5324 FLUID INTERIORS, LLC	1,760.89								
1	552-1	06/25/24 ZODY CHAIR FOR SERVICE DESK	1,760.89			7000		411600	641		101000
		Total for Vendor:	1,760.89								
118919		1593 FRONTIER PRECISION, INC	351.24								
1	303246	06/25/24 R2 BATTERY DOOR ASSY	351.24			1000		430000	432		101000
		Total for Vendor:	351.24								
118714	112816S	155 GALLS, LLC	791.13								
1	027928166	05/13/24 Return Class A Shoes	-223.59			2060		415200	422		101000
2	027933266	05/14/24 A Puhr Shirt	30.73			2060		415200	422		101000
3	027934217	05/14/24 D Underhill Pants	68.62			2060		415200	422		101000
4	027935533	05/14/24 M Obach Pants	34.31			2060		415200	422		101000
5	028041319	05/24/24 B Temp Boots	193.30			2060		415200	422		101000
6	02805964	05/28/24 Soft Patches/Hi Viz name tag	47.84			2060		415200	422		101000
7	028058949	05/28/24 M Ashland New Hire hi-viz	306.75			2060		415200	422		101000
8	028096986	05/31/24 Wagner Shirt	28.90			2060		415200	422		101000
9	028096986	05/31/24 E Menge Pants	59.81			2060		415200	422		101000
10	028108245	06/01/24 M Wunderlich-new hire boots	244.46			2060		415200	422		101000
118799		155 GALLS, LLC	179.71								
1	06/21/24	shirt for beilke	81.74			1000		421000	422		101000
2	06/21/24	shirt for faltersack	97.97			1000		421000	422		101000
118829		155 GALLS, LLC	1,263.19								
1	028180979	06/10/24 pants for jorgensen	82.99			1000		421000	422		101000
2	028256900	06/17/24 service stars	441.45			1000		421000	422		101000
3	028223086	06/13/24 shirt for skwiera	85.23			1000		421000	422		101000
4	028199825	06/11/24 new officer badges	776.90			1000		421000	422		101000
5	028232914	06/14/24 new cso wirtzfeld	163.72			1000		421000	422		101000

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6	028232912	06/14/24 new cso saye	81.86			1000		421000	422		101000
7	OR 2617628	03/25/24 credit	-206.96			1000		421000	422		101000
8	027153215	02/21/24 credit	-162.00			1000		421000	422		101000
118869		155 GALLS, LLC	256.06								
1	028316171	06/24/24 equip for williams	166.94			1000		421000	422		101000
2	028300320	06/21/24 shirt for faltersack	89.12			1000		421000	422		101000
118893		155 GALLS, LLC	5,104.44								
1	028150543	06/06/24 31 pair Bike Shorts-EMT	1,604.70			2060		415200	422		101000
2	028150543	06/06/24 A Thieschafer Boots	127.50			2060		415200	422		101000
3	02815054	06/06/24 A Essler Jobshirt	79.18			2060		415200	422		101000
4	028195464	06/11/24 E Menge pants	120.60			2060		415200	422		101000
5	028205578	06/12/24 T Matelski New Hire	137.65			2060		415200	422		101000
6	028211039	06/12/24 N Sahr New Hire	17.99			2060		415200	422		101000
7	028218363	06/13/24 R Dirk Jobshirt-polos	216.83			2060		415200	422		101000
8	028218363	06/13/24 L Nesvold	76.02			2060		415200	422		101000
9	028218464	06/13/24 T Clark polo shirt	66.63			2060		415200	422		101000
10	028224638	06/13/24 N Suhr New Hire	306.75			2060		415200	422		101000
11	028218456	06/13/24 N Wavra 3 polos	208.67			2060		415200	422		101000
12	028231576	06/14/24 M Ashland New Hire	345.70			2060		415200	422		101000
13	028231563	06/14/24 T Ebeling New Hire	337.54			2060		415200	422		101000
14	028231562	06/14/24 M Wunderlich New Hire	266.52			2060		415200	422		101000
15	02823150	06/14/24 L Pettinger New Hire	79.18			2060		415200	422		101000
16	028231513	06/14/24 T Matell New HIew	79.18			2060		415200	422		101000
17	028231513	06/14/24 R Gregerson New hire	79.18			2060		415200	422		101000
18	028231513	06/14/24 L Leinen New HIre	79.18			2060		415200	422		101000
19	028231513	06/14/24 D Anderson New Hire	79.18			2060		415200	422		101000
20	028231513	06/14/24 M Wunderlich New HIre	79.18			2060		415200	422		101000
21	028231513	06/14/24 T Ebeling New Hire	84.18			2060		415200	422		101000
22	028261189	06/18/24 B Gaugler Jobshirt	79.18			2060		415200	422		101000
23	028261189	06/18/24 B Herbst Jobshirt	79.18			2060		415200	422		101000
24	028261189	06/18/24 J Johnson Jobshirt	79.18			2060		415200	422		101000
25	028261189	06/18/24 B Gaugler polo	70.94			2060		415200	422		101000
26	028261189	06/18/24 J Johnson polos	66.63			2060		415200	422		101000
27	028261587	06/18/24 T Matelski New Hire	199.89			2060		415200	422		101000
28	028262793	06/18/24 Wagner Puhr polos	66.95			2060		415200	422		101000

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29	028264503	06/18/24 S Roth polo	51.95			2060	415200	422	101000
30	028170660	06/07/24 D Underhill-return pants	-68.00			2060	415200	422	101000
31	028169698	06/07/24 Shipping label-D Underhill	7.00			2060	415200	422	101000
		Total for Vendor:	7,594.53						
118954		2558 GOODYEAR COMMERCIAL TIRE	262.27						
1	1301091206	06/06/24 4201 TIRE	262.27			6010	450200	427	101000
119002		2558 GOODYEAR COMMERCIAL TIRE	807.23						
1	1301091297	06/20/24 415 TIRE REPAIR	253.77			6010	450200	427	101000
2	1301091296	06/20/24 4100 TIRE REPAIR	553.46			6010	450200	427	101000
		Total for Vendor:	1,069.50						
119014		556 GRAINGER, INC.	297.03						
1	9164038276	06/26/24 PIPE	297.03			6025	450000	826	101000
		Total for Vendor:	297.03						
118715	112819S	3534 GRAND FORKS FIRE EQUIPMENT LLC	821.26						
1	41041	05/31/24 Cleaning Solution	228.00			2060	415200	500	101000
2	41044	06/02/24 M Ashland new hire boots	593.26			2060	415200	641	101000
		Total for Vendor:	821.26						
118748	112820S	3208 GTL Management LLC	410.70						
		Graduation Night for FD Citizens Academy. TMW Added Gratuity.							
1	3257	06/12/24 FD Citizens Academy/Gratuity	410.70			2060	415200	375	101000
		Total for Vendor:	410.70						
118930		135 HAWKINS WTR TREATMENT	10,028.50						
1	6792686	06/25/24 AQUAHAWK	10,028.50			6025	450000	423	101000
		Total for Vendor:	10,028.50						
118806		180 HAZERS	851.00						
1	1540	06/11/24 APPLIANCE DISPOSAL	851.00			6010	450200	357	101000
		Total for Vendor:	851.00						

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118977		5096 HDR ENGINEERING INC.	3,746.06						
1	1200629834	06/24/24 Project 6060	3,746.06			4098 480000	313		101000
		Total for Vendor:	3,746.06						
118784		2820 HIGH POINT NETWORKS	17,288.95						
1	250182	05/28/24 WEX fit-up	108.00			2970 480000	653		101000
2	250584	06/06/24 Lights Cameras Project	8,991.00			2533 452130	484		101000
3	250593	06/06/24 WEX fit-up	7,857.00			2970 480000	653		101000
4	250622	06/13/24 Finance Charge	332.95			1000 414104	740		101000
118992		2820 HIGH POINT NETWORKS	1,214.00						
1	252118	06/27/24 Axis - Additional Camera for W	1,214.00			2970 480000	653		101000
		Total for Vendor:	18,502.95						
118800		358 HUBERT OYE-SONS CONST.	364.32						
1	1212063	06/20/24 HOT MIX ASPHALT	364.32			1000 430000	722		101000
118868		358 HUBERT OYE-SONS CONST.	4,932.50						
1	1212067	06/21/24 CONTAMINATED H2O - PETRO LINE	4,932.50			6025 450000	437		101000
118929		358 HUBERT OYE-SONS CONST.	2,564.96						
1	1212056	06/13/24 HOT MIX ASPHALT	2,564.96			6025 450000	437		101000
118944		358 HUBERT OYE-SONS CONST.	1,306.80						
1	1212068	06/21/24 SANDY LOAM TOPSOIL	1,306.80			1000 430000	358		101000
		Total for Vendor:	9,168.58						
118718	112826S	3058 IAAI	128.00						
1	108518	05/30/24 D Underhill 2024 Membership	128.00			2060 415200	667		101000
		Total for Vendor:	128.00						
118961		3807 IAFC	2,097.00						
		IAFC Conference-Dallas TX FR124 Ref#39790238							
1	39790238	06/17/24 FR124 T Clark Ref#39790238	699.00			2060 415200	340		101000
2	39790238	06/17/24 FR124 D Sprecher Ref#3970465	699.00			2060 415200	340		101000
3	39790238	06/17/24 FR124 K Frost Ref#3970592	699.00			2060 415200	340		101000
		Total for Vendor:	2,097.00						

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118787		687 INFORMATION TECHNOLOGY DEPT	997.00								
1	0120248493	01/31/24 Jan WAN/Fiber/VPN	997.00			1000		414104	497		101000
118796		687 INFORMATION TECHNOLOGY DEPT	655.00								
1	0420248493	04/30/24 April WAN/Fiber/VPN	655.00			1000		414104	497		101000
		Total for Vendor:	1,652.00								
118982		4592 INGRAM LIBRARY SERVICES	635.81								
1	82370607	06/14/24 BOOKS	15.34			7000		411600	662		101000
2	82370608	06/14/24 BOOKS	21.80			7000		411600	662		101000
3	82370609	06/14/24 BOOKS	15.26			7000		411600	662		101000
4	82370610	06/14/24 BOOKS	14.00			7000		411600	662		101000
5	82370611	06/14/24 BOOKS	14.79			7000		411600	662		101000
6	82370612	06/14/24 BOOKS	14.64			7000		411600	662		101000
7	82370613	06/14/24 BOOKS	12.90			7000		411600	662		101000
8	82350865	06/13/24 BOOKS	58.93			7000		411600	662		101000
9	82350866	06/13/24 BOOKS	18.79			7000		411600	662		101000
10	82350867	06/13/24 BOOKS	12.40			7000		411600	662		101000
11	82350868	06/13/24 BOOKS	13.55			7000		411600	662		101000
12	82350869	06/13/24 BOOKS	12.91			7000		411600	662		101000
13	82350870	06/13/24 BOOKS	18.54			7000		411600	662		101000
14	82350871	06/13/24 BOOKS	15.52			7000		411600	662		101000
15	82350872	06/13/24 BOOKS	14.43			7000		411600	662		101000
16	82350873	06/13/24 BOOKS	20.13			7000		411600	662		101000
17	82392873	06/17/24 BOOKS	18.37			7000		411600	662		101000
18	82392874	06/17/24 BOOKS	12.92			7000		411600	662		101000
19	82392875	06/17/24 BOOKS	15.06			7000		411600	662		101000
20	82392876	06/17/24 BOOKS	11.01			7000		411600	662		101000
21	82392877	06/17/24 BOOKS	51.16			7000		411600	662		101000
22	82392878	06/17/24 BOOKS	14.74			7000		411600	662		101000
23	82451597	06/21/24 BOOKS	13.19			7000		411600	662		101000
24	82451596	06/21/24 BOOKS	13.80			7000		411600	662		101000
25	82451595	06/21/24 BOOKS	19.64			7000		411600	662		101000
26	82451594	06/21/24 BOOKS	39.96			7000		411600	662		101000
27	82451593	06/21/24 BOOKS	34.90			7000		411600	662		101000
28	82436212	06/20/24 BOOKS	24.35			7000		411600	662		101000

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29	82436213	06/20/24 BOOKS	11.88			7000		411600	662		101000
30	82436214	06/20/24 BOOKS	60.90			7000		411600	662		101000
		Total for Vendor:	635.81								
118902		211 INTERSTATE BATTERIES	119.69								
1	801040542	06/21/24 SA34 BATTERY	119.69			6025		450000	825		101000
		Total for Vendor:	119.69								
118773		5299 IRON VALLEY EQUIPMENT	21,370.00								
1	2309	05/24/24 #5007 SERVICE BODY INSTALL	21,370.00			1000		455000	610		101000
		Total for Vendor:	21,370.00								
118863		233 J & L SPORTS	420.34								
1	32863	06/25/24 CLOTHING	69.98			6025		450000	422		101000
2		CLOTHING	166.89			1000		450000	422		101000
3		CLOTHING	53.00			6010		450200	422		101000
4		CLOTHING	130.47			1000		455000	422		101000
		Total for Vendor:	420.34								
119035		1765 J.J. KELLER & ASSOC, INC	25.00								
1	9109123437	06/01/24 CDL TRAINING	25.00			1000		450000	497		101000
		Total for Vendor:	25.00								
118832		811 JASON ANDERSON	242.00								
1		06/22/24 meal reimb	242.00			1000		421000	340		101000
		Total for Vendor:	242.00								
118836		794 JASON DURA	9.99								
1		06/13/24 honor guard uniform cleaned	9.99			1000		421000	422		101000
118958		794 JASON DURA	23.00								
1		06/26/24 meal reimb	23.00			1000		421000	340		101000
		Total for Vendor:	32.99								

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118740	112835S	999999 JASON ERICKSON	300.00								
		Tree Planting Permit - 2414 Harbor Ln W									
1	06/13/24	Tree - 2414 Harbor Ln W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118733	112836S	999999 JESSICA BARNICK	300.00								
		Tree Planting Permit - 5501 11th St W									
1	06/13/24	Tree - 5501 11th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118692	112837S	3515 JOE JOHNSON	468.16								
		IAFC Hazmat Conference TMW									
1	2024	IAFC 06/12/24 J Johnson IAFC per diem, ub	468.16			2060		415200	340		101000
		Total for Vendor:	468.16								
118747	112839S	3526 JOHN NEEB	34.73								
1	51081D	06/13/24 Supplies for Mika & her b-day	34.73			2060		415200	915		101000
		Total for Vendor:	34.73								
118778		2709 JOHNSON'S/VIGEN'S LAWN SERVICE	400.00								
1	413606	06/11/24 SA - STERILIZATION	300.00			6010		450200	420		101000
2	413592	06/11/24 17TH ST & MAIN - STERILIZATION	100.00			6010		450200	420		101000
118823		2709 JOHNSON'S/VIGEN'S LAWN SERVICE	170.00								
1	414868	06/21/24 abatement 5861 deb dr w	170.00			1000		415000	555		101000
119025		2709 JOHNSON'S/VIGEN'S LAWN SERVICE	85.00								
1	415356	06/27/24 abatement 246 20 st e	85.00			1000		415000	555		101000
		Total for Vendor:	655.00								
118975		4493 JULIE WEST	161.00								
1	2024	06/25/24 Wmns Wknd NFA Per dium	161.00			2060		415200	340		101000
		Total for Vendor:	161.00								

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118808		5405 K&D ELECTRIC LLC	1,019.00						
1	7127	06/21/24 WEX FIT-UP	829.00			2970 480000	653		101000
2	7063	05/24/24 WEX FIT-UP	190.00			2970 480000	653		101000
		Total for Vendor:	1,019.00						
118751	112943S	5407 KAITLYN NEUHARTH	173.84						
		Direct deposit returned by bank due to invalid account number							
1		06/18/24 Payroll 06.14.24	173.84			7000 411600	114		101000
		Total for Vendor:	173.84						
118734	112842S	999999 KALA FRELOT	300.00						
		Tree Planting Permit - 5224 10th St W							
1		06/13/24 Tree - 5224 10th St W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
118807		344 KARL'S AT THE NODAK CENTER	62.98						
1	343250899	06/11/24 J KLUBER PANTS	62.98			6010 450200	422		101000
		Total for Vendor:	62.98						
118693	112846S	3560 KEN MILLER	353.00						
		IAFC Hazmat Conference TMW							
1		2024 IAFC 06/12/24 K Miller IAFC Per diem	353.00			2060 415200	340		101000
		Total for Vendor:	353.00						
118934		2122 KEY CONTRACTING	114,603.40						
1	22269	06/24/24 Project #1346	114,603.40			4024 480000	670		101000
		Total for Vendor:	114,603.40						
118731	112847S	999999 KIMBERLY KURTH	300.00						
		Tree Planting Permit - 966 28th Ave W							
1		06/13/24 Tree - 966 28th Ave W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						

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118967		3501 KNOX	2,360.00								
1	KA300649	06/07/24 New for T-76, Res-Eng 71	2,360.00			2060		415200	610		101000
		Total for Vendor:	2,360.00								
118694	-99121E	4482 KOTAPAY	3,817.82								
	06/14/24 payroll										
1	06/14/24	Child Support	3,817.82			1000		212549			101000
		Total for Vendor:	3,817.82								
118724	112848S	4543 KRAUS-ANDERSON CONSTRUCTION	176,244.39								
1	64558	05/06/24 Fire Headquarters	176,244.39			4795		480000	670		101000
		Total for Vendor:	176,244.39								
118974		5197 LAKEVIEW BOOKS	306.06								
1	BOOKS		306.06			7000		411600	662		101000
		Total for Vendor:	306.06								
118735	112852S	999999 LARRY AUDETTE	300.00								
		Tree Planting Permit - 1220 26th Ave W									
1	06/13/24	Tree - 1220 26th Ave W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118750	112853S	999999 LAURA MEESTER	30.00								
		Our bank lost a check that we received from a resident so she put a stop payment on it. Need to refund resident for the stop payment fee.									
1	06/18/24	Refund stop payment	30.00			1000		414100	740		101000
		Total for Vendor:	30.00								
118907		705 LAWSON PRODUCTS	138.78								
1	9311647970	06/26/24 HARDWARE	138.78			1000		455000	433		101000
		Total for Vendor:	138.78								
118761		2559 LEGEND TECHNICAL SERVICES INC	3,595.00								
1	24A1493-IN	05/31/24 Project 1345	3,595.00			4009		480000	670		101000
		Total for Vendor:	3,595.00								

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118767		4767 LENOVO (UNITED STATES) INC.	786.20						
1	6468362432	06/18/24 5 Docks - Planning	786.20			1000 418000	497		101000
118768		4767 LENOVO (UNITED STATES) INC.	995.89						
1	6468389123	06/20/24 Planning Laptop	995.89			1000 418000	497		101000
118771		4767 LENOVO (UNITED STATES) INC.	399.24						
1	6468389123	06/20/24 2 Monitors & Dock - New CH	399.24			2970 480000	653		101000
118786		4767 LENOVO (UNITED STATES) INC.	434.13						
1	6468397989	06/21/24 Dock - Sheila	251.74			1000 414100	497		101000
2	6468397989	06/21/24 Dock - Sarah	182.39			1000 414103	497		101000
118976		4767 LENOVO (UNITED STATES) INC.	1,538.23						
1	6468411991	06/22/24 T Wagner Comp Set up	1,138.99			2060 415200	497		101000
2	6468366565	06/18/24 T Wagner monitors	399.24			2060 415200	497		101000
		Total for Vendor:	4,153.69						
118878		1741 LIBERTY BUSINESS SYSTEMS, INC	1,207.90						
1	36866611	06/25/24 june 2024 assessing	156.05			1000 415000	428		101000
2	36866612	06/25/24 june 2024 assessing	25.77			1000 415000	428		101000
3	36866612	06/25/24 june 2024 city hall	232.89			1000 415000	428		101000
4	36866612	06/25/24 june 2024 public works	275.09			6020 415000	428		101000
5	36866612	06/25/24 june 2024 police	518.10			1000 421000	428		101000
		Total for Vendor:	1,207.90						
118719	112856S	3418 LOFFLER	155.25						
1	4677017	04/24/24 FD April Printing overcharge	152.75			2060 415200	428		101000
2	4705576	05/24/24 FD May-Missed Freight	2.50			2060 415200	428		101000
118978		3418 LOFFLER	122.90						
1	4729752	06/24/24 FD June copier Usage	122.90			2060 415200	428		101000
		Total for Vendor:	278.15						

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119009		3603 LOGAN JACOBSON	196.00						
		RUBICON CONFERENCE - NEW YORK, NY							
1	06/20/24	TRAVEL REIMBURSEMENT	196.00			6010 450200	340		101000
		Total for Vendor:	196.00						
118813		711 LUTHER FAMILY FORD	607.04						
1	385857 06/19/24	1176 TUBE ASSY	269.07			1000 421000	427		101000
2	384938 06/07/24	1193 SHAFT	131.67			1000 421000	427		101000
3	385213 06/11/24	1193 SHAFT	77.75			1000 421000	427		101000
4	385804 06/19/24	5702 CONNECT	17.04			1000 430002	427		101000
5	06/18/24	CREDIT CORRECTION	111.51			1000 421000	427		101000
118996		711 LUTHER FAMILY FORD	509.14						
1	386548 06/27/24	1191 COVER	52.85			1000 421000	427		101000
2	385907 06/20/24	1176 CLIP	31.95			1000 421000	427		101000
3	385907-1 06/21/24	CLIP	34.62			1000 421000	427		101000
4	385076 06/10/24	SEAT BELT	180.30			1000 421000	427		101000
5	386363 06/25/24	1192 SHAFT	209.42			1000 421000	427		101000
		Total for Vendor:	1,116.18						
118979		3502 M&T Fire	530.19						
1	12192 06/26/24	Covert Armor Helmet/active sho	530.19			2060 415200	641		101000
		Total for Vendor:	530.19						
118802		3304 MAC'S - FARGO	92.53						
1	H74262 06/17/24	368 - HARDWARE	15.78			4387 480000	427		101000
2	H71947 06/11/24	SOCKET ADAPTOR/BLADE FUSE	24.45			1000 430000	433		101000
3	H74266 06/17/24	HARDWARE	47.60			1000 430000	487		101000
4	H74814 06/18/24	HARDWARE	4.70			6025 450000	825		101000
118903		3304 MAC'S - FARGO	159.25						
1	H77906 06/27/24	5007 HARDWARE	159.25			1000 455000	427		101000

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118947		3304 MAC'S - FARGO	7.56								
1	H76787	06/24/24 BULK FASTENER	7.56			6010		450200	433		101000
		Total for Vendor:	259.34								
118720	112859S	3536 MACQUEEN EMERGENCY	1,159.71								
1	11080	06/10/24 L-75 Truckmans Choice Saw	1,159.71			2060		415200	427		101000
		Total for Vendor:	1,159.71								
119032		3384 MATHESON TRI-GAS INC	532.60								
1	0029846285	06/14/24 MASTER LOCK PADLOCKS	532.60			6025		450000	825		101000
		Total for Vendor:	532.60								
118698	112863S	5406 MATT WUNDERLICH	204.20								
1	2024	06/11/24 Reimbursement for Boot Purchas	204.20			2060		415200	422		101000
		Total for Vendor:	204.20								
118721	112864S	5401 MATTERPORT	6,637.71								
1	03611281	05/17/24 Initial Purchase of Pro3	5,977.71			2060		415200	864		101000
2	03621009	05/24/24 Yearly Subscription	660.00			2060		415200	497		101000
		Total for Vendor:	6,637.71								
118722	112865S	299 MENARDS (FIRE)	129.04								
1	32378	06/04/24 Tape Measure-D Sapp	6.73			2060		415200	432		101000
2	32378	06/04/24 Hose Reel/St. Supplies	122.31			2060		415200	500		101000
118980		299 MENARDS (FIRE)	114.85								
1	33612	06/20/24 Sr Extravaganza Door Prizes	48.70			2060		415200	375		101000
2	33548	06/19/24 Brackets for Train. Course	54.86			2060		415200	340		101000
3	33631	06/20/24 Hang Air Packs on Wall	11.29			2060		415200	500		101000
		Total for Vendor:	243.89								
118789		5206 MENARDS (POLICE)	1,894.19								
1	33622	06/20/24 shed - roofing nails	45.98			1000		421000	641		101000
	acct #30360698										
2	33109	06/13/24 shed - materials	2,373.69			1000		421000	641		101000
	acct #30360698										

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3	33812	06/23/24 shed - returns	-525.48			1000 421000	641		101000
118790	5206	MENARDS (POLICE)	620.39						
1	33108	06/13/24 pd trailer	620.39			1000 421000	610		101000
acct #30360698									
Total for Vendor:			2,514.58						
118795	4622	MENARDS (PUBLIC WORKS)	1,869.59						
1	32937	06/11/24 6301 HOSE ADAPTORS	12.68			2210 428000	427		101000
2	33391	06/17/24 XL CAP 55LB	38.94			1000 430001	358		101000
3	33651	06/20/24 SHOVELS/BITS/PRY BARS	179.70			1000 430000	432		101000
4	33383	06/17/24 HAMMER/US FLAG	81.33			1000 430001	358		101000
5	33033	06/12/24 SAAC 5.8K BTU PAC	341.84			1000 455000	420		101000
6	32971	06/11/24 WEX FIT-UP	29.90			2970 480000	653		101000
7	32864	06/10/24 WEX FIT-UP	39.16			2970 480000	653		101000
8	33103	06/13/24 COAT RACK	45.98			2210 428000	410		101000
9	33102	06/13/24 HANDLES/TRAY	117.98			2210 428000	358		101000
10	32914	06/11/24 WOOD STAKES	129.30			1000 430000	722		101000
11	33042	06/12/24 GAS CANS	33.68			1000 430000	432		101000
12	33457	06/18/24 PREMIX GAS	29.29			1000 430000	722		101000
13	33012	06/12/24 PIPE WRENCH/CABLE TIES	39.98			6020 450000	432		101000
14	33716	06/21/24 SAW BLADES	99.40			6020 450000	432		101000
15	32390	06/04/24 TEST PLUG/END CAP	23.74			6020 450000	432		101000
16	33553	06/19/24 LIQUID NAILS	14.58			6025 450000	826		101000
17	33639	06/20/24 LIQUID NAILS	21.87			6025 450000	437		101000
18	33456	06/18/24 WRENCH SETS	119.98			4387 480000	500		101000
19	33460	06/18/24 LOCK CORD/BRAKE CLEANER	41.69			6025 450000	432		101000
20	32860	06/10/24 PADLOCK/PVC CEMENT	12.18			4796 480000	670		101000
21	32324	06/03/24 HANDLE TIES/POLE BREAKER	117.39			4796 480000	670		101000
22	33543	06/19/24 STEP LADDER	299.00			1000 430002	432		101000
118861	4622	MENARDS (PUBLIC WORKS)	154.71						
1	33893	06/24/24 SPRAY PAINT PRIMER	139.72			6025 450000	433		101000
2	33471	06/18/24 PLUNGER	14.99			1000 455000	420		101000

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118909		4622 MENARDS (PUBLIC WORKS)	23.60								
1	33956	06/25/24 PIPE/ADAPTER	23.60			1000		455000	433		101000
118922		4622 MENARDS (PUBLIC WORKS)	458.00								
1	33981	06/25/24 WOOD STAKES/SAW BLADE/BTR SPF	458.00			4095		480000	670		101000
119044		4622 MENARDS (PUBLIC WORKS)	4.58								
1	34100	06/27/24 BATTERIES	4.58			2210		428000	427		101000
		Total for Vendor:	2,510.48								
118990		323 METRO COG	60,000.00								
1	1025	06/27/24 West 94 Area Transportation	60,000.00			1000		418000	372		101000
		Total for Vendor:	60,000.00								
118703	112868S	5399 MICHAEL WUEBBEN	482.61								
		RSA Conference - 5/5/24-5/10/24 - San Francisco									
1		06/07/24 Travel Reimbursement	482.61			1000		414104	340		101000
		Total for Vendor:	482.61								
118745	112869S	2766 MIDCONTINENT COMMUNICATIONS	3,560.84								
1	14030	05/11/24 193293401 - 3100&3150 Sheyenne	1,775.42			2310		452120	497		101000
2	14089	06/11/24 193293401 - 3100&3150 Sheyenne	1,785.42			2310		452120	497		101000
118877		2766 MIDCONTINENT COMMUNICATIONS	335.84								
1		06/23/24 june 2024 ICAC	215.42			1000		421000	497		101000
		22121930114112									
2		06/23/24 june 2024 pw	120.42			6010		455000	497		101000
		22121930114112									
118923		2766 MIDCONTINENT COMMUNICATIONS	454.73								
1	214112	06/23/24 191305202 - 3050 Sheyenne ST	454.73			2310		452120	497		101000
		Total for Vendor:	4,351.41								

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119045		102 MIDSTATES WIRELESS	811.55						
1	205017215	06/07/24 3206 RADIO INSTALL	811.55			1000 430000	870		101000
		Total for Vendor:	811.55						
118988		1854 MIDWEST TAPE	315.30						
1	505643337	06/18/24 DVD	115.29			7000 411600	664		101000
2	505643333	06/18/24 DVD	46.44			7000 411600	664		101000
3	505643336	06/18/24 DVD	76.41			7000 411600	664		101000
4	505643334	06/18/24 DVD	31.47			7000 411600	664		101000
5	505671839	06/25/24 DVD	20.22			7000 411600	664		101000
6	505671850	06/25/24 DVD	25.47			7000 411600	664		101000
		Total for Vendor:	315.30						
118946		3040 MR MANHOLE	2,865.00						
1	0016558	06/13/24 KEYHOLE WEAR BLOCK	135.00			6025 450000	437		101000
2	4657	06/13/24 CUTTER BLADE ASSY	2,730.00			6025 450000	437		101000
		Total for Vendor:	2,865.00						
118757		3085 MRA-THE MANAGEMENT ASSOCIATION,	32,086.25						
1	00462338	05/29/24 Salary Survey	32,086.25			1000 414103	307		101000
		Total for Vendor:	32,086.25						
118945		298 MVTL LABORATORIES	2,479.80						
1	1256319	06/11/24 WATER TESTING	1,498.00			6025 450000	335		101000
2	1256320	06/11/24 WATER TESTING	1,666.00			6025 450000	335		101000
3		06/12/24 DUP PAYMENT CORRECTION	-684.20			6025 450000	335		101000
		Total for Vendor:	2,479.80						
118752	112944S	5408 MYRON HUMMEL	70.00						
		Direct deposit returned by bank due to closed account							
1		06/18/24 Payroll 06.14.24	70.00			1000 430000	110		101000
		Total for Vendor:	70.00						

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119007		4520 NATHANAEL PRATT	481.79						
		WATER EXPO - ANAHEIM, CA							
1	06/20/24	TRAVEL REIMBURSEMENT	481.79			6020 450000	340		101000
		Total for Vendor:	481.79						
118756	-99094E	363 ND PERS	5,863.24						
		06/14/24 Payroll							
1	06/14/24	457b Def Comp - Contributions	5,863.24			1000 212532			101000
		Total for Vendor:	5,863.24						
118848		1771 ND SECRETARY OF STATE	36.00						
1	06/25/24	notary fee gonzales	36.00			1000 421000	667		101000
		Total for Vendor:	36.00						
118871		336 NDAAO	675.00						
		NDAAO - Conference Registration Fees and Membership Dues							
		Nick Lee, Shane Marcuson, Denise Shilman							
1	06/26/24	NDAAO - Registration Fees	525.00			1000 414101	340		101000
2	06/26/24	NDAAO - Membership Fees	150.00			1000 414101	667		101000
		Total for Vendor:	675.00						
118983		3946 NDFA	20.00						
1	2024061206	06/12/24 T Ebeling, L Leinen Retest	20.00			2060 415200	340		101000
		Total for Vendor:	20.00						
118981		3689 NDFPA	700.00						
1	2024 06/25/24	D Sprecher 2024 Membership	175.00			2060 415200	667		101000
2	2024 06/25/24	T Olson 2024 Membership	175.00			2060 415200	667		101000
3	2024 06/25/24	J Neeb 2024 Membership	175.00			2060 415200	667		101000
4	2024 06/25/24	D Underhill 2024 Membership	175.00			2060 415200	667		101000
		Total for Vendor:	700.00						
119024		756 NELCO FIRST AID	94.88						
1	014648 06/18/24	FIRST AID SUPPLIES - SA	43.48			6010 450200	639		101000
2	014649 06/18/24	FIRST AID SUPPLIES - PW	51.40			6020 450000	639		101000
		Total for Vendor:	94.88						

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118783		2261 NETWORK CENTER INCORPORATED	582.45						
1	INV216649	06/21/24 Video conferencing at new C	582.45			2970 480000	653		101000
		Total for Vendor:	582.45						
118858		1403 NORTHERN TOOL	203.99						
1	53751143	06/22/24 TRANSPORT WHEEL KIT	203.99			1000 430000	487		101000
119041		1403 NORTHERN TOOL	115.44						
1	5460014102	06/26/24 5007 E TRACK RAIL	115.44			1000 455000	870		101000
		Total for Vendor:	319.43						
118764		2889 NORTHLAND TRUCK SALES INC	263,975.56						
	2023 Freightliner M2								
1	2014 06/17/24	2024 Freightliner M2 Chassis	263,975.56			6010 450200	870		101000
		Total for Vendor:	263,975.56						
118759		5409 NORTHSTAR FLOORING	17,410.00						
		Payment for Creative Learning Childcare Center							
		Child Care Facility Improvement Grant							
1	4259 04/23/24	Creative Learning Childcare	17,410.00			2960 411900	416		101000
		Total for Vendor:	17,410.00						
118949		1350 NORTHWEST SCALE, INC	400.00						
1	14814 06/21/24	TS SCALE REPAIR	400.00			6010 450200	420		101000
		Total for Vendor:	400.00						
118792		4892 NORTHWEST TIRE INC.	64.55						
1	26048243 06/13/24	361 FLAT REPAIR	64.55			1000 430000	427		101000
118896		4892 NORTHWEST TIRE INC.	19.41						
1	26048352 06/18/24	8103 FLAT REPAIR	19.41			1000 415000	427		101000
		Total for Vendor:	83.96						

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118851		5166 NURTURING DREAMS CHILD CARE LLC	8,270.56						
1	06/25/24	Child Care Grant	8,270.56			2960 411900	416		101000
		Total for Vendor:	8,270.56						
118804		4744 O'REILLY AUTOMOTIVE STORES, INC	27.18						
1	1932342530	06/18/24 1176 AC SEAL KIT	27.18			1000 421000	427		101000
2	1932340484	06/12/24 BATTERY SWAP	149.02			1000 455000	427		101000
3	1932340485	06/12/24 BATTERY SWAP	-149.02			1000 455000	427		101000
118894		4744 O'REILLY AUTOMOTIVE STORES, INC	85.83						
1	1932345758	06/27/24 367 AT TRANS CABLE RET	-96.27			1000 430000	427		101000
2	1932345759	06/27/24 5007 SILICONE	29.97			1000 455000	427		101000
3	1932343036	06/19/24 367 AT TRANS CABLE	97.12			1000 430000	427		101000
4	1932343339	06/20/24 367 SHIFTER CABLE	55.01			1000 430000	427		101000
118997		4744 O'REILLY AUTOMOTIVE STORES, INC	470.33						
1	1932342580	06/18/24 ANTIFREEZE - GENERATOR	107.94			6010 450200	427		101000
2	1932345443	06/26/24 225 BATTERY/FUSE	362.39			6020 450000	427		101000
		Total for Vendor:	583.34						
118727	112886S	353 OHNSTAD TWICHELL	44,289.77						
		May invoices							
1	196564	05/21/24 Project 1313	117.50			4399 480000	312		101000
2	196565	05/21/24 Imp Dist 2265	247.00			4793 480000	312		101000
3	196566	05/21/24 Zoning Amend to Ag Dist	119.10			1000 418000	312		101000
4	196567	05/21/24 Sheyenne River FEMA Buyouts	2,280.00			4902 415000	312		101000
5	196568	05/21/24 Imp Dist 1345	872.50			4009 480000	312		101000
6	196569	05/21/24 Imp Dist 1346	70.50			4024 480000	312		101000
7	196570	05/21/24 Wehri Residence Subdivision	80.00			1000 418000	312		101000
8	196572	05/21/24 Garbage Can Ord Amend	71.30			1000 415000	312		101000
9	196574	05/21/24 Conditional Use Permits	200.00			1000 418000	312		101000
10	196575	05/21/24 Open Records Requests	47.00			1000 415000	312		101000
11	196563	06/11/24 Municipal Prosecutions	25,585.12			1000 412000	312		101000
15	196576	05/21/24 Liquor License Applications	160.00			1000 415000	312		101000
16	196577	05/21/24 Misc Real Estate Matters	160.00			1000 415000	312		101000
17	196579	05/21/24 Personnel Issues	120.00			1000 414103	312		101000

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18	196578	05/21/24 General	10,005.17			1000	415000	312	101000
28	196573	05/21/24 Project 1349	320.00			4445	480000	312	101000
29	196589	05/21/24 The Wilds 24th Addition	197.50			1000	418000	312	101000
30	196590	05/21/24 Charleswood River Estates 12th	371.50			1000	418000	312	101000
31	196571	05/21/24 Gas Franchise Fee Ord Amend	160.00			1000	415000	312	101000
32	196591	05/21/24 R&R 1st Addition	150.50			1000	418000	312	101000
33	196583	05/21/24 Project 1348	320.00			4444	480000	312	101000
35	196584	05/21/24 Sandhills 8th Addition	240.00			1000	418000	312	101000
38	196581	05/21/24 Temp Signs Ordinance	80.00			1000	415000	312	101000
41	196580	05/21/24 PUD Amendments	400.00			1000	418000	312	101000
43	196582	05/21/24 Electric Franchise Ord Amend	550.50			1000	415000	312	101000
44	196585	05/21/24 Sidewalk Dist 6059	320.00			4021	480000	312	101000
45	196592	05/21/24 PUD Ordinance Amendment	414.00			1000	418000	312	101000
46	196586	05/21/24 Parking Ordinance Amendment	160.12			1000	415000	312	101000
47	196587	05/21/24 Pool Fencing Ordinance	230.46			1000	415000	312	101000
48	196588	05/21/24 Sidewalk Dist 6061	160.00			4095	480000	312	101000
49	196593	05/21/24 Project 2285	80.00			4097	480000	312	101000
Total for Vendor:			44,289.77						
118899		352 OK TIRE STORE - COM CTR	149.84						
1	05356265	06/26/24 366 USED RIB	149.84			1000	430000	427	101000
Total for Vendor:			149.84						
118881		1339 OLDCASTLE INFRASTRUCTURE/HANCOCK	1,461.05						
1	120055729	05/22/24 MH ADJ RING 27X2	97.05			6025	450000	437	101000
2	120055999	05/28/24 MH ADJ RING 2X3X2	717.00			6025	450000	437	101000
3	120055731	05/23/24 MH ADJ RING 27X2	647.00			6025	450000	437	101000
118932		1339 OLDCASTLE INFRASTRUCTURE/HANCOCK	1,294.00						
1	1820089	05/01/24 MH ADJ RING 24X2	1,294.00			6025	450000	437	101000
Total for Vendor:			2,755.05						
118841		276 OSTROMS ACE HARDWARE	34.95						
1	226846	06/18/24 acct #44818 spray targets	34.95			1000	421000	987	101000

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118846		276 OSTROMS ACE HARDWARE	72.47								
1	226888	06/25/24 acct #44818 misc	72.47			1000		421000	641		101000
118847		276 OSTROMS ACE HARDWARE	179.97								
1	226891	06/25/24 k9 food	179.97			1000		421000	915		101000
118952		276 OSTROMS ACE HARDWARE	34.33								
1	226674	05/28/24 Keys for EM buyout house 508	4.98			2060		415200	500		101000
2	226756	06/04/24 Window cleaning blades	15.77			2060		415200	500		101000
3	226781	06/10/24 St 76 Washer hose repair	3.59			2060		415200	500		101000
4	226810	06/14/24 Radio repair	9.99			2060		415200	500		101000
		Total for Vendor:	321.72								
118793		5119 OSTROMS ACE HARDWARE (PW)	6.99								
1	226816	06/14/24 HAND WIPES	6.99			2210		428000	432		101000
118798		5119 OSTROMS ACE HARDWARE (PW)	19.99								
1	226852	06/19/24 GARDEN SPRAYER	19.99			6010		450200	433		101000
118895		5119 OSTROMS ACE HARDWARE (PW)	10.77								
1	226929	06/27/24 FLAGGING TAPE	10.77			2210		428000	358		101000
		Total for Vendor:	37.75								
118905		1092 OTTO'S WELDING & MACHINE SHOP,	644.48								
1	120577	06/11/24 368 VBOLTS	644.48			4387		480000	427		101000
		Total for Vendor:	644.48								
118820		3277 OUT FRONT POWER EQUIPMENT	32.85								
1	5027	06/11/24 PIVOT IDLER	32.85			1000		430000	427		101000
		Total for Vendor:	32.85								
118972		2126 OVERDRIVE, INC	539.16								
1	06/25/24	ERESOURCES (EBOOK/AUDIOBOOK)	539.16			7000		411600	650		101000
	02139C024189716										
		Total for Vendor:	539.16								

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118723	112893S	563 PETRO SERVE USA	1,558.65						
1	0967995	05/31/24 FD May Fuel	1,558.65			2060 415200	424		101000
118811		563 PETRO SERVE USA	8,229.51						
1	1428	06/11/24 BULK DIESEL	2,638.63			4387 480000	424		101000
2	1441	06/13/24 BULK DIESEL	2,295.75			4387 480000	424		101000
3	1450	06/14/24 BULK DIESEL	905.62			4387 480000	424		101000
4	179	06/16/24 MOTOR OIL	1,094.80			6020 450000	424		101000
5	180	06/16/24 MOTOR OIL	473.01			6010 450200	424		101000
6	178	06/16/24 MOTOR OIL	821.70			6010 450200	424		101000
118900		563 PETRO SERVE USA	1,647.42						
1	1505	06/25/24 LIFT 21 BULK DIESEL	1,647.42			6025 450000	424		101000
118916		563 PETRO SERVE USA	159.20						
1	97435	06/25/24 CENEX OIL	159.20			1000 430001	424		101000
118999		563 PETRO SERVE USA	128.94						
1	97443	06/27/24 CENEX 15W20	128.94			4387 480000	424		101000
119040		563 PETRO SERVE USA	3,422.67						
1	1506	06/25/24 LIFT #70 BULK DIESEL	664.11			6025 450000	424		101000
2	1507	06/25/24 SM24 BULK DIESEL	773.20			6025 450000	424		101000
3	1522	06/27/24 LAGOON BULK DIESEL	1,985.36			4387 480000	424		101000
Total for Vendor:			15,146.39						
119047		4034 PETRO SERVE USA #63	1,928.51						
1	13	06/27/24 7702 DIESEL	967.01			4387 480000	424		101000
2	9009	06/25/24 7301 DIESEL	142.07			6025 450000	424		101000
3	7186	06/21/24 7026 DIESEL	74.36			6025 450000	424		101000
4	8245	06/24/24 7048 DIESEL	220.99			6025 450000	424		101000
5	4945	06/13/24 7041 DIESEL	66.17			6025 450000	424		101000
6	3951	06/13/24 7041 DIESEL	57.41			6025 450000	424		101000
7	9021	06/25/24 4102 DIESEL	125.01			6010 450200	424		101000
8	6323	06/17/24 4006 DIESEL	96.26			6010 450200	424		101000
9	3923	06/13/24 411 DIESEL	67.41			6010 450200	424		101000

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10	4929	06/13/24 5004 87 OXY	50.81			1000 430000	424		101000
11	9185	06/26/24 5700 87 OXY	61.01			1000 430000	424		101000
		Total for Vendor:	1,928.51						
118717	112895S	1310 PETTYS CONSULTING, LLC	159.00						
1	1949	06/01/24 FD June Schedule	159.00			2060 415200	497		101000
		Total for Vendor:	159.00						
118774		1483 PITNEY BOWES RESERVE ACCOUNT	1,500.00						
		City Hall postage machine - meter refill							
1		06/25/24 Reserve Acct 20613972	1,500.00			1000 415000	661		101000
		Total for Vendor:	1,500.00						
118882		916 PRAIRIE SUPPLY INC	1,008.00						
1	0619680	06/21/24 CHEMLINK M-1 WHITE	1,008.00			6025 450000	437		101000
118921		916 PRAIRIE SUPPLY INC	314.00						
1	0620404	06/26/24 CAUTION TAPE/ANCHOR BOLTS	314.00			1000 430000	722		101000
119003		916 PRAIRIE SUPPLY INC	203.00						
1	0619479	06/20/24 SMOOTH ROD 20'	203.00			1000 430000	722		101000
		Total for Vendor:	1,525.00						
118760		5410 QUALLEY AND ASSOCIATES	10,000.00						
		Enterprise Grant							
1		05/31/24 Deposit for remodel project	10,000.00			2960 411900	654		101000
118782		5410 QUALLEY AND ASSOCIATES	16,793.30						
		Enterprise Grant							
1		06/25/24 Materials & labor for remodel	16,793.30			2960 411900	654		101000
		Total for Vendor:	26,793.30						
118762		5411 QWEST CORPORATION DBA	15,635.00						
1	P861668	06/19/24 Dist 1345	15,635.00			4009 480000	670		101000
		Total for Vendor:	15,635.00						

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118716	112898S	4348 R L ENGBRETSON ARCHITECTS FARGO	40,267.18								
1	24012	02/05/24 City Hall & PD Space Study	6,497.50			2970		480000	307		101000
2	24089	05/31/24 City Hall & PD Space Study	33,769.68			2975		480000	418		101000
		Total for Vendor:	40,267.18								
118736	112899S	999999 RACHEL LORDEMAN	190.00								
		Tree Planting Permit - 1341 Goldenwood Drive									
1	06/13/24	Tree - 1341 Goldenwood Dr	190.00			5000		422000	490		101000
		Total for Vendor:	190.00								
119015		1829 RANDY BURKHARTSMEIER	85.00								
1	06/27/24	travel reimb	85.00			1000		421000	340		101000
		Total for Vendor:	85.00								
118901		2982 RDO EQUIPMENT CO	3,570.98								
1	P8320454	06/26/24 2024 BUSHINGS	570.76			1000		430000	427		101000
2	P8229054	06/19/24 3057 BEARING/FLANGE KIT - RE	-264.79			1000		430000	427		101000
3	P8320354	06/26/24 2024 HYD CYL/PINS	3,192.78			1000		430000	427		101000
4	P8210454	06/18/24 3057 BEARKINGS/KIT	935.66			1000		430000	427		101000
5	P8248254	06/20/24 3057 SEAL	4.98			1000		430000	427		101000
6		ACCT CREDIT	-868.41			1000		430000	427		101000
		Total for Vendor:	3,570.98								
118758		3204 RECORD KEEPERS	37.50								
1	A267574	05/31/24 City Hall Shred Bins	37.50			1000		415000	420		101000
		Total for Vendor:	37.50								
118950		1016 RED WING BUSINESS ADVANTAGE	220.99								
1	7371161163	06/04/24 M DIMMER BOOTS	229.49			6010		450200	422		101000
2	7371157220	03/29/24 BOOT EXCHANGE CREDIT	-8.50			1000		430001	422		101000
		Total for Vendor:	220.99								
119017		1182 REFRIGERATION HEATING INC	211.59								
1	1372600	06/24/24 WIND CAPS	211.59			6025		450000	826		101000
		Total for Vendor:	211.59								

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118725	112904S	3522 RJ'S TESORO	1,497.87								
1	WFFD 05/31/24	FD May Fuel Usage	1,497.87			2060		415200	424		101000
119048		3522 RJ'S TESORO	216.68								
1	1502 06/13/24	3069 UNLEADED	49.92			1000		430001	424		101000
2	3367 06/18/24	4102 DIESEL	166.76			6010		450200	424		101000
		Total for Vendor:	1,714.55								
118853		3353 SAM'S CLUB MC/SYNCRB	93.13								
1	06/25/24	Supplies for new City Hall	84.34			2970		480000	653		101000
2	06/25/24	Supplies for new City Hall	8.79			2970		480000	653		101000
		Total for Vendor:	93.13								
118749	112907S	1881 SAM'S CLUB/SYNCHRONY BANK (FD)	653.23								
		West Fargo Fire Department									
1	16445 06/01/24	D Sprecher	111.72			2060		415200	375		101000
2	04774 06/05/24	St 76 Station Supplies	328.39			2060		415200	500		101000
3	84002 06/05/24	St 75 Station Supplies	213.12			2060		415200	500		101000
118989		1881 SAM'S CLUB/SYNCHRONY BANK (FD)	394.67								
1	88760 06/25/24	Station 76 Supplies	174.84			2060		415200	500		101000
2	metro 06/18/24	Metro Chiefs Luncheon	156.20			2060		415200	375		101000
3	071324 06/12/24	statement charges	63.63			2060		415200	740		101000
		Total for Vendor:	1,047.90								
118854		437 SANDY'S DONUTS & COFFEE SHOP	108.80								
1	943604 06/24/24	bakery for training	54.40			1000		421000	375		101000
2	943603 06/25/24	bakery for training	54.40			1000		421000	375		101000
118960		437 SANDY'S DONUTS & COFFEE SHOP	253.40								
1	943602 06/25/24	bakery training	90.48			1000		421000	375		101000
2	943606 06/26/24	bakery training	90.48			1000		421000	375		101000
3	943616 06/28/24	bakery training	72.44			1000		421000	375		101000
		Total for Vendor:	362.20								

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118728	112909S	140 SANFORD AMBULANCE	925.00								
1	44138	05/23/24 50 eCard Heartsaver cards	925.00			2060		415200	340		101000
		Total for Vendor:	925.00								
118953		454 SANITATION PRODUCTS	113.41								
1	89455	06/12/24 7033 HOSE REEL AUTO REWIND	113.41			6025		450000	427		101000
119021		454 SANITATION PRODUCTS	6,399.31								
1	89518	06/18/24 7000 HEAT EXCHANGER	6,399.31			6025		450000	427		101000
		Total for Vendor:	6,512.72								
118845		450 SCHEELS	150.00								
1	40947	06/10/24 new cso steffens	150.00			1000		421000	422		101000
		Total for Vendor:	150.00								
118739	112911S	999999 SHERALYNN TERNES	300.00								
		Tree Planting Permit - 2618 14th St W									
1		06/13/24 Tree - 2618 14th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
118874		3778 SHERRILLTREE	337.52								
1	985520	06/26/24 FORESTRY TOOLS	337.52			2210		428000	432		101000
		Total for Vendor:	337.52								
118957		3994 SHEYENNE GARDENS	105.00								
1	541242	06/19/24 FLOWERS	105.00			1000		430001	358		101000
		Total for Vendor:	105.00								
118941		2885 SHORTPRINTER	446.10								
1	150631	06/21/24 ENVELOPES	446.10			6020		450000	668		101000
118956		2885 SHORTPRINTER	268.53								
1	150702	06/24/24 #10 envelopes	268.53			1000		421000	668		101000

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118984		2885 SHORTPRINTER	151.00								
1	150509	06/18/24 Fire Academy table tents	151.00			2060		415200	375		101000
		Total for Vendor:	865.63								
118769		5199 SIGN BADGERS	236.80								
1	32220	06/20/24 Signs for new City Hall	236.80			2970		480000	653		101000
118770		5199 SIGN BADGERS	142.18								
1	32229	06/20/24 Decals for new City Hall	142.18			2970		480000	653		101000
118826		5199 SIGN BADGERS	1,110.00								
1	32114	06/25/24 k9 stickers	1,110.00			1000		421000	375	12	101000
118840		5199 SIGN BADGERS	155.00								
1	32283	06/24/24 plaque simmons	167.40			1000		421000	375		101000
2	32283	06/24/24 tax exempt E4511	-12.40			1000		421000	375		101000
118962		5199 SIGN BADGERS	155.00								
1	32366	06/26/24 plaque for barb e.	155.00			1000		421000	375		101000
		Total for Vendor:	1,798.98								
118842		3642 SIGN PRO	180.00								
1	86579	06/13/24 graphic removal #1171	75.00			1000		421000	610		101000
2	86579	06/13/24 graphic removal #163	75.00			1000		421000	610		101000
3	86598	06/14/24 graphic removal #159	30.00			1000		421000	610		101000
119013		3642 SIGN PRO	125.00								
1	86737	06/27/24 graphics #164	125.00			1000		421000	610		101000
		Total for Vendor:	305.00								
118801		91 SIGN SOLUTIONS USA	2,358.95								
1	412212	06/18/24 SIGNS	471.95			1000		430000	487		101000
2	412137	06/12/24 SIGNS	983.49			1000		430000	487		101000
3	412214	06/18/24 SIGNS	161.57			1000		430000	487		101000
4	412215	06/18/24 SIGNS	196.11			1000		430000	487		101000
5	412266	06/20/24 SIGNS	545.83			1000		430000	487		101000

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118855		91 SIGN SOLUTIONS USA	18.42								
1	412322	06/24/24 sighange for safe spot	18.42			1000		421000	375	12	101000
118857		91 SIGN SOLUTIONS USA	152.58								
1	412178	06/14/24 SIGNS	152.58			1000		430000	487		101000
		Total for Vendor:	2,529.95								
118809		2535 SKOOTER'S PLUMBING	495.00								
1	454558	06/20/24 CH TOILET REPAIR	495.00			1000		455000	420		101000
118939		2535 SKOOTER'S PLUMBING	3,725.00								
1	452637	06/13/24 WATER LINE LEAD REPLACE	3,725.00			6020		450000	438		101000
		Total for Vendor:	4,220.00								
118785		3528 SNACKS PLUS VENDING	190.00								
1	5940607504	06/24/24 Coffee for City Hall	190.00			1000		415000	410		101000
119029		3528 SNACKS PLUS VENDING	164.00								
1	5940599116	06/12/24 COFFEE	164.00			6020		450000	500		101000
		Total for Vendor:	354.00								
118918		3652 SNAP-ON TOOLS INDUSTRIAL	64.48								
1	61652995	06/12/24 NEW TOOL BOX TOOLS	64.48			1000		455000	870		101000
		Total for Vendor:	64.48								
118730	112920S	465 SPARTAN STORES LLC	12.37								
		West Fargo Fire Department.									
		NOT Rural. TMW									
	1	278029 06/07/24 Vinegar for window cleaning	6.38			2060		415200	500		101000
	2	278031 06/12/24 Water for Fire Academy	5.99			2060		415200	500		101000
		Total for Vendor:	12.37								
118741	112921S	3516 STEIN'S INC	1,031.76								
	1	939596 06/05/24 Window Cleaning Supplies	237.88			2060		415200	500		101000
	2	939751 06/07/24 Window Cleaning Supplies	216.56			2060		415200	500		101000
	3	939751-1 06/12/24 Window Cleaning Supplies	144.33			2060		415200	500		101000

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4	939751-2	06/13/24 Window Cleaning Supplies	432.99			2060		415200	500		101000
118985		3516 STEIN'S INC	428.46								
1	939751-3	06/07/24 St 75 Window cleaning tools	79.12			2060		415200	500		101000
2	940127	06/14/24 Sieves for Window clean bucket	84.39			2060		415200	500		101000
3	940129	06/14/24 Buckets for Window Cleaning	137.44			2060		415200	500		101000
4	940140	06/14/24 St 75 Window cleaning tool	99.38			2060		415200	500		101000
5	940127-1	06/14/24 St 76 Sieves for bucket	28.13			2060		415200	500		101000
119018		3516 STEIN'S INC	3,120.17								
1	939818	06/19/24 WEX FIT-UP	3,120.17			2970		480000	653		101000
		Total for Vendor:	4,580.39								
118924		38 STRATA CORPORATION	1,169.08								
1	727259	06/19/24 CONCRETE	584.56			4095		480000	670		101000
2		CONCRETE	389.68			6020		450000	438		101000
3		CONCRETE	194.84			6025		450000	437		101000
		Total for Vendor:	1,169.08								
118825		88 STREICHER'S INC	110.83								
1	I1705349	06/20/24 less lethal	110.83			1000		421000	987		101000
118834		88 STREICHER'S INC	2,035.00								
1	I1705141	06/17/24 less lethal	2,035.00			1000		421000	987		101000
		Total for Vendor:	2,145.83								
118794		733 SWANSTON EQUIPMENT CORP.	1,930.14								
1	P02789	06/13/24 350C MOWER BELT	33.93			1000		430000	427		101000
2	P02773	06/13/24 5402 FRONT LATCH KIT	49.03			1000		430001	427		101000
3	P02901	06/17/24 350C MOWER SPINDLE	402.14			1000		430000	427		101000
4	P03105	06/24/24 TURF TIRES	1,445.04			1000		430001	427		101000
118897		733 SWANSTON EQUIPMENT CORP.	117.38								
1	P03146	06/26/24 ORING	80.85			1000		430000	427		101000
2	P03063	06/20/24 5400 GUAGE	36.53			1000		430001	427		101000

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119000		733 SWANSTON EQUIPMENT CORP.	602.99								
1	P03141	06/26/24 3035 FRONT WINDOW	602.99			1000		430000	427		101000
		Total for Vendor:	2,650.51								
118867		890 TCC MATERIALS	1,071.60								
1	7458362	06/03/24 RAPID PATCH VERTICAL REPAIR	1,071.60			6025		450000	437		101000
		Total for Vendor:	1,071.60								
118744	112927S	5284 THE TEEHIVE	65.00								
1	301641	05/07/24 10 T-shirts Fire Academy	65.00			2060		415200	340		101000
		Total for Vendor:	65.00								
119026		3483 TITAN MACHINERY	1,643.19								
1	19573107	06/10/24 366 FRICTN CLTCH	1,643.19			1000		430000	427		101000
119038		3483 TITAN MACHINERY	136.00								
1	19575207	06/25/24 366 CROSS KIT	136.00			1000		430000	427		101000
		Total for Vendor:	1,779.19								
118781		3352 TITAN MACHINERY-FARGO CASE	785.00								
1	19552205	06/11/24 #4401 FOOT THROTTLE	785.00			6010		450200	427		101000
119020		3352 TITAN MACHINERY-FARGO CASE	1,493.69								
1	19529799	06/03/24 275 COUPLER MOUNT KIT	1,493.69			6020		450000	427		101000
		Total for Vendor:	2,278.69								
118898		1234 TOOL WAREHOUSE INC	23.20								
1	0279258	06/14/24 QUICK CHANGE RETAINER	23.20			1000		455000	427		101000
		Total for Vendor:	23.20								
119008		5165 TORY HUBBARD	413.00								
	WATER EXPO - ANAHEIM, CA										
1	06/20/24	TRAVEL REIMBURSEMENT	413.00			6020		450000	340		101000
		Total for Vendor:	413.00								

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119034		1285 TRAFFIC CONTROL CORPORATION	188.00						
1	151719	06/20/24 CAMPBELL WIAAPS	188.00			1000 430002	487		101000
		Total for Vendor:	188.00						
119033		2136 ULINE INC	222.93						
1	179049976	06/05/24 SHOP TOWELS/GLOVES	222.93			6025 450000	433		101000
		Total for Vendor:	222.93						
118986		784 UNITED POWER EQUIPMENT	177.88						
1	02NZ8831	06/25/24 St 75 Push Mower Parts	177.88			2060 415200	420		101000
		Total for Vendor:	177.88						
118913		3833 VALLEY GREEN	2,380.00						
1	246395	06/13/24 CONTRACTED MOWING - SHEYENNE	2,380.00			1000 430000	307		101000
118951		3833 VALLEY GREEN	488.58						
1	246362	06/13/24 CH - FERTILIZER	376.89			1000 455000	420		101000
2	242503	05/09/24 CH - WEED APPLICATION	111.69			1000 455000	420		101000
		Total for Vendor:	2,868.58						
118791		3668 VERIZON WIRELESS	14,235.91						
1	9965530290	05/02/24 may 2024 river sensors	208.84			6020 450000	356		101000
2	9966035801	05/08/24 may 2024 city admin	89.90			1000 414000	356		101000
3	9966035801	05/08/24 may 2024 econ development	47.48			1000 414102	356		101000
4	9966035801	05/08/24 may 2024 HR	137.38			1000 414103	356		101000
5	9966035801	05/08/24 may 2024 IT	272.13			1000 414104	356		101000
6	9966035801	05/08/24 may 2024 engineering	772.39			1000 414200	356		101000
7	9966035801	05/08/24 may 2024 commissioners	89.90			1000 415000	356		101000
8	9966035801	05/08/24 may 2024 commissioners	40.01			1000 415000	356		101000
9	9966035801	05/08/24 may 2024 communications	137.44			1000 416200	356		101000
10	9966035801	05/08/24 may 2024 planning	522.26			1000 418000	356		101000
11	9966035801	05/08/24 may 2024 pd cells	4,387.55			1000 421000	356		101000
12	9966035801	05/08/24 may 2024 pd bait	42.48			1000 421000	356		101000
13	9966035801	05/08/24 may 2024 pd passport	127.35			1000 421000	356		101000
14	9966035801	05/08/24 may 2024 pd 4 sight #1/2	84.90			1000 421000	356		101000
15	9966035801	05/08/24 may 2024 pdmdc	720.18			1000 421000	356		101000

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16	9966035801	05/08/24 may 2024 pd cradlepoint	1,121.92			1000 421000	356		101000
17	9966035801	05/08/24 may 2024 pd invest	40.01			1000 421000	356		101000
18	9966035801	05/08/24 may 2024 pd ICAC	42.48			1000 421000	356		101000
19	9966035801	05/08/24 may 2024 pole cam	80.02			1000 421000	356		101000
20	9966035801	05/08/24 may 2024 pd invest trailer	80.02			1000 421000	356		101000
21	9966035801	05/08/24 may 2024 pw street	407.45			1000 430000	356		101000
22	9966035801	05/08/24 may 2024 pw row	82.49			1000 430001	356		101000
23	9966035801	05/08/24 may 2024 pw	729.72			1000 450000	356		101000
24	9966035801	05/08/24 may 2024 B & G	292.39			1000 455000	356		101000
25	9966035801	05/08/24 may 2024 fire	1,292.74			2060 415200	356		101000
26	9966035801	05/08/24 may 2024 fire drone	40.01			2060 415200	356		101000
27	9966035801	05/08/24 may 2024 pw forestry	94.93			2210 428000	356		101000
28	9966035801	05/08/24 may 2024 pw sanitation	863.17			6010 450200	356		101000
29	9966035801	05/08/24 may 2024 pw water	638.12			6020 450000	356		101000
30	9966035801	05/08/24 may 2024 pw sewer	477.85			6025 450000	356		101000
31	9966035801	05/08/24 may 2024 library	212.40			7000 411600	356		101000
32	9966035801	05/08/24 accounts added (30)	60.00			1000 414104	356		101000
Total for Vendor:			14,235.91						
118704	-99098E	3212 VISA ADMINISTRATION	1,560.33						
Jun statement for May transactions									
1	CC-1460	05/10/24 GIS Certification Institute	200.00			1000 202200			101000
GIS Certification-Austin Braget				CC Accounting: 1000-		-414000-245			
MISC CLAIM VENDOR									
2	CC-1460	05/16/24 Costco	799.98			2970 202200			101000
TV's for WEX building				CC Accounting: 2970-		-480000-653			
COSTCO WHOLESALE #1119									
3	CC-1460	05/20/24 Bioscience	125.00			1000 202200			101000
2024 Bioscience Summit-Mayor Dardis				CC Accounting: 1000-		-415000-340			
MISC CLAIM VENDOR									
4	CC-1460	05/22/24 Vistaprint	161.18			1000 202200			101000
return address labels for new city hall				CC Accounting: 1000-		-415000-668			
VISTAPRINT									
5	CC-1460	05/23/24 USPS	272.00			1000 202200			101000
stamps for city hall while postage mahine was down				CC Accounting: 1000-		-415000-661			
USPS									
6	CC-1460	06/02/24 credit card company	2.17			1000 202200			101000
interest charge for late payment				CC Accounting: 1000-		-414000-740			
MISC CLAIM VENDOR									

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Total for Vendor:			1,560.33						
118712	-99097E	4396 VISA COURT	422.21						
		Jun statement for May transactions							
1	CC-1461	05/14/24 Shortprinter envelopes	367.81			1000 202200			101000
		SHORTPRINTER		CC Accounting: 1000-		-412000-410			
2	CC-1461	05/13/24 Shortprinter signature stamp-Trent	54.40			1000 202200			101000
		SHORTPRINTER		CC Accounting: 1000-		-412000-410			
Total for Vendor:			422.21						
118701	-99099E	2439 VISA IT	678.92						
		Jun statement for May transactions							
1	CC-1458	05/06/24 Go Daddy Domain registration	80.50			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-416200-602			
2	CC-1458	05/06/24 Amazon tools	266.82			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-410			
3	CC-1458	05/06/24 Amazon calculator	15.58			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-410			
4	CC-1458	05/17/24 Amazon HDMI cable replacement	15.94			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
5	CC-1458	05/27/24 Amazon Cable Management supplies	228.14			2970 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 2970-		-480000-653			
6	CC-1458	05/28/24 Amazon WIFI adapters	71.94			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
Total for Vendor:			678.92						

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118729	-99096E	5092 VISA IT 2	1,909.16						
		Jun statement for May transactions							
1	CC-1459	05/02/24 Monoprice	80.25			2970 202200			101000
		Ethernet cables		CC Accounting: 2970-		-480000-653			
		MISC CLAIM VENDOR							
2	CC-1459	05/06/24 Mesa Verde Dia -Denver	25.92			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
3	CC-1459	05/06/24 Jack in the Box-San Francisco	15.35			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
4	CC-1459	05/06/24 Freshroll Metreon-San Francis	18.74			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
5	CC-1459	05/06/24 Moscone Center-San Francisco	7.60			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
6	CC-1459	05/07/24 Rolling Tai-San Francisco	28.71			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
7	CC-1459	05/07/24 Moscone Center-San Francisco	20.10			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
8	CC-1459	05/08/24 Moscone Center-San Francisco	20.10			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
9	CC-1459	05/09/24 Shake Shack-San Francisco	25.00			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
10	CC-1459	05/09/24 Fresca Garden-San Francisco	21.40			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
11	CC-1459	05/09/24 Moscone Center-San Francisco	27.16			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
12	CC-1459	05/09/24 Wendy's-San Francisco	11.77			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
13	CC-1459	05/10/24 Dunkin Donuts-Denver	5.74			1000 202200			101000
		meal costs while traveling that the employee reimbursed the City for		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
14	CC-1459	05/09/24 Handlery Union Square Hotel	1,260.40			1000 202200			101000
		hotel for conference-Michael W.		CC Accounting: 1000-		-414104-340			
		MISC CLAIM VENDOR							
15	CC-1459	05/13/24 Ace Hardware	39.98			1000 202200			101000
		surge protector power strips		CC Accounting: 1000-		-414104-497			
		MISC PAYROLL VENDOR							
16	CC-1459	05/22/24 Projector	167.91			1000 202200			101000
		projector lamps		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
17	CC-1459	05/30/24 Monoprice	93.03			2970 202200			101000
		ethernet cables		CC Accounting: 2970-		-480000-653			
		MISC CLAIM VENDOR							
18	CC-1459	06/01/24 Zoom	40.00			1000 202200			101000
		conference storage		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
Total for Vendor:			1,909.16						
118873	112945S	566 WEST FARGO PARK DISTRICT	92,190.53						
1	06/30/24	June 2024 State Aid	92,190.53			2050 451000	992		101000
Total for Vendor:			92,190.53						
118862		2184 WEST SIDE STEEL	104.55						
1	9569	06/21/24 SQUARE TUBES	104.55			6025 450000	432		101000
118948		2184 WEST SIDE STEEL	229.32						
1	9589	06/25/24 SHEET METAL	229.32			6010 450200	914		101000
119023		2184 WEST SIDE STEEL	684.05						
1	9622	06/27/24 pd trailer material	684.05			1000 421000	610		101000
119031		2184 WEST SIDE STEEL	7.12						
1	9568	06/21/24 FLAT BAR	7.12			6025 450000	437		101000
Total for Vendor:			1,025.04						

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CITY OF WEST FARGO, ND
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For Claims from 06/14/24 to 06/28/24

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
118830		4129 WESTERN NATIONAL MUTUAL INS CO	50.00						
1	75410	06/24/24 notary bond gonzales	50.00			1000 421000	667		101000
118987		4129 WESTERN NATIONAL MUTUAL INS CO	50.00						
1	75438	06/25/24 A Puhr Surety Bond Fee	50.00			2060 415200	667		101000
		Total for Vendor:	100.00						
118696	112758S	3549 WEX	2,814.54						
1		06/14/24 Med FSA - 06/14/24 payroll	116.67			1000 212530			101000
2		06/14/24 Dep FSA - 06/14/24 payroll	2,697.87			1000 212523			101000
118872	112946S	3549 WEX	2,814.54						
1		06/28/24 Med FSA - 06/28/24 payroll	116.67			1000 212530			101000
2		06/28/24 Dep FSA - 06/28/24 payroll	2,697.87			1000 212523			101000
		Total for Vendor:	5,629.08						
118755	-99095E	4676 WEX ELECTRONIC BIWEEKLY	34,165.52						
		06.14.24 payroll							
1		06/14/24 HSA Contributions - ER	10,959.81			1000 212530			101000
2		06/14/24 HSA Contributions - EE	23,205.71			1000 212530			101000
		Total for Vendor:	34,165.52						
118821		569 WF ANIMAL HOSPITAL	3,996.00						
1	282527	05/31/24 may pound	3,996.00			1000 421000	396		101000
		Total for Vendor:	3,996.00						
118864		4003 WM CORPORATE SERVICES INC	94,066.15						
1	6765038	06/03/24 SANITATION BUILDING DROPSITE	1,244.80			6010 450200	916		101000
2	6765037	06/03/24 WATER TOWER DROPSITE	7,468.80			6010 450200	916		101000
3	6765039	06/03/24 COWF MASTER BILLING	85,352.55			6010 450200	916		101000
		Total for Vendor:	94,066.15						
118732	112942S	338 XCEL ENERGY	3,285.15						
1	880516853	06/06/24 FD May Utilities	3,285.15			2060 415200	527		101000

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 06/14/24 to 06/28/24

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
118849		338 XCEL ENERGY	22.31								
1	883044093	05/22/24 may 2024 603/605 shey	22.31			1000		421000	527		101000
118850		338 XCEL ENERGY	21.31								
1	882879349	06/21/24 New City Hall (WEX Bldg)	21.31			1000		415000	527		101000
118883		338 XCEL ENERGY	284.75								
1	883074957	06/24/24 300 SHEYENNE - PIONNER PLAC	56.36			2310		452120	527		101000
2	883039136	06/24/24 344 SHEYENNE - SHEYENNE PLA	17.09			2310		452120	527		101000
3	882426313	06/19/24 TRANSFER STATIONS	45.47			6010		450200	527		101000
4	882438590	06/19/24 SM75	48.72			6025		450000	527		101000
5	883066105	06/24/24 810 12TH AVE NW	26.62			6020		450000	527		101000
6	883057641	06/24/24 1100 12TH AVE NW	90.49			6020		450000	527		101000
118884		338 XCEL ENERGY	13,416.54								
1	882933220	06/24/24 WL11	90.95			6025		450000	527		101000
2	WT4		107.69			6020		450000	527		101000
3	SA2		40.66			6025		450000	527		101000
4	SA7		92.98			6025		450000	527		101000
5	SA5		158.85			6025		450000	527		101000
6	SA11		112.56			6025		450000	527		101000
7	WT2		613.10			6020		450000	527		101000
8	SM29		266.79			6025		450000	527		101000
9	SA9		100.53			6025		450000	527		101000
10	SM22		439.93			6025		450000	527		101000
11	SM24		1,145.20			6025		450000	527		101000
12	SM20		185.65			6025		450000	527		101000
13	SA15		172.76			6025		450000	527		101000
14	SM45		99.13			6025		450000	527		101000
15	PW BUIDLING		3,153.31			6020		450000	527		101000
16	SA40		4,506.38			6025		450000	527		101000
17	SM63		75.32			6025		450000	527		101000
18	2800 SHEYENNE LIFT STATION		86.40			6025		450000	527		101000
19	3000 4TH ST E LIFT STATION		140.80			6025		450000	527		101000
20	SM64		553.49			6025		450000	527		101000
21	SA43		26.56			6025		450000	527		101000

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
22	SM65		227.79			6025 450000	527		101000
23	GOLDENWOOD BUBBLER		144.66			6025 450000	527		101000
24	4015 4TH ST W		48.18			6020 450000	527		101000
25	1100 12TH AVE NW		46.24			6020 450000	527		101000
26	2210 SHEYENNE ST		110.16			6025 450000	527		101000
27	SA47		204.12			6025 450000	527		101000
28	444 SHEYENNE - SHEY PLAZA TV		263.24			2310 452120	527		101000
29	402 1ST AVE ST LIGHT FEED PT		53.18			1000 430002	527		101000
30	121 W 6TH AVE WELL HSE		149.53			6025 450000	527		101000
31	FIRE & CIVIL DEF SIREN		0.40			1000 430002	527		101000
118926		338 XCEL ENERGY	695.57						
1	883208785 06/25/24 60L 12TH ST E		74.90			6025 450000	527		101000
2	883229372 06/25/24 TRAFFIC SIGNAL 901 10TH AVE		51.35			1000 430002	527		101000
3	883248258 06/25/24 1100 12TH AVE NW		251.14			6020 450000	527		101000
4	883191266 06/25/24 309 2ND AVE W		19.32			1000 430002	527		101000
5	883206311 06/25/24 312 5TH AVE W		180.61			1000 430002	527		101000
6	883185437 06/25/24 SM33		118.25			6025 450000	527		101000
119027		338 XCEL ENERGY	172.56						
1	883414810 06/26/24 1410 13TH AVE TRAFFIC SIGNA		44.08			1000 430002	527		101000
2	883367785 06/26/24 1680 13TH AVE E ST LIGHT		85.86			1000 430002	527		101000
3	883353788 06/26/24 1690 13TH AVE TRAFFIC SIGNA		42.62			1000 430002	527		101000
119028		338 XCEL ENERGY	1,379.78						
1	883381498 06/26/24 SA17		108.20			6025 450000	527		101000
2	PW VEHICLE STORAGE		244.17			6020 450000	527		101000
3	STREET LIGHT FEED POINTS		1,027.41			1000 430002	527		101000

Total for Vendor: 19,277.97

of Claims 350 Total: 2482,399.92

of Vendors 219

Total Electronic Claims 278,386.42

Total Non-Electronic Claims 2204013.50

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

*** Consent Agenda ***

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: June 26, 2024
3. AGENDA TITLE:
A24-10 The Wilds 24th Addition, Final Plat Approval.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Approve final plat of The Wilds 24th Addition. At their May 14, 2024 meeting, the
West Fargo Planning and Zoning Commission voted to recommend approval of
the proposed replat, with conditions, on the basis it is consistent with City plans
and ordinances.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
5817 James Drive & 950-974 61st Ave W (Lots 1-8, Block 1, The Wilds 23rd
Addition, City of West Fargo, North Dakota.)
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve Final Plat, with condition as noted in the staff report

STAFF REPORT

A24-10 REPLAT	
The Wilds 24 th Addition	
Lots 1-8, (5817 James Drive & 950-974 61st Ave W), Block 1 The Wilds 23rd Addition	
Owner: J & O Real Estates, LLC	Staff Contact: Lisa Sankey
Applicant: Mike Nelson, Jordahl Custom Homes	
Planning & Zoning Commission Public Hearing:	05-14-2024 - Approved
City Commission Final Plat Approval	07-01-2024

PURPOSE:

Replat eight lots into one for development of limited multiple dwellings.

STATEMENTS OF FACT:

Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	R-2: Limited Multiple Dwellings
Zoning Overlay District(s):	n/a
Proposed Lot size(s) or range:	3.783 Acres
Total area size:	3.783 Acres
Adjacent Zoning Districts:	North, West & South – R-1: One & Two Family Dwellings East – R-2: Limited Multiple Dwellings
Adjacent street(s):	James Dr W (local); 61 st Ave W (local) ; 9 th St W (collector)
Adjacent Bike/Pedestrian Facilities:	Path along 9 th Street West
Available Parks/Trail Facilities:	The Wilds Park less than a tenth of a mile to the north.
Land Dedication Requirements:	n/a

DISCUSSION AND OBSERVATIONS:

- The applicant submitted a subdivision application to combine eight lots into one large lot for townhouse style apartments.
- Last year, the previous owner applied and received approval for a replat for townhouse style apartments on the larger lot, and a three and four-unit townhouse structure on the seven smaller lots along 61st Avenue West. The new owners are replatting to revert to the original subdivision.
- A preliminary site plan shows three and four unit townhouse style structures for a total of 43 units.
- As per the landscaping ordinance, a buffer yard would be required along the west side of the property, abutting the single family homes, which would consist of either a four-foot screen and 10 feet buffer yard consisting of small evergreen trees alternated with deciduous trees or a 20-foot buffer yard consisting of Small Evergreen Trees, Alternated with Deciduous Trees, and One Row Evergreen or Other Shrubs.
- Both City Engineering and Public Works have indicated that there are sewer and water services to the lots being vacated along the south side which will need to be abandoned.
- Engineering indicated there should be access control along 9th Street West.

STAFF REPORT

NOTICES:

Sent to: Applicable agencies and departments

Comments Received:

- None to date

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

- Under Strengthen Neighborhoods and Expand Housing Choice in West Fargo 2.0 there is continually a need for a healthy balance of mixed-income housing that is located in the right place and in conjunction with other types of uses.
- Under West Fargo 2.0 Around the Plan under “The Wilds South” – Complete Neighborhood and Mixing Housing Types which discusses integrating a range of housing type, as well as Mixing housing types within the same neighborhood, to include single family homes, but also townhouses, duplexes, smaller apartment buildings, and condo buildings would be more appealing to a wider variety of residents and enhance the character of the city.

PLANNING AND ZONING COMMISSION ACTION

At their May 14, 2024 meeting, the West Fargo Planning and Zoning Commission voted to approve the Subdivision Replat, subject to the two conditions listed below:

1. Prior to issuance of a building permit, sewer and water services to the previously platted lots (Lots 2-8, Block 1 of The Wilds 23rd Addition) along 61st Avenue West will need to be abandoned/capped as per Public Works specifications.
2. Access control line along 9th Street West be included on the final plat.

RECOMMENDATION:

It is recommended that the City approve the proposed replat on the basis that it is consistent with City plans and ordinances, subject to the following:

1. Prior to issuance of a building permit, sewer and water services to the previously platted lots (Lots 2-8, Block 1 of The Wilds 23rd Addition) along 61st Avenue West will need to be abandoned/capped as per Public Works specifications.

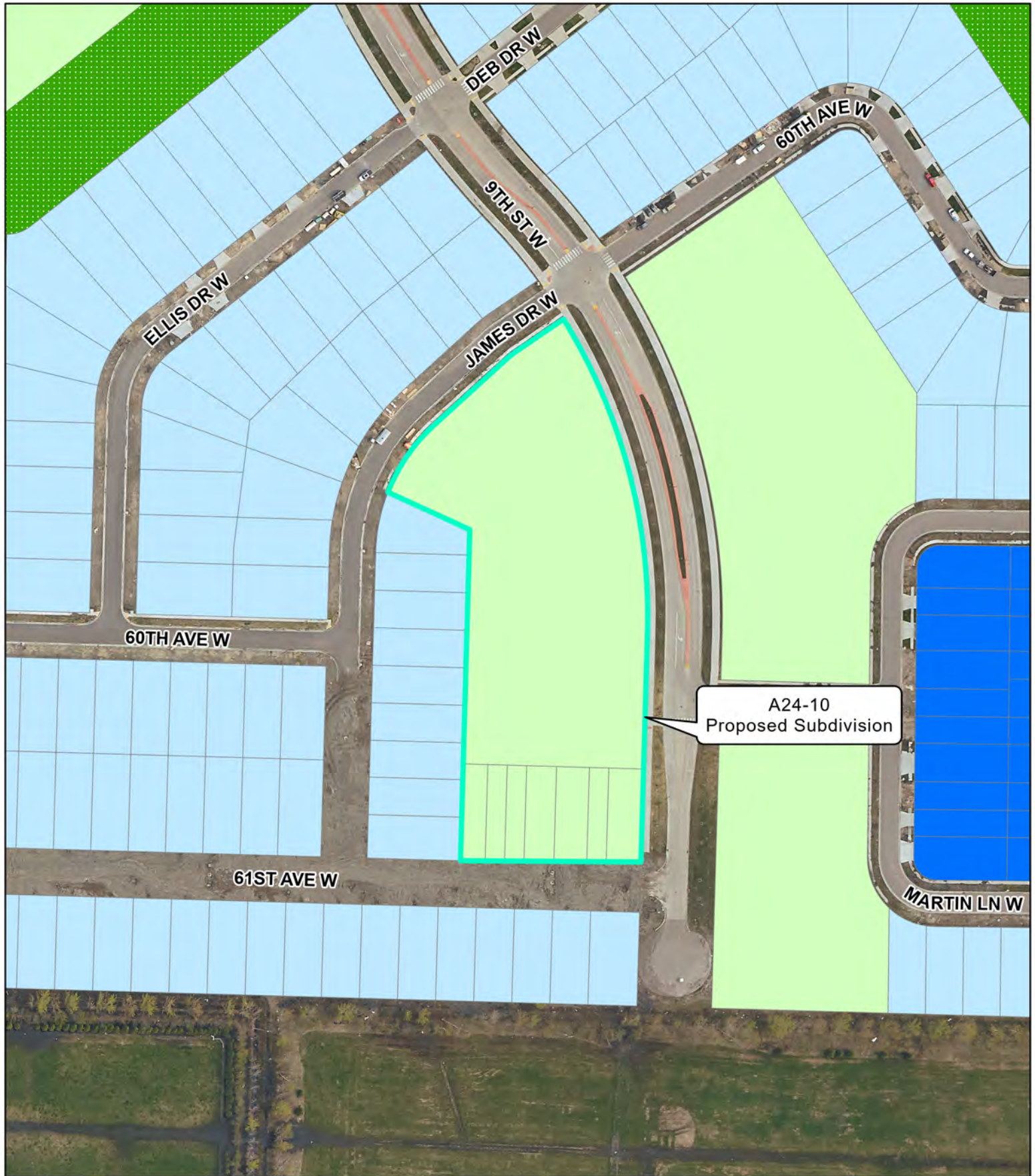
Attachments

1. Aerial map
2. Zoning map
3. Final Plat
4. Site Plan



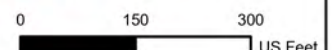
Features

 Agenda Zone  Lots

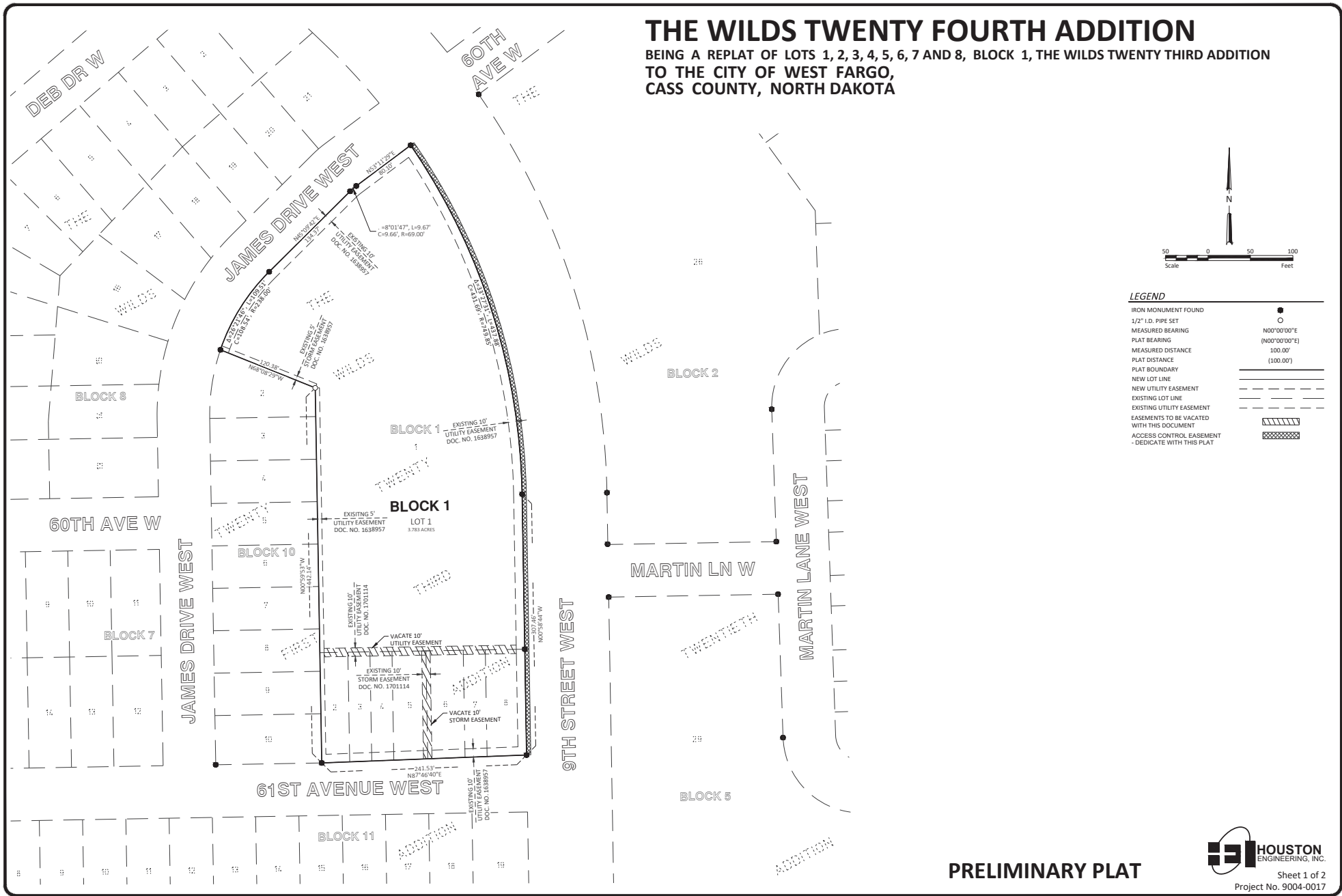


West Fargo Zoning

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



H:\BKG\9004\9004\9004_0017 CAD\PLAT\9004_0017 The Wilds Twenty Fourth Addition.dwg



H:\BIB\9004\9004\9004_0017\CAD\Pre\9004_0017 The Wilds Twenty Fourth Addition.dwg

OWNER'S CERTIFICATE, EASEMENT VACATION, AND DEDICATION:

KNOW ALL PERSONS BY THESE PRESENTS: That J & O Real Estate, LLC, a North Dakota limited liability company, is the owner and proprietor of the following described tract of land:

Lots 1, 2, 3, 4, 5, 6, 7 and 8, Block 1, The Wilds Twenty Third Addition, to the City of West Fargo, Cass County, North Dakota.

Said tract contains 3.783 acres, more or less.

And that said party does hereby vacate the easements designated for vacation on this plat; and does hereby cause the above described tract to be surveyed and replatted as **THE WILDS TWENTY FOURTH ADDITION** to the City of West Fargo, Cass County, North Dakota, and does hereby dedicate to the public for public use, the access control easement shown on this plat.

OWNER:

Wild Townhomes #1, LLC

Brent C. Olson, Secretary/Treasurer

State of _____)
County of _____) ss

On this _____ day of _____, 20____, before me personally appeared Brent C. Olson, Secretary/Treasurer of Wild Townhomes #1, LLC, a North Dakota limited liability company, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same on behalf of said limited liability company.

Notary Public: _____

SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT:

I, Curtis A. Skarphol, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify that I am the Professional Land Surveyor who prepared and made the attached plat of "THE WILDS TWENTY FOURTH ADDITION" to the City of West Fargo; that said plat is a true and correct representation of the survey thereof; that all distances are correctly shown on said plat; and that the monuments for the guidance of future surveys have been located or placed in the ground as shown.

Dated this _____ day of _____, 20____.

Curtis A. Skarphol
Professional Land Surveyor No. 4723

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

CITY ENGINEER'S APPROVAL:

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

Daniel R. Hanson, City Engineer

State of North Dakota)
County of Cass) ss

On this _____ day of _____, 20____, before me personally appeared Daniel R. Hanson, West Fargo City Engineer, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as City Engineer.

Notary Public: _____

WEST FARGO PLANNING COMMISSION APPROVAL:

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

Joseph F. Kolb, Chairman
West Fargo Planning Commission

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

WEST FARGO CITY ATTORNEY APPROVAL:

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

John T. Shockley, City Attorney

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

WEST FARGO CITY COMMISSION APPROVAL:

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

Bernie L. Dardis
President of the West Fargo City Commission

Dustin T. Scott
City Auditor

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

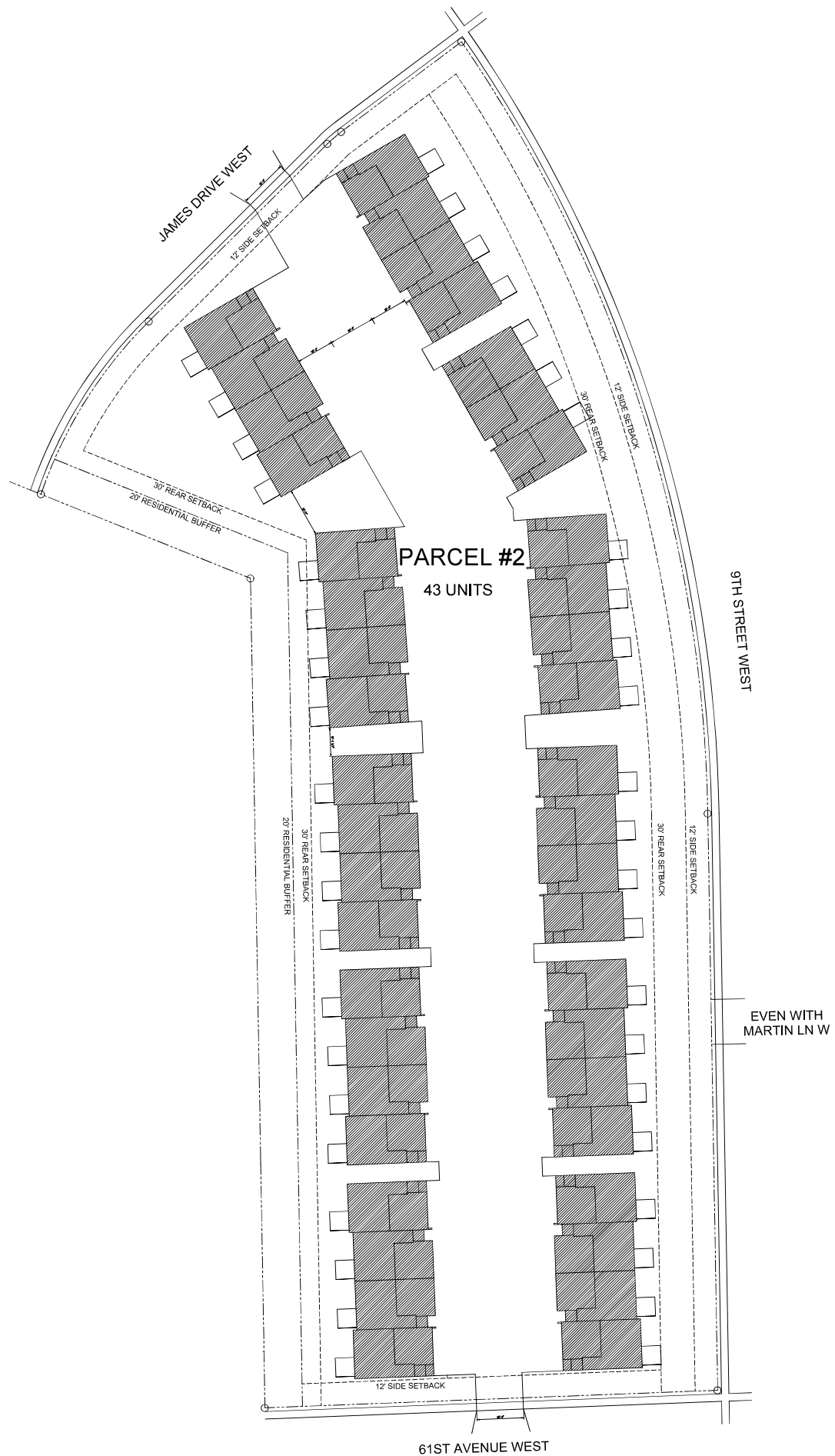


Sheet 2 of 2
Project No. 9004-0017

THE WILDS TWENTY FOURTH ADDITION

BEING A REPLAT OF LOTS 1, 2, 3, 4, 5, 6, 7 AND 8, BLOCK 1, THE WILDS TWENTY THIRD ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA

PRELIMINARY PLAT





To: West Fargo City Commission
From: Leslie McGillivray-Rivas, Senior Planner
Date: July 1, 2024
Subject: Conditional Building Permit Agreement Lot 1, Block 1 of Jason Subdivision
Action: Approval of the Building Permit 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:
Administration/ Finance

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Sanitation

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

Administration

Dustin Scott,
City Administrator

Summary and Recommendation:

On March 19, 2024, Cody Shoman met with City planning staff and Building Inspections staff regarding his property addressed as 3712 26th Street NW, West Fargo, North Dakota, legally described as Lot 1, Block 1 of Jason Subdivision. The property is in the Extraterritorial Jurisdictional area. The purpose of the meeting was to discuss Mr. Shoman's proposal for his family to live in his existing residence on the property while constructing a new residence. It was understood that once the family were able to move into the new residence, the existing dwelling would be removed.

The property is zoned as a Rural Residential District. The City of West Fargo Zoning Ordinance Section 4-421-A.5, limits properties in this district to one (1), one family dwelling unit per 3 acres. Therefore, a proposal to build a second dwelling while living in an existing dwelling would not follow the City's Land Use Code. Upon consultation with the City Attorney, an agreement was drafted which stipulates that the City would approve of the Owner's plan to comply with the Land Use Code following completion of the new dwelling, provided that a condition be in place at the time of issuance of the building permit for the new dwelling. The Condition outlined in the agreement requires that the existing dwelling must be removed prior to the issuance of a Final Certificate of Occupancy for the new dwelling.

There is no fiscal impact to the City. The agreement aligns with existing policy as it accommodates the property owner's request, while ensuring development standards are met upon completion of the new house.

Recommendation: The recommended action is to approve the attached Conditional Building Permit Agreement.

CONDITIONAL BUILDING PERMIT AGREEMENT

THIS CONDITIONAL BUILDING PERMIT AGREEMENT (the “Agreement”) is made this ____ day of ____, 2024 (the “Effective Date”), by and between the City of West Fargo, North Dakota, a North Dakota political subdivision (the “City”), whose address is 2515 6th Street East, West Fargo, North Dakota 58078, and Cody and Sheila Shoman, whose address is 3712 26th Street NW, West Fargo, North Dakota 58078 (“Owner”).

RECITALS

- A. Owner is the legal and equitable owner of Lot 1, Block 1 of Jason Subdivision in the Extraterritorial Jurisdiction of the City of West Fargo of a part of Section 23, Township 140 North, Range 50 West, Cass County, North Dakota, with a street address of 3712 26th Street NW, West Fargo, North Dakota (the “Property”).
- B. Owner desires to live in the existing home located on the Property (the “older dwelling”) while a new home is built on the Property (the “new dwelling”). The attached **Exhibit A** shows the current location of the older dwelling.
- C. The Property is zoned as a Rural Residential District. West Fargo City Ordinance Section 4-421-A.5, which is part of the City’s “Land Use Code,” limits the properties in the Rural Residential District to one (1), one-family dwelling unit per 3 acres; therefore, building a second dwelling while the older dwelling is occupied is not in compliance with the City’s Land Use Code.
- D. The City is willing to allow Owner to live in the older dwelling while building the new home on the Property, with the requirement that the older dwelling must be removed following the completion of the new dwelling, pursuant to the terms and conditions of this Agreement.
- E. The City approves of Owner’s plan to comply with the Land Use Code following completion of the new dwelling and will provide a condition in the building permit requiring the older dwelling to be removed prior to the issuance of a Certificate of Occupancy for the new dwelling.
- F. The City Commission has approved the proposed plan described herein.

In consideration of the Recitals and the following mutual agreements, the parties agree as follows:

- 1. Conditional Building Permit and Occupancy. Owner is hereby granted permission to build the new dwelling on the Property while living in the older dwelling under the following conditions:
 - a. Upon meeting all other requirements for a building permit, the City agrees to issue a building permit for the new dwelling that will include a requirement for the older dwelling to be removed before a final Certificate of Occupancy is issued by the City for the new dwelling.
 - b. The City agrees to issue a Temporary Condition of Occupancy for the new dwelling once it meets all of the requirements for occupancy.

- c. Within one hundred eighty (180) days of the issue date of a Temporary Condition of Occupancy for the new dwelling, Owner agrees to remove the older dwelling completely from the Property at Owner's sole cost. Removal of the older dwelling shall include the removal of all materials, the foundation, water and sewer lines, and the removal and decommissioning of any septic system serving the older dwelling.
 - d. If the older dwelling is not removed completely from the Property within one hundred eighty (180) days of the issue date of a Temporary Condition of Occupancy for the new dwelling, the Owner agrees that the City has the authority to hire a licensed contractor to remove the older dwelling from the Property without further notice, and Owner will be responsible for any and all costs associated with such removal. City may provide an invoice to the Owner or levy special assessments against the property for any and all costs associated with such removal, including administrative and legal fees.
2. Term. The term of this Agreement will commence on the Effective Date and continue for a term of i) five (5) years, or ii) sixty (60) days after the older dwelling is removed completely from the Property, whichever event occurs first. Provided that, the City may terminate this Agreement at any time for any reason upon thirty (30) days' written notice to Owner.
3. Notice. Any notice or election required or permitted to be given or served by any party to this Agreement upon any other will be deemed given or served in accordance with the provisions of this Agreement if said notice or election is mailed by United States certified mail, return receipt requested, postage prepaid and in any case properly addressed as follows:

OWNER: Cody and Sheila Shoman
3712 26th Street NW
West Fargo, ND 58078

CITY: City of West Fargo
Attn: City Auditor
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. Any party may change its address for service of notice in the manner specified in this Agreement.

4. Written Amendment Required. 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. Any waiver by any party of any default of another party will not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the parties thereto under and pursuant to this Agreement.
5. Waiver. Owner agrees to waive any and all claims against the City for any injuries, damages, losses or claims, whether known and unknown, which arise during or in any way result from actions taken under this Agreement, regardless of whether or not caused in whole or part by the negligence or other fault of the City. Owner releases and forever discharges the City from all such claims. Owner specifically agrees and acknowledges that this provision will survive termination of this Agreement.

6. Indemnification. In addition to holding the City harmless from any and all claims arising out of or in any way related to this Agreement, Owner agrees to indemnify and defend the City from any and all actions brought against the City relating to or arising out of Owner's, its agents, assignees or designees' actions taken under this Agreement. Said indemnification and defense shall include, *inter alia*, attorney fees, damages, whether punitive, economic or compensatory, and costs and disbursements. However, this paragraph will not apply to suits against the City arising out of its gross negligence or intentional acts, or those of its employees, agents or designees. Owner specifically agrees and acknowledges that this indemnification provision will survive the termination of this Agreement.
7. Execution in Counterparts. This Agreement may be executed in counterparts with both City and Owner having a fully executed counterpart.
8. Merger Clause. This Agreement constitutes the entire agreement by and between the parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements or promises or covenants or representations on the part of either party hereto.
9. Severability Clause. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, and word hereof is held by a court with jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity will not affect the validity of the remainder of this Agreement.
10. North Dakota Law Applies. This Agreement will be controlled by the laws of the State of North Dakota, and any action brought as a result of any claim, demand or cause of action arising under the terms of this Agreement must be brought in an appropriate venue in the State of North Dakota.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed on the day and year first written above.

[Remainder of page intentionally left blank.]

OWNER:



Cody Shoman

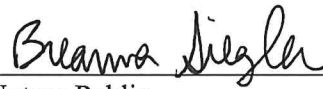


Sheila Shoman

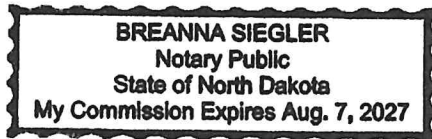
STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this 10th day of may, 2024, by Cody Shoman and Sheila Shoman, husband and wife.

(STAMP)



Notary Public



CITY:

CITY OF WEST FARGO, NORTH
DAKOTA

By: _____
Bernie L. Dardis
President of the Board of City
Commissioners

By: _____
Dustin Scott
City Auditor

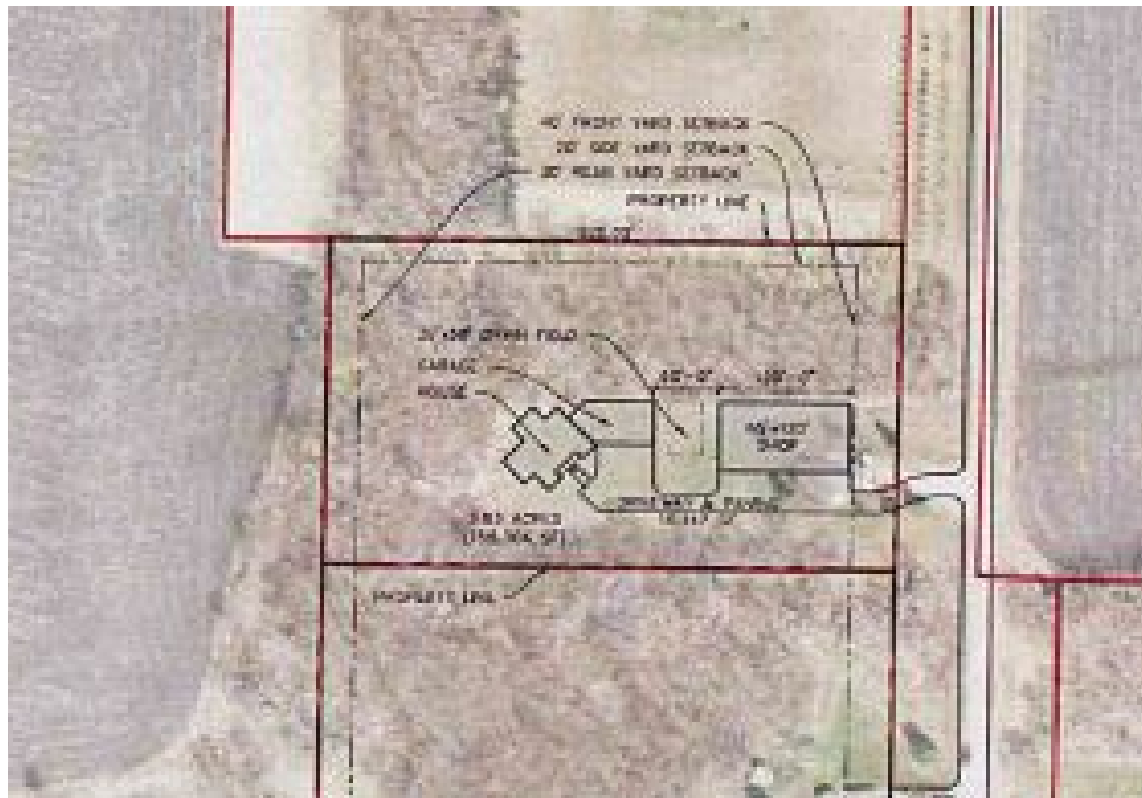
STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by Bernie L. Dardis and Dustin Scott, the President of the Board of City Commissioners and City Auditor, respectively, of the City of West Fargo, on behalf of the City of West Fargo.

(STAMP)

Notary Public

EXHIBIT A





To: West Fargo City Commission
From: Leslie McGillivray-Rivas, Senior Planner
Date: July 1, 2024
Subject: Conditional Building Permit Agreement Lot 1, Block 1 of Jason Subdivision
Action: Approval of the Building Permit 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:
Administration/ Finance

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Sanitation

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

Administration

Dustin Scott,
City Administrator

Summary and Recommendation:

On March 19, 2024, Cody Shoman met with City planning staff and Building Inspections staff regarding his property addressed as 3712 26th Street NW, West Fargo, North Dakota, legally described as Lot 1, Block 1 of Jason Subdivision. The property is in the Extraterritorial Jurisdictional area. The purpose of the meeting was to discuss Mr. Shoman's proposal for his family to live in his existing residence on the property while constructing a new residence. It was understood that once the family were able to move into the new residence, the existing dwelling would be removed.

The property is zoned as a Rural Residential District. The City of West Fargo Zoning Ordinance Section 4-421-A.5, limits properties in this district to one (1), one family dwelling unit per 3 acres. Therefore, a proposal to build a second dwelling while living in an existing dwelling would not follow the City's Land Use Code. Upon consultation with the City Attorney, an agreement was drafted which stipulates that the City would approve of the Owner's plan to comply with the Land Use Code following completion of the new dwelling, provided that a condition be in place at the time of issuance of the building permit for the new dwelling. The Condition outlined in the agreement requires that the existing dwelling must be removed prior to the issuance of a Final Certificate of Occupancy for the new dwelling.

There is no fiscal impact to the City. The agreement aligns with existing policy as it accommodates the property owner's request, while ensuring development standards are met upon completion of the new house.

Recommendation: The recommended action is to approve the attached Conditional Building Permit Agreement.

CONDITIONAL BUILDING PERMIT AGREEMENT

THIS CONDITIONAL BUILDING PERMIT AGREEMENT (the “Agreement”) is made this ____ day of ____, 2024 (the “Effective Date”), by and between the City of West Fargo, North Dakota, a North Dakota political subdivision (the “City”), whose address is 2515 6th Street East, West Fargo, North Dakota 58078, and Cody and Sheila Shoman, whose address is 3712 26th Street NW, West Fargo, North Dakota 58078 (“Owner”).

RECITALS

- A. Owner is the legal and equitable owner of Lot 1, Block 1 of Jason Subdivision in the Extraterritorial Jurisdiction of the City of West Fargo of a part of Section 23, Township 140 North, Range 50 West, Cass County, North Dakota, with a street address of 3712 26th Street NW, West Fargo, North Dakota (the “Property”).
- B. Owner desires to live in the existing home located on the Property (the “older dwelling”) while a new home is built on the Property (the “new dwelling”). The attached **Exhibit A** shows the current location of the older dwelling.
- C. The Property is zoned as a Rural Residential District. West Fargo City Ordinance Section 4-421-A.5, which is part of the City’s “Land Use Code,” limits the properties in the Rural Residential District to one (1), one-family dwelling unit per 3 acres; therefore, building a second dwelling while the older dwelling is occupied is not in compliance with the City’s Land Use Code.
- D. The City is willing to allow Owner to live in the older dwelling while building the new home on the Property, with the requirement that the older dwelling must be removed following the completion of the new dwelling, pursuant to the terms and conditions of this Agreement.
- E. The City approves of Owner’s plan to comply with the Land Use Code following completion of the new dwelling and will provide a condition in the building permit requiring the older dwelling to be removed prior to the issuance of a Certificate of Occupancy for the new dwelling.
- F. The City Commission has approved the proposed plan described herein.

In consideration of the Recitals and the following mutual agreements, the parties agree as follows:

- 1. Conditional Building Permit and Occupancy. Owner is hereby granted permission to build the new dwelling on the Property while living in the older dwelling under the following conditions:
 - a. Upon meeting all other requirements for a building permit, the City agrees to issue a building permit for the new dwelling that will include a requirement for the older dwelling to be removed before a final Certificate of Occupancy is issued by the City for the new dwelling.
 - b. The City agrees to issue a Temporary Condition of Occupancy for the new dwelling once it meets all of the requirements for occupancy.

- c. Within one hundred eighty (180) days of the issue date of a Temporary Condition of Occupancy for the new dwelling, Owner agrees to remove the older dwelling completely from the Property at Owner's sole cost. Removal of the older dwelling shall include the removal of all materials, the foundation, water and sewer lines, and the removal and decommissioning of any septic system serving the older dwelling.
 - d. If the older dwelling is not removed completely from the Property within one hundred eighty (180) days of the issue date of a Temporary Condition of Occupancy for the new dwelling, the Owner agrees that the City has the authority to hire a licensed contractor to remove the older dwelling from the Property without further notice, and Owner will be responsible for any and all costs associated with such removal. City may provide an invoice to the Owner or levy special assessments against the property for any and all costs associated with such removal, including administrative and legal fees.
2. Term. The term of this Agreement will commence on the Effective Date and continue for a term of i) five (5) years, or ii) sixty (60) days after the older dwelling is removed completely from the Property, whichever event occurs first. Provided that, the City may terminate this Agreement at any time for any reason upon thirty (30) days' written notice to Owner.
3. Notice. Any notice or election required or permitted to be given or served by any party to this Agreement upon any other will be deemed given or served in accordance with the provisions of this Agreement if said notice or election is mailed by United States certified mail, return receipt requested, postage prepaid and in any case properly addressed as follows:

OWNER: Cody and Sheila Shoman
3712 26th Street NW
West Fargo, ND 58078

CITY: City of West Fargo
Attn: City Auditor
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. Any party may change its address for service of notice in the manner specified in this Agreement.

4. Written Amendment Required. 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. Any waiver by any party of any default of another party will not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein will limit the remedies and rights of the parties thereto under and pursuant to this Agreement.
5. Waiver. Owner agrees to waive any and all claims against the City for any injuries, damages, losses or claims, whether known and unknown, which arise during or in any way result from actions taken under this Agreement, regardless of whether or not caused in whole or part by the negligence or other fault of the City. Owner releases and forever discharges the City from all such claims. Owner specifically agrees and acknowledges that this provision will survive termination of this Agreement.

6. Indemnification. In addition to holding the City harmless from any and all claims arising out of or in any way related to this Agreement, Owner agrees to indemnify and defend the City from any and all actions brought against the City relating to or arising out of Owner's, its agents, assignees or designees' actions taken under this Agreement. Said indemnification and defense shall include, *inter alia*, attorney fees, damages, whether punitive, economic or compensatory, and costs and disbursements. However, this paragraph will not apply to suits against the City arising out of its gross negligence or intentional acts, or those of its employees, agents or designees. Owner specifically agrees and acknowledges that this indemnification provision will survive the termination of this Agreement.
7. Execution in Counterparts. This Agreement may be executed in counterparts with both City and Owner having a fully executed counterpart.
8. Merger Clause. This Agreement constitutes the entire agreement by and between the parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements or promises or covenants or representations on the part of either party hereto.
9. Severability Clause. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, and word hereof is held by a court with jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity will not affect the validity of the remainder of this Agreement.
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IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed on the day and year first written above.

[Remainder of page intentionally left blank.]

OWNER:



Cody Shoman

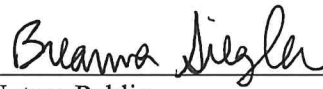


Sheila Shoman

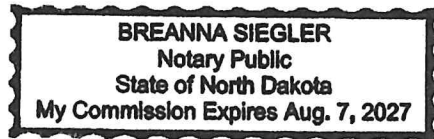
STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this 10th day of may, 2024, by Cody Shoman and Sheila Shoman, husband and wife.

(STAMP)



Notary Public



CITY:

CITY OF WEST FARGO, NORTH
DAKOTA

By: _____
Bernie L. Dardis
President of the Board of City
Commissioners

By: _____
Dustin Scott
City Auditor

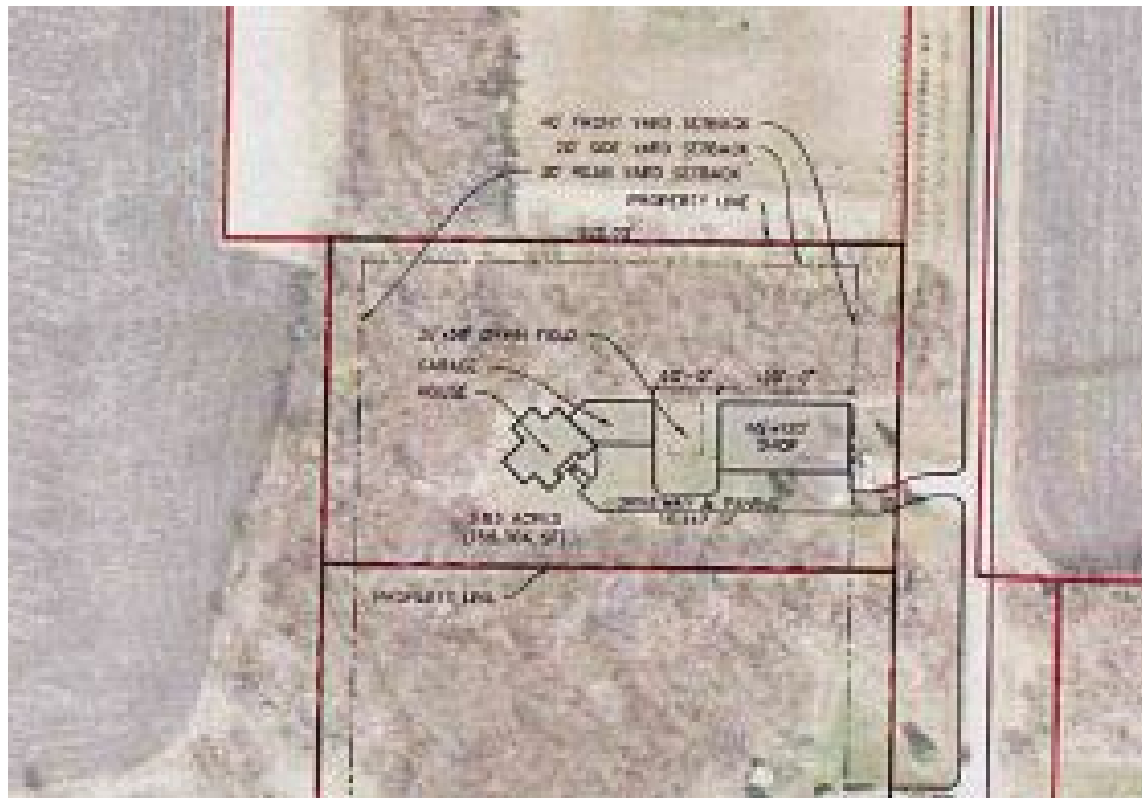
STATE OF NORTH DAKOTA)
) ss.
COUNTY OF CASS)

The foregoing instrument was acknowledged before me this ____ day of _____,
2024, by Bernie L. Dardis and Dustin Scott, the President of the Board of City Commissioners and
City Auditor, respectively, of the City of West Fargo, on behalf of the City of West Fargo.

(STAMP)

Notary Public

EXHIBIT A





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	
☐ 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)	
Friends of Easton Hoffman		August 3rd 2024	
Organization or Group Contact Person	E-mail	Telephone Number	
Steven Madsen	smadsen@rrhsf.org	701 540 1907	
Business Address	City	State	ZIP Code
61 15th Ave N	Fargo	ND	58102
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name	County		
Doubletree by Hilton	Cass		
Site Physical Address	City	State	ZIP Code
825 E Beaton Dr	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.)			
Poker tournament and 50/50 raffles on August 3rd			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Poker	Cash Prizes not to exceed the \$8000 maximum	80% of prize pool
50/50 raffles	Cash prize not to exceed the \$8000 maximum	50% of prize pool
\$1000 cash (81) 06/27/2024		Total (limit \$40,000 per year)
		\$ not to exceed the \$8000 per prize or \$40,000 per year maximum

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds	
medical expenses for Easton Hoffman	
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	Telephone Number	E-mail Address
Steven Madsen	701 540 1907	Smadsen@rrhsf.org
Signature of Organization Group's Permit Organizer	Title	Date
	Friend	06/17/2024



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

The 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

Piggy BBQ

Street 816 24th Avenue E. #118	City West Fargo	ZIP Code 58078	County Cass
--	---------------------------	--------------------------	-----------------------

Beginning Date(s) Authorized 7/8/2024	Ending Date(s) Authorized 6/30/2025	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

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)

Licensor Number (Office Use Only)

Site Owner (Lessor) The Piggy BBQ of West Fargo		Site Name Piggy BBQ		Site Phone Number 701-277-2971
Site Address 816 24th Avenue E. #118	City West Fargo	State ND	Zip Code 58078	County Cass
Organization Team Makers Club, Inc		Rental Period 7/8/2024 to 6/30/2025		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		\$ 0.00
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____		☒ No ☐ Yes		\$
Number of Tables with wagers over \$5 _____ X Rent per Table \$ _____				\$
3. Is Paddlewheels conducted at this site? Number of Tables _____ X Rent per Table \$ _____		☒ No ☐ Yes		\$
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site? Please Check: ☐ Jar Bar ☒ Standard Dispensing Device		☐ No ☒ Yes		\$ 400.00
5. Are Electronic Pull-Tabs conducted at this site? If "Yes" please indicate the number of devices 5		☐ No ☒ Yes		\$ 875.00
Total Monthly Rent				\$ 1,275.00

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.

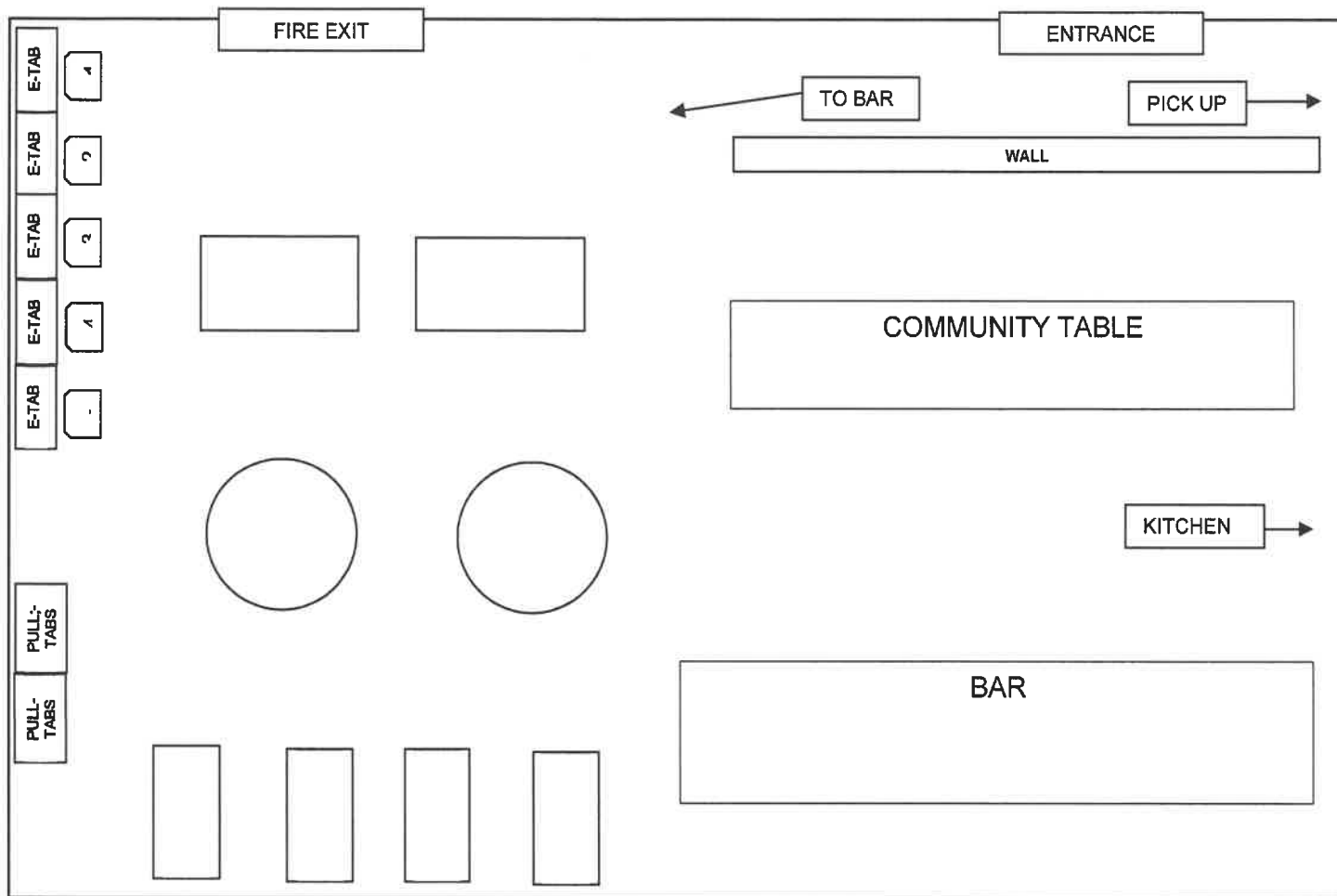
The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.

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 	Title President	Date 6/24/24
Signature of Lessee 	Title TM Executive Director	Date 6-26-24



PIGGY BBQ
816 24th Ave E #118
West Fargo, ND 58078



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 Site

June 24, 2024

Honorable Commissioners,

Team Makers gaming is in the process of adding an additional site to our gaming operation in the City of West Fargo, for the upcoming fiscal year. We have made an agreement with Piggy BBQ on south 17th Ave. The appropriate documents and payments are included.

We respectfully ask that you approve our site authorization. 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 (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		Dates of Activity (Does not include dates for the sales of tickets)	
IPOP - Intersted Parents of Packatannas		Nov 1-30, 2024	
Organization or Group Contact Person		E-mail	Telephone Number
Heather Hotten		fargomom2@hotmail.com	701-238-6720
Business Address	City	State	ZIP Code
813 6th St W	West Fargo	ND	58078
Mailing Address (if different)	City	State	ZIP Code
PO Box 235	West Fargo	ND	58078

SITE INFO

Site Name		County	
Heather Hotten			
Site Physical Address	City	State	ZIP Code
813 6th St W	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.)			
Calendar Raffle: Nov. 1-30, 2024 Mon. - Fri. and Sundays			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Calendar Raffle	Cold Turkey Cash Drawings	\$2550.00
	(\$50 drawing M-F, \$100 drawing Sunday)	
	\$150 for Thanksgiving day.	
	Total (limit \$40,000 per year)	\$ 2550.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds	
West Fargo Packatannas	
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	Telephone Number	E-mail Address
IPOP - Heather Hotten	701-238-6720	fargomom2@hotmail.com
Signature of Organization Group's Permit Organizer	Title	Date
Heather Hotten	Solicitations Chair	

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Aaron Nelson, Planning Director
2. PHONE NUMBER: 701-515-5370 DATE: June 26, 2024
3. AGENDA TITLE: Public Hearing - A24-19 Zoning Ordinance Amendment to Title IV regarding Planned Unit Developments (PUDs), Approval of First Reading of Ordinance
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Targeted improvements to Title IV zoning & subdivision ordinances were identified as a priority short-term project within the West Fargo Planning Needs Assessment Action Plan in 2023. As part of these ongoing efforts to update specific portions of the City's development regulations, the proposed zoning ordinance amendment seeks to clarify the City's approval process and standards for Planned Unit Developments (PUDs). The Planning & Zoning Commission recommended approval of the proposed ordinance amendment at their June 11, 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. 1239)

STAFF REPORT

A24-19 Zoning Ordinance Amendments	
Zoning Ordinance Amendment to §4-432 and 4-460 regarding Planned Unit Developments (PUDs)	
Applicant: City of West Fargo	Staff Contact: Aaron Nelson
Planning & Zoning Commission Introduction:	May 14, 2024 – (discussion only)
Planning & Zoning Commission Public Hearing:	June 11, 2024 – Approval
City Commission Public Hearing & 1 st Reading	July 1, 2024
City Commission 2 nd Reading	

PURPOSE:

Amendments to Section 4-432 and 4-460 of Title IV Zoning Ordinance regarding Planned Unit Developments (PUDs)

DISCUSSION AND OBSERVATIONS:

- Targeted text amendments to Title IV zoning & subdivision ordinances were identified as a short-term project need within the West Fargo Planning Needs Assessment Action Plan in 2023. Section 4-432 “PUD” or *Planned Unit Development* was identified as needing attention mainly due to multiple areas of ambiguity in terms of approval procedure and PUD regulatory documentation.
- The Planned Unit Development (PUD) is unique in that it is both a zoning district as well as a type of development plan. PUD zoning districts are inextricably linked to corresponding PUD development plans (i.e., “Concept Plans” and “Detailed Development Plans”) in that no rights of development apply to a PUD district other than those expressly included in the approved PUD development plans.
- While the overall intent and purpose of the PUD remains the same, staff is proposing modification in order to emphasize the public benefit for PUD proposals, streamline the manner in which they are reviewed and approved, and clarify the standards and documentation which establish and constitute an approved PUD
- The PUD regulations of Section 4-432 are proposed to be modified in the following ways:
 - Modification of approval process – having City Commission approve the Concept Development Plan and Planning & Zoning Commission approve the Detailed Development Plan, as opposed to vice versa. (The attached graphic illustrates the existing and proposed PUD approval process.)
 - Additional requirements for applicants to demonstrate public benefit of proposed PUD.
 - Specification of which standards are eligible for modification by PUD, and which are not.
 - Addition of standard review criteria of approval for PUD Detailed Development Plan.
 - Clarification of how phased PUDs and PUD amendments are handled.
 - Clarification of how the Sign Code is applied within PUD districts.
- The specific revised version of Section 4-432 is attached along with the current version of Section 4-432 for comparison.
- In addition to the proposed modifications to the PUD ordinance, staff will also be updating corresponding administrative practices. Namely, that the PUD rezoning

STAFF REPORT

ordinance will be used to memorialize the specific development standards for the PUD.

The PUD rezoning ordinance will specify:

- 1) the “baseline” zoning standards for the PUD,
- 2) the specific deviations from the baseline zoning standards that are approved by the PUD, and
- 3) either a copy of the Concept Development Plan or reference to the specific Commission agenda packet where the official copy can be found.

NOTICES:

Sent to: Notice in the newspaper and to City Departments

Comments Received:

- None Received

PLANNING & ZONING COMMISSION RECOMMENDATION:

At their June 11, 2024 meeting, the West Fargo Planning & Zoning Commission voted to recommend approval of the proposed amendments to Title IV as presented on the basis that the proposed amendments do not make major substantive changes to the existing regulations and that the proposed ordinance amendments are consistent with the comprehensive plan.

RECOMMENDATION:

It is recommended that the City approve the proposed amendments to Title IV as presented on the basis that the proposed amendments do not make major substantive changes to the existing regulations and that the proposed ordinance amendments are consistent with the comprehensive plan.

Attachments:

- Proposed PUD Standards
- Existing PUD Standards
- Ordinance No. 1239
- Approval process comparison graphic



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4-432 "PUD" or Planned Unit Development

4-432.1 Overview & Intent

- A. A Planned Unit Development (PUD) is both a zoning district as well as a development plan. PUD districts are inextricably linked to PUD development plans (Concept Plans and Detailed Development Plans) in that no rights of development apply to a PUD district other than those expressly included in the approved PUD development plans.
- B. The PUD district is established to allow greater development design flexibility than would otherwise be allowed through strict application and interpretation of the standards and requirements of this Title IV. This flexibility is offered to:
 - 1. Promote innovative development that achieves higher standards of site and building design;
 - 2. Encourage sustainable development that conserves energy, materials, and makes efficient use of land;
 - 3. Preserve and enhances desirable site characteristics such as natural topography, scenic features and open spaces;
 - 4. Allow a mixture of land uses that might not otherwise be permitted in a single district;
 - 5. Provide the developer reasonable assurance of project approval before extensive expenditure on project design costs, while providing City officials with assurances that the project will retain the character envisioned at the time of approval.
- C. The benefits offered to the city in exchange for the flexibility allowed by approval of a PUD are intended to be significant enough to justify the modifications of the standards required under baseline district regulations. These benefits may include but are not limited to:
 - 1. Implementation of City goals or initiatives as identified within the Comprehensive Plan.
 - 2. Efficient use of public services and infrastructure.
 - 3. High-quality site and/or building design, that features best practices for such things as on-site storm water management, green building materials, or enhanced water and/or energy efficiency;
 - 4. Development that features a high-quality mix of housing types to promote enhanced housing choice and affordability;
 - 5. Preservation and/or protection of areas of significant natural resources (e.g., wetlands, wildlife habitat, stands of mature trees), beyond the requirements of the baseline zoning regulations;
 - 6. A mix of uses that supports a complete neighborhood, and features compact design to enable walkability;
 - 7. Enhanced amenities, such as community gathering areas, open space, parkland, connections to/provision of walking and biking trails;
 - 8. Provide for appropriate transitions between differing land uses.

4-432.2 General Provisions

A. Applicability

A PUD may be requested on any parcel that meets the minimum land area requirement described in subsection 4-432.2.C below, where particular design, dimensional, or use combinations cannot be accommodated by any of the City's conventional base zoning districts. A PUD shall not be used to pursue a site-specific solution for a single issue that can be resolved through an administrative procedure authorized under this title, such as a rezoning, CUP, or subdivision.

B. Authority to Initiate Application

A PUD application may only be filed in the name(s) of the recorded owner(s) of property included in the development, or by holder(s) of an equitable interest in the property. However, before approval of a PUD can be obtained, the applicant must show evidence of full ownership interest in the land (legal title or the execution of a binding sales agreement).

C. Minimum Land Area Required

The tract of land for which a PUD is proposed shall be a minimum of 2 acres. Areas of less than 2 acres may be considered if the applicant can show that waiving the minimum land area requirement is in the public interest, and that at least one of the following conditions is met:

1. Unusual physical features of the site or the surrounding neighborhood are such that development under a standard zoning district would not conserve the unique physical features of the site or would not allow functional or environmental compatibility with the surrounding neighborhood.
2. The site is adjacent to an area which has been developed under the provisions of a PUD District and will contribute to the amenities and functionality of the neighborhood.
3. The site is part of an urban redevelopment and/or spot renewal program, provided it does not conflict with the nature of the surrounding neighborhood.

D. Designation of Baseline Zoning Standards

A PUD application must specify which one of the city's current zoning districts most closely relates to the proposed development. The selected zoning district standards shall be used to establish the baseline zoning standards for the PUD. Additionally, the PUD application shall specify each instance in which a variation from the baseline zoning district standards is proposed, along with the type or extent of variation being requested. Where a request to vary from a standard is not specifically included in the PUD application, the baseline district standard shall apply.

E. Variations to Standards

A PUD may be used to request variations to the following standards:

1. Permitted Uses
Any use may be requested as a permitted use or conditional use within the PUD, even when it would not be allowed in the baseline zoning district.
2. Dimensional Standards
Any dimensional standard, or combination of dimensional standards, including minimum lot size, setbacks, lot coverage limits, and maximum height.
3. Development and Design Standards
Building design requirements, or development standards including §4-440 Supplementary District Regulations and §4-450 Off-Street Parking and Loading Regulations.
4. Overlay Zoning District Standards
Any requirement or standard of the corridor overlay zoning districts, other than the CO-SR (Sheyenne River Corridor Overlay) district.
5. Limitations
A PUD may not be used:
 - a. For the primary purpose of increasing the allowed density of the baseline zoning district. In such a case, a rezoning shall be required.
 - b. To request exemption from providing required public improvements such as streets, sidewalks, water, sanitary sewer and stormwater management infrastructure.
 - c. To request exemption from providing required application information, or to vary from compliance with standard application procedures.
 - d. To modify the standards of the CO-SR (Sheyenne River Corridor Overlay) district.
 - e. To modify applicable sign code regulations of §4-460.

4-432.3 Review and Approval Procedure

The PUD approval process shall be undertaken in two stages. The first stage includes approval of the PUD Concept Develop Plan in conjunction with approval of a rezoning to the PUD zoning district. The second stage includes approval of the PUD Detailed Development Plan. No rights of development are conveyed by the PUD until both of these stages are complete, as outlined by this ordinance.

A. Approval of PUD Concept Plan and Zoning District

The applicant shall submit to the City Planner an application for a PUD, along with proposed PUD Concept Plan, associated designs, sketches, basic site information, and an explanation of how the proposal contributes to general development objectives for the area and its relation to the policies of the City. The Planning and Zoning Commission shall review the PUD application and the Concept Plan for the total area of the proposed PUD, prior to final approval by the City Commission. In addition to the approval process outlined below, the standards of §4-540 also apply in relation to the establishment of the PUD zoning district.

1. **Application Submittal for PUD Concept Plan and Zoning District**
 - a. The PUD application form shall be established by the City Planner and shall include at a minimum the following items:
 - (1.) A statement specifying the baseline zoning district proposed for the project, and a list of all standards of the baseline district that the PUD proposes to vary, along with a description of the extent of variation that is being requested.
 - (2.) A comprehensive description of the community benefit(s) the development will provide in exchange for flexibility from baseline zoning district standards and a list of any features and/or additional development standards proposed to be incorporated into the PUD to help achieve the community benefit(s).
 - b. The Concept Plan shall include:
 - (1.) A legal description of the property.
 - (2.) A narrative statement describing the general character of the intended development.
 - (3.) An accurate map of the project area showing the site and its proposed land uses, and the adjacent properties and their present or projected land uses.
 - (4.) The pattern of proposed land uses including the shape, size, and arrangement of proposed use areas, density, and environmental character.
 - (5.) The pattern of public and/or private streets.
 - (6.) Proposed open space and public sites.
 - (7.) Preliminary number, size, and concept of the proposed structures within each area.
 - (8.) A preliminary schedule of the anticipated sequence of sub-area development for the entire site area included in the PUD. (See §432.3.C for phased development requirements.)
 - c. Where applicable, a written statement outlining the ownership and maintenance responsibility of the common open spaces, access streets, roads, shared utilities and recreation areas and documentation of this responsibility. This may include a written agreement with the City of West Fargo providing that should the improvements set forth in the Concept Development Plan fail to be completed within eighteen (18) months after the initiation of construction, then and in that event the City of West Fargo shall be authorized to provide for the installation of the required improvements. The installation of improvements shall be paid for by utilization of and the levy of special assessment process, and as part of the agreement, the developer and any associated parties waive any rights to protest the special assessment.

- d. Coordination with Other Regulations:
 - (1.) PUD districts are not exempt from applicable overlay zoning districts. Nevertheless, some individual overlay zoning district standards may be modified in accordance with §4-432.2.E.
 - (2.) If the PUD request applies to a parcel that has not been subdivided, subdivision review shall be carried out simultaneously with the review of a PUD zoning application. Development plans submitted under this article shall be in a form which will satisfy the requirements of the subdivision regulations for preliminary and final plats.

2. Staff Review

Upon receipt of a complete application, the City Planner and applicable review agencies shall review the application. The City Planner shall prepare a staff report that reviews the application in relation to the Comprehensive Plan, the standards of and purpose of this Ordinance, and all other applicable requirements.

3. Planning and Zoning Commission Review

- a. Public Hearing

A public hearing shall be held before the Planning and Zoning Commission after notice of the time and place has been published in the City's official newspaper for two consecutive weeks prior to the date of the public hearing.
- b. Planning and Zoning Commission Recommendation

Following a public hearing, the Planning and Zoning Commission may recommend to the City Commission approval, approval with conditions, or denial of the application upon consideration of the Comprehensive Plan, the standards of and purpose of this Ordinance, and all other applicable requirements.

4. City Commission Review

- a. Public Hearing

A public hearing shall be held before the City Commission after notice of the time and place has been published in the City's official newspaper for two consecutive weeks prior to the date of the public hearing.
- b. City Commission Decision

The City Commission may approve or deny the application upon consideration of the Comprehensive Plan, the standards of and purpose of this Ordinance, and all other applicable requirements.

5. Effect of Approval of PUD Concept Plan

- a. City Commission approval of the PUD Concept Plan and PUD zoning district shall establish the basic right to use the area in conformity with the application and Concept Plan as approved. However, this right is conditioned upon final approval of the accompanying Detailed Development Plan by the Planning & Zoning Commission, and shall not

make permissible any development prior to that Commission's formal approval of the Detailed Development Plan.

B. Approval of PUD Detailed Development Plan

The Planning & Zoning Commission shall give final approval to the PUD Detailed Development Plan for overall site development, or for sub-areas of a phased PUD development.

1. Application Submittal for Detailed Development Plan

In order to secure final approval and designation as a PUD for a proposed site, the applicant shall submit to the City Planner:

- a. The PUD Detailed Development Plan application.
- b. A Detailed Development Plan of the entire site or for any area/sub-areas that will be developed upon approval of the Detailed Development Plan, which shall include:
 - (1.) A copy of the development's approved subdivision plat including lot lines, easements, public rights-of-way, etc.
 - (2.) Detailed site plan(s) and construction documents illustrating:
 - (a) Size, location, and arrangement of buildings including lot size, building spacing, setbacks, yards, etc.
 - (b) Parking areas, private and public streets, sidewalks, and other transportation facilities, including specification of pavement materials.
 - (c) Landscaping, screening, and final ground contours.
 - (d) Common open spaces and/or recreation areas.
 - (e) Sewer, water, and other utility lines.
 - (f) Garbage, dumpster, or refuse collection locations.
 - (g) Proposed signage.
 - (h) Building elevations.

2. PUD Detailed Development Plan Review Criteria

A PUD Detailed Development Plan may be approved by the Planning & Zoning Commission if it is determined by the Commission to be in substantial compliance with the approved PUD Concept Plan. The PUD Detailed Development Plan may be deemed to be in substantial compliance with the

PUD Concept Plan so long as, when compared with the PUD Concept Plan, it does not result in:

- a. An increase in project density or intensity, including the number of housing units per acre or the amount of nonresidential floor area per acre;
- b. A change in the mix of housing types or the amount of land area devoted to nonresidential uses;
- c. A reduction in the amount of open space;
- d. Any change to the vehicular system that results in a significant change in the amount or location of streets, common parking areas, and access to the PUD;
- e. Any change determined by the Planning & Zoning Commission to represent an increase in development intensity; or
- f. A substantial change in the layout of buildings.

3. Staff Review

Upon receipt of a complete application, the City Planner and applicable review agencies shall review the application. The City Planner shall prepare a staff report that reviews the application in relation to the PUD Detailed Development Plan review criteria and all other applicable development standards.

4. Planning & Zoning Commission Review

The Planning & Zoning Commission shall approve or deny the application upon consideration of the PUD Detailed Development Plan review criteria and all other applicable development standards.

5. Effect of Approval & Expiration of Approval

Approval of a PUD Detailed Development Plan shall confer upon the applicant the right to develop the subject property in accordance with the approved PUD Detailed Development Plan.

The right to develop in accordance with an approved PUD Detailed Development Plan shall lapse and be of no further effect if construction of the PUD does not start within two (2) years of the effective date of approval of the PUD Detailed Development Plan or within the time-frame established by the City Commission during approval of the PUD Concept Plan, whichever is greater. In the event of such lapse of approval:

- a) the PUD Detailed Development Plan shall be of no effect, and a new PUD Detailed Development Plan will need to be approved in accordance with this ordinance, prior to development.
- b) the Planning and Zoning Commission may initiate action to rezone the land from the PUD zoning district.

6. Appeal of Decision

Upon denial of an application for PUD Detailed Development Plan by the Planning & Zoning Commission, an applicant may appeal the decision to the Board of Adjustment in accordance with §4-560. Such appeal shall be made by the applicant within 10 days of denial by the Planning & Zoning Commission.

C. **Phased Development Plans**

Large or complex PUD projects may be proposed in phases over a period of time, or when a development consists of multiple properties that are initially under different ownership prior to development. In such an event, the applicant may seek approval for the entire project based on a Concept Plan, then follow up with a Detailed Development Plan for each subsequent sub-area at a later date, according to the following procedures.

1. The applicant shall initially submit a PUD application and Concept Plan that includes the entire final area of the project.
2. The application shall state that the Concept Plan is associated with a phased development, and that Detailed Development Plans will be submitted sequentially, according to the proposed preliminary schedule of sub-area development for the entire site area.
3. The PUD rezoning application and Concept Plan shall be reviewed and approved according to the procedure described in §4-432.3.A, *Approval of PUD Concept Plan and Zoning District*.
4. Each successive phase of development shall then submit and receive approval of a Detailed Development Plan, according to the procedure described in §4-432.3.B, *Approval of PUD Detailed Development Plan*, prior to proceeding with construction.

4-432.4 Amendments

Amendments to approved PUD Concept Plans, Detailed Development Plans, and PUD zoning districts, may be approved in the same manner as provided for in §4-432.3.

* * * * *

4-460. SIGN REGULATIONS

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4-460.9 General District Regulations.

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4. "PUD" Districts. In "Planned Unit Development" Districts, sign restrictions shall be based upon the ~~baseline zoning district designated for the individual uses and structures contained in the development. If no baseline zoning district has been established,~~ signs shall be in compliance with the restrictions applied in the most restrictive zoning district in which the use is allowed. Signs considered to be off-premise signs must:

- a) meet the requirements set forth above for on-premise signs ~~for the most restrictive zoning district in which the use is allowed,~~
- b) must be limited to advertising businesses located within the same PUD District, and
- c) the off-premise signs must be a permissive use in the PUD District.

5. "CO" District. In addition to the sign restrictions stated above, the following restrictions shall apply:

* * * * *

c. In underlying PUD District, on-premise signs shall be permitted according to the provisions of the underlying district and the provisions of this section, the most restrictive provisions prevailing. Off-premise signs in the underlying PUD District must:

- a) meet the requirements set forth above for on-premise signs,
- b) must be limited to advertising businesses located within the same PUD District, and
- c) the off-premise signs must be a permissive use in the PUD District.

4-432. "PUD" DISTRICT FOR PLANNED UNIT DEVELOPMENT DISTRICT

4-432.1. Statement of Intent. The provisions of the PUD District are established to provide comprehensive procedures and standards designed to allow greater flexibility, uniqueness, innovative design and energy conservation in the development or redevelopment of areas of the community by developing adjacent to, or by incorporating within a mixture of densities/intensities or use types. The benefits of the PUD are intended to be significant as to warrant modifications of the standards required under other district regulations. These provisions are further intended to promote conservation and more efficient use of land, higher standards of site and building design and the preservation and enhancement of desirable site characteristics such as natural topography, scenic features and open spaces. It is also intended that these provisions will give the developer reasonable assurance of ultimate approval before expending complete design monies while providing City officials with assurances that the project will retain the character envisioned at the time of concurrence.

Source: Ord. 476, Sec. 1 (1994).

4-432.2. Permitted Uses. Any use which is permitted by this ordinance within the residential, commercial or industrial districts shall be considered as potentially allowable within a PUD District.

Source: Ord. 476, Sec. 2 (1994).

4-432.3. Who May Apply--Ownership Requirements. An application for approval of a PUD shall be filed in the name(s) of the recorded owner(s) of property included in the development. However, the application may be filed by holder(s) of an equitable interest in such property. Before approval of a plan can be obtained, the applicant must show evidence of full ownership interest in the land (legal title or the execution of a binding sales agreement). The entire project must be in single ownership by the time the final development plan can be approved.

4-432.4. Minimum Areas Generally Required. The tract of land for which a PUD project is proposed shall be a minimum of 2 acres. Areas of less than 2 acres may qualify as a PUD project if the applicant can show that the waiving of this requirement is in the public interest and that at least one of the following conditions is met:

- a. Unusual physical features of the site or the surrounding neighborhood are such that development under a different zoning district would not conserve the unique physical features of the site or would not allow functional or environmental compatibility with the surrounding neighborhood.
- b. The site is adjacent to an area which has been developed under the provisions of a Planned Unit Development

District and will contribute to the amenity and functionality of the neighborhood.

- c. The site is part of an urban redevelopment and/or spot renewal program, provided it does not conflict with the nature of the surrounding neighborhood.

4-432.5. Coordination with Subdivision Regulations. It is the intent of this article that subdivision review be carried out simultaneously with the review of a Planned Unit Development and that the development plans submitted under this article be submitted in a form which will satisfy the requirements of the subdivision control regulations for preliminary and final plats.

4-432.6. Administrative Procedure. Administrative approval is to be obtained for a PUD project at two stages: (1) the Planning and Zoning Commission is to review and give preliminary approval to a Concept Development Plan for the total area of the proposed PUD District; and, (2) final approval is to be given to a Detailed Development Plan by the Planning and Zoning Commission and the City Commission for the total site development or for sub-areas of the proposed PUD District. Prior to these two steps, the prospective applicant should submit to the Planning and Zoning Commission and its staff, preliminary plans and sketches and basic site information for consideration and advise as to the relation of the proposal to general development objectives to be attained in the area and as to the policies of the Commission with reference thereto.

A. Preliminary Approval of a Planned Unit Development Project

1. The proponents of a PUD project shall submit a Concept Development Plan to the Planning and Zoning Commission.
2. The Concept Development Plan shall consist of the following:
 - a. A legal description of the property.
 - b. A statement describing the general character of the intended development.
 - c. An accurate map of the project area showing the proposed site and its proposed land uses, and the adjacent properties and their present urban or projected land uses.
 - d. The pattern of proposed land uses including the shape, size and arrangement of proposed use areas, density, and environmental character.
 - e. The pattern of public and/or private streets.

- f. Proposed open space and public sites.
- g. Preliminary number, size and concept of the proposed structures within each area.
- h. An outline for the anticipated schedule and sequence of development in terms of sub-areas for the total PUD District.
- i. Preliminary Subdivision plat.

3. Referral and Hearing

- a. On receipt of the application and the Concept Development Plan, the Planning Commission and its staff shall study the proposal to determine conformity with the City's Comprehensive Plan and the above requirements. This shall be done at the first regularly scheduled meeting of the Planning Commission.
- b. In reviewing the plan, the Planning Commission shall determine if the proposed development is consistent with the intended purposes of the PUD District, with the Comprehensive Plan, and with the overall development of the City of West Fargo. The design may provide for the modification of yards, setbacks, and height requirements, but the density, intensity of use, and lot coverage requirements for residential developments for the district as a whole shall not be reduced below that required in the R-3 District.
- c. The Planning Commission will hold a public hearing on the Concept Development Plan, after notification of the surrounding property owners, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan.
- d. Approval of the rezoning and the related Concept Development Plan shall establish the basic right to use the area in conformity with the plan as approved, and shall be recorded as an integral component of the district regulations, but such plan is conditioned upon approval of a Detailed Development Plan, and shall not make permissible any of the uses as proposed until a Detailed Development Plan is submitted and approved for all or a portion of the Concept Development Plan.

B. Final Approval of a Planned Unit Development Project

1. In order to secure final approval and designation as a PUD District for a proposed site, the applicant will submit to the City Planning Commission a Detailed Development Plan of any or all of the agreed to site sub-areas.
2. The Detailed Development Plan for any or all PUD District shall consist of the following:
 - a. A final subdivision plat including lot lines, easements, public rights-of-way, etc.
 - b. A map of the site illustrating the following:
 - (1) Size, location and arrangement of buildings including building spacing, setbacks, yards, etc.
 - (2) Parking areas, private and public streets, sidewalks, and other transportation facilities.
 - (3) Landscaping, screening and final ground contours,
 - (4) Common open spaces and/or recreation areas.
 - (5) Sewer, water, and other utility lines.
 - c. Where applicable, a written statement outlining the ownership and maintenance responsibility of the common open spaces and recreation areas and documentation of this responsibility.
 - d. A written agreement with the City of West Fargo providing that should the improvements set forth in the illustration above fail to be completed within 18 months after the initiation of construction, as provided for in Subsection 5 below, then and in that event the City of West Fargo shall be authorized to provide for the installation of said improvements. The installation of said improvements shall be paid for by utilization of the special assessment process, for such cases made, and the developer so involved shall, as a part of the agreement waive any rights s/he might otherwise have to protest said special assessments.

3. The proponents of the PUD project shall secure the final approval for the designated section of the PUD area from the Planning Commission and the City Commission.
 4. Upon approval of the Planning Commission and the City Commission, the Detailed Development Plan is attached to and is part of the ordinance establishing the zoning designation of the land. The Detailed Development Plan is the document on which building permits and other City development approvals are issued. The City Building Inspectorate is not authorized to issue permits for improvements which are not indicated on the approved plan.
 5. Construction of the PUD shall be started within 2 years from the effective date of approval of the plan by the City Commission. Failure to begin the development within 2 years shall automatically void the development plan and another detailed development plan must be submitted and approved prior to any development of the property.
- C. Establishing Zoning in Advance of Development Plans: Circumstances may arise where the planned development may be proposed in phases over a longer period of time, or the development consists of multiple properties which may be owned separately or may be sold to another party prior to development. In such an event, the proponent(s) of a PUD may seek to rezone the property initially to PUD with the consideration of the Detailed Development Plan at a later date according to the following procedures.
1. The proponents of a PUD development shall initially submit a Concept Development Plan to the Planning and Zoning Commission as outlined previously.
 2. The Planning and Zoning Commission shall hold a hearing on the proposed Concept Development Plan after notification of the surrounding property owner, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan. Following a public hearing before and consideration by the Planning and Zoning Commission, the Commission shall submit in writing its recommendations on the proposed zoning ordinance amendment, supplement, change or modification to the City Commission within sixty (60) days after receipt thereof. Said recommendations shall include approval, disapproval or other suggestions and the reasons thereof, and a discussion of the effect of each amendment, supplement, change or modification on the

Comprehensive Plan. Said recommendations shall be of an advisory nature only.

3. After receipt of the recommendation on any zoning ordinance amendment from the Planning and Zoning Commission, or in any event of the failure of the Planning and Zoning Commission to so report, within ninety (90) days from the time of referral of the proposed amendment to the Planning and Zoning Commission, the Board of City Commissioners shall hold a public hearing, after which the proposed amendment may be passed. If a protest against a change, supplement, modification, amendment, or repeal is signed by the owners of twenty per cent or more:
 - a. Of the area of the lots included in such proposed change; or
 - b. Of the area adjacent, extending one hundred fifty feet (45.72 meters) from the area to be changed, excluding the width of streets or other public right-of-way, the amendment shall not become effective except by the favorable vote of three-fourths of all the members of the City Commission. All protests must be filed with the City Auditor, in writing, prior to the time set for the hearing.
 - c. Upon establishment of any regulation, restriction, or boundary hereunder the governing body of West Fargo shall file a certified copy thereof with the City Auditor and shall cause notice of the same to be published in the official newspaper of the City. Said notice shall describe the nature, scope, and purpose of the regulation, restriction, or boundary, and shall state the times at which it will be available to the public for inspection and copying at the Office of the City Auditor.
4. PUD Amendment: Prior to any building permit for development within the PUD, the proponent of a project shall submit to the Planning and Zoning Commission an application and Detailed Development Plans for the property as outlined previously, which will be considered a PUD Amendment. The Planning and Zoning Commission shall hold a hearing on the proposed PUD Amendment after notification of the surrounding property owners, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan. The PUD Amendment shall be reviewed for consistency with the Comprehensive Plan and for compatibility

with characteristics of other uses within the designated PUD area and other uses in the adjoining areas. Following a public hearing before and consideration by the Planning and Zoning Commission, the Commission shall submit in writing its recommendations on the proposed PUD Amendment to the City Commission. Said recommendations shall include approval, disapproval or other suggestions and the reasons thereof, and a discussion of the effect of the PUD Amendment on the Comprehensive Plan. Said recommendations shall be of an advisory nature only.

5. After receipt of the recommendation from the Planning and Zoning Commission, the City Commission shall review the Detailed Development Plan for the PUD Amendment and approve, approve with modifications or conditions, or deny the request. The Detailed Development Plan is attached to and is part of the Zoning designation of the property. The Detailed Development Plan is the document on which building permits and other City development approvals are issued. The City Building Inspector is not authorized to issue permits for improvements which are not indicated on the approved plan.
 6. A written agreement as outlined previously shall be signed, which includes terms and conditions for the development and provides for installation of improvements as outlined previously.
- D. Amendments: Any change in the Detailed Development Plan shall first be submitted for approval to the City Planning Commission, and if, in the opinion of the Planning Commission, such change constitutes substantial alteration of the original plan, especially with regards to a change in land use or an increase in development density or intensity, the procedure provided in Sections C.4-C.6 above shall be required.

Source: Ord, 916, Sec. 41 (2012)

ORDINANCE NO. 1239

AN ORDINANCE TO REPEAL AND RECREATE SECTION 4-432 AND TO AMEND AND REENACT SUBSECTIONS 4 AND 5 OF SECTION 4-460.9 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO "PUD" OR PLANNED UNIT DEVELOPMENT DISTRICT, AND GENERAL DISTRICT REGULATIONS.

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

SECTION 1. Section 4-432 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety.

~~4 432. "PUD" DISTRICT FOR PLANNED UNIT DEVELOPMENT DISTRICT~~

~~4 432.1. Statement of Intent. The provisions of the PUD District are established to provide comprehensive procedures and standards designed to allow greater flexibility, uniqueness, innovative design and energy conservation in the development or redevelopment of areas of the community by developing adjacent to, or by incorporating within a mixture of densities/intensities or use types. The benefits of the PUD are intended to be significant as to warrant modifications of the standards required under other district regulations. These provisions are further intended to promote conservation and more efficient use of land, higher standards of site and building design and the preservation and enhancement of desirable site characteristics such as natural topography, scenic features and open spaces. It is also intended that these provisions will give the developer reasonable assurance of ultimate approval before expending complete design monies while providing City officials with assurances that the project will retain the character envisioned at the time of concurrence.~~

~~4 432.2. Permitted Uses. Any use which is permitted by this ordinance within the residential, commercial or industrial districts shall be considered as potentially allowable within a PUD District.~~

~~4 432.3. Who May Apply Ownership Requirements. An application for approval of a PUD shall be filed in the name(s) of the recorded owner(s) of property included in the development. However, the application may be filed by holder(s) of an equitable interest in such property. Before approval of a plan can be obtained, the applicant must show evidence of full ownership interest in the land (legal title or the execution of a binding sales agreement). The entire project must be in single ownership by the time the final development plan can be approved.~~

~~4 432.4. Minimum Areas Generally Required. The tract of land for which a PUD project is proposed shall be a minimum of 2 acres. Areas of less than 2 acres may qualify as a PUD project if the applicant can show that the waiving of this requirement is in the public interest and that at least one of the following conditions is met:~~

- ~~a. Unusual physical features of the site or the surrounding neighborhood are such that development under a different zoning district would not conserve the unique physical features of the site or would not allow functional or environmental compatibility with the surrounding neighborhood.~~
- ~~b. The site is adjacent to an area which has been developed under the provisions of a Planned Unit Development District and will contribute to the amenity and functionality of the neighborhood.~~

~~c. The site is part of an urban redevelopment and/or spot renewal program, provided it does not conflict with the nature of the surrounding neighborhood.~~

~~4 432.5. Coordination with Subdivision Regulations. It is the intent of this article that subdivision review be carried out simultaneously with the review of a Planned Unit Development and that the development plans submitted under this article be submitted in a form which will satisfy the requirements of the subdivision control regulations for preliminary and final plats.~~

~~4 432.6. Administrative Procedure. Administrative approval is to be obtained for a PUD project at two stages: (1) the Planning and Zoning Commission is to review and give preliminary approval to a Concept Development Plan for the total area of the proposed PUD District; and, (2) final approval is to be given to a Detailed Development Plan by the Planning and Zoning Commission and the City Commission for the total site development or for sub areas of the proposed PUD District. Prior to these two steps, the prospective applicant should submit to the Planning and Zoning Commission and its staff, preliminary plans and sketches and basic site information for consideration and advise as to the relation of the proposal to general development objectives to be attained in the area and as to the policies of the Commission with reference thereto.~~

~~A. Preliminary Approval of a Planned Unit Development Project~~

~~1. The proponents of a PUD project shall submit a Concept Development Plan to the Planning and Zoning Commission.~~

~~2. The Concept Development Plan shall consist of the following:~~

~~a. A legal description of the property.~~

~~b. A statement describing the general character of the intended development.~~

~~c. An accurate map of the project area showing the proposed site and its proposed land uses, and the adjacent properties and their present urban or projected land uses.~~

~~d. The pattern of proposed land uses including the shape, size and arrangement of proposed use areas, density, and environmental character.~~

~~e. The pattern of public and/or private streets.~~

~~f. Proposed open space and public sites.~~

~~g. Preliminary number, size and concept of the proposed structures within each area.~~

~~h. An outline for the anticipated schedule and sequence of development in terms of sub areas for the total PUD District.~~

~~i. Preliminary Subdivision plat.~~

~~3. Referral and Hearing~~

~~a. On receipt of the application and the Concept Development Plan, the Planning Commission and its staff shall study the proposal to determine~~

~~conformity with the City's Comprehensive Plan and the above requirements. This shall be done at the first regularly scheduled meeting of the Planning Commission.~~

~~b. In reviewing the plan, the Planning Commission shall determine if the proposed development is consistent with the intended purposes of the PUD District, with the Comprehensive Plan, and with the overall development of the City of West Fargo. The design may provide for the modification of yards, setbacks, and height requirements, but the density, intensity of use, and lot coverage requirements for residential developments for the district as a whole shall not be reduced below that required in the R-3 District.~~

~~c. The Planning Commission will hold a public hearing on the Concept Development Plan, after notification of the surrounding property owners, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan.~~

~~d. Approval of the rezoning and the related Concept Development Plan shall establish the basic right to use the area in conformity with the plan as approved, and shall be recorded as an integral component of the district regulations, but such plan is conditioned upon approval of a Detailed Development Plan, and shall not make permissible any of the uses as proposed until a Detailed Development Plan is submitted and approved for all or a portion of the Concept Development Plan.~~

~~B. Final Approval of a Planned Unit Development Project~~

~~1. In order to secure final approval and designation as a PUD District for a proposed site, the applicant will submit to the City Planning Commission a Detailed Development Plan of any or all of the agreed to site sub-areas.~~

~~2. The Detailed Development Plan for any or all PUD District shall consist of the following:~~

~~a. A final subdivision plat including lot lines, easements, public rights of way, etc.~~

~~b. A map of the site illustrating the following:~~

~~(1) Size, location and arrangement of buildings including building spacing, setbacks, yards, etc.~~

~~(2) Parking areas, private and public streets, sidewalks, and other transportation facilities.~~

~~(3) Landscaping, screening and final ground contours,~~

~~(4) Common open spaces and/or recreation areas.~~

~~(5) Sewer, water, and other utility lines.~~

- ~~c. Where applicable, a written statement outlining the ownership and maintenance responsibility of the common open spaces and recreation areas and documentation of this responsibility.~~
- ~~d. A written agreement with the City of West Fargo providing that should the improvements set forth in the illustration above fail to be completed within 18 months after the initiation of construction, as provided for in Subsection 5 below, then and in that event the City of West Fargo shall be authorized to provide for the installation of said improvements. The installation of said improvements shall be paid for by utilization of the special assessment process, for such cases made, and the developer so involved shall, as a part of the agreement waive any rights s/he might otherwise have to protest said special assessments.~~
- ~~3. The proponents of the PUD project shall secure the final approval for the designated section of the PUD area from the Planning Commission and the City Commission.~~
- ~~4. Upon approval of the Planning Commission and the City Commission, the Detailed Development Plan is attached to and is part of the ordinance establishing the zoning designation of the land. The Detailed Development Plan is the document on which building permits and other City development approvals are issued. The City Building Inspectorate is not authorized to issue permits for improvements which are not indicated on the approved plan.~~
- ~~5. Construction of the PUD shall be started within 2 years from the effective date of approval of the plan by the City Commission. Failure to begin the development within 2 years shall automatically void the development plan and another detailed development plan must be submitted and approved prior to any development of the property.~~
- ~~C. Establishing Zoning in Advance of Development Plans: Circumstances may arise where the planned development may be proposed in phases over a longer period of time, or the development consists of multiple properties which may be owned separately or may be sold to another party prior to development. In such an event, the proponent(s) of a PUD may seek to rezone the property initially to PUD with the consideration of the Detailed Development Plan at a later date according to the following procedures.~~
 - ~~1. The proponents of a PUD development shall initially submit a Concept Development Plan to the Planning and Zoning Commission as outlined previously.~~
 - ~~2. The Planning and Zoning Commission shall hold a hearing on the proposed Concept Development Plan after notification of the surrounding property owner, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan. Following a public hearing before and consideration by the Planning and Zoning Commission, the Commission shall submit in writing its recommendations on the proposed zoning ordinance amendment, supplement, change or modification to the City Commission within sixty (60) days after receipt thereof. Said recommendations shall include approval, disapproval or other suggestions and the reasons thereof, and a discussion of the effect of each amendment, supplement, change or modification on the Comprehensive Plan. Said recommendations shall be of an advisory nature only.~~

- ~~3. After receipt of the recommendation on any zoning ordinance amendment from the Planning and Zoning Commission, or in any event of the failure of the Planning and Zoning Commission to so report, within ninety (90) days from the time of referral of the proposed amendment to the Planning and Zoning Commission, the Board of City Commissioners shall hold a public hearing, after which the proposed amendment may be passed. If a protest against a change, supplement, modification, amendment, or repeal is signed by the owners of twenty per cent or more:~~
- ~~a. Of the area of the lots included in such proposed change; or~~
- ~~b. Of the area adjacent, extending one hundred fifty feet (45.72 meters) from the area to be changed, excluding the width of streets or other public right-of-way, the amendment shall not become effective except by the favorable vote of three fourths of all the members of the City Commission. All protests must be filed with the City Auditor, in writing, prior to the time set for the hearing.~~
- ~~c. Upon establishment of any regulation, restriction, or boundary hereunder the governing body of West Fargo shall file a certified copy thereof with the City Auditor and shall cause notice of the same to be published in the official newspaper of the City. Said notice shall describe the nature, scope, and purpose of the regulation, restriction, or boundary, and shall state the times at which it will be available to the public for inspection and copying at the Office of the City Auditor.~~
- ~~4. PUD Amendment: Prior to any building permit for development within the PUD, the proponent of a project shall submit to the Planning and Zoning Commission an application and Detailed Development Plans for the property as outlined previously, which will be considered a PUD Amendment. The Planning and Zoning Commission shall hold a hearing on the proposed PUD Amendment after notification of the surrounding property owners, and will notify the applicant of its decision to approve, approve with modifications, or disapprove the plan. The PUD Amendment shall be reviewed for consistency with the Comprehensive Plan and for compatibility with characteristics of other uses within the designated PUD area and other uses in the adjoining areas. Following a public hearing before and consideration by the Planning and Zoning Commission, the Commission shall submit in writing its recommendations on the proposed PUD Amendment to the City Commission. Said recommendations shall include approval, disapproval or other suggestions and the reasons thereof, and a discussion of the effect of the PUD Amendment on the Comprehensive Plan. Said recommendations shall be of an advisory nature only.~~
- ~~5. After receipt of the recommendation from the Planning and Zoning Commission, the City Commission shall review the Detailed Development Plan for the PUD Amendment and approve, approve with modifications or conditions, or deny the request. The Detailed Development Plan is attached to and is part of the Zoning designation of the property. The Detailed Development Plan is the document on which building permits and other City development approvals are issued. The City Building Inspector is not authorized to issue permits for improvements which are not indicated on the approved plan.~~

~~6. A written agreement as outlined previously shall be signed, which includes terms and conditions for the development and provides for installation of improvements as outlined previously.~~

~~D. Amendments: Any change in the Detailed Development Plan shall first be submitted for approval to the City Planning Commission, and if, in the opinion of the Planning Commission, such change constitutes substantial alteration of the original plan, especially with regards to a change in land use or an increase in development density or intensity, the procedure provided in Sections C.4 C.6 above shall be required.~~

SECTION 2. Section 4-432 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby recreated and enacted to read as follows:

4-432. "PUD" OR PLANNED UNIT DEVELOPMENT DISTRICT

432.1. Overview & Intent.

- A. A Planned Unit Development (PUD) is both a zoning district as well as a development plan. PUD districts are inextricably linked to PUD development plans (Concept Plans and Detailed Development Plans) in that no rights of development apply to a PUD district other than those expressly included in the approved PUD development plans.
- B. The PUD district is established to allow greater development design flexibility than would otherwise be allowed through strict application and interpretation of the standards and requirements of this Title IV. This flexibility is offered to:
 - 1. Promote innovative development that achieves higher standards of site and building design;
 - 2. Encourage sustainable development that conserves energy, materials, and makes efficient use of land;
 - 3. Preserve and enhances desirable site characteristics such as natural topography, scenic features and open spaces;
 - 4. Allow a mixture of land uses that might not otherwise be permitted in a single district;
 - 5. Provide the developer reasonable assurance of project approval before extensive expenditure on project design costs, while providing City officials with assurances that the project will retain the character envisioned at the time of approval.
- C. The benefits offered to the city in exchange for the flexibility allowed by approval of a PUD are intended to be significant enough to justify the modifications of the standards required under baseline district regulations. These benefits may include but are not limited to:
 - 1. Implementation of City goals or initiatives as identified within the Comprehensive Plan.
 - 2. Efficient use of public services and infrastructure.

3. High-quality site and/or building design, that features best practices for such things as on-site storm water management, green building materials, or enhanced water and/or energy efficiency;
4. Development that features a high-quality mix of housing types to promote enhanced housing choice and affordability;
5. Preservation and/or protection of areas of significant natural resources (e.g., wetlands, wildlife habitat, stands of mature trees), beyond the requirements of the baseline zoning regulations;
6. A mix of uses that supports a complete neighborhood, and features compact design to enable walkability;
7. Enhanced amenities, such as community gathering areas, open space, parkland, connections to/provision of walking and biking trails;
8. Provide for appropriate transitions between differing land uses.

4-432.2. General Provisions.

- A. Applicability. A PUD may be requested on any parcel that meets the minimum land area requirement described in subsection 4-432.2.C below, where particular design, dimensional, or use combinations cannot be accommodated by any of the City's conventional base zoning districts. A PUD shall not be used to pursue a site-specific solution for a single issue that can be resolved through an administrative procedure authorized under this title, such as a rezoning, CUP, or subdivision.
- B. Authority to Initiate Application. A PUD application may only be filed in the name(s) of the recorded owner(s) of property included in the development, or by holder(s) of an equitable interest in the property. However, before approval of a PUD can be obtained, the applicant must show evidence of full ownership interest in the land (legal title or the execution of a binding sales agreement).
- C. Minimum Land Area Required. The tract of land for which a PUD is proposed shall be a minimum of two (2) acres. Areas of less than two (2) acres may be considered if the applicant can show that waiving the minimum land area requirement is in the public interest, and that at least one of the following conditions is met:
 1. Unusual physical features of the site or the surrounding neighborhood are such that development under a standard zoning district would not conserve the unique physical features of the site or would not allow functional or environmental compatibility with the surrounding neighborhood.
 2. The site is adjacent to an area which has been developed under the provisions of a PUD District and will contribute to the amenities and functionality of the neighborhood.
 3. The site is part of an urban redevelopment and/or spot renewal program, provided it does not conflict with the nature of the surrounding neighborhood.

- D. Designation of Baseline Zoning Standards. A PUD application must specify the conventional zoning district most closely related to the proposed development. The selected conventional zoning district standards shall be used to establish the baseline zoning standards for the PUD. Additionally, the PUD application shall specify each instance in which a variation from the baseline zoning district standards is proposed, along with the type or extent of variation being requested. Where a request to vary from a standard is not specifically included in the PUD application, the baseline district standard shall apply.
- E. Variations to Standards. A PUD may be used to request variations to the following standards:
1. Permitted Uses. Any use may be requested as a permitted or conditional within the PUD, even when it would not be allowed in the baseline zoning district.
 2. Dimensional Standards. Any dimensional standard, or combination of dimensional standards, including minimum lot size, setbacks, lot coverage limits, and maximum height.
 3. Development and Design Standards. Building design requirements, or development standards including §4-440 Supplementary District Regulations and §4-450 Off-Street Parking and Loading Regulations.
 4. Overlay Zoning District Standards. Any requirement or standard of the corridor overlay zoning districts, other than the CO-SR (Sheyenne River Corridor Overlay) district.
 5. Limitations. A PUD may not be used:
 - a. For the sole purpose of increasing the allowed density of the baseline zoning district. In such a case, a rezoning shall be required.
 - b. To request exemption from providing required public improvements such as streets, sidewalks, and stormwater management infrastructure.
 - c. To request exemption from providing required application information, or to vary from compliance with standard application procedures.
 - d. To modify the standards of the CO-SR (Sheyenne River Corridor Overlay) district.
 - e. To modify applicable sign code regulations of §4-460.

4-432.3 Review and Approval Procedure. The PUD shall be processed in two stages. The first stage includes approval of the PUD Concept Develop Plan in conjunction with approval of a rezoning to the PUD zoning district. The second stage includes approval of the PUD Detailed Development Plan. No rights of development are conveyed by the PUD until both of these stages are complete, as outlined by this ordinance.

- A. Approval of PUD Concept Plan and Zoning District. The applicant shall submit to the City Planner an application for a PUD, along with proposed PUD Concept Plan, associated designs, sketches, basic site information, and an explanation of how the proposal contributes to general development objectives for the area and its relation to the policies of the City. The

Planning and Zoning Commission shall review the PUD application and the Concept Plan for the total area of the proposed PUD, prior to final approval by the City Commission. In addition to the approval process outlined below, the standards of §4-540 also apply in relation to the establishment of the PUD zoning district.

1. Application Submittal for PUD Concept Plan and Zoning District.

- a. The PUD application form shall be established by the City Planner and shall include at a minimum the following items:
 - (1) A statement specifying the baseline zoning district proposed for the project, and a list of all standards of the baseline district that the PUD proposes to vary, along with a description of the extent of variation that is being requested.
 - (2) A comprehensive description of the community benefit(s) the development will provide in exchange for flexibility from baseline zoning district standards and a list of any features and/or additional development standards proposed to be incorporated into the PUD to help achieve the community benefit(s).
- b. The Concept Plan shall include:
 - (1) A legal description of the property.
 - (2) A narrative statement describing the general character of the intended development.
 - (3) An accurate map of the project area showing the site and its proposed land uses, and the adjacent properties and their present or projected land uses.
 - (4) The pattern of proposed land uses including the shape, size, and arrangement of proposed use areas, density, and environmental character.
 - (5) The pattern of public and/or private streets.
 - (6) Proposed open space and public sites.
 - (7) Preliminary number, size, and concept of the proposed structures within each area.
 - (8) A preliminary schedule of the anticipated sequence of sub-area development for the entire site area included in the PUD. (See §432.3.C for phased development requirements.)
- c. Where applicable, a written statement outlining the ownership and maintenance responsibility of the common open spaces, access streets, roads, shared utilities and recreation areas and documentation of this responsibility. This may include a written agreement with the City of West

Fargo providing that should the improvements set forth in the Concept Development Plan fail to be completed within eighteen (18) months after the initiation of construction, then and in that event the City of West Fargo shall be authorized to provide for the installation of the required improvements. The installation of improvements shall be paid for by utilization of and the levy of special assessment process, and as part of the agreement, the developer and any associated parties waive any rights to protest the special assessment.

d. Coordination with Other Regulations:

- (1) PUD districts are not exempt from applicable overlay zoning districts. Nevertheless, some individual overlay zoning district standards may be modified in accordance with §4-432.2.E.
- (2) If the PUD request applies to a parcel that has not been subdivided, subdivision review shall be carried out simultaneously with the review of a PUD zoning application. Development plans submitted under this article shall be in a form which will satisfy the requirements of the subdivision regulations for preliminary and final plats.

2. Staff Review. Upon receipt of a complete application, the City Planner and applicable review agencies shall review the application. The City Planner shall prepare a staff report that reviews the application in relation to the Comprehensive Plan, the standards of and purpose of this Ordinance, and all other applicable requirements.

3. Planning and Zoning Commission Review.

- a. Public Hearing. A public hearing shall be held before the Planning and Zoning Commission after notice of the time and place has been published in the City's official newspaper for two consecutive weeks prior to the date of the public hearing.
- b. Planning and Zoning Commission Recommendation. Following a public hearing, the Planning and Zoning Commission shall recommend to the City Commission approval, approval with conditions, or denial of the application upon consideration of the Comprehensive Plan, the standards of and purpose of this Ordinance, and all other applicable requirements.

4. City Commission Review.

- a. Public Hearing. A public hearing shall be held before the City Commission after notice of the time and place has been published in the City's official newspaper for two consecutive weeks prior to the date of the public hearing.
- b. City Commission Decision. The City Commission shall approve or deny the application upon consideration of the Comprehensive Plan, the

standards of and purpose of this Ordinance, and all other applicable requirements.

5. Effect of Approval of PUD Concept Plan.

- a. City Commission approval of the PUD Concept Plan and PUD zoning district shall establish the basic right to use the area in conformity with the application and Concept Plan as approved. However, this right is conditioned upon final approval of the accompanying Detailed Development Plan by the Planning & Zoning Commission, and shall not make permissible any development prior to that Commission's formal approval of the Detailed Development Plan.

B. Approval of PUD Detailed Development Plan. The Planning & Zoning Commission shall give final approval to the PUD Detailed Development Plan for overall site development, or for sub-areas of a phased PUD development.

1. Application Submittal for Detailed Development Plan. In order to secure final approval and designation as a PUD for a proposed site, the applicant shall submit to the City Planner:

- a. The PUD Detailed Development Plan application.
- b. A Detailed Development Plan of the entire site or for any area/sub-areas that will be developed upon approval of the Detailed Development Plan, which shall include:
 - (1) A copy of the development's approved subdivision plat including lot lines, easements, public rights-of-way, etc.
 - (2) Detailed site plan(s) and construction documents illustrating:
 - (a) Size, location, and arrangement of buildings including lot size, building spacing, setbacks, yards, etc.
 - (b) Parking areas, private and public streets, sidewalks, and other transportation facilities, including specification of pavement materials.
 - (c) Landscaping, screening, and final ground contours.
 - (d) Common open spaces and/or recreation areas.
 - (e) Sewer, water, and other utility lines.
 - (f) Garbage, dumpster, or refuse collection locations.
 - (g) Proposed signage.
 - (h) Building elevations.

2. PUD Detailed Development Plan Review Criteria. A PUD Detailed Development Plan may be approved by the Planning & Zoning Commission if it is determined by the Commission to be in substantial compliance with the approved PUD Concept Plan. The PUD Detailed Development Plan may be deemed to be in substantial compliance with the PUD Concept Plan so long as, when compared with the PUD Concept Plan, it does not result in:
 - a. An increase in project density or intensity, including the number of housing units per acre or the amount of nonresidential floor area per acre;
 - b. A change in the mix of housing types or the amount of land area devoted to nonresidential uses;
 - c. A reduction in the amount of open space;
 - d. Any change to the vehicular system that results in a significant change in the amount or location of streets, common parking areas, and access to the PUD;
 - e. Any change determined by the Planning & Zoning Commission to represent an increase in development intensity; or
 - f. A substantial change in the layout of buildings.
3. Staff Review. Upon receipt of a complete application, the City Planner and applicable review agencies shall review the application. The City Planner shall prepare a staff report that reviews the application in relation to the PUD Detailed Development Plan review criteria and all other applicable development standards.
4. Planning & Zoning Commission Review. The Planning & Zoning Commission shall approve or deny the application upon consideration of the PUD Detailed Development Plan review criteria and all other applicable development standards.
5. Effect of Approval & Expiration of Approval. Approval of a PUD Detailed Development Plan shall confer upon the applicant the right to develop the subject property in accordance with the approved PUD Detailed Development Plan.

The right to develop in accordance with an approved PUD Detailed Development Plan shall lapse and be of no further effect if construction of the PUD does not start within two (2) years of the effective date of approval of the PUD Detailed Development Plan or within the time-frame established by the City Commission during approval of the PUD Concept Plan, whichever is greater. In the event of such lapse of approval:

- a. the PUD Detailed Development Plan shall be of no effect, and a new PUD Detailed Development Plan will need to be approved in accordance with this ordinance, prior to development.
- b. the Planning and Zoning Commission may initiate action to rezone the land from the PUD zoning district.

6. Appeal of Decision. Upon denial of an application for PUD Detailed Development Plan by the Planning & Zoning Commission, an applicant may appeal the decision to the Board of Adjustment in accordance with §4-560. Such appeal shall be made by the applicant within 10 days of denial by the Planning & Zoning Commission.
- C. Phased Development Plans. Large or complex PUD projects may be proposed in phases over a period of time, or when a development consists of multiple properties that are initially under different ownership prior to development. In such an event, the applicant may seek approval for the entire project based on a Concept Plan, then follow up with a Detailed Development Plan for each subsequent sub-area at a later date, according to the following procedures.
1. The applicant shall initially submit a PUD application and Concept Plan that includes the entire final area of the project.
 3. The application shall state that the Concept Plan is associated with a phased development, and that Detailed Development Plans will be submitted sequentially, according to the proposed preliminary schedule of sub-area development for the entire site area.
 3. The PUD rezoning application and Concept Plan shall be reviewed and approved according to the procedure described in §4-432.3.A, *Approval of PUD Concept Plan and Zoning District*.
 4. Each successive phase of development shall then submit and receive approval of a Detailed Development Plan, according to the procedure described in §4-432.3.B, *Approval of PUD Detailed Development Plan*, prior to proceeding with construction.

4-432.4 Amendments. Amendments to approved PUD Concept Plans, Detailed Development Plans, and PUD zoning districts, may be approved in the same manner as provided for in §4-432.4.

SECTION 3. Section 4-432 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby recreated and enacted to read as follows:

4-460.9 GENERAL DISTRICT REGULATIONS.

* * *

4. “PUD” Districts. In “Planned Unit Development” Districts, sign restrictions shall be based upon the baseline zoning district designated for individual uses and structures contained in the development. ~~If no baseline zoning district has been established, signs shall be in compliance with the restrictions applied in the most restrictive zoning district in which the use is allowed. Signs considered to be off-premise signs must: meet the requirements set forth above for on-premise signs for the most restrictive zoning district in which the use is allowed, must be limited to advertising businesses located within the same PUD District, and the off-premise signs must be a permissive use in the PUD District.~~
 - a. meet the requirements set forth above for on-premise signs;
 - b. must be limited to advertising businesses located within the same PUD District; and

c. the off-premise signs must be a permissive use in the PUD District.

5. “CO” District. In addition to the sign restrictions stated above, the following restrictions shall apply:

a. In underlying Agricultural and Residential Districts, no sign shall be permitted except as may be allowed as a conditional use, in which case signage shall conform to whatever restrictions may be imposed by the City Commission in authorizing the conditional use permit; however, in no case shall the requirements be less restrictive than those set forth in the subsection below.

b. In underlying Commercial Districts: On-Premise Signs shall be permitted according to the following provisions:

(1) Number: In structures with multiple occupancy and individual outside entrances (retail centers), each tenant can have its own wall signs; however, a common monument or freestanding sign is intended to serve the needs of all the tenants in the structures.

(2) Height: Freestanding signs shall conform to the following formula:

$$\text{Max. Height (ft)} = \text{Frontage on designated street}/10 + \text{Sign Setback}/2$$

with no freestanding sign exceeding twenty-five (25) feet in height, except that the height of a sign may be increased one (1) foot, up to ten (10) additional feet, for each two (2) feet of setback provided beyond the minimum.

(3) Minimum Setback: There shall be fifteen (15) feet front yard sign setback for all those properties abutting the designated streets. For those properties abutting other roadways, yard sign setbacks along the roadways shall be five (5) feet.

(4) For premises without frontage on the designated streets, the height and area of signs shall be determined by the amount of frontage on other public or approved private streets.

c. In underlying PUD District, on-premise signs shall be permitted according to the provisions of the underlying district and the provisions of this section, the most restrictive provisions prevailing. Off-premise signs in the underlying PUD District must: ~~meet the requirements set forth above for on-premise signs, must be limited to advertising businesses located within the same PUD District, and the off-premise signs must be a permissive use in the PUD District.~~

a. meet the requirements set forth above for on-premise signs;

b. must be limited to advertising businesses located within the same PUD District;
and

c. the off-premise signs must be a permissive use in the PUD District.

SECTION 4. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

President of the Board of City Commissioners

Attest:

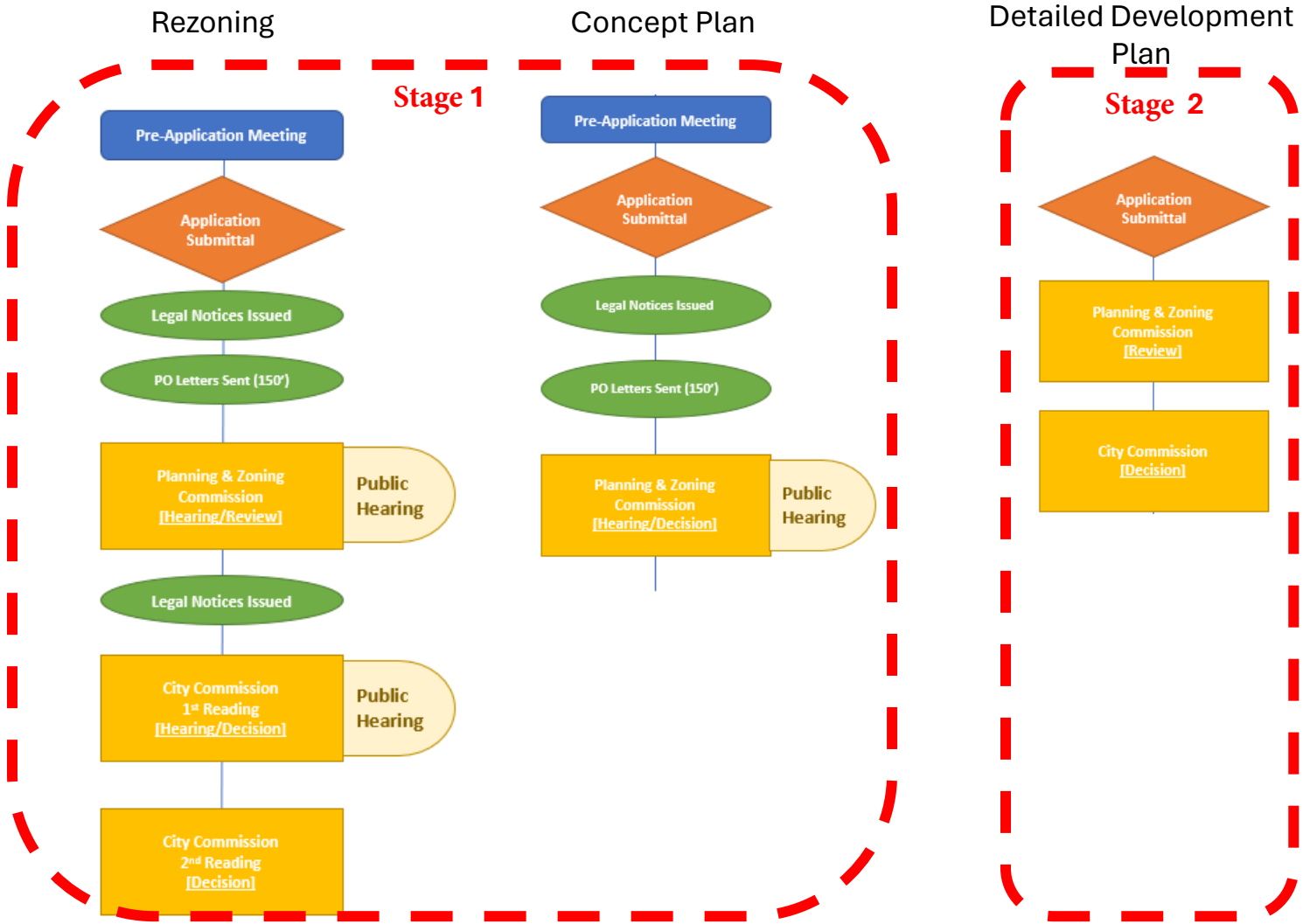
City Auditor

Date of First Reading:

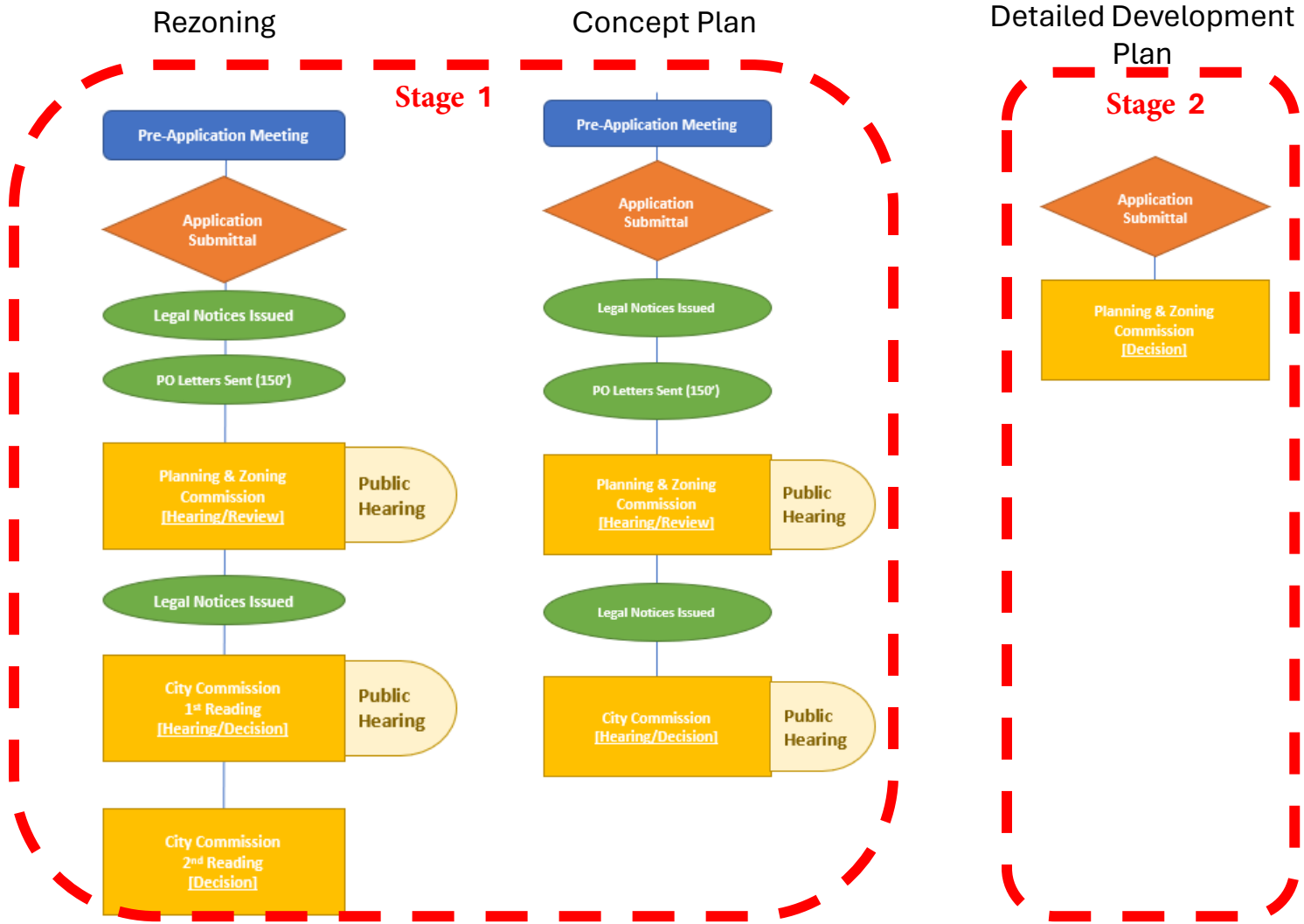
Date of Second Reading:

Date of Publication:

Current PUD Process



Proposed PUD Process





"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

Vacant

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and
Engineering

Commissioner

Vacant

Primary Portfolio:

Sanitation

Secondary Portfolio:

Administration/Finance

City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: July 1, 2024

Subject: Project No. 9040 - Lighting Standard Improvements – HPS to LED (Citywide)

Action: Review Bid and Concur with NDDOT to Award Contract

New Information and Recommendation:

NDDOT conducted a virtual bid opening on June 14, 2024. There were a total of three (3) bidders, with Sun Electric, Inc having the lowest bid of \$374,431.00. The bid was 22.25% under the Engineer's final design estimate. Staff reviewed the bid results and recommend concurring with the NDDOT to accept bid and award contract to Sun Electric, INC.

The following documents are attached for review/consideration:

- NDDOT Request for Concurrence
- Bid Abstract
- Resolution Accepting Bid and Awarding Contract
- Notice of Award

Staff Recommendation: Concur with NDDOT and award contract to Sun Electric, Inc for their bid amount of \$374,431.00.

Financial Analysis:

The City was awarded a \$300,000 grant that requires a minimum \$75,000 match to upgrade existing street lights. The scope of the project includes additional lighting corridors to ensure that the full grant is utilized. With the bid listed above, it is estimated that the city's cost share to be \$102,381.10.

The match is intended to be paid via Capital Improvement Sales Tax. No special assessments are proposed with this project.

Previously Presented Information and Commission Actions:

April 15, 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.

January 8, 2024

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

June 19, 2023 –

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

June 5, 2023 –

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

June 14, 2024

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

PROJECT: TMA-CRP-8-992(050), PCN 24229 - CASS CO; MULTIPLE LOCATIONS CITY WIDE - WEST FARGO

Dear Mr. Hanson:

Bids for the construction on the above noted project were taken at our bid opening of June 14, 2024. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for LED LIGHTING was submitted by Sun Electric Inc of Fargo, ND in the amount of \$374,431.00. According to the agreement with the City of West Fargo, the City's share for **TMA-CRP-8-992(050)** is estimated to be \$102,381.10. Federal funds obligated for this project shall not exceed 80.93 percent of the total eligible project cost up to a maximum of \$309,493.00. The balance of the project cost is the obligation of the City.

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

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

Sincerely,



Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

North Dakota **FEDERAL AID**

Project Number: **TMA-CRP-8-992(050)**

PCN: **24229**

Job Number: **24229**

Bid Opening Date: **6/14/2024**

English/Metric: **ENGLISH**

Signed Date:

Contract with **SUN ELECTRIC INC FARGO, ND**

County(s): **CASS**

Location: **MULTIPLE LOCATIONS CITY WIDE - WEST FARGO**

Roadway: **URBAN**

Type: **LED LIGHTING**

Participating: **Y**

Spec	Code	Item Description	Quantity	Unit	Unit Price	Amount
103	0100	CONTRACT BOND	1.000	L SUM	\$1,700.00	\$1,700.00
702	0100	MOBILIZATION	1.000	L SUM	\$2,500.00	\$2,500.00
704	1000	TRAFFIC CONTROL SIGNS	560.000	UNIT	\$1.25	\$700.00
704	1052	TYPE III BARRICADE	2.000	EA	\$62.50	\$125.00
704	1060	DELINEATOR DRUMS	32.000	EA	\$10.00	\$320.00
704	1067	TUBULAR MARKERS	38.000	EA	\$3.00	\$114.00
704	1086	SEQUENCING ARROW PANEL-TYPE B	4.000	EA	\$406.25	\$1,625.00
704	1200	PROTECTION VEHICLE	1.000	L SUM	\$7,312.00	\$7,312.00
770	4211	LED LUMINAIRE - TYPE A	61.000	EA	\$1,490.00	\$90,890.00
770	4212	LED LUMINAIRE - TYPE B	70.000	EA	\$1,875.00	\$131,250.00
770	4213	LED LUMINAIRE - TYPE C	19.000	EA	\$2,265.00	\$43,035.00
770	4214	LED LUMINAIRE - TYPE D	24.000	EA	\$1,850.00	\$44,400.00
770	4521	REVISE LIGHT STANDARD	174.000	EA	\$290.00	\$50,460.00
Subtotal						\$374,431.00
Eng and Contg						\$37,443.10
Total						\$411,874.10

Length 0.0000 Miles

			Construction
Estimated Cost			\$411,874.10
MACR FEDERAL FUNDS	LIMITED		\$309,493.00
MACR WEST FARGO FUNDS	19.07%		\$102,381.10

Summary for Project

Length 0.0000 Miles

Estimated Total Construction Cost:		\$374,431.00
Estimated Total Eng and Contg:		\$37,443.10
	Construction	Total
Estimated Cost	\$411,874.10	\$411,874.10
MACR FEDERAL FUNDS	\$309,493.00	\$309,493.00
MACR WEST FARGO FUNDS	\$102,381.10	\$102,381.10

North Dakota **FEDERAL AID**

Project Number: **TMA-CRP-8-992(050)**

PCN: **24229**

Job Number: **24229**

Bid Opening Date: **6/14/2024**

English/Metric: **ENGLISH**

NDDOT TO MAKE CONTRACTOR PAYMENTS.

TMACR FEDERAL FUNDS (CARBON REDUCTION PROGRAM FUNDS FROM TMA POT OF FUNDING) FOR THIS PROJECT IS LIMITED TO \$309,493. ANY COSTS OVER THIS LIMITED AMOUNT WILL BE CITY RESPONSIBILITY.

ND DEPARTMENT OF TRANSPORTATION				SHEET NO 1 OF 2		ABSTRACT OF BIDS RECEIVED					
PROJECT NO. TMA-CRP-8-992(050)				NO. 24229		BIDDER ENGINEERS ESTIMATE		BIDDER SUN ELECTRIC INC		BIDDER PARSONS ELECTRIC LLC	
COUNTY & DATE CASS (017) JUN 14, 2024 09:30AM								FARGO, ND		MINNEAPOLIS, MN	
LENGTH & TYPE 0.000											
COMPLETION TIME WEST FARGO CITYWIDE											
12/20/24 LED LIGHTING											
				C.C. CHECK RANK 00		C.C. BOND RANK 01		C.C. BOND RANK 02			
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1000	10000000	10000000	1700000	1700000	3300000	3300000		
702	MOBILIZATION	L SUM	1000	50000000	50000000	2500000	2500000	18900000	18900000		
704	TRAFFIC CONTROL SIGNS	UNIT	560000	20000	1120000	1250	70000	1100	61600		
704	TYPE III BARRICADE	EA	2000	100000	200000	62500	125000	55000	110000		
704	DELINEATOR DRUMS	EA	32000	30000	960000	10000	320000	11000	352000		
704	TUBULAR MARKERS	EA	38000	10000	380000	3000	114000	3300	125400		
704	SEQUENCING ARROW PANEL-TYPE B	EA	4000	900000	3600000	406250	1625000	357500	1430000		
704	PROTECTION VEHICLE	L SUM	1000	60000000	60000000	7312000	7312000	7020000	7020000		
770	LED LUMINAIRE - TYPE A	EA	61000	1700000	10370000	1490000	9089000	1564000	9540400		
770	LED LUMINAIRE - TYPE B	EA	70000	1600000	11200000	1875000	13125000	1965000	13755000		
770	LED LUMINAIRE - TYPE C	EA	19000	1900000	3610000	2265000	4303500	2410000	4579000		
770	LED LUMINAIRE - TYPE D	EA	24000	1900000	4560000	1850000	4440000	1995000	4788000		
770	REVISE LIGHT STANDARD	EA	174000	275000	4785000	290000	5046000	426000	7412400		
TOTAL					48159000		37443100		43260140		
							NO LIMIT		NO LIMIT		
ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering:				AWARD TO: SUN ELECTRIC INC				WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.			
5				DATE OF AWARD _____				DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering _____			

ND DEPARTMENT OF TRANSPORTATION				SHEET NO 2 OF 2		ABSTRACT OF BIDS RECEIVED			
PROJECT NO. TMA-CRP-8-992(050)				NO. 24229		BIDDER STRATA CORPORATION		BIDDER	
COUNTY & DATE CASS (017) JUN 14, 2024 09:30AM						GRAND FORKS, ND			
LENGTH & TYPE 0.000						C.C. BOND RANK 03		C.C.	
COMPLETION TIME 12/20/24 LED LIGHTING									
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1000	3500000	3500000				
702	MOBILIZATION	L SUM	1000	69500000	69500000				
704	TRAFFIC CONTROL SIGNS	UNIT	560000	1000	560000				
704	TYPE III BARRICADE	EA	2000	50000	100000				
704	DELINEATOR DRUMS	EA	32000	10000	320000				
704	TUBULAR MARKERS	EA	38000	3000	114000				
704	SEQUENCING ARROW PANEL-TYPE B	EA	4000	325000	1300000				
704	PROTECTION VEHICLE	L SUM	1000	22500000	22500000				
770	LED LUMINAIRE - TYPE A	EA	61000	1950000	118950000				
770	LED LUMINAIRE - TYPE B	EA	70000	2435000	170450000				
770	LED LUMINAIRE - TYPE C	EA	19000	3050000	57950000				
770	LED LUMINAIRE - TYPE D	EA	24000	2470000	59280000				
770	REVISE LIGHT STANDARD	EA	174000	1050000	182700000				
TOTAL					68722400				
					NO LIMIT				
ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering:				AWARD TO: SUN ELECTRIC INC		WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.			
6				DATE OF AWARD		DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering			

Commissioner _____ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Project No. 9040 – Lighting Standard Improvements – HSP to LED; 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 Sun Electric Inc., in the amount of \$374,431.00, is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the amount of 5% of the bid price and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Project No. 9040;

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 Sun Electric Inc., in the amount of \$374,431.00, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: July 1, 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.

NOTICE OF AWARD

Date of Issuance: July 1, 2024

Owner: City of West Fargo

Owner's Contract No.: 9040

Engineer: City of West Fargo

Engineer's Project No.: 9040

Project: 9040 - Lighting Standard Improvements - HSP to LED

Contract Name: Lighting Standard Improvements - HSP to LED

Bidder: Sun Electric Inc.

Bidder's Address: 411 39th St N Fargo, ND 58102

TO BIDDER:

You are notified that Owner has accepted your Bid dated June 14, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Project No. 9040 – Lighting Standard Improvements – HSP to LED.

The Contract Price of the awarded Contract is: \$374,431.00

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

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

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

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

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

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

Owner: City of West Fargo

Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

Copy: Engineer