

Meeting Items

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

Consent Agenda - Approve the Following:

- a. Bills
- b. Games of Chance for Toppers Custom Car Club
- c. Games of Chance for The American Legion Department of ND
- d. Games of Chance for Holy Cross Catholic Church
- e. Site Authorization for West Fargo Hockey Association
- f. Improvement District No. 1345 – Sandhills 6th Addition
 - Approve Easement on Lot 1, Block 2 of Sandhills 3rd Addition
- g. Project No. 9040 – Lighting Standard Improvements – HSP to LED (Citywide)
 - Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed

Regular Agenda

- 1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](https://www.westfargond.gov/city-commission-meeting-public-comment)
- 2. A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs) -- Aaron Nelson, Planning Director
 - Approval of Second Reading of Ordinance
- 3. Amendment to Recordkeeping Services Agreement & Trust or Custodial Agreement: Float Compensation Disclosure -- Sarah Gasevic, Director of Human Resources
- 4. Enterprise Grant for Shoppes on Sheyenne -- Casey Sanders-Berglund, Director of Economic Development
- 5. Growth Initiative Fund Support Request -- Casey Sanders-Berglund, Director of Economic Development
- 6. Overbilling/Underbilling Policy -- Matt Andvik, Public Works Director
 - Approve Overbilling/Underbilling Policy
- 7. Capital Improvement Plan (CIP) -- Dan Hanson, City Engineer
 - Adopt the 2024 CIP

8. Northside Sanitary Sewer Collector Rehabilitation – Phase 3 -- Dan Hanson, City Engineer
 - Create Project No. 1316.3 and Direct Engineer to prepare an Engineer's Report
9. Project No. 2265 – 9th Street NE and 7th Ave NE Reconstruction
 - Dan Hanson, City Engineer
 - Approve Task Order No. 3-5 for Design Services
10. Review and Request of Approval of the 2025 Preliminary Budget
 - Dustin Scott, City Administrator
11. City Administrator's Report -- Dustin Scott, City Administrator
12. Correspondence
13. Non-Agenda Items
14. Adjourn

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the in the City of West Fargo Commission Chambers on Monday, July 15, 2024.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Swearing in of Officer Walker Koropatnicki, Officer Avery Nystel and Officer John Mickelson -- Pete Nielsen, Police Chief

D. Roll Call

Commissioner Rory Jorgensen – present; Commissioner Amy Zundel – 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.

E. Approve Order of Agenda

Commissioner Olson moved and Commissioner Jorgensen seconded to approve the order of the agenda. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried

F. Approval of Minutes -- July 1, 2024

Commissioner Zundel moved and Commissioner Anderson seconded to approve the minutes of July 1, 2024. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

G. Building Permits

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

Consent Agenda - Approve the Following:

a. Bills

b. Project No. 2273 – Traffic Signal Installation at 23rd Ave S and Bluestem Dr E.

- **Approve both the Consent to Assignment Agreement between the COWF and Fargo Electric Construction (Assignor) / Sun Electric, Inc (Assignee) and the Resolution Consenting to Assignment**

c. Local Permit for United Way of Cass Clay

d. Appointment of Deputy Auditor, Nick Lee

Commissioner Olson moved and Commissioner Jorgensen seconded to approve the consent agenda, items a-d. Commissioners Jorgensen, Zundel, 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)

2. A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit

Developments (PUDs), Approval of First Reading of Ordinance (This item was tabled at the last meeting) -- Aaron Nelson, Planning Director

Commissioner Zundel moved and Commissioner Anderson seconded to bring back item A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs), Approval of First Reading of Ordinance. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Olson moved and Commissioner Anderson seconded to approve A24-19 Zoning Ordinance Amendments to Title IV relating to Planned Unit Developments (PUDs), Approval of First Reading of Ordinance. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

3. A24-22 Simpsons 7th Addition, Request for building permit and associated retracement plat and a variance to reduce the building control line of the CO-SR: Sheyenne River Corridor Overlay District. -- Aaron Nelson, Planning Director

Commissioner Zundel and Commissioner Olson seconded to convene as the City Board of Adjustment. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried. As the City's Board of Adjustment, Commissioner Jorgensen moved and Commissioner Anderson seconded to approve the Anderson approve the variance by the building control line. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried.

Commissioner Jorgensen moved and Commissioner Olson seconded to approve A24-22 Simpsons 7th Addition, Request for building permit and associated retracement plat and a variance to reduce the building control line of the CO-SR: Sheyenne River Corridor Overlay District. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried

4. Capital Improvement Plan (CIP) – Review -- Dan Hanson, City Engineer

- **No Action – Review Preliminary 2024-2028 CIP and provide a preliminary list of projects in the plans for the next five years.**

No action was taken, this was an informational item.



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

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

a. Update on 2025 Budget

Review meetings will be scheduled

Special Meeting on Monday, July 29, 2024 at 5:30 PM for Preliminary
Budget

6. Correspondence

7. Non-Agenda Items

Commissioner Olson:

Gate leading into Horace

Signage at old City Hall

Commissioner Anderson:

Sanitation changes

Excess baggage pickup

Commissioner Jorgensen:

River setbacks

Commission President Dardis:

Fireworks

Dan Hanson, City Engineer/ Senior Director of Community and Development

Roundabout grants

8. Adjourn

Commissioner Anderson moved and Commissioner Olson seconded to adjourn at 6:51 PM. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion was declared carried

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
08/05/24**

	JULY 2023			JULY 2024		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	2		\$ 2,450,000.00	4		\$ 4,864,675.00
RESIDENTIAL DWELLING	96	96	\$ 28,285,453.00	94	96	\$ 35,896,915.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME				12	40	\$ 8,800,000.00
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	112		\$ 2,009,446.00	95		\$ 4,328,074.00
FOUNDATION ONLY						\$ 357,500.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	17		\$ 8,449,000.00	35		\$ 14,741,516.00
RESIDENTIAL	72		\$ 1,840,546.00	91		\$ 2,589,608.00
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	11		\$ 494,784.00
MOVE	1		\$ 5,000.00	1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	310	96	\$ 46,671,747.00	345	136	\$ 75,746,246.00

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
08/05/24**

	AS OF 7/31/2024			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL				4		\$ 4,864,675.00
RESIDENTIAL DWELLING	15	15	\$ 3,867,375.00	94	96	\$ 35,896,915.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME	12	40	\$ 8,800,000.00	12	40	\$ 8,800,000.00
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 2,503,019.00
CHURCH						
ACCESSORY	14		\$ 283,524.00	95		\$ 4,328,074.00
FOUNDATION ONLY						\$ 357,500.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	2		\$ 1,100,000.00	35		\$ 14,741,516.00
RESIDENTIAL	10		\$ 403,702.00	91		\$ 2,589,608.00
PUBLIC				1		\$ 1,151,500.00
CHURCH						
ACCESSORY				1		\$ 7,000.00
<u>BUILDING OTHER</u>						
DEMOLITION	1		\$ 500.00	11		\$ 494,784.00
MOVE				1		\$ 20,000.00
PERMIT CANCELLATION				1		\$ (8,345.00)
TOTALS	54	9	\$ 14,455,101.00	345	136	\$ 75,746,246.00

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

1

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240602	Dan Savageau Construction, Inc.	106 5 ST NW	KRISTI EISENZIMMER	\$ 3,800.00	Remodel - Residential - Remove Wall and Install Window
240606	Remodeling by Foss, Inc.	120 3 ST E	DAVID M & WANDA K THORSON	\$ 70,300.00	Accessory - Structure (Demo and Rebuild)
240688	Naseth Construction, Inc.	1515 16 ST E	DOUGLAS A & NOLA E MACK	\$ 14,000.00	Accessory - Deck
240623	Brookstone Companies, LLC	1269 MARLYS DR W	HS INVESTMENTS, LLC	\$ 259,000.00	Residential Dwelling
240672	Brookstone Companies, LLC	1265 JILL DR W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240603	Besette Enterprises, Inc.	1026 1 ST	MICHAEL J & KIMBERLY A SUPPA	\$ 60,000.00	Remodel - Residential - Addition
240619	Jordahl Custom Homes, Inc.	1112 60 AVE W	WESTPORT INVESTMENTS LLC	\$ 280,000.00	Residential Dwelling
240690	Brookstone Companies, LLC	5834 JAMES DR W	WESTPORT INVESTMENTS LLC	\$ 269,000.00	Residential Dwelling
240698	Jordahl Custom Homes, Inc.	1139 MARLYS DR W	JORDAHL CUSTOM HOMES, INC	\$ 2,500.00	Accessory - Deck
240700	Brookstone Companies, LLC	1143 60 AVE W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240701	Brookstone Companies, LLC	1155 60 AVE W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240702	Brookstone Companies, LLC	1293 MARLYS DR W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240703	Brookstone Companies, LLC	1257 MARLYS DR W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240704	Brookstone Companies, LLC	1311 MARLYS DR W	HS INVESTMENTS, LLC	\$ 239,000.00	Residential Dwelling
240710	TODD SMTIH & ALAYNA NEUMAN-SMITH	2309 HARBOR LN W	TODD SMTIH & ALAYNA NEUMAN-S	\$ 6,500.00	Accessory - Structure
240720	Groundworks Minnesota, LLC	919 7 ST E	RYAN D & JESSIE A AAMODT	\$ 5,001.00	Remodel - Residential - Foundation Repair
240709	D&R Custom Decks LLC	1162 MARLYS DR W	ZAHED KHAN	\$ 10,000.00	Accessory - Deck
240713	Allied Build & Remodel, LLC	1070 51 AVE W	STEPHANIE M & ZACHERY D FOUN	\$ 71,300.00	Remodel - Residential - Lower Level Finish
240611	Spire Construction, Inc.	1018 LARKIN LN W	WESTPORT INVESTMENTS LLC	\$ 353,375.00	Residential Dwelling
240714	Built Right Construction, Inc.	424 PRESCOTT LN	TODD VAN ENK & LAURIE LUNDQU	\$ 28,000.00	Accessory - Deck

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

2

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240707	Brookstone Companies, LLC	1141 JILL DR W	HS INVESTMENTS, LLC	\$ 259,000.00	Residential Dwelling
240715	CHRISTINA M DAYOU	1094 ASHLEY DR W	CHRISTINA M DAYOU	\$ 5,924.00	Accessory - Deck
240620	Jordahl Custom Homes, Inc.	1127 MARLYS DR W	WESTPORT INVESTMENTS LLC	\$ 265,000.00	Residential Dwelling
240723	ADAM & ASHTON HANSEN	3831 RESERVE DR E	ADAM & ASHTON HANSEN	\$ 20,000.00	Accessory - Deck
240726	Brookstone Companies, LLC	1129 JILL DR W	HS INVESTMENTS, LLC	\$ 239,000.00	Residential Dwelling
240727	Smart Building Construction, LLC	210 4 AVE W	DAVID R WELLER	\$ 210,000.00	Residential Dwelling
240735	Jordahl Custom Homes, Inc.	6039 8 ST W	JORDAHL CUSTOM HOMES, INC	\$ 2,600.00	Accessory - Deck
240748	Safebasements Of Minnesota, Inc.	526 8 ST E	BETTY LOU ROQUETTE	\$ 9,839.00	Remodel - Residential - Foundation Repair
240427	WILLIAM RAGE	1078 PARKWAY DR	WILLIAM RAGE	\$ 11,500.00	Accessory - Deck
240504	BRENT G & NANCY JO MICHELSEN	1444 RIVER ST	BRENT G & NANCY JO MICHELSEN	\$ 155,000.00	Remodel - Residential - Attached Garage
240534	RDA, Inc.	1100 MAIN AVE W	NEBKOTA LLC	\$ 800,000.00	Remodel - Commercial - Equipment Repair Shop
240732	Build Right, Inc.	422 PERSIMMON PL W	ALLYSON & BRIAN PETERSON	\$ 18,000.00	Accessory - Structure
240746	DANIEL & LYNN MULLIN	1336 DIVERSION DR	DANIEL & LYNN MULLIN	\$ 8,000.00	Accessory - Structure
240747	HTC Remodeling	642 PHEASANT RUN	DORORTHY F & ROGER B TAYLOR	\$ 21,200.00	Accessory - Deck
240760	LUKE BRAUN	1702 4 AVE E	LUKE BRAUN	\$ 7,000.00	Remodel - Residential - Replace Siding
240645	Jordahl Custom Homes, Inc.	899 60 AVE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240648	Jordahl Custom Homes, Inc.	895 60 AVE W	WILDS TOWNHOMES #2, LLC	\$ 880,000.00	Residential Townhome - 4 Units
240649	Jordahl Custom Homes, Inc.	891 60 AVE W	WILDS TOWNHOMES #2, LLC	\$ 880,000.00	Residential Townhome - 4 Units
240650	Jordahl Custom Homes, Inc.	889 60 AVE W	WILDS TOWNHOMES #2, LLC	\$ 880,000.00	Residential Townhome - 4 Units
240651	Jordahl Custom Homes, Inc.	6131 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

3

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
240652	Jordahl Custom Homes, Inc.	6133 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240653	Jordahl Custom Homes, Inc.	6135 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240654	Jordahl Custom Homes, Inc.	6137 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240656	Jordahl Custom Homes, Inc.	6139 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240657	Jordahl Custom Homes, Inc.	6141 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240658	Jordahl Custom Homes, Inc.	6143 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 880,000.00	Residential Townhome - 4 Units
240660	Jordahl Custom Homes, Inc.	6145 MARTIN LANE W	WILDS TOWNHOMES #2, LLC	\$ 660,000.00	Residential Townhome - 3 Units
240673	Brookstone Companies, LLC	1271 JILL DR W	HS INVESTMENTS, LLC	\$ 249,000.00	Residential Dwelling
240624	ZHYAR B ABDULLA, ETAL	1230 HIGHLAND LN W	ZHYAR B ABDULLA, ETAL	\$ 2,000.00	Remodel - Residential - Insulation
240708	THE SUMMIT	2200 SHILOH ST	THE SUMMIT	\$ 65,000.00	Accessory - Pavilion
240777	Groundworks Minnesota, LLC	201 10 1/2 AVE E	JAKE E & ALAYNEE J VAN ORNUM	\$ 14,762.00	Remodel - Residential - Foundation Repair

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 1 of 72
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
119531		3639 3X GEAR LLC	640.00								
1	18569	07/23/24 FD Restock Inventory T-shirts	640.00			2060		415200	422		101000
		Total for Vendor:	640.00								
119323		113144S 808 A & L LANDSCAPING	333.95								
1	2303	06/28/24 IRRIGATION REPAIR - WEX	233.00			2970		480000	653		101000
2	2329	07/09/24 IRRIGATION REPAIR - WEX	100.95			2970		480000	653		101000
		Total for Vendor:	333.95								
119363		113145S 999999 AARON CLAYBORN	300.00								
		Tree Planting Permit - 4802 11th St W									
1		07/11/24 Tree - 4802 11th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119501		2719 AARON OSTLUND	271.00								
1		07/19/24 travel reimb	271.00			1000		421000	340		101000
		Total for Vendor:	271.00								
119370		113147S 289 ACME TOOLS	230.98								
1	130000035	07/08/24 1/4" Blow Gun-radiator	30.99			2060		415200	432		101000
2	130000016	07/08/24 Saw Blade Carbide	199.99			2060		415200	432		101000
119561		289 ACME TOOLS	307.65								
1	13045137	07/18/24 FD SW disc, carbon stringerw	17.36			2060		415200	432		101000
2	13073402	07/25/24 FD DeWalt Polisher	249.00			2060		415200	432		101000
3	13073402	07/25/24 FD cut off wheels	41.29			2060		415200	432		101000
119658		289 ACME TOOLS	1,024.64								
1	13071055	07/25/24 SHEARS/CUTTERS/BLADES	79.58			6025		450000	432		101000
2	13071040	07/25/24 HARDWARE	22.68			6025		450000	432		101000
3	13073232	07/25/24 PICCO MINI BAR	52.64			2210		428000	432		101000
4	13036353	07/16/24 ASPHALT LUTE	244.95			1000		430000	432		101000
5	13035259	07/16/24 SAW BLADES	32.83			1000		430000	432		101000
6	13033399	07/16/24 PICCO MICRO CHAIN	14.66			6020		450000	432		101000
7	13068317	07/24/24 16" GUARDIAN BLADE	262.28			6020		450000	432		101000
8	13067098	07/24/24 14" BLADES	75.95			6020		450000	432		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 2 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	13090517	07/30/24 SHOVELS/TAPE MEASURE	225.29			4387 480000	500		101000
10	13068308	07/24/24 14" BLADES - RETURN	-75.95			6020 450000	432		101000
11	13076724	07/26/24 PLIERS/CUTTERS	59.76			6025 450000	432		101000
12	13073199	07/25/24 TRIMMER REPLACEMENT HEAD	29.97			1000 455000	432		101000
		Total for Vendor:	1,563.27						
119378	113148S	4047 ACROSS THE STREET PRODUCTIONS	3,554.79						
1	25751	07/03/24 Blue Card Instructor/cards	3,554.79			2060 415200	340		101000
		Total for Vendor:	3,554.79						
119406		3179 ADVANCED ENGINEERING &	3,126.75						
1	96309	07/09/24 2024 Financial Services	3,126.75			1000 414100	428		101000
119700		3179 ADVANCED ENGINEERING &	3,357.45						
2	96268	07/09/24 ORBIT RADIO REPLACEMENT	603.45			4029 480000	670		101000
3	96267	07/09/24 I&C SYSTEM SERVICES	2,754.00			6025 450000	430		101000
		Total for Vendor:	6,484.20						
119706		2544 AIRGAS USA, LLC	518.18						
1	9151324039	06/27/24 PORTABLE ALUMINUM CYLINDER	518.18			1000 450000	639		101000
		Total for Vendor:	518.18						
119391	113149S	999999 ALEXANDER AKOI	253.44						
		Overpaid account, need to refund the difference							
		Account 05000285							
1		07/15/24 UB Refund	253.44			6020 214100			101000
		Total for Vendor:	253.44						
119747		999999 ALISSA LEEDAHL	300.00						
		Tree Planting Permit - 2414 McLeod Dr E							
1		07/31/24 Tree - 2414 McLeod Dr E	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119610		2947 ALLSTATE PETERBILT OF FARGO	365.66						
1	4004429005	07/24/24 412 DOOR CHECK KIT	126.18			6010 450200	427		101000
2	4004428954	07/23/24 412 FUEL LVL SENSOR	239.48			6010 450200	427		101000
		Total for Vendor:	365.66						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 3 of 72
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
119421		4103 ALTERATIONS BY L	186.00								
1	8242	12/07/23 cadet shirts patches	186.00			1000		421000	375		101000
		Total for Vendor:	186.00								
119342	113153S	3490 AMAZON CAPITAL SERVICES	276.04								
1	07/11/24	Office Supplies - Eng	276.04			1000		414200	410		101000
	1M7H-7MMJ-CMFF										
119379	113153S	3490 AMAZON CAPITAL SERVICES	257.99								
1	6nwthq3q	07/07/24 FD Wh Bd for clothes closet	87.99			2060		415200	410		101000
2	fxng-39m4	07/03/24 ST76 Bowls	26.49			2060		415200	500		101000
3	9clx4dzd	07/02/24 ST 76 Tr Kitchen supplies	143.51			2060		415200	420		101000
119413		3490 AMAZON CAPITAL SERVICES	39.98								
1	07/17/24	Coffee for Planning	39.98			1000		418000	410		101000
	1MMP-3WQL-KYYN										
119429		3490 AMAZON CAPITAL SERVICES	307.93								
1	07/14/24	white board - memo pads	59.57			1000		421000	410		101000
	1CJLKWKVP46T										
2	07/16/24	magnets	11.99			1000		421000	410		101000
	1DKLNNFF71TC										
3	07/16/24	charging cables	49.90			1000		421000	365		101000
	1DKLNNFF71TC										
4	07/16/24	cleaning wipes	191.46			1000		421000	420		101000
	1DKLNNFF71TC										
5	07/16/24	credit	-4.99			1000		421000	420		101000
	1DKLNNFF71TC										
119456		3490 AMAZON CAPITAL SERVICES	143.65								
1	07/22/24	items for case	54.99			1000		421000	365		101000
	1QLXFKDJ94C3										
2	07/22/24	misc items	42.68			1000		421000	420		101000
	144FHFHR7JCG										
3	07/22/24	k9 bowls	45.98			1000		421000	915		101000
	144FHFHR7JCG										

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 4 of 72
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
119458		3490 AMAZON CAPITAL SERVICES	109.99								
1	07/12/24	ww storage belt rack	109.99			2975		421000	641	18	101000
		1XKC9YLPJ6HR									
119503		3490 AMAZON CAPITAL SERVICES	98.79								
1	07/25/24	invest items	98.79			1000		421000	365		101000
		11MNV4VY7JV9									
119532		3490 AMAZON CAPITAL SERVICES	497.22								
		Fire Department									
1	1FY9RGR37T	07/11/24 Battery Replacement	140.08			2060		415200	432		101000
2	1wy9kp9kky	07/13/24 phone charger cords, flash	100.18			2060		415200	497		101000
3	139m4cnnqp	07/20/24 2 mouse pads	27.07			2060		415200	410		101000
4	1rq1hk7316	07/22/24 Frost keyboard, mouse	79.99			2060		415200	410		101000
5	1GFQD1FDKF	07/28/24 T Olson Keyboard,MOuns	79.99			2060		415200	410		101000
6	1147pyg4k6	07/17/24 Front Lobby Business Card	69.91			2060		415200	410		101000
119533		3490 AMAZON CAPITAL SERVICES	200.05								
1	07/17/24	Office Supplies - Finance	14.10			1000		414100	410		101000
		1H13-YYCN-RFGW									
2	07/25/24	Office Supplies - Finance	185.95			1000		414100	410		101000
		1N31-G1PN-3LV9									
119559		3490 AMAZON CAPITAL SERVICES	199.36								
1	07/28/24	Office Supplies - Court	15.37			1000		412000	410		101000
		19MJ-97LG-LDD3									
2	07/29/24	Office Supplies - Court	183.99			1000		412000	410		101000
		11XN-NF44-34DW									
119667		3490 AMAZON CAPITAL SERVICES	643.16								
1	07/19/24	FIRST AID KIT RESTOCK - ST	107.19			1000		430000	639		101000
		1L3VKCRYHNQV									
2		FIRST AID KIT RESTOCK - RW	107.19			1000		430001	639		101000
3		FIRST AID KIT RESTOCK - WA	107.19			6020		450000	639		101000
4		FIRST AID KIT RESTOCK - SW	107.19			6025		450000	639		101000
5		FIRST AID KIT RESTOCK - SA	107.19			6010		450200	639		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 5 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6		FIRST AID KIT RESTOCK - BG	107.21			1000		455000	639		101000
119668		3490 AMAZON CAPITAL SERVICES	998.08								
1	07/31/24	HEADSET	150.97			6010		450200	410		101000
1GQXVKQQ79FP											
2	07/27/24	J MOLL PANTS	59.99			1000		455000	422		101000
1PCVFGGDYKP											
3	07/27/24	OFFICE SUPPLIES	107.39			6025		450000	410		101000
1PCVFGGDYKP											
4	05/01/24	DOCUMENT FRAMES	46.98			6010		450200	410		101000
119HHXG9NDNP											
5	04/30/24	D BIRNBAUM - SHIRTS	84.97			1000		430000	422		101000
1PPDG6746MNC											
6	05/02/24	D BIRNBAUM - PANTS	69.98			1000		430000	422		101000
1PPDG674X1YL											
7	07/15/24	GLOVE RESTOCK - ST	119.45			1000		430000	639		101000
1YNJFGVHWLD9											
8		GLOVE RESTOCK - WA	119.45			6020		450000	639		101000
9		GLOVE RESTOCK - SW	119.45			6025		450000	639		101000
10		GLOVE RESTOCK - RW	119.45			1000		430001	639		101000
119674		3490 AMAZON CAPITAL SERVICES	88.64								
1	07/31/24	Office Supplies - Finance	88.64			1000		414100	410		101000
13PV-7YG4-94L1											
119774		3490 AMAZON CAPITAL SERVICES	407.38								
1	07/18/24	5008 FLOOR MATS	167.99			1000		455000	610		101000
1LVLXJ7W1R6P											
2	07/21/24	LATEX GLOVES	239.39			1000		455000	500		101000
1TLQXT7QW9JR6P											
119778		3490 AMAZON CAPITAL SERVICES	392.49								
1	07/31/24	ww fans hangers white noise	392.49			2975		421000	641	18	101000
1W9966474P3W											

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 6 of 72
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
119803		3490 AMAZON CAPITAL SERVICES	79.99						
1	08/01/24	k9 training item	79.99			1000 421000	915		101000
		167XFTFT1TLT							
		Total for Vendor:	4,740.74						
119703	-99041E	5229 AMB INVESTMENTS, LLC	47,700.00						
		New City Hall							
1	08/01/24	August Lease - WEX Building	47,700.00			1001 415000	389		101000
		Total for Vendor:	47,700.00						
119783		2775 AMCS GROUP, INC.	2,041.24						
1	162651 08/02/24	ANNUAL SUPPORT - P2P DAT	2,041.24			6010 450200	751		101000
		Total for Vendor:	2,041.24						
119325	113155S	5419 AMERICAN FENCE COMPANY LLC	10,914.00						
1	591 07/02/24	40TH AVE - FENCE INSTALL	10,914.00			6020 450000	438		101000
		Total for Vendor:	10,914.00						
119534		317 AMERICAN WELDING & GAS, INC.	114.01						
1	10257013 07/25/24	FD Oxygen	45.01			2060 415200	500		101000
2	10257013 07/25/24	Welding Gloves	69.00			2060 415200	432		101000
119660		317 AMERICAN WELDING & GAS, INC.	257.72						
1	0010257594 07/26/24	WELDING GAS	257.72			6010 450200	914		101000
		Total for Vendor:	371.73						
119552		3996 ANDIE WAGEMANN	569.00						
		Swiftwater training in Alabama. TMW							
1	2024 07/15/24	Swift Water Train/Per Diem	473.00			2060 415200	340		101000
2	2024 07/15/24	Swift Water Train/parking	96.00			2060 415200	340		101000
		Total for Vendor:	569.00						
119347	113158S 999999	ANNE ADKINS	300.00						
		Tree Planting Permit - 1057 22nd Ave W							
1	06/27/24	Tree - 1057 22nd Ave W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 7 of 72
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
119414		2835 APPRAISAL SERVICES INC	7,500.00								
1	05/22/24	Proj 9036 Appraisal Fees	7,500.00			2960		411900	418		101000
		Total for Vendor:	7,500.00								
119588		3494 ASCAP	468.02								
1	2000116742	07/20/24 MUSIC LICENSE	468.02			7000		411600	649		101000
		Total for Vendor:	468.02								
119447		22 ASPLIN EXCAVATING	1,735.33								
1	241692	07/03/24 CLASS 5	1,735.33			1000		430000	394		101000
		Total for Vendor:	1,735.33								
119498	-99051E	4672 ASURE PAYROLL TAX MANAGEMENT	241,528.42								
	07/26/24	payroll									
1	07/26/24	Social Security	112,067.14			1000		212501			101000
2	07/26/24	Medicare	26,209.22			1000		212502			101000
3	07/26/24	Federal Income Tax	94,112.06			1000		212503			101000
4	07/26/24	ND State Tax	4,552.00			1000		212504			101000
5	07/26/24	MN State Tax	4,588.00			1000		212505			101000
		Total for Vendor:	241,528.42								
119470		4485 AUSTIN BRAGET	744.94								
		Conference - San Diego									
		07/14/24-07/22/24									
1	07/23/24	Travel reimb 07/14-07/22	744.94			1000		414000	340		101000
		Total for Vendor:	744.94								
119211	113159S	2931 AUTO VALUE PARTS STORES	324.46								
1	99284701	07/09/24 FILTERS	35.10			4387		480000	427		101000
2	99284694	07/09/24 FILTERS	16.30			1000		421000	427		101000
3	99285198	07/11/24 FILTERS	51.80			6020		450000	427		101000
4	99285108	07/10/24 2100 PERMATEX	20.98			6020		450000	427		101000
5	99284818	07/09/24 FILTERS	150.95			4387		480000	427		101000
6	99285219	07/11/24 FILTER	48.45			6010		450200	427		101000
7	99284819	07/09/24 FILTER	11.58			4387		480000	427		101000
8	99285335	07/11/24 FILTER	40.65			6010		450200	427		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 8 of 72
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
9	99284177	07/03/24 QT PM 10W30 - CREDIT	-71.88			1000	430001	427	101000
10	99285329	07/11/24 FILTER	20.53			6025	450000	427	101000
119562		2931 AUTO VALUE PARTS STORES	505.93						
1	99287933	07/25/24 Polish supplies/FD Equipment	505.93			2060	415200	420	101000
119598		2931 AUTO VALUE PARTS STORES	261.94						
1	99287379	07/23/24 FILTER	3.26			1000	455000	427	101000
2	99286691	07/18/24 7800 FUEL FILTER	38.84			4387	480000	427	101000
3	99287252	07/22/24 PERMATEX THREAD	22.99			1000	455000	433	101000
4	99287375	07/23/24 FILTER	39.99			6020	450000	427	101000
5	99287377	07/23/24 FILTERS	30.71			1000	430000	427	101000
6	99287374	07/23/24 FILTER	9.78			1000	421000	427	101000
7	99287400	07/23/24 FILTER - RET	-3.26			1000	421000	427	101000
8	99287937	07/25/24 7042 AUTOMOTIVE VRIBBED	59.99			4387	480000	427	101000
9	99287378	07/23/24 HD OIL FLEET/FILTER	59.64			6010	450200	427	101000
119686		2931 AUTO VALUE PARTS STORES	236.52						
1	99288573	07/30/24 FILTER	8.13			6025	450000	427	101000
2	99288567	07/30/24 FILTER	9.78			6020	450000	427	101000
3	99288572	07/30/24 FILTERS	6.52			1000	455000	427	101000
4	99288565	07/30/24 FILTERS	22.82			1000	421000	427	101000
5	99288569	07/30/24 FILTERS/HD OIL FLEET	132.89			1000	430000	427	101000
6	99288570	07/30/24 HD OIL FLEET	56.38			6010	450200	427	101000
119716		2931 AUTO VALUE PARTS STORES	175.23						
1	99286039	07/16/24 FILTERS	62.15			6020	450000	427	101000
2	99286044	07/16/24 FILTERS	23.48			6025	450000	427	101000
3	99286041	07/16/24 FILTERS	13.21			1000	430000	427	101000
4	99286171	07/16/24 FILTERS	12.09			6025	450000	427	101000
5	99286046	07/16/24 FILTERS	31.36			6025	450000	427	101000
6	99285896	07/15/24 FILTERS	23.16			6020	450000	427	101000
7	99286038	07/16/24 FILTERS	9.78			1000	421000	427	101000
Total for Vendor:			1,504.08						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 9 of 72
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
119736		5427 AVI SYSTEMS INC	8,223.75						
1	88983644	07/31/24 WEX fit-up	8,223.75			2970 480000	653		101000
		Total for Vendor:	8,223.75						
119411		5169 BAKER TILLY US, LLP	7,276.50						
	Finance Director Search								
1	BT2848218	06/28/24 Phase I	7,276.50			1000 414000	399		101000
119412		5169 BAKER TILLY US, LLP	7,276.50						
	Finance Director Search								
1	BT2838900	06/20/24 Agreement Letter	7,276.50			1000 414000	399		101000
		Total for Vendor:	14,553.00						
119805		1385 BCA/TRAINING & DEVELOPMENT	900.00						
1	36326	08/02/24 reg for 2	900.00			1000 421000	340		101000
		Total for Vendor:	900.00						
119649		3149 BEE SEEN GEAR	92.00						
1	65230	07/30/24 FD C McCann Cover up	92.00			2060 415200	422		101000
		Total for Vendor:	92.00						
119569		4466 BEN'S STRUCTURAL FABRICATION INC	150,061.10						
1	Pay App 11	06/30/24 WF Fire Dept Project	150,061.10			4795 480000	670		101000
		Total for Vendor:	150,061.10						
119448		1127 BIRSCHBACH EQUIPMENT & SUPPLY	124.00						
1	094045	07/12/24 WEX FIT-UP	124.00			2970 480000	653		101000
119628		1127 BIRSCHBACH EQUIPMENT & SUPPLY	1,010.00						
1	127729	07/12/24 ADA RAMPS	1,010.00			1000 430000	722		101000
119725		1127 BIRSCHBACH EQUIPMENT & SUPPLY	156.87						
1	094846	07/17/24 ASPHALT LUTE	156.87			1000 430000	432		101000
		Total for Vendor:	1,290.87						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 10 of 72
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
119476		637 BLACK MOUNTAIN SOFTWARE	104.17						
1	INV-00999	07/16/24 Positive Pay	104.17			1000 414100	497		101000
		Total for Vendor:	104.17						
119353	113162S	999999 BLAKE BIRRENKOT	300.00						
		Tree Planting Permit - 834 60th Ave W							
1	06/27/24	Tree - 834 60th Ave W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119707	-99040E	3552 BLUE CROSS BLUE	322,689.83						
		August 2024 Premium - Med/Dental/Vision							
1	0719289843	07/19/24 August 2024 Premium	322,689.83			1000 212539			101000
		Total for Vendor:	322,689.83						
119520		3489 BOLTON & MENK, INC	50,375.00						
1	0340936	07/23/24 Project 9049	35,415.50			4134 480000	313		101000
2	0340938	07/23/24 Project 2279	11,117.50			4802 480000	313		101000
3	0340937	07/23/24 Traffic Signal Timing	3,842.00			1000 430000	487		101000
		Total for Vendor:	50,375.00						
119579		28 BORDER STATES PAVING	21,329.38						
1	Pay App 4	06/30/24 WF Fire Dept Project	21,329.38			4795 480000	670		101000
119753		28 BORDER STATES PAVING	89,387.13						
1	2655-24	07/24/24 HOT MIX ASPHALT	89,387.13			4099 480000	670		101000
		Total for Vendor:	110,716.51						
119340	113163S	3512 BOUND TREE MEDICAL, LLC	438.47						
1	85406025	07/05/24 FD Medical Supplies	438.47			2060 415200	500		101000
119554		3512 BOUND TREE MEDICAL, LLC	1,912.12						
1	85409599	07/09/24 Medical Supplies	113.30			2060 415200	500		101000
2	85422324	07/19/24 Medical Supplies	7.24			2060 415200	500		101000
3	85424138	07/22/24 Medical Supplies	1,599.77			2060 415200	500		101000
4	85425957	07/23/24 Medical Supplies	163.90			2060 415200	500		101000
5	85427572	07/24/24 Medical Supplies	27.91			2060 415200	500		101000
		Total for Vendor:	2,350.59						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 11 of 72
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
119407		73 BRAUN INTERTEC	3,254.75								
1	B392011	07/12/24 Dist 1337	470.25			4086		480000	724		101000
2	B392012	07/12/24 Project 1346	382.00			4024		480000	724		101000
3	B392013	07/12/24 Dist 2273	1,182.50			4015		480000	724		101000
4	B392014	07/12/24 Project 6058	490.00			4019		480000	724		101000
5	B392015	07/12/24 Project 2282	730.00			4026		480000	724		101000
		Total for Vendor:	3,254.75								
119732		652 BRENCO CORPORATION	60.00								
1	0151955	07/23/24 VACUUM BAGS	60.00			6020		450000	500		101000
		Total for Vendor:	60.00								
119715		3892 BURGGRAF'S ACE FARGO WEST #17458	126.89								
1	3578	07/16/24 DW WIRE CUP	27.98			1000		430001	432		101000
2	3576	07/16/24 SHOVELS	58.98			6020		450000	432		101000
3	3605	07/25/24 OIL FILTER	9.99			6025		450000	439		101000
4	3578	07/16/24 TUBE CUTTER/INSERT/CLAMP	29.94			6020		450000	438		101000
		Total for Vendor:	126.89								
119563		351 BUSINESS ESSENTIALS	120.10								
1	641630-1	07/12/24 A Puhr-Notary Stamp	20.10			2060		415200	410		101000
2	80017-1	07/23/24 Business Cards	100.00			2060		415200	410		101000
119676		351 BUSINESS ESSENTIALS	28,659.70								
	Ergo Grant										
1	FR-FQ-8741	07/30/24 Ergo Office Equipment	24,763.00			1000		415000	641		101000
2	FR-FQ-8891	07/30/24 Ergo Office Equipment	3,896.70			1000		415000	641		101000
119797		351 BUSINESS ESSENTIALS	799.84								
1	W013066171	07/25/24 storage boxes evidence	340.14			1000		421000	365		101000
2	W013066171	07/25/24 office supplies	226.76			1000		421000	410		101000
3	W013066171	07/25/24 paper	214.95			1000		421000	410		101000
4	W013066171	07/25/24 file pockets	17.99			1000		421000	410		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 12 of 72
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
119799		351 BUSINESS ESSENTIALS	1,112.74						
1	OEQT79560	07/23/24 hometown heroes PR	1,112.74			2529 421000	375	12	101000
		Total for Vendor:	30,692.38						
119308	113167S	39 BUTLER MACHINERY	837.22						
1	W00272002	07/06/24 7709 STEERING CODE REPAIR	837.22			4387 480000	427		101000
119315	113167S	39 BUTLER MACHINERY	1,609.94						
1	PS0641751	07/10/24 4005 ALTERNATOR/CORE	1,609.94			6010 450200	427		101000
119638		39 BUTLER MACHINERY	420.56						
1	PS0642158	07/17/24 7200 PERMATRAN	327.16			6025 450000	424		101000
2	PS0642548	07/24/24 7709 FILTER	93.40			4387 480000	427		101000
119723		39 BUTLER MACHINERY	116.71						
1	PS0642713	07/26/24 CRANK/HARDWARE	116.71			1000 430000	427		101000
119755		39 BUTLER MACHINERY	3,059.15						
1	W00272837	07/30/24 7709 IGNITION REPAIR	3,059.15			4387 480000	427		101000
		Total for Vendor:	6,043.58						
119650		4508 CARE RESOURCE CONNECTION	3,000.00						
1	7000	07/31/24 FD 09/01 thru 09/31 Service	3,000.00			2060 415200	307		101000
		Total for Vendor:	3,000.00						
119318	113170S	51 CASS COUNTY ELECTRIC COOP	42,042.62						
1	1168004	07/10/24 THE LIGHTS - CITY METER	634.31			2310 452120	527		101000
2	1163206	07/10/24 THE LIGHTS - STAGE/COURTYARD	1,602.58			2310 452120	527		101000
3	1156426	07/10/24 LIFT STATIONS	23,642.00			6025 450000	527		101000
4	1168003	07/10/24 THE LIGHTS - PARKING RAMP	1,117.73			2310 452120	527		101000
5	1156424	07/10/24 TRANSFER STATION	317.80			6010 450200	527		101000
6	1156424	07/10/24 ST LIGHT FEED POINTS	14,728.20			1000 430002	527		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 13 of 72
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
119332	113170S	51 CASS COUNTY ELECTRIC COOP	2,225.89						
1	10902225	06/05/24 FD May Utilities St 75	1,232.82			2060 415200	527		101000
2	10902226	07/05/24 FD June Utilities St 75	993.07			2060 415200	527		101000
119396		51 CASS COUNTY ELECTRIC COOP	503.89						
1	428342	Jun 06/05/24 Airport 04/30/24 - 05/31/2	266.83			7050 500000	420		101000
2	428342	Jul 07/05/24 Airport 05/31/24 - 06/30/24	237.06			7050 500000	420		101000
119760		51 CASS COUNTY ELECTRIC COOP	2,255.89						
1	43946	07/22/24 CABINET CHANGE OUT - CH	2,255.89			1000 455000	322		101000
		Total for Vendor:	47,028.29						
119319	113171S	1355 CASS COUNTY GOVERNMENT	18,818.18						
1	139	07/05/24 VECTOR CONTROL JUNE 1-30	18,818.18			2200 427500	395		101000
119518		1355 CASS COUNTY GOVERNMENT	5,324.44						
1	11064	07/25/24 june 2024 jail	5,185.00			1000 421000	398		101000
2	11065	07/25/24 june 2024 medical	54.44			1000 421000	398		101000
3	11066	07/25/24 june 2024 intox	85.00			1000 421000	398		101000
		Total for Vendor:	24,142.62						
119513		46 CASS RURAL WATER USERS	34.02						
1	6482	July 07/25/24 6482 - WF Airport Water	34.02			7050 500000	420		101000
		Total for Vendor:	34.02						
119673		2909 CC STEEL LLC	82,838.32						
1	Pay App 1	07/24/24 Project 1349	82,838.32			4445 480000	670		101000
		Total for Vendor:	82,838.32						
119343	113172S	1512 CDW GOVERNMENT, INC	386.90						
1	SG17113	07/10/24 Bluebeam Software	386.90			1000 414200	497		101000
119400		1512 CDW GOVERNMENT, INC	148.44						
1	SH13852	07/12/24 Adobe Pro license - David A	74.22			1000 414101	497		101000
2	SH13852	07/12/24 Adobe Pro license - Maggie J	74.22			1000 414103	497		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 14 of 72
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
119564		1512 CDW GOVERNMENT, INC	296.88								
1	SH13853	07/12/24 FD T Wagner Adobe	74.22			2060		415200	497		101000
2	SH13853	07/12/24 Adobe Pro - Assessing	74.22			1000		414101	497		101000
3	SH13853	07/12/24 Adobe Pro - IT	148.44			1000		414104	497		101000
		Total for Vendor:	832.22								
119399		1777 CENTURY LINK	76.42								
1	July 24	07/07/24 WF Airport	76.42			7050		500000	356		101000
119439		1777 CENTURY LINK	189.65								
1	07/01/24	july 2024 police sirens	189.65			1000		421000	356		101000
		Total for Vendor:	266.07								
119743		999999 CHINEZE CHIANAKWANA	300.00								
		Tree Planting Permit - 2758 10th St W									
1	07/31/24	Tree - 2758 10th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119746		999999 CHRIS KOLHORST	300.00								
		Tree Planting Permit - 2512 Rivers Bend Dr E									
1	07/31/24	Tree - 2512 Rivers Bend Dr E	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119508		111 CITY OF FARGO	560.00								
1	463433	07/03/24 WATER TESTING	560.00			6020		450000	335		101000
119523		111 CITY OF FARGO	43,759.75								
1	464094	07/17/24 Para Rides Rt 20 & 24 - Jun 24	33,318.46			1000		415000	376		101000
2	464094	07/17/24 Jan-May retro billing	10,441.29			1000		415000	376		101000
119549		111 CITY OF FARGO	82,732.38								
1	464093	07/17/24 LANDFILL FEES	28,246.80			6010		450200	355		101000
2	463679	07/10/24 LANDFILL FEES	24,849.85			6010		450200	355		101000
3	463432	07/03/24 LANDFILL FEES	29,635.73			6010		450200	355		101000

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 15 of 72
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
119550 1	463434	07/03/24 CRS-2/TACK OIL	1,480.00 1,480.00			1000 430000	722		101000
119695 1	464095	07/17/24 CRS-2	592.00 592.00			1000 430000	722		101000
119722 1	464096	07/17/24 WATER TESTING	88.00 88.00			6025 450000	335		101000
119757 1	464426	07/24/24 LANDFILL FEES	25,298.07 25,298.07			6010 450200	355		101000
119794 1	464129	07/23/24 RTC share maint. annual	12,672.00 12,672.00			1000 421000	340		101000
		Total for Vendor:	167,182.20						
119613 1	02066	July 07/19/24 Airport Dumpster	75.56 75.56			7050 500000	420		101000
		Total for Vendor:	75.56						
119792 1	9777	07/29/24 #1212 misc pads	1,799.59 552.21			1000 421000	610		101000
2	9764	07/29/24 #1185 removal/install	1,247.38			1000 421000	610		101000
		Total for Vendor:	1,799.59						
119357 1	113177S	999999 CODY GUSTAFSON Tree Planting Permit - 1017 Westport Pkwy 07/11/24 Tree - 1017 Westport Pkwy	190.00 190.00			5000 422000	490		101000
		Total for Vendor:	190.00						
119804 1	999999	COLBY SMITH 08/02/24 restricted funds returned	776.00 776.00			2950 421000	750		101000
		Total for Vendor:	776.00						

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 16 of 72
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
119322	113178S	133 COLE PAPERS	596.10								
1	10458911	07/10/24 PAPER PRODUCTS - PD	356.26			1000		455000	500		101000
2	10458912	07/10/24 PAPER PRODUCTS - PW	239.84			6020		450000	500		101000
		Total for Vendor:	596.10								
119392	113179S	999999 COLTON BUSKNESS	84.45								
		Double paid, was set up on autopay and then made a payment on the portal, so we need to refund the second payment									
1	07/15/24	UB Refund	84.45			6020		214100			101000
		Total for Vendor:	84.45								
119397		5293 COLUMN SOFTWARE PBC	82.08								
1	1442-0037	07/10/24 ND Bids/Proposals	82.08			1000		418000	668		101000
119522		5293 COLUMN SOFTWARE PBC	166.44								
1	1442-0038	07/25/24 General Public Notice	72.20			1000		418000	668		101000
2	1442-0039	07/25/24 General Public Notice	45.60			1000		418000	668		101000
3	1442-0040	07/25/24 General Public Notice	48.64			1000		418000	668		101000
		Total for Vendor:	248.52								
119530		4832 CONNECT INTERIORS	6,935.20								
		2nd half installment									
1	67388	06/11/24 Lobby furniture for WEX bldg	6,935.20			2970		480000	653		101000
		Total for Vendor:	6,935.20								
119348	113180S	999999 CONNIE HACKER	300.00								
		Tree Planting Permit - 1329 26th Ave W									
1	06/27/24	Tree - 1329 26th Ave W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119377	113181S	229 CONSOLIDATED COMMUNICATIONS	121.83								
1	9536/0	07/01/24 FD June Services	121.83			2060		415200	356		101000
		Total for Vendor:	121.83								

08/02/24
16:43:30

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 17 of 72
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
119705		4108 CONSOLIDATED ELECTRICAL	303.40						
1	3481060884	07/15/24 WEX FIT UP	138.28			2970 480000	653		101000
2	3481061848	07/24/24 GFI RCPT	21.18			6010 450200	420		101000
3	3481060853	07/12/24 INERT LANDFILL ELECTRICAL	94.32			6010 450200	420		101000
4	3481061395	07/22/24 WEX FIT UP - RET	-30.35			2970 480000	653		101000
5	3481061394	07/22/24 WEX FIT UP - RET	-96.76			2970 480000	653		101000
6	3481061241	07/22/24 WEX FIT UP	102.00			2970 480000	653		101000
7	3481061396	07/22/24 WEX FIT UP	74.73			2970 480000	653		101000
119784		4108 CONSOLIDATED ELECTRICAL	132.50						
1	3481062529	07/29/24 3PORT IN LUG/B CONN	132.50			1000 430002	392		101000
		Total for Vendor:	435.90						
119509		3245 CORE & MAIN	719.57						
1	V285495	07/19/24 RITE HITE ADPT SLIDE	422.64			6020 450000	438		101000
2	V197630	07/19/24 CONVERT BUSH	108.03			6020 450000	429		101000
3	V280163	07/19/24 VALVE BOX RISER IMP	188.90			6020 450000	438		101000
119543		3245 CORE & MAIN	32,625.00						
1	V276514	07/18/24 WATER METERS	32,625.00			6020 450000	429		101000
119626		3245 CORE & MAIN	8,696.04						
1	U620203	07/26/24 710J46KITS 11/2X1"	7,540.20			6020 450000	438		101000
2	V287561	07/19/24 NEENAH 7 MANHOLE FRAME	1,155.84			6025 450000	437		101000
119721		3245 CORE & MAIN	188.90						
1	V313930	07/24/24 VALVE BOX RISER	188.90			6020 450000	438		101000
119751		3245 CORE & MAIN	3,067.05						
1	V308914	07/24/24 POWER DRIVE KIT	3,067.05			6020 450000	432		101000
		Total for Vendor:	45,296.56						
119742		999999 COURTNEY LEWIS	190.00						
		Tree Planting Permit - 943 29th Ave W							
1		07/31/24 Tree - 943 29th Ave W	190.00			5000 422000	490		101000
		Total for Vendor:	190.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 18 of 72
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
119327 1	113184S 07/12/24	2403 CRAIG DANIELSON clothing reimb	101.68 101.68			1000 421000	422		101000
		Total for Vendor:	101.68						
119334 1	113185S 07/09/24	5150 CREATIVE MINDS PRESCHOOL AND Child Care Grant	399.00 399.00			2960 411900	416		101000
		Total for Vendor:	399.00						
119616 1	1347453 07/22/24	60 CROSSCOUNTRY FREIGHT SOLUTIONS WATER TESTING	142.56 142.56			6025 450000	335		101000
		Total for Vendor:	142.56						
119567 1	cm20084 06/11/24	159 CULINEX FD Statement Cr. from Return	61.39 -5.30			2060 415200	500		101000
2	903216 07/25/24	Tr. Kitchen-serv. tools	66.69			2060 415200	500		101000
		Total for Vendor:	61.39						
119771 1	169777 07/17/24	65 CURT'S LOCK & KEY SHOP TRUCK LOCKS	153.84 153.84			1000 455000	427		101000
		Total for Vendor:	153.84						
119516 1	4392124 07/25/24	4457 CWD CASH-WA DISTRIBUTING proj #12 ice cream	234.24 234.24			2529 421000	375	12	101000
		Total for Vendor:	234.24						
119504 1	2060034131 07/25/24	182 DAKOTA AG COOPERATIVE - DIV OF #140 decommissioned	879.50 879.50			1000 421000	610		101000
		Total for Vendor:	879.50						
119568 1	24959 06/30/24	5319 DAKOTA CHILDREN'S ADVOCACY FD June Wellness Charges	511.88 511.88			2060 415200	996		101000
		Total for Vendor:	511.88						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 19 of 72
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
119473		859 DAKOTA ELECTRIC CONSTRUCTION CO	982.55						
1	44182	07/19/24 Airport - Repair Runway Lights	982.55			7050 500000	427		101000
119577		859 DAKOTA ELECTRIC CONSTRUCTION CO	174,741.89						
1	Pay App 21	06/30/24 WF Fire Dept Project	174,741.89			4795 480000	670		101000
		Total for Vendor:	175,724.44						
119580		4199 DAKOTA FENCE COMPANY	24,320.40						
1	Pay App 5	06/30/24 WF Fire Dept Project	24,320.40			4795 480000	670		101000
		Total for Vendor:	24,320.40						
119681		1675 DAKOTA FLUID POWER, INC	297.07						
1	7233032	07/30/24 HARDWARE STOCK	297.07			6020 450000	427		101000
119772		1675 DAKOTA FLUID POWER, INC	26.85						
1	7226451	07/12/24 4008 SWIVL	26.85			6010 450200	427		101000
		Total for Vendor:	323.92						
119465		79 DAKOTA HOSE & EQUIP	47.48						
1	3204152	07/19/24 HOSE MENDER	3.80			6025 450000	826		101000
2	3203975	07/17/24 DISCHARGE HOSE	43.68			6025 450000	825		101000
119636		79 DAKOTA HOSE & EQUIP	573.21						
1	3204063	07/18/24 370 HYDROSEEDER HOSE	573.21			1000 430000	427		101000
		Total for Vendor:	620.69						
119367		87 DAKOTA TIRE	167.92						
1	943313	07/01/24 Tr. Van Oil Change	54.46			2060 415200	427		101000
2	943861	07/29/24 B-75 oild change	113.46			2060 415200	427		101000
		Total for Vendor:	167.92						
119404		3050 DAKOTA UPREIT LIMITED	7,812.38						
		Pioneer Center - July rent							
1	00022271	07/01/24 Common Area - July	2,402.29			1000 415000	389		101000
2	00022271	07/01/24 Base Rent - July	5,410.09			1000 415000	389		101000
		Total for Vendor:	7,812.38						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 20 of 72
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
119427		856 DAVE'S WEST FARGO TIRE	41.02						
1	127034	07/18/24 #1195 tire repair	41.02			1000 421000	427		101000
119443		856 DAVE'S WEST FARGO TIRE	36.71						
1	127076	07/22/24 #1215 tire repair	36.71			1000 421000	427		101000
		Total for Vendor:	77.73						
119741		999999 DAVID HANSEN	300.00						
		Tree Planting Permit - 6025 Martin Ln W							
1	07/31/24	Tree - 6025 Martin Ln W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119795		5322 DEFENSE TECHNOLOGY LLC	328.39						
1	06/19/24	mk9 1.3% 1st defense	328.39			1000 421000	987		101000
		I016000023718							
		Total for Vendor:	328.39						
119661		999999 DEIDRE RICKELMAN	13.96						
1	07/24/24	MAILBOX REPAIR	13.96			6010 450200	444		101000
		Total for Vendor:	13.96						
119366	113191S	4027 DIVE RESCUE INTERNATIONAL	540.44						
1	196242	07/28/24 Repair Wet Suits	540.44			2060 415200	420		101000
		Total for Vendor:	540.44						
119310	113192S	2100 EAGLE RUN CROSSING	16.54						
1	1676	07/11/24 TORO DIESEL	16.54			1000 430001	424		101000
119687		2100 EAGLE RUN CROSSING	476.25						
1	584	07/16/24 3068 UNLEADED	45.73			1000 430001	424		101000
2	3321	07/15/24 3068 UNLEADED	24.55			1000 430001	424		101000
3	1082	07/17/24 3069 UNLEADED	29.10			1000 430001	424		101000
4	1672	07/11/24 3066 UNLEADED	42.45			1000 430001	424		101000
5	3904	07/17/24 394 DIESEL	22.20			1000 430001	424		101000
6	4198	07/18/24 394 DIESEL	12.01			1000 430001	424		101000
7	4199	07/18/24 3068 UNLEADED	39.88			1000 430001	424		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 21 of 72
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
8	5333 07/22/24	3069 UNLEADED	24.04			1000 430001	424		101000
9	3129 07/23/24	3068 UNLEADED	40.29			1000 430001	424		101000
10	5867 07/24/24	3068 UNLEADED	66.30			1000 430001	424		101000
11	5621 07/23/24	3068 UNLEADED	34.92			1000 430001	424		101000
12	3907 07/17/24	3068 UNLEADED	45.61			1000 430001	424		101000
13	3896 07/25/24	3069 UNLEADED	49.17			1000 430001	424		101000
119766	2100	EAGLE RUN CROSSING	57.88						
1	8567 08/01/24	3068 UNLEADED	57.88			1000 430001	424		101000
119767	2100	EAGLE RUN CROSSING	21.48						
1	5826 07/31/24	3069 UNLEADED	21.48			1000 430001	424		101000
Total for Vendor:			572.15						
119436	1502	EIDE BAILLY LLP	50,085.00						
Professional services related to 2023 audit									
1	EI01715359 07/19/24	2023 Audit	50,085.00			1000 415000	369		101000
119472	1502	EIDE BAILLY LLP	2,451.25						
Professional services related to 2023 audit									
1	EI01709966 06/28/24	GASB 84/87/96 Assistance	2,451.25			1000 415000	428		101000
119663	1502	EIDE BAILLY LLP	2,124.50						
Professional services related to 2023 audit									
1	EI01718553 07/29/24	GASB 84/87/96 Assistance	2,124.50			1000 415000	428		101000
Total for Vendor:			54,660.75						
119475 -99054E	4664	EMPOWER (MASS MUTUAL)	4,793.58						
Empower									
1	06/28/24	June Contributions	4,793.58			1000 212528			101000
119511 -99050E	4664	EMPOWER (MASS MUTUAL)	4,793.58						
Empower									
1	07/26/24	July Contributions	4,793.58			1000 212528			101000
Total for Vendor:			9,587.16						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 22 of 72
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
119806		3722 ENVIROTECH	22,007.16						
		This is to replace CL 118132 / Check #112439 that was cashed fraudulently. We filed a fraud dispute with the bank.							
1	202412645	05/14/24 ICE SLICER	5,097.09			1000 430000	377		101000
2	202412646	05/14/24 ICE SLICER	5,514.57			1000 430000	377		101000
3	202412643	05/14/24 ICE SLICER	5,868.15			1000 430000	377		101000
4	202412644	05/14/24 ICE SLICER	5,527.35			1000 430000	377		101000
		Total for Vendor:	22,007.16						
119488	113341S	3547 EQUITABLE UNIT ANNUITY	2,000.00						
1	07/26/24	Deferred Comp July 2024	2,000.00			1000 212524			101000
		Total for Vendor:	2,000.00						
119368	113195S	2862 ESSENTIA HEALTH	4,145.00						
		Annual Physicals and New Hire pre employment physicals							
1	2546.06.24	06/27/24 May and June Physicals	4,145.00			2060 415200	996		101000
119435		2862 ESSENTIA HEALTH	413.00						
		Pre-employment/random drug screens							
1	07/19/24	Otto H - Eng	62.00			1000 414200	399		101000
		890000526.07.2024							
2	07/19/24	Anna M - ROW	62.00			1000 430001	399		101000
		890000526.07.2024							
3	07/19/24	Donald G - Sewer	60.00			6025 450000	399		101000
		890000526.07.2024							
4	07/19/24	Kane D - ROW	62.00			1000 430001	399		101000
		890000526.07.2024							
5	07/19/24	Wade L - Sewer	105.00			6025 450000	387		101000
		890000526.07.2024							
6	07/19/24	Maggie J - HR	62.00			1000 414103	399		101000
		890000526.07.2024							
119570		2862 ESSENTIA HEALTH	120.00						
1	07.2024	07/19/24 June Testing	120.00			2060 415200	996		101000
		Total for Vendor:	4,678.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 23 of 72
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
119800		3224 EVIDENT, INC.	1,084.91								
1	242843A	07/19/24 supplies for processing rm	738.08			1000		421000	641		101000
2	242843A	07/19/24 evidence supplies	216.83			1000		421000	365		101000
3	242843B	07/25/24 supplies for processing rm	48.00			1000		421000	641		101000
4	242843B	07/25/24 evidence supplies	82.00			1000		421000	365		101000
		Total for Vendor:	1,084.91								
119773		1851 F/S MANUFACTURING	53.30								
1	159079	07/29/24 HARDWARE FOR SPRAYERS	9.86			1000		430001	427		101000
2	158878	07/18/24 370 HARDWARE	14.80			1000		430000	427		101000
3	158950	07/22/24 601 UNION VALVE	28.64			2210		428000	427		101000
		Total for Vendor:	53.30								
119633		3344 FACTORY MOTOR PARTS	135.17								
1	371218029	07/23/24 1189 WATER PUMP	135.17			1000		421000	427		101000
119665		3344 FACTORY MOTOR PARTS	38.49								
1	371217167	07/15/24 MTC YH1936	38.49			1000		421000	427		101000
119685		3344 FACTORY MOTOR PARTS	63.64								
1	371217295	07/16/24 WIPER BLADES	63.64			1000		421000	427		101000
119763		3344 FACTORY MOTOR PARTS	345.42								
1	371219337	08/01/24 7026 SHOCKS	345.42			6025		450000	427		101000
		Total for Vendor:	582.72								
119384	113197S	5189 FAITH CORP	5,133.53								
1	07/12/24	Child Care Grant	5,133.53			2960		411900	416		101000
		Total for Vendor:	5,133.53								
119521		5117 FARGO ELECTRIC CONSTRUCTION	113,584.34								
1	Pay App 3	07/16/24 Imp Dist 2273	113,584.34			4015		480000	670		101000
		Total for Vendor:	113,584.34								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 24 of 72
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
119656		897 FARGO GLASS AND PAINT CO.	275.00								
1	1448319	07/25/24 PAINT	275.00			6010		450200	914		101000
		Total for Vendor:	275.00								
119680		979 FARGO LINE-X	75.00								
1	29777	06/20/24 7101 WT 110065	75.00			6025		450000	610		101000
		Total for Vendor:	75.00								
119608		1648 FARSTAD OIL, INC	313.69								
1	167030	07/22/24 RIDGELINE DEF	313.69			6020		450000	424		101000
		Total for Vendor:	313.69								
119697		124 FASTENAL	6.09								
1	302349	07/15/24 HARDWARE	6.09			6025		450000	439		101000
		Total for Vendor:	6.09								
119336	113200S	151 FEDERAL EXPRESS	7.32								
1	855596369	07/10/24 pkg mailed	7.32			1000		421000	661		101000
119781		151 FEDERAL EXPRESS	23.26								
1	857537853	07/31/24 pkg mailed	15.94			1000		421000	661		101000
2	856847112	07/24/24 pkg mailed	7.32			1000		421000	661		101000
		Total for Vendor:	30.58								
119786		3792 FERGUSON ENTERPRISES LLC 1657	34.67								
1	0665438	06/26/24 PARTS	34.67			1000		455000	420		101000
		Total for Vendor:	34.67								
119555		5051 FIRE DEPARTMENT TRAINING NETWORK	60.00								
1	33644	07/06/24 M Berg Renewal	60.00			2060		415200	667		101000
		Total for Vendor:	60.00								
119337	113202S	1812 FIRESTONE	1,554.96								
1	223971	07/10/24 tires	1,554.96			1000		421000	427		101000
		Total for Vendor:	1,554.96								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 25 of 72
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
119507		3347 FIRST INTERNATIONAL INSURANCE	3,656.00						
1	487042	07/12/24 2515 6TH ST SE - INSURANCE	587.00			1000 415000	321		101000
2	487944	07/17/24 LIBRARY VAN - INSURANCE	617.00			7000 411600	669		101000
3	488387	07/23/24 ST - VEH INSURANCE	2,452.00			1000 430000	321		101000
119727		3347 FIRST INTERNATIONAL INSURANCE	132.00						
1	488627	07/30/24 AIR BURNER - INSURANCE	132.00			6010 450200	321		101000
		Total for Vendor:	3,788.00						
119602		55 FLEETPRIDE	22.76						
1	118359666	07/16/24 3005 HOSE FITTING	22.76			1000 430000	427		101000
119637		55 FLEETPRIDE	11.38						
1	118360007	07/16/24 HOSE FITTING	11.38			1000 430000	427		101000
		Total for Vendor:	34.14						
119652		2499 FM CONVENTION & VISITORS BUREAU	31,285.94						
1	June 24	06/30/24 Lodging Tax 2%	31,285.94			2141 411500	533		101000
119653		2499 FM CONVENTION & VISITORS BUREAU	15,642.96						
2	June 24	06/30/24 Lodging Tax 1%	15,642.96			2141 411500	653		101000
		Total for Vendor:	46,928.90						
119304		113205S 155 GALLS, LLC	350.56						
1	028439628	07/09/24 pants for roll	192.16			1000 421000	422		101000
2	028442166	07/09/24 new cso steffens	158.40			1000 421000	422		101000
119330		113205S 155 GALLS, LLC	2,713.38						
1	028291985	06/20/24 500 WFFD Patches (\$3)	1,505.00			2060 415200	422		101000
2	028297088	06/21/24 A Puhr Polo	29.56			2060 415200	422		101000
3	028305889	06/22/24 D Anderson Jobshirt New Hir	119.72			2060 415200	422		101000
4	028306200	06/22/24 D Anderson Pants New Hire	178.40			2060 415200	422		101000
5	028305043	06/22/24 J Cariveau Polo & Jobshirt	133.26			2060 415200	422		101000
6	028314302	06/24/24 L Pettinger Polos New Hire	266.52			2060 415200	422		101000
7	028374553	06/29/24 C Hodgson Pants	85.00			2060 415200	422		101000
8	028369331	06/28/24 Hi Viz Jacket Name Blanks	14.99			2060 415200	422		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 26 of 72
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
9	028339035	06/26/24 A Nienas Polo	66.63			2060		415200	422		101000
10	028325344	06/25/24 J Neeb Jobshirt	70.39			2060		415200	422		101000
11	028325344	06/25/24 Spare Jobshirts	243.91			2060		415200	422		101000
119422		155 GALLS, LLC	1,787.80								
1	028501611	07/15/24 new officer badges	1,553.80			1000		421000	422		101000
2	028478130	07/12/24 boots for mewes	234.00			1000		421000	422		101000
119438		155 GALLS, LLC	215.00								
1	028538211	07/18/24 carrier for hieb	215.00			1000		421000	641		101000
119457		155 GALLS, LLC	129.99								
1	028545172	07/19/24 flashlight for mewes	129.99			1000		421000	422		101000
119461		155 GALLS, LLC	119.39								
1	19FHKM7Q34	07/23/24 boots for swiggum	119.39			1000		421000	422		101000
119557		155 GALLS, LLC	309.01								
1	028404813	07/03/24 N Sahr New Hire Boots	169.96			2060		415200	422		101000
2	028404813	07/03/24 S Roth Red Polo	66.63			2060		415200	422		101000
3	028404813	07/03/24 C Hodgson pants	90.00			2060		415200	422		101000
4	028446303	07/09/24 Hi-Viz name patches	34.90			2060		415200	422		101000
5	028453249	07/10/24 T Ebeling New Hire Boots	120.56			2060		415200	422		101000
6	027184639	07/29/24 D Andersen pants return	-173.04			2060		415200	422		101000
119779		155 GALLS, LLC	94.00								
1	028632887	07/30/24 new officer equip	94.00			1000		421000	422		101000
119780		155 GALLS, LLC	3,211.99								
1	028622877	07/29/24 new officer equip	396.90			1000		421000	422		101000
2	028601763	07/26/24 new officer equip	95.40			1000		421000	422		101000
3	028595945	07/25/24 new officer equip	2,662.89			1000		421000	422		101000
4	028596999	07/25/24 new officer newman	44.27			1000		421000	422		101000
5	028563087	07/22/24 equip for swiggum	12.53			1000		421000	422		101000
Total for Vendor:			8,931.12								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 27 of 72
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
119609		93 GATEWAY CHEVROLET	69.18								
1	1271062	07/26/24 7002 SOLENOID	69.18			6025		450000	427		101000
119762		93 GATEWAY CHEVROLET	149.94								
1	1271271	08/01/24 367 CONTROL	149.94			1000		430000	427		101000
		Total for Vendor:	219.12								
119565		4632 GEAR WASH	3,494.04								
1	7-559	11/09/23 Repair of damaged gear	1,439.54			2060		415200	427		101000
2	7-1280	07/24/24 Repair of damaged gear	2,054.50			2060		415200	427		101000
		Total for Vendor:	3,494.04								
119728		156 GENERAL EQUIP & SUPPLIES	30,000.00								
1	E10020334	07/23/24 #3405 2024 48" COLD PLANER	30,000.00			1000		430000	870		101000
		Total for Vendor:	30,000.00								
119385	113207S	5291 GINGERBREAD HOUSE	330.00								
1	07/12/24	Child Care Grant	330.00			2960		411900	416		101000
		Total for Vendor:	330.00								
119444		5400 GLENN KARNOFISKY	2,047.79								
1	06102YC	06/10/24 target system	2,047.79			1000		421000	987		101000
		Total for Vendor:	2,047.79								
119545		1579 GLENN'S BODY REPAIR INC	2,694.59								
1	59335	07/24/24 4201 BODY REPAIR	2,694.59			6010		450200	322		101000
		Total for Vendor:	2,694.59								
119733		2864 GOODIN COMPANY	261.32								
1	4717771	07/17/24 AIR FILTER	261.32			1000		455000	500		101000
		Total for Vendor:	261.32								
119618		2558 GOODYEAR COMMERCIAL TIRE	384.40								
1	1301091419	07/11/24 410 RETREAD TIRES	1,106.13			6010		450200	427		101000
9900	1301091328	06/27/24 4202 TRADE IN CREDIT	-721.73			6010		450200	427		101000
CI	32										

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 28 of 72
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
119632		2558 GOODYEAR COMMERCIAL TIRE	64.45								
1	1301031439	07/16/24 4007 TIRE INSTALL	64.45			6010		450200	427		101000
119677		2558 GOODYEAR COMMERCIAL TIRE	701.86								
1	1301091448	07/17/24 4200 TIRES	546.25			6010		450200	427		101000
2	1301091510	07/25/24 4101 FLAT REPAIR	155.61			6010		450200	427		101000
119754		2558 GOODYEAR COMMERCIAL TIRE	1,665.17								
1	1301091232	06/13/24 4066 TIRES	1,665.17			6010		450200	427		101000
		Total for Vendor:	2,815.88								
119574		4450 GRAFSTROM CONSTRUCTION	60,811.52								
1	Pay App 19	06/30/24 WF Fire Dept Project	60,811.52			4795		480000	670		101000
		Total for Vendor:	60,811.52								
119525		556 GRAINGER, INC.	15.85								
1	9181665648	07/15/24 SLEEVE COUPLING INSERT	15.85			6025		450000	827		101000
		Total for Vendor:	15.85								
119572		3535 GREAT PLAINS FIRE	130.00								
1	8364	07/15/24 Name Plate for gear Essler	130.00			2060		415200	641		101000
		Total for Vendor:	130.00								
119541		135 HAWKINS WTR TREATMENT	6,457.75								
1	6813513	07/17/24 AQUAHAWK	6,457.75			6025		450000	423		101000
119623		135 HAWKINS WTR TREATMENT	3,342.83								
1	6819348	07/24/24 AQUAHAWK	3,342.83			6025		450000	423		101000
		Total for Vendor:	9,800.58								
119625		180 HAZERS	1,147.00								
1	69523	07/12/24 APPLIANCE DISPOSAL	1,147.00			6010		450200	357		101000
		Total for Vendor:	1,147.00								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 29 of 72
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
119338 1	113212S 00128664	5420 HEBRON BRICK SUPPLY CO 07/10/24 Sheyenne Planters	2,851.50 2,851.50			2960 411900	416		101000
		Total for Vendor:	2,851.50						
119666 1	252238	2820 HIGH POINT NETWORKS 06/28/24 WEX fit-up	370.00 370.00			2970 480000	653		101000
		Total for Vendor:	370.00						
119798 1	07/31/24	3593 HOLIDAY COMPANIES july 2024 car wash	5.00 5.00			1000 421000	420		101000
	063501082400								
		Total for Vendor:	5.00						
119416 1	1212096	358 HUBERT OYE-SONS CONST. Asphalt paving for public parking lot downtown 07/11/24 Asphalt Paving	210,750.00 210,750.00			2960 411900	416		101000
119524 1	1212100	358 HUBERT OYE-SONS CONST. 07/16/24 HOT MIX ASPHALT	916.52 916.52			1000 430000	722		101000
119749 1	1212117	358 HUBERT OYE-SONS CONST. 07/31/24 TOPSOIL	2,438.70 1,219.35			1000 430000	358		101000
	2	WEX FIT UP	1,219.35			2970 480000	653		101000
		Total for Vendor:	214,105.22						
119424 1	3382	4429 IACP IDTS CONFERENCE 07/19/24 reg fee ryan haskell	520.00 520.00			1000 421000	340		101000
		Total for Vendor:	520.00						
119750 1	241103021	1663 INDUSTRIAL BUILDERS, INC 07/23/24 LINK BELT	1,170.00 1,170.00			6010 450200	870		101000
		Total for Vendor:	1,170.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 30 of 72
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
119594		4592 INGRAM LIBRARY SERVICES	3,882.24								
1	82683099	07/10/24 BOOKS	14.35			7000		411600	662		101000
2	82683100	07/10/24 BOOKS	18.13			7000		411600	662		101000
3	82699591	07/11/24 BOOKS	33.17			7000		411600	662		101000
4	82699592	07/11/24 BOOKS	20.38			7000		411600	662		101000
5	82699593	07/11/24 BOOKS	20.99			7000		411600	662		101000
6	82699594	07/11/24 BOOKS	58.38			7000		411600	662		101000
7	82699595	07/11/24 BOOKS	22.29			7000		411600	662		101000
8	82699596	07/11/24 BOOKS	18.17			7000		411600	662		101000
9	82717272	07/12/24 BOOKS	16.01			7000		411600	662		101000
10	82717273	07/12/24 BOOKS	26.84			7000		411600	662		101000
11	82717274	07/12/24 BOOKS	52.88			7000		411600	662		101000
12	82717275	07/12/24 BOOKS	45.94			7000		411600	662		101000
13	82732586	07/14/24 BOOKS	25.88			7000		411600	662		101000
14	82739223	07/15/24 BOOKS	14.52			7000		411600	662		101000
15	82739224	07/15/24 BOOKS	137.12			7000		411600	662		101000
16	82767058	07/16/24 BOOKS	36.72			7000		411600	662		101000
17	82767057	07/16/24 BOOKS	10.48			7000		411600	662		101000
18	82755741	07/16/24 BOOKS	574.43			7000		411600	662		101000
19	82755740	07/17/24 BOOKS	13.89			7000		411600	662		101000
20	82780072	07/17/24 BOOKS	118.57			7000		411600	662		101000
21	82780071	07/17/24 BOOKS	14.91			7000		411600	662		101000
22	82792198	07/18/24 BOOKS	28.64			7000		411600	662		101000
23	82792199	07/18/24 BOOKS	14.86			7000		411600	662		101000
24	82792200	07/18/24 BOOKS	44.22			7000		411600	662		101000
25	82809135	07/19/24 BOOKS	11.82			7000		411600	662		101000
26	82809136	07/19/24 BOOKS	19.17			7000		411600	662		101000
27	82809137	07/19/24 BOOKS	27.25			7000		411600	662		101000
28	82809138	07/19/24 BOOKS	19.64			7000		411600	662		101000
29	82809139	07/19/24 BOOKS	19.64			7000		411600	662		101000
30	82809140	07/19/24 BOOKS	683.39			7000		411600	662		101000
31	82833180	07/22/24 BOOKS	33.76			7000		411600	662		101000
32	82851962	07/23/24 BOOKS	22.52			7000		411600	662		101000
33	82851963	07/23/24 BOOKS	16.13			7000		411600	662		101000
34	82851964	07/23/24 BOOKS	22.54			7000		411600	662		101000
35	82860935	07/23/24 BOOKS	13.77			7000		411600	662		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 31 of 72
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
36	82860936	07/23/24 BOOKS	347.10			7000 411600	662		101000
37	82874182	07/24/24 BOOKS	20.92			7000 411600	662		101000
38	82874181	07/24/24 BOOKS	21.68			7000 411600	662		101000
39	82874180	07/24/24 BOOKS	14.98			7000 411600	662		101000
40	82874179	07/24/24 BOOKS	30.26			7000 411600	662		101000
41	82895034	07/25/24 BOOKS	457.41			7000 411600	662		101000
42	82895033	07/25/24 BOOKS	266.90			7000 411600	662		101000
43	82895032	07/25/24 BOOKS	41.24			7000 411600	662		101000
44	82895031	07/25/24 BOOKS	38.42			7000 411600	662		101000
45	82895030	07/25/24 BOOKS	110.50			7000 411600	662		101000
46	82895029	07/25/24 BOOKS	194.84			7000 411600	662		101000
47	82895028	07/25/24 BOOKS	19.87			7000 411600	662		101000
48	82895027	07/25/24 BOOKS	14.46			7000 411600	662		101000
49	82928089	07/28/24 BOOKS	32.26			7000 411600	662		101000
Total for Vendor:			3,882.24						
119620		2500 INLAND TRUCK PARTS & SERVICE	1,384.39						
1	1647228	07/29/24 285 ROD REPLACEMENT	1,384.39			6020 450000	427		101000
Total for Vendor:			1,384.39						
119478		5425 IXSYSTEMS INC	4,064.00						
1	7061	07/22/24 Hard drives	4,064.00			1000 414104	497		101000
Total for Vendor:			4,064.00						
119423		233 J & L SPORTS	67.47						
1	32966	07/18/24 polo's 740 741 742	67.47			1000 421000	422		101000
119711		233 J & L SPORTS	14.00						
1	32941	07/12/24 EMBROIDERY	14.00			6010 450200	422		101000
Total for Vendor:			81.47						
119445		1765 J.J. KELLER & ASSOC, INC	25.00						
1	9109204567	07/01/24 CDL TRAINING	25.00			1000 450000	497		101000
Total for Vendor:			25.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 32 of 72
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
119358	113220S	999999 JACKIE FEIL Tree Planting Permit - 5817 Deb Dr W	300.00								
1	07/11/24	Tree - 5817 Deb Dr W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119350	113221S	999999 JANN FISCHER Tree Planting Permit - 1041 Ashley Dr W	300.00								
1	06/27/24	Tree - 1041 Ashley Dr W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119440		794 JASON DURA 1 07/19/24 travel reimb	271.00 271.00			1000		421000	340		101000
		Total for Vendor:	271.00								
119466		3936 JEMCO, LLC 1 9636 07/10/24 MOTOR REPAIR	410.32 410.32			6025		450000	826		101000
		Total for Vendor:	410.32								
119593		5359 JENNA KAHLY 1 07/12/24 BOOK EASELS	45.00 45.00			7000		411600	410		101000
		Total for Vendor:	45.00								
119437		3466 JERRY WALLACE Managing Floodplain Development through NFIP - Bismarck 7/15/24-7/18/24	410.59								
1	07/19/24	Travel reimb	410.59			1000		414200	340		101000
		Total for Vendor:	410.59								
119738		5137 JODI ROLLE 1 07/31/24 Mileage 07/01/24-07/31/24	50.25 50.25			1000		414100	340		101000
		Total for Vendor:	50.25								
119339	113223S	2798 JOHNSON CONTROLS 1 3593457907 07/12/24 CH - BLOWER MOTOR REPLACE	6,023.09 6,023.09			1000		455000	420		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 33 of 72
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
119654		2798 JOHNSON CONTROLS	334.45						
1	3825159106	07/31/24 SERVER/IT SERVICE	334.45			1000 455000	420		101000
119714		2798 JOHNSON CONTROLS	328.49						
1	41736575	06/06/24 WEX FIT UP	328.49			2970 480000	653		101000
119720		2798 JOHNSON CONTROLS	395.56						
1	796324475	07/26/24 PD - COOLING ISSUES	395.56			1000 455000	420		101000
		Total for Vendor:	7,081.59						
119329	113224S	2709 JOHNSON'S / VIGEN'S LAWN SERVICE	212.50						
1	416515	07/11/24 abatement 6022 martin ln w	212.50			1000 415000	555		101000
119432		2709 JOHNSON'S / VIGEN'S LAWN SERVICE	450.00						
1	416575	07/12/24 abatement 1097 hickory lane	450.00			1000 415000	555		101000
119517		2709 JOHNSON'S / VIGEN'S LAWN SERVICE	680.00						
1	417611	07/25/24 abatement several Jill Dr W	425.00			1000 415000	555		101000
2	417612	07/25/24 abatement 1059 42 Ave W	255.00			1000 415000	555		101000
119701		2709 JOHNSON'S / VIGEN'S LAWN SERVICE	400.00						
1	416463	06/11/24 LANDFILL MOWING	160.00			6010 450200	307		101000
2	416459	06/11/24 TRANSFER STATION MOWING	240.00			6010 450200	307		101000
		Total for Vendor:	1,742.50						
119352	113225S	999999 JOSH ROTENBERGER	300.00						
		Tree Planting Permit - 1085 Wildflower Ln W							
1	06/27/24	Tree - 1085 Wildflower Ln W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119361	113227S	999999 JUSTICE KEEFAUVER	300.00						
		Tree Planting Permit - 6191 Martin Lane W							
1	07/11/24	Tree - 6191 Martin Lane W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 34 of 72
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
119452		344 KARL'S AT THE NODAK CENTER	265.45								
1	343270621	07/11/24 DJ GOSSELIN PANTS	157.47			6025		450000	422		101000
2	343269892	07/10/24 B MARKEY PANTS	107.98			6010		450200	422		101000
119726		344 KARL'S AT THE NODAK CENTER	26.99								
1	343279604	07/25/24 B GAST PANTS	26.99			1000		430000	422		101000
		Total for Vendor:	292.44								
119369	113230S	999999 KELLY HART	300.00								
		Tree Planting Permit - 4805 Lilac Drive									
1	07/11/24	Tree - 4805 Lilac Drive	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119345	113231S	999999 KELSEY MILLER	300.00								
		Tree Planting Permit - 5469 11th St W									
1	06/27/24	Tree - 5469 11th St W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119629		2752 KOST MATERIALS, LLC	1,314.00								
1	127729	07/12/24 PROJ 6061	158.00			4095		480000	670		101000
2	127729	07/12/24 WEX FIT UP	1,156.00			2970		480000	653		101000
		Total for Vendor:	1,314.00								
119497	-99052E	4482 KOTAPAY	3,779.90								
		07/26/24 payroll									
1	07/26/24	Child Support	3,779.90			1000		212549			101000
		Total for Vendor:	3,779.90								
119672		693 KPH, INC	232,060.12								
1	Pay App 14	07/30/24 Project 1316.2	232,060.12			4065		480000	670		101000
		Total for Vendor:	232,060.12								
119556		2325 KUSTOM KONCEPTS	2,144.07								
1	8623	04/15/24 FD New HQ signage	266.46			2060		415200	420		101000
2	8717	06/17/24 FD New HQ emp only	107.48			2060		415200	420		101000
3	8671	05/07/24 Eq Svcs P-up setup	1,770.13			2060		415200	610		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 35 of 72
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
119710		2325 KUSTOM KONCEPTS	757.97								
1	8775	07/16/24 RTA CUT VINYL	757.97			6010		450200	914		101000
		Total for Vendor:	2,902.04								
119431		5136 LAKE REGION STATE COLLEGE	9,000.00								
1	07/01/24	LRSC student schany	3,000.00			1000		421000	340		101000
2	07/01/24	LRSC student newman	3,000.00			1000		421000	340		101000
3	07/01/24	LRSC student schwartz	3,000.00			1000		421000	340		101000
		Total for Vendor:	9,000.00								
119471		4590 LAUREN CAMMACK	725.37								
		Conference - San Diego									
		07/14/24-07/22/24									
1	07/23/24	Travel reimb 07/14-07/22	725.37			1000		414000	340		101000
		Total for Vendor:	725.37								
119349	113235S	999999 LAUREN MERTENS	300.00								
		Tree Planting Permit - 1288 Rachel Dr W									
1	06/27/24	Tree - 1288 Rachel Dr W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119571		4555 LEDGESTONE INC	22,042.80								
1	Pay App 12	06/25/24 WF Fire Dept Project	22,042.80			4795		480000	670		101000
		Total for Vendor:	22,042.80								
119405		4767 LENOVO (UNITED STATES) INC.	2,223.04								
1	6468431758	06/25/24 New laptop - Sheila	2,223.04			1000		414100	497		101000
119410		4767 LENOVO (UNITED STATES) INC.	2,018.20								
1	6468417838	06/24/24 New laptop - Sarah	2,018.20			1000		414103	497		101000
119596		4767 LENOVO (UNITED STATES) INC.	2,422.28								
1	6468601378	07/15/24 3 Monitors / 3 Docks - FD	1,192.98			2060		415200	497		101000
2	6468601378	07/15/24 1 Dock - PW Fleet	146.34			1000		455000	497		101000
3	6468601378	07/15/24 1 Monitor - PD	251.32			1000		421000	497		101000
4	6468601378	07/15/24 2 Monitors / 2 Docks - HR	831.64			1000		414103	497		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 36 of 72
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
119614		4767 LENOVO (UNITED STATES) INC.	7,556.80								
1	6468715669	07/26/24 4 Laptops - Planning	7,556.80			1000		418000	497		101000
		Total for Vendor:	14,220.32								
119675		4432 LIBERTY BUSINESS SYSTEMS INC	858.33								
1	540302	07/31/24 Replaced printer head	858.33			1000		414000	497		101000
		Total for Vendor:	858.33								
119782		1741 LIBERTY BUSINESS SYSTEMS, INC	1,173.04								
1	37086258	07/26/24 july 2024 assessing	156.05			1000		415000	428		101000
2	37086259	07/26/24 july 2024 assessing	52.07			1000		415000	428		101000
3	37086259	07/26/24 july 2024 city hall	205.85			1000		415000	428		101000
4	37086259	07/26/24 july 2024 public works	308.58			6020		415000	428		101000
5	37086259	07/26/24 july 2024 police	450.49			1000		421000	428		101000
		Total for Vendor:	1,173.04								
119573		3418 LOFFLER	31.73								
1	4758492	07/25/24 FD June usage 06/25 7/24	31.73			2060		415200	428		101000
		Total for Vendor:	31.73								
119398		3491 LOFFLER COMPANIES INC	118.54								
1	36986855	07/11/24 Finance Printer	118.54			1000		414100	428		101000
		Total for Vendor:	118.54								
119138	113239S	711 LUTHER FAMILY FORD	117.42								
1	CM385907	07/08/24 1176 CLIP RET	-25.56			1000		421000	427		101000
2	CM385907-1	07/08/24 1176 CLIP RET	-27.69			1000		421000	427		101000
4	247276	07/01/24 5601 SOLENOID	56.18			6025		450000	427		101000
5	247282	07/01/24 5607 CANISTER	207.89			6025		450000	427		101000
6	CM385076*1	07/08/24 1204 SEAT BELT RET	-144.24			1000		421000	427		101000
7	386162	06/27/24 292 MIRRO	156.84			6020		450000	427		101000
8	556825	07/11/24 ACCT CREDIT	-106.00			1000		421000	427		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 37 of 72
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
119600		711 LUTHER FAMILY FORD	34.03						
1	388563	07/24/24 1195 BRACKET	34.03			1000 421000	427		101000
119678		711 LUTHER FAMILY FORD	47.64						
1	389069	07/31/24 7101 BOLT	47.64			6025 450000	427		101000
119713		711 LUTHER FAMILY FORD	128.76						
1	387782	07/16/24 1193 HANDLE	31.45			1000 421000	427		101000
2	387783	07/16/24 1192 WEATHER	97.31			1000 421000	427		101000
		Total for Vendor:	327.85						
119777		999999 LUTJENS PAINTING, INC.	13,440.50						
1	07/29/24	ww paint and laibor	13,440.50			2975 421000	420	18	101000
		Total for Vendor:	13,440.50						
119576		3502 M&T Fire	515.47						
1	12310	07/24/24 Six suspenders	515.47			2060 415200	641		101000
		Total for Vendor:	515.47						
119646		3304 MAC'S - FARGO	19.99						
1	H83772	07/15/24 REPLACEMENT FILTER	19.99			6020 450000	432		101000
119682		3304 MAC'S - FARGO	11.86						
1	H84122	07/16/24 HARDWARE	8.62			4387 480000	427		101000
2	H84141	07/16/24 HARDWARE	3.24			6025 450000	427		101000
119718		3304 MAC'S - FARGO	166.96						
1	H84653	07/17/24 DJ - WATER BOOTS/PARTS	166.96			6025 450000	433		101000
119719		3304 MAC'S - FARGO	129.90						
1	H82501	07/11/24 SHOP TOWELS	129.90			6025 450000	433		101000
		Total for Vendor:	328.71						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 38 of 72
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
119341	113241S	3536 MACQUEEN EMERGENCY	13,410.54								
1	p11150	07/02/24 6' NY Hook-leatherhead	146.67			2060		415200	432		101000
2	32263	07/09/24 EV Fire Blanket-plugs ,ext pol	2,803.29			2060		415200	641		101000
3	32498	07/12/24 N Sahr Helmet Fronts	136.00			2060		415200	641		101000
4	32481	07/12/24 Elkhart Knob Handle replacemen	194.23			2060		415200	420		101000
5	11212	07/12/24 Handle Bracket-Gortite	100.47			2060		415200	420		101000
6	11115	06/19/24 Reserve ENG 71 hose	10,029.88			2060		415200	610		101000
119651		3536 MACQUEEN EMERGENCY	3,401.78								
1	p11160	07/08/24 L-75 Spring lift bar,cover	108.75			2060		415200	427		101000
2	p11167	07/08/24 L-75 Fuel sender, gaskets	760.00			2060		415200	427		101000
3	p33030	07/22/24 Capital Imp. Gloves	2,351.79			2060		415200	641		101000
4	p11290	07/29/24 E-76 Rebuild Valve	181.24			2060		415200	427		101000
		Total for Vendor:	16,812.32								
119489	113342S	3542 MAINSTAY FUNDS	750.00								
1		07/26/24 Mainstay July 2024	750.00			1000		212529			101000
		Total for Vendor:	750.00								
119403		5416 MARCO TECHNOLOGIES LLC NW 7128	4,410.00								
1	12663123	06/27/24 New plotter for PD	4,410.00			2970		480000	653		101000
119481		5416 MARCO TECHNOLOGIES LLC NW 7128	200.00								
1	12714495	07/15/24 Paper	200.00			1000		415000	410		101000
119482		5416 MARCO TECHNOLOGIES LLC NW 7128	320.75								
1	12724752	07/17/24 Ink for Admin Printer	320.75			1000		414000	497		101000
		Total for Vendor:	4,930.75								
119408		5349 MARCO TECHNOLOGIES, LLC	1,448.16								
1	36954657	07/08/24 Front Desk	72.91			1000		414100	428		101000
2	36954657	07/08/24 Non-Departmental	121.20			1000		415000	428		101000
3	36954657	07/08/24 Planning / Inspections	271.90			1000		418000	428		101000
4	36954657	07/08/24 HR	36.49			1000		414103	428		101000
5	36954657	07/08/24 Court	194.18			1000		412000	428		101000
6	36954657	07/08/24 Police	145.96			1000		421000	428		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 39 of 72
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
7	36954657	07/08/24 Engineering	169.01			1000 414200	428		101000
8	36954657	07/08/24 PW Water	121.20			6020 450000	428		101000
9	36954657	07/08/24 PW Sanitation	157.62			6010 450200	428		101000
10	36954657	07/08/24 Fire	121.20			2060 415200	428		101000
11	36954657	07/08/24 IT	36.49			1000 414104	428		101000
119420		5349 MARCO TECHNOLOGIES, LLC	85.00						
1	12679176	07/01/24 july 2024 pd plotter	85.00			1000 421000	428		101000
		Total for Vendor:	1,533.16						
119344	113244S	3488 MARK HOUSH	124.62						
	NDBOA	Executive Board Meeting - 07/11/24 - Jamestown							
1		07/11/24 Travel reimb - 07/11/24	124.62			1000 418000	340		101000
		Total for Vendor:	124.62						
119490	113343S	3630 MATRIX TRUST COMPANY	4,662.00						
1		07/26/24 Deferred Comp Pre-Tax July 24	3,340.00			1000 212547			101000
2		07/26/24 Deferred Comp Post-Tax July 24	1,322.00			1000 212548			101000
		Total for Vendor:	4,662.00						
119553		5361 MATTHEW BREILAND	134.38						
1	2024	07/23/24 Reimbursement for Boots	134.38			2060 415200	422		101000
		Total for Vendor:	134.38						
119354	113247S	999999 MATTHEW MASON	300.00						
		Tree Planting Permit - 1312 27th Ave W							
1		07/11/24 Tree - 1312 27th Ave W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119373	113248S	299 MENARDS (FIRE)	133.93						
1		34114 06/27/24 Training Supplies-furring	53.64			2060 415200	340		101000
2		34529 07/03/24 Misc garden items,hole patch	80.29			2060 415200	500		101000
119642		299 MENARDS (FIRE)	41.72						
1		35994 07/24/24 Four 30 Qt Stacker Boxes	31.96			2060 415200	500		101000
2		36156 07/26/24 Two Storage Boxes	9.76			2060 415200	500		101000
		Total for Vendor:	175.65						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 40 of 72
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
119419		5206 MENARDS (POLICE)	89.94								
1	35339 07/15/24	acct 30360698 ext cords	89.94			1000		421000	497		101000
2	35335 07/15/24	acct 30360698 ext cords	161.70			1000		421000	497		101000
3	35337 07/15/24	acct 30360698 credit	-161.70			1000		421000	497		101000
119442		5206 MENARDS (POLICE)	43.86								
1	35387 07/16/24	high profile case	36.98			1000		421000	365		101000
	30360698										
2	35387 07/16/24	deep woods off	6.88			1000		421000	420		101000
119459		5206 MENARDS (POLICE)	268.25								
1	35063 07/11/24	ww storage supplies	268.25			2975		421000	641	18	101000
	30360698										
119505		5206 MENARDS (POLICE)	9.38								
1	36046 07/24/24	drill bit	9.38			1000		421000	420		101000
		Total for Vendor:	411.43								
119324	113250S	4622 MENARDS (PUBLIC WORKS)	29.94								
1	34033 06/26/24	SNIPS/LATHE PT	29.94			1000		455000	420		101000
119450		4622 MENARDS (PUBLIC WORKS)	1,349.42								
1	35109 07/12/24	SHOP FANS	719.97			1000		455000	639		101000
2	35561 07/18/24	PAVING SUPPLIES	107.83			1000		430000	432		101000
3	34956 07/10/24	PROJ 9046 - FUEL PUMPS	29.16			4094		480000	670		101000
4	35039 07/11/24	STEP LADDER	79.97			1000		430000	432		101000
5	35150 07/12/24	PROPANE TORCH	57.98			6010		450200	500		101000
6	35467 07/17/24	PVC	110.58			6010		450200	420		101000
7	35481 07/17/24	POLE BREAKERS	118.00			6010		450200	420		101000
8	35040 07/11/24	GCFI	34.02			2310		452120	420		101000
9	35325 07/15/24	HARDWARE	27.40			6010		450200	433		101000
10	35067 07/11/24	PAVING SUPPLIES	30.55			1000		430000	722		101000
11	35342 07/15/24	HARDWARE/TOOLS	33.96			2210		428000	358		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 41 of 72
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
119463		4622 MENARDS (PUBLIC WORKS)	115.34								
1	35116	07/12/24 CABLE TIES	2.29			6020		450000	432		101000
2	34900	07/09/24 PVC/CLAMP/ADAPTER	113.05			6025		450000	826		101000
119484		4622 MENARDS (PUBLIC WORKS)	6.49								
1	35415	07/16/24 Engineering Tools	6.49			1000		414200	432		101000
119536		4622 MENARDS (PUBLIC WORKS)	247.41								
1	36091	07/25/24 CONTRACTOR BAGS	57.45			1000		430001	358		101000
2	36005	07/24/24 STAKES	11.98			6025		450000	826		101000
3	35995	07/24/24 LAWN BLANKET 140SF	29.99			6025		450000	826		101000
4	35918	07/23/24 2 1/2" TRIBALL MOUNT	62.99			6025		450000	432		101000
5	35934	07/23/24 HARDWARE	7.63			6025		450000	826		101000
6	35924	07/23/24 BUBBLER REPAIR	77.37			6025		450000	826		101000
119662		4622 MENARDS (PUBLIC WORKS)	650.40								
1	35948	07/23/24 CRACK FILL/TAPE	14.25			6010		450200	433		101000
2	34899	07/09/24 WD40/TOOLBOX	126.64			6010		450200	433		101000
3	35627	07/18/24 CLEANING SUPPLIES	99.90			1000		455000	500		101000
4	34889	07/09/24 WEX FIT UP	56.63			2970		480000	653		101000
5	34893	07/09/24 DUCT SIL	14.49			1000		455000	420		101000
6	35510	07/17/24 WET FLOOR SIGN	47.94			1000		455000	420		101000
7	36046	07/24/24 DRILLBITS	9.38			1000		455000	420		101000
8	36118	07/25/24 CABLE TIES/BLADES	42.56			6020		450000	432		101000
9	35651	07/19/24 CONCRETE MIX	73.36			6010		450200	420		101000
10	35841	07/22/24 REPLACEMENTCAR OV/AG/P10	18.97			6010		450200	914		101000
11	36407	07/30/24 LASER METER	66.35			1000		430002	391		101000
12	36428	07/30/24 BATTERIES/TAPE	79.93			1000		455000	433		101000
119669		4622 MENARDS (PUBLIC WORKS)	12.98								
1	36010	07/24/24 Engineering Tools	12.98			1000		414200	432		101000
119694		4622 MENARDS (PUBLIC WORKS)	49.45								
1	35832	07/22/24 DAWN	49.45			1000		430000	722		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 42 of 72
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
119769		4622 MENARDS (PUBLIC WORKS)	35.97						
1	36545	07/31/24 PRUNERS	35.97			1000 430001	358		101000
		Total for Vendor:	2,497.40						
119402		2766 MIDCONTINENT COMMUNICATIONS	1,775.42						
1	14146	07/11/24 193293401 - 3100&3150 Sheyenne	1,775.42			2310 452120	497		101000
119502		2766 MIDCONTINENT COMMUNICATIONS	335.84						
1	07/23/24	june 2024 icac	215.42			1000 421000	497		101000
	22121930114168								
2	07/23/24	june 2024 pw	120.42			6010 455000	497		101000
	22121930114168								
119648		2766 MIDCONTINENT COMMUNICATIONS	185.73						
1	170114175	07/27/24 FD July Services	185.73			2060 415200	497		101000
		Total for Vendor:	2,296.99						
119603		102 MIDSTATES WIRELESS	531.25						
1	206003321-	07/12/24 4202 RADIO INSTALL	531.25			6010 450200	610		101000
		Total for Vendor:	531.25						
119589		1854 MIDWEST TAPE	278.47						
1	505767795	07/16/24 DVD	70.78			7000 411600	664		101000
2	505767794	07/16/24 DVD	31.47			7000 411600	664		101000
3	505767796	07/16/24 DVD	32.26			7000 411600	664		101000
4	505798974	07/23/24 DVD	143.96			7000 411600	664		101000
		Total for Vendor:	278.47						
119309	113253S	772 MINNKOTA	62.22						
1	454014	06/30/24 June 2024 recycle	62.22			1000 421000	420		101000
		Total for Vendor:	62.22						
119611		2711 MITCHELL1	2,880.00						
		RENEWAL FOR 9/1/24-8/31/25							
1	31121888	06/12/24 PRODEMAND SOFTWARE RENEWAL	2,880.00			1000 455000	751		101000
		Total for Vendor:	2,880.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 43 of 72
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
119526		2121 MOEN PORTABLES & SEPTIC	107.50								
1	51043	07/23/24 PORTAPOTTY	107.50			1000		430000	722		101000
		Total for Vendor:	107.50								
119335	113254S	305 MOORE ENGINEERING INC	43,108.39								
1	39163	06/27/24 Imp Dist 1309.1	338.75			4387		480000	313		101000
2	39171	06/27/24 Project 9052	1,705.00			4136		480000	313		101000
3	39164	06/27/24 CWF Task Order #2	292.50			1000		414200	313		101000
4	39162	06/27/24 Imp Dist 1309	330.00			4387		480000	313		101000
5	39165	06/27/24 Imp Dist 1337	1,609.74			4086		480000	313		101000
6	39166	06/27/24 Imp Dist 1339	2,830.00			4088		480000	313		101000
7	39170	06/27/24 Project 1342	2,102.45			4002		480000	313		101000
8	39169	06/27/24 Imp Dist 1345	20,033.23			4009		480000	313		101000
9	39167	06/27/24 Project 1346	4,846.25			4024		480000	313		101000
10	39168	06/27/24 Imp Dist 1348	4,136.93			4444		480000	313		101000
11	39175	06/27/24 Project 1349	4,883.54			4445		480000	313		101000
		Total for Vendor:	43,108.39								
119372	113255S	999999 MOSES FREEMAN	190.00								
		Tree Planting Permit - 2511 7th Ct W									
1		07/11/24 Tree - 2511 7th Ct W	190.00			5000		422000	490		101000
		Total for Vendor:	190.00								
119542	-99047E	4663 MUTUAL OF OMAHA	2,914.74								
1		07/26/24 July Contributions	2,914.74			1000		212515			101000
		Total for Vendor:	2,914.74								
119467		298 MVTL LABORATORIES	338.00								
1	1262224	07/18/24 WATER TESTING	338.00			6025		450000	335		101000
		Total for Vendor:	338.00								
119619		728 NAPA CENTRAL	1,064.73								
1	414206	07/18/24 CYLINDER	1,064.73			1000		421000	427		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 44 of 72
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
119679		728 NAPA CENTRAL	1,201.20								
2	414203	07/16/24 SHOP SUPPLIES	616.61			1000		455000	433		101000
3	416471	07/30/24 RAGS	292.29			1000		430000	433		101000
4	416471	07/30/24 RAGS	292.30			1000		455000	433		101000
		Total for Vendor:	2,265.93								
119307	113259S	2764 NAPWDA	50.00								
1	07/12/24	k9 application for nobles	50.00			1000		421000	915		101000
119346	113259S	2764 NAPWDA	50.00								
1	07/12/24	k9 application for m. oldham	50.00			1000		421000	915		101000
		Total for Vendor:	100.00								
119793		2882 NARDINI FIRE EQUIPMENT	1,800.00								
1	295723	07/11/24 WEX FIT UP	1,800.00			2970		480000	653		101000
		Total for Vendor:	1,800.00								
119512	-99049E	3546 NATIONWIDE INVESTMENT ADVISORS	9,769.00								
1	07/26/24	July Post-Tax Contributions	3,080.00			1000		212551			101000
2	07/26/24	July Pre-Tax Contributions	6,689.00			1000		212550			101000
		Total for Vendor:	9,769.00								
119698		3428 ND DEPARTMENT OF ENVIRONMENTAL	251.58								
1	078400	06/28/24 WATER TESTING	251.58			6020		450000	335		101000
		Total for Vendor:	251.58								
119491	113344S	3541 ND FRATERNAL ORDER OF POLICE	2,025.00								
1	07/26/24	FOP Legal for July 2024	2,025.00			1000		212527			101000
		Total for Vendor:	2,025.00								
119425		333 ND MOTOR VEHICLE DEPT.	11.50								
1	07/19/24	#1185 G plates	11.50			1000		421000	667		101000
		Total for Vendor:	11.50								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 45 of 72
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
119480	-99053E	363 ND PERS	6,184.80						
	07/26/24	Payroll							
1	07/26/24	457b Def Comp - Contributions	6,184.80			1000 212532			101000
119540	-99048E	363 ND PERS	400.00						
	July								
1	07/31/24	Freadrich service credit purch	400.00			1000 212532			101000
119597	-99042E	363 ND PERS	286,993.19						
1	07/31/24	July Payroll - Contributions	286,992.77			1000 212532			101000
2	07/31/24	Rounding	0.42			1000 414100	230		101000
		Total for Vendor:	293,577.99						
119801		723 ND POST BOARD	75.00						
1	08/01/24	ND POST test schany	25.00			1000 421000	667		101000
2	08/01/24	ND POST test newman	25.00			1000 421000	667		101000
3	08/01/24	ND POST test schwartz	25.00			1000 421000	667		101000
		Total for Vendor:	75.00						
119393	113265S	571 ND WORKFORCE SAFETY & INSURANCE	500.30						
1	MOA880KZNF	07/02/24 Assessment	500.30			1000 414103	639		101000
		Total for Vendor:	500.30						
119468		336 NDAAO	150.00						
		NDAAO - Conference Registration Fees and Membership Dues							
		Judy Holzhey, Frank Holzhey, David Arntson							
1	07/23/24	NDAAO - Membership Fees	150.00			1000 414101	667		101000
		Total for Vendor:	150.00						
119578		3946 NDFA	730.66						
1	2024071706	07/17/24 Fire I & II course books	730.66			2060 415200	340		101000
		Total for Vendor:	730.66						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 46 of 72
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
119426		911 NDPOA	40.00								
1	6500	04/01/24 membership sufficool	40.00			1000		421000	667		101000
		Total for Vendor:	40.00								
119634		364 NELSON INTERNATIONAL	200.69								
1	X102227183	07/19/24 262 FITTING	2.66			6020		450000	427		101000
2	X102227139	07/17/24 243 KIT CAPS	35.22			6020		450000	427		101000
3	X102227585	07/24/24 262 CAMSHAFT BRAKET	162.81			6020		450000	427		101000
119670		364 NELSON INTERNATIONAL	24.03								
1	X102227129	07/16/24 243 CAP RAD SURGE TANK	24.03			6020		450000	427		101000
		Total for Vendor:	224.72								
119506		4765 NETWORK CABLING SERVICES, INC.	11,500.00								
1	23080106	07/24/24 ww mech rm 1 data rack	11,500.00			2975		421000	497	18	101000
119514		4765 NETWORK CABLING SERVICES, INC.	408.79								
1	24062701	07/24/24 Cabling at Transfer Station	408.79			1000		414104	497		101000
119515		4765 NETWORK CABLING SERVICES, INC.	4,680.00								
1	24061301	07/24/24 Cabling at Sanitation	4,680.00			1000		414104	497		101000
		Total for Vendor:	16,588.79								
119395		2261 NETWORK CENTER INCORPORATED	1,350.00								
1	INV215253	05/28/24 Veeam replicas and IR plans	225.00			1000		414104	497		101000
2	INV215252	05/28/24 Review PW Pure array config	1,125.00			1000		414104	497		101000
119748		2261 NETWORK CENTER INCORPORATED	6,942.00								
		Office 365 G1 - 150 licenses									
		Office 365 G3 - 221 licenses									
		MS Teams Rooms Pro - 7 licenses									
		Power BI Pro - 1 license									
		Office 365 G5 - 2 license									
1	INV218542	08/01/24 Microsoft 365 Subscriptions	170.60			1000		414000	497		101000
2	INV218542	08/01/24 Microsoft 365 Subscriptions	161.00			1000		414101	497		101000
3	INV218542	08/01/24 Microsoft 365 Subscriptions	115.00			1000		415000	497		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 47 of 72
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
4	INV218542	08/01/24 Microsoft 365 Subscriptions	69.00			1000 416200	497		101000
5	INV218542	08/01/24 Microsoft 365 Subscriptions	124.60			1000 412000	497		101000
6	INV218542	08/01/24 Microsoft 365 Subscriptions	46.00			1000 414102	497		101000
7	INV218542	08/01/24 Microsoft 365 Subscriptions	253.00			1000 414200	497		101000
8	INV218542	08/01/24 Microsoft 365 Subscriptions	235.80			1000 414100	497		101000
9	INV218542	08/01/24 Microsoft 365 Subscriptions	92.00			1000 414103	497		101000
10	INV218542	08/01/24 Microsoft 365 Subscriptions	176.40			1000 414104	497		101000
11	INV218542	08/01/24 Microsoft 365 Subscriptions	226.20			1000 418000	497		101000
12	INV218542	08/01/24 Microsoft 365 Subscriptions	2,187.20			1000 421000	497		101000
13	INV218542	08/01/24 Microsoft 365 Subscriptions	103.60			1000 430000	497		101000
14	INV218542	08/01/24 Microsoft 365 Subscriptions	51.80			1000 430001	497		101000
15	INV218542	08/01/24 Microsoft 365 Subscriptions	260.20			1000 450000	497		101000
16	INV218542	08/01/24 Microsoft 365 Subscriptions	220.60			1000 455000	497		101000
17	INV218542	08/01/24 Microsoft 365 Subscriptions	723.40			2060 415200	497		101000
18	INV218542	08/01/24 Microsoft 365 Subscriptions	42.20			2210 428000	497		101000
19	INV218542	08/01/24 Microsoft 365 Subscriptions	270.60			6010 450200	497		101000
20	INV218542	08/01/24 Microsoft 365 Subscriptions	189.80			6020 450000	497		101000
21	INV218542	08/01/24 Microsoft 365 Subscriptions	214.80			6025 450000	497		101000
22	INV218542	08/01/24 Microsoft 365 Subscriptions	489.00			7000 411600	497		101000
23	INV218542	08/01/24 Microsoft 365 Subscriptions	519.20			1000 415000	497		101000
Total for Vendor:			8,292.00						
119492	113345S	3543 NEW YORK LIFE INSURANCE &	7,220.00						
1	07/26/24	Deferred Comp EE July 2024	7,220.00			1000 212531			101000
Total for Vendor:			7,220.00						
119776		3185 NEXT LEVEL TINTING	3,878.00						
1	1148 07/22/24	ww window tint	2,800.00			2975 421000	420	18	101000
2	1149 07/22/24	wex window tint	1,078.00			2975 421000	420	18	101000
Total for Vendor:			3,878.00						
119717		1403 NORTHERN TOOL	17.08						
1	205244449 07/23/24	BUCKET	17.08			6025 450000	432		101000
Total for Vendor:			17.08						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 48 of 72
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
119699		1028 NORTHERN TRUCK EQUIPMENT CORP.	110.67						
1	FG22627	07/15/24 7043 SOLENOID VALVE	110.67			4387 480000	427		101000
		Total for Vendor:	110.67						
119483		141 NORTHSTAR SAFETY, INC	201.60						
1	36444	07/23/24 Marking Paint for Proj 2287	201.60			4099 480000	670		101000
119581		141 NORTHSTAR SAFETY, INC	32.05						
1	36427	07/18/24 Bulk Earplugs	32.05			2060 415200	500		101000
119671		141 NORTHSTAR SAFETY, INC	290.20						
1	36411	07/15/24 SELF RETRACTING LANYARD	290.20			6025 450000	639		101000
		Total for Vendor:	523.85						
119401		5424 NORTHWEST BLINDS INC	399.00						
1	6405	07/15/24 WEX fit-up	399.00			2970 480000	653		101000
		Total for Vendor:	399.00						
119314	113274S	1350 NORTHWEST SCALE, INC	7,517.00						
1	14814	07/01/24 TRUCK SCALE REPAIR	7,917.00			6010 450200	420		101000
2	14814	TRUCK SCALE - DED INITIAL INVO	-400.00			6010 450200	420		101000
		Total for Vendor:	7,517.00						
119454		4892 NORTHWEST TIRE INC.	475.68						
1	26048922	07/15/24 8016 TIRES	475.68			1000 415000	427		101000
119604		4892 NORTHWEST TIRE INC.	211.30						
1	26048813	07/09/24 8100 TIRE	191.89			1000 415000	427		101000
2	26049192	07/24/24 5601 FLAT REPAIR	19.41			6025 450000	427		101000
119765		4892 NORTHWEST TIRE INC.	19.41						
1	26049430	08/01/24 5305 TIRE REPAIR	19.41			1000 430001	427		101000
		Total for Vendor:	706.39						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 49 of 72
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
119575		322 NOVA FIRE PROTECTION	10,722.50								
1	Pay App 7	06/30/24 WF Fire Station HQ	10,722.50			4795		480000	670		101000
		Total for Vendor:	10,722.50								
119333	113277S	5166 NURTURING DREAMS CHILD CARE LLC	2,993.56								
1	07/10/24	Child Care Grant	2,993.56			2960		411900	416		101000
119477		5166 NURTURING DREAMS CHILD CARE LLC	4,683.63								
1	07/23/24	Child Care Grant	4,683.63			2960		411900	416		101000
		Total for Vendor:	7,677.19								
119364	113278S	1774 O'REILLY AUTOMOTIVE STORES, INC	8.18								
1	1932 34987	07/09/24 FD Mini Bulbs	8.18			2060		415200	500		101000
		Total for Vendor:	8.18								
119529		4744 O'REILLY AUTOMOTIVE STORES, INC	396.49								
1	1932352045	07/15/24 HVAC ACTUATR	49.77			1000		421000	427		101000
2	1932352657	07/17/24 7800 BATTERY	149.02			4387		480000	427		101000
3	1932352648	07/17/24 1188 RADIATOR	126.69			1000		421000	427		101000
4	1932352706	07/17/24 1188 RESERVOIR	71.01			1000		421000	427		101000
119684		4744 O'REILLY AUTOMOTIVE STORES, INC	1,459.11								
1	1932357282	07/30/24 1193 BATTERY	237.49			1000		421000	427		101000
2	1932357867	07/31/24 BATTERY STOCK	237.49			1000		421000	427		101000
3	1932353262	07/18/24 VLV COMPOUND	5.39			1000		455000	433		101000
4	1932352708	07/17/24 5PIN RELAY	27.98			1000		455000	433		101000
5	1932357235	07/30/24 RADIATOR - RET	-161.94			1000		421000	427		101000
6	1932357236	07/30/24 STEERING WHEEL CVR - RET	-29.99			1000		421000	427		101000
7	1932354845	07/23/24 601 RADIATOR	224.99			1000		421000	427		101000
8	1932354962	07/23/24 TRANS LINE	59.50			2210		428000	427		101000
9	1932355281	07/24/24 5702 NEW MAF	77.18			1000		430002	427		101000
10	1932354765	07/23/24 1189 RESERVOIR	71.01			1000		421000	427		101000
11	1932353352	07/18/24 THREAD SEAL	21.59			1000		455000	433		101000
12	1932356984	07/29/24 COMP TESTER	46.99			1000		455000	432		101000
13	1932355026	07/23/24 TRANS FLUID	42.45			2210		428000	427		101000
14	1932357425	07/30/24 368 ROTORS/PADS	279.98			4387		480000	427		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 50 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
15	1932355637	07/25/24 160 BATTERY	163.02			1000 421000	427		101000
16	1932355637	07/25/24 5000 BATTERY/CAPSULE/LAMP	155.98			1000 455000	427		101000
		Total for Vendor:	1,855.60						
119485		353 OHNSTAD TWICHELL	44,950.85						
		June invoices							
2	197167	06/21/24 Imp Dist 2265	120.00			4793 480000	312		101000
4	197168	06/21/24 Sheyenne River FEMA Buyouts	640.00			4904 415000	312		101000
5	197169	06/21/24 Imp Dist 1345	1,103.50			4009 480000	312		101000
6	197170	06/21/24 Imp Dist 1346	1,448.50			4024 480000	312		101000
9	197171	06/21/24 Conditional Use Permits	320.00			1000 418000	312		101000
10	197172	06/21/24 Open Records Requests	23.50			1000 415000	312		101000
11	197173	05/31/24 Municipal Prosecutions	25,019.12			1000 412000	312		101000
15	197174	06/21/24 Liquor License Applications	360.00			1000 415000	312		101000
16	197175	06/21/24 General	9,213.50			1000 415000	312		101000
18	197176	06/21/24 Personnel Issues	1,874.47			1000 414103	312		101000
44	197177	06/21/24 Electric Franchise Ord Amend	821.00			1000 415000	312		101000
45	197178	06/21/24 Sandhills 8th Addition	160.00			1000 418000	312		101000
46	197179	06/21/24 Zoning Amend - Nonconformities	435.26			1000 418000	312		101000
47	197180	06/21/24 The Wilds 24th Addition	70.50			1000 418000	312		101000
48	197181	06/21/24 R&R 1st Addition	143.50			1000 418000	312		101000
49	197182	06/21/24 PUD Ordinance Amendment	80.00			1000 418000	312		101000
50	197183	06/21/24 Ubiquity Agreement	2,563.00			4069 480000	312		101000
51	197184	06/21/24 FMD-Raymond Subdivision	555.00			1000 418000	312		101000
119734		353 OHNSTAD TWICHELL	36,569.04						
		July invoices							
2	197650	07/21/24 Stockyards 1st Addiion	120.00			1000 418000	312		101000
3	197651	07/21/24 Imp Dist 2265	310.50			4793 480000	312		101000
5	197652	07/21/24 Sheyenne River FEMA Buyouts	900.00			4904 415000	312		101000
6	197653	07/21/24 Imp Dist 2273	327.00			4015 480000	312		101000
7	197654	07/21/24 Imp Dist 1345	627.50			4009 480000	312		101000
8	197655	07/21/24 Imp Dist 1346	103.50			4024 480000	312		101000
11	197656	07/21/24 Sandhills 7th Addition	160.00			1000 418000	312		101000
13	197657	06/30/24 Municipal Prosecutions	24,453.64			1000 412000	312		101000
18	197658	07/21/24 General	7,045.50			1000 415000	312		101000
20	197659	07/21/24 Personnel Issues	360.00			1000 414103	312		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 51 of 72
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
46	197660	07/21/24 Project 9040	80.00			4507 480000	312		101000
47	197661	07/21/24 Electric Franchise Ord Amend	160.00			1000 415000	312		101000
48	197662	07/21/24 Sandhills 8th Addition	1,030.00			1000 418000	312		101000
49	197663	07/21/24 Zoning Amend - Nonconformities	119.90			1000 418000	312		101000
52	197664	07/21/24 PUD Ordinance Amendment	160.00			1000 418000	312		101000
53	197665	07/21/24 FMD-Raymond Subdivision	120.00			1000 418000	312		101000
54	197666	07/21/24 Simpson's 7th Subdivision	341.00			1000 418000	312		101000
55	197667	07/21/24 Charleswood River Est 13th Add	150.50			1000 418000	312		101000
		Total for Vendor:	81,519.89						
119312	113281S	352 OK TIRE STORE - COM CTR	3,190.00						
1	05357081	07/11/24 4504 CASMO SPROCKET	3,190.00			6010 450200	427		101000
119607		352 OK TIRE STORE - COM CTR	67.58						
1	05357795	07/25/24 3061 FLAT REPAIR	67.50			1000 430000	427		101000
2	07/31/24	SHORT PAY CORRECT	0.08			1000 430000	427		101000
		Total for Vendor:	3,257.58						
119605		399 OLYMPIC SALES	403.50						
1	14853	07/22/24 4021 BRACKET ASSY	403.50			6010 450200	427		101000
		Total for Vendor:	403.50						
119328	113285S	276 OSTROMS ACE HARDWARE	119.98						
1	227026	07/12/24 acct #44818 comfort dog food	119.98			1000 421000	915		101000
119418		276 OSTROMS ACE HARDWARE	179.97						
1	227053	07/17/24 k9 food acct 44818	179.97			1000 421000	915		101000
119585		276 OSTROMS ACE HARDWARE	95.93						
1	226999	07/09/24 FD Paint for Stripping St 75	43.96			2060 415200	494		101000
2	227109	07/26/24 FD String for Trimmers/puners	51.97			2060 415200	432		101000
		Total for Vendor:	395.88						
119321	113286S	5119 OSTROMS ACE HARDWARE (PW)	11.89						
1	227007	07/10/24 WEX FIT-UP	11.89			2970 480000	653		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 52 of 72
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
119464		5119 OSTROMS ACE HARDWARE (PW)	22.36						
1	227055	07/17/24 WASP SPRAY	22.36			6025 450000	433		101000
119647		5119 OSTROMS ACE HARDWARE (PW)	89.97						
1	227138	07/30/24 SPADE DRAIN FIBER/TRUFUEL MIX	89.97			6020 450000	432		101000
119731		5119 OSTROMS ACE HARDWARE (PW)	2.99						
1	227085	07/24/24 DRILLBIT	2.99			1000 455000	420		101000
		Total for Vendor:	127.21						
119683		3277 OUT FRONT POWER EQUIPMENT	84.90						
1	5496	07/30/24 3066 DECK DRIVE BELT	84.90			1000 430001	427		101000
119730		3277 OUT FRONT POWER EQUIPMENT	628.75						
1	5432	07/24/24 3066 ROPS ASSY	628.75			1000 430001	427		101000
119761		3277 OUT FRONT POWER EQUIPMENT	1,508.60						
1	5234	08/01/24 3067 CUTTER DECK	1,508.60			1000 430000	427		101000
119764		3277 OUT FRONT POWER EQUIPMENT	830.90						
1	5463	07/25/24 3065 STARTER	231.00			1000 430000	427		101000
2	5029	06/11/24 3067 SPINDLE ASSY	231.50			1000 430000	427		101000
3	4899	06/04/24 3067 SPINDLE ASSY/BELTS	368.40			1000 430000	427		101000
		Total for Vendor:	3,053.15						
119586		2126 OVERDRIVE, INC	1,785.06						
1	07/12/24	EB00K/AUDIOBOOK	1,025.66			7000 411600	650		101000
	02139C024209857								
2	07/25/24	EB00K/AUDIOBOOK	759.40			7000 411600	650		101000
	2139C024219719								
		Total for Vendor:	1,785.06						
119409		3739 PARADIGM FIBER SPLICING LLC	4,114.00						
1	344	07/07/24 Fiber - various locations	4,114.00			2970 480000	653		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 53 of 72
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
119535		3739 PARADIGM FIBER SPLICING LLC	4,589.44						
1	352	07/28/24 Fiber - various locations	4,589.44			1000 414104	497		101000
		Total for Vendor:	8,703.44						
119745		999999 PAT BELLMORE	300.00						
		Tree Planting Permit - 2334 Rivers Bend Dr E							
1		07/31/24 Tree - 2334 Rivers Bend Dr E	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119462		1404 PATRICK HANSON	271.00						
1		07/23/24 travel reimb	271.00			1000 421000	340		101000
119802		1404 PATRICK HANSON	72.00						
1		08/01/24 travel meal reimb	72.00			1000 421000	340		101000
		Total for Vendor:	343.00						
119351		113288S 999999 PENNY TOMANEK	300.00						
		Tree Planting Permit - 515 38th Ave E							
1		06/27/24 Tree - 515 38th Ave E	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119493		113346S 3548 PERSHING	300.00						
1		07/26/24 Alerus - July 2024	300.00			1000 212525			101000
		Total for Vendor:	300.00						
119306		113289S 563 PETRO SERVE USA	411.58						
1	338	07/02/24 GENERATOR FUEL	411.58			6010 450200	424		101000
119311		113289S 563 PETRO SERVE USA	1,042.32						
1	338	07/02/24 GENERATOR FUEL	1,042.32			6025 450000	424		101000
119331		113289S 563 PETRO SERVE USA	41,728.48						
1		June 2024 06/30/24 Police	13,345.96			1000 421000	424		101000
2		June 2024 06/30/24 Public Works	1,300.98			1000 450000	424		101000
3		June 2024 06/30/24 Sanitation	12,137.23			6010 450200	424		101000
4		June 2024 06/30/24 Street	6,040.20			1000 430000	424		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 54 of 72
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
5	June 2024	06/30/24 Sewer	2,735.63			6025 450000	424		101000
6	June 2024	06/30/24 Water	2,085.93			6020 450000	424		101000
7	June 2024	06/30/24 City Hall	1,374.67			1000 415000	420		101000
8	June 2024	06/30/24 Fleet & Facilities	569.73			1000 455000	424		101000
9	June 2024	06/30/24 Storm Sewer / Lagoon	1,240.91			4387 480000	424		101000
10	June 2024	06/30/24 Forestry	897.24			1000 430000	424		101000
119500		563 PETRO SERVE USA	11,419.94						
1	9848 07/16/24	7702 FUEL TRAILER	2,974.43			4387 480000	424		101000
2	1596 07/19/24	7702 FUEL TRAILER	2,627.02			4387 480000	424		101000
3	9842 07/10/24	7702 FUEL TRAILER	3,023.19			4387 480000	424		101000
4	1621 07/24/24	7702 FUEL TRAILER	2,795.30			4387 480000	424		101000
119599		563 PETRO SERVE USA	2,803.97						
1	1643 07/29/24	7702 BULK FUEL	2,803.97			4387 480000	424		101000
119768		563 PETRO SERVE USA	359.10						
1	97951 07/30/24	STORM LIFT OIL	359.10			6025 450000	424		101000
Total for Vendor:			57,765.39						
119688		4034 PETRO SERVE USA #63	3,193.88						
1	6595 07/15/24	7702 DIESEL	978.20			4387 480000	424		101000
2	8607 07/18/24	7702 DIESEL	818.86			4387 480000	424		101000
3	3787 07/30/24	3206 DIESEL	78.70			6025 450000	424		101000
4	7051 07/18/24	7002 DIESEL	40.91			4387 480000	424		101000
5	1360 07/24/24	7001 DIESEL	205.32			4387 480000	424		101000
6	8300 07/23/24	7033 DIESEL	199.83			1000 430000	424		101000
7	8564 07/18/24	243 DIESEL	135.10			6025 450000	424		101000
8	8569 07/18/24	263 DIESEL	127.79			6025 450000	424		101000
9	8539 07/18/24	3005 DIESEL	52.78			1000 430001	424		101000
11	8838 07/19/24	4102 DIESEL	130.80			6010 450200	424		101000
12	8534 07/18/24	413 DIESEL	86.09			6010 450200	424		101000
13	5732 07/12/24	4003 DIESEL	99.94			6010 450200	424		101000
14	7481 07/16/24	4102 DIESEL	168.42			6010 450200	424		101000
15	439 07/23/24	243 DIESEL	71.14			1000 430000	424		101000
Total for Vendor:			3,193.88						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 55 of 72
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
119380 1	113291S July 24	1987 PETSMART 07/08/24 Mika K9 Food	69.99 69.99			2060 415200	915		101000
		Total for Vendor:	69.99						
119631 1	02CY2145	360 PIONEER RIM/WHEEL 07/18/24 7300 TWL W/O WHEEL	64.40 64.40			6025 450000	427		101000
119691 1	02CY3560	360 PIONEER RIM/WHEEL 07/31/24 5500 REPLACEMENT BLADE	72.11 72.11			1000 430001	427		101000
		Total for Vendor:	136.51						
119615 1		1483 PITNEY BOWES RESERVE ACCOUNT City Hall postage machine - meter refill 07/31/24 Reserve Acct 20613972	1,500.00 1,500.00			1000 415000	661		101000
		Total for Vendor:	1,500.00						
119595 1	469883	4792 PLAYAWAY PRODUCTS 07/25/24 BOOKS	74.99 74.99			7000 411600	662		101000
		Total for Vendor:	74.99						
119624 1	0624144	916 PRAIRIE SUPPLY INC 07/22/24 CHEMLINK M-1	1,000.00 1,000.00			6025 450000	437		101000
		Total for Vendor:	1,000.00						
119519 1	2472256	5426 PRECISION LAWN & LANDSCAPE 07/22/24 VINYL FENCE REPAIR	895.00 895.00			1000 430001	358		101000
		Total for Vendor:	895.00						
119787 1	9317070924	2551 PRECISION PLUMBING INC 07/13/24 PD PLUMBING	125.00 125.00			1000 455000	420		101000
		Total for Vendor:	125.00						
119704 1	23598	1755 PRO SWEEP INC 06/30/24 SHEYENNE TUNNEL SWEEPING	875.00 875.00			1000 430000	485		101000
		Total for Vendor:	875.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 56 of 72
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
119326	113296S	3261 PROJECT LIFESAVER INTERNATIONAL	1,850.05								
1	S240023778	07/12/24 supplies	1,850.05			2510		421000	375		101000
		Total for Vendor:	1,850.05								
119479		5410 QUALLEY AND ASSOCIATES	14,400.00								
	Enterprise Grant										
1	07/23/24	Materials & labor for remodel	14,400.00			2960		411900	654		101000
		Total for Vendor:	14,400.00								
119708		1128 R & R PETROLEUM EQUIPMENT	140,130.00								
1	102341	07/08/24 FUELING STATION PROJECT	68,585.00			4094		480000	670		101000
2	102342	07/08/24 FUELING STATION PROJECT	71,545.00			4094		480000	670		101000
		Total for Vendor:	140,130.00								
119528		2982 RDO EQUIPMENT CO	1,111.75								
1	P8501654	07/11/24 2024 SNAP RING/WASHER	18.32			6020		450000	427		101000
2	P8551754	07/16/24 5429 SPRAY PAINT	14.01			1000		430001	427		101000
3	P8523854	07/12/24 W1-10NG	1,079.42			1000		430000	722		101000
		Total for Vendor:	1,111.75								
119775		3204 RECORD KEEPERS	27.50								
1	A269726	07/31/24 service on 7-22-24	27.50			1000		421000	420		101000
		Total for Vendor:	27.50								
119469		999999 RED RIVER CARPET CLEANING	250.00								
1	6325	07/24/24 ww invest carpet cleaning	250.00			2975		421000	420	18	101000
		Total for Vendor:	250.00								
119494	113347S	1464 RED RIVER VALLEY FOP LODGE #1	825.00								
1	07/26/24	FOP Dues July 2024	825.00			1000		212526			101000
		Total for Vendor:	825.00								
119449		1016 RED WING BUSINESS ADVANTAGE	603.47								
1	163489	07/17/24 L DUDDEN BOOTS	178.49			6010		450200	422		101000
2	163229	07/12/24 J WILLIAMS BOOTS	229.49			6010		450200	422		101000
3	163178	07/11/24 DJ GOSSELIN BOOTS	195.49			6025		450000	422		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 57 of 72
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
119601		1016 RED WING BUSINESS ADVANTAGE	139.98						
1	163595	07/19/24 J MOLL - INSOLES	69.99			1000 455000	422		101000
2	163594	07/19/24 Z STEFFENS - INSOLES	69.99			1000 455000	422		101000
119655		1016 RED WING BUSINESS ADVANTAGE	932.70						
1	163861	07/24/24 B RENSVOLE BOOTS	203.99			6010 450200	422		101000
2	163756	07/23/24 B MARKEY BOOTS	229.49			6010 450200	422		101000
3	163755	07/23/24 T DREW BOOTS	212.49			6010 450200	422		101000
4	163953	07/26/24 A ARCE BOOTS	216.74			1000 450000	422		101000
5	163954	07/26/24 A ARCE INSOLES	69.99			1000 450000	422		101000
119693		1016 RED WING BUSINESS ADVANTAGE	240.00						
1	163917	07/25/24 J NELSON BOOTS	240.00			1000 430000	422		101000
		Total for Vendor:	1,916.15						
119689		3522 RJ'S TESORO	35.88						
1	5839	07/18/24 3050 DIESEL	18.37			6020 450000	424		101000
2	8464	07/24/24 3035 DIESEL	17.51			6020 450000	424		101000
		Total for Vendor:	35.88						
119622		2806 RMB ENVIRONMENTAL LABORATORIES,	1,035.00						
1	E000354	07/23/24 WATER TESTING	1,035.00			6025 450000	335		101000
		Total for Vendor:	1,035.00						
119740		999999 ROBERT JONES	190.00						
		Tree Planting Permit - 1309 Goldenwood Dr							
1		07/31/24 Tree - 1309 Goldenwood Dr	190.00			5000 422000	490		101000
		Total for Vendor:	190.00						
119359		113306S 999999 RUTHANN RENNER	300.00						
		Tree Planting Permit - 2822 12th St W							
1		07/11/24 Tree - 2822 12th St W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 58 of 72
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
119371	113307S	999999 RYAN SUCH	300.00						
		Tree Planting Permit - 2718 Rivers Bend Dr E							
1	07/11/24	Tree - 2718 Rivers Bend Dr E	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119583		441 S & S LANDSCAPING	81,434.70						
1	Pay App 3	06/30/24 WF Fire Dept Project	81,434.70			4795 480000	670		101000
		Total for Vendor:	81,434.70						
119785		3353 SAM'S CLUB MC/SYNCB	231.74						
1	07/30/24	SA SUPPLIES	231.74			6010 450200	500		101000
		Total for Vendor:	231.74						
119584		1881 SAM'S CLUB/SYNCHRONY BANK (FD)	246.34						
1	9094 07/03/24	Station 76 Supplies	246.34			2060 415200	500		101000
		Total for Vendor:	246.34						
119582		140 SANFORD AMBULANCE	370.00						
1	44287 07/15/24	20 pediatric first aide Ecards	370.00			2060 415200	340		101000
		Total for Vendor:	370.00						
119612		454 SANITATION PRODUCTS	1,100.98						
1	89886 07/18/24	7000 RELIEF VALVE	1,100.98			6025 450000	427		101000
		Total for Vendor:	1,100.98						
119376	113309S	5135 SARAH GASEVIC	726.00						
		HR Conference - Chicago - 06/21/24-06/26/24							
1	07/07/24	Travel Reimbursement	726.00			1000 414103	340		101000
		Total for Vendor:	726.00						
119417		450 SCHEELS	170.00						
1	40949 06/11/24	new cso saye	170.00			1000 421000	422		101000
		Total for Vendor:	170.00						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 59 of 72
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
119591		2885 SHORTPRINTER	297.66						
1	151195	07/11/24 LETTERHEAD	297.66			7000 411600	668		101000
		Total for Vendor:	297.66						
119441		3642 SIGN PRO	170.00						
1	87054	07/18/24 #1185 cso graphics	170.00			1000 421000	610		101000
		Total for Vendor:	170.00						
119446		91 SIGN SOLUTIONS USA	519.10						
1	412677	07/16/24 SIGNS	53.85			1000 430000	487		101000
2	412679	07/16/24 SIGNS	17.95			1000 430000	487		101000
3	412729	07/19/24 SIGNS	447.30			1000 430000	487		101000
119627		91 SIGN SOLUTIONS USA	4,125.55						
1	412879	07/25/24 SIGNS	4,125.55			1000 430000	487		101000
		Total for Vendor:	4,644.65						
119428		4637 SILVERSTAR CAR WASH	509.49						
1	103048	06/30/24 june 2024 car wash	509.49			1000 421000	420		101000
		Total for Vendor:	509.49						
119735		5227 SOLBERG STEWART MILLER	82.50						
1	9846-000M1	08/01/24 Professional Services	82.50			1000 412000	309		101000
		Total for Vendor:	82.50						
119702		274 STEVE MOTTINGER	5,250.00						
August									
1		08/01/24 Court Appointed Attorney	5,250.00			1000 412000	310		101000
		Total for Vendor:	5,250.00						
119455		38 STRATA CORPORATION	1,007.72						
1	730569	07/09/24 AE3 - PROJ 6061	1,007.72			4095 480000	670		101000
		Total for Vendor:	1,007.72						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 60 of 72
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
119365	113316S	31 STURDEVANT'S AUTO PARTS	719.40						
1	99284454	07/08/24 FD 40 Bags Floor Dry- \$11.99	479.60			2060 415200	420		101000
2	99284456	07/08/24 FD 20 Bage Floor Dry-\$11.99	239.80			2060 415200	420		101000
		Total for Vendor:	719.40						
119320	113317S	176 SUMMIT FIRE PROTECTION	363.00						
1	192035082	07/11/24 CH FIRE INSPECTION	363.00			1000 455000	420		101000
		Total for Vendor:	363.00						
119451		733 SWANSTON EQUIPMENT CORP.	1,045.10						
1	P03657	07/15/24 5404 8x26 COMBO WAFE WHS	345.10			1000 430001	427		101000
2	E10070	07/11/24 PALLET FORK FRAME - ST	350.00			1000 430000	641		101000
3	E10070	07/11/24 PALLET FORK FRAME - RW	350.00			1000 430001	641		101000
119635		733 SWANSTON EQUIPMENT CORP.	10.09						
1	P04135	07/29/24 5400 FUEL CAP	10.09			1000 430001	427		101000
		Total for Vendor:	1,055.19						
119362	113319S	999999 TAYLOR VAN DYKE	300.00						
		Tree Planting Permit - 1145 Highland Ln W							
1		07/11/24 Tree - 1145 Highland Ln W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119645		890 TCC MATERIALS	265.20						
1	7502689	07/16/24 CONCRETE MIX	265.20			6020 450000	438		101000
		Total for Vendor:	265.20						
119548	-99043E	1540 THE TITLE COMPANY	327,971.35						
		512 1st Ave NW							
1	275225	07/25/24 FEMA House Purchase	327,651.35			4904 480000	862		101000
2	275225	07/25/24 FEMA House Purchase	320.00			4904 480000	418		101000
		Total for Vendor:	327,971.35						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 61 of 72
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
119355	113321S	999999 TIM RUDE	300.00								
		Tree Planting Permit - 3749 Houkom Dr E									
1	07/11/24	Tree - 3749 Houkom Dr E	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119356	113322S	999999 TIMOTHY SINER	300.00								
		Tree Planting Permit - 1014 51st Ave W									
1	07/11/24	Tree - 1014 51st Ave W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
119527		3352 TITAN MACHINERY-FARGO CASE	8,396.22								
1	19607237	07/16/24 4401 TUBE	101.95			6010		450200	427		101000
2	19607256	07/16/24 275 CCW FAN	8,294.27			6020		450000	427		101000
		Total for Vendor:	8,396.22								
119499		1135 TODD PEARSON	984.00								
1	07/19/24	travel reimb	984.00			1000		421000	340		101000
		Total for Vendor:	984.00								
119696		1234 TOOL WAREHOUSE INC	7.79								
1	0279593	07/12/24 COUPLING	7.79			6025		450000	826		101000
		Total for Vendor:	7.79								
119415		1285 TRAFFIC CONTROL CORPORATION	65,785.00								
1	152161	07/16/24 Annual Software Maintenance	9,000.00			1000		414200	497		101000
2	152161	07/16/24 Centracs Mobility System	56,785.00			2970		480000	653		101000
119621		1285 TRAFFIC CONTROL CORPORATION	5,760.00								
1	152472	07/29/24 ALPHACELL BATTERIES	5,760.00			1000		430002	487		101000
		Total for Vendor:	71,545.00								
119744		999999 TREVER THOMPSON	190.00								
		Tree Planting Permit - 1041 46th Ave W									
1	07/31/24	Tree - 1041 46th Ave W	190.00			5000		422000	490		101000
		Total for Vendor:	190.00								

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 62 of 72
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
119375	113326S	5248 TRI-TECH FORENSICS, INC	483.94								
1	966555	02/08/24 GSW TrueClot Task Trainer	483.94			2060		415200	641		101000
		Total for Vendor:	483.94								
119537		5332 TRICORNE AUDIO INC	979.75								
1	14254	07/23/24 Install masking emitters - WEX	979.75			2970		480000	653		101000
		Total for Vendor:	979.75								
119712		665 TWIN CITY GARAGE DOOR	624.00								
1	Z279652	07/11/24 TS DOOR REPAIR	624.00			6010		450200	420		101000
		Total for Vendor:	624.00								
119709		2136 ULINE INC	141.97								
1	180059015	07/01/24 SORBENT PADS	141.97			6010		450200	433		101000
119789		2136 ULINE INC	402.30								
1	180135714	07/02/24 CLEANERS - GLOVES	402.30			6020		450000	500		101000
		Total for Vendor:	544.27								
119617		2720 UNITED RENTALS (NORTH AMERICA),	875.00								
1	394623	07/16/24 STACKING LUGS FOR BUILD-A-BOX	875.00			6025		450000	639		101000
		Total for Vendor:	875.00								
119495	113348S	1562 UNITED WAY OF CASS-CLAY	47.00								
1	07/26/24	July Contributions	47.00			1000		212536			101000
		Total for Vendor:	47.00								
119547	-99044E	4665 UNUM	10,931.24								
1	07/26/24	July Employee Contributions	5,805.01			1000		212514			101000
2	07/26/24	July Employer Contributions	5,126.23			1000		212514			101000
		Total for Vendor:	10,931.24								
119692		3833 VALLEY GREEN	5,355.00								
1	251988	08/01/24 CONTRACTED MOWING	5,355.00			1000		430001	381		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 63 of 72
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
119770		3833 VALLEY GREEN	759.39						
1	251924	08/01/24 CH WEEDING	759.39			1000 455000	420		101000
		Total for Vendor:	6,114.39						
119539		5404 VECTOR DISEASE CONTROL	500.00						
1	PIA0014836	07/10/24 FERRY FEE	500.00			2200 427500	395		101000
		Total for Vendor:	500.00						
119302	113330S	3668 VERIZON WIRELESS	169.19						
1	9967971814	06/02/24 June 2024 river sensors	169.19			6020 450000	356		101000
119433		3668 VERIZON WIRELESS	14,111.07						
1	9968470006	06/08/24 june 2024 city admin	225.69			1000 414000	356		101000
2	9968470006	06/08/24 june 2024 econ development	47.50			1000 414102	356		101000
3	9968470006	06/08/24 june 2024 HR	137.44			1000 414103	356		101000
4	9968470006	06/08/24 june 2024 IT	319.69			1000 414104	356		101000
5	9968470006	06/08/24 june 2024 engineering	697.37			1000 414200	356		101000
6	9968470006	06/08/24 june 2024 commission	487.17			1000 415000	356		101000
7	9968470006	06/08/24 june 2024 commission	40.01			1000 415000	356		101000
8	9968470006	06/08/24 june 2024 communications	137.50			1000 416200	356		101000
9	9968470006	06/08/24 june 2024 planning	222.44			1000 418000	356		101000
10	9968470006	06/08/24 june 2024 pd cells	4,552.40			1000 421000	356		101000
11	9968470006	06/08/24 june 2024 pd bait	42.50			1000 421000	356		101000
12	9968470006	06/08/24 june 2024 pd passport	127.41			1000 421000	356		101000
13	9968470006	06/08/24 june 2024 pd 4sight	84.94			1000 421000	356		101000
14	9968470006	06/08/24 june 2024 pd mdc	720.18			1000 421000	356		101000
15	9968470006	06/08/24 june 2024 pd cradlepoint	893.19			1000 421000	356		101000
16	9968470006	06/08/24 june 2024 pd invest	40.01			1000 421000	356		101000
17	9968470006	06/08/24 june 2024 pd ICAC	42.50			1000 421000	356		101000
18	9968470006	06/08/24 june 2024 pd pole cam	80.02			1000 421000	356		101000
19	9968470006	06/08/24 june 2024 pd invest traile	80.02			1000 421000	356		101000
20	9968470006	06/08/24 june 2024 pw street	407.51			1000 430000	356		101000
21	9968470006	06/08/24 june 2024 pw row	82.51			1000 430001	356		101000
22	9968470006	06/08/24 june 2024 pw	729.92			1000 450000	356		101000
23	9968470006	06/08/24 june 2024 pw B & G	292.49			1000 450000	356		101000
24	9968470006	06/08/24 june 2024 fire	1,293.60			2060 415200	356		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 64 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
25	9968470006	06/08/24 june 2024 fire drone	40.01			2060 415200	356		101000
26	9968470006	06/08/24 june 2024 pw forestry	94.97			2210 428000	356		101000
27	9968470006	06/08/24 june 2024 pw sanitation	863.42			6010 450200	356		101000
28	9968470006	06/08/24 june 2024 pw water	638.28			6020 450000	356		101000
29	9968470006	06/08/24 june 2024 pw sewer	477.92			6025 450000	356		101000
30	9968470006	06/08/24 june 2024 library	212.46			7000 411600	356		101000
		Total for Vendor:	14,280.26						
119790		2708 VERIZON WIRELESS - LERT B	870.00						
1	9022355710	05/13/24 tower dump	770.00			1000 421000	365		101000
2	9022358141	05/30/24 tower dump	100.00			1000 421000	365		101000
		Total for Vendor:	870.00						
119739		999999 VICKIE WINTERQUIST	300.00						
		Tree Planting Permit - 6142 Martin Ln W							
1	07/31/24	Tree - 6142 Martin Ln W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119386	-99057E	3569 VISA FIRE DEPT 1	836.55						
1	CC-1483	06/07/24 D FULLER-CHIEFS CONFERENCE	612.45			2060 202200			101000
		MARRIOTT FORT COLLINS		CC Accounting: 2060-		-415200-340			
2	CC-1483	06/18/24 Metro chiefs Luncheon	29.81			2060 202200			101000
		SPARTAN STORES LLC		CC Accounting: 2060-		-415200-375			
3	CC-1483	06/28/24 Cargill Fire-Pizza for Staff	194.29			2060 202200			101000
		CASEY'S GENERAL STORE #3356		CC Accounting: 2060-		-415200-378			
		Total for Vendor:	836.55						
119387	-99056E	3568 VISA FIRE DEPT 2	4,743.66						
1	CC-1484	06/07/24 Black Pens, Rubberbands	44.47			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
2	CC-1484	06/07/24 Push Cart for Angie	99.99			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-420			
3	CC-1484	06/05/24 K Miller IAFC	887.15			2060 202200			101000
		HILTON HOTELS & RESORTS		CC Accounting: 2060-		-415200-340			
4	CC-1484	06/05/24 B Gaugler IAFC	887.15			2060 202200			101000
		HILTON HOTELS & RESORTS		CC Accounting: 2060-		-415200-340			
5	CC-1484	06/05/24 J Johnson IAFC	887.15			2060 202200			101000
		HILTON HOTELS & RESORTS		CC Accounting: 2060-		-415200-340			

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 65 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6	CC-1484 06/14/24	Dividers for Code books	86.88			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-410			
7	CC-1484 06/14/24	Clipboards	36.00			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-410			
8	CC-1484 06/14/24	A Puhr Desk	507.99			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-641			
9	CC-1484 06/20/24	Dividers for Code books	101.88			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-410			
10	CC-1484 06/20/24	Pocket spiral notebooks	17.99			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-410			
11	CC-1484 06/13/24	Return Push Cart for Angie	-99.99			2060 202200			101000
	OFFICE DEPOT OFFICEMAX			CC Accounting: 2060-		-415200-410			
12	CC-1484 06/25/24	Sq 76 Car Seat Covers	297.00			2060 202200			101000
	IRON VALLEY EQUIPMENT			CC Accounting: 2060-		-415200-420			
13	CC-1484 06/27/24	D Sapp -training	990.00			2060 202200			101000
	PIERCE MFG			CC Accounting: 2060-		-415200-340			
Total for Vendor:			4,743.66						
119388	-99055E 4351	VISA FIRE DEPT 3	8,445.82						
		June transactions for July statement							
1	CC-1485 06/05/24	Ring Cutter and Blade	125.40			2060 202200			101000
	STULLER TOOLS SUPPLIES			CC Accounting: 2060-		-415200-432			
2	CC-1485 06/05/24	Ring Cutter Blade	49.24			2060 202200			101000
	STULLER TOOLS SUPPLIES			CC Accounting: 2060-		-415200-432			
3	CC-1485 06/05/24	20 Passport Name Tags	39.25			2060 202200			101000
	IMS ALLIANCE			CC Accounting: 2060-		-415200-420			
4	CC-1485 06/10/24	Tools for PAT course	89.95			2060 202200			101000
	HARBOR FREIGHT TOOLS			CC Accounting: 2060-		-415200-340			
5	CC-1485 06/11/24	2024 Pub Ed Supplies	1,428.75			2060 202200			101000
	ALERT-ALL CORP			CC Accounting: 2060-		-415200-375			
6	CC-1485 06/17/24	T Clark Airfare IAFC	802.96			2060 202200			101000
	DELTA AIR			CC Accounting: 2060-		-415200-340			
7	CC-1485 06/17/24	K Frost Airfare IAFC	802.96			2060 202200			101000
	DELTA AIR			CC Accounting: 2060-		-415200-340			
8	CC-1485 06/17/24	D Sprecher Airfare IAFC	802.96			2060 202200			101000
	DELTA AIR			CC Accounting: 2060-		-415200-340			
9	CC-1485 06/17/24	IAFC Conference Lodging	4,199.40			2060 202200			101000
	COURTYARD BY MARRIOTT			CC Accounting: 2060-		-415200-340			

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 66 of 72
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
10	CC-1485	06/21/24 Academy Graduation Cake	104.95			2060 202200			101000
		HORNBACHERS		CC Accounting: 2060-		-415200-375			
		Total for Vendor:	8,445.82						
119299	-99060E	2423 VISA PUBLIC WORKS #1	3,449.28						
1	CC-1480	06/03/24 WEX FIT-UP	28.00			2970 202200			101000
		FORT KNOX MAILBOX		CC Accounting: 2970-		-480000-653			
		MISC CLAIM VENDOR							
2	CC-1480	06/03/24 4001 SERVICE KIT/FILTERS	1,825.49			6010 202200			101000
		ELGI PORTABLES		CC Accounting: 6010-		-450200-427			
3	CC-1480	06/05/24 ELKAY SOLENOID	85.45			1000 202200			101000
		FERGUSON ENTERPRISES #3093		CC Accounting: 1000-		-455000-420			
4	CC-1480	06/10/24 TITLE	23.50			4387 202200			101000
		DMV FARGO BRANCH		CC Accounting: 4387-		-480000-870			
5	CC-1480	06/12/24 SIGN	28.13			2210 202200			101000
		SIGNS.COM		CC Accounting: 2210-		-428000-358			
6	CC-1480	06/14/24 S RUDOLPH PANTS	161.97			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-430000-422			
7	CC-1480	06/18/24 350C PULLEY	83.76			1000 202200			101000
		IRONHIDE		CC Accounting: 1000-		-430000-427			
		MISC CLAIM VENDOR							
8	CC-1480	06/19/24 SUNSCREEN	44.04			6020 202200			101000
		SAM'S CLUB		CC Accounting: 6020-		-450000-639			
9	CC-1480	06/19/24 SAFETY LUNCH	247.29			6020 202200			101000
		SAM'S CLUB		CC Accounting: 6020-		-450000-490			
10	CC-1480	06/22/24 B MATZKE TRAINING	165.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-450000-340			
11	CC-1480	06/21/24 STAMPS	274.35			6020 202200			101000
		USPS		CC Accounting: 6020-		-450000-661			
12	CC-1480	06/25/24 TITLE	16.50			1000 202200			101000
		DMV FARGO BRANCH		CC Accounting: 1000-		-455000-610			
13	CC-1480	06/27/24 1195 HEADLIGHT	271.43			1000 202200			101000
		EBAY		CC Accounting: 1000-		-421000-427			
14	CC-1480	06/29/24 E WILM PANTS	194.37			1000 202200			101000
		CARHARTT		CC Accounting: 1000-		-455000-422			
		Total for Vendor:	3,449.28						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 67 of 72
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
119300	-99059E	4256 VISA PUBLIC WORKS #2	1,431.08						
1	CC-1481	06/12/24 PD - INTERIOR PACKAGE	150.00			1000 202200			101000
	GILLE AUTO			CC Accounting: 1000-		-421000-427			
2	CC-1481	06/17/24 D STOTZ - PW EXPO	858.00			1000 202200			101000
	APWA SNOW CONFERENCE			CC Accounting: 1000-		-455000-340			
3	CC-1481	06/19/24 CREDIT	-94.84			6020 202200			101000
	EXPEDIA.COM HEADQUARTERS			CC Accounting: 6020-		-450000-340			
4	CC-1481	06/19/24 D STOTZ - FLIGHTS	517.92			1000 202200			101000
	UNITED AIRLINES			CC Accounting: 1000-		-455000-340			
		Total for Vendor:	1,431.08						
119301	-99058E	4625 VISA PUBLIC WORKS #3	24.00						
1	CC-1482	06/18/24 FORESTY - TRAVEL FUEL	24.00			2210 202200			101000
	HOLIDAY STATIONSTORE			CC Accounting: 2210-		-428000-340			
		Total for Vendor:	24.00						
119737		4173 VOCATIONAL TRAINING CENTERS	234.64						
1	INV035612	07/30/24 Project 6058	234.64			4019 480000	670		101000
		Total for Vendor:	234.64						
119544	-99046E	4662 VOYA	414.00						
1		07/26/24 July Contributions	414.00			1000 212511			101000
		Total for Vendor:	414.00						
119121		544 WALLWORK TRUCK CENTER	2,487.70						
1	01P502665	07/08/24 7048 FUEL TANK STRAP ASSY	322.71			4387 480000	427		101000
2	01P501863	07/02/24 412 SPEED SENSOR KIT	278.05			6010 450200	427		101000
3	01P502725	07/08/24 7048 FUEL TANK STRAP ASSY	746.57			4387 480000	427		101000
4	01P502281	07/03/24 7048 COVER DECK MODULAR	261.12			4387 480000	870		101000
5	01P503295	07/09/24 7048 SPRING	41.77			4387 480000	427		101000
6	01P503022	07/09/24 7048 FUEL TANK STRAP - RET	-322.71			4387 480000	427		101000
7	01P502647	07/08/24 7048 PUMP	1,400.19			4387 480000	427		101000
8	01P503021	07/09/24 7048 PUM CREDIT	-240.00			4387 480000	427		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 68 of 72
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
119606		544 WALLWORK TRUCK CENTER	156.33						
1	01P509139	07/29/24 7708 STACK/CLAMP	109.80			4387 480000	427		101000
2	01P507846	07/24/24 412 THERMAL VALVE	46.53			6010 450200	427		101000
119657		544 WALLWORK TRUCK CENTER	25.85						
1	01P509257	07/29/24 THREAD LOCK	25.85			6025 450000	433		101000
119796		544 WALLWORK TRUCK CENTER	130.04						
1	01P506046	07/18/24 5005 LED LAMP/4" ROUND BACK	130.04			1000 455000	427		101000
		Total for Vendor:	2,799.92						
119538		648 WEST FARGO AUTO BODY/GLASS	1,439.00						
1	10547	07/24/24 7100 - BODY REPAIR	1,439.00			6025 450000	322		101000
119690		648 WEST FARGO AUTO BODY/GLASS	400.00						
1	10555	07/31/24 7100 PDR LF DOOR	400.00			6025 450000	427		101000
119791		648 WEST FARGO AUTO BODY/GLASS	1,722.37						
1	10539	07/16/24 5301 BUMPER REPAIR	1,722.37			1000 430001	322		101000
		Total for Vendor:	3,561.37						
119394	113332S	566 WEST FARGO PARK DISTRICT	53,355.38						
	2nd Qtr	2024 Park Special Assessments							
1	2nd Qtr	2017-1 Brooks Harbor Elementar	1,192.97			8605 451000	630		101000
2	2nd Qtr	2014-2 Goldenwood Area Park	442.02			8610 451000	630		101000
3	2nd Qtr	8615 Shadowwood Park Spec 2010	27,834.19			8615 451000	630		101000
4	2nd Qtr	2011 Park Spec - Maple Ridge	198.96			8620 451000	630		101000
5	2nd Qtr	8625 Park Imp Dist 2011-1	6,200.89			8625 451000	630		101000
6	2nd Qtr	06-2017-2 Park Imp - The Wilds	14,520.52			8630 451000	630		101000
7	2nd Qtr	2014 Park Spec - River's Bend	2,965.83			8635 451000	630		101000
8		Rendezvous Park	0.00			8640 451000	630		101000
9		Maplewood Park	0.00			8645 451000	630		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 69 of 72
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
119486	113349S	566 WEST FARGO PARK DISTRICT	73,729.22						
1	07/31/24	July 2024 State Aid	73,729.22			2050	451000	992	101000
		Total for Vendor:	127,084.60						
119453		2184 WEST SIDE STEEL	121.89						
1	9730 07/11/24	TS WALL REPAIR	36.23			6010	450200	420	101000
2	9767 07/15/24	TS WALL REPAIR	85.66			6010	450200	420	101000
119659		2184 WEST SIDE STEEL	259.73						
1	9910 07/31/24	SHEET METAL	157.63			6010	450200	914	101000
2	9846 07/24/24	SHEET METAL	102.10			6010	450200	914	101000
		Total for Vendor:	381.62						
119382	113334S	4129 WESTERN NATIONAL MUTUAL INS CO	50.00						
1	75438 07/01/24	FD Angie Puhr Notary Bond	50.00			2060	415200	667	101000
		Total for Vendor:	50.00						
119487	113350S	3549 WEX	3,004.54						
1	07/26/24	Med FSA - 07/26/24 payroll	116.67			1000	212530		101000
2	07/26/24	Dep FSA - 07/26/24 payroll	2,887.87			1000	212523		101000
		Total for Vendor:	3,004.54						
119389	-99078E	4676 WEX ELECTRONIC BIWEEKLY	34,290.52						
	06.28.24	payroll							
1	06/28/24	HSA Contributions - ER	11,022.31			1000	212530		101000
2	06/28/24	HSA Contributions - EE	23,268.21			1000	212530		101000
119390	-99077E	4676 WEX ELECTRONIC BIWEEKLY	34,700.53						
	07.12.24	payroll							
1	07/12/24	HSA Contributions - ER	11,214.19			1000	212530		101000
2	07/12/24	HSA Contributions - EE	23,486.34			1000	212530		101000
119546	-99045E	4676 WEX ELECTRONIC BIWEEKLY	34,615.53						
	07.26.24	payroll							
1	07/26/24	HSA Contributions - ER	11,214.19			1000	212530		101000
2	07/26/24	HSA Contributions - EE	23,401.34			1000	212530		101000
		Total for Vendor:	103,606.58						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 70 of 72
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
119305	113336S	569 WF ANIMAL HOSPITAL	3,926.00						
1	283987	06/30/24 June pound fee	3,926.00			1000 421000	396		101000
		Total for Vendor:	3,926.00						
119496	113351S	3827 WF Firefighters Association	880.00						
1	07/26/24	Fire Union Dues July 2024	880.00			1000 212552			101000
		Total for Vendor:	880.00						
119592		549 WF PUB SCHOOLS DIST #6	20,667.00						
1	250005	07/11/24 JULY RENT	10,333.50			7000 411600	333		101000
2	250008	07/17/24 AUGUST RENT	10,333.50			7000 411600	333		101000
		Total for Vendor:	20,667.00						
119360	113338S	999999 WHITNEY CHRISTIE	300.00						
		Tree Planting Permit - 6049 Martin Lane W							
1	07/11/24	Tree - 6049 Martin Lane W	300.00			5000 422000	490		101000
		Total for Vendor:	300.00						
119313	113339S	4003 WM CORPORATE SERVICES INC	94,171.90						
1	6767805	07/01/24 COWF MASTER BILLING	85,458.30			6010 450200	916		101000
2	6767804	07/01/24 SANITATION DROPSITE	1,244.80			6010 450200	916		101000
3	6767803	07/01/24 40TH AVE DROPSITE	7,468.80			6010 450200	916		101000
119381	113339S	4003 WM CORPORATE SERVICES INC	103.74						
1	9356543003	07/03/24 FD June Recycling	103.74			2060 415200	527		101000
		Total for Vendor:	94,275.64						
119317	113340S	338 XCEL ENERGY	7,820.33						
1	884447950	07/05/24 3050 SHEYENNE - THE LIGHTS	50.34			2310 452120	527		101000
2	884073401	07/02/24 3150 SHEYENNE - THE LIGHTS	44.95			2310 452120	527		101000
3	884162992	07/03/24 800 4TH AVE E	7,047.57			1000 415000	527		101000
4	884267526	07/03/24 735 7TH AVE NW	78.22			1000 430002	527		101000
5	884172961	07/03/24 800 4TH AVE E	599.25			1000 415000	527		101000

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 71 of 72
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
119383	113340S	338 XCEL ENERGY	3,875.99						
1	6685031-3	07/01/24 FD June Utilities	3,875.99			2060 415200	527		101000
119474		338 XCEL ENERGY	46.35						
1	886914077	07/23/24 New City Hall (WEX Bldg)	46.35			1000 415000	527		101000
119551		338 XCEL ENERGY	481.14						
1	887262787	07/25/24 309 2ND AVE W	19.12			1000 430002	527		101000
2	887311498	07/25/24 312 5TH AVE W	176.53			1000 430002	527		101000
3	887252436	07/25/24 SM33	92.42			6025 450000	527		101000
4	887101399	07/24/24 300 SHEYENNE - PIONEER PLAC	55.94			2310 452120	527		101000
5	887075432	07/24/24 810 12TH AVE NW	26.62			6020 450000	527		101000
6	887078115	07/24/24 344 SHEYENNE - SHEYENNE PLA	17.09			2310 452120	527		101000
7	886490077	07/19/24 TRANSFER STATION	45.42			6010 450200	527		101000
8	886557730	07/19/24 SM75	48.00			6025 450000	527		101000
119630		338 XCEL ENERGY	180.46						
1	887440294	07/26/24 1680 13TH AVE E ST LIGHT	87.83			1000 430002	527		101000
2	887432466	07/26/24 1690 13TH AVE S TRAFFIC SIG	47.66			1000 430002	527		101000
3	887495093	07/26/24 1410 13TH AVE E TRAFFIC SIG	44.97			1000 430002	527		101000
119758		338 XCEL ENERGY	1,278.24						
1	887596743	07/29/24 STREET LIGHT FEED POINTS	1,042.94			1000 430002	527		101000
2		VEHICLE STORAGE BUILDING	235.30			6020 450000	527		101000
119759		338 XCEL ENERGY	10,690.02						
1	887831883	07/30/24 800 4TH AVE E	10,690.02			1000 415000	527		101000
119788		338 XCEL ENERGY	21.91						
1	887495353	06/23/24 june 603/605 shey st	21.91			1000 421000	527		101000
		Total for Vendor:	24,394.44						
119430		1813 YANKEE HILL MACHINE CO, INC	1,539.85						
1	106705	07/08/20 suppressors	1,539.85			1000 421000	987		101000
		Total for Vendor:	1,539.85						

08/02/24
16:43:31

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/12/24 to 08/02/24

Page: 72 of 72
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
119729		582 ZEP MANUFACTURING	2,064.73						
1	9009955146	06/27/24 CLEANING SUPPLIES	933.15			6020 450000	500		101000
2	9009848685	05/30/24 CLEANING SUPPLIES	396.64			6020 450000	500		101000
3	9009810774	05/20/24 CLEANING SUPPLIES	734.94			6020 450000	500		101000
119752		582 ZEP MANUFACTURING	2,254.74						
1	9009950713	06/26/24 CLEANING SUPPLIES	2,254.74			6020 450000	500		101000
Total for Vendor:			4,319.47						
# of Claims 492			Total: 4311,987.15		# of Vendors	290			
Total Electronic Claims			1393,400.60						
Total Non-Electronic Claims			2918586.55						

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



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 TOPPERS CUSTOM CAR CLUB		Dates of Activity (Does not include dates for the sales of tickets) MARCH 30, 2025	
Organization or Group Contact Person RICHARD BARNES - PRESIDENT	E-mail RICH BARNES 47@G.MAIL.COM	Telephone Number 701-219-3304	
Business Address BOX 3171	City FARGO	State ND	ZIP Code 58108
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name VETERANS MEMORIAL ARENA	County CASS		
Site Physical Address 1201 7TH AVE E.	City WEST FARGO	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) RAFFLE DRAWING 3/30/25			

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

Game Type	Description of Prize	Exact Retail Value of Prize
RAFFLE	MAC TOOL BOX	3000
"	SCHMIDT'S GIFT CARD	.500
"	MAC TOOLS (more on following page)	500
\$1000 cash (EH)	1000-320-000	Total (limit \$40,000 per year) \$ 5000

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Donations to list from following page →
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 RICHARD BARNES	Telephone Number 701-219-3304	E-mail Address RICH BARNES@G.MAIL.COM
Signature of Organization Group's Permit Organizer Richard Barnes	Title PRESIDENT	Date 7-15-24

10 EA \$100 CASH PRIZES

2024 TOPPERS DONATION LIST

Boys & Girls Club of Fargo

Church's United

Golden Drive - Homeless Kids

Harwood Fire & Rescue

Lisbon Veteran's Home

New Life Center

Valley Water Rescue

Red River Zoo

Service Dogs for Veterans

Support Our Veterans Fund

WDAY Toyland Express

WF Prom Committee (post prom)

WF Fire Department

Women's Emergency Shelter

Women's Way

Anne Carlson

Red Cross

WF Grade Schools (backpack program/lunch program)

Winterfest of Wheels

Cops & Kids

Toy Drive

Sock Drive

Village Family Center

Dallas Donahue Benefit

Fargo Memorial Honor Guard

Fargo Moorhead Science Museum

Landon's Light

Able Games

WDAY Honor Flight

American Legion Post 308

VVA 941

Veterans National Cemetery Building

Numerous Individual Benefits



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 The American Legion Department of ND		Dates of Activity (Does not include dates for the sales of tickets) 11/08/2024 at 11:00 am	
Organization or Group Contact Person Don Herrly	E-mail adjutant@ndlegion.org	Telephone Number 701-293-3120	
Business Address 405 Main Ave West Suite 4A	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different) PO Box 5057	City West Fargo	State ND	ZIP Code 58078

SITE INFO

Site Name The American Legion Department of ND		County Cass	
Site Physical Address 405 Main Ave West Suite 4A	City West Fargo	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	1st Place - \$2000 and 2nd Place \$1000	\$3000
Raffle	3rd and 4th Place \$200 each	\$200 x 2 = \$400
Raffle	5th - 10th Place \$100 each	\$100 x 6 = \$600
\$2500 check # 37978 1000 320000 (limit \$40,000 per year)		\$ 4000

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds support the four pillars of the American Legion, assisting veterans and Legion Programs	
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: \$3600 (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 Don Herrly	Telephone Number 701-293-3120	E-mail Address adjutant@ndlegion.org
Signature of Organization Group's Permit Organizer 	Title Adjutant	Date 7/11/2024



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 Holy Cross Catholic Church		Dates of Activity (Does not include dates for the sales of tickets) 10/20/2024	
Organization or Group Contact Person Margaret Keller	E-mail mkeller@holycrosswestfargo.com	Telephone Number 701-282-7217	
Business Address 2711 7th St E	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Holy Cross Catholic Church/Oktobefest		County Cass	
Site Physical Address 2711 7th St E	City West Fargo	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Raffle 10/20/2024			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Cash Prizes	6,500.00
Total (limit \$40,000 per year)		\$ 6500.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds	
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 Margaret Keller	Telephone Number 701-282-7217	E-mail Address mkeller@holycrosswestfargo.com
Signature of Organization Group's Permit Organizer Margaret Keller	Title Pastoral Administrator	Date 6/18/2024



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

G - _____ (_____) _____

Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization

West Fargo Hockey Association

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

Name of Location

The Zone on Main

Street 701 Main Ave E	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 08-05-2024	Ending Date(s) Authorized 06-30-2025	Number of Twenty-One tables, if zero, enter "0" 1	

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

Entire bar area minus the restrooms

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

Attorney General	Date
Signature of City/County Official	Date

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

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files. *\$100.00 check #1086*
2. City/County - Return the **original** Site Authorization form to the Organization. *EH 08/01/24*
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



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

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

**Commission
Vice President**

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: August 5, 2024

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

Action: Approve Easement on Lot 1, Block 2 of Sandhills 3rd Addition

New Information and Recommendation:

for the purpose of constructing, installing, operating, and maintaining Cass County Electric Cooperative infrastructure within Lot 1, Block 2 of Sandhills 3rd Addition. Lot 1, Block 2 of Sandhills 3rd Addition is a city-owned parcel which is the location of the SA-45 sanitary sewer lift station. With the Sandhills 6th Addition, Sandhills 7th Addition, and currently proposed Sandhills 8th Addition, multiple existing infrastructure easements are being altered and public rights-of-way are being vacated/reestablished to accommodate the developer petitioned Improvement District No. 1345 public infrastructure project. However, to the south of this lift station there are (3) existing residential parcels still requiring utility services. One of these utilities include Cass County Electric Cooperative and this easement establishes the least impactful alignment to the future development while still being able to service the existing residential parcels to remain at the completion of the Improvement District No. 1345 project. CCEC has removed all other existing infrastructure within the future industrial development area and if this easement is established, will vacate the existing utility easements within the greater development to not further encumber developable parcels.

The following documents are attached for review/consideration:

- Easement Exhibit & Description
- Project Area Exhibit.

Staff Recommendation: Approve Easement on Lot 1, Block 2 of Sandhills 3rd Addition.

Financial Analysis:

There are no costs associated with the creation of this easement.

Previously Presented Information and Commission Actions:

June 3, 2024-

- **Staff Recommendation:** Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed.
- **Commission Action:** Commissioner Simmons moved, and Commissioner Olson seconded to approve. Commissioner George was absent and not voting. No opposition, motion carried.

May 6, 2024 –

- **Staff Recommendation:** Accept Bid and Award Contract to Dakota Underground Company for their bid amount of \$4,203,889.13.
- **Commission Action:** Commissioner Olson moved, and Commissioner Simmons seconded to approve. No opposition, motion carried.

April 1, 2024-

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

December 18, 2023-

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

November 6, 2023-

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

October 16, 2023 –

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

July 10, 2023 -

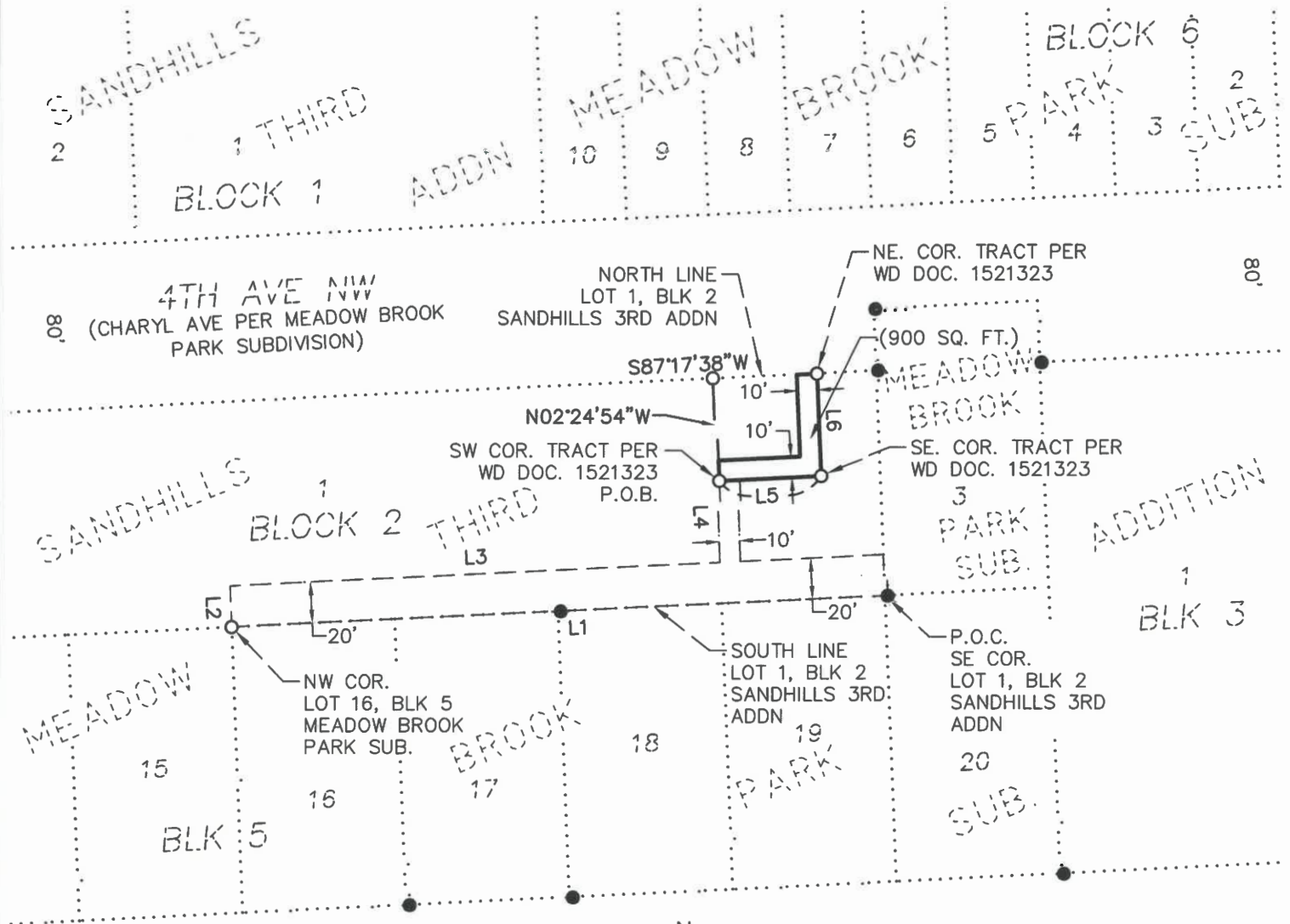
- **Staff Recommendation:** Create Improvement District No. 1345, Approve Engineer's Report; Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity.
- **Commission Actions:** Commissioner Simmons moved, and Commissioner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

May 1, 2023 –

- **Staff Recommendation:** Accept Petitions for Improvements and Preliminary Work Agreements from both developers; and authorize preliminary engineering.
- **Commission Action:** Commissioner Simmons moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

EASEMENT EXHIBIT

IN LOT 1, BLOCK 2, SANDHILLS THIRD ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA



Line Table		
Line #	Direction	Length
L1	S87°17'42"W	320.10'
L2	N02°25'05"W	20.00'
L3	N87°17'42"E	240.08'
L4	N02°24'54"W	40.01'
L5	N87°17'38"E	50.00'
L6	N02°24'54"W	50.00'



BASIS OF BEARINGS:
THE SOUTH LINE OF LOT 1, BLOCK 2,
SANDHILLS THIRD ADDITION HAS A
RECORD BEARING OF S87°17'42"W

- LEGEND**
- IRON MONUMENT SET AND MARKED
WITH LAND SURVEYOR NO. LS-6571
 - IRON MONUMENT FOUND
 - P.O.C. POINT OF COMMENCEMENT
 - P.O.B. POINT OF BEGINNING



SHEET 1 OF 2

CITY OF WEST FARGO
IN LOT 1, BLOCK 2, SANDHILLS THIRD ADDITION
IN THE CITY OF WEST FARGO, CASS COUNTY, ND

PROJECT No. 22467D-940
DATE: 05.02.24
REVISED: -
DRAFTER: SWH
REVIEWER: CDH



EASEMENT EXHIBIT

IN LOT 1, BLOCK 2, SANDHILLS THIRD ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA

DESCRIPTION

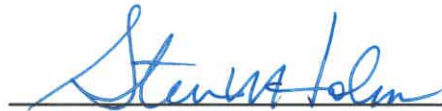
A 10.00 foot wide strip in Lot 1, Block 2, SANDHILLS THIRD ADDITION to the city of West Fargo, according to the recorded plat thereof, on file and of record in the office of the Recorder, Cass County, North Dakota, the right sideline of said 10.00 foot wide strip is described as follows:

Commencing at the southeast corner of said Lot 1; thence South 87 degrees 17 minutes 42 seconds West on a record bearing along the south line of said Lot 1 for a distance of 320.10 feet to the northwest corner of Lot 16, Block 5, MEADOW BROOK PARK SUBDIVISION, according to the recorded plat thereof, on file and of record in the office of said Recorder; thence North 02 degrees 25 minutes 05 seconds West for a distance of 20.00 feet to a point on a line which is 20.00 feet northerly of, as measured at a right angle to and parallel with the south line of said Lot 1; thence North 87 degrees 17 minutes 42 seconds East along said parallel line for a distance of 240.08 feet; thence North 02 degrees 24 minutes 54 seconds West for a distance of 40.01 feet to the southwest corner of a certain tract of land as described in Warranty Deed Document No. 1521323, recorded September 25, 2017, on file and of record in the office of said Recorder, the point of beginning of said right sideline; thence North 87 degrees 17 minutes 38 seconds East along the south line of said tract of land for a distance of 50.00 feet to the southeast corner of said tract of land; thence North 02 degrees 24 minutes 54 seconds West along the east line of said tract of land for a distance of 50.00 feet to the northeast corner of said tract of land and said right sideline there terminates. The left sideline of said 10.00 foot wide strip is to be shortened to terminate on the north line of said tract of land which bears South 87 degrees 17 minutes 38 seconds West from the point of termination and on the west line of said tract of land which bears North 02 degrees 24 minutes 54 seconds West from the point of beginning.

Containing 900 square feet, more or less, and is subject to all easements, restrictions, reservations and rights of way of record, if any.

CERTIFICATE

I Steven W. Holm, do hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Land Surveyor under the laws of the State of North Dakota.



Steven W. Holm
Registered Land Surveyor
Reg. No. LS-6571



State of North Dakota)
County of Cass)

On this 2nd day of May, 2024, before me, a Notary Public in and for said County and State, personally appeared Steven W. Holm, Registered Land Surveyor, known to me to be the person described in and who executed the foregoing instrument and acknowledged to me that he executed the same as his free act and deed.



Notary Public, Cass County, North Dakota

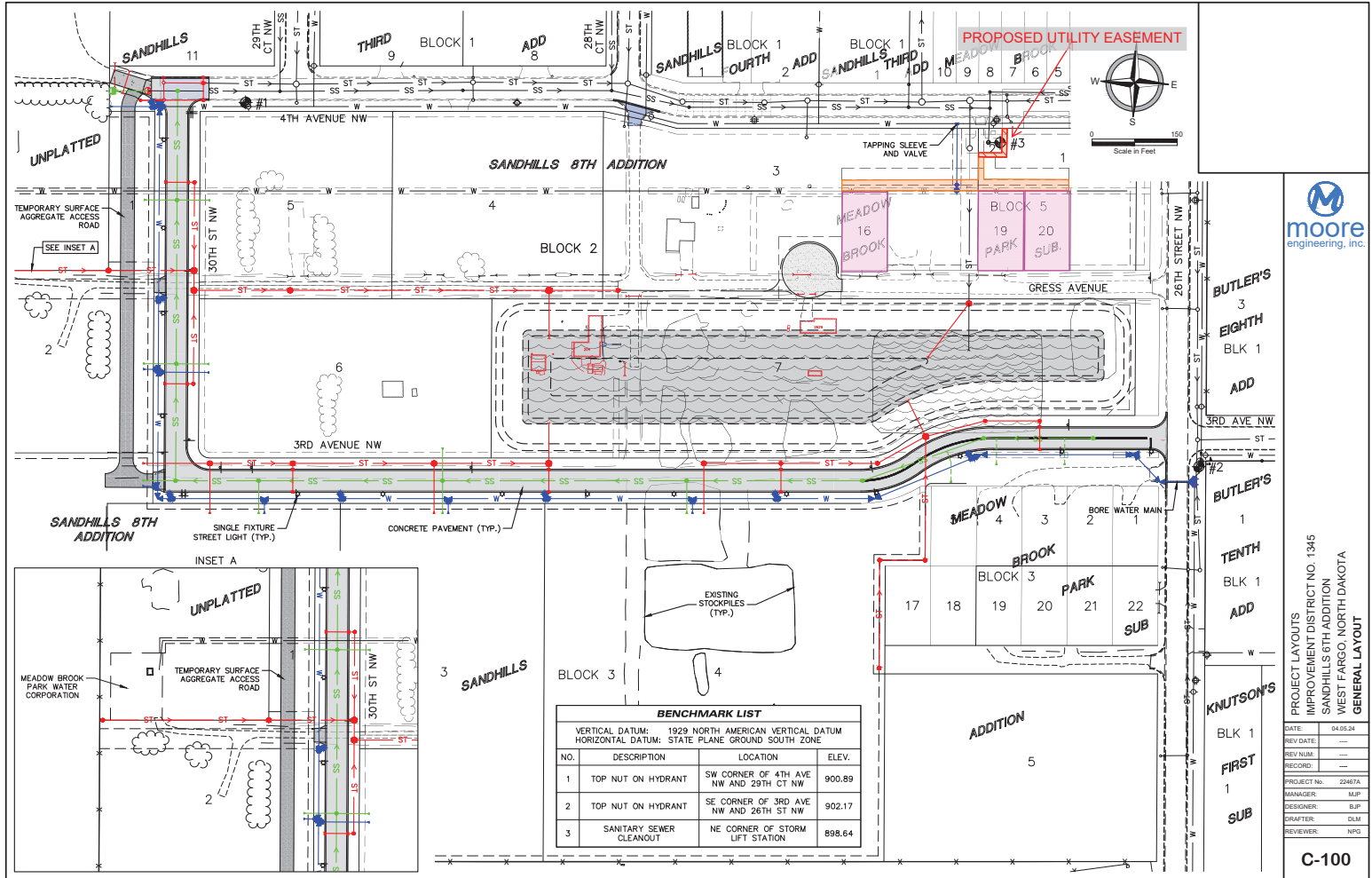
ALEX THIEL
Notary Public
State of North Dakota
My Commission Expires 11/01/2025

SHEET 2 OF 2

CITY OF WEST FARGO
IN LOT 1, BLOCK 2, SANDHILLS THIRD ADDITION
IN THE CITY OF WEST FARGO, CASS COUNTY, ND

PROJECT No.	22467D-940
DATE:	05.02.24
REVISED:	-
DRAFTER:	SWH
REVIEWER:	CDH







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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: August 5, 2024

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

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

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

During the regular meeting held on July 1, 2024, the City Commission reviewed bids and concurred with the NDDOT to award contract to Sun Electric, Inc. The contract documents were prepared and delivered to the City Attorney's office for review. After their compliance review, the attached Resolution was prepared for the City Commission's review and approval.

The following documents are attached for review/consideration:

- Associated Resolution
- Notice to Proceed

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

Previously Presented Information and Commission Actions

July 1, 2024 –

- Staff recommendation: Review Bid and Concur with NDDOT to Award Contract to Sun Electric, Inc.
- Commission Action: Commissioner Jorgensen moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND IN
PROJECT NO. 9040 -
LIGHTING STANDARD IMPROVEMENTS – HSP TO LED; AND INCIDENTALS

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

Dated: August 5, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

NOTICE TO PROCEED

Owner:	City of West Fargo	Owner's Contract No.:	9040
Contractor:	Sun Electric	Contractor's Project No.:	
Engineer:	City of West Fargo	Engineer's Project No.:	9040
Project:	9040 – Lighting Standard Improvements HSP to LED	Contract Name:	Project No. 9040 – Lighting Standard Improvements -HSP to LED
		Effective Date of Contract:	August 5, 2024

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on August 5, 2024.

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the date of Substantial Completion is December 20, 2024 and the date of readiness for final payment is also December 20, 2024.

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

**** Submit any required COWF or Cass County Permits (Over Dimensional) if applicable.**

Owner:	City of West Fargo
	_____ Authorized Signature
By:	Bernie L. Dardis
Title:	President of the Board of City Commissioners
Date Issued:	August 5, 2024

Copy: Engineer

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Aaron Nelson, Planning Director
2. PHONE NUMBER: 701-515-5370 DATE: July 31, 2024
3. AGENDA TITLE: A24-19 Zoning Ordinance Amendment to Title IV regarding
Planned Unit Developments (PUDs), Approval of Second 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. A
public hearing was held at the July 1, 2024 meeting of the City Commission, at
which this item was tabled to the July 15, 2024 meeting. The first reading of the
ordinance was approved by the Commission on July 15, 2024.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable): N/A
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve Second 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 – Tabled to July 15, 2024
City Commission 1 st Reading	July 15, 2024 – Approval
City Commission 2 nd Reading	August 5, 2024

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 and 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 and are consistent with the comprehensive plan.

Attachments:

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



Contents

4-432 "PUD" or Planned Unit Development	2
4-432.1 Overview & Intent.....	2
4-432.2 General Provisions.....	3
4-432.3 Review and Approval Procedure.....	4
4-432.4 Amendments.....	9
4-460. SIGN REGULATIONS.....	10

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

* * * * *

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 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:

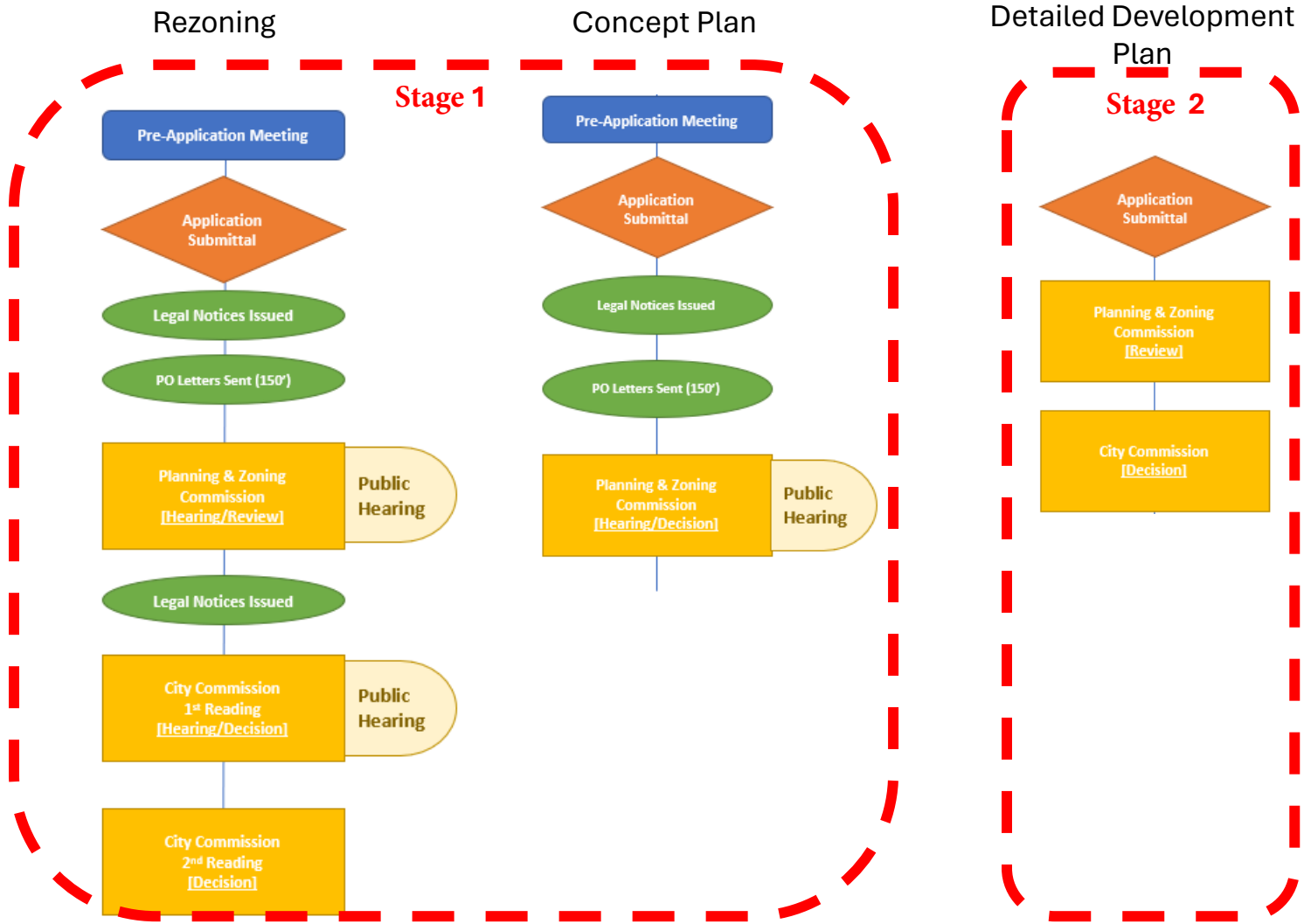
City Auditor

Date of First Reading:

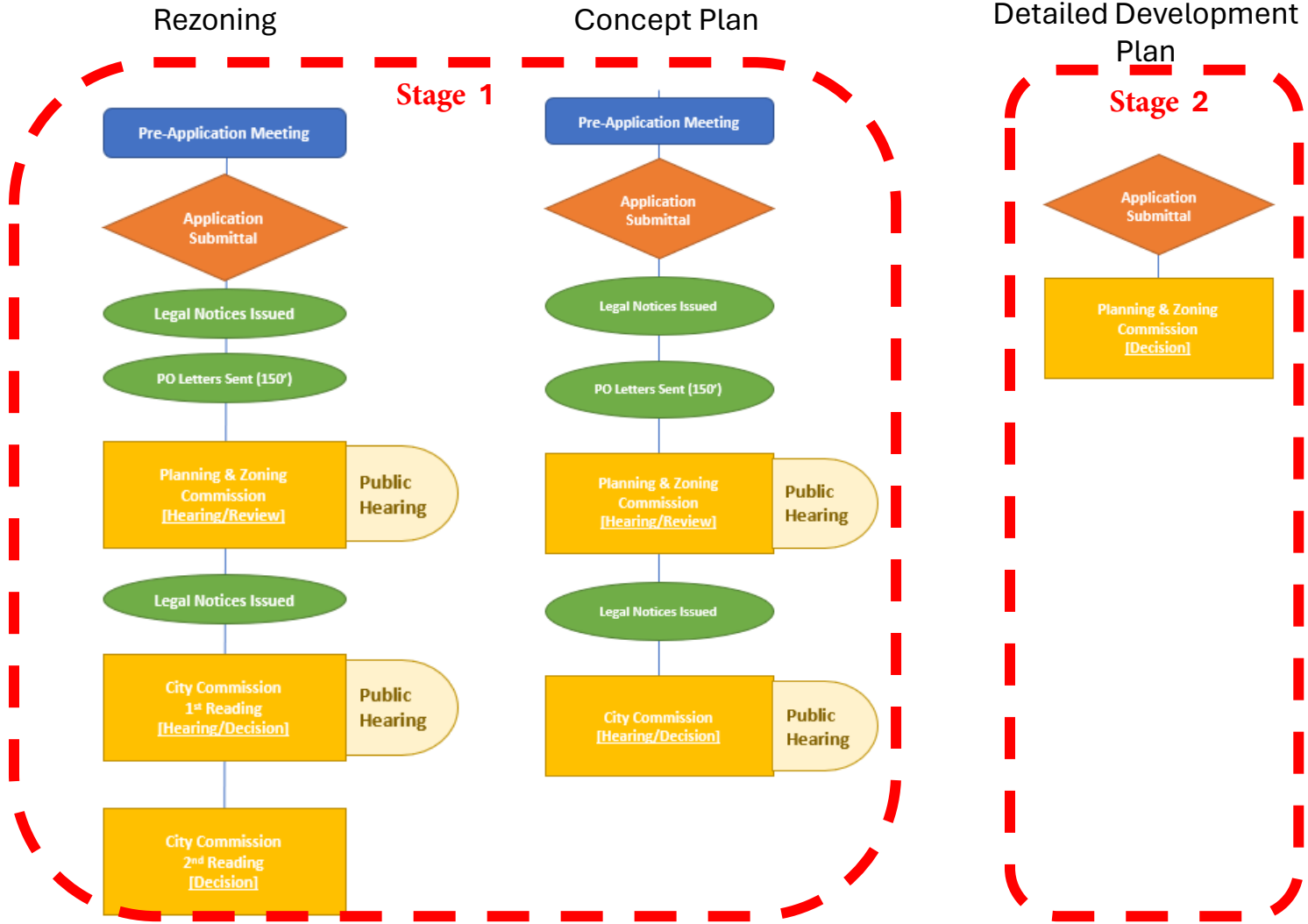
Date of Second Reading:

Date of Publication:

Current PUD Process



Proposed PUD Process



GA ID: 744003-01

PLAN NAME: City Of West Fargo North Dakota DCP

**AMENDMENT TO RECORDKEEPING SERVICES AGREEMENT & TRUST OR CUSTODIAL AGREEMENT:
FLOAT COMPENSATION DISCLOSURE**

This Amendment entered into between the Empower affiliate that provides recordkeeping services to Plan Sponsor (which is one of Empower Retirement, LLC, Empower Annuity Insurance Company of America, Empower Annuity Insurance Company or Empower Plan Services, LLC) ("Empower") and the sponsoring employer ("Plan Sponsor") and the trust, custodial or cash custodial agreement entered into between Empower Trust Company, LLC ("ETC") and Plan Sponsor for trust or custodial services (collectively the "Agreements") describes certain earnings that may be received by ETC and/or its affiliates as further described in the Float Disclosure document, attached as an Exhibit to this Amendment (the "Float Disclosure").

The parties agree that by executing this Amendment, the terms of the Amendment are incorporated into the Agreements for the Plan(s) listed hereto and replace in their entirety any credit and/or interest provisions in the Agreements contrary to this Amendment. Specifically, with respect to the recordkeeping services agreement, the Amendment terms replace sections entitled "*Trustee/Custodian Services*," "*Trustee Services*," "*Custodian Services*," or similarly titled sections, as applicable, and/or "*Empower Trust Company Bank Credits*," or similar section, as applicable. Specifically, with respect to the trust custodial, or cash custodial agreement, the Amendment terms replace inconsistent provisions in the sections entitled "*Compensation and Expenses*," "*Expenses and Compensation of Custodian*," "*Fees and Expenses*" or "*Contribution/Distribution Account (iii)*," or similar sections, as applicable. Notwithstanding anything in the Agreements to the contrary, to the extent the current terms are inconsistent with the terms in Section 1 below, the parties agree that these terms shall be amended from a credit and/or interest provision to a float provision.

NOW, THEREFORE, the parties amend the Agreements as of the Effective Date as follows:

1. The following credit and/or interest provisions shall be removed in their entirety:

"Plan Sponsor acknowledges and agrees if the Plan's assets pass through a bank account held by the Trustee or Custodian, it may earn credits and/or interest on Plan assets awaiting investment or pending distribution. Any credits or interest earned by Trustee or Custodian are aggregated with credits and/or interest earned by its affiliates and will be used to defray the aggregate expenses for the maintenance of bank accounts. The Trustee or Custodian will not retain credits and/or interest earned in excess of such maintenance expenses.

Credits and/or interest are earned from the use of (i) uninvested contributions received too late in the day or not received in good order to be invested same-day and (ii) proceeds from investment option redemptions where distribution checks have not been presented for payment by participants. Credits and/or interest (i) begin to accrue on contributions, on the date such amounts are deposited into the bank account and end on the date such amounts are invested pursuant to Participant instructions, and (ii) begin to accrue on distributions, on the date the check is written or on the ACH date, as applicable and end on the date the check is presented for payment or when the ACH clears against the account, as applicable. Earnings of credits and/or interest are at the rate the bank provides from time to time."

2. The following float provisions shall replace in their entirety the credit and/or interest provisions in Section 1, above:

“Trustee/Custodian Services. Trustee or custodian services, as applicable, are provided by Empower Trust Company, LLC (“ETC”). The compensation received by ETC for its services are reflected in (a) the Plan’s fee disclosure report provided by Empower, (b) the Float Disclosure provided by Empower which may be made available online, and (c) any trust/custodial agreement(s) between ETC and Plan Sponsor. If Plan Sponsor selects a different trustee or custodian other than ETC, as applicable, that requires changes to any procedures or services in the Agreement, Empower reserves the right to change fees in this section.

Float. Plan Sponsor acknowledges that it has received and reviewed the Float Disclosure. Plan Sponsor agrees that, as additional compensation for its services hereunder, ETC, Empower, and/or its affiliates shall retain float consistent with the terms of the Float Disclosure.”

3. In all other respects, the Agreement shall remain in full force and effect.
4. The effective date of this Amendment shall be the date of the last signature below.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties, by signing below, certify that they have read and understood the **Fee Amendment to the Recordkeeping Services Agreement** and the **Amendment to Recordkeeping Services Agreement & Trust or Custodial Agreement: Float Compensation Disclosure** (collectively the "Amendments"), agree to be bound by the terms of the Amendments and that they have the authority to sign the Amendments. The Amendments are not binding on either party until signed by both parties.

Authorized Representative of Plan
Sponsor

Signature

Date Signed

Empower



Signature

Derek Mast

Printed Name

Vice President

Title

February 28, 2024

Date Signed

**With respect to the Amendment to
Recordkeeping Services Agreement & Trust or
Custodial Agreement: Float Compensation
Disclosure:**

Empower Trust Company, LLC



Signature

Kevin Mollman

Printed Name

Director, Trust Oversight

Title

February 28, 2024

Date Signed

EXHIBIT A:

EMPOWER FLOAT DISCLOSURE

Empower Trust Company, LLC and its affiliates utilize various omnibus accounts at an unaffiliated bank (collectively, the “Omnibus Account”) to facilitate transactions for or in connection with the Plan, including contributions, distributions and the payment of taxes. Empower’s use of the Omnibus Account for many clients allows Empower to increase efficiency and charge plans lower fees than if the Plan utilized its own bank account. While assets are held in the Omnibus Account, the assets may generate earnings, which are commonly referred to as “float.” This Float Disclosure describes how float is earned and used.

When is float earned?

Float begins to accrue when assets are deposited in the Omnibus Account and ceases to accrue when the assets leave the Omnibus Account. The amount of float earned with respect to Plan-related transactions depends on (i) the length of time the assets are held in the Omnibus Account and (ii) the rate or return earned by the investment of assets deposited in the Omnibus Account.

Under what circumstances are assets held in the Omnibus Account?

Contributions Pending Investment. Contributions to the Plan will generally be held in the Omnibus Account when they are received and not able to be invested the same day. This may occur because the contributions are received too late in the day to be invested (e.g., after market close). In such cases, the contributions are generally invested the following business day. Contributions may also be held in the Omnibus Account where the instructions to purchase investment options are not in good order when the contributions are received. A contribution is received in “good order” when a contribution is accompanied by usable and complete data, and available funds equal to the total amount shown in the data. The Plan Sponsor is responsible for providing good order instructions to Empower. In such cases, contributions are generally invested within one business day after Empower receives instructions and funding that are deemed to be in good order. If the Plan Sponsor or participant (for example, in the case of a rollover) does not provide good order instructions or funding within a reasonable period of time (generally 15 business days), Empower will return the funding without earnings to the Plan Sponsor.

Proceeds Pending Distribution. Proceeds from Investment Option redemptions and other distributions will generally be held in the Omnibus Account pending distribution. The proceeds typically will be deposited in the Omnibus Account the day a transaction is settled and will be held in the Omnibus Account until the distribution check, ACH payment, or other form of payment is (i) cleared by the bank on which the check or payment is drawn or (ii) in the case of an uncashed check or failed payment, the amounts are processed following the stale date of the check consistent with the administrative procedures provided to the Plan Sponsor and which may be made available online via the Plan Sponsor Center (“PSC”) website, which may result in marking the funds for pre-escheatment or returning the funds to the plan. The amount of time we hold funds in the Omnibus Account depends on the time it takes for the recipient to receive the distribution. For example, proceeds distributed by check may be held in the Omnibus Account until the check is cashed by the recipient, which is beyond our control. Similarly, distributions made to federal or state governments (e.g., tax withholding or assets being transferred to a state unclaimed property program) typically remain in the Omnibus Account pending completion of the remittance process, which is subject to state and/or federal regulations that impact distribution timing. Funds distributed via ACH generally remain in an Omnibus Account for one business day. Funds distributed by Wire Transfers are generally sent within one business day following the day they are deposited into the Omnibus Account.

Upon request, Empower will provide you a report on the status of your Plan’s outstanding distribution checks. You may also review outstanding plan distributions by reviewing a plan disbursement report via your account on the PSC website.

What rate of return is earned on assets deposited in the Omnibus Account?

Amounts deposited in the Omnibus Account are generally invested in the higher-returning product of interest-bearing deposit accounts or in S&P AAA-rated government or treasury-backed money market mutual funds with weighted average maturities of less than 60 days with the aim of earning market returns for similar investment types. Neither the Plan Sponsor nor the Plan shall be liable for any diminution in the value of investments made with amounts deposited in the Omnibus Account.

Earnings rates for Omnibus Account deposits may change daily. Historical rates are available upon request and may also be posted to your PSC account to assist you with calculating an estimate of float earnings for your plan.

How is float used?

Any float earned by ETC, Empower, and/or its affiliates is used to defray the expenses for the maintenance of the Omnibus Account, and in the event the amount of float earned exceeds the amount necessary to defray the expenses for the maintenance of the Omnibus Account, such excess is retained by ETC, Empower, and/or its affiliates as compensation for its services to the Plan. To the extent the expenses associated with the maintenance of the Omnibus Account exceed the float earned, ETC, Empower and/or its affiliates will pay the maintenance expenses. The Plan is not responsible for the expenses associated with ETC's maintenance of the Omnibus Account.

Plan Sponsor may estimate the float earnings retained by Empower as compensation for the services it provides to the Plan by reviewing the ***Hypothetical Illustration of Float Earnings*** document attached to this float disclosure. In addition, you may request an estimated float earnings report for your plan at any time by contacting your Empower representative. Please note that the estimates calculate float earnings on a gross basis and do not reflect the applicable deductions for bank maintenance and transaction fees paid by Empower.

EXHIBIT B:**HYPOTHETICAL ILLUSTRATION OF FLOAT EARNINGS****How can the plan fiduciaries estimate the float compensation earned by Empower?**

Empower and its affiliates utilize various omnibus accounts at an unaffiliated bank (collectively, the “Omnibus Account”) to facilitate transactions for or in connection with the Plan, including contributions and distributions. This means there are not separate accounts maintained for each client’s plan but rather all contributions that Empower receives for investment and held pending disbursement are invested in a commingled account. While assets are held in the Omnibus Account, the assets may generate earnings, which are commonly referred to as “float.” This is because the assets are generally invested by Empower in either interest-bearing deposit accounts or S&P AAA-rated government or treasury-backed money market mutual funds with weighted average maturities of less than 60 days (collectively, the “Investment”). Empower will generally choose Investment with the higher return.

Empower’s use of the Omnibus Account for many clients allows Empower to increase efficiency and charge plans lower fees than if the Plan utilized its own bank account. Although float is earned from all the assets held for multiple plans in the Omnibus Account, the chart and formulas below can be used by the Plan fiduciaries to estimate the amount of float Empower earns that may be attributed to their Plan.

Plan Transaction Type	Payment Type	Is Float Earned?	Amount of Float Interest Earned
Contributions	Incoming Wires	Yes	Daily until Settlement Date, generally wire date + 1 business day
	Credit ACH	Yes	Daily until Settlement Date, generally ACH date + 1 business day
	Debit ACH	No	Not applicable
	Checks – received in good order	No	Not applicable
	Checks – received not in good order	Yes	Daily until contribution request deemed in good order
Distributions	Check	Yes	Daily until check is cleared or voided
	Credit ACH	Yes	One day of interest

Float on Contributions. If the plan sponsor or participant initiates contributions by wire or Credit ACH, then Empower receives float on the contributions received before 4 pm ET on a business day until Empower settles the trade on the next business day (the “Settlement Date”). This will result in one day of interest for contributions received on a Monday through Thursday and additional days for money received on Friday or on a day before a holiday.

The factors for calculating the float on contributions received by wire or Credit ACH initiated by the plan sponsor are as follows:

- A plan's total annual profit-sharing contribution of \$1,000,000 (A) would earn one day of interest (the trade date on which the money is received at Empower's bank until Settlement Date).
- By way of example, the 1-day yield* of the Investment is assumed to be 5.2% (B). This rate is subject to change on a daily basis.
- To determine one day of earnings, the annual rate would be divided by 365 (C).

Based on these factors, the uncompounded formula is:

(A) multiplied by (B) divided by (C) or in our example $\$1,000,000 \times 5.2\% / 365 = \142.47

This calculation does not include a deduction for bank fees, which will reduce the earnings retained by Empower. This calculation would need to be performed for each contribution deposited with Empower or could be estimated based on an average contribution amount.

Float on Disbursements. If disbursements are made by check, Empower receives float until the check is cashed/presented back to our check disbursement bank account or voided.

- A plan that has annual benefit payments of \$1,000,000 (D) would earn interest on the balance during the period of time the check is outstanding. For illustration purposes, although Empower does not control when a participant cashes a check, let's assume checks are outstanding for 7 (E) days on average.
- By way of example, the 1-day yield* of the Investment is assumed to be 5.2% (B). This rate is subject to change on a daily basis.

To calculate the estimated float for the period of time the checks are outstanding, the uncompounded formula is:

(D) multiplied by (B) divided by (C) and multiplied by (E) or in our example $\$1,000,000 \times 5.2\% / 365 \times 7 = \997.26

This calculation does not include a deduction for bank fees which will reduce the earnings retained by Empower.

- A plan carrying an average outstanding check balance of \$10,000 (F) would generate float interest on that balance throughout the year. You may request a report from Empower of uncashed checks over a 6-month period which could give you an estimate of your average outstanding check balance during that period. Assuming this same level of activity persists for an entire year, these outstanding checks would be subject to a full year of interest.
- By way of example, the 1-day yield* of the Investment is assumed to be 5.2% (B). This rate is subject to change on a daily basis.

Over a full year, the average interest rate would be applied to the average outstanding balance. Based on these factors, the uncompounded formula is:

(F) multiplied by (B) or in our example $\$10,000 \times 5.2\% = \520.00

This calculation does not include a deduction for bank fees, which will reduce the earnings retained by Empower.

If disbursements are made by Credit ACH, most transactions post to the plan account the next business day, so Empower may receive one day of float. This calculation would use the same formula but would

divide the annual amount by 365 to calculate the daily amount. Using \$10,000 (G) as an example of a distribution paid via ACH, the un compounded formula is: (G) multiplied by (B) divided by (C) or in our example $\$100,000 \times 5.2\% / 365 \times 1 = \14.25

This calculation does not include a deduction for bank fees, which will reduce the earnings retained by Empower.

In summary, for each of the examples provided above:

Letters corresponding to examples	Transaction Type	Amount	Estimated Uncompounded Float Earned, Not Including Deductions for Bank Fees
A	Annual contributions made by wire or Credit ACH	\$1,000,000	\$142.47
B	Assumed 1-Day Yield	5.2%	-
C	365 Days used to determine one day of earnings	-	-
D	Annual Disbursements made by check	\$1,000,000	\$997.26
E	7-day outstanding check period	-	-
F	Uncashed Check Disbursements outstanding full year	\$10,000	\$520.00
G	Disbursements made via Credit ACH	\$100,000	\$14.25
Total Estimated Float			\$1,673.98

(A) multiplied by (B) divided by (C) or $\$1,000,000 \times 5.2\% / 365 = \142.47

(D) multiplied by (B) divided by (C) and multiplied by (E) or $\$1,000,000 \times 5.2\% / 365 \times 7 = \997.26

(F) multiplied by (B) or $\$10,000 \times 5.2\% = \520.00

(G) multiplied by (B) divided by (C) or $\$100,000 \times 5.2\% / 365 = \14.25

*Current 1-day yield as of September 30, 2023, used for illustrative purposes in these examples. Historical earnings rates for Omnibus Account deposits are available upon request by contacting Empower.

Uncashed Checks

Overview

When a retirement account withdrawal is processed and proceeds are delivered via check, the check is mailed to the payee's address of record (AOR). Examples of a payee could include a participant, beneficiary, rollover institution, or other alternate payee.

Checks issued by Empower are generally valid for six months (180 days) from the date of issue. The uncashed check process applies to either of the following scenarios:

- Active checks returned from the United States Postal Service (USPS) or alternate carrier as undeliverable without a forwarding address.
- Checks neither cashed nor deposited within 180 days of the date of issue.

On a monthly basis, Empower completes the following to assist the Plan Administrator with the uncashed checks process:

- Issues a stop payment for all uncashed checks older than 180 days.
- For checks greater than \$25.00, sends a Stale-Dated Check Notification to the payee.

If the payee does not respond with alternate direction within 30 days (or for uncashed checks less than \$25.00), Empower escheats the uncashed check proceeds to the payee's state of residence.

NOTE: Each state's Unclaimed Property Laws require that Empower send written notice to the apparent owner's last known address stating that the property is being held and may be turned over to the State Treasurer of the state, which they reside

Plan Administrator Experience

Address Updates

Empower does not accept address updates directly from participants while they are still actively employed by the sponsoring Plan. Address updates for active employees must be transmitted to Empower via the Plan's payroll/contribution or demographic data submission. However, Empower does accept address updates directly from participants once terminated.

If uncashed checks are returned undeliverable (with no forwarding address) and the payee's new address either cannot be located or cannot be updated via the Plan's payroll/contribution or demographic data submission, then Empower places a mail hold on the payee's account.

NOTE: The Plan Administrator retains responsibility for conducting any due diligence required to locate lost participants (unless other arrangements have been made with Empower as outlined in the Plan's Services Agreement).

Reporting

The Plan Administrator has access to the following reports available on the Plan Service Center (PSC) to assist with managing the uncashed checks process:

Report Name	Description
Forfeiture/ Unallocated Plan Asset Account Detail	• Displays Forfeiture, Unallocated Plan Assets, and UCP account details for the Plan. • Includes the following uncashed check information – Participant name – Social Security Number (SSN) – Uncashed check amount deposited into the UCP account
Participant Data Extract	Displays which participant or alternate payee accounts have an active mail hold due to bad address.

Participant Experience

Address Changes

Participants who are still actively employed must coordinate address updates through the Plan Administrator.

Terminated participants, beneficiaries, retirees, etc. may contact an Empower Representative to update their address or may complete and submit a Personal Information Change Request form. This form is available to download online.

Notification of Stale-Dated Check

If a check remains uncashed for 180 days from the date of issue (and the uncashed check amount is greater than \$25.00), Empower mails a Notice for Stale-Dated Checks to the payee's AOR.

The stale-dated check notice:

- Informs the payee that they have an uncashed check.
- Requests the payee contact an Empower Representative to request the check be reissued within 30 days.
- Informs the payee of how the funds are managed if no response is received.

Empower takes the following action based on how the payee responds to the Notice for Stale-dated Checks.

Response	Description
Response Received	• When the payee requests a reissue, Empower reissues the check to the payee. • The payee receives a reissued check approximately 30 days from the request date.
No Response Received	Escheats uncashed check funds to the payee's state of residence as unclaimed property (Escheatment) per state requirements and dormancy periods.
Returned Undeliverable	• Empower conducts an address locator search. • If a new address is identified, Empower resends the Notification of Stale-Dated Check to the new address. • If no new address is identified, Empower: – Places a mail hold on the participant's or alternate payee's account. – Escheats the uncashed check proceeds to the payee's state of residence as described above.

Claiming Escheated Assets

Payees must contact the State Treasury's Department for the state identified as their AOR when the check was issued. Payees may also typically file a claim online via the applicable State Treasury's Unclaimed Property website.

How it Works

Description	Responsible
Notifies Payees of Stale-Dated Checks	Empower
• For any issued check (\$25.00 or more) that remains uncashed at 180 days, generates and mails Notice for Stale-Dated Checks to the payee's AOR, including instructions to contact the Customer Care Center to request the check be reissued. • Monthly, identifies all uncashed checks outstanding for 180 days or more and issues stop payments.	

Description	Responsible
Researches Returned Notices Due to Incorrect Address	Empower
• If a forwarding address was provided, resends Notice for State-Dated Checks to payees. • If no forwarding address provided, conducts an address locator search. – If new address found, resends Notice for State-Dated Checks to payees. – If new address is not identified, places a mail hold on the participant's account.	
Requests Check Reissue	Payee
Contacts an Empower Representative to be validated and request that the check be reissued.	
Reissues Check to Payee	Empower
• Reissues check to payee as requested after validation complete. • The payee receives a reissued check approximately 30 days from the date the request is received.	
Escheats Funds to Payee's State of Residence	Empower
If the payee does not respond to the Notice for State-Dated Checks or the notice could not be delivered to the payee, escheats uncashed check funds to the payee's state of residence as described above.	

Certificate Of Completion

Envelope Id: 2BFB143037C946F7BDDE979152CFC786

Status: Delivered

Subject: ACTION REQUIRED: Please sign the linked amendment

Source Envelope:

Document Pages: 11

Signatures: 0

Envelope Originator:

Certificate Pages: 7

Initials: 0

Empower via DocuSign

AutoNav: Enabled

PO Box 1700

Enveloped Stamping: Enabled

Denver, CO 80201

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

DocuSign-NOREPLY@empower.com

IP Address: 165.1.204.37

Record Tracking

Status: Original

Holder: Empower via DocuSign

Location: DocuSign

7/24/2024 6:44:07 AM

DocuSign-NOREPLY@empower.com

Signer Events**Signature****Timestamp**

SARAH GASEVIC

Sent: 7/24/2024 6:44:09 AM

sarah.gasevic@westfargond.gov

Viewed: 7/25/2024 11:25:45 AM

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Accepted: 7/25/2024 11:25:45 AM

ID: 5092be72-731c-4d96-be44-bdc22ac1c150

Company Name: Empower

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

7/24/2024 6:44:10 AM

Certified Delivered

Security Checked

7/25/2024 11:25:45 AM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

ELECTRONIC RECORD AND SIGNATURE CONSENT AGREEMENT

The purpose of this Electronic Record and Signature Consent Agreement (“Agreement”) is to formally agree to receive electronically and use an electronic signature on one or more of the document(s) included in the electronic envelope on the Docusign system (“Document Package”). By accepting this Agreement, you are agreeing that electronic signatures and electronic delivery (*i.e.*, email or posting to a website) are the legal equivalent of an actual physical signature and actual physical delivery, respectively, for purposes of the Document Package.

This Agreement is voluntary. This Agreement is only required if you want to electronically sign and receive the Document Package.

If you do not want to electronically sign and receive the Document Package, do not check the ‘I agree to use electronic records and signatures’ box. If you do not want to electronically sign the Document Package, contact Empower for a standard PDF file that you can print and execute with wet signatures and return via regular mail. If you have any problems accessing PDF documents, contact Empower to discuss alternative arrangements. Note that even if you agree to electronically sign the Document Package, in the future after receiving an electronic document package, you will be able to choose whether or not to electronically sign that document or ask for another version to sign.

Please confirm your acceptance by checking the ‘I agree to use electronic records and signatures’ box. By checking this box, you acknowledge that you have carefully and thoroughly read the information below, you can access this information electronically to your satisfaction, and you agree to these terms and conditions:

1. Definitions:

The words “you” and “your” mean the account owner of the account.

“Empower” and the words “we,” “our,” and “us” mean Empower Annuity Insurance Company of America and its affiliates, successors, and assigns, including but not limited to Empower Life & Annuity Insurance Company of New York, Empower Funds, Inc., Empower Trust Company, LLC, Empower Capital Management, LLC, Empower Advisory Group, LLC, and Empower Financial Services, Inc. as applicable.

2. **Scope of this Agreement:**

This Agreement only applies to the electronic signatures and electronic delivery of the Document Package. This Agreement does not apply to any situation by law or otherwise that requires you to provide written notice or document to us, which must be done on paper unless we provide instruction to you how to deliver the item to us electronically. We may, in our sole discretion, choose to provide you with any document on paper, even if you have authorized electronic delivery.

3. **Electronic Signatures:**

By accepting this Agreement, you consent to use electronic signatures for the Document Package, and you agree that electronic signatures shall be deemed to be legally equivalent to actual physical signatures. The electronic signature process will be facilitated through DocuSign, Inc., which is separate company retained by us to facilitate this service, but has no other affiliation with Empower. One or more electronic documents will be included in an electronic envelope on the DocuSign system and a link to the envelope will be e-mailed to you. These electronic documents may include but are not limited to service and account agreements between you and us, along with transaction forms and other documents related to your account with us.

4. **Authentication and Qualified Security Procedures:**

The electronic signature process through DocuSign provides authentication through the use of a digital audit trail. Generally, “authentication” refers to the act of attributing an electronic signature to the individual that signed the document, and determining that the document has not been changed since its execution.

In order to electronically sign the Document Package, you will need to access a unique link sent to your email address that you provided to us. After signing the Document Package, we will receive a court-admissible “Certificate of Completion.” This “Certificate of Completion” contains a digital audit trail of the transaction, including the signer names, authentication history, digital signatures, email addresses, signer IP addresses, chain of custody (i.e., sent, viewed, signed, etc.), trusted timestamps, geolocation capture of the signer (if provided), and completion status. By accepting this Agreement, you agree that these authentication and qualified security procedures are commercially reasonable.

5. **Electronic Delivery:**

By accepting this Agreement, you agree the electronic delivery of the Document Package emailed to you, is the legal equivalent of actual physical delivery, such as delivery by the United States Postal Service or hand-delivery, whether or not you actually see or view the Document Package. For purposes of this agreement, unless we receive actual notice of a delivery failure, we shall be deemed to have conclusively delivered the Document Package to you when we attach and send the document(s) to the email address that you provided to us.

6. **Updating Your Email Address and Other Contact Information:**

It is your responsibility to provide us with accurate and complete e-mail address and other contact information. You agree to maintain and promptly update any changes in this information.

7. **Withdrawing Your Consent:**

We will ask for your consent each time we present an envelope of electronic documents to you.

Once you give your consent for that envelope, you cannot withdraw it for that envelope but you can still choose not to sign any or all electronic documents included in that envelope. In addition, before you execute an electronic signature in DocuSign, the DocuSign system allows you to exit the electronic signing process. You should inform us that you no longer want to electronically sign and then receive the document(s) in another manner by emailing Empower directly with your request.

8. **Requesting Paper Copies:**

At any time, you may request from us a paper copy of any record that we provided or made available electronically to you. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session. If you elect to create a DocuSign signer account, you may access them for a limited period of time, typically 30 days after such documents are first sent to you.

Additionally, subject to our document retention procedures, you may contact us and request another electronic or paper copy of the Document Package. If you wish for us to send you paper copies of any such documents, you will be charged a \$0.00 per-page fee.

You may request a paper copy of the Document Package by contacting Empower directly with your request.

9. **Required Hardware and Software:**

Operating Systems:	Windows XP, Windows Vista®, Windows® 7, Windows® 8 or higher; Mac OS® X or higher
Browsers:	Final release versions of Internet Explorer® 9.0 or above (Windows only); Mozilla Firefox 35 or above (Windows and Mac); Safari™ 7.0 or above (Mac only), Chrome 40 or above
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files

Screen Resolution:	1024 x 768 minimum
Enabled Security Settings:	Allow per session cookies; Users accessing the Internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

These minimum requirements are subject to change. If these requirements change before the Document Package is fully executed, you will be asked to re-accept this Agreement. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

10. **DocuSign**

-

We have entered into an agreement with DocuSign, Inc. (“DocuSign”) to make their electronic system available to facilitate your receipt and electronic signature of the Document Package. Your use of the DocuSign system is subject to the terms and conditions of DocuSign’s system. We are not responsible for the DocuSign system and we disclaim any representations and all warranties regarding the DocuSign system.

11. **Acknowledgement and Consent:**

To confirm to us that you can access this information electronically, please verify that you were able to read this Agreement and that you also were able to: print on paper or electronically save for your future reference and access, or that you were able to e-mail to an address where you will be able to print on paper or save it for your future reference and access. By checking the ‘I agree to use electronic records and signatures’ box, I confirm that:

- I meet the required hardware and software requirements listed above;
- I can access and read this Agreement;
- I can print on paper the Document Package or save or send the Document Package to a place where I can print it for future reference and access;
- I have read this Agreement and agree to be bound by its terms and conditions.

12. **Contacting Empower**

Please contact us to let us know of changes as to how we may contact you electronically, to request paper copies of certain information to us, and to withdraw your consent to receive the Document Package:

To contact us by e-mail: retirementsolutionservice@empower.com

To contact us by phone: 866-317-6586

“EMPOWER” and all associated logos and product names are trademarks of Empower Annuity Insurance Company of America.

©2022 Empower Annuity Insurance Company of America. All rights reserved. www.empower.com



To: West Fargo City Commission
From: Casey Sanders- Berglund Director of Economic Development
Date: August 5, 2024
Subject: Enterprise Grant Application – Shoppes at Sheyenne
Action: Review and approve grant application

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &
Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &
Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

Summary:

The Shoppes at Sheyenne own the property at 110 Sheyenne St in West Fargo. Scan Designs has signed a five-year lease and is currently working to update the space to fit their business needs.

Located in the Downtown Mixed Used Zone the applicant is looking to support renovations to the facility and property as the new tenant looks to open their doors.

Financial Analysis:

- Enterprise Grant Program funded through the Economic Development Sales Tax
- Estimated Renovation cost is \$141,923.60
- Estimated eligible reimbursable amount \$70,961.95
- Economic Development Advisory Committee recommended approval and suggested to allow for a contingency up to the max of the grant at \$150,000 / \$75,000 should the bids exceed the amount from the initial bid submitted with the application.

The following documents are attached for review:

- Staff report outlining additional observations and photos of current property.

Staff Recommendation:

To approve the enterprise grant to support the appearance, use, and lifespan of the property in the DMU.

Action:

Action Needed

STAFF REPORT

Shoppes on Sheyenne LLP

Current Location: 110 Sheyenne St, West Fargo ND 58078

Applicant: Shoppes on Sheyenne LLP
Owner: Tony PaulStaff Contact: Economic Development
Casey Sanders

Economic Development Advisory Committee:

August 1, 2024

West Fargo Public School District:

N/A

Cass County Board of Commissioners:

N/A

Public Hearing:

N/A

City Commission:

August 5th, 2024**PURPOSE:**

To conduct an interior and exterior update of the property that is welcoming a new business, Scan Designs. The update to the 40,000 square foot facility will include some HVAC work, signage, window work, window seals, exterior doors, and continued work on the parking lot for the property.

PROJECT ELIGIBILITY FOR DEVELOPMENT:

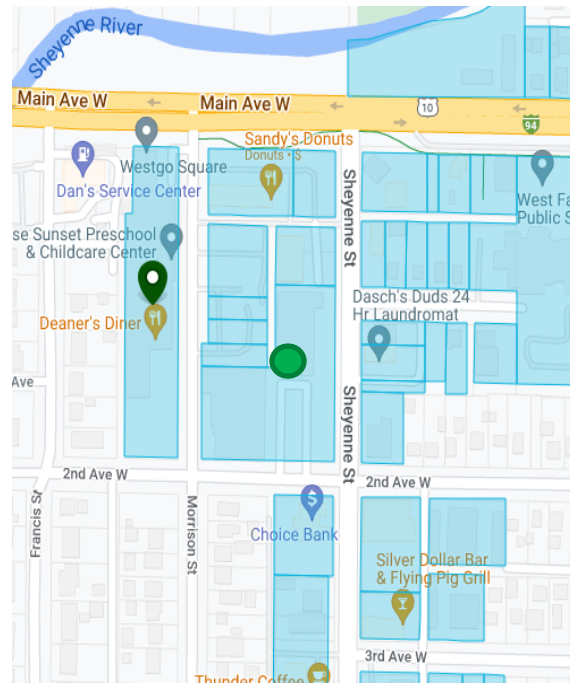
The project is located in the Downtown Mixed-Use zone and meets several of the enterprise grant goals:

- Diversification of business types
- Increase exterior building facades and enhancing the area
- Encouraging redevelopment and reinvestment
- Complimentary business to the area bringing local ownership and staff that value local business partnership.
- Increase and enhance space activation on a regular basis.

DISCUSSION AND OBSERVATIONS:

- Ownership is bringing Scan Designs a Furniture business to expand their services into a larger footprint from their previous location in downtown Fargo.
- 40,000 SF facility that will enhance the façade of the building with new windows, exterior doors, HVAC work, Signage, and continued work on the parking lot including striping.
- The property was previously Furniture for Less and had occupied this property since 2004 and the renovations will increase the appearance, use, and lifespan of the building.
- Scan Designs has signed a five-year lease.

STAFF REPORT

**PUBLIC PARTICIPATION:**

Public assistance for this project would be funded through Economic Development Sales Tax. The project is eligible for \$70,961.95 which is 50% of the total being spent based on the estimated \$141,923.60.

Estimated Renovation	50% Reimbursable
\$ 141,923.60	\$ 70,961.95

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee is reviewed this project on August 1st, 2024.

Economic Development Advisory Committee recommended approval and suggested to allow for a contingency up to the max of the grant at \$150,000 / \$75,000 should the bids exceed the amount from the initial bid submitted with the application.

STAFF REPORT





To: West Fargo City Commission

From: Casey Sanders- Berglund Director of Economic Development

Date: August 5, 2024

Subject: Growth Initiative Fund Request

Action: Approval of funding request

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission

Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &
Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &
Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

Summary:

The Growth Initiative Fund (GIF) is a low interest loan program that is administered by the Greater Fargo Moorhead Economic Development Corporation (GFMEDC).

- West Fargo has contributed \$330,985 with the majority of funds accounted for from 1996-2001 and amounts to 4.5% of the total contributions to the program.
- Sixty- Seven loans have been given to West Fargo businesses. These loans total \$4,095,055 resulting in \$7,695,000 in matching state grants.
- This program is open to any primary sector business in Cass County.

The following documents are attached for review/consideration:

- Staff Report outlining additional discussion & observations noting the Economic Development Advisory Committee's recommendation for approval.
- Slide deck outlining the GIF program

Financial Analysis:

- Funds supported through the Economic Development Sales Tax
- \$650,000.00 total one time-request

Staff Recommendation:

To approve a one -time investment into a program that has proven successful overall for the county as well as resulting in West Fargo businesses specifically seeing support eleven times over.

Action:

Approval needed

STAFF REPORT

Greater Fargo Moorhead EDC**Growth Initiative Fund**

Applicant: Joe Raso / John Machacek Owner: Greater Fargo Moorhead EDC	Staff Contact: Economic Development Casey Sanders
Economic Development Advisory Committee:	August 1, 2024
West Fargo Public School District:	N/A
Cass County Board of Commissioners:	N/A
Public Hearing:	N/A
City Commission:	August 5, 2024

PURPOSE:

This request proposes to use economic development sales tax to support the Growth Initiative Fund (GIF) low interest loan program administered by the Greater Fargo Moorhead EDC. The current request comes from the outlook that this program faces a pause on new loan approvals, as outgoing new loan activity greatly exceeds the timing of loan repayments.

The Growth Initiative Fund is outlined on the Greater Fargo Moorhead Economic Development's website as:

The GIF is a revolving loan fund administered by the GFMEDC. While the primary function is serving as the community portion of the BND PACE & Flex PACE program within Cass County, ND, a portion of the GIF's funds are available for projects targeted at the emerging sectors identified in GFMEDC's strategic objectives.

The Funding Partners Program can be explored with GFMEDC for projects that involve additional funding partners (such as ND Development Fund, Bank of North Dakota, etc.) and there are remaining financing gaps to be addressed. Projects will be considered on a case-by-case basis.

DISCUSSION AND OBSERVATIONS:

- The city of West Fargo has contributed 4.5% of the overall total of \$7,295,000 in public funding sources for this program. Additional funders have been the City of Fargo and Cass County.
- Sixty-seven total businesses or 22.7% of all of the loans have been awarded to West Fargo businesses.
- Since the inception of this program West Fargo has contributed \$330,985.00. In the past twenty-nine years businesses in West Fargo have had access to \$4,095,055.00 of low interest GIF loans, which in turn have also enabled \$7,700,000 in additional matching state grant funds for those businesses.
- The support of this program has offered access to these funds to support a business over eleven times.
- With the requested total added to the total already sources the total West Fargo contribution would be \$980,985.00 bringing the support to 12% of the overall funding sources.

STAFF REPORT

PUBLIC PARTICIPATION:

- Public assistance for this request consists of a total of \$650,000.00 from the economic development sales tax.
- The Economic Development Sales Tax's goal is to support job growth and economic development. This program has a proven track record of supporting businesses and multiplying the impact.

RECOMMENDATIONS:

The proposed request brings West Fargo closer to a percentage of support based on size of our city. Additionally, Fargo and Cass County have the bulk of the revolving loan funds investment. This request comes from economic development sales tax and brings the cities regional support percentage to a more comparable overall match

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE RECOMMENDATION:

Economic Development Advisory Committee to recommends the \$650,000 for the Growth Initiative Fund for approval to the City Commission.



**FARGO
MOORHEAD**
ECONOMIC DEVELOPMENT

**West Fargo EDAC
Funding Request
Growth Initiative Fund**

Growth Initiative Fund

Growth Initiative Fund (GIF) is a nonprofit corporation formed for the purposes of promoting economic development in Cass County, primarily through managing financial programs to encourage primary sector job creation.

A primary function of the GIF is to partner as the “Community” with the Bank of North Dakota’s PACE/Flex PACE programs to unlock matching state grants to provide low-interest financing.

Growth Initiative Fund

GIF is managed by the employees of GFMEDC. GIF has a board of 7 directors appointed by GFMEDC (4), Cass County (1), City of Fargo (1) and City of West Fargo (1).

GIF was mostly funded by Cass County, Fargo and West Fargo, primarily between 1994-2001.

- Cass County - \$4,221,276 (57.9%)
- City of Fargo - \$2,743,143 (37.6%)
- City of West Fargo - \$330,985 (4.5%)
- Total contributions of \$7,295,404

Growth Initiative Fund

Total Assets today of \$8.42 million

LIFETIME FUND LOAN ACTIVITY

# Loans	\$ Loans	Total Capital	Total Jobs	Total SF	BND grants
299	\$20,426,797	\$716,150,000	6,860	6,300,000	\$35,800,000

The \$7.3 million in public contributions have enable over \$20 million in loans, plus almost \$36 million in matching state grants to help Cass County primary sector companies expand.

Growth Initiative Fund

WEST FARGO LOAN ACTIVITY

# Loans	\$ Loans	Total Capital	Total Jobs	Total SF	BND grants
67	\$4,095,055	\$177,808,000	1,140	1,783,000	\$7,695,000

The GIF has provided \$4.1 million in loans to West Fargo primary sector companies, which have also enabled \$7.7 million in matching state grants for these companies. These loans represent 22.4% of all the number of loans made to date.

Growth Initiative Fund



The average total primary sector approvals have increased considerably over the past years.

Year	Approvals
2023	\$1,157,000
2022	\$1,143,000
2021	\$2,562,000
2020	\$521,000
2019	\$1,362,000
2018	\$1,174,000

The imbalance of increased outgoing loans compared to the incoming payments is causing a depletion of the available funds for new loans.

Year	Payments
2024	\$450,000
2025	\$638,000
2026	\$715,000
2027	\$852,000
2028	\$1,039,000
2029	\$701,000

Growth Initiative Fund

Total Funding Needs – Approximately \$3.4 million

Assuming current average loan activity, we estimate the GIF would need \$3.4 million additional funds over the next 5+ years in order to maintain that average loan activity, without needing to pause or limit new loan applications due to unavailable funds.

Current available uncommitted funds is approximately \$553,000.

With no injections of new funding, the GIF could only average \$750,000 in new loans through 2031. This would mean new loan activity would only be at 57% of recent average loan activity.

Growth Initiative Fund

In the latest forecasting, we utilized annual injections equal to a Cass County one-half mill, or approximately \$670,000, to illustrate future fund availability. While it may not be sufficient to fully maintain the average loan activity, the example below illustrates what four annual payments totaling \$2.68 million would look like.

	2025	2026	2027	2028	2029
Cash at 1/1	\$667,000	\$644,924	\$710,030	\$912,316	\$1,301,797
½ Mill Injection	\$670,000	\$670,000	\$670,000	\$670,000	
Ave. Loans Out	(\$1,320,000)	(\$1,320,000)	(\$1,320,000)	(\$1,320,000)	(\$1,320,000)
Payments In	\$637,924	\$715,106	\$852,286	\$1,039,481	\$701,171
Cash at 12/31	\$644,924	\$710,030	\$912,316	\$1,301,797	\$682,968

The \$650,000 request to the City of West Fargo would bring total WF contributions to \$980,985, raising the total fund support from 4.5% to 12.3%.



Thank you

GFMEDC.com
701-364-1900



To: West Fargo City Commission

From: Mathew Andvik, Public Works Department

Date: August 05, 2024

Subject: Overbilling/Underbilling Policy

Action: Approve Overbilling/Underbilling Policy

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Police and Fire

Commission Vice President

Brad Olson

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Street, Water and Sewer

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Amy Zundel

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Rory Jorgenson

Primary Portfolio:
Sanitation

Secondary Portfolio:
Community & Development Services

City Administrator

Dustin Scott

Summary and Recommendation:

During continued efforts to ensure the accuracy of utility billing, and as we transition to a new billing software, errors in billing have been discovered and errors may occur in the future. With the potential for errors to occur over an extended period and to be for a large dollar amount, it is important to have a procedure in place to guide staff on how to correct problems. This policy will provide a clear and fair written process to residents, and offers an option to make payments overtime, if needed.

We recommend the commission approve the policy to correct over or under billing, should it occur.

Policy Analysis:

There is not a current written policy in place regarding how to manage under/overbilling if it occurs. Having the policy approved will allow for consistency and transparency for our staff, residents, and property owners.

Financial Analysis:

Credits and debits will be applied to accounts as needed, following the approved policy

Process/Timeline:

Once approved, we will immediately use this policy to guide all billing corrections.



Billing for Overcharges and Undercharges

This authorizes West Fargo City staff to adopt billing procedures for errors in charges for service. In the event of any conflict between this Policy and any other policy or rule of the City, this Policy shall prevail.

I. Application of Policy.

This Policy applies to all City utilities. It shall be the policy of the West Fargo City Commission to authorize West Fargo City staff to establish policies and procedures to handle overcharges and undercharges fairly, reasonably, and in accordance with appropriate laws or statutes.

II. Overcharges.

1. The City of West Fargo will make every effort to establish the date from which the overcharge began. If the exact date cannot be established with certainty, West Fargo City staff shall confer with the customer in order to reach a fair beginning date.
2. The overcharge shall be calculated using the appropriate rates for the time period the billing error extended.
3. A refund may be paid by check or given as a credit.
4. Refunds due to former customers shall be paid by check and the check will be mailed to the former customer's last known address.
5. Refunds returned because the customer cannot be located shall be turned over to the State of North Dakota in accordance with the statutory waiting period of one year.

III. Undercharges.

1. The City of West Fargo will make every effort to establish the date from which the undercharge began. If the exact date cannot be established with certainty, West Fargo City staff shall confer with the customer in order to reach a fair beginning date.
2. The customer shall be offered an agreement to repay the undercharge.

CITY OF WEST FARGO
PAYMENT PLAN AGREEMENT

Customer Name: _____ Account Number: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ E-mail Address: _____

Total Amount Owing* _____

The Customer shall be allowed to make a payment plan for debt accumulated for utility services of the City of West Fargo, North Dakota (the "City") pursuant to Chapter 40-05 of the North Dakota Century Code, whereby the City's governing body has the power to control finances and establish charges for any City services.

TERMS AND CONDITIONS

- It is the Customer's sole responsibility to request a payment plan for the *Total Amount Owing as listed on the most recent billing statement before the effective date of this Agreement.
- The payment plan will divide the *Total Amount Owing, as of the effective date of this Agreement, into equal payments over __ months. (Total Amount Owing levels \$0-\$300 = 6 months, \$300-\$600 = 12 months, \$600-\$1,200 = 18 months, \$1,200 or greater = 24 months).
- The Customer shall pay the monthly installment for the Total Amount Owing and the current monthly utility charges each month for the term of this Agreement.
- Payment plans do not become active and valid until the signed contract is received from the Customer and processed by the City's Utility Billing Department. Processing of the Agreement may take 3-5 business days.
- No late fees shall be charged, and no termination of service will occur while the written and signed Agreement is active and current.
- Failure to make the monthly utility bill payment (including installment payments) on or before the due date agreed upon will automatically cancel the payment plan and transfer the remaining unpaid balance(s) back onto the utility account. In addition, the account may be subject to late fees and standard credit and collection processes, including but not limited to termination of service.
- Future bills not paid on or before the due date listed on each bill will be subject to late fees and standard credit and collections processes, including termination of service.
- Any debt unpaid without a payment plan after the agreed-upon term of the Agreement will be subject to late fees and standard credit and collection processes, including termination of service.
- The Customer must sign below, agreeing to the terms and conditions, and return to the City's Utility Billing Department for processing.
- This Agreement shall be governed by the constitution and the laws of the State of North Dakota.

By signing, I agree to the Terms and Conditions listed above.

Customer Signature: _____ Date: _____

For questions, please contact the Utility Billing Department at utility.billing@westfargond.gov or (701) 515-5015.

City of West Fargo | 2515 Sixth ST. E. | West Fargo, North Dakota 58078
Phone: (701) 515-5015 | Fax: (701) 515-5001
Email: utility.billing@westfargond.gov



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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: August 5, 2024

Subject: Capital Improvement Plan (CIP)

Action: Adopt the 2024 Capital Improvement Plan

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

On July 15, 2024 the Preliminary 2024 Capital Improvement Plan (CIP) was presented to the Commission for review and comment. Since then, there have been several questions for clarification, but no feedback from Commissioners requesting changes to the CIP or assumptions presented with respect to anticipated revenues and funding of projects.

The Capital Improvement Plan (CIP) is a living document that is continually being evaluated. Projects may be added or removed from the CIP or moved to be completed in a different year than originally specified. Each project in the CIP will follow standard practices and policies for review and authorization. This included multiple approvals by the City Commission. The CIP encompasses the entire City of West Fargo. All funding included in the CIP is based on the best available information.

The presentation attached to this cover sheet has not changed from what was presented in July and is presented for approval.

The following documents are attached for review/consideration:

- CIP PowerPoint Presentation

Staff Recommendation: Adopt the 2024 Capital Improvement Plan

Previously Presented Information and Commission Actions:

July 15, 2024-

- Reviewed preliminary 2024-2028 CIP list of projects in the plans for the next five years – No action was required

June 17, 2024 –

- Engineering brought forth a preliminary review of the 2024-2028 CIP. The Commission took this item off of agenda allowing the two new commissioners to be a part of the 2024-2028 Preliminary CIP conversation and to provide feedback.

March 21, 2022 –

- 2022-2026 CIP Adopted by the City Commission

March 10, 2022 –

- 2022-2026 CIP review Meeting with City Commission

November 14, 2023 –

- Capital Improvement Planning Workshop with the Special Assessment Commission



CAPITAL IMPROVEMENT PLAN

2024-2028



PROJECT FUNDING GUIDELINES

PROJECT TYPE	% OF CITY FUNDS - 2024	% OF CITY FUNDS - 2022	CHANGE
Neighborhood Overlay	50%	0%	+50%
Local Reconstruction	70%	40%	+30%
Regional Reconstruction	30%	20%	+10%
Sidewalk Gap Projects	0%	0%	-
Green Field Development	0%	0%	-
Rehabilitation	100%	100%	-
Buildings/Facilities	100%	100%	-

- After applying % of City Funds, remaining project costs will be funded with special assessments, grants, and/or other sources.
- To reduce specials, City will seek grants or outside funding through eligible programs.
- This funding baseline follows the City's Guiding Principles, adopted in Fall 2021.

Commission Guiding Principles on Financial Policy for City Infrastructure and buildings.

1. Reduce the use of Special Assessments as a funding source of City Infrastructure.
2. Seek the lowest-cost Long-Term capital through the issuance of loans, bonds and other debt instruments when available.
3. Utilize the Capital Improvement Sales tax proceeds responsibly to fund projects as set forth in the Commission approved Capital Improvement Plan.

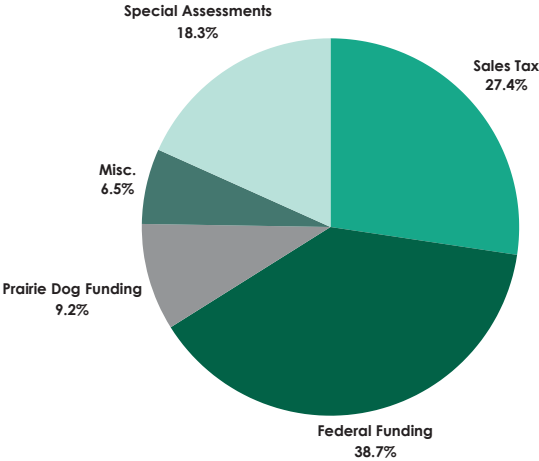
Staff will assure all city policies/financial decisions are consistent with the approved guiding principles.

FUNDING USES 2024-2028

Uses	Total	Percentage	
CIP - Infrastructure	\$203,364,944	83.94%	• Infrastructure includes Transportation, Street, Sewer, and Water Projects led by the City's Engineering Department.
CIP - Public Works	\$17,235,000	7.11%	• Public Works includes Street, Sewer, and Water Projects led by the City's Public Works Department
CIP - Buldings	\$9,350,000	3.86%	• Building Projects include 2024 New City Hall Fit Up and future upgrades to Public Works Facilities
CIP - IT	\$1,531,500	0.63%	• IT Projects include software, hardware, and security updates to City Buildings and/or infrastructure
CIP - Planning/ED	\$1,170,000	0.48%	• Planning/Economic Development includes capital projects in West Fargo's Downtown District
Go Bond Payment	\$960,000	0.40%	• Final Payment of 2009 General Obligation Bond
CIP - Library	\$150,000	0.06%	• Library includes facility improvements at the West Fargo Public Library
Misc.	\$8,500,000	3.51%	• Funds includes for miscellaneous, unforeseen projects
Total	\$242,261,444	100%	

FUNDING SOURCES 2024-2028

Sources	Total	Percentage
Sales Tax	\$62,589,077	27.36%
Federal Funding	\$88,579,590	38.72%
State Funding (Prairie Dog)	\$21,000,000	9.18%
Special Assessments	\$41,826,900	18.28%
Misc. Funding	\$14,771,000	6.46%
Total	\$228,766,567	100%



- Special Assessment Use has decreased from 27.44% in 2022 CIP to 18.28% in 2024 CIP.
- Capital Improvement Sales Tax is used for all projects, less \$150,000 in Economic Development Sales Tax used.
- The 2022 CIP allocated appx. \$27.5 million of water and sewer funds for capital projects, assuming an increase in utility rates. There has not been an increase, so those funds are not available for capital projects and are not included in the 2024 CIP.
- Federal and State Funding is potential based on availability and application. Prairie Dog funding is dependent on the amount of collected Oil & Gas Extraction Tax.

5 Year Funding Overview

SOURCES	2024	2025	2026	2027	2028	Total	% of Total
Sales Tax	\$ 11,400,000	\$ 12,006,000	\$ 13,023,240	\$ 12,823,450	\$ 13,336,388	\$ 62,589,078	27.36%
Economic Development Sales Tax	\$ -	\$ 150,000	\$ 693,000	\$ -	\$ -	\$ 843,000	
Infrastructure Sales Tax	\$ 11,400,000	\$ 11,856,000	\$ 12,330,240	\$ 12,823,450	\$ 13,336,388	\$ 61,746,078	
Other Funding Sources (Grants/Bonds, etc.)	\$ 5,564,490	\$ 13,271,600	\$ 63,995,000	\$ 31,050,000	\$ 10,469,500	\$ 124,350,590	54.36%
Federal	\$ 5,043,490	\$ 2,771,600	\$ 49,745,000	\$ 20,550,000	\$ 10,469,500	\$ 88,579,590	
State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Prairie Dog Funds	\$ -	\$ 10,500,000	\$ -	\$ 10,500,000	\$ -	\$ 21,000,000	
Misc. Funding Sources	\$ 521,000	\$ -	\$ 14,250,000	\$ -	\$ -	\$ 14,771,000	
Special Assessments	\$ 350,000	\$ 2,742,500	\$ 9,243,150	\$ 9,584,000	\$ 19,907,250	\$ 41,826,900	18.28%
TOTAL SOURCES	\$ 17,314,490	\$ 28,020,100	\$ 86,261,390	\$ 53,457,450	\$ 43,713,138	\$ 228,766,568	100.00%

USES	2024	2025	2026	2027	2028	Total	% of Total
CIP - Infrastructure	\$ 13,690,944	\$ 15,588,500	\$ 86,037,500	\$ 47,311,000	\$ 40,737,000	\$ 203,364,944	83.94%
CIP - Public Works	\$ 3,520,000	\$ 3,397,500	\$ 4,560,000	\$ 3,107,500	\$ 2,650,000	\$ 17,235,000	7.11%
CIP - Buildings	\$ 850,000	\$ 8,500,000	\$ -	\$ -	\$ -	\$ 9,350,000	3.86%
CIP - IT	\$ -	\$ 781,500	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,531,500	0.63%
CIP - Library	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	0.06%
CIP - Planning/ED	\$ 300,000	\$ 300,000	\$ 10,000	\$ 40,000	\$ 520,000	\$ 1,170,000	0.48%
GO Bond Payment - Fund 3368	\$ 960,000	\$ -	\$ -	\$ -	\$ -	\$ 960,000	0.40%
Misc. Unforseen Projects	\$ 500,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 8,500,000	3.51%
TOTAL USES	\$ 19,820,944	\$ 30,717,500	\$ 92,857,500	\$ 52,708,500	\$ 46,157,000	\$ 242,261,444	100.00%

Net Surplus/(Deficit)	(\$2,506,454)	(\$2,697,400)	(\$6,596,110)	\$748,950	(\$2,443,862)	(\$13,494,876)
-----------------------	---------------	---------------	---------------	-----------	---------------	----------------

Capital Improvement Sales Tax Beginning Balance	\$ 25,000,000	\$ 22,493,546	\$ 19,796,146	\$ 13,200,036	\$ 13,948,986
Ending Balance	\$ 22,493,546	\$ 19,796,146	\$ 13,200,036	\$ 13,948,986	\$ 11,505,124

- State and Federal Funding may be contingent on program continuation and grant application status.

PROJECT STATUS LEGEND

CIP CODE	STATUS	DESCRIPTION	PROJECT COST ACCURACY
NS	NOT STARTED	Needed work has been identified and project is only conceptual.	PRELIMINARY ESTIMATE
P/S	PRELIMINARY AND/OR SCOPING	Project scope and tasks necessary for completion identified.	PROBABLE COST NARROWED
S/D	STUDY AND/OR DESIGN	Plans and specifications finalized. Bids are advertised.	STATEMENT OF ESTIMATED COST
CA	CONSTRUCTION ADMINISTRATION	In-House staff and/or contractors will complete the project.	PROJECT COSTS FINALIZED
SC	SUBSTANTIALLY COMPLETE	Final payments, special assessments certification process and/or other close-out items still pending.	FINAL PAYMENTS MADE
X	CLOSED	All work is done and paid. Special assessments certified and levied.	

PROJECT OVERVIEW 2024

Status	Special Assessed?	Department	Project Description	Total Project Cost (2024 Dollars)
CA	No	Buildings	New City Hall - WEX Building Fit Up	\$850,000
CA	No	Engineering	Multi-Use Path - Eaglewood Park to The Lights	\$396,000
CA	No	Engineering	Street Impr's w/ Traffic Signal - 23rd Ave and Bluestem	\$1,258,400
CA	No	Engineering	Alley/Backyard Sanitary Sewer Rehab Project	\$4,698,000
CA	Yes	Engineering	NDDOT - Main Ave Slide Repair	\$2,825,544
CA	No	Engineering	Sidewalk Impr's - Residential Gaps per N.D.C.C. & Misc Repairs	\$350,000
CA	No	Engineering	Citywide Concrete Pavement Repair and ADA Updates	\$600,000
CA	No	Engineering	Sanitary Sewer System Rehabilitation - SA11, 30, 31 and 36	\$1,735,000
CA	No	Engineering	Traffic System Software Purchase	\$66,000
CA	No	Engineering	LED Street Light Updates	\$624,000
CA	No	Engineering	2024 Street Lighting Improvements - Phase 1: HPS to LED	\$400,000
CA	No	Public Works	Fueling Stations - Citywide	\$1,000,000
CA	No	Public Works	Lagoon Decommissioning	\$1,500,000
S/D	No	Engineering	Citywide Fiber Network Planning	\$48,000
S/D	No	Engineering	EV Purchase Thru CRP Funds	\$175,000
S/D	No	Engineering	2024 ADA Ramp Reconstruction	\$0
P/S	No	Engineering	Transportation Management Center Grant Submittal	\$15,000
P/S	No	Engineering	Sanitary Sewer System Rehabilitation - SA27 Study	\$100,000
P/S	No	Engineering	2024 Street Lighting Improvements - Phase 2: Light Pole Replacement	\$400,000
P/S	No	Planning/ED	Interstate Crossing Study - MetroCOG	\$300,000
P/S	No	Public Works	Tree Planting - 12th Ave (9th St NW to 9th St NE)	\$75,000
P/S	No	Public Works	Asphalt Overlays (by PW Dept)	\$300,000
P/S	No	Public Works	Salt Shack Area Paving	\$455,000
NS	No	Public Works	SCADA System Improvements (PW Project)	\$40,000
NS	No	Public Works	I & I Mitigation (by PW Dept)	\$150,000

*As of July 1, 2024 - Project List and Costs Subject to Change

PROJECT OVERVIEW 2025

Status	Special Assessed?	Department	Project Description	Total Project Cost (2024 Dollars)
CA	No	Engineering	52nd Ave S Reconstruction (Fargo Project with West Fargo Cost Share)	\$3,000,000
S/D	Yes	Engineering	Westwood Neighborhood Reconst	\$7,475,000
S/D	No	Engineering	EV Purchase Thru CRP Funds	\$67,000
S/D	No	Public Works	Redudant Lift Station BRIC grant Scoping Phase	\$300,000
P/S	No	Engineering	Veterans Boulevard/9th St E Pedestrian Upgrades (HSIP)	\$609,500
P/S	No	Engineering	Left Turn Lane Geometry Corrections (HSIP) (Veterans w/ Fargo)	\$337,000
NS	No	Buildings	Sanitation/PW Building Expansion/Upgrades	\$8,500,000
NS	No	Engineering	Storm Modeling Study - Core Area East	\$300,000
NS	No	Engineering	Citywide Concrete Pavement Repair (12th Ave/23rd Ave/North Side)	\$1,500,000
NS	No	Engineering	Rehab Sanitary Sewer Lifts/FMs (SM 27/South Side)	\$1,625,000
NS	No	Engineering	South Side Stormwater Pond Dredging	\$200,000
NS	No	Engineering	Citywide Centerline Striping	\$150,000
NS	No	Engineering	2025 Pedestrian Ramps	\$325,000
NS	No	IT	New Building Security Camera System	\$254,000
NS	No	IT	Door Access Improvements	\$262,500
NS	No	IT	City Wide Fiber Looping	\$250,000
NS	No	IT	ICAC. Server Update for PD	\$15,000
NS	No	Library	Library Flooring Replacement	\$150,000
NS	No	Planning/ED	Growth Area Master Plan	\$300,000
NS	No	Public Works	Tree Planting - 9th St W (21st Ave to 32nd Ave W)	\$82,500
NS	Yes	Public Works	Asphalt Overlays (by PW Dept)	\$1,000,000
NS	No	Public Works	Sign Replacement	\$100,000
NS	No	Public Works	SCADA System Improvements	\$40,000
NS	No	Public Works	I & I Mitigation (by PW Dept)	\$150,000
NS	No	Public Works	Increased Tree Planting	\$75,000
NS	No	Public Works	Inert Landfill - Transfer Station - Planning/Design/Permitting	\$150,000
NS	No	Public Works	Lagoon Decommissioning	\$1,500,000

*As of July 1, 2024 - Project List and Costs Subject to Change

PROJECT OVERVIEW 2026

Status	Special Assessed?	Department	Project Description	Total Project Cost (2024 Dollars)
S/D	Yes	Engineering	6th St/23rd Ave Intersection Improvements (Signal or Roundabout)	\$2,080,000
S/D	Yes	Engineering	9th Street NE/7th Avenue NE Reconstruction (STBG)	\$30,940,000
P/S	No	Engineering	Left Turn Lane Geometry Corrections (HSIP)	\$462,000
P/S	Yes	Engineering	9th Street NE Overpass (RAISE, CRISI or RCE Grant)	\$39,000,000
NS	No	Engineering	Sanitary Sewer Lift Station Rehabilitation - South Side	\$1,950,000
NS	No	Engineering	Sanitary Spot Repairs	\$1,690,000
NS	Yes	Engineering	Meadow Ridge Reconstruction	\$5,590,000
NS	Yes	Engineering	1st Ave E (2nd St to 4th St)	\$1,800,500
NS	No	Engineering	Citywide Signal Retiming	\$375,000
NS	No	Engineering	Citywide Concrete Pavement Repair	\$1,000,000
NS	No	Engineering	2026 Pedestrian Ramps	\$250,000
NS	Yes	Engineering	Sidewalk Imprsr - Residential Gaps per N.D.C.C. & Misc Repairs	\$400,000
NS	No	Engineering	Pavement Mgmt - Seal Coating (2025 Overlays)	\$300,000
NS	No	Engineering	South Side Stormwater Pond Dredging	\$200,000
NS	No	IT	City Wide Fiber Looping	\$250,000
NS	No	Planning/ED	Main Avenue/Sheyenne Crosswalk Striping	\$10,000
NS	No	Public Works	Tree Planting - 9th St W (32nd Ave to 52nd Ave)	\$120,000
NS	Yes	Public Works	Asphalt Overlays (by PW Dept)	\$1,000,000
NS	No	Public Works	Sign Replacement	\$100,000
NS	No	Public Works	Citywide Centerline Striping	\$150,000
NS	No	Public Works	SCADA System Improvements	\$40,000
NS	No	Public Works	I & I Mitigation (by PW Dept)	\$150,000
NS	No	Public Works	Inert Landfill - Transfer Station	\$1,500,000
NS	No	Public Works	Lagoon Decommissioning	\$1,500,000

*As of July 1, 2024 - Project List and Costs Subject to Change

PROJECT OVERVIEW 2027

Status	Special Assessed?	Department	Project Description	Total Project Cost (2024 Dollars)
P/S	No	Engineering	Rivers Bend Multi Use Path	\$1,391,000
NS	No	Engineering	Meadow Ridge Pond Rehab	\$100,000
NS	No	Engineering	Citywide Concrete Pavement Repair	\$1,000,000
NS	No	Engineering	2027 Pedestrian Ramps	\$250,000
NS	Yes	Engineering	Oakwood Bend Sanitary Lift Replacement	\$1,300,000
NS	No	Engineering	South Side Stormwater Pond Dredging	\$200,000
NS	No	Engineering	Pavement Mgmt - Seal Coating (2026 Overlays)	\$300,000
NS	No	Engineering	Sanitary Sewer Lift Station Rehabilitation - South Side	\$1,950,000
NS	Yes	Engineering	13th Ave E (Reconst) - Sheyenne St to Prairie Pkwy (STBG)	\$18,720,000
NS	No	Engineering	Redudant Lift Station	\$22,100,000
NS	No	IT	City Wide Fiber Looping	\$250,000
NS	No	Planning/ED	Transit Shelters	\$40,000
NS	No	Public Works	Citywide Centerline Striping	\$150,000
NS	No	Public Works	Tree Planting - Beaton Dr & 19th Ave E (Fargo to Doosan/Bobcat)	\$57,500
NS	Yes	Public Works	Asphalt Overlays (by PW Dept)	\$1,000,000
NS	No	Public Works	Sign Replacement	\$100,000
NS	No	Public Works	Citywide Centerline Striping	\$150,000
NS	No	Public Works	I & I Mitigation (by PW Dept)	\$150,000
NS	No	Public Works	Lagoon Decomissioning	\$1,500,000

*As of July 1, 2024 - Project List and Costs Subject to Change

PROJECT OVERVIEW 2028

Status	Special Assessed?	Department	Project Description	Total Project Cost (2024 Dollars)
NS	Yes	Engineering	9th Street NW Reconstruction	\$10,010,000
NS	Yes	Engineering	7th Ave Reconstruction - Phase I (Sheyenne River to Sukut St)	\$11,500,000
S/D	Yes	Engineering	7th Ave Stormwater Pumping Station (SM 79) - BRIC GRANT	\$12,025,000
NS	No	Engineering	Citywide Concrete Pavement Repair	\$1,000,000
NS	No	Engineering	Sanitary Sewer Lift Station Rehabilitation - South Side	\$1,950,000
NS	No	Engineering	2028 Pedestrian Ramps	\$250,000
NS	Yes	Engineering	Sidewalk Imprs - Residential Gaps per N.D.C.C. & Misc Repairs	\$400,000
P/S	No	Engineering	9th Street W - 52nd Ave W Roundabout (HSIP - Proposed)	\$3,302,000
NS	No	Engineering	Pavement Mgmt - Seal Coating (2027 Overlays)	\$300,000
NS	No	IT	City Wide Fiber Looping	\$250,000
NS	No	Planning/ED	Bollards for Downtown Civic Events	\$20,000
NS	No	Planning/ED	Comprehensive Plan Update	\$500,000
NS	No	Public Works	Asphalt Overlays (by PW Dept)	\$1,000,000
NS	No	Public Works	Citywide Centerline Striping	\$150,000
NS	No	Public Works	Lagoon Decommissioning	\$1,500,000

*As of July 1, 2024 - Project List and Costs Subject to Change



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

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: August 5, 2024

Subject: Northside Sanitary Sewer Collector Rehabilitation – Phase 3

Action: Create Project No. 1316.3 and Direct Engineer to prepare an Engineer's Report

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission

Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

Public Works recently installed a salt shack adjacent to Sanitary LS SA-40. Originally we had some driveway pavement included with the 1316 project that was removed as the grading of the area changed from the time that the 1316 project was bid to when the contractor for that project was going to be constructing it. Due to this, we removed some of the paving from the 1316 project in anticipation of this proposed improvement.

This project proposes to install pavement as shown in the attached exhibit. The driveway going north/south to the vac truck pond will consist of a concrete pavement and the area in front of the salt shack is intended to be asphalt.

The following documents are attached for review/consideration:

- Site Plan showing proposed improvements
- Associated Resolutions

Staff Recommendation: Create Project No. 1316.3 and Direct Engineer to prepare an Engineer's Report.

Financial Analysis:

These improvements are included in the proposed 2024 CIP and are intended to be funded utilizing Capital Improvement Sales Tax.

Previously Presented Information and Commission Actions:

There have been numerous items brought forth before the commission for Project's 1316 and 1316.2 which is a sanitary sewer replacement and lift station rehabilitation project.

This improvement is more focused on access around SA-40 and the salt shack which is part of a larger overall plan for Public Works to develop the site.

FILE LOCATION: H:\Projects\1316.3\SALT SHACK DRIVEWAY IMPROVEMENTS\PROJECT\1316.3 COVER.dwg

PROJECT 1316.3



SALT SHACK DRIVEWAY IMPROVEMENTS



WEST FARGO, NORTH DAKOTA

VICINITY MAP

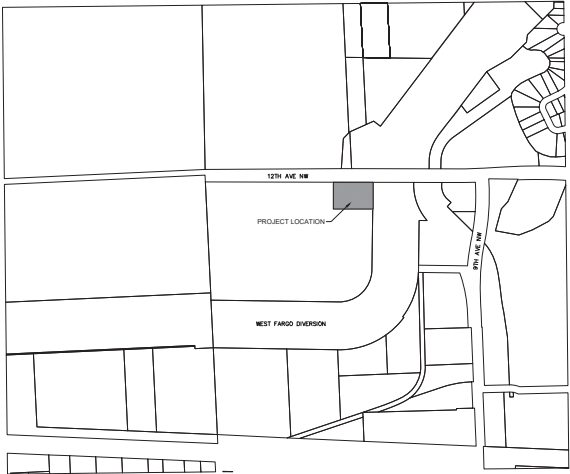


TABLE OF CONTENTS			
SECTION NUMBER	FIGURE NAME	SHEET NUMBER	SHEET TITLE
GENERAL		1	COVER
DESIGN		2	DESIGN
CONSTRUCTION		3	CONSTRUCTION
UTILITY		4	UTILITY
AS-BUILT		5	AS-BUILT



PRELIMINARY



GENERAL
PROJECT 1316.3
SALT SHACK DRIVEWAY IMPROVEMENTS
WEST FARGO, NORTH DAKOTA
COVER

DATE:	05.24.24
REV. DATE:	-
REV. NUM:	-
RECORD:	-
PROJECT No:	20230A
MANAGER:	MMW
DESIGNER:	TJB
DRAWER:	TJB
REVIEWER:	EAG

G-001

FILE LOCATION: R:\PROJECTS\2023\1316.3\SALT SHACK\1316.3_SALT_SHACK_PDF.dwg

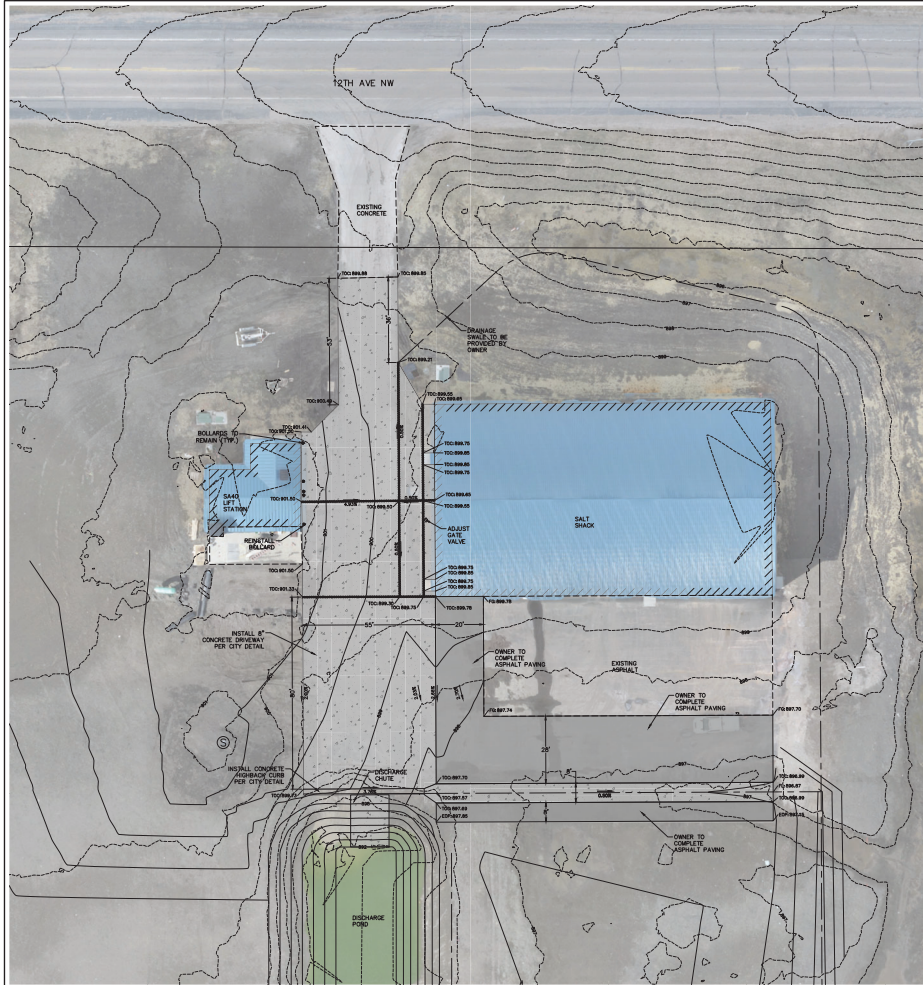


PRELIMINARY

REMOVALS
PROJECT 1316.3
SALT SHACK DRIVEWAY IMPROVEMENTS
WEST FARGO, NORTH DAKOTA
REMOVALS

DATE	05.24.24
REV DATE	-
REV NUM	-
RECORD	-
PROJECT No.	202302A
MANAGER	MMW
DESIGNER	TJB
DRAFTER	TJB
REVIEWER	EAG

C-301



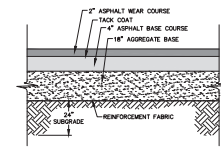
NOTES:

1. PERFORM ALL WORK IN ACCORDANCE WITH THE CITY OF WEST FARGO STANDARD PLANS AND SPECIFICATIONS.
2. INSTALL EXPANSION MATERIAL ALONG BUILDINGS AND STOPS.
3. PREP SUBGRADE, INSTALL REINFORCEMENT FABRIC, AND BASE MATERIAL FOR ASPHALT REPLACEMENT AREAS.
4. ALL REINFORCEMENT SHALL BE EPOXY COATED.
5. MAXIMUM JOINT SPACING SHALL BE 10'.
6. DISCHARGE CHUTE SHALL BE 4" CONCRETE REINFORCED WITH #4 EPOXY COATED BAR AT 24" O.C. DISCHARGE CHUTE SHALL HAVE A THICKENED EDGE THAT IS TIED TO THE CURB & GUTTER.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR STRIKING AND REPLACING TOPSOIL TO A DISTANCE 5 FEET FROM PAVEMENT.
8. THE OWNER WILL PUMP DOWN DISCHARGE POND PRIOR TO ANY WORK.



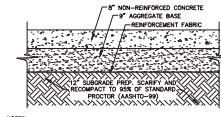
PRELIMINARY


moore
engineering, inc.

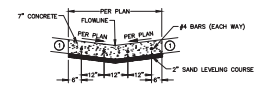


- NOTES:**
1. SUBGRADE TO BE SCARIFIED TO DEPTH SHOWN AND COMPACTED TO 98% STANDARD PROCTOR DENSITY.
 2. TACK COAT - APPLY TACK COAT UNIFORMLY AT THE RATE OF 0.05 GALLONS PER SQUARE YARD. APPLY WITHIN 24 HOURS PRECEDING PLACEMENT OF THE COVERING COURSE.

ASPHALT DRIVEWAY - HEAVY DUTY
NO SCALE



CONCRETE DRIVEWAY - HEAVY DUTY
NO SCALE



- NOTES:**
1. IF CONCRETE PAVEMENT DOWNS INTO PAVEMENT WITH 30\"/>

VALLEY GUTTER
NO SCALE SITE 1A-6 10.20.20

SITE PLANS
PROJECT 1316.3
SALT SHACK DRIVEWAY IMPROVEMENTS
WEST FARGO, NORTH DAKOTA
PAVING PLAN

DATE:	05.24.24
REV. DATE:	-
REV. NUM:	-
RECORD:	-
PROJECT No:	20230A
MANAGER:	MMW
DESIGNER:	TJB
DRAWER:	TJB
REVIEWER:	EAG

C-601

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING SEWER IMPROVEMENT PROJECT NO. 1316 – PHASE
3 OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Sewer Improvement Project No. 1316-Phase 3 of the City of West Fargo; and

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

NOW THEREFORE, be it resolved as follows:

That there is hereby created Sewer Improvement Project No. 1316-Phase 3 of the City of West Fargo, North Dakota.

Dated: August 5, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of modifications to and for access around SA-40 and the Public Works Salt Shack used or useful in connection with the above specified improvements, be constructed and made in Sewer Improvement Project No. 1316- Phase 3 of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: August 5, 2024

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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



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

Commission President

Bernie Dardis
Primary Portfolio:
Administrative Services
Secondary Portfolio:
Police & Fire

**Commission
Vice President**

Brad Olson
Primary Portfolio:
Police & Fire
Secondary Portfolio:
Street, Water & Sewer

Commissioner

Roben Anderson
Primary Portfolio:
Community &
Development Services
Secondary Portfolio:
Administrative Services

Commissioner

Rory Jorgensen
Primary Portfolio:
Sanitation
Secondary Portfolio:
Community &
Development Services

Commissioner

Amy Zundel
Primary Portfolio:
Street, Water & Sewer
Secondary Portfolio:
Sanitation

City Administrator

Dustin T. Scott

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: August 5, 2024

Subject: Project No. 2265 – 9th St NE and 7th Ave NE Reconstruction

Action: Approve Task Order No. 3-5 for Design Services

New Information and Recommendation:

Recently the City submitted for and was successful in securing a RAISE grant for the construction of a grade separation (overpass) above the existing BNSF railroad track crossing 9th Street NE between Main Avenue and 7th Avenue. The grant received was in the amount of \$23,816,550 that is 80% of the anticipated construction costs of the overpass.

This Task Order 3-5 is to contract with Houston Engineering who is the consultant hired to complete the design of the project to design and incorporate the overpass in the plans and specifications for the referenced project.

The following documents are attached for review/consideration:

- Task Order No. 3-5 with Houston Engineering

Staff Recommendation: Approve Task Order No. 3-5 for design services.

Background and Project Summary:

An extensive transportation study of the 9th Street corridor was conducted in 2019 through MetroCOG and the results were presented to City Commissioners in March 2020. The study identified the reconstruction and urbanization of 9th Street NE from Main to 12th Ave was a high priority for the FM area. As directed by City Commissioners, the city applied for grant funding through the NDDOT Urban Roads Program (URP) and was awarded \$9.24 million for FY 2025. For more on background and summary, refer to the agenda packets from prior City Commission meetings listed below.

Policy Analysis:

We are working with NDDOT to ensure state and federal compliance and the project will also adhere to city policy, process and standards.

Financial Analysis:

To date, the City has applied for and received approximately \$9.6 million in NDDOT Urban Roads Program (URP) grant funds, \$8.8 million in NDDOT Flexible Transportation grant funds and \$23.8 million in RAISE grant funds. BNSF has also pledged approximately \$800K to go towards the overpass.

Additionally, the project also reconstructs a portion of 7th Ave NE and bike path in the City of Fargo who will be paying for their portion of the project through an MOU between our cities. Fargo's participation is estimated to be \$3.5 million.

The current overall estimated cost of the project is estimated to be \$64.5 million. Outside funding secured is estimated at \$46.5 million with a local share estimated to be \$18 million.

The \$18 million is anticipated to be paid utilizing bonding for the overpass local share and a combination of Capital Improvement Sales Tax and special assessments for the remainder.

Previously Presented Information and Commission Actions:

June 5, 2023 –

- **Staff Recommendation:** Approve DCE Submittal with DCE decision Page decisions made by the Commission.
- **Commission Action:** Commissioner _ moved and Commissioner _ seconded to approve. No opposition, motion carried.

May 1, 2023 –

- **Staff Recommendation:** Approve Task Order No. 3-3 for Basic Services.
- **Commission Action:** Commissioner Simmons moved, and Commissioner George seconded to approve. No opposition, motion carried.

August 1, 2022-

- **Staff Recommendation:** Approve Phase II Contract with Houston Engineering
- **Commission Action:** Commissioner Olson moved, and Commissioner George seconded to approve. No opposition, motion carried.

April 18, 2022-

- **Staff Recommendation:** Approve the Task Order No. 3 (Phase I Scoping)
- **City Commission Action:** Commissioner Gjerdevig moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

Feb 22, 2022-

- **Staff Recommendation:** Authorize RFP to be published for Project No. 2265
- **City Commission Action:** Commissioner Olson moved and Commissioner George seconded to approve. No opposition, motion carried.

Dec 7, 2020-

- City Commission authorized grant application

TASK ORDER NO. 3-5

This is Task Order No. 3-5,
consisting of 24 pages.

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated **November 2, 2021**, Owner and Engineer agree as follows:

1. TASK ORDER DATA

a.	Effective Date of Task Order:	July 12, 2024
b.	Owner:	City of West Fargo
c.	Engineer:	Houston Engineering, Inc.
d.	Specific Project (title)	SU-8-992(045), PCN 23537, City Improvement District No. 2265. Reconstruction of 9th St. NE
e.	Specific Project (description):	Reconstruction of 9th St. NE from Main Ave. to 12th Ave.
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	 Task Order 3-1, August 1, 2022

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

See Task Order 3

3. SERVICES OF ENGINEER ("SCOPE")

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

Page 1 of 5

as follows: **Phase III – Final Design and Plan Preparation to include overpass at BNSF Railway, Scope of services are as detailed in Exhibit A.**

- B. All the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.
- C. Resident Project Representative (RPR) Services:
 - 1. **Not applicable currently**
- D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with a general understanding that the general intent is to now bid the project in the fall of 2025 or early 2026 with the plan to go to construction in 2026. Final deliverables will be determined once the RAISE grant agreement has been executed with the City.

5. ADDITIONS TO OWNER'S RESPONSIBILITIES

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: **None.**

6. TASK ORDER SCHEDULE

- A. In addition to any schedule provisions provided, the parties shall meet the following schedule: **General intent is to bid in late 2025 and construct in 2026 pending execution of RAISE agreement.**

7. ENGINEER'S COMPENSATION

- A. The terms of payment are set forth in Article 4 of the Main Agreement.
- B. Owner shall pay Engineer for services rendered under this Task Order as follows:

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

Page 2 of 5

Task Category & Task	Taks Order No.	Previous Fee (\$)	Increased Fee (\$)	Amended Maximum Fee (\$)
Study & Report Services				
Project Scoping	3	\$47,000.00		\$47,000.00
Environmental Document	3-1	\$623,879.37		\$623,879.37
Grant Application	3-2	\$29,130.00		\$29,130.00
Design Services				
Final Design and Plan Preparation	3-3	\$717,932.00		\$717,932.00
Grant Application Preliminary Design	3-4	\$47,415.75		\$47,415.75
Incorporate BNSF Railway Overpass	3-5		\$986,872.00	\$986,872.00
Total		\$1,465,357.12	\$986,872.00	\$2,452,229.12

See Exhibit B for Scope of Services and Associated Fee.

- C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

N/A

9. EXHIBITS AND ATTACHMENTS:

- A. Exhibit A to Task Order—Scope of Services
- B. Exhibit B to Task Order—Estimated Fee
- C. Exhibit C to Task Order – Reserved
- D. Exhibit D to Task Order— Reserved
- E. Exhibit E to Task Order- Reserved
- F. Other:

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

Page 3 of 5

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:

By: _____

Print Name: Dustin T. Scott

Title: City Administrator

ENGINEER:

By: _____

Print Name: Jeremy McLaughlin

Title: Sr. Project Manager & VP

Engineer's License or Firm's 015C
Certificate No. (if required): _____

State of: North Dakota

Digitally signed by Jeremy
McLaughlin, VP
Date: 2024.07.18 15:16:29-05'00'

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Daniel Hanson

Title: Senior Director of Community and
Development

Address: 800 Fourth Ave. East, Suite 1

West Fargo, ND 58078

E-Mail Daniel.Hanson@westfargond.gov
Address: _____

Phone: 701-515-5103

Date: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jeremy McLaughlin

Title: Sr. Project Manager & VP

Address: 1401 21st Avenue N

Fargo, ND 58102

E-Mail jmclaughlin@houstoneng.com
Address: _____

Phone: 701-237-5065

Date: 7/18/2024

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

Page 4 of 5

Task Order.

EJCDC® E-505, Agreement between Owner and Engineer for Professional Services—Task Order Edition.
Copyright© 2020 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.

Page 5 of 5

Exhibit A - Scope of Services

Phase III – Final Design and Plan Preparation to include overpass at BNSF Railway

West Fargo: City Improvement District No. 2265
NDDOT: SU-8-992(045)
PCN: 23537
Description: Reconstruction of 9th St NE from Main Ave. to 12th Ave.
Date: July 12, 2024
Project: 8654-0004

PROJECT DESCRIPTION

The original project consists of the reconstruction and urbanization of 9th Street NE between Main Avenue East and 12th Avenue N. The City had applied for multiple grants (RCE, RAISE, CRISI, etc.) to establish a grade separation at the BNSF Railway crossing of 9th St. NE. In June of 2024, the City was notified that they were awarded \$23,816,550 from the RAISE grant application for use in constructing an overpass at the railroad crossing. Original plans for reconstructing 9th St. NE and 7th Ave. N were to be bid in the fall of 2024 or spring of 2025 and would utilize a quiet zone at the rail crossing. Following successful award of the grant, the City is requesting that the grade separation be designed and included in the original bid package for the entire project, with a desired bid opening of November 2025. This scope is for the services to include the overpass into the plans and amend the necessary environmental documents and acquire the necessary right of way.

The reconstruction of 7th Avenue NE from 9th Street NE to the City of Fargo limits is also included in the project and will span from the intersection of 9th Street NE in West Fargo to 45th Street N in Fargo. This segment will remain in the plans as previously planned with any changes mainly related to utilities to accommodate the revised design.

Phase III consists of final design, plan preparation, utility coordination and ROW acquisition.

ACTIVITIES/TASKS

1.0 PROJECT ADMINISTRATION

1.1 Coordinate Project Activities

Coordination with the City of West Fargo, NDDOT and internal consultant team throughout the project.

1.2 External Project Team Meetings

Schedule and hold team meetings monthly to coordinate tasks, and project schedules.

1.3 Internal Project Team Meetings

Schedule and hold internal project team meetings bi-weekly to coordinate tasks, project schedules and budget

1.4 City Commission and Landowner Presentations (and/or Meetings)

Assume that two meetings will be required to present to the City Commission or City staff. In addition, two on-site meetings to meet with landowners regarding acquisition or access revisions have been included. This work is in addition to the tasks being performed by the ROW negotiator.

1.5 Bi-Weekly Status Reports

A biweekly status report will be submitted, in writing, to the City of West Fargo and the NDDOT Local Government Representative. This report shall identify the percentage of progress on milestone activities, outline activities accomplished during the month, activities to be accomplished next month, activities to be completed by NDDOT, and information and decisions needed to complete the project. The status report shall also identify any milestone activity that is not completed or anticipated not to be completed on time. The report will include the reasons why any milestone date was missed and what actions will be taken to get the project back on schedule.

2.0 **9TH STREET ROADWAY RECONSTRUCTION (INCORPORATE BRIDGE)**

2.1 Roadway Design

The Consultant will complete the design of the proposed roadway and pedestrian improvements in accordance with requirements set forth in the NDDOT Design Manual, Plans Preparation Guide, and current MUTCD standards, including title sheet, table of contents, construction plan notes, estimation of plan quantities, plan details, plan layouts, and work zone traffic control and construction phasing. The focus of this task will be redesign of the roadway, shared use path and driveway connections from Main Ave to 7th Ave NE including approaches to the new overpass structure. The previously designed quiet zone will be removed from the plans and replaced with the overpass.

2.2 Street Lighting Design

The Consultant will design the proposed roadway lighting improvements in accordance with requirements set forth in the NDDOT Design Manual and Plans Preparation Guide, including construction plan notes, estimation of plan quantities, plan details and plan layouts. This item will include modifications to the lighting system along the redesigned segment from Main Ave to 7th Ave NE and also the design of new lighting on the overpass structure. Any decorative lighting will be assumed to be chosen by the City and incorporated into the plans as part of our plan preparation efforts.

2.3 Plan Preparation

The Consultant will prepare a preliminary plan set for Plans, Specifications and Estimates (PS&E) review, and submit to City of West Fargo and the NDDOT for distribution and review. Plans will include title sheet, scope of work, plan notes, statement of estimated quantities, applicable details and typical sections, plan and profile sheets, erosion control, temporary traffic control, permanent striping, lighting, and traffic signal and IT systems. Following incorporation of any PS&E review comments, a final set of drawings will be completed for progression to the final plans and bidding stages.

3.0 **9TH STREET ROADWAY UTILITY DESIGN (INCORPORATE BRIDGE)**

3.1 Storm Sewer Design

Storm sewer revisions will be required due to the incorporation of the proposed overpass. Pervious drainage paths and direction will be altered and a revised design will be required in order to properly address changes to the corridor south of 7th Ave. Revisions to this task will also include revising the storm sewer drainage splits as required by the NDDOT for funding purposes and overall revisions to the Hydraulic Report.

3.2 Sanitary Sewer Design

Like 3.1, this item will accommodate the new bridge by revising any sanitary sewer alignments that will conflict with the new bridge.

3.3 Watermain Design

Like 3.1, this item will accommodate the new bridge by revising any watermain alignments that will conflict with the new bridge.

3.4 Plan Preparation

Revise final plans to incorporate changes to underground utilities due to the addition of the bridge. PS&E plans will be prepared for utilities as noted under 2.3. Storm sewer will be included in the general plan and profile sheets while sanitary and watermain sheets will be included separately and modified as required for inclusion of the bridge.

4.0 **BRIDGE ANALYSIS, DESIGN, AND PLAN PREPARATION**

4.1 Bridge Design

The Consultant will design the new overpass structure in accordance with requirements set forth in the NDDOT Bridge Design Manual, Plans Preparation Guide, and current AASHTO LRFD Bridge Design Manual. Design will also need to meet clearances and design requirements as set forth by the BNSF Railway and AREMA.

4.2 Bridge Aesthetic Treatments

It is anticipated that aesthetics will be incorporated into the proposed bridge in the form of decorative lighting, barrier treatments, and substructure improvements, likely using form liners and concrete staining. Options will be drafted and presented to the City and NDDOT for selection and concurrence. We anticipate that 2 to 3 assorted options will be presented for consideration during the preliminary design phase with renderings of the proposed bridge.

4.3 Retaining Wall Design

The Consultant will design retaining wall systems to minimize impacts associated with the overpass approach grading. Retaining walls are anticipated on the east and west sides of 9th St NE, south of the overpass structure. It is anticipated that the retaining walls will be either cast-in-place or precast concrete and will be incorporated into the bridge abutment to maintain uniformity.

4.4 Geotechnical Analysis and Design

It is anticipated that additional coordination with the geotechnical engineer will be required over that of a standard bridge project. Significant fill will be used off each end of the bridge to reduce overall bridge lengths and costs. Lightweight fills, pre-consolidation, and/or other remedial treatments will be evaluated by the geotechnical engineer. We will coordinate with the engineer and provide preliminary design and layout information as needed to properly vet and subside the potential for geotechnical concerns on the project.

The costs of providing the geotechnical engineering have been included in our scope and fee, but we are anticipating that the subconsultant will contract directly with the City to complete the work required. Houston Engineering will assist with coordination and planning efforts.

4.5 Plan Preparation

The Consultant will prepare a preliminary plan set for Plans, Specifications and Estimates (PS&E) review, and submit to City of West Fargo, BNSF, and the NDDOT for distribution and review. Plans will be prepared in accordance with NDDOT bridge division customary practices. Following incorporation of any PS&E review comments, a final set of drawings will be completed for progression to the final plans and bidding stages.

5.0 RAILROAD COORDINATION

5.1 Coordination with BNSF Railway

Our team will coordinate with BNSF on approval of the overpass as well as any additional coordination and reviews that might be required as part of the design approval process. We anticipate that signal removal/relocation will be completed by BNSF forces and an agreement will be entered into between BNSF and the City for approval of the overpass and any property impacts to BNSF. The quiet zone that was being prepared as part of the original plans will be removed from the final plans.

5.2 Grant Award and Contract Assistance

Assist City with contract and grant follow up from RAISE grant award. Significant coordination with BNSF, FRA, and USDOT is anticipated due to inclusion of grant award. We will work with the City to complete any additional materials, documentation, or design that may be required to complete the agreement with the USDOT. At this time, it is not known who the lead agency will be (FHWA, FRA, etc.). Once that has been documented, there will be more guidance on what level of effort will be required for this task.

5.3 Canopy Design and Coordination

A canopy will be required during bridge construction that will require design and approval by BNSF. This task is for designing the canopy, incorporating it into the plans and working with BNSF on approval.

5.4 Assistance with BNSF Agreement Preparation for the City

It is anticipated that a CM agreement will be needed between the City and BNSF. Houston will assist with completing the agreement and working with BNSF and JLL (ROW division for BNSF) to acquire the necessary easements to construct the overpass. Any payments from the City to BNSF for easement acquisition are assumed to be paid direct and not included in this estimate.

6.0 RIGHT OF WAY ACTIVITIES

6.1 Determine Revised Right of Way Needs

Identify needs for permanent right of way and temporary construction easements based on the existing right of way and revised design incorporating the overpass.

6.2 Certificates of Survey

Certificates of Survey will be developed for the permanent and temporary easements required to construct the overpass structure. It is anticipated Certificates of Survey will need to be modified for three parcels and impacts to six additional parcels incorporated.

6.3 Appraisals

It is estimated that 9 appraisals will be required due to the incorporation of the overpass into the project. Six of the existing appraisals will need to be modified due to increased easement area, and three additional appraisals will be required.

Appraisals will be prepared according to the requirements of the Uniform Standards of Professional Appraisal Practice, the Uniform Appraisal Standards for Federal Land Acquisitions, NDDOT Right of Way Manual, and the Uniform Act. If there were any conflicts among these, the Uniform Act prevails. The effective date of the appraisals will be the same as the inspection date of the properties.

The appraisals will include the applicable approaches to render an opinion of the market value of the subject property. The market value definition to be used is the one from the North Dakota Century Code 24-01-01.1.

6.4 Right of Way Acquisition

Right of way acquisition will be performed through a subcontract with Professional Real Estate Consulting. With the incorporation of the overpass structure, it is anticipated renegotiations will be required with three parcels and negotiations will be required with six previously unimpacted parcels.

7.0 PERMITTING

7.1 404 Permit Application

Aquatic resource impacts will be recalculated, and mitigation needs evaluated based on revising the design from an at grade crossing with BNSF at an overpass. The USACE 404 permit application will be completed utilizing the revised impact values. It is anticipated that most of the aquatic resource impacts will be mitigated through an offsite mitigation bank.

The NDDOT and City of West Fargo will review the application. It is anticipated that we will submit the permit and coordinate with the USACE for approval on the City's behalf.

8.0 REVISE ENVIRONMENTAL DOCUMENT (DCE)

8.1 Amend DCE with Updated Decisions

The Consultant will amend the DCE that was approved by FHWA on September 26, 2023. The amendment is anticipated to include an updated write-up related to the RAISE Grant and Decision section choosing to move forward with the overpass Alternative. No additional modifications are anticipated for the DCE. Should extensive revisions to the DCE be required by the administering agency for the USDOT RAISE grant, the scope and related fee can be revisited.

8.2 Evaluate Noise Report for Updates

The Consultant will review the Traffic Noise Analysis prepared as part of the Documented CATEX to verify the assumptions are valid. No additional analysis or field measurements are anticipated or included as part of this task.

During the approval process of the Traffic Noise Analysis, Federal Highway Administration noted that Federal Railroad Administration (FRA) may have additional requirements for noise analysis on the project. We will coordinate with FRA to determine what additional requirements, if any, may be placed on the project. If it is determined that additional analysis is required a supplemental agreement will be prepared once the scope of additional work is determined.

9.0 QUALITY ASSURANCE / QUALITY CONTROL

9.1-9.5 QA/QC Design

A senior member of our team will be designated to perform an independent technical review of the design. The design reviews will be ongoing throughout the course of the project. Comments and responses will be documented and available to the City upon request.

9.6 QA/QC Structural Design

A member of our team with significant construction observation experience will be designated to perform an independent technical review of the design. The design reviews will be ongoing throughout the course of the project. Comments and responses will be documented and available to the City upon request.

9.7 QA/QC of Final Deliverables

A senior member of our team will be designated to perform an independent technical review of all deliverables, including but not limited to Reports, Public Engagement, Plans, Right-of-Way, Utility Coordination, and Permits, prior to submittal to the City. Comments and responses will be documented and available to the City upon request.

10.0 BIDDING SERVICES

- 10.1 The Consultant will provide services during the bidding processing including responding to bidder inquiries and development of addenda (if needed). It is anticipated the Consultant will prepare one addendum. It is anticipated that the project will be bid on through the NDDOT and utilize standard specifications and bidding documents typical of NDDOT projects.

Scope and Fee Proposal

Addition to Previously Submitted Scope/Fee-Revised for BNSF Route Adjustment

West Fargo/ND
Dept of Transportation/Houston Engineering
Project: SU-8-992 (045); PCN: 23537
City Improvement District No. 2265
Reconstruction of 9th Street NE (Main to 12th Avenue)
Phase 2: Acquisition

Professional Real Estate Consulting to provide the following services:

- 1) Initiate appointments and conversations with each landowner to introduce the scope and intention of the project and gain appropriate signatures.
- 2) Provide weekly updates to project leaders.
- 3) Submit executed and recordable documents to Houston Engineering in an efficient and timely manner.

Approximately 20 parcels have been identified that will be effected by this route adjustment. It is expected that an additional 125 hours will be needed to resign previously signed documents and complete this task. 125 hours at \$150 per hour: \$18,750.00.

Respectfully submitted,

Karen K Mostue

Professional Real Estate Consulting, LLC

July 8, 2024

Proposal QTB199609

Wes Keller, PE
Houston Engineering, Inc.
1401 21st Avenue North
Fargo, ND 58102

Re: Proposal for a Geotechnical Evaluation
9th Street Northeast Overpass Bridge
9th Street Northeast, Over the Existing Railroad
West Fargo, North Dakota

Dear Mr. Keller:

Braun Intertec Corporation respectfully submits this proposal to complete a geotechnical evaluation for the new overpass at the referenced site.

Project Information

Per your e-mailed request for proposal on June 26, 2024, we understand the proposed project will include the construction of a new overpass bridge located along 9th Street Northeast over the existing railroad in West Fargo. Construction will include an overpass bridge, approach embankments and retaining walls.

Grade raises of 20 to 25 feet are anticipated for construction of the approach embankments. In the Red River Valley, new embankments of this magnitude generally precipitate a foot or more of settlement. This settlement will need to be mitigated to achieve satisfactory performance of the bridge and roadway. Usual ways to mitigate settlement include installing wick drains beneath the new embankment, over building the embankment to precipitate settlement faster, along with a waiting time. Alternatively, lightweight fills can be used to reduce the load on the soils and result in less settlement. The geometry of the grade raise and the proximity to existing infrastructure will all have an impact on the performance of the new embankment as well as existing roadway in a staged construction scenario. Because the new fill adjacent to the roadway

Braun Intertec has successfully evaluated overpass grade separation crossings in the Fargo-Moorhead area including (bolded projects were performed with Houston Engineering):

- **New on ramp for eastbound Interstate 94 at 25th Avenue South**
- **Grade raise and new bridge over the FM Diversion on Interstate 94 south of the metro**
- **64th Avenue South over Interstate 29**
- **Grade raise on Cass County 18 at Interstate 94**
- Interstate 94 and 9th Street about 2 miles south of the planned project
- Modifications to the Cass County 20 interchange with Interstate 29
- 34th Avenue South interchange over Interstate 94 in Moorhead

AA/EOE

We are uniquely qualified to continue our work on this project due to our previous experience on similar projects and our work on the linear soils survey that is currently in progress.

Purpose

The purpose of our geotechnical evaluation will be to characterize subsurface geologic conditions at selected exploration locations, evaluate their impact on the project, and provide geotechnical recommendations for the design and construction of the new bridge.

Scope of Services

We propose the following tasks to help achieve the stated purpose. If we encounter unfavorable or unforeseen conditions during the completion of our tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming our services.

Site Access

Based on our experience with the project site, the site is accessible to a truck-mounted drill rig. We assume there will be no cause for delays in accessing the exploration locations. We are not including tree clearing, debris or obstruction removal, or grading of navigable paths within our scope of services.

Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

Our drilling activities may also impact the vegetation and may rut the surface to access boring locations. Restoration of vegetation and turf is not part of our scope of services.

Staking

We will stake prospective subsurface exploration locations at opposing corners of the proposed bridge and throughout the retaining wall alignment. We will obtain surface elevations at those locations using GPS (Global Positioning System) technology by entering the GPS coordinates into our Trimble Catalyst GPS receiver to stake the exploration locations using the WGS 84 datum.

Utility Clearance

Prior to drilling or excavating, we will contact North Dakota One Call and arrange for notification of the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Railroad Insurance, Right-of-Way Permits and Flaggers

We have not included any costs associated with obtaining railroad protective liability insurance and right-of-entry permits in our proposal. We also have not included any time for railroad flagmen which is necessary if drilling in the railroad right-of-way. We will avoid these requirements by staying outside of the right-of-way for our fieldwork. We have assumed any necessary permitting will be secured by others

at no cost to Braun Intertec and Braun Intertec will be allowed to work under the permits acquired by others, likely Houston Engineering, and the City of West Fargo.

Traffic Control

We anticipate a couple of the borings will be performed just outside of the existing roadway shoulders; however, this will be dependent on existing utilities. The borings located within the footprint of the retaining walls, will likely have to be performed within the roadway shoulders. Due to the heavily trafficked road, we anticipate protection of our drilling crews will require the use of warning signs and flaggers that will alert motorists to our work within the roadway. We are including fees for a subcontractor to provide 2 days of flagging in our scope of services to safely perform the work within the roadway.

Penetration Test Borings

Based on our understanding of the project, we have budgeted to drill four standard penetration test (SPT) borings. Two SPT borings will be performed at each proposed abutment on opposite corners of the bridge and extended to an approximate depth of 110 feet. Two more borings will be performed within the footprint of the retaining walls and extended to a depth of 110 feet each. We will perform standard penetration tests at 2 1/2-foot vertical intervals to a depth of about 15 feet, and at 5-foot intervals at greater depths. Our drill crew chief will be in contact with our engineer as the drilling progresses to determine termination depths of the borings. The borings will be extended approximately 10 feet past the anticipated pile capacity depth. The total planned drilling footage is approximately 440 feet.

We have also budgeted to obtain 10 thin-walled tube samples of the soils encountered for laboratory testing.

If the intended boring depths do not extend through unsuitable material, we will extend the borings at least 5 feet into suitable material at greater depths. The additional information will help evaluate such issues as excavation depth and foundation alternatives, among others. If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage and submit a Change Order summarizing the anticipated additional effort and the associated cost, for your review and authorization.

Groundwater Measurements

If the borings encounter groundwater during or immediately after drilling of each boring, we will record the observed depth on the boring logs.

Borehole Abandonment

We will backfill our exploration locations immediately after drilling. We will backfill the borings with auger cuttings. Upon backfilling exploration locations, we will fill holes within pavement areas with a temporary patch.

Over time, subsidence of borehole backfill may occur, requiring releveling of surface grades or replacing bituminous patches. We are not assuming responsibility for re-leveling or re-patching after we complete our fieldwork.

Sample Review and Laboratory Testing

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate the engineering properties necessary to our analyses, we have budgeted to perform the following laboratory tests.

Table 1. Laboratory Tests

Test Name	Number of Tests	ASTM Test Method
Moisture content	60	D2216
Atterberg limits	8	D4318
Hydrometer – Sieve Analysis	4	D422
Unconfined Compression	8	D2166
Consolidated-undrained triaxial shear strength	2	D4767
Consolidation, time rate	4	D2435

We will determine actual laboratory testing for the project depending on the encountered subsurface conditions. If we identify a laboratory testing program that exceeds the budget included in this proposal but provides additional value to the project, we will request authorization for the additional fees through a Change Order.

Engineering Analyses

We will use data obtained from the subsurface exploration and laboratory tests to evaluate the subsurface profile and groundwater conditions, and to perform engineering analyses related to bridge, embankment, and retaining wall design and performance.

Report

We will prepare a report including:

- A sketch showing the exploration locations.
- Logs of the borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- A summary of the subsurface profile and groundwater conditions.
- Discussion identifying the subsurface conditions that will impact design and construction.
- Discussion regarding the reuse of on-site materials during construction.
- Recommendations for preparing structure subgrades, and the selection, placement, and compaction of fill.

- Recommendations for settlement mitigation for the project.
- Recommendations for the design of driven pile foundations for up to two pile types.
- Recommendations for the design and construction of bridges, retaining walls, and embankments.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule.

- Drill rig mobilization –within about 6 weeks following receipt of written authorization
- Field exploration – 4 days on site to complete the work
- Classification and laboratory testing – within 1 to 2 weeks after completion of field exploration, with the exception of the triaxial strength and time-rate of consolidation testing which may take up to 3 to 4 weeks to complete depending on laboratory backlog at the time of drilling.
- Preliminary results – within 1 week after completion of field exploration
- Draft report submittal – within about 3 to 4 weeks of completion of the field exploration and laboratory testing program
- Final report submittal – within 1 week of receiving comments on the draft report

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the service in this proposal on a time and material basis for an estimated fee of \$46,333. Additional request for meetings, consulting or modifications to the report will be billed at rates indicated in the attached tabulation. We are attaching a tabulation showing hourly and/or unit rates associated with our proposed scope of services.

Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

Additional Services

Our fees do not include potential costs due to the need for towing, stand-by time or work that is not included in the above Scope of Services. We will charge costs for towing (if necessary) at a rate of 1.15 times the actual cost. For stand-by time (defined as time spent by our field crew due to circumstances that are beyond the control of our field crew or its equipment, or beyond the scope of services indicated above), we will charge a rate of \$375 per hour.

If borings must be extended beyond their intended termination depths, or if additional borings are required, we will charge for the additional time and materials spent on the project (in excess of what we have budgeted) at a rate of \$35 per foot which includes engineering time, but not additional laboratory testing. Additional costs for laboratory testing, if required, due to the additional drilling will be charged at the unit rates indicated in the attached Project Proposal sheet.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

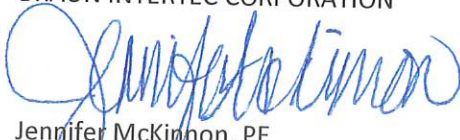
We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

Our scope of services will be completed in accordance with our Master Service Agreement with Houston Engineering, dated May 24, 2021.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please call Jennifer McKinnon at 701.205.6246.

Sincerely,

BRAUN INTERTEC CORPORATION



Jennifer McKinnon, PE
Project Engineer



Ezra Ballinger, PE
Director, Principal Engineer

Attachments:
Project Proposal

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

BRAUN
INTERTEC

Project Proposal

QTB199609

9th St Overpass Bridge

Client:

Houston Engineering, Inc.
Wes Keller
1401 21st Avenue North
Fargo, ND 58102

Work Site Address:

9th St NE
West Fargo, ND

Service Description:

Geotechnical Evaluation

	Description	Quantity	Units	Unit Price	Extension
Phase 1	Geotechnical Evaluation				
Activity 1.1	Drilling Services				\$26,735.00
9000	Truck Mounted Drilling Services, per hour	45.00	Each	375.00	\$16,875.00
205	Site layout and utility clearance	2.00	Hour	156.00	\$312.00
371	CADD/Graphics Operator	2.00	Hour	109.00	\$218.00
1022	Thin-walled sample tubes (ASTM D 15 87), each	10.00	Each	33.00	\$330.00
SUB	Subcontractor - Traffic Control	1.00	Each	9,000.00	\$9,000.00
Activity 1.2	Geotechnical Soil Tests				\$9,766.00
1152	Moisture content, per sample	60.00	Each	24.00	\$1,440.00
1156	Atterberg Limits LL and PL, Single-Point, per sample	8.00	Each	128.00	\$1,024.00
1172	Hydrometer - Sieve Analysis, per sample	4.00	Each	203.00	\$812.00
1186	Unconfined Compression, per sample	8.00	Each	109.00	\$872.00
1198	Consolidation testing, time-rate, ASTM D2435, per sample	4.00	Each	682.00	\$2,728.00
1208	Consolidated-Undrained Triax Testing with Pore Pressure Measurements, per sample	2.00	Each	1,445.00	\$2,890.00
Activity 1.3	Evaluation/Analysis/Reports				\$9,832.00
138	Project Assistant	5.00	Hour	110.00	\$550.00
126	Project Engineer	30.00	Hour	195.00	\$5,850.00
125	Project Control Specialist	2.00	Hour	156.00	\$312.00
130	Principal Engineer	12.00	Hour	260.00	\$3,120.00
Phase 1 Total:					\$46,333.00

Proposal Total: \$46,333.00

2025 Preliminary Budget

Commission Meeting
August 5, 2024

Timeline

- ~~July 22-26 – individual review meetings with commissioners~~
- ~~July 29 – special commission meeting to review preliminary budget~~
- August 5 – Commission meeting to approve preliminary budget
 - Establishes max mill levy
 - Must schedule budget hearing after Sept 7 and before Oct 7
 - Submit statement to county and hearing date by Aug 10
- September 16 – hearing of protests and objections on preliminary budget
- September 23 – special meeting to review draft final budget
- October 7 – Final Budget Approved by City Commission
 - Send certified tax levy and final budget to County Auditor by Oct 10

General Assumptions

Expenditures

- Preliminary - 4% COLA for staffing
 - May annual CPI 3.3% | June annual CPI 3.0%
- Preliminary - 10% increase to Health Insurance / benefits
- Preliminary - WSI is set to 10% increase
- Cost Allocations adjusted based on above escalation



Historical COLA	
2018	2%
2019	2%
2020	1%
2021	1%
2022	1%
2023	4%
2024	4%

Revenues

- Value of a mill increased by 6.12% from \$256,026 to \$271,696
 - Currently plan on holding mills constant
- Utility rates to be increased based on proposed increase
 - Fargo pass through
 - Additional rate needs
- State Aid & Highway Tax – Held at 2023 Levels
- Franchise fees at 4% and increases to permitting/licensing fees
- 3% increase in sales tax collections

Expenditures

Summary Expenditures by Department

General Fund

	2024*	2025	
ADMINISTRATION	\$1,164,166	\$1,429,421	22.8%
ASSESSOR	\$799,931	\$884,700	10.6%
COMMUNICATIONS	\$447,496	\$503,384	12.5%
COURT	\$779,875	\$823,473	5.6%
ECONOMIC DEVELOPMENT	\$216,273	\$332,230	53.6%
ENGINEERING	\$1,365,185	\$1,399,465	2.5%
FINANCE	\$695,178	\$581,958	-16.3%
FLEET AND FACILITY	\$1,031,575	\$1,230,078	19.2%
HUMAN RESOURCE	\$545,111**	\$756,975	38.9%
INFORMATION TECHNOLOGY	\$1,093,779**	\$1,250,148	14.3%
NON-DEPARTMENTAL	\$1,213,244	\$1,375,479	13.4%
PLANNING	\$1,692,307	\$1,658,812	-2.0%
POLICE DEPARTMENT	\$13,107,324	\$14,862,009	13.4%
PUBLIC WORKS	\$437,822	\$514,564	17.5%
RIGHT OF WAY	\$710,371	\$927,733	30.6%
STREET	\$3,887,531	\$3,930,672	1.1%
STREET LIGHTS	\$527,000	\$439,000	-16.7%
Total	\$29,714,242	\$32,900,101	10.7%

* As published October 2, 2024

** Later amended for additional FTE(s)

Other Levied Funds

	2024*	2025	
AIRPORT AUTHORITY	\$185,945	\$185,945	
FIRE	\$6,820,019	\$7,369,284	8.1%
LIBRARY	\$2,092,696**	\$2,642,878	26.3%
Total	\$9,098,660	\$10,198,108	

Utility Funds

	2024*	2025	
SANITATION	\$6,658,227	\$7,825,390	17.5%
SEWER	\$6,381,454	\$7,599,957	19.1%
WATER	\$6,781,405	\$9,908,374	46.1%
FORESTRY	\$325,551	\$671,803	106.4%
VECTOR	\$65,000	\$100,000	53.8%
Total	\$20,211,638	\$26,105,524	

2024: \$58,959,540

2025: \$69,203,733

17.4%

Expenditure Changes (since 7/29 public meeting)

- Reduction in new staffing requests
 - Eliminated 2 FTEs (Admin and HR)
- Delay hiring of new staff
 - Fire | Forestry | Streets
- General & Fire Funds
 - item reductions
 - efficiencies in capital
- Library Fund
 - capital planning

**Approximately \$733,000 reduced
since 7/29**

General Fund	
7/29 Expenses	\$33,236,451
8/5 Expenses	\$32,900,101
Difference	\$336,350

Fire Fund	
7/29 Expenses	\$7,611,162
8/5 Expenses	\$7,369,284
Total	\$241,878

Airport Funds	
7/29 Expenses	\$185,945
8/5 Expenses	\$185,945
Total	\$0

Library Fund	
7/29 Expenses	\$2,749,290
8/5 Expenses	\$2,642,878
Total	\$106,412

Utility Funds	
7/29 Expenses	\$26,153,540
8/5 Expenses	\$26,105,524
Total	\$48,016

Includes: Water, Sewer, Sanitation, Vector, and Forestry

Requested New Employees

Department	New FTE	2025 Total FTE	Position Title	Total Salary/Benefits	
				29-Jul	5-Aug
Administration	1	11.5	Project Funding Specialist (1)	\$ 140,223.00	\$ -
Economic Development	1	2	Economic Development Coordinator (1)	\$ 93,116.00	\$ 93,116.00
Human Resources	1	5	Recruitment & Development Coordinator (1)	\$ 110,255.00	\$ -
Police Department	5	99.5	Civilian Supervisor (1) Sworn Officer (4)	\$ 585,962.00	\$ 585,962.00
Right-Of-Way	1	6	Equipment Operator (1)	\$ 94,177.00	\$ 94,177.00
Street	5	16	Crew Chief (1) Equipment Operator (4)	\$ 481,864.00	\$ 402,364.81
General Fund Sub-Total				\$1,175,619.81	
Sanitation	2	25	Equipment Operator (2)	\$ 188,353.00	\$ 188,353.00
Forestry	2	5	Arborist (2)	\$ 190,663.00	\$ 143,347.61
Water	1	11	Equipment Operator (1)	\$ 94,177.00	\$ 94,177.00
Utility Funds Sub-Total				\$425,877.61	
Fire Department	3	47	Firefighter/EMT (3)	\$ 299,014.00	\$ 249,771.85
Fire Fund Sub-Total				\$249,771.85	
				\$ 2,277,804.00	\$ 1,851,269.27

Benefits assumes full family health coverage (~\$27k per employee)

Staffing Cost Total

2% COLA	3% COLA	4% COLA
\$33,187,993	\$33,495,342	\$33,802,704

Preliminary Budget still at 4% but values reduced from 7/29 based on changes

Change per Single Percent Shift:
\$307,348



Revenues

Mill Levy Details

Baseline Mill Recommendation – Library Mill Increase

	2024		2025				Change from Prior Year		
	Mills	Total \$	Base Mills	Adtl Mills	Mills	Total \$	Mills	Total \$	Discount
General Fund	52.09	\$ 13,336,394	52.09	-	52.09	\$ 14,152,655	-	\$ 816,261	\$ (594,412)
Share of Specials	0.85	\$ 217,622	0.85		0.85	\$ 230,942	-	\$ 13,320	\$ (9,700)
Fire	17.60	\$ 4,506,058	17.60		17.60	\$ 4,781,853	-	\$ 275,795	\$ (200,838)
Airport	0.81	\$ 207,381	0.81		0.81	\$ 220,074	-	\$ 12,693	\$ (8,227)
Totals	71.35	\$ 18,267,455	71.35	-	71.35	\$ 19,385,524	-	\$ 1,118,069	\$ (813,177)

	2024		2025				Change from Prior Year		
	Mills	Total \$	Base Mills	Adtl Mills	Mills	Total \$	Mills	Total \$	Discount
Library	8.40	\$ 2,150,618	8.40	0.80	9.20	\$ 2,499,605	0.80	\$ 348,987	\$ (104,983)
Totals	8.40	\$ 2,150,618	8.40	0.80	9.20	\$ 2,499,605	0.80	\$ 348,987	\$ (104,983)

Discount assumed at 4.2%

Milly Levy – Budget Impacts

Example

	2024	2025	
Median Sale Value	\$325,000	\$339,900	4.6 %
Residential Assessed Value (4.5%)	\$14,625	\$15,296	
Mills Levied (only City)	79.75	80.55	1.0%
Property Tax	\$1,166.34	\$1,232.05	5.6%

Includes 0.8 mill increase requested by Library Board

One Mill Generates \$271k in Revenue
(Before Discount)

Proposed Measure Property Tax Reform

- Eliminates use of Property Taxes to generate revenue for annual budget
 - Proposed to be replaced with revenues from the State equal to levies approved in 2024 (for 2025 collections)
- Future State revenue does not keep track with inflation
 - Will stay fixed at amount set this budget season
- Potentially need new fees &/or increases to existing fees
- City will still need to maintain parcel ID system for school district bonds, special assessments and other jurisdiction's assessments and bonds.

Revenues – General Fund

- Net property taxes: **\$14,152,655**
- Total General Fund Revenue: **\$32,711,482**

LINE ITEM	2024	2025
PROPERTY TAXES	\$13,537,118	\$14,152,655
DISCOUNT PROPERTY TAXES	-\$493,447	-\$594,412
IN LIEU OF TAXES	\$20,000	\$20,000
SALES TAX COLLECTIONS	\$0	\$201,500
SPECIAL ASSESSMENTS	\$10,000	\$10,000
LICENSES AND PERMITS	\$5,500	\$5,500
BEER & LIQUOR LICENSES	\$99,000	\$104,000
NOISE PERMIT FEES	\$1,000	\$1,000
CABLE TV FRANCHISE FEES	\$458,014	\$310,000
APPLICATION FEES	\$20,000	\$20,000
PORTABLE SIGN LICENSE	\$2,500	\$2,500
ELECTRICAL FRANCHISE FEES	\$1,967,692	\$1,970,000
GAS (NATURAL) FRANCHISE FEES	\$900,608	\$900,000
POLICE DEPT. FEE FOR SERVICES/MISC.	\$40,000	\$100,000
POLICE SCHOOL RESOURCE OFFICER	\$717,910	\$934,621
INSURANCE/DAMAGE PROCEEDS	\$3,090	\$3,090
INSURANCE PROCEEDS-POLICE DEPT	\$4,000	\$4,000
ENGINEERING 10% FOR NON-ASSESSED PROJECTS	\$1,572,167	\$2,797,500
4% ADMINISTRATION FEE	\$0	\$100,000
BUILDING PERMIT FEES	\$880,000	\$880,000
PLAN REVIEW FEE	\$110,000	\$110,000
MECHANICAL PERMIT FEE	\$132,000	\$132,000

LINE ITEM	2024	2025
SIDEWALK/APPROACH PERMIT FEE	\$66,000	\$66,000
STAKING FEES	\$30,000	\$30,000
SIGN PERMIT FEE	\$2,200	\$2,200
UTILITY CROSSING PERMIT	\$1,500	\$2,500
SUBDIVISION FEES	\$8,000	\$8,000
RESIDENTIAL CIVIL SITE PERMITS	\$2,000	\$1,000
COMMERCIAL CIVIL SITE PERMITS	\$0	\$500
RESIDENTIAL SIDEWAY/DRIVEWAY PERMIT	\$1,000	\$1,000
CONTRACTOR LICENSE - HVAC	\$2,750	\$2,750
CONTRACTOR LICENSE - SIDEWALKS	\$1,650	\$1,650
CIGARETTE TAX	\$73,650	\$73,650
HIGHWAY TAX PAYMENTS	\$0	\$1,900,000
STREET LIGHT REPAIR	\$25,000	\$25,000
STATE AID	\$2,651,645	\$2,900,000
POLICE DEPT. GRANT	\$225,450	\$225,450
FINES AND FORFEITS	\$300,000	\$300,000
BOND FORFEITURES	\$20,000	\$40,000
PUBLIC RECORD REQUEST FEES	\$500	\$500
MISCELLANEOUS REVENUE	\$20,000	\$20,000
INTEREST ON INVESTMENTS	\$2,338,770	\$500,000
OVER-DIMENSIONAL VEHICLE PERMITS	\$115,000	\$100,000
TRANSFER IN	\$2,476,851	\$4,347,328
TRANSFER FROM MUN. HIGH.	\$1,845,504	-
GRAND TOTAL	\$30,194,622	\$32,711,482

Other Revenues

General Fund Transfers In		
	2024	2025
TIF Admin	\$231,933	\$284,101
PSST – Police	\$714,602	\$1,711,262
EDST – EconDev	\$216,244	\$1,146,476
Gaming Revenue	\$12,000	\$18,000
Planning – Growth Area MP (Met Council in '24)	\$60,000	\$50,000
Reserve Interest	\$0	\$500,000
CIST – Street Striping/Signals	\$30,000	\$140,000
CIST – Street Repairs	\$100,000	\$350,000
Cash in Lieu	\$0	\$147,489
Other (balance budget)^	\$978,154	
Total	\$2,342,933	\$4,347,328

Other Levied Funds		
	2024	2025
Fire*	\$6,820,019	\$5,965,566
Library**	\$2,127,045	\$2,660,131
Airport	\$227,314	\$238,437

Utility Funds		
	2024	2025
SANITATION	\$5,259,407	\$7,100,000
SEWER	\$5,684,011	\$8,500,000
WATER	\$9,264,036	\$10,500,000
FORESTRY	\$428,940	\$674,815
VECTOR	\$213,285	\$210,000

*Includes \$245k in grants, but does not include transfer to balance budget

**Includes \$150k in Capital Improvement ST Transfer for flooring rehab

^Does not include highway tax transfers for consistency

Additional projected revenues of \$10.5M from Prairie Dog Funding dedicated to capital projects

Where is the new revenue coming from?

- Fire identified some additional revenues (State Insurance Distribution, fees, CPR classes)
- Increased transfers from EDST, CIST, and PSST to better align with supported City activities

Summarizing Exp & Rev

Major Funds

Quantifying What Changed (since 7/29 meeting)

General Fund	
New Rev	\$1,677,908
Reduced Exp	\$336,350
Total	\$2,014,258

Fire Fund	
New Rev	\$522,285
Reduced Exp	\$241,878
Total	\$764,163

Library Fund	
New Rev	\$0
Reduced Exp	\$106,412
Total	\$106,412

Airport Funds	
New Rev	\$0
Reduced Exp	\$0
Total	\$0

Utility Funds	
New Rev	\$0
Reduced Exp	\$48,016
Total	\$48,016
Includes: Water, Sewer, Sanitation, Vector, and Forestry	

Net Position

General Fund	
Revenues	\$32,711,482
Expenses	\$32,900,101
Total	(\$188,619)

(\$2,202,877*)

Fire Fund	
Revenues	\$5,965,566
Expenses	\$7,369,284
Total	(\$1,403,718)

(\$2,167,881*)

Library Fund	
Revenues	\$2,660,131
Expenses	\$2,642,878
Total	\$17,253

(\$89,159*)

Airport Funds	
Revenues	\$238,437
Expenses	\$185,945
Total	\$52,492

Utility Funds	
Revenues	\$26,984,815
Expenses	\$26,105,524
Total	\$879,291
Includes: Water, Sewer, Sanitation, Vector, and Forestry	

(\$831,275*)

*(*Value at 7/29 meeting*)

Options for Deficiency Reduction

- Reduce Expenses
 - Line Items to Target for Reduction
 - Reduce New Position Requests
 - Reduce COLA
- Additional Revenues
 - Fee Updates
 - Mill Levy Increase
- Use of Reserves
- Other Comments from Commissioners?

Putting Numbers to Options

- Accept Recommended Expense Reductions- \$733k
 - HR & Admin FTE Request - \$250k
 - Delay of some hires - \$36k
 - Budget Reductions - \$447k
 - Expanded Use of PSST - \$850k (Operations – new FTEs)
 - Expanded use of EDST - \$814k (Downtown Beautification)
 - Expanded use of CIST - \$250k (Mill & Overlay Operations)
-
- Could add another 5.2 Mills - \$1.4M
 - Could add PSST &/or Reserves: \$0 to \$1.4M
 - Could set COLA at 3% - \$307k

Incorporated into revised
baseline budget

Awaiting Commission
Direction

Reduction of COLA

General Fund	
4% COLA	\$22,080,234
3% COLA	\$21,878,226
Difference	\$202,008

Fire Fund	
4% COLA	\$5,115,120
3% COLA	\$5,071,236
Difference	\$43,884

Utility Funds	
4% COLA	\$4,972,881
3% COLA	\$4,927,109
Difference	\$45,772
Includes: Water, Sewer, Sanitation, Vector, and Forestry	

Library Fund	
4% COLA	\$1,634,469
3% COLA	\$1,618,770
Difference	\$15,699

These numbers do not account for positions covered by transfers so actual savings may be less to individual funds

Balancing the Budget Scenario

General Fund

Original Deficit	Recommended Changes	Revised Deficit	Additional Efforts		Net
(\$2,292,877)	\$2,104,258	(\$188,619)	\$202,008		~\$15k
			3% COLA		

Fire Fund

Original Deficit	Recommended Changes	Revised Deficit	Additional Efforts		Net
(\$2,167,881)	\$764,163	(\$1,403,718)	\$43,884	\$1,359,834	\$0
			3% COLA	PSST	

Taxes & Fees Example

	2024	2025
Water	\$36.85	\$38.69
Sewer	\$25.00	\$37.50
Sanitation	\$20.48	\$23.55
Forestry	\$2.00	\$3.00
Vector	\$1.00	\$1.00
Utility Fee Subtotal	\$85.33	\$103.74
Monthly Property Tax (less 5%) - Median Valuation & 0.8 Mill Increase	\$92.34	\$97.54
	\$177.67	\$201.28
~13.2% Total Increase		

Based on 4,000 gallon residential use per month and 64 gallon can.
Median Value is \$339,900

What's Next?

- Commissioners:
 - Approve Preliminary Budget (tonight?)
 - Additional feedback to staff
 - Other public feedback
- Staff:
 - Prepare additional historical information & summarize 2024 budget amendments
 - Estimate cash balances – pending 2023 Audit (mid-August)
 - Run additional scenarios for Commissioners to review
 - Potential adjustments to health insurance, state revenues, etc.

Preliminary Budget – Approval Motion

- Motion to Approve Preliminary Budget that incorporates:
 - Expenses as presented and adjusting for a 3 percent COLA
 - Revenues and Transfers as presented
 - Balance budget with an additional transfer of \$1,359,834 from PSST
 - Or "with a ## mill increase"
 - Or "use \$### of reserves"
- Set budget hearing date of September 16, 5:30 pm

Special Funds

Changes to Special Funds include additional use of transfers from ST for supported expenditures and updates to park specials.

Sales Tax (2960, 2970, 2975)

Econ Dev (2960)	
Revenues	\$4,109,700
Expenses	\$3,364,934
Net	\$744,766

Capital Improvement (2970)	
Revenues	\$12,281,488
Expenses	\$15,758,400
Net	(\$3,476,912)

Public Safety (2975)	
Revenues	\$4,014,700
Expenses	\$3,400,913
Net	\$613,787

Planning for a 3% increase in sales tax collections

Transitioning away from use of 2000 as holding fund will result in a much lower total budget without the additional transfers in and out.

Economic Development

- Programmatic
 - Career Academy and Parking Lease
- Ongoing Development Activities
 - Enterprise Grants and CC Improvement
- Impact Incentives
 - Land Purchase (Future I94 Interchange)

Programmatic
\$500k

Activities
\$515k

Impact
\$785k

Select expenses, additional expenses provided in full sheets

2025 Capital Planning

<u>SOURCES</u>	
Sales Tax	\$12,006,000
Econ Dev Sales Tax (2960)	\$150,000
Cap Imp Sales Tax (2970)	\$11,856,000
Other Funding Sources (Grants/Bonds/Prairie Dog...etc.)	\$13,271,600
Federal	\$2,771,600
State	\$0
Prairie Dog Funds	\$10,500,000
Miscellaneous Funding Sources	\$0
Specials	\$2,742,500
TOTAL SOURCES	\$28,020,100

<u>USES</u>	
CIP - Infrastructure	\$15,588,500
CIP - Buildings	\$8,500,000
CIP - Public Works	\$3,397,500
CIP - IT	\$781,500
CIP - Library	\$150,000
CIP - Planning/ED	\$300,000
GO Bond Payment-Fund 3368	\$0
Miscellaneous Unforseen Projects	\$2,000,000
TOTAL USES	\$30,717,500

Public Safety - Fund 2975

Line Items Included in Police/Fire Transfers:

Uniforms
Buildings & Grounds
Furniture & Equipment
Vehicles
Weapons, Ammo,
Maintenance
Body Cameras

Uses of 2975	Amount (\$)
Fire Transfers (to Fund 2060)	\$974,651
PD Transfers (to Fund 1000)	\$1,711,262
Fire HQ Debt Service	\$715,000
	\$ 3,400,913

All new Police/Fire FTE requests funded
through Fund 2975

Public Safety

Police

ITEM	AMOUNT
UNIFORMS	\$90,900
VEHICLE PURCHASES - DEPRE	\$454,000
FURN & EQUIP-NON DEPRECIA	\$320,100
BODY CAMS	\$86,300
DATA STORAGE	\$15,000
WEAPONS, AMMO, MAINTENANCE	\$159,000
Operating Expenses – New FTE	\$585,962
TOTAL	\$1,711,262

Fire

ITEM	AMOUNT
UNIFORMS	\$31,458
BUILDINGS & GROUNDS	\$123,662
FURN & EQUIP-NON DEPRECIA	\$105,200
EQUIPMENT LEASE	\$189,295
FURN & EQUIP DEPRECIATED	\$140,115
FIRE INTERFUND-HEAVY RESCUE	\$70,376
FIRE INTERFUND IMPEL PUMPER TRUCK	\$51,238
FIRE BOND PAYMENT	\$715,000
Operating Expenses – New FTE	\$263,307
TOTAL	\$1,689,651

Special Funds

Specials - 2030

Revenues	\$209,570
Expenses	\$209,570
Change in Net Position	\$0

Park State Aid - 2050

Revenues	\$1,128,681
Expenses	\$1,128,681
Change in Net Position	\$0

Park Specials – 8# #

Revenues	\$720,471
Expenses	\$720,471
Change in Net Position	\$0

Cash in Lieu– 2160

Revenues	\$0
Expenses	\$147,489
Change in Net Position	(\$147,489)

Gaming - 2110

Revenues	\$15,000
Expenses	\$18,000
Change in Net Position	(\$3,000)

CVB– 2141

Revenues	\$383,000
Expenses	\$383,000
Change in Net Position	\$0

Special Funds – Con't

City Utility – 2230	
Revenues	\$81,000
Expenses	\$50,000
Change in Net Position	\$31,000

South Facilities Hookup – 2980	
Revenues	\$50,000
Expenses	\$0
Change in Net Position	\$50,000

Parking Ramp – 2320	
Revenues	\$204,712
Expenses	\$204,712
Change in Net Position	\$0

Night to Unite – 2500	
Revenues	\$5,500
Expenses	\$5,500
Change in Net Position	\$0

Asset Forfeiture– 2950	
Revenues	\$30,000
Expenses	\$30,000
Change in Net Position	\$0

Sheyenne Plaza – 2310	
Revenues	\$325,506
Expenses	\$325,506
Change in Net Position	\$0