West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
2515 6th St E, West Fargo, 58078
Monday, February 3, 2025 5:30 PM

NOTICE: The West Fargo City Commission Meetings will now be held at 2515 6th St E, West Fargo, ND 58078.

Meeting Items

A. Call to Order
B. Pledge of Allegiance
C. Roll Call
D. Approve Order of Agenda
E. Approval of Minutes -- January 20, 2025
F. Building Permits

Consent Agenda - Approve the Following:

a. Bills
b. 9th Street NE – Grade Separation
  - Create Project No. 2293 and Approve Task Order No. 9 with Houston Engineering

c. Games of Chance for West Fargo Packer Backers at Stage West

Regular Agenda

1. Public Comment
   Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND (westfargond.gov)]
2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)
   - None
3. A24-31 12th Avenue Industrial Addition, request for final plat approval -- Aaron Nelson, Director of Planning
4. Improvement District No. 2290 – 2025 Public Works Mill and Overlay -- Dan Hanson, City Engineer
   - Conduct the Determination of Protest Sufficiency and Approve associated Resolution
5. 2025 West Fargo Signal Re-Timing and Operations -- Dan Hanson, City Engineer
   - Approve Task Order No. 5 with Bolton & Menk, INC.
6. Intersection Improvements – 52nd Avenue & 9th Street W -- Dan Hanson, City Engineer
   - Create Improvement District No. 2288 and Approve Task Order
7. Revisit bringing the City Administrator back into pay scale -- Brad Olson, City Commissioner
8. City Administrator's Report -- Dustin Scott, City Administrator
   - Request to Reschedule the Monday, February 17 to Monday, February 24 at 5:30 pm
   - Request to Schedule a Special Meeting for Friday, February 14 at 10:30 am virtually via Teams
9. Correspondence

10. Non-Agenda Items
11. Adjourn

Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the City of West Fargo Commission Chambers on Monday, January 20, 2025.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. 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.

D. Approve Order of Agenda

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

E. Approval of Minutes -- January 6, 2025

Commissioner Olson moved and Commissioner Anderson seconded to approve the Minutes of January 6, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of January 6, 2025, was declared carried.

F. 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 to approve the building permits, was declared carried.

Consent Agenda - Approve the Following:

a. Bills

b. Gaming Site Authorization for Fargo West Rotary

c. Games of Chance for West Fargo Packer Backers at Bordertown

d. Games of Chance for West Fargo Eats at Town Hall Bar

e. Games of Chance for Holy Cross Catholic Church at Holy Cross Catholic Church

f. Red River Valley Unmanned Aircraft Systems Unit Agreement

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

Regular Agenda

1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period.

Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. City Commission Meeting Public Comment | West Fargo, ND (westfargond.gov)

There was one member of the public that spoke during this time.

2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)

- **None**

3. West Fargo City Commission to convene as the Board of Adjustment for A25-1 Shadow Creek 4th Addition, request for variance to the building control line of the CO-SR (Sheyenne River Corridor Overlay) district -- Aaron Nelson, Director of Planning

The West Fargo City Commission convened as the Board of Adjustment. Commissioner Jorgensen moved and Commissioner Olson seconded to approve A25-1 Shadow Creek 4th Addition, request for variance to 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 to approve A25-1 Shadow Creek 4th Addition, request for variance to the building control line of the CO-SR (Sheyenne River Corridor Overlay) district, was declared carried.

4. **Agreement with HKGi for services pertaining to West Fargo Growth Area Master Plan; Request for contract approval -- Aaron Nelson, Director of Planning**
   Commissioner Zundel moved and Commissioner Jorgensen seconded to approve the Agreement with HKGi for services pertaining to West Fargo Growth Area Master Plan. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the agreement with HKGi for services pertaining to West Fargo Growth Area Master Plan, was declared carried.
5. **Approve Contract with YHR Partners for Public Works Building Expansion/Remodel -- Matt Andvik, Director of Public Works**
   Commissioner Zundel moved and Commissioner Jorgensen seconded to approve the contract with YHR Partners for Public Works Building Expansion/Remodel. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the contract with YHR Partners for Public Works Building Expansion/Remodel, was declared carried.
6. **Approve Annual Bulk Meter Purchase -- Matt Andvik, Director of Public Works**
   Commissioner Olson moved and Commissioner Zundel seconded to approve the annual bulk meter purchase. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the annual bulk meter purchase, was declared carried.
7. **Second Reading of Ordinance 1250 relating to Nuisance Violations -- Ohnstad Twichell**
   Commissioner Jorgensen moved and Commissioner Zundel seconded to approve the Second Reading of Ordinance 1250 relating to Nuisance Violations. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Second Reading of Ordinance 1250 relating to Nuisance Violations, was declared carried.

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

- Thank you to the staff for working in these weather conditions
- Monday, February 17, 2025 is Presidents Day (City Offices are closed.)
- City Commission meeting on February 3rd will be in new City Commission Chambers
- Open house for new City Hall will be on Monday, March 17
- Budget season is gearing up for 2026
- Mr. Frank Lenzmeier

9. Correspondence

There were no correspondence.

10. Non-Agenda Items

Bernie Dardis, Commission President

- West Fargo Public Schools is having a bond vote on February 17th
- Mr. Frank Lenzmeier

Dan Hanson, City Engineer

- Levity is moving into the Firm building, request to move drinking fountain using Economic Development Sales Tax.

Commissioner Olson moved and Commissioner Anderson seconded to table the item of requesting to move drinking fountain using Economic Development Sales Tax until a future meeting. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to table the item of requesting to move drinking fountain using Economic Development Sales Tax until a future meeting, was declared carried.

Matt Andvik, Director of Public Works

Update on snow and snow emergency routes

11. Adjourn

Commissioner Zundel moved and Commissioner Jorgensen seconded to adjourn. Commissioners Jorgensen, Zundel, Dardis Olson and Anderson voted aye. No Commissioners voted nay, the motion to adjourn was declared carried. The meeting adjourned at 6:43 PM.

WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
02/03/2025

	JANUARY 2024			JANUARY 2025		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
BUILDING NEW						
COMMERCIAL	1		$ 750,000.00			
RESIDENTIAL DWELLING	1	1	$ 423,730.00	2	2	$ 960,800.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	3		$ 106,500.00	3		$ 45,116.00
FOUNDATION ONLY	1		$ 350,000.00			
BUILDING REMODEL						
COMMERCIAL	4		$ 1,695,150.00	3		$ 4,310,000.00
RESIDENTIAL	13		$ 220,580.00	12		$ 353,410.00
PUBLIC						
CHURCH						
ACCESSORY						
BUILDING OTHER						
DEMOLITION				1		$ 5,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	23	1	$ 3,545,960.00	21	2	$ 5,674,326.00

WEST FARGO CITY COMMISSION MEETING

BUILDING DEPARTMENT ACTIVITY REPORT

02/03/2025

	AS OF 1/31/2025			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
BUILDING NEW						
COMMERCIAL						
RESIDENTIAL DWELLING	1	1	$ 260,800.00	2	2	$ 960,800.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	3		$ 45,116.00	3		$ 45,116.00
FOUNDATION ONLY						
BUILDING REMODEL						
COMMERCIAL	2		$ 2,310,000.00	3		$ 4,310,000.00
RESIDENTIAL	7		$ 237,910.00	12		$ 353,410.00
PUBLIC						
CHURCH						
ACCESSORY	1		$ 20,000.00			
BUILDING OTHER						
DEMOLITION	1		$ 5,000.00	1		$ 5,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	15	1	$ 2,878,826.00	21	2	$ 5,674,326.00

WEST FARGO CITY COMMISION MEETING
Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
250019	Dale Buchholz Construction LLC	3140 BLUESTEM DR	BOULEVARD SQUARE II LLC	$ 110,000.00	Remodel - Commercial - Demo and Fitup
241194	Monsters Contracting, Inc.	905 3 AVE E	JESSICA KLUTH	5,000	Demolish - Demo Trailer House and Shed
241234	Olaf Anderson Construction, Inc.	2521 3 AVE NW	STERLING OFFICE AND INDUSTRIAL PROPERTIES, LLP	2,200,000	Remodel - Commercial - Fitup for Woodshop
241316	DALLAS P DONAHUE	726 30 TER E	DALLAS P DONAHUE	30,915	Remodel - Residential - Lower Level Finish
241186	Zulauf Construction, LLC	702 10 1/2 AVE W	LARRY E & LORI A REED	$ 27,516.00	Accessory - Deck
250027	Eid-Co. Homes, Inc.	420 WESTVIEW LN E	JASON R EID SUCCESSOR TRUSTE	$ 260,800.00	Residential Dwelling
250052	Breland Enterprises, Inc.	2805 9 ST NW	JOSEPH SZMEREKOVSKY	$ 19,962.00	Remodel - Residential - Foundation Repair
250045	ROY C SWENSON	5531 LORI LN W	ROY C SWENSON	$ 15,000.00	Accessory - Deck
250049	Jordahl Custom Homes, Inc.	6105 MARTIN LN W	JORDAHL CUSTOM HOMES, INC	$ 2,600.00	Accessory - Deck
241223	CHRISTIAN & STACY GRONDAHL	752 ALBERT DR W	CHRISTIAN & STACY GRONDAHL	$ 30,533.00	Remodel - Residential - Lower Level Finish
250054	Dan Savageau Construction, Inc.	662 PHEASANT RUN	ERIC & SARA GJERDEVIG	$ 12,000.00	Remodel - Residential - Renovate Laundry Area
250040	Red Leaf Custom Homes LLC	1113 26 AVE W	DILLON S & NICOLE M BACHAND	$ 36,000.00	Remodel - Residential - Lower Level Finish
250060	Lee Jones & Son Construction Co.	126 49 AVE E	MARK A & BRECK T VONBANK	$ 20,000.00	Remodel - Accessory - Garage Finish
241271	TRAC N PHAN, ETAL	1317 26 AVE W	TRAC N PHAN, ETAL	$ 50,000.00	Remodel - Residential - Lower Level Finish
250037	Signature Improvements Inc.	1803 7 ST W	ROBERT & PATRICIA WALLS	$ 58,500.00	Remodel - Residential - Lower Level Finish

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123374	C	4550 ABC LOCK & KEY INC	533.00							
1		01/22/25 LIBRARY - REKEY LOCK	107.50			7000	411600	653		101000
E2460										
2		01/22/25 WEX FIT UP	227.50			2970	480000	653		101000
E2460										
3		01/22/25 PD - REKEY LOCK	198.00			1000	455000	420		101000
E2459										
		Total for Vendor:	**533.00**							
123376		3453 ABM EQUIPMENT & SUPPLY LLC	195,040.00							
1		01/13/25 #7102 2024 FORD F600	195,040.00			6025	450000	610		101000
0166183										
		Total for Vendor:	**195,040.00**							
123297	C	289 ACME TOOLS	57.99							
1		01/27/25 POINT BAR	57.99			6020	450000	432		101000
13906214										
123316	C	289 ACME TOOLS	1,346.80							
1		01/16/25 TOOLS	12.08			6025	450000	432		101000
13862313										
2		01/20/25 POINT BAR/CUP WHEEL	102.98			6025	450000	432		101000
13876470										
3		01/20/25 CUTTING WHEEL/POINT BAR/CUP	198.79			6025	450000	432		101000
13876497										
4		01/21/25 ADJUSTABLE WRENCH	69.26			6025	450000	432		101000
13884605										
5		01/27/25 CUTOFF SAW/BLADE	963.69			6025	450000	432		101000
13906195										
		Total for Vendor:	**1,404.79**							
123418		5510 ADAM HASKINS	72.00							
LANDFILL CERTIFICATION TRAINING - BISMARCK, ND										
1		01/30/25 TRAVEL REIMBURSEMENT	72.00			6010	450200	340		101000
		Total for Vendor:	**72.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123267		3884 ADAM SUFFICOOL	68.00							
1		01/28/25 minot pd funeral, travel reimb	68.00			1000	421000	340		101000
		Total for Vendor:	**68.00**							
123327		3869 ALISHA REIS	25.01							
1		01/24/25 MILEAGE	25.01			7000	411600	340		101000
		Total for Vendor:	**25.01**							
123192	E	3490 AMAZON CAPITAL SERVICES	79.80							
1		01/23/25 Office Supplies - Planning	26.38			1000	418000	410		101000
1WFX3J9N9HVH										
2		01/22/25 Office Supplies - Eng	5.47			1000	414200	410		101000
1QP6JFKVPVXM										
3		01/24/25 Office Supplies - Eng	34.96			1000	414200	410		101000
1PXJ4W7TJ47K										
4		01/29/25 Office Supplies - Eng	12.99			1000	414200	410		101000
16FGDHWC4DFP										
123222	E	3490 AMAZON CAPITAL SERVICES	381.53							
Fire Department TMW										
1		01/16/25 Down Spout Protector	153.45			2060	415200	494		101000
1RRP6414C36V										
2		01/21/25 Recycle bin/med black gloves	67.14			2060	415200	500		101000
1NF4RNNHG79H										
3		01/21/25 Sprecher/Freeman mouse, keyboa	160.94			2060	415200	497		101000
1NF4RNNHG79H										
123246	E	3490 AMAZON CAPITAL SERVICES	1,326.29							
1		01/14/25 PHONE CHARGERS	106.38			6010	450200	497		101000
11DQNWMLW6NM										
2		01/23/25 VACUUM CLEANER BAGS	93.96			6020	450000	500		101000
1WWTH6JLDPCG										
3		01/17/25 FIRE EXTINUISHER SIGNS	20.98			1000	455000	420		101000
1NWRLP1TQHCW										
4		01/13/25 OFFICE SUPPLIES	11.77			1000	430000	410		101000
1VL443C1H6FN										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
5		01/13/25 WINTER GLOVES/SAFETY GLASSES	197.86			6025	450000	639		101000
1VL443C1H6FN										
6		01/13/25 OFFICE SUPPLIES	17.40			6025	450000	410		101000
1VL443C1H6FN										
7		01/13/25 TV WALL MOUNT	49.99			2210	428000	497		101000
1VL443C1H6FN										
8		01/13/25 SAFETY GLASSES - ST	78.45			1000	430000	639		101000
1VL443C1H6FN										
9		01/13/25 SAFETY GLASSES - WA	57.20			6020	450000	639		101000
1VL443C1H6FN										
10		01/13/25 NITRILE GLOVES	459.52			6025	450000	433		101000
1VL443C1H6FN										
11		01/23/25 T FRAEDRICH - BOOTS	119.95			6010	450200	422		101000
1KCJHPYC7H6V										
12		01/23/25 OFFICE SUPPLIES	112.83			6020	450000	410		101000
1KCJHPYC7H6V										
123293	E	3490 AMAZON CAPITAL SERVICES	207.36							
1		01/22/25 AED BATTERY	207.36			1000	455000	420		101000
1CW3PCHX793X										
123305	E	3490 AMAZON CAPITAL SERVICES	68.89							
1		01/27/25 W LICK - SWEATSHIRT	59.99			6025	450000	422		101000
1XL9CN3F3YJC										
2		01/27/25 OFFICE SUPPLIES	8.90			6020	450000	410		101000
1XL9CN3F3YJC										
123335	E	3490 AMAZON CAPITAL SERVICES	179.97							
1		01/21/25 C JOCHIM PANTS	179.97			1000	455000	422		101000
1NF4RNNHC7HC										
123348	E	3490 AMAZON CAPITAL SERVICES	917.90							
1		01/29/25 WINTER GLOVE RESTOCK - ST	229.47			1000	430000	639		101000
1TM1Y9VR33JF										
2		01/29/25 WINTER GLOVE RESTOCK - WA	229.47			6020	450000	639		101000
1TM1Y9VR33JF										
3		01/29/25 WINTER GLOVE RESTOCK - SW	229.47			6025	450000	639		101000
1TM1Y9VR33JF										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
4		01/29/25 WINTER GLOVE RESTOCK - RW	229.49			1000	430001	639		101000
1TM1Y9VR33JF										
123404	E	3490 AMAZON CAPITAL SERVICES	1,688.56							
1		01/29/25 k9 Q food container	41.20			1000	421000	915		101000
1FKNLMG74KHW										
2		01/29/25 computer bag, pens	31.41			1000	421000	410		101000
1K9RM4CW7PT3										
3		01/29/25 adhesive spray, glass cleaner,	86.70			1000	421000	420		101000
1K9RM4CW7PT3										
4		01/29/25 ext. drives, thumb drives	707.90			1000	421000	497		101000
1K9RM4CW7PT3										
5		01/29/25 k9 Q - supplies/equip	465.36			1000	421000	915		101000
1K9RM4CW7PT3										
6		01/29/25 training poles, shot timer	355.99			1000	421000	641		101000
1K9RM4CW7PT3										
		Total for Vendor:	**4,850.30**							
123223		317 AMERICAN WELDING & GAS, INC.	45.00							
1		01/24/25 Nitrogen Cylinder	45.00			2060	415200	428		101000
0010607622										
123321		317 AMERICAN WELDING & GAS, INC.	155.50							
1		09/30/24 WELDING GAS	155.50			6010	450200	914		101000
0010366772										
		Total for Vendor:	**200.50**							
123266		3857 ARNOLD NELSON	68.00							
1		01/28/25 minot pd funeral, travel reimb	68.00			1000	421000	340		101000
		Total for Vendor:	**68.00**							
123191	-98596E	4672 ASURE PAYROLL TAX MANAGEMENT	249,030.67							
01/24/25 payroll										
1		01/24/25 Social Security	116,652.60			1000	212501			101000
2		01/24/25 Medicare	27,281.80			1000	212502			101000
3		01/24/25 Federal Income Tax	96,236.27			1000	212503			101000
4		01/24/25 ND State Tax	4,693.00			1000	212504			101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
5		01/24/25 MN State Tax	4,167.00			1000	212505			101000
		Total for Vendor:	**249,030.67**							
123173		2116 AT&T	120.00							
1		12/16/24 LE targets	120.00			1000	421000	365		101000
541130										
		Total for Vendor:	**120.00**							
123294	C	2931 AUTO VALUE PARTS STORES	353.93							
1		01/24/25 HD CABIN AIR FLEET	77.52			6010	450200	427		101000
99319324										
2		01/28/25 FILTERS	3.26			6025	450000	427		101000
99319630										
3		01/28/25 FILTERS	13.04			1000	421000	427		101000
99319625										
4		01/28/25 FILTERS	3.26			1000	430002	427		101000
99319629										
5		01/28/25 FILTERS	3.26			6020	450000	427		101000
99319626										
6		01/16/25 FILTERS	9.78			1000	421000	427		101000
99317604										
7		01/15/25 5301 BATTERY HOLD KIT	7.99			1000	430001	427		101000
99317455										
8		01/15/25 5301 CV TUBE/BATTERY	192.96			1000	430001	427		101000
99317441										
9		01/16/25 FILTERS	29.01			6025	450000	427		101000
99317606										
10		01/17/25 168 FILTERS/AIR DOMESTIC	10.59			1000	421000	427		101000
99317937										
11		01/16/25 FILTERS	3.26			1000	430000	427		101000
99317605										
123328	C	2931 AUTO VALUE PARTS STORES	217.34							
1		01/27/25 609 START SWITCH	8.17			2210	428000	427		101000
99319529										
2		01/22/25 MICROMETER	139.99			1000	455000	432		101000
99318610										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
3		01/22/25 CLEANER	51.94			1000	455000	433		101000
99318771										
4		01/23/25 7002 1/4 CV TUBE	17.24			6025	450000	427		101000
99318977										
123389	C	2931 AUTO VALUE PARTS STORES	119.28							
1		01/28/25 FILTERS	119.28			6010	450200	427		101000
99319627										
123422	C	2931 AUTO VALUE PARTS STORES	183.52							
1		01/30/25 FURNACE PUMP	183.52			6020	450000	420		101000
99320157										
		Total for Vendor:	**874.07**							
123265		3032 AXON ENTERPRISE INC	71,957.30							
contract 2025 01/01/2025 to 12/31/2025										
1		01/01/25 taser 7 bundle	71,957.30			1000	421000	641		101000
INUS311699										
		Total for Vendor:	**71,957.30**							
123358	C	331 B&F FASTENER SUPPLY (NORTHERN	347.91							
1		01/22/25 PLOW BOLTS	347.91			1000	430000	381		101000
95147573										
		Total for Vendor:	**347.91**							
123280		4759 BARTHOLOMAY CONSTRUCTION INC	56,788.00							
1		1769 01/27/25 Commisison Chamber Doors	56,788.00			2970	480000	653		101000
1769										
123281		4759 BARTHOLOMAY CONSTRUCTION INC	169,700.00							
1		1770 01/27/25 New Commisison Chambers	169,700.00			2970	480000	653		101000
1770										
123331		4759 BARTHOLOMAY CONSTRUCTION INC	98,300.00							
1		01/27/25 CONSTRUCTION SATELLITE LIB.	98,300.00			7000	411600	653		101000
1771										
		Total for Vendor:	**324,788.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123255		999999 BEAU FLOM	300.00							
		Tree Planting Permit - 529 34th Way E								
1		01/27/25 Tree - 529 34th Way E	300.00			5000	422000	490		101000
		Total for Vendor:	**300.00**							
123251		3366 BENJI SCHWARTZ	50.00							
		Reimbursement for Professional ROW certification fee								
1		01/16/25 Reimb for ROW cert fee	50.00			1000	414200	667		101000
		Total for Vendor:	**50.00**							
123334	C	36 BERT'S TRUCK EQUIPMENT	90.00							
1		01/28/25 7002 FUEL FILL CUP	90.00			6025	450000	427		101000
102605										
123426	C	36 BERT'S TRUCK EQUIPMENT	1,093.36							
1		01/28/25 5306B CUTTING EDGE	1,093.36			1000	430001	381		101000
102606										
		Total for Vendor:	**1,183.36**							
123282	C	3489 BOLTON & MENK, INC	5,331.00							
1		0354517 01/23/25 Project 2284	4,487.00			4133	480000	313		101000
0354517										
2		0354518 01/23/25 Traffic Signal Timing	844.00			1000	430000	487		101000
0354518										
		Total for Vendor:	**5,331.00**							
123324	C	26 BORDER STATES INDUSTRIES INC	626.35							
1		01/21/25 ELECTRICAL SUPPLIES	93.47			1000	430002	487		101000
929730265										
2		01/21/25 LIFT STATION REPAIR	532.88			6025	450000	825		101000
929730246										
123351	C	26 BORDER STATES INDUSTRIES INC	9,826.00							
1		01/28/25 STREET LIGHTS	9,826.00			1000	430002	392		101000
929767680										
		Total for Vendor:	**10,452.35**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123187		999999 BRENNA KYLLONEN	59.86							
Acct: 01069-05										
2143 Allison Ln W										
Overpaid closed account, need to refund										
1		01/22/25 UB Refund	59.86			6020	214100			101000
		Total for Vendor:	**59.86**							
123420		4270 BRUCE RENSVOLD	72.00							
LANDFILL CERTIFICATION TRAINING - BISMARCK, ND										
1		01/30/25 TRAVEL REIMBURSEMENT	72.00			6010	450200	340		101000
		Total for Vendor:	**72.00**							
123235		3892 BURGGRAF'S ACE FARGO WEST #17458	18.69							
1		01/14/25 FD Hardware	2.70			2060	415200	500		101000
3929										
2		01/15/25 FD Daves Tools	15.99			2060	415200	432		101000
3931										
123299		3892 BURGGRAF'S ACE FARGO WEST #17458	9.99							
1		01/29/25 WIRE CONNECTOR	9.99			6020	450000	433		101000
3946										
		Total for Vendor:	**28.68**							
123337	C	351 BUSINESS ESSENTIALS	74.78							
1		01/15/25 SPOONS,PAPER PLATES,NAPKINS	74.78			7000	411600	410		101000
WO-1330373-1										
123386	C	351 BUSINESS ESSENTIALS	88.98							
1		01/21/25 OFFICE SUPPLIES	88.98			1000	450000	410		101000
OE-649519-1										
		Total for Vendor:	**163.76**							
123347		39 BUTLER MACHINERY	2,831.56							
1		01/18/25 7709 BLADE REPAIR	2,831.56			4387	480000	427		101000
WO0279593										
		Total for Vendor:	**2,831.56**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123259		1355 CASS COUNTY GOVERNMENT	3,309.75							
1		01/27/25 dec 2024 intox INV011580	85.00			1000	421000	398		101000
2		01/27/25 dec 2024 meds INV011579	79.75			1000	421000	398		101000
3		01/27/25 dec 2024 jail housing INV011581	3,145.00			1000	421000	398		101000
123413		1355 CASS COUNTY GOVERNMENT	5,982.00							
1		01/27/25 2025 VALLEY WATER RESCUE CONT. INV011569	5,982.00			1000	421000	978		101000
		Total for Vendor:	**9,291.75**							
123257		46 CASS RURAL WATER USERS	31.84							
1		6482 Jan 01/25/25 6482 - WF Airport Water 6482 Jan 2025	31.84			7050	500000	420		101000
		Total for Vendor:	**31.84**							
123188	C	1512 CDW GOVERNMENT, INC	1,982.22							
1		AC4J13N 01/21/25 Bluebeam - Engineering (6) AC4J13N	1,982.22			1000	414200	497		101000
		Total for Vendor:	**1,982.22**							
123423		1074 CENTER UPHOLSTERY & CANVAS	225.00							
1		01/31/25 7002 SEAT COVER REPAIR	225.00			6025	450000	427		101000
		Total for Vendor:	**225.00**							
123338		3216 CINTAS	148.42							
1		01/20/25 RUG SERVICE 4218331860	148.42			1000	455000	420		101000
		Total for Vendor:	**148.42**							
123381		111 CITY OF FARGO	22,678.60							
1		01/08/25 LANDFILL FEES 474235	22,678.60			6010	450200	355		101000
		Total for Vendor:	**22,678.60**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
123277	C	3167 CITY OF WEST FARGO	77.82								
1		02066 Jan 01/22/25 Airport Dumpster	77.82			7050	500000		420		101000
		02066-00 Jan 25									
		Total for Vendor:	**77.82**								
123185	C	3021 CIVICPLUS LLC	35,243.85								
		01/01/25-12/31/25									
1		321999 01/01/25 Annual Fees	35,243.85			1000	416200		497		101000
		321999									
		Total for Vendor:	**35,243.85**								
123270		3622 CLEARVIEW AI	5,495.00								
		contract 01/20/2025 to 01/19/2026									
1		01/24/25 search accounts/investigation	5,495.00			1000	421000		497		101000
		2B410AC5-1407									
		Total for Vendor:	**5,495.00**								
123224	C	1904 CODE 4 SERVICES, INC	585.48								
		TMW									
1		01/20/25 Kussmaul & battery cover	585.48			2060	415200		420		101000
		10348									
		Total for Vendor:	**585.48**								
123212		5293 COLUMN SOFTWARE PBC	9.12								
1		10/18/24 ND Meetings/Minutes	9.12			1000	415000		668		101000
		CBBC1442-0055									
		Total for Vendor:	**9.12**								
123276		4832 CONNECT INTERIORS	17,172.18								
		2nd half installment									
1		68286 12/26/24 WEX fit-up	14,022.51			2970	480000		653		101000
		68286									
2		68364 01/20/25 WEX fit-up	3,149.67			2970	480000		653		101000
		68364									
		Total for Vendor:	**17,172.18**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123392		4108 CONSOLIDATED ELECTRICAL	294.50							
1		01/15/25 CIRCUIT BRAKER	14.50			1000	455000	420		101000
2348-1076927										
2		01/15/25 120V SENSOR	280.00			1000	455000	420		101000
2348-1076929										
123398		4108 CONSOLIDATED ELECTRICAL	101.93							
1		01/23/25 ELECTRICAL SUPPLIES SATELLITE	101.93			7000	411600	641		101000
2348-1078097										
123440		4108 CONSOLIDATED ELECTRICAL	1,500.00							
1		01/15/25 Molded Case Circuit	1,500.00			1000	414104	497		101000
2348-1077207										
		Total for Vendor:	**1,896.43**							
123250		3245 CORE & MAIN	4,401.11							
1		01/15/25 LID LIFTER TOOL	87.72			1000	430000	432		101000
W290356										
2		01/21/25 5PT PENTA SOCKET	221.72			6020	450000	432		101000
W318456										
3		01/21/25 ADPT FLG/GASKET/SERVICE BOX KE	276.46			6025	450000	825		101000
W319932										
4		01/20/25 10 PVC SDR35 GXSP	229.38			6025	450000	825		101000
W314018										
5		01/17/25 GPLG STRONGBACK/GXSP	90.29			6025	450000	825		101000
W305226										
6		01/24/25 FLG RING NON ASP GSKT	4.80			6020	450000	438		101000
W315066										
7		01/24/25 WATER METER PROJECT	942.80			4972	480000	670		101000
W337056										
8		01/17/25 NON ASB RING GSKT	8.72			6020	450000	438		101000
W305642										
9		01/20/25 WATER METER PROJECT	1,036.16			4972	480000	670		101000
W312578										
10		01/15/25 WATER METER PROJECT	2,503.16			4972	480000	670		101000
W272747										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
11 W258364		01/15/25 WATER METER PROJECT	3,335.40			4972	480000	670		101000
12 W309141		01/17/25 WATER METER PROJECT - RETURNS	-4,335.50			4972	480000	670		101000
123318		3245 CORE & MAIN	404.12							
1 W333096		01/28/25 TRANS GASKET/MH FRAME	404.12			6025	450000	437		101000
		Total for Vendor:	**4,805.23**							
123209		2403 CRAIG DANIELSON	68.00							
1		01/24/25 officer funeral - meal reimb	68.00			1000	421000	340		101000
		Total for Vendor:	**68.00**							
123304		4059 DAKOTA FENCE	2,013.00							
1 235780		01/22/25 GUARDRAIL REPAIR	2,013.00			1000	430000	487		101000
		Total for Vendor:	**2,013.00**							
123339	C	1675 DAKOTA FLUID POWER, INC	765.86							
1 7291809		01/15/25 241B HARDWARE	50.86			6020	450000	427		101000
2 7291662		01/15/25 241B HARDWARE	48.33			6020	450000	427		101000
3 7295393		01/24/25 2024 HARDWARE	666.67			6020	450000	427		101000
123360	C	1675 DAKOTA FLUID POWER, INC	55.90							
1 7294887		01/23/25 HARDWARE	55.90			6010	450200	427		101000
		Total for Vendor:	**821.76**							
123352	C	79 DAKOTA HOSE & FITTINGS	1,004.14							
1 3212608		01/28/25 VACUUM HOSE/CLAMPS	1,004.14			6025	450000	432		101000
		Total for Vendor:	**1,004.14**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123274		5492 DAKTECH	659.00							
1		INV0348382 01/27/25 Micro PC - Court	659.00			1000	412000	497		101000
INV0348382										
		Total for Vendor:	**659.00**							
123432		999999 DARREN JACOBY	136.31							
Acct: 00300034-04										
Overpaid closed account, need to refund										
1		01/30/25 UB Refund	136.31			6020	214100			101000
		Total for Vendor:	**136.31**							
123225		2377 DAVID SAPP	108.93							
David went to MN to approve the reserve Engine 71										
1		01/22/25 Fuel to MN for RE-71	108.93			2060	415200	424		101000
2025 Fuel										
		Total for Vendor:	**108.93**							
123340		77 DEMCO INC	27,684.27							
1		01/09/25 DESK FOR SATELLITE LIBRARY	27,684.27			7000	411600	864		101000
7586932										
		Total for Vendor:	**27,684.27**							
123368		4547 DETROIT INDUSTRIAL TOOL	214.82							
1		01/02/25 CURED CONCRETE H/D	214.82			6020	450000	432		101000
1022210										
		Total for Vendor:	**214.82**							
123285		2583 DOUBLETREE BY HILTON	8,954.80							
1		5816 01/15/25 2024 Holiday Party	8,954.80			1000	414103	378		101000
5816										
		Total for Vendor:	**8,954.80**							
123292	C	2100 EAGLE RUN CROSSING	50.77							
1		01/23/25 5400 DIESEL	26.57			1000	430001	424		101000
1439										
2		01/23/25 5419 DIESEL	24.20			1000	430001	424		101000
1483										
		Total for Vendor:	**50.77**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123403		3207 ELLEN ROSSOW	66.09							
1		01/30/25 LIBRARY FB AD PAYMENT	66.09			7000	411600	689		101000
		Total for Vendor:	**66.09**							
123238	-98591E	4664 EMPOWER (MASS MUTUAL)	5,020.32							
1		01/24/25 Jan 2025 Contributions	5,020.32			1000	212528			101000
		Total for Vendor:	**5,020.32**							
123441		5354 ENERGY TECH SYSTEMS	2,850.00							
New Commission Chambers										
1		10418 01/30/25 Added card access controls	2,850.00			2970	480000	653		101000
10418										
		Total for Vendor:	**2,850.00**							
123393		3722 ENVIROTECH	11,413.35							
1		01/15/25 ICE SLICER	5,838.72			1000	430000	377		101000
CD202505403										
2		01/14/25 ICE SLICER	5,574.63			1000	430000	377		101000
CD202505315										
		Total for Vendor:	**11,413.35**							
123197	115664S	3547 EQUITABLE UNIT ANNUITY	2,000.00							
1		01/24/25 Deferred Comp Jan 2025	2,000.00			1000	212524			101000
		Total for Vendor:	**2,000.00**							
123411		2862 ESSENTIA HEALTH - FARGO	1,230.00							
1		01/30/25 pre-employment for 2	1,230.00			1000	421000	387		101000
890002547.01.2025										
		Total for Vendor:	**1,230.00**							
123296		3344 FACTORY MOTOR PARTS	33.78							
1		01/22/25 1210 WIPER BLADES	33.78			1000	421000	427		101000
37-1242108										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123341		3344 FACTORY MOTOR PARTS	164.15							
1	01/28/25	1176 SPARKPLUG	28.98			1000	421000	427		101000
37-1243016										
2	01/27/25	1186 WATER PUMP	135.17			1000	421000	427		101000
37-1242807										
123391		3344 FACTORY MOTOR PARTS	53.58							
1	01/29/25	1204 SPARKPLUG	53.58			1000	421000	427		101000
37-1243325										
		Total for Vendor:	**251.51**							
123313		1565 FARGO BUMPER	20.55							
1	01/17/25	8503 HARDWARE	20.55			7000	411600	427		101000
909251										
		Total for Vendor:	**20.55**							
123373		897 FARGO GLASS AND PAINT CO.	220.00							
1	01/03/25	PAINT	220.00			6010	450200	914		101000
FR0001464480										
		Total for Vendor:	**220.00**							
123226		3986 FARSTAD OIL, INC	415.48							
1	01/15/25	St 75 Def Fluid	187.74			2060	415200	424		101000
499641-25										
2	01/16/25	St 76 Def Fluid	227.74			2060	415200	424		101000
502865-25										
		Total for Vendor:	**415.48**							
123379	C	124 FASTENAL	408.01							
1	01/20/25	LIFT STATION REPAIR	40.52			6025	450000	825		101000
NDFAR311758										
2	01/20/25	TOOL - RETURN	-12.50			6025	450000	825		101000
NDFAR311757										
3	01/16/25	LIFT STATION REPAIR	132.97			6025	450000	825		101000
NDFAR311603										
4	01/23/25	LIFT STATION REPAIR	198.58			6025	450000	825		101000
NDFAR311935										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
5		01/21/25 LIFT STATION REPAIR	48.44			6025	450000	825		101000
NDFAR311803										
		Total for Vendor:	**408.01**							
123300		329 FERGUSON WATERWORKS #2516	136.47							
1		01/27/25 CURB ST WRENCH	136.47			6020	450000	432		101000
0513869										
		Total for Vendor:	**136.47**							
123436		2499 FM CONVENTION & VISITORS BUREAU	19,491.92							
Dec Lodging										
1		Dec 2024 12/31/24 Lodging Tax 2%	19,491.92			2141	411500	533		101000
Dec 2024										
123437		2499 FM CONVENTION & VISITORS BUREAU	9,745.97							
Dec Lodging										
2		Dec 2024 12/31/24 Lodging Tax 1%	9,745.97			2141	411500	653		101000
Dec 2024										
		Total for Vendor:	**29,237.89**							
123273		1979 FMWF CHAMBER OF COMMERCE	2,500.00							
1		351531 01/01/25 Membership Investment 2025	2,500.00			1000	415000	679		101000
351531										
		Total for Vendor:	**2,500.00**							
123365		2637 FORCE AMERICA INC	20.00							
1		01/27/25 DATA PLAN	20.00			1000	430000	497		101000
IN200-2003335										
		Total for Vendor:	**20.00**							
123179		155 GALLS, LLC	1,413.48							
1		01/17/25 boots for cruff	129.60			1000	421000	422		101000
030195898										
2		01/18/25 backpack for casperson	126.00			1000	421000	422		101000
030205156										
3		01/16/25 pants for casperson	67.50			1000	421000	422		101000
030187788										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
4 030156932		01/14/25 winter wear for casperson	54.00			1000	421000	422		101000
5 030180159		01/16/25 boots/equipment for t. todd	247.98			1000	421000	422		101000
6 030175344		01/15/25 backpack for nelson	126.00			1000	421000	422		101000
7 030168745		01/15/25 boots for ackerman	206.96			1000	421000	422		101000
8 030187502		01/16/25 flashlight for ackerman	90.00			1000	421000	422		101000
9 030187772		01/16/25 pant for dehmlow	67.50			1000	421000	422		101000
10 030216480		01/20/25 new officer shirt/pants, diop	297.94			1000	421000	422		101000
123206		155 GALLS, LLC	350.86							
1 030223026		01/21/25 equip/clothing for nelson	173.87			1000	421000	422		101000
2 030226947		01/21/25 equip for koropatnicki	176.99			1000	421000	422		101000
123260		155 GALLS, LLC	305.29							
1 030168052		01/15/25 uniforms for Heyerman	36.15			1000	421000	422		101000
2 030235550		01/22/25 uniforms-equip for hicks	269.14			1000	421000	422		101000
123271		155 GALLS, LLC	119.70							
1 030255447		01/23/25 boots for stewart	119.70			1000	421000	422		101000
123406		155 GALLS, LLC	207.82							
1 030280517		01/27/25 pants for Borg	81.86			1000	421000	422		101000
2 030300677		01/28/25 new officer boots - henry	125.96			1000	421000	422		101000
		Total for Vendor:	**2,397.15**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123166	115556S	955 GATEWAY BUILDING SYSTEMS, INC	1,685.00							
Purchased 1 1/2" meter, installed 1 inch meter instead. Need to refund the extra amount.										
1		01/21/25 Water meter fee refund	1,685.00			2230	347550			101000
		Total for Vendor:	**1,685.00**							
123438		5512 GENEVIEVE JUNKERT	5.36							
1		01/22/25 MILEAGE	5.36			7000	411600	340		101000
		Total for Vendor:	**5.36**							
123353		2558 GOODYEAR COMMERCIAL TIRE	2,937.69							
1		01/24/25 4100 TIRES	1,004.59			6010	450200	427		101000
130-1092507										
2		01/17/25 4102 TIRES	1,107.43			6010	450200	427		101000
130-1092486										
3		01/16/25 4021 TIRE REPAIR	77.93			6010	450200	427		101000
130-1092484										
4		01/27/25 407 TIRES	669.81			6010	450200	427		101000
130-1092514										
5		01/15/25 4201 TIRE REPAIR	77.93			6010	450200	427		101000
130-1092472										
		Total for Vendor:	**2,937.69**							
123227	C	556 GRAINGER, INC.	3,456.00							
2025 Capital Improvement										
1		01/17/25 Fire Hose Storage Rack	3,456.00			2060	415200	641		101000
9376021763										
		Total for Vendor:	**3,456.00**							
123228		3534 GRAND FORKS FIRE EQUIPMENT LLC	52.42							
1		01/15/25 SCBA o-rings	52.42			2060	415200	420		101000
42607										
		Total for Vendor:	**52.42**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123244	C	135 HAWKINS INC	5,875.28							
1		01/17/25 AQUAHAWK	5,875.28			6025	450000	423		101000
6963891										
123302	C	135 HAWKINS INC	2,785.70							
1		01/24/25 AQUAHAWK	2,785.70			6025	450000	423		101000
6968829										
		Total for Vendor:	**8,660.98**							
123249	C	5096 HDR ENGINEERING INC.	6,125.32							
1		1200690203 01/21/25 Project 6060	6,125.32			4098	480000	313		101000
1200690203										
		Total for Vendor:	**6,125.32**							
123286	C	2820 HIGH POINT NETWORKS	112.00							
Project 5514										
1		265084 01/28/25 Lights Cameras Project	112.00			1000	414104	497		101000
265084										
123435	C	2820 HIGH POINT NETWORKS	14,500.00							
1		265164 01/28/25 Lights Cameras Project	14,500.00			2533	452130	484		101000
265164										
		Total for Vendor:	**14,612.00**							
123303		358 HUBERT OYE-SONS CONST.	2,348.40							
1		01/24/25 ASPHALT MIX	2,348.40			6020	450000	438		101000
1212365										
		Total for Vendor:	**2,348.40**							
123254	C	3087 IBM CORPORATION	2,194.79							
01/01/25-12/31/25										
01/01/26-08/31/26										
1		4565051 01/24/25 MaaS360 Premier Suite 2025	1,291.05			1000	414104	497		101000
4565051										
2		4565051 01/24/25 MaaS360 Premier Suite 2026	903.74			1000	414104	497		101000
4565051										
		Total for Vendor:	**2,194.79**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123175		999999 ILEETA	980.00							
1 28486		01/21/25 ILEEDA, reg for k. johnson	490.00			1000	421000	340		101000
2 28490		01/21/25 ILEEDA, reg for kane	490.00			1000	421000	340		101000
		Total for Vendor:	**980.00**							
123366		4592 INGRAM LIBRARY SERVICES	5,954.67							
1 85938003		01/13/25 BOOKS	521.70			7000	411600	662		101000
2 85938005		01/13/25 BOOKS	863.12			7000	411600	662		101000
3 85938004		01/13/25 BOOKS	896.66			7000	411600	662		101000
4 85976841		01/14/25 BOOKS	26.39			7000	411600	662		101000
5 85976840		01/14/25 BOOKS	43.11			7000	411600	662		101000
6 86012692		01/15/25 BOOKS	90.61			7000	411600	662		101000
7 86012693		01/15/25 BOOKS	81.63			7000	411600	662		101000
8 86070388		01/16/25 BOOKS	120.65			7000	411600	662		101000
9 86070387		01/16/25 BOOKS	119.65			7000	411600	662		101000
10 86070386		01/16/25 BOOKS	433.66			7000	411600	662		101000
11 86070385		01/16/25 BOOKS	14.37			7000	411600	662		101000
12 86070384		01/16/25 BOOKS	18.34			7000	411600	662		101000
13 86049107		01/16/25 BOOKS	54.92			7000	411600	662		101000
14 86049106		01/16/25 BOOKS	20.90			7000	411600	662		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
15 86049105		01/16/25 BOOKS	20.49			7000	411600	662		101000
16 86082474		01/17/25 BOOKS	180.27			7000	411600	662		101000
17 86082473		01/17/25 BOOKS	164.35			7000	411600	662		101000
18 86082472		01/17/25 BOOKS	117.80			7000	411600	662		101000
19 86082471		01/17/25 BOOKS	20.13			7000	411600	662		101000
20 86082470		01/17/25 BOOKS	13.70			7000	411600	662		101000
21 86082469		01/17/25 BOOKS	54.56			7000	411600	662		101000
22 86082468		01/17/25 BOOKS	48.70			7000	411600	662		101000
23 86123169		01/21/25 BOOKS	21.12			7000	411600	662		101000
24 86123170		01/21/25 BOOKS	13.09			7000	411600	662		101000
25 86123171		01/21/25 BOOKS	221.75			7000	411600	662		101000
26 86123172		01/21/25 BOOKS	286.83			7000	411600	662		101000
27 86154212		01/22/25 BOOKS	19.31			7000	411600	662		101000
28 86154213		01/22/25 BOOKS	20.49			7000	411600	662		101000
29 86154214		01/22/25 BOOKS	37.38			7000	411600	662		101000
30 86154215		01/22/25 BOOKS	11.66			7000	411600	662		101000
31 86154216		01/22/25 BOOKS	15.59			7000	411600	662		101000
32 86154217		01/22/25 BOOKS	12.68			7000	411600	662		101000
33 86223801		01/24/25 BOOKS	22.31			7000	411600	662		101000

* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
34 86223802	01/24/25 BOOKS		20.69			7000	411600	662		101000
35 86223803	01/24/25 BOOKS		15.85			7000	411600	662		101000
36 86223804	01/24/25 BOOKS		15.53			7000	411600	662		101000
37 86190733	01/23/25 BOOKS		36.85			7000	411600	662		101000
38 86190734	01/23/25 BOOKS		96.90			7000	411600	662		101000
39 86190735	01/23/25 BOOKS		176.27			7000	411600	662		101000
40 86190736	01/23/25 BOOKS		15.45			7000	411600	662		101000
41 86190737	01/23/25 BOOKS		12.40			7000	411600	662		101000
42 86190738	01/23/25 BOOKS		8.39			7000	411600	662		101000
43 86259669	01/27/25 BOOKS		27.00			7000	411600	662		101000
44 86259670	01/27/25 BOOKS		35.27			7000	411600	662		101000
45 86259671	01/27/25 BOOKS		21.07			7000	411600	662		101000
46 86259672	01/27/25 BOOKS		19.52			7000	411600	662		101000
47 86259673	01/27/25 BOOKS		11.02			7000	411600	662		101000
48 86265913	01/27/25 BOOKS		10.20			7000	411600	662		101000
49 86265914	01/27/25 BOOKS		85.41			7000	411600	662		101000
50 86286780	01/28/25 BOOKS		43.16			7000	411600	662		101000
51 86286781	01/28/25 BOOKS		213.19			7000	411600	662		101000
52 86286782	01/28/25 BOOKS		38.42			7000	411600	662		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
53 86286783		01/28/25 BOOKS	12.74			7000	411600	662		101000
54 86286784		01/28/25 BOOKS	16.05			7000	411600	662		101000
55 86305090		01/28/25 BOOKS	29.54			7000	411600	662		101000
56 86305091		01/28/25 BOOKS	50.54			7000	411600	662		101000
57 86305092		01/28/25 BOOKS	115.47			7000	411600	662		101000
58 86317942		01/29/25 BOOKS	148.98			7000	411600	662		101000
59 86317943		01/29/25 BOOKS	11.87			7000	411600	662		101000
60 86317944		01/29/25 BOOKS	27.64			7000	411600	662		101000
61 86317945		01/29/25 BOOKS	13.84			7000	411600	662		101000
62 86317946		01/29/25 BOOKS	17.49			7000	411600	662		101000
		Total for Vendor:	**5,954.67**							
123309		233 J & L SPORTS	66.50							
1 33768		01/27/25 D BIRNBAUM SHIRTS	66.50			1000	430000	422		101000
		Total for Vendor:	**66.50**							
123380		1765 J.J. KELLER & ASSOC, INC	377.50							
1 9109733197		01/01/25 CDL TRAINING	377.50			1000	450000	497		101000
		Total for Vendor:	**377.50**							
123448 Unemployment	-98586E	1056 JOB SERVICE NORTH DAKOTA	436.39							
1		01/02/25 Unemployment - J Morlan	436.39			2060	415200	250		101000
		Total for Vendor:	**436.39**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123419		5511 JOHN REMMEN	72.00							
		LANDFILL CERTIFICATION TRAINING - BISMARCK, ND								
1		01/30/25 TRAVEL REIMBURSEMENT	72.00			6010	450200	340		101000
		Total for Vendor:	**72.00**							
123241	C	2798 JOHNSON CONTROLS	2,884.95							
1		01/24/25 PD - CONDENSER FAN REPAIR	2,884.95			1000	455000	420		101000
		1-135120670125								
123326	C	2798 JOHNSON CONTROLS	51,833.00							
		CONTRACT PERIOD: 2/1/25-1/31/26								
1		01/19/25 PW/PD/CH - ANNUAL CONTRACT	24,967.20			1000	455000	307		101000
		1-135087752641								
2		01/19/25 FD - ANNUAL CONTRACT	26,865.80			2060	415200	428		101000
		1-135087752641								
		Total for Vendor:	**54,717.95**							
123370	C	5504 JOHNSON CONTROLS FIRE PROTECTION	328.49							
1		06/06/24 WEX FIT UP	328.49			2970	480000	653		101000
		41736575								
123371	C	5504 JOHNSON CONTROLS FIRE PROTECTION	566.51							
1		01/07/25 WEX FIT UP	566.51			2970	480000	653		101000
		41790641								
		Total for Vendor:	**895.00**							
123397		5506 JON ZACHER	261.00							
		NORTHERN GREEN EXPO - ST. PAUL, MN								
1		01/23/25 TRAVEL REIMBURSEMENT	261.00			1000	430001	340		101000
		Total for Vendor:	**261.00**							
123415		5507 JP BENEDICT	153.00							
		ISA CONFERENCE - ABERDEEN, SD								
1		01/31/25 TRAVEL REIMBURSEMENT	153.00			2210	428000	340		101000
		Total for Vendor:	**153.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123190	-98597E	4482 KOTAPAY	3,484.11							
01/24/25 payroll										
1		01/24/25 Child Support	3,484.11			1000	212549			101000
		Total for Vendor:	**3,484.11**							
123256		999999 KRISTY REEK	190.00							
Tree Planting Permit - 3389 1st St E										
1		01/27/25 Tree - 3389 1st St E	190.00			5000	422000	490		101000
		Total for Vendor:	**190.00**							
123207		2508 KYLE HINRICHS	273.91							
1		01/24/25 clothing reimb	273.91			1000	421000	422		101000
		Total for Vendor:	**273.91**							
123343		3108 LAKE AGASSIZ REGIONAL LIBRARY	763.00							
1		01/24/25 TABLE TENT CAMPAIGN WEST ACRES	763.00			7000	411600	689		101000
M241										
		Total for Vendor:	**763.00**							
123170		260 LARS BODY SHOP	10,798.43							
1		01/21/25 #1211 repairs	10,798.43			1000	421000	322		101000
6261										
		Total for Vendor:	**10,798.43**							
123325		277 LARSONS WELDING/MACHINE	961.83							
1		01/20/25 PLATE METAL/MACHINED	961.83			1000	430002	392		101000
82210										
		Total for Vendor:	**961.83**							
123361		705 LAWSON PRODUCTS	440.68							
1		01/22/25 SHOP SUPPLIES	440.68			1000	455000	433		101000
9312163087										
		Total for Vendor:	**440.68**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123178	C	1020 LEADSONLINE LLC	11,196.92							
		contract dates 3-1-2025 to 12-31-2025 for Leadsonline Power Plus Investigation System, CellHawk Subscription & NightHawk License								
1 416386		01/20/25 2025 annual renewal for Leads	11,196.92			1000	421000	497		101000
		Total for Vendor:	**11,196.92**							
123214		3858 LEGAL & LIABILITY RISK	150.00							
1 248197		01/24/25 reg fee for burkhartsmeier	150.00			1000	421000	340		101000
		Total for Vendor:	**150.00**							
123215	C	4767 LENOVO (UNITED STATES) INC.	11,649.49							
1 6471668484		6471668484 01/23/25 1 Laptop - PW	1,452.36			1000	450000	497		101000
2 6471672361		6471672361 01/24/25 2 Monitors - Admin	242.00			1000	414000	497		101000
3 6471672361		6471672361 01/24/25 4 Monitors/2 Docks - PW	809.98			1000	450000	497		101000
4 6471672361		6471672361 01/24/25 1 Dock - PD	162.99			1000	421000	497		101000
5 6471672362		6471672362 01/24/25 Laptop/Docks/Monitors - Ec	2,037.36			1000	414102	497		101000
6 6471672362		6471672362 01/24/25 6 Monitors/3 Docks - Court	1,448.97			1000	412000	497		101000
7 6471695810		6471695810 01/26/25 1 Dock - Admin	162.99			1000	414000	497		101000
8 6471696997		6471696997 01/26/25 1 Laptop - Court	1,515.34			1000	412000	497		101000
9 6471697788		6471697788 01/26/25 1 Laptop - PW	998.70			1000	450000	497		101000
10 6471697788		6471697788 01/26/25 1 Laptop - FD	998.70			2060	415200	497		101000
11 6471699797		6471699797 01/27/25 1 Laptop - FD	910.05			2060	415200	497		101000
12 6471699797		6471699797 01/27/25 1 Laptop - PD	910.05			1000	421000	497		101000
		Total for Vendor:	**11,649.49**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
123184		4754 LENS EQUIPMENT	998.00						
		Special Investigations Unit - GPS contract date 1-1-2025 to 12-31-2025							
1		01/20/25 renewal for GPS trackers SUI	998.00			1000 421000	497		101000
7583									
		Total for Vendor:	**998.00**						
123287		1741 LIBERTY BUSINESS SYSTEMS, INC	1,149.22						
1		38413619 01/27/25 Jan 2025 CH 1st Floor	156.05			1000 415000	428		101000
38413619									
2		38413620 01/27/25 Jan 2025 CH 1st Floor	110.07			1000 415000	428		101000
38413620									
3		38413620 01/27/25 Jan 2025 City Hall	215.70			1000 415000	428		101000
38413620									
4		38413620 01/27/25 Jan 2025 Public Works	294.65			6020 450000	428		101000
38413620									
5		38413620 01/27/25 Jan 2025 Police	372.75			1000 421000	428		101000
38413620									
		Total for Vendor:	**1,149.22**						
123431		5418 LISA BREYER	56.28						
1		01/31/25 Mileage 12/09-01/27	56.28			1000 414100	340		101000
		Total for Vendor:	**56.28**						
123229		3418 LOFFLER	131.05						
1		01/21/25 FD 12-25-24 thru 01-24-25	131.05			2060 415200	428		101000
4921551									
		Total for Vendor:	**131.05**						
123261		711 LUTHER FAMILY FORD	447.92						
1		01/24/25 #1220 repairs	447.92			1000 421000	427		101000
FOCS646201									
123295		711 LUTHER FAMILY FORD	29.23						
1		01/15/25 1194 TUBE ASSY	29.23			1000 421000	427		101000
400459									

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123424		711 LUTHER FAMILY FORD	202.38							
1		01/29/25 7104 LAMP ASSY	202.38			6025	450000	610		101000
401587										
		Total for Vendor:	**679.53**							
123308		3304 MAC'S - FARGO	72.99							
1		01/20/25 3101 8 CPTMT BX	72.99			1000	430000	432		101000
I43935										
		Total for Vendor:	**72.99**							
123230	C	3536 MACQUEEN	5,789.83							
1		01/21/25 L-75 Valve Drains	264.83			2060	415200	427		101000
P12070										
2		01/23/25 Super Vac Fan	5,525.00			2060	415200	864		101000
P42501										
		Total for Vendor:	**5,789.83**							
123350	E	5349 MARCO TECHNOLOGIES, LLC	680.25							
1		01/28/25 LIBRARY PRINTER LEASE	680.25			7000	411600	428		101000
38431809										
		Total for Vendor:	**680.25**							
123433		999999 MARIAH SARGENT	126.18							
Acct: 02101350-07										
Overpaid account, need to refund										
1		01/31/25 UB Refund	126.18			6020	214100			101000
		Total for Vendor:	**126.18**							
123369		3384 MATHESON TRI-GAS INC	68.98							
1		01/21/25 WATER LINE REPAIR GAS	68.98			6020	450000	438		101000
0030921915										
		Total for Vendor:	**68.98**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123201	115665S	3630 MATRIX TRUST COMPANY	5,112.00							
1		01/24/25 Deferred Comp Pre-Tax Jan 25	3,490.00			1000	212547			101000
2		01/24/25 Deferred Comp Post-Tax Jan 25	1,622.00			1000	212548			101000
		Total for Vendor:	**5,112.00**							
123231	C	299 MENARDS (FIRE)	141.23							
1 47724		01/10/25 Fix light in training tower	20.10			2060	415200	494		101000
2 48573		01/23/25 Station Supplies	121.13			2060	415200	500		101000
		Total for Vendor:	**141.23**							
123248	C	4622 MENARDS (PUBLIC WORKS)	24.99							
1 48042		48042 01/15/25 Eng Tools	24.99			1000	414200	432		101000
123252	C	4622 MENARDS (PUBLIC WORKS)	152.15							
1 48359		01/20/25 BRUSH	15.34			1000	455000	420		101000
2 48361		01/20/25 TOOLBOX/TOOLS	54.61			6020	450000	432		101000
3 48368		01/20/25 TOOLBOX RETURN	-29.99			6020	450000	432		101000
4 48618		01/24/25 PREMIX FUEL	22.54			2210	428000	424		101000
5 48558		01/23/25 LOCK CORD	74.29			2210	428000	432		101000
6 48439		01/21/25 TOOLBOX	37.95			6020	450000	432		101000
7 48555		01/23/25 TIEDOWNS	51.65			6020	450000	432		101000
8 48619		01/24/25 BATTERIES	28.93			1000	430000	487		101000
9 48616		01/24/25 LUMBER	25.52			1000	430000	487		101000
10 48426		01/21/25 SHOP SUPPLIES	73.00			6025	450000	433		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
11 15124		DUP CREDIT TAKEN	18.30			1000	430000	432		101000
12 45579		ACCT CREDIT	-219.99			1000	430000	432		101000
123290	C	4622 MENARDS (PUBLIC WORKS)	52.56							
1 48878		01/28/25 BRNZ GROUND CLAMPS	52.56			1000	430002	391		101000
123317	C	4622 MENARDS (PUBLIC WORKS)	3.88							
1 48821		01/27/25 TARP STRAPS	3.88			6025	450000	433		101000
123372	C	4622 MENARDS (PUBLIC WORKS)	40.97							
1 48428		01/21/25 T MILNER - PANTS	40.97			6010	450200	422		101000
123400	C	4622 MENARDS (PUBLIC WORKS)	8.57							
1 48823		01/27/25 SCREWS - SATELLITE	8.57			7000	411600	641		101000
123414	C	4622 MENARDS (PUBLIC WORKS)	139.76							
1 44498		11/21/24 SHOP SUPPLIES	97.36			6010	450200	433		101000
2 32860		06/10/24 PADLOCK/CEMENT	12.18			1000	430000	433		101000
3 40634		09/26/24 SHOP TOWELS	30.22			1000	455000	500		101000
		Total for Vendor:	**422.88**							
123213		323 METRO COG	48,303.75							
1 1048		1048 01/21/25 NDSU ATAC Annual Dues	48,303.75			1000	418000	372		101000
		Total for Vendor:	**48,303.75**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
123421		304 METZ CO., INC.	1,262.50						
1		01/21/25 8503 SHELVING UNITS INSTALL	1,262.50			7000 411600	427		101000
21519									
		Total for Vendor:	**1,262.50**						
123253	E	2766 MIDCONTINENT COMMUNICATIONS	305.98						
1	14519	01/23/25 191305202 - 3050 Sheyenne	305.98			2310 452120	497		101000
19130520214519									
123394	E	2766 MIDCONTINENT COMMUNICATIONS	130.39						
1		01/23/25 TS INTERNET	130.39			6010 450200	497		101000
22121930114519									
		Total for Vendor:	**436.37**						
123262		102 MIDSTATES WIRELESS	692.41						
1		01/24/25 #157 equipment removal	692.41			1000 421000	610		101000
306000512-1									
		Total for Vendor:	**692.41**						
123375	C	1854 MIDWEST TAPE	579.61						
1		01/14/25 DVD	128.88			7000 411600	664		101000
506612735									
2		01/14/25 DVD	59.91			7000 411600	664		101000
506612737									
3		01/21/25 DVD	53.19			7000 411600	664		101000
506644061									
4		01/21/25 DVD	68.16			7000 411600	664		101000
506644063									
5		01/21/25 DVD	61.31			7000 411600	664		101000
506644064									
6		01/28/25 DVD	43.74			7000 411600	664		101000
506672015									
7		01/28/25 DVD	79.42			7000 411600	664		101000
506672016									
8		01/28/25 DVD	52.78			7000 411600	664		101000
506672019									

* ... Over spent expenditure

Claim/ Line #	Check Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
9 506672018	01/28/25 DVD	32.22			7000	411600	664		101000
	Total for Vendor:	**579.61**							
123430	305 MOORE ENGINEERING INC	7,137.50							
1 40394	40394 09/20/24 Project 1316.3	7,137.50			4065	480000	313		101000
123444	305 MOORE ENGINEERING INC	1,103.75							
1 40547	40547 09/27/24 Imp Dist 1310	1,103.75			4388	480000	313		101000
123445	305 MOORE ENGINEERING INC	112.50							
1 40954	40954 10/28/24 Imp Dist 1310	112.50			4388	480000	313		101000
123446	305 MOORE ENGINEERING INC	231,372.68							
1 42100	42100 01/23/25 Imp Dist 1337	112.50			4086	480000	313		101000
2 42102	42102 01/23/25 Project 1342	1,883.75			4002	480000	313		101000
3 42140	42140 01/27/25 Imp Dist 1345	10,409.30			4009	480000	313		101000
4 42101	42101 01/23/25 Imp Dist 1348	5,007.15			4444	480000	313		101000
5 42098	42098 01/23/25 Project 1349	4,696.75			4445	480000	313		101000
6 42108	42108 01/24/25 Imp Dist 3006	96,402.26			4003	480000	313		101000
7 42142	42142 01/27/25 Imp Dist 3006	87,201.47			4003	480000	313		101000
8 42143	42143 01/27/25 Project 9038	10,062.50			4505	480000	313		101000
9 42099	42099 01/23/25 Project 9043	14,957.75			4181	480000	313		101000
10 42139	42139 01/27/25 CWF Task Order #2	45.50			1000	414200	313		101000

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
11	42103	01/23/25 Project 9052	593.75			4136		480000	313		101000
42103											
		Total for Vendor:	**239,726.43**								
123363		1014 MOTION INDUSTRIES, INC	78.27								
1		01/29/25 415 BRG	78.27			6010		450200	427		101000
ND31-00532644											
		Total for Vendor:	**78.27**								
123384		3040 MR MANHOLE	3,266.98								
1		01/20/25 SPEEDPLATE	3,266.98			6025		450000	437		101000
OO-17058											
		Total for Vendor:	**3,266.98**								
123239	-98590E	4663 MUTUAL OF OMAHA	3,573.98								
1		01/24/25 Jan 2025 Contributions	3,573.98			1000		212515			101000
		Total for Vendor:	**3,573.98**								
123240	-98589E	3546 NATIONWIDE INVESTMENT ADVISORS	10,449.00								
1		01/24/25 Jan 25 Post-Tax Contributions	3,160.00			1000		212551			101000
2		01/24/25 Jan 25 Pre-Tax Contributions	7,289.00			1000		212550			101000
		Total for Vendor:	**10,449.00**								
123283		335 ND DEPT OF TRANSPORTATION	55,370.81								
1	0002503008	01/16/25 Project 9040	55,370.81			4507		480000	670		101000
0002503008											
123284		335 ND DEPT OF TRANSPORTATION	834.71								
1	0002503010	01/16/25 Project 9020	834.71			4137		480000	670		101000
0002503010											
		Total for Vendor:	**56,205.52**								
123200	115666S	3541 ND FRATERNAL ORDER OF POLICE	2,214.00								
1		01/24/25 FOP Legal for Jan 2025	2,214.00			1000		212527			101000
		Total for Vendor:	**2,214.00**								

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123218	-98594E	363 ND PERS	9,654.56							
01/24/25 Payroll										
1		01/24/25 457b Def Comp - Contributions	9,654.56			1000	212532			101000
123219	-98593E	363 ND PERS	400.00							
January 2025										
1		01/24/25 Freadrich service credit purch	400.00			1000	212532			101000
123220	-98592E	363 ND PERS	309,264.07							
1		01/24/25 Jan Payroll - Contributions	309,264.51			1000	212532			101000
2		01/24/25 Rounding	-0.44			1000	414100	230		101000
		Total for Vendor:	**319,318.63**							
123211		723 ND POST BOARD	135.00							
1		01/24/25 ND POST lic - Henry	45.00			1000	421000	667		101000
2		01/24/25 ND POST lic - wanzek	45.00			1000	421000	667		101000
3		01/24/25 ND POST lic - wanzek	45.00			1000	421000	667		101000
		Total for Vendor:	**135.00**							
123439		3531 NDBOA	265.00							
1		01/30/25 2025 membership dues - Housh	50.00			1000	418000	667		101000
2		01/30/25 Reg - Housh - 3/20-3/21	215.00			1000	418000	340		101000
		Total for Vendor:	**265.00**							
123232		3946 NDFA	1,461.32							
1		01/16/25 FF1 & II HazMat & EMT Books	1,461.32			2060	415200	340		101000
2025011602										
		Total for Vendor:	**1,461.32**							
123320		756 NELCO FIRST AID	372.32							
1		01/10/25 PW - FIRST AID SUPPLIES	295.72			6020	450000	639		101000
250028										
2		01/10/25 SA - FIRST AID SUPPLIES	76.60			6010	450200	639		101000
250030										
		Total for Vendor:	**372.32**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123349		4765 NETWORK CABLING SERVICES, INC.	2,200.00							
1		01/23/25 ELECTRICAL WIRING SATELLITE	2,200.00			7000	411600	497		101000
24110603										
		Total for Vendor:	**2,200.00**							
123181		2261 NETWORK CENTER INCORPORATED	1,267.83							
1		INV226816 01/20/25 2 internal hard drives	1,267.83			1000	414104	497	18	101000
INV226816										
123183		2261 NETWORK CENTER INCORPORATED	4,725.00							
1		12/31/24 Labor for ticket #1225561	4,725.00			1000	414104	497	18	101000
INV226821-DP										
123189		2261 NETWORK CENTER INCORPORATED	225.00							
1		INV226859 01/22/25 POC setup - Teams phone sys	225.00			1000	414104	497	18	101000
INV226859										
123278		2261 NETWORK CENTER INCORPORATED	112.50							
3		INV226912 01/28/25 Teams phone system project	112.50			1000	414104	497	18	101000
INV226912										
		Total for Vendor:	**6,330.33**							
123203	115667S	3543 NEW YORK LIFE INSURANCE &	6,603.00							
1		01/24/25 Deferred Comp EE Jan 2025	6,603.00			1000	212531			101000
		Total for Vendor:	**6,603.00**							
123330		1028 NORTHERN TRUCK EQUIPMENT CORP.	73.11							
1		01/14/25 388 ROCKER SWITCH	73.11			1000	430000	427		101000
FG22942										
		Total for Vendor:	**73.11**							
123310		4892 NORTHWEST TIRE INC.	149.23							
1		01/17/25 3202 TIRES	149.23			1000	430000	427		101000
26053735										
		Total for Vendor:	**149.23**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123174		5440 NORTHWEST TIRE INC. (PD)	29.26							
1		01/21/25 #164 tire repair	29.26			1000	421000	427		101000
26053774										
123263		5440 NORTHWEST TIRE INC. (PD)	59.96							
1		01/28/25 #1218 passenger balance	59.96			1000	421000	427		101000
26053900										
		Total for Vendor:	**89.22**							
123202	115668S	3542 NYLI FUNDS	850.00							
1		01/24/25 NYLI (Mainstay) Jan 2025	850.00			1000	212529			101000
		Total for Vendor:	**850.00**							
123315		4744 O'REILLY AUTOMOTIVE STORES, INC	1,316.19							
1		01/21/25 5301 BATTERY	203.32			1000	430001	427		101000
1932414583										
2		01/21/25 168 BATTERY	149.02			1000	421000	427		101000
1932414583										
3		01/28/25 1171 BATTERY	340.54			1000	421000	427		101000
1932416758										
4		01/28/25 4401 BATTERY	272.90			6010	450200	427		101000
1932416758										
5		01/23/25 261 WIPER ASSM	150.50			6020	450000	427		101000
1932415285										
6		01/23/25 2005 THERMOSTAT	10.89			6020	450000	427		101000
1932415265										
7		01/22/25 2005 V BELT/FAN CLUTCH	95.73			6020	450000	427		101000
1932415135										
8		01/22/25 2005 WATER PUMP	93.29			6020	450000	427		101000
1932415093										
123390		4744 O'REILLY AUTOMOTIVE STORES, INC	173.14							
1		01/28/25 ACCT CREDIT	-44.00			1000	421000	427		101000
1932416848										
2		01/29/25 1214 BATTERY	217.14			1000	421000	427		101000
1932417161										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123425		4744 O'REILLY AUTOMOTIVE STORES, INC	217.14							
1		01/30/25 STOCK BATTERY	217.14			1000	421000	427		101000
1932417529										
		Total for Vendor:	**1,706.47**							
123434		3505 OFFICE SIGN COMPANY	72.90							
1		SI-133358 07/16/24 3 door/desk signs - Commiss	72.90			1000	415000	410		101000
SI-133358										
		Total for Vendor:	**72.90**							
123447		353 OHNSTAD TWICHELL	30,519.20							
January invoices										
2		200929 01/21/25 Landscaping Ordinance Amend	308.20			1000	415000	312		101000
200929										
3		200925 01/21/25 Imp Dist 2265	84.00			4793	480000	312		101000
200925										
5		200928 01/21/25 Project 9054 - Ubiquity Agree	200.00			4069	480000	312		101000
200928										
7		200930 01/21/25 Imp Dist 3006	248.00			4003	480000	312		101000
200930										
8		200926 01/21/25 Project 9036	2,222.00			4023	480000	312		101000
200926										
14		200924 12/31/24 Municipal Prosecutions	25,572.60			1000	412000	312		101000
200924										
19		200933 01/21/25 Zoning Amendment - Lot Coverag	164.20			1000	418000	312		101000
200933										
20		200934 01/21/25 Rezone Sandhills 8th Addition	28.40			1000	418000	312		101000
200934										
49		200935 01/21/25 PUD Rezone - Meadow Ridge 18th	28.20			1000	418000	312		101000
200935										
50		200936 01/21/25 Imp Dist 2290	168.00			4185	480000	312		101000
200936										
51		200927 01/21/25 Sandhills 8th Addition	328.00			1000	418000	312		101000
200927										
52		200932 01/21/25 Nuisance Ordinance Amendment	789.60			1000	415000	312		101000
200932										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
62 200931	200931	01/21/25 Sheywest	378.00			1000	415000	312		101000
		Total for Vendor:	**30,519.20**							
123307		399 OLYMPIC SALES	1,478.02							
1 15296		01/17/25 4021 ASL DOT PDU MODULE	1,478.02			6010	450200	427		101000
123364		399 OLYMPIC SALES	234.52							
1 91760		01/27/25 HOSE END WELD	234.52			6025	450000	432		101000
		Total for Vendor:	**1,712.54**							
123234		276 OSTROMS ACE HARDWARE	329.75							
1 228077		12/31/24 Space Heater St 75	33.99			2060	415200	641		101000
2 228107		01/08/25 St 75 South Bay	86.97			2060	415200	494		101000
3 228167		01/21/25 E-71 Mounting screws	97.54			2060	415200	500		101000
4 228176		01/23/25 E-71 Mounting screws	27.38			2060	415200	500		101000
5 228180		01/24/25 Duplicate Keys	83.87			2060	415200	500		101000
123354		276 OSTROMS ACE HARDWARE	3.60							
1 228186		01/27/25 NUTS & BOLTS	3.60			7000	411600	641		101000
123401		276 OSTROMS ACE HARDWARE	6.80							
1 228188		01/27/25 SHELVING SCREWS - SATELLITE	6.80			7000	411600	641		101000
123405 PD PO 200212		276 OSTROMS ACE HARDWARE	18.98							
1 228202		01/29/25 acct # 44818: tomcat traps	18.98			1000	421000	420		101000
		Total for Vendor:	**359.13**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123319		5119 OSTROMS ACE HARDWARE (PW)	146.89							
1	01/14/25	BATTERIES	29.98			6010	450200	433		101000
228133										
2	01/20/25	PICK CLAY/SCOOP	43.58			6025	450000	432		101000
228156										
3	01/10/25	MA SPRAY/TRAPS	35.76			6025	450000	825		101000
228121										
4	01/15/25	TOOLS	37.57			6020	450000	432		101000
228139										
		Total for Vendor:	**146.89**							
123355	C	2126 OVERDRIVE, INC	1,234.94							
1	01/24/25	EBOOKS/AUDIOBOOK	1,234.94			7000	411600	650		101000
02139CO25022475										
		Total for Vendor:	**1,234.94**							
123344		5505 PACE ANALYTICAL SERVICES LLC	3,300.00							
1	01/21/25	2025 EMISSIONS TESTING	3,300.00			6010	450200	307		101000
25122348										
		Total for Vendor:	**3,300.00**							
123428		5491 PAUL FRACASSI	34.87							
ND Legislative Session - Bismarck - 01/28/25										
1	01/28/25	Travel reimb	34.87			1000	414101	340		101000
		Total for Vendor:	**34.87**							
123196	115669S	3548 PERSHING	300.00							
1	01/24/25	Alerus - Jan 2025	300.00			1000	212525			101000
		Total for Vendor:	**300.00**							
123314	C	563 PETRO SERVE USA	147.93							
1	01/23/25	WASHER FLUID	147.93			6020	450000	427		101000
101721										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123388	C	563 PETRO SERVE USA	2,305.56							
1		01/29/25 MOTOR OIL	558.80			1000	430000	424		101000
369										
2		01/29/25 QWIKLIFT HTB	550.70			1000	430000	424		101000
129										
3		01/29/25 MOTOR OIL	1,196.06			1000	430000	424		101000
370										
		Total for Vendor:	**2,453.49**							
123291	C	4034 PETRO SERVE USA #63	371.81							
1		01/29/25 PROPANE	16.16			6025	450000	424		101000
2504										
2		01/17/25 KEROSENE	45.23			6025	450000	424		101000
4652										
3		01/16/25 413 DIESEL	102.82			6010	450200	424		101000
4500										
4		01/16/25 411 DIESEL	78.92			6010	450200	424		101000
8299										
5		01/16/25 410 DIESEL	86.33			6010	450200	424		101000
4385										
6		01/23/25 FUEL CANS	42.35			6025	450000	424		101000
5779										
		Total for Vendor:	**371.81**							
123168		1987 PETSMART	157.54							
1		01/18/25 k9 Q supplies/equipment	200.73			1000	421000	915		101000
PD PO-200206										
2		01/20/25 credit	-43.19			1000	421000	915		101000
		Total for Vendor:	**157.54**							
123356		5483 PLAYSCAPES	560.49							
1		01/08/25 BOARD BOOK BIN	560.49			7000	411600	649		101000
IN104432										
		Total for Vendor:	**560.49**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123264		4333 PRI MANAGEMENT GROUP	99.00							
1		01/27/25 online training - haugen	99.00			1000	421000	340		101000
30152										
		Total for Vendor:	**99.00**							
123247		4544 QUALITY FLOW SYSTEMS INC.	7,398.08							
1		48303 01/14/25 Project 1342	7,398.08			4002	480000	670		101000
48303										
		Total for Vendor:	**7,398.08**							
123333		2982 RDO EQUIPMENT CO	124.53							
1		01/28/25 5427 TUBE/SPRING/BOLT	124.53			1000	430001	427		101000
P0897454										
		Total for Vendor:	**124.53**							
123272	C	3204 RECORD KEEPERS	35.00							
1		A277528 12/31/24 City Hall Shred Bins	35.00			1000	415000	420		101000
A277528										
		Total for Vendor:	**35.00**							
123177		5503 RED RIVER REGIONAL MARKSMANSHIP	540.00							
1		01/16/25 range rental for january	540.00			1000	421000	340		101000
INV-0089										
		Total for Vendor:	**540.00**							
123199	115670S	1464 RED RIVER VALLEY FOP LODGE #1	869.00							
1		01/24/25 FOP Dues Jan 2025	869.00			1000	212526			101000
		Total for Vendor:	**869.00**							
123412		1016 RED WING BUSINESS ADVANTAGE	203.99							
1		01/29/25 Z PAINTNER BOOTS	203.99			1000	450000	422		101000
175053										
		Total for Vendor:	**203.99**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct	Object	Proj	Cash Account
123417		5509 RHYS LUGER	153.00						
		ISA CONFERENCE - ABERDEEN, SD							
1		01/31/25 TRAVEL REIMBURSEMENT	153.00			2210 428000	340		101000
		Total for Vendor:	**153.00**						
123416		5508 ROBERT HELMING	153.00						
		ISA CONFERENCE - ABERDEEN, SD							
1		01/31/25 TRAVEL REIMBURSEMENT	153.00			2210 428000	340		101000
		Total for Vendor:	**153.00**						
123357		1071 S & S PROMOTIONAL GROUP	386.11						
1		01/13/25 TOTES/SCREEN RESET CHARGE	386.11			7000 411600	680		101000
210332									
		Total for Vendor:	**386.11**						
123429	E	3353 SAM'S CLUB MC/SYNCB	22.88						
1		000238 01/28/25 Candy for booth at Career Expo	22.88			1000 414200	420		101000
000238									
		Total for Vendor:	**22.88**						
123236		1881 SAM'S CLUB/SYNCHRONY BANK (FD)	421.39						
1		01/13/25 FD St 75 Supplies	125.60			2060 415200	500		101000
01/13/2025									
2		01/13/25 FD St 76 Supplies	295.79			2060 415200	500		101000
01-13-2025									
		Total for Vendor:	**421.39**						
123233		140 SANFORD AMBULANCE	185.00						
1		01/25/25 Bulk CPR/AED e-cards	185.00			2060 415200	340		101000
44965									
		Total for Vendor:	**185.00**						
123169		450 SCHEELS	159.99						
		PD PO-200205							
1		01/16/25 K9 Q - equipment	159.99			1000 421000	915		101000
40846									

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123210		450 SCHEELS	199.95							
PD PO-200210										
1		01/23/25 new officer boots, wirtzfeld	199.95			1000	421000	422		101000
40858										
		Total for Vendor:	**359.94**							
123385		3330 SHAWN HANSON	261.00							
NORTHERN GREEN EXPO - ST. PAUL, MN										
1		01/23/25 TRAVEL REIMBURSEMENT	261.00			1000	430001	340		101000
		Total for Vendor:	**261.00**							
123180	C	2885 SHORTPRINTER	16.95							
1		157294 01/17/25 Business cards - GIS	16.95			1000	414000	410		101000
157294										
123269	C	2885 SHORTPRINTER	137.30							
1		01/16/25 bc for 4 new officers	137.30			1000	421000	668		101000
157103										
123298	C	2885 SHORTPRINTER	19.95							
1		01/28/25 T BUCHOLZ BUSINESS CARDS	19.95			6020	450000	661		101000
157626										
123359	C	2885 SHORTPRINTER	24.95							
1		01/08/25 JENNA KAHLY BUSINESS CARDS	24.95			7000	411600	668		101000
157009										
123407	C	2885 SHORTPRINTER	19.95							
1		157592 01/28/25 Business cards - Admin (Dan H)	19.95			1000	414000	410		101000
157592										
123410	C	2885 SHORTPRINTER	55.60							
1		01/23/25 notary stamp - stanton	55.60			1000	421000	667		101000
157258										
		Total for Vendor:	**274.70**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123182		5199 SIGN BADGERS	300.00							
1		01/19/25 K9 stickers for vito thor	300.00			1000	421000	375		101000
33523										
123275		5199 SIGN BADGERS	1,885.00							
1		32963 01/24/25 Sign for Commission Chambers	1,885.00			2970	480000	653		101000
32963										
123402		5199 SIGN BADGERS	676.61							
1		01/28/25 SIGNAGE FOR SATELLITE	676.61			7000	411600	653		101000
33441										
123442		5199 SIGN BADGERS	1,477.07							
1		33442 01/29/25 CH/Commission Signs/Graphics	1,477.07			2970	480000	653		101000
33442										
123443		5199 SIGN BADGERS	347.85							
1		33657 01/30/25 Commission Nameplates	347.85			2970	480000	653		101000
33657										
		Total for Vendor:	**4,686.53**							
123377	C	3528 SNACKS PLUS VENDING	164.00							
1		01/21/25 PW - COFFEE	164.00			6020	450000	500		101000
5940-729759										
123408	C	3528 SNACKS PLUS VENDING	270.00							
1		5940729525 01/21/25 Coffee for City Hall	270.00			1000	415000	410		101000
5940729525										
123409	C	3528 SNACKS PLUS VENDING	162.00							
1		5940733335 01/28/25 Coffee for City Hall	162.00			1000	415000	410		101000
5940733335										
		Total for Vendor:	**596.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123221	C	3516 STEIN'S INC	59.92							
		Part of set-up cost for RE-71 and T-76								
1		01/24/25 RE-71, T76 Set up wall bracket	59.92			2060	415200	500		101000
951246										
		Total for Vendor:	**59.92**							
123243	C	176 SUMMIT FIRE PROTECTION	311.00							
1		01/27/25 PW - ALARM REPAIR	311.00			6020	450000	420		101000
2975614										
123322	C	176 SUMMIT FIRE PROTECTION	822.00							
1		01/14/25 PD - EXTINGUISHER SERVICE/MAIN	84.00			1000	455000	420		101000
2950443										
2		01/14/25 PW - EXTRINGUISHER SERVICE/MAI	420.85			6020	450000	420		101000
2950443										
3		01/14/25 GENERAL EXT. MAINTENANCE	317.15			1000	455000	420		101000
2950443										
		Total for Vendor:	**1,133.00**							
123312	C	733 SWANSTON EQUIPMENT CORP	721.44							
1		01/16/25 5400 POWER BO VALVE	721.44			1000	430001	427		101000
P09337										
123329	C	733 SWANSTON EQUIPMENT CORP	374.58							
1		01/28/25 5402 BLOWER	351.54			1000	430001	427		101000
P09628										
2		01/29/25 7041 HORN, AL	23.04			6025	450000	427		101000
P09655										
123345	C	733 SWANSTON EQUIPMENT CORP	1,022.13							
1		01/28/25 350D VALVE	1,022.13			1000	430000	427		101000
P09629										
		Total for Vendor:	**2,118.15**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund Org Acct		Object	Proj	Cash Account
123258		700 TCI INSURANCE	214.00							
Airport - added coverage for fuel sales										
1		CR 10/10/24 Endorsement for EQFL	-19.00			7050	500000	323		101000
IM-0001328-06										
2		1262 01/07/25 Endorsement for GL-S	233.00			7050	500000	323		101000
PR00057129										
		Total for Vendor:	**214.00**							
123383		2491 TEAM LABORATORY CHEMICAL, LLC	3,329.00							
1		01/08/25 EZ DOSE IT BLOCKS	3,329.00			6025	450000	825		101000
0044733										
		Total for Vendor:	**3,329.00**							
123288		3468 TERRACON CONSULTANTS, INC.	12,002.50							
Project M1247078										
1		TN34465 01/27/25 CDBG Grant	12,002.50			4178	480000	428		101000
TN34465										
		Total for Vendor:	**12,002.50**							
123306	C	3352 TITAN MACHINERY - FARGO	2,060.97							
1		01/17/25 3206B CUTTING EDGE	2,060.97			1000	430000	381		101000
PS0599040										
		Total for Vendor:	**2,060.97**							
123387	C	1285 TRAFFIC CONTROL CORPORATION	3,490.00							
1		01/17/25 APS BUTTON	530.00			1000	430002	487		101000
156141										
2		01/16/25 WIAAPS APB BS FS 915	2,960.00			1000	430002	487		101000
156102										
		Total for Vendor:	**3,490.00**							
123268		1495 TRAVIS JOHNSON	43.00							
1		01/28/25 minot pd funeral, meal reimb	43.00			1000	421000	340		101000
		Total for Vendor:	**43.00**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123382	C	665 TWIN CITY GARAGE DOOR	2,191.00							
1		01/17/25 PD - LIGHT CURTAINS	2,191.00			1000	455000	420		101000
397927878										
		Total for Vendor:	**2,191.00**							
123176		2951 TYLER TECHNOLOGIES, INC	2,398.00							
PD PO-200207										
1		01/20/25 reg for jason anderson	1,199.00			1000	421000	340		101000
2216										
2		01/20/25 reg for tracy haugen	1,199.00			1000	421000	340		101000
2216										
		Total for Vendor:	**2,398.00**							
123208		2136 ULINE INC	112.72							
1		01/17/25 invest sharps containers	112.72			1000	421000	365		101000
188033124										
123237		2136 ULINE INC	1,624.39							
1		01/17/25 ST 76 Clothing Closet Shelves	1,191.71			2060	415200	641		101000
188059230										
2		01/21/25 ST 76 Uniform Closet	201.09			2060	415200	641		101000
188169306										
3		01/24/25 RE-71 & T-76 Set up	231.59			2060	415200	500		101000
188309721										
123289		2136 ULINE INC	1,182.26							
1		01/02/25 SAFETY HARNESSES	1,182.26			6010	450200	641		101000
187404567										
123323		2136 ULINE INC	126.18							
1		01/21/25 SOFTSHELL JACKETS	126.18			2210	428000	422		101000
188160784										
		Total for Vendor:	**3,045.55**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123204	115671S	1562 UNITED WAY OF CASS-CLAY	47.00							
1		01/24/25 Jan 2025 Contributions	47.00			1000	212536			101000
		Total for Vendor:	**47.00**							
123242	-98588E	4665 UNUM	11,598.86							
1		01/24/25 Jan 25 Employee Contributions	6,192.01			1000	212514			101000
2		01/24/25 Jan 25 Employer Contributions	5,406.85			1000	212514			101000
		Total for Vendor:	**11,598.86**							
123171		2708 VERIZON WIRELESS SERVICES LLC	120.00							
1		01/08/25 warrant tower targets	120.00			1000	421000	365		101000
9022383869										
		Total for Vendor:	**120.00**							
123245	-98587E	4662 VOYA	414.00							
1		01/24/25 Jan 2025 Contributions	414.00			1000	212511			101000
		Total for Vendor:	**414.00**							
123399		2609 WADE LICK	204.21							
1		01/29/25 CLOTHING REIMBURSEMENT	204.21			6025	450000	422		101000
		Total for Vendor:	**204.21**							
123311		544 WALLWORK TRUCK CENTER	86.58							
1		01/16/25 7048 BLOCK HEATER	86.58			6025	450000	427		101000
01P562764										
123342		544 WALLWORK TRUCK CENTER	231.05							
1		01/21/25 407 PRESSURE RELEIF VALVE	201.66			6010	450200	427		101000
01P563723										
2		01/28/25 4401 TERMINAL POST RED BATTERY	29.39			6010	450200	427		101000
01P566191										
		Total for Vendor:	**317.63**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123449		2945 WEST FARGO AREA COMMUNITY	2,113.92							
1	11/27/24	Nov-Dec Reimbursement	2,113.92			1000	415000	374		101000
		Total for Vendor:	**2,113.92**							
123205	115672S	566 WEST FARGO PARK DISTRICT	105,807.61							
1	01/31/25	Jan 2025 State Aid	105,807.61			2050	451000	992		101000
		Total for Vendor:	**105,807.61**							
123336		2184 WEST SIDE STEEL	64.26							
1	01/20/25	FLAX EXPANDED STEEL	64.26			6020	450000	427		101000
11297										
123367		2184 WEST SIDE STEEL	144.54							
2	01/21/25	SHEET METAL	144.54			6010	450200	914		101000
11307										
		Total for Vendor:	**208.80**							
123193		4129 WESTERN NATIONAL MUTUAL INS CO	50.00							
1	01/23/25	notary bond for stanton	50.00			1000	421000	668		101000
77254										
		Total for Vendor:	**50.00**							
123167	-98598E	3549 WEX FSA	3,554.95							
1	01/24/25	Med FSA - 01/24/25 payroll	388.33			1000	212530			101000
2	01/24/25	Dep FSA - 01/24/25 payroll	3,166.62			1000	212523			101000
		Total for Vendor:	**3,554.95**							
123216	-98595E	4676 WEX HSA	37,501.18							
01.24.25 payroll										
1	01/24/25	HSA Contributions - ER	11,587.21			1000	212530			101000
2	01/24/25	HSA Contributions - EE	25,913.97			1000	212530			101000
		Total for Vendor:	**37,501.18**							

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
123198	115673S	3827 WF Firefighters Association	1,100.00							
1		01/24/25 Fire Union Dues Jan 2025	1,100.00			1000	212552			101000
		Total for Vendor:	**1,100.00**							
123362		549 WF PUB SCHOOLS DIST #6	20,667.00							
1		12/31/24 JANUARY RENT	10,333.50			7000	411600	333		101000
250160										
2		12/20/24 FEBRUARY RENT	10,333.50			7000	411600	333		101000
250186										
		Total for Vendor:	**20,667.00**							
123186	C	5435 WILLY GALINDO	2,145.96							
Moving/Relocation Expenses										
$7500 allowance - $5354.04 already paid = $2145.96 remaining										
1		01/16/25 Moving/Relocation Expenses	2,145.96			1000	414103	399		101000
		Total for Vendor:	**2,145.96**							
123395		4003 WM CORPORATE SERVICES INC	95,083.00							
1		01/02/25 WATER TOWER DROPSITE	7,468.80			6010	450200	916		101000
6782051										
2		01/02/25 SANITATION BUILDING DROPSITE	1,244.80			6010	450200	916		101000
6782052										
3		01/02/25 COWF MASTER BILLING	86,369.40			6010	450200	916		101000
6782053										
		Total for Vendor:	**95,083.00**							
123217	E	338 XCEL ENERGY	264.13							
1	912061946	01/23/25 New City Hall (WEX Bldg)	264.13			1001	415000	527		101000
912061946										
123279	E	338 XCEL ENERGY	22.28							
1		12/22/24 dec 2024 603/605 shey st	22.28			1000	421000	527		101000
912402269										

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
123301	E	338 XCEL ENERGY	1,844.67								
1		01/27/25 901 10TH AVE E - TRAFFIC SIGNA	48.37			1000	430002		527		101000
912475554											
2		01/24/25 1100 12TH AVE NW	319.10			6020	450000		527		101000
912241815											
3		01/27/25 1100 12TH AVE NW	317.50			6020	450000		527		101000
912426294											
4		01/23/25 344 SHEYENNE - SHEYENNE PLAZA	17.42			2310	452120		527		101000
912038744											
5		01/24/25 300 SHEYENNE - PIONEER PLACE	48.43			2310	452120		527		101000
912252085											
6		01/27/25 312 5TH AVE W	392.68			1000	430002		527		101000
912430897											
7		01/27/25 309 2ND AVE W	19.44			1000	430002		527		101000
912434529											
8		01/27/25 1680 13TH AVE E - STREET LIGHT	168.63			1000	430002		527		101000
912410215											
9		01/24/25 60L 12TH ST E	77.94			6025	450000		527		101000
912218145											
10		01/27/25 SM33	103.42			6025	450000		527		101000
912432266											
11		01/27/25 1690 13TH AVE S - TRAFFIC SIGN	60.95			1000	430002		527		101000
912390956											
12		01/21/25 SM75	70.78			6025	450000		527		101000
911707119											
13		01/21/25 1620 MAIN - TRANSFER STATION	200.01			6010	450200		527		101000
911617619											
		Total for Vendor:	**2,131.08**								
123378		582 ZEP MANUFACTURING	124.59								
1		01/15/25 CLEANING SUPPLIES	124.59			1000	455000		433		101000
9010711160											
		Total for Vendor:	**124.59**								

# of Claims 277 Total: 2310,336.72 # of Vendors 137

Total Electronic Claims 851,574.20

Total Non-Electronic Claims 1458762.52

** 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. **

CITY OF WEST FARGO ENGINEERING

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

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: February 3, 2025
Subject: 9th Street NE – Grade Separation
Action: Create Project No. 2293 and Approve Task Order

<u>Commission President</u>
Bernie Dardis
<u>Primary Portfolio:</u>
Administrative Services
<u>Secondary Portfolio:</u>
Police & Fire

<u>Commission Vice President</u>
Brad Olson
<u>Primary Portfolio:</u>
Police & Fire
<u>Secondary Portfolio:</u>
Street, Water & Sewer

<u>Commissioner</u>
Roben Anderson
<u>Primary Portfolio:</u>
Community & Development Services
<u>Secondary Portfolio:</u>
Administrative Services

<u>Commissioner</u>
Rory Jorgensen
<u>Primary Portfolio:</u>
Sanitation
<u>Secondary Portfolio:</u>
Community & Development Services

<u>Commissioner</u>
Amy Zundel
<u>Primary Portfolio:</u>
Street, Water & Sewer
<u>Secondary Portfolio:</u>
Sanitation

<u>City Administrator</u>
Dustin T. Scott

New Information and Recommendation:
West Fargo received a RAISE grant for the construction of a bridge over the BNSF railroad on 9th St. NE. Originally it was intended to be a part of the Improvement District No. 2265 - 9th Street NE/7th Ave NE Reconstruction project, however due to these RAISE grant fund source being administered through the FHWA, the NDDOT has stated that they will not be a co-sponsor of the FHWA agreement and are not allowing the bridge to be part of that project.

Due to the NDDOT not being willing to co-sponsor the FHWA agreement, we need to design, bid and construct the bridge separate from the 9th St NE/7th Ave NE project.

The Task Order No. 9 attached to this packet is a contract amount that was previously approved by the Commission for Houston Engineering's design under Project No. 2265 that is being moved to the new 2293 project. With the approval of Task Order No. 9, a corresponding Task Order No. 3-7 will be executed removing the exact same amount of contract from Imp. Dist. No. 2265.

No new contract costs are being requested. This is simply moving existing contract from Imp. Dist. No. 2265 to Project No. 2293.

The following documents are attached for review/consideration:

- Task Order No. 9 for Project No. 2293 for approval
- Task Order No. 3-7 for Imp. Dist. No. 2265 for reference

<u>Staff Recommendation</u>: Create Project No. 2293 and Approve Task Order No. 9 with Houston Engineering.

Financial Analysis:

Project No. 2293 – 9th St. NE – Grade Separation is intended to be paid for via a RAISE grant, BNSF grant funds and a bond. This project is not proposed to be assessed.

Previously Presented Information and Commission Actions:

(This is an additional project in regard to Project No. 2265)

<u>Project No. 2265 - Previously Presented Information:</u>

August 5, 2024 –

- **<u>Staff Recommendation:</u>** Approve Task Order No. 3-5 for Design Services
- **<u>Commission Action:</u>** Commissioner Zundel moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

June 5, 2023 –

- **Staff Recommendation:** Approve DCE Submittal with DCE decision Page decisions made by the Commission.
- **Commission Action:** three separate motions were made for the following:
  - Commissioner Olson moved and Commissioner George seconded to concur with the project concepts as proposed.
  - Commissioner George moved and Commissioner Olson seconded to proceed with alternative B – Three Lane Urban Corridor.
  - Commissioner Olson moved and Commissioner George seconded to with optional work item 1 – frontage road north of 7th Ave NE. Commissioners George, Anderson, Olson, Simmons, and Dardis voted aye. No Commissioners present voted nay, the motions were declared

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. 9

This is Task Order No. 9, consisting of 4 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:	**February 3, 2025**
b.	Owner:	**City of West Fargo**
c.	Engineer:	**Houston Engineering, Inc.**
d.	Specific Project (title)	**City Improvement District No. 2293. Reconstruction of 9th St. NE BNSF Railroad Grade Separation**
e.	Specific Project (description):	**Reconstruction of 9th St. NE BNSF Railroad Grade Separation**
f.	Related Task Orders Supplemented by this Task Order: Superseded by this Task Order:	

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.

Improvement District 2293 is to complete the RAISE Grant funded BNSF Railroad Overpass that developed as part of Improvement District 2265.

3. SERVICES OF ENGINEER (“SCOPE”)

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are as follows: **scope of services is 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 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 in Exhibit B or elsewhere, 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 Category & Task	Taks Order No.	Previous Fee ($)	Increased Fee ($)	Amended Maximum Fee ($)
Design Services				
BNSF Railway Overpass	9		$ 933,058.25	$933,058.25
Total		**$0.00**	**$ 933,058.25**	**$933,058.25**

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:

A. **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:

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 Scott

Title: City Administrator

ENGINEER:

By: Jeremy McLaughlin

Digitally signed by Jeremy McLaughlin, VP
Date: 2025.01.28 09:36:25-06'00'

Print Name: Jeremy McLaughlin

Title: Sr. Project Manager & VP

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

State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Dustin Scott

Title: City Engineer

Address: 800 Fourth Ave. East, Suite 1
West Fargo, ND 58078

E-Mail Address: Dustin.Scott@westfargond.gov

Phone: 701-515-5103

Date: 2/3/2025

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jeremy McLaughlin

Title: Sr. Project Manager & VP

Address: 1401 21st Avenue N
Fargo, ND 58102

E-Mail Address: jmclaughlin@houstoneng.com

Phone: 701-237-5065

Date: 2/3/2025

Exhibit A - Scope of Services

Final Design and Plan Preparation to include overpass at BNSF Railway

West Fargo: City Improvement District No. 2293

Description: Reconstruction of 9th St NE from Main Ave. to 12th Ave.

Date: January 23, 2025

Project: 8654-0013

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. Following successful award of the grant, the City is requesting that the grade separation be designed and with a desired bid opening of October 2025. This scope is for the services to complete the overpass plans and amend the necessary environmental documents and acquire the necessary right of way. This work was previously included in Phase III of Improvement District 2265, Task Order 3-5.

Task Order 9 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 9^{th} 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, FHWA, 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.

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.

Exhibit B

Estimated Hours and Cost Summary

City Improvement District No. 2293
9th Street NE south of 7th Ave. Overpass
Date: January 23, 2025

Final Design and Plan Preparation

Totals

	Hours	Cost
	Houston Direct Costs	$866,063.00
	Direct Expenses	$1,101.00
	Subconsultant Totals	$119,708.00
	Total Estimated Costs	**$986,872.00**
	less Work Completed under Imp. Dist. 2265	-$53,813.75
	Total Estimated Costs	**$933,058.25**

TASK ORDER NO. 3-7

This is Task Order No. 3-7, consisting of 4 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:	**February 3, 2025**
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 as follows: **Phase III – Final Design and Plan Preparation to include overpass at BNSF Railway, Scope of services are as detailed in Exhibit A of Task Order 3-5 are removed from Improvement District 2265.**

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: **This Task Order does not modify the project schedule.**

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 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
Feasibility Report	3-6	$38,699.00		$0.00
Remove BNSF Railway Overpass	3-7		$ (933,058.25)	-$933,058.25
Total		**$2,452,229.12**	**$ (933,058.25)**	**$1,519,170.87**

This task order removes the remaining unbilled budget from Task Order 3-5 from Improvement District 2265.

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:

N/A

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:		ENGINEER:	
By:		By:	Jeremy McLaughlin — Digitally signed by Jeremy McLaughlin, VP Date: 2025.01.28 08:41:15-06'00'
Print Name:	Dustin T. Scott	Print Name:	Jeremy McLaughlin
Title:	City Administrator	Title:	Sr. Project Manager & VP
		Engineer's License or Firm's Certificate No. (if required):	015C
		State of:	North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:		DESIGNATED REPRESENTATIVE FOR TASK ORDER:	
Name:	Daniel Hanson	Name:	Jeremy McLaughlin
Title:	Senior Director of Community and Development	Title:	Sr. Project Manager & VP
Address:	800 Fourth Ave. East, Suite 1 West Fargo, ND 58078	Address:	1401 21st Avenue N Fargo, ND 58102
E-Mail Address:	Daniel.Hanson@westfargond.gov	E-Mail Address:	jmclaughlin@houstoneng.com
Phone:	701-515-5103	Phone:	701-237-5065
Date:		Date:	

Commissioner __________ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2293 – 9th STREET NORTHEAST – GRADE SEPERATION OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Project No. 2293 – 9th Street Northeast – Grade Separation of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such a grade separation via construction of a bridge overpass within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No.2293 – 9th Street Northeast – Grade Separation of the City of West Fargo, North Dakota.

Dated: February 3, 2025

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.

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	West Fargo Packer Backers
Dates of Activity *(Does not include dates for the sales of tickets)*	03-28-2025
Organization or Group Contact Person	Stephanie Lauritsen
E-mail	steph@rplanners.co
Telephone Number	701-238-1013
Business Address	801 9th St. E
City	West Fargo
State	ND
ZIP Code	58078
Mailing Address (if different)	PO Box 863
City	West Fargo
State	ND
ZIP Code	58078

SITE INFO

Site Name	Stage West
County	Cass
Site Physical Address	300 Sheyenne St. Suite 120
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.)*

one time event - Friday, March 28th, 2025

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffles	see attached	
	Total (limit $40,000 per year)	$ 7888.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds

We will use the funds to support Packer Backer donations to WF High/Cheney Middle School student programs, activities and staff

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

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

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

☐ Yes ☒ No

Printed Name of Organization Group's Permit Organizer	Telephone Number	E-mail Address
Stephanie Lauritsen	701-238-1013	steph@rplanners.com

Signature of Organization Group's Permit Organizer	Title	Date
Stephanie Lauritsen	WF Packer Backers President	1-17-2025

West Fargo Packer Backers - Bull Ball Fundraiser Raffle Prizes

Prize	Value
Assorted Beer Package	$250.00
Bank Coffee Mugs	$35.00
Bank Coffee Mugs	$35.00
Bank Coffee Mugs	$35.00
Bar Code Gift Card	$50.00
Box of Ribs	$100.00
Box of Ribs	$100.00
Brisket	$100.00
Brisket	$100.00
Cash Giveaway	$1,000.00
Coffee Gift Card Tree	$100.00
Draw String Bag and Donut Gift Card	$35.00
F45 Bundle w/one month training pass	$378.00
Hair and Skin Product from Cloud 9	$150.00
Housecleaning/Carpet Cleaning	$500.00
Liquor Gift Basket with mugs	$100.00
Massage & Mani/Pedi	$250.00
Destination Trip Package	$1,000.00
North Dakota product gift basket	$150.00
Packer Baseball Caps and Pullovers	$200.00
Packer Swag Basket w/activity pass	$280.00
Plaza Passes to Ernest & Henning Concerts	$800.00
RRVF Concert Tickets	$200.00
Rustad punch cards	$40.00
Scheels gift card	$250.00
Scheels gift card	$250.00
The Local Gift Card	$50.00
Treasure Chest with $500 lottery tickets	$500.00
Wellness Gift Basket	$100.00
West Acres Gift Card	$250.00
Wine Basket	$100.00
Wine Basket	$100.00
Wine Basket	$100.00
Winter Survival Kit & Emergency Road Side Kit	$200.00
	$7,888.00

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey

2. PHONE NUMBER: 515-5376 DATE: January 24, 2025

3. AGENDA TITLE:

   A24-31 12th Avenue Industrial Addition Final Plat Approval.

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

   Approve final plat of 12th Avenue Industrial Addition. At their December 10, 2024 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed subdivision plat on the basis it is consistent with City plans and ordinances.

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

   Parcel located in the NW ¼ of Section 4, T139N, R49W, City of West Fargo.

6. ACTION BEING REQUESTED FROM CITY COMMISSION:

   Approve Final Plat, including associated final signed public dedication agreement

STAFF REPORT

A24-31	SUBDIVISION
12th Avenue Industrial Addition	
NW ¼ of Section 4, T139N, R49W, City of West Fargo	
Owner: City of Fargo (Jim Gilmour) Applicant: Nate Vollmuth, Goldmark	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	12-10-2024 - Approved
City Commission:	02-03-2025

PURPOSE:
Subdivide portion of unplatted parcel into two lots.

STATEMENTS OF FACT:	
Land Use Classification:	G-3: Employment Growth Sector
Existing Land Use:	Vacant/Well Monitoring Equipment/Snow Storage
Current Zoning District(s):	M: Heavy Industrial
Zoning Overlay District(s):	CO-R: Redevelopment Corridor Overlay District
Proposed Zoning District(s):	Unchanged
Proposed Lot size(s) or range:	8.1-11.3 Acres
Total area size:	24.1 Acres
Adjacent Zoning Districts:	M: Heavy Industrial
Adjacent street(s):	12th Avenue NE (Arterial); 12th Street NE (future local)
Adjacent Bike/Pedestrian Facilities:	None
Available Parks/Trail Facilities:	None
Land Dedication Requirements:	5% dedication required or fee-in-lieu for undeveloped parcels

DISCUSSION AND OBSERVATIONS:

- The applicant is proposing to subdivide a portion of an undeveloped parcel into two lots.
- Lot 1 is utilized for snow storage and Lot 2 includes monitoring equipment for the Fargo landfill.
- The property owner proposes to retain the platted parcels while allowing for future sale and development of the remaining unplatted parcel.
- Public right-of-way and utility services access for proposed Lot 2 is via an access and utility easement along the south side of Lot 1, via 12th Street NE.
- Seventy-five feet of right-of-way dedication is being platted for 12th Avenue NE and 80’ for 12th Street NE.
- A temporary turnaround easement is noted on the south side of 12th Street NE.
- Access control is noted on the plat along 12th Avenue NE, as well as 150’ to the south along 12th Street NE.
- Although right-of-way is being platted for 12th St NE, there is no intention by the applicant to request public infrastructure improvements for 12th St NE at this time. The applicant intends to continue to utilize Lot 1 for snow storage for the foreseeable future.

- The City's subdivision ordinance requires 5% public dedication for industrial development. The Park District has indicated no need for land within the subject property and requests payment in-lieu of land dedication.
- A public dedication agreement will be needed to outline the terms of the dedication, prior to City Commission approval.

NOTICES:	
Sent to:	Public notice published in the Forum and sent to applicable agencies and departments
Comments Received: • No comments received to-date.	

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

- The proposed application is consistent with the City plans and ordinances.

PLANNING AND ZONING COMMISSION ACTION

At their December 10, 2024 meeting, the West Fargo Planning and Zoning Commission voted to approve the Subdivision.

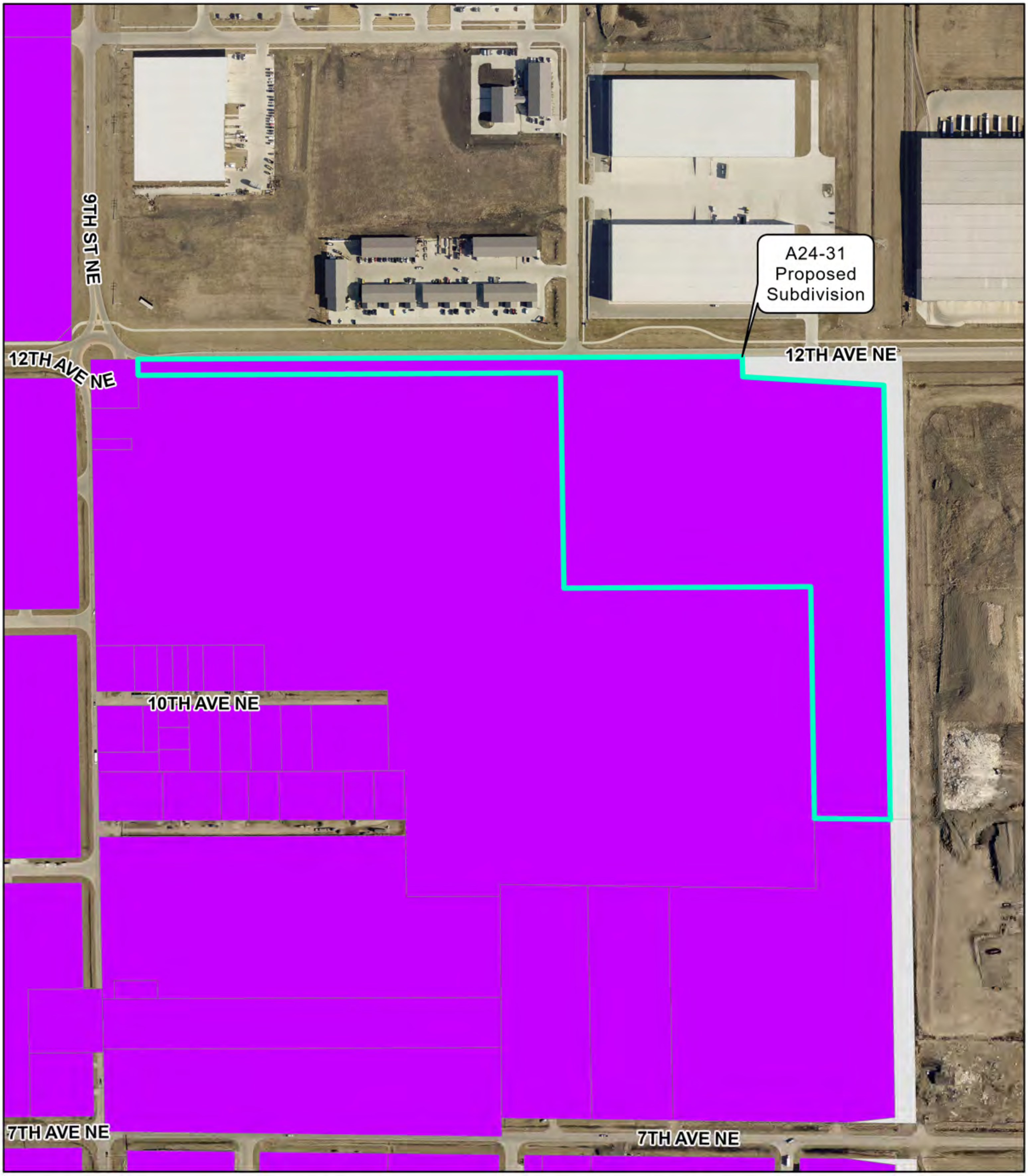
RECOMMENDATION:

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

Attachments:

- Aerial map
- Zoning map
- Final Plat
- Area Plan
- Public Dedication Agreement


12TH AVE NE
12TH AVE NE
9TH ST NE
10TH AVE NE
9TH AVE NE
9TH ST NE
7TH AVE NE
A24-31
Proposed
Subdivision
CITY OF
WEST
FARGO
Features
Agenda Zone
Lots
N
0
250
500
US Feet



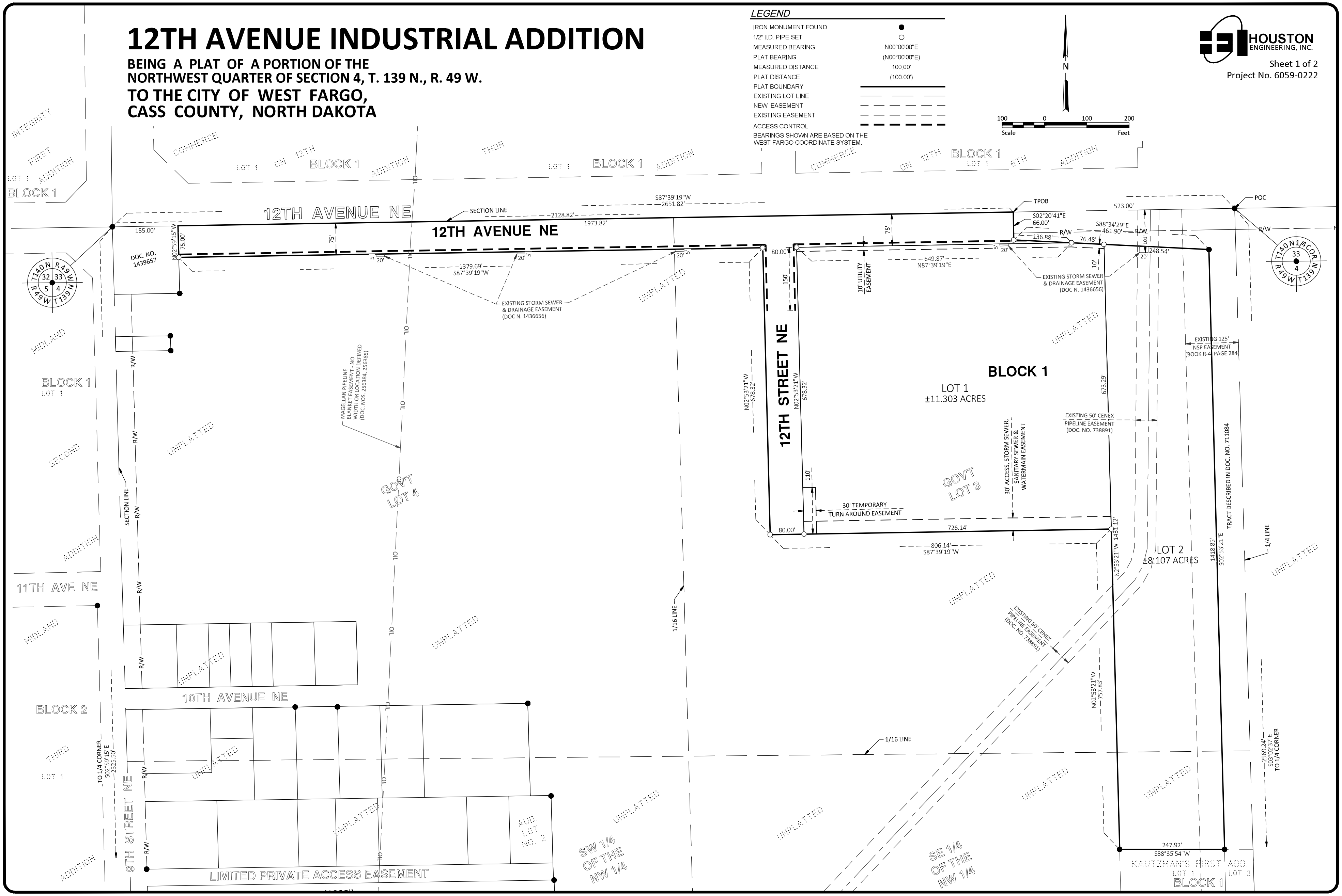
West Fargo Zoning

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

CITY OF WEST FARGO

N

0 250 500 US Feet


12TH AVENUE INDUSTRIAL ADDITION
BEING A PLAT OF A PORTION OF THE
NORTHWEST QUARTER OF SECTION 4, T. 139 N., R. 49 W.
TO THE CITY OF WEST FARGO,
CASS COUNTY, NORTH DAKOTA
LEGEND
IRON MONUMENT FOUND
1/2" I.D. PIPE SET
MEASURED BEARING N00°00'00"E
PLAT BEARING (N00°00'00"E)
MEASURED DISTANCE 100.00'
PLAT DISTANCE (100.00')
PLAT BOUNDARY
EXISTING LOT LINE
NEW EASEMENT
EXISTING EASEMENT
ACCESS CONTROL
BEARINGS SHOWN ARE BASED ON THE WEST FARGO COORDINATE SYSTEM.
N
100 0 100 200
Scale Feet
HOUSTON ENGINEERING, INC.
Sheet 1 of 2
Project No. 6059-0222
12TH AVENUE NE
12TH STREET NE
11TH AVE NE
10TH AVENUE NE
9TH STREET NE
BLOCK 1
LOT 1
±11.303 ACRES
LOT 2
±8.107 ACRES
GOV'T LOT 3
GOV'T LOT 4
SW 1/4 OF THE NW 1/4
SE 1/4 OF THE NW 1/4
TPOB
POC
SECTION LINE
1/16 LINE
1/4 LINE
S87°39'19"W
2651.82'
2128.82'
1973.82'
1379.69'
S87°39'19"W
155.00'
N02°59'15"W
75.00'
DOC. NO. 1439657
S02°20'41"E
66.00'
S88°34'29"E
461.90'
523.00'
136.88'
76.48'
248.54'
649.87'
N87°39'19"E
80.00'
N02°53'21"W
678.32'
726.14'
806.14'
S87°39'19"W
673.29'
N02°53'21"W 1432.12'
N02°53'21"W 757.83'
1418.85'
S02°53'21"E
247.92'
S88°35'54"W
2569.24'
S03°02'37"E
TO 1/4 CORNER
TO 1/4 CORNER
S02°59'15"E
2525.50'
EXISTING STORM SEWER & DRAINAGE EASEMENT (DOC N. 1436656)
10' UTILITY EASEMENT
30' TEMPORARY TURN AROUND EASEMENT
30' ACCESS, STORM SEWER, SANITARY SEWER & WATERMAIN EASEMENT
EXISTING 50' CENEX PIPELINE EASEMENT (DOC. NO. 738891)
EXISTING 125' NSP EASEMENT (BOOK R-4 PAGE 284)
TRACT DESCRIBED IN DOC. NO. 711084
MAGELLAN PIPELINE BLANKET EASEMENT - NO WIDTH OR LOCATION DEFINED (DOC. NOS. 256384, 256385)
LIMITED PRIVATE ACCESS EASEMENT
UNPLATTED
KAUTZMAN'S FIRST ADD
T140N R49W 32 33 5 4
T140N ACOR 33 4 R49W T139N
H:\JBN\6000\6059\6059_0222\CAD\Plat\6059-0222_12th_Ave_Industrial_Addition.dwg

12TH AVENUE INDUSTRIAL ADDITION

BEING A PLAT OF A PORTION OF THE NORTHWEST QUARTER OF SECTION 4, T. 139 N., R. 49 W. TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA

OWNERS' CERTIFICATE AND DEDICATION:

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Fargo, North Dakota, a municipal corporation, is the owner and proprietor of that part of the Northwest Quarter of Section 4, Township 139 North, Range 49 West of the Fifth Principal Meridian, City of West Fargo, Cass County, North Dakota, described as follows:

Commencing at the northeast corner of said Northwest Quarter; thence South 87°39'19" West, along the northerly line of said Northwest Quarter, for a distance of 523.00 feet to the northwest corner of a tract described in Document No. 711084, on file at the Cass County Recorder's Office, and the True Point of Beginning; thence South 02°20'41" East, along the westerly line of a tract described in said Document No. 711084, for a distance of 66.00 feet; thence South 88°34'29" East, along the westerly line of a tract described in said Document No. 711084, for a distance of 461.90 feet; thence South 02°53'21" East, along the westerly line of a tract described in said Document No. 711084, for a distance of 1418.85 feet to the northeast corner of Lot 1, Block 1, Kautzman's First Addition, on file at said Recorder's Office; thence South 88°35'54" West, along the northerly line of said Lot 1, for a distance of 247.92 feet; thence North 02°53'21" West for a distance of 757.83 feet; thence South 87°39'19" West for a distance of 806.14 feet; thence North 02°53'21" West for a distance of 678.32 feet to a point of intersection with the southerly line of the North 75.00 feet of said Northwest Quarter; thence South 87°39'19" West, along the southerly line of the North 75.00 feet of said Northwest Quarter, for a distance of 1379.69 feet to a point of intersection with the easterly line of a tract described in Document No. 1439657, on file at said Recorder's Office; thence North 02°59'15" West, along the easterly line of a tract described in said Document No. 1439657, for a distance of 75.00 feet to a point of intersection with the northerly line of said Northwest Quarter; thence North 87°39'19" East, along the northerly line of said Northwest Quarter, for a distance of 1973.82 feet to the True Point of Beginning.

Said tract contains 24.068 acres, more or less.

And that said party has caused the same to be surveyed and platted as **12TH AVENUE INDUSTRIAL ADDITION** to the City of West Fargo, Cass County, North Dakota, and does hereby dedicate to the public, for public use, the streets and avenues, storm sewer easement, sanitary sewer easement, watermain easement, temporary turn around easement, utility easement, and the access control easement as shown on this plat.

OWNER:
City of Fargo

____________________ Attest:____________________
Timothy J. Mahoney, Mayor — Steven Sprague, Auditor

State of North Dakota)
) ss
County of Cass)

On this _________ day of ______________, 20_____, before me personally appeared Timothy J. Mahoney, Mayor, City of Fargo; and Steven Sprague, City Auditor, City of Fargo, known to me to be the persons who are described in and who executed the within instrument and acknowledged to me that they executed the same on behalf of the City of Fargo.

Notary Public: __________________________

SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT:

I, Curtis A. Skarphol, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify that I am the Professional Land Surveyor who prepared and made the attached plat of **12TH AVENUE INDUSTRIAL ADDITION** to the City of West Fargo; that said plat is a true and correct representation of the survey thereof; that all distances are correctly shown on said plat; and that the monuments for the guidance of future surveys have been located or placed in the ground as shown.

Dated this ______day of ______________, 20_____.

____
Curtis A. Skarphol
Professional Land Surveyor No. 4723

State of North Dakota)
) ss
County of Cass)

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

Notary Public: __________________________

CITY ENGINEER'S APPROVAL:

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

____
Daniel R. Hanson, City Engineer

State of North Dakota)
) ss
County of Cass)

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

Notary Public: __________________________

WEST FARGO PLANNING COMMISSION APPROVAL:

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

____
Joseph F. Kolb, Chairman
West Fargo Planning Commission

State of North Dakota)
) ss
County of Cass)

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

Notary Public: __________________________

WEST FARGO CITY ATTORNEY APPROVAL:

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

____
Katie J. Schmidt, City Attorney

State of North Dakota)
) ss
County of Cass)

On this ______day of ______________, 20_____, before me personally appeared Katie J. Schmidt, City Attorney, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that she executed the same as City Attorney.

Notary Public: __________________________

WEST FARGO CITY COMMISSION APPROVAL:

Approved by the West Fargo City Commission this _________day of____________________, 20_____.

____________________ ____________________
Bernie L. Dardis, President of the West Fargo City Commission — Dustin T. Scott, City Auditor

State of North Dakota)
) ss
County of Cass)

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

Notary Public:__________________________

HOUSTON ENGINEERING, INC.
Sheet 2 of 2
Project No. 6059-0222

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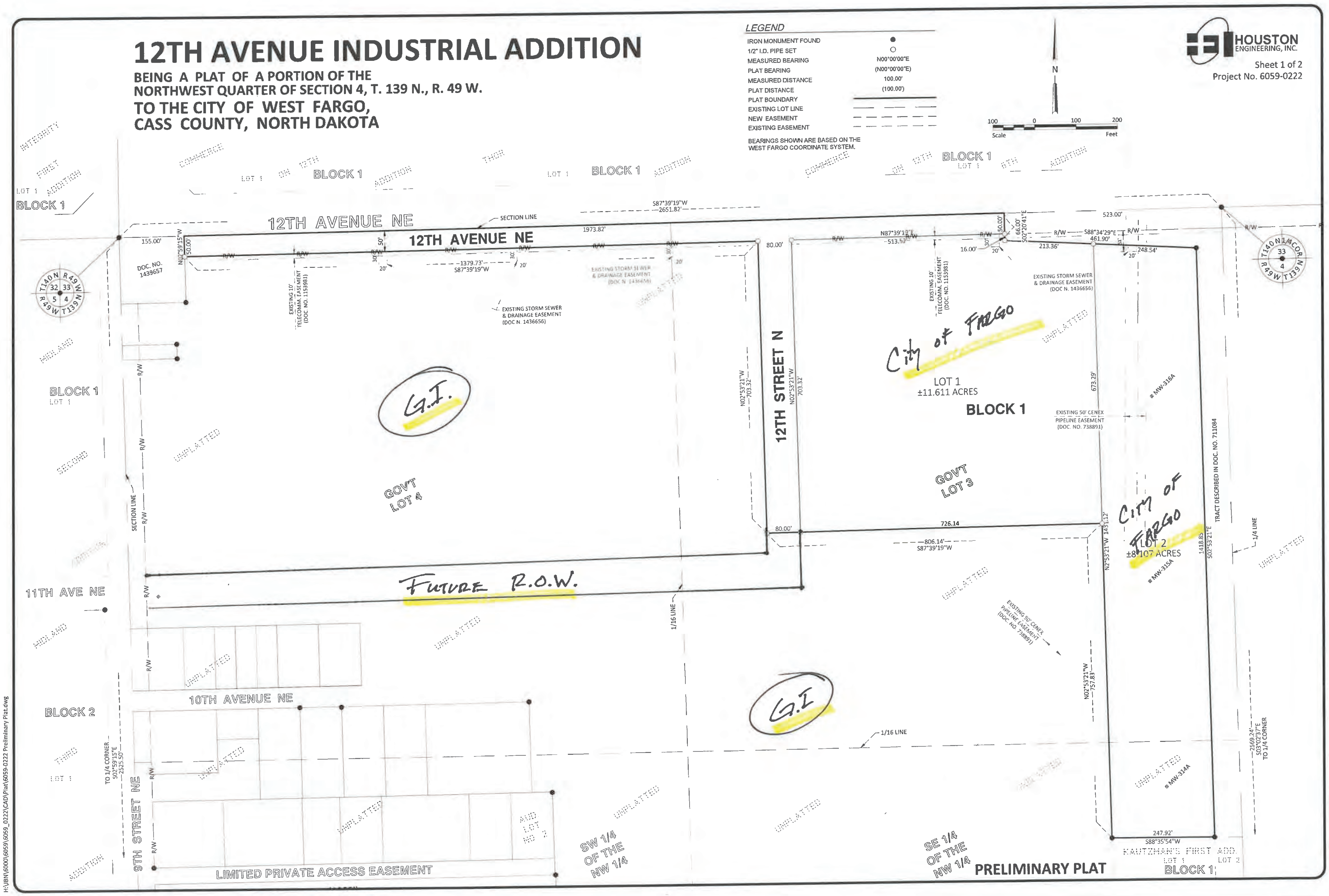
Area Plan



12TH AVENUE INDUSTRIAL ADDITION
BEING A PLAT OF A PORTION OF THE NORTHWEST QUARTER OF SECTION 4, T. 139 N., R. 49 W.
TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA
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IRON MONUMENT FOUND
1/2" I.D. PIPE SET
MEASURED BEARING N00°00'00"E
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MEASURED DISTANCE 100.00'
PLAT DISTANCE (100.00')
PLAT BOUNDARY
EXISTING LOT LINE
NEW EASEMENT
EXISTING EASEMENT
BEARINGS SHOWN ARE BASED ON THE WEST FARGO COORDINATE SYSTEM.
HOUSTON ENGINEERING, INC.
Sheet 1 of 2
Project No. 6059-0222
12TH AVENUE NE
12TH STREET N
11TH AVE NE
10TH AVENUE NE
9TH STREET NE
G.I.
GOV'T LOT 4
City of FARGO
LOT 1
±11.611 ACRES
BLOCK 1
GOV'T LOT 3
City of FARGO
LOT 2
±8.107 ACRES
FUTURE R.O.W.
G.I.
LIMITED PRIVATE ACCESS EASEMENT
SW 1/4 OF THE NW 1/4
SE 1/4 OF THE NW 1/4
PRELIMINARY PLAT

AGREEMENT

THIS AGREEMENT, made and entered into this 21 day of January, 2025, by and between the City of Fargo (the "Developer") and the City of West Fargo, a North Dakota Municipal corporation (the "City").

WHEREAS, the Developer desires to plat and develop a piece of property in the City of West Fargo to be known as 12th Avenue Industrial Addition (the "Property"); and

WHEREAS, the ordinances of the City of West Fargo require at the time of platting that certain public property be dedicated to the City or a cash payment to be made in lieu thereof; and

WHEREAS, the parties agree that such dedication shall be made as herein provided.

NOW, THEREFORE, be it agreed between the parties as follows:

1. The Developer hereby agrees that it will pay a total sum of $52,843.72 in lieu of public dedication, which entire sum shall be paid prior to and as a condition precedent to the City recording the subdivision plat of 12th Avenue Industrial Addition.

2. The City agrees that it will review the plat of 12th Avenue Industrial Addition, and following regular procedures will approve a plat of 12th Avenue Industrial Addition with payment in lieu of public land dedication in the amount set forth in paragraph 1 of this Agreement. Nothing in this agreement shall be construed as exempting the plat of 12th Avenue Industrial Addition from complying with the City of West Fargo's subdivision ordinances as amended from time to time.

3. The City agrees that it will use the cash payment in lieu of public dedication

for the purpose of providing public uses and facilities which will benefit the general neighborhood of 12th Avenue Industrial Addition under the provisions of the subdivision regulations found under Title IV of the ordinances of the City of West Fargo, North Dakota.

4. The parties to this Agreement understand that if the Developer conveys the property interest in 12th Avenue Industrial Addition to another entity or person, those entities or persons shall be bound by the terms of this Agreement. Furthermore, any other successor, heir, assign or assignee of real estate in 12th Avenue Industrial Addition will be bound by the terms and conditions of this Agreement, and no entity shall be entitled to a building permit in 12th Avenue Industrial Addition unless and until the dedications herein described have been made and determined to have been satisfied by the City of West Fargo.

5. Any and all claims that arise or may arise against Developer, its agents, servants, or employees while engaged in the use of the Property, shall in no way be the obligation of the City of West Fargo. Furthermore, Developer, its agents, servants, employees, or assigns shall save, indemnify, hold harmless, and defend the City, its officers and employees against any and all liability, loss, costs, damages, expenses, claims, actions, or judgments, including attorney's fees, which the City, its officers or employees may hereafter sustain, arise our of, incur, or be required to pay, in any way connected with the use of the Property. However, this paragraph shall not apply to suits against the City arising out of its negligence or intentional acts, or those of its employees, agents or designees.

6. This Agreement may not be altered or amended except in writing executed

by all parties.

7. This Agreement shall be recorded. Additionally, it shall be the affirmative duty of the Developer to provide a copy of this Agreement to any successor, heir or assign.

8. This Agreement shall be controlled by the laws of the State of North Dakota, and any action brought as a result of any claim, demand or cause of action arising under the terms of this Agreement shall be brought in an appropriate venue in the State of North Dakota.

9. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, and word hereof is held by a court with jurisdiction to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

CITY OF WEST FARGO

BY:______________________________
Its: Mayor

BY:______________________________
Its: Auditor

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

On this ____ day of ______________, 2025, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Bernie Dardis and Dustin T. Scott, known to me to be the persons who are described in and who executed the above and foregoing document and acknowledged to me that they executed the same.

[SEAL] ________________________________

Notary Public

DEVELOPER:

City of Fargo

By: Timothy J. Mahoney, Mayor

By: Steven Sprague, Auditor

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

On this 21 day of January, 2025, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Timothy J. Mahoney and Steven Sprague, known to me to be the persons who are described in and who executed the above and foregoing document and acknowledged to me that they executed the same on behalf of the City of Fargo

[SEAL]

MICHELLE R. VANYO
Notary Public
State of North Dakota
My Commission Expires Oct. 26, 2025

Michelle R Vanyo

Notary Public

CITY OF WEST FARGO ENGINEERING

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

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: February 3, 2025
Subject: Improvement District No. 2290 – 2025 Public Works Mill and Overlay
Action: Conduct the Determination of Protest Sufficiency and Approve associated Resolution

New Information and Recommendation:
At the December 16, 2024, Commission meeting, the Commission approved the Engineer's Report and set the date of February 3, 2025 to hear and determine the sufficiency of written protests filed.

Engineering staff mailed a Notice of Potential Assessed Improvements Impacting Your Property to each property owner within the Improvement District. The Notice provided estimated assessments for properties, listed the dates of publishing of Public Notices in the Fargo Forum, and outlined the process for property owners to file a written protest. 5 residents called or emailed City staff with questions about the type or work involved and the special assessments on the project.

The 30-day window for filing written protests ended on January 24, 2025, and the City Auditor has not received any letters of protest from the 377 letters that were sent out. This represents 0% of the Improvement District area, which does not constitute a majority of the District.

The following documents are attached for review/consideration:

- Affidavit of Publication, which was published on December 25, 2024 and January 1, 2025 in the Fargo Forum
- Mailing that was sent to property owners within the proposed Improvement District, which was mailed January 10, 2025 and consisted of a Notice of Potential Assessed Improvements Impacting Your Property and Improvement District Map
- Resolution of Insufficient Protests

Staff Recommendation: Conduct the Determination of Protest Sufficiency and Approve associated Resolution

Policy Analysis:

As stated at the December 2, 2024 Commission meeting, the proposed mill and overlay district will extend the lifespan of the current roadways. Other than the milling of the roadways and asphalt production, this work will be completed by the Public Works staff using Public Works equipment.

This project is intended to maximize the life span of the roadways in the neighborhoods. This is work that typically is planned for neighborhoods during the life cycle of their roadways.

Financial Analysis:

As stated at the December 2, 2024 Commission meeting, this project is intended to be completed utilizing Engineering and Public Works staff. The 2024 CIP had a project cost of $1,000,000 to be paid with Capital

Improvement Sales Tax funds and specially assessing 50% of the project costs.

Previously Presented Information and Commission Actions:

December 16, 2024

- ***Staff Recommendation***: Approve Amended Resolution Creating Improvement District No. 2290, Approve Engineer's Report, Authorize Resolution of Necessity; and Direct Engineer to prepare Plans and Specifications
- ***Commission Action:*** Commissioner Jorgensen moved, and Commissioner Zundel seconded to approve. No opposition, motion carried.

December 2, 2024

- ***Staff Recommendation***: Create Improvement District No. 2290, and Direct Engineer to prepare an Engineer's Report.
- ***Commission Action:*** Commissioner Zundel moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

Forum Communications Company

ND Affidavit No. UbPxgFHDYTfvEoAlENeU

See Proof on Next Page

AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

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

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

2. The newspaper listed on the exhibit published the advertisement of: ***ND General Public Notice Notice;*** *(2) time: Wednesday, December 25, 2024, Wednesday, January 1, 2025*, as required by law or ordinance.

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

(Signed) Amber Finneseth

SHERI SMITH
Notary Public - State of Florida
Commission # HH269383
Expires on May 31, 2026

NOTARY PUBLIC STATE OF FLORIDA

VERIFICATION

State of Florida
County of Broward

Subscribed in my presence and sworn to before me on this: 01/02/2025

S Smith

Notary Public
Notarized remotely online using communication technology via Proof.

RESOLUTION DECLARING WORK NECESSARY

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota that it is hereby found and declared that it is necessary to construct an improvement in and for Improvement District No. 2290 - 2025 Public Works Mill & Overlay consisting of partial depth asphalt milling and placement of hot mix asphalt overlay necessary to improve and maintain current roadway and ride quality in connection with the above specified improvements used or useful in connection with the above specified improvements, in accordance with and as described in the resolution creating said district, and the Engineer's Report which has been prepared by the Engineer for the City of West Fargo and approved by this commission which resolution and Engineer's Report together with an estimate of the probable cost of the work, are now on file in the office of the City Auditor and are open to public inspection.

BE IT FURTHER RESOLVED that a portion of the cost of said improvement be specially assessed against the benefited property in said improvement district in amounts proportionate to and not exceeding the benefits to be derived by them respectively from said improvement.

BE IT FURTHER RESOLVED that the owners of the property liable to be specially assessed for said improvements may file written protests against the said improvements within thirty (30) days after first publication of this resolution, and this Board shall at its next meeting after the expiration of said period, to-wit: On the 3rd day of February, at 5:30 p.m. meet at the City Commission Chamber in City Hall, 800 fourth Avenue East, West Fargo, for the purpose of hearing and determining the sufficiency of any protests so filed and of taking any such further action with respect to said improvements as may then deemed necessary and expedient.

BE IT FURTHER RESOLVED that the City Auditor is hereby authorized and directed to cause this resolution, including a map of the improvements directed, to be published one each week for two (2) consecutive weeks in The Forum, the official newspaper of the City of West Fargo, North Dakota.

Dated: December 16, 2024
APPROVED:
Bernie L. Dardis
President of Board of City Commissioners

ATTEST:
Dustin T. Scott
City Auditor

STATE OF NORTH DAKOTA
COUNTY OF CASS ss.

I, Dustin T. Scott, the duly appointed, qualified and acting City Auditor of the City of West Fargo, do hereby certify the foregoing to be a full, true and correct copy of the resolution adopted by the Board of City Commissioners of the City of West Fargo, at the meeting of the Board held on the 16th day of December 2024, and that such Resolution is now a part of the permanent records of the City of West Fargo, as such records are filed in the office of the City Auditor.

IN WITNESS WHEREOF, I have hereunto set my hand this 16th day of December, 2024.

Dustin T. Scott
City Auditor
West Fargo, North Dakota

(Dec. 25, 2024; Jan. 1, 2025)

1/9/2025

Notice of Potential Assessed Improvements Impacting Your Property

Improvement District 2290 - 2025 Public Works Mill and Overlay

Dear Property Owner,

The Improvement District for the future construction project referenced above includes a property you own and is anticipated to use special assessments to fund all or part of the project costs. A map of the Improvement District has been included for reference.

The current **estimated** assessment for properties in the Improvement District are as follows:

- $ 1,600 - Single Family Home
- $ 1,000 - Twin Home
- $ 500 - Condo / Town Home

A "Resolution Declaring Improvements Necessary" for this improvement district was published in the Public Notices section of the 12/25/2024 and 1/1/2025 editions of the Fargo Forum as required by North Dakota Century Code (NDCC) Section 40-22-15.

Property owners may file a written protest against the adoption of the resolution within thirty (30) days of the first publication of the resolution per NDCC Section 40-22-17. Written protests must be sent to city.auditor@westfargond.gov or to City Auditor, 2515 6th St E, West Fargo, ND 58078. Written protests must include the following:

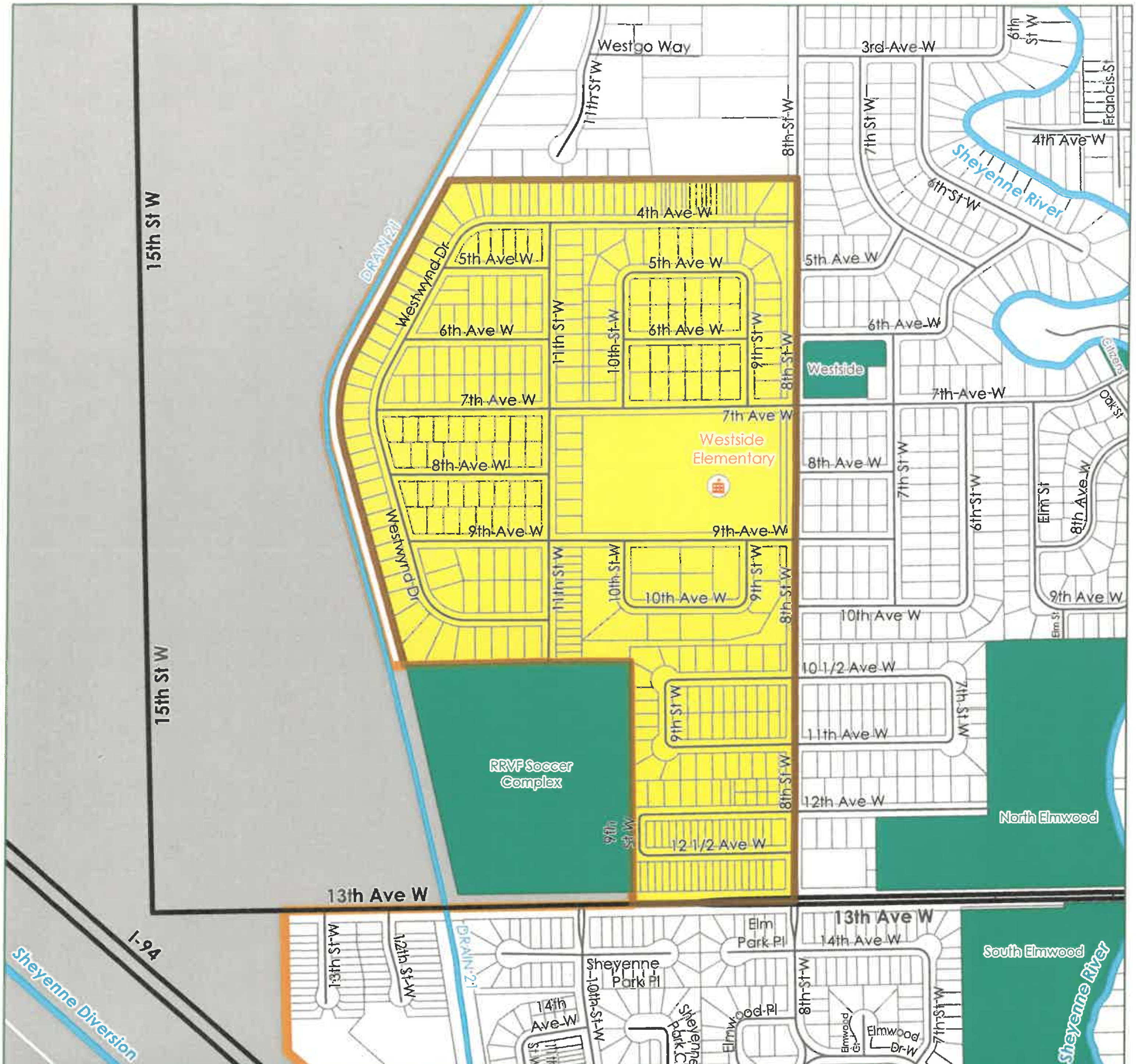
1. Name (s) of all owners of the property
2. Address of the Property
3. Reference to the Improvement District being protested

At the Monday, February 3, 2025 City Commission Meeting, which begins at 5:30 p.m., Commissioners will hear and determine the sufficiency of written protests filed per NDCC Section 40-22-17 and may take further action on this project.

This letter is a communication sent on behalf of the City of West Fargo and is the only mailed notice that the City of West Fargo will provide for this protest opportunity. More information about the special assessments process will be mailed after construction is completed.

Thank you,

City of West Fargo Staff



IMPROVEMENT DISTRICT NO. 2290

2025 Public Works Mill and Overlay

Issued: 12/10/2024

Prepared by:

CITY OF WEST FARGO

Improvement District

Parcel Boundary

Park District

City Limit

N

0 200 400 800 Feet

The City Auditor presented an affidavit showing publication in the official newspaper of the City of the Resolution of Necessity heretofore adopted to the improvement proposed to be made in Improvement District No. 2290 –2025 Public Works Mill and Overlay as directed by the provisions of said Resolution which affidavit was examined, found to be satisfactory and ordered to be placed on file.

The City Auditor reported that no less than thirty days having expired since the first publication of said Resolution, there were no property owners liable to be specially assessed for said improvement who filed protests against the making thereof in the office of said City Auditor within the said thirty day period as provided by law.

Commissioner _______ introduced the following Resolution and moved its adoption:

RESOLUTION DETERMINING THAT INSUFFCIENT PROTESTS WERE FILED ON IMPROVEMENT IN IMPROVEMENT DISTRICT NO. 2290 – 2025 PUBLIC WORKS MILL AND OVERLAY

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that said Board of City Commissioners has heretofore by Resolution determined and declared it necessary to construct an improvement in Improvement District No. 2290 – 2025 Public Works Mill and Overlay of the City of West Fargo, consisting of partical depth asphalt milling and placement of hotmix ashalt overlay necessary to improve and maintain current roadway and ride quality used or useful in connection with the above specified improvements and that said Resolution has been duly published as required by law, and that not less than thirty days have expired since the first publication thereof, and the opportunity having been afforded as provided by law for the property owners liable to be specially assessed for said improvement to file protests against the making thereof, and this Board having duly met to consider all protests so filed, and being fully advised in the premises, it is hereby determined that no protests were filed within the time and manner provided by law against the making of said improvement; therefore, the Board of City Commissioners and this City are authorized to proceed with the construction of the same and to pay the cost thereof by the levy of special assessments.

Dated: February 3, 2025

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: January 20, 2025
Subject: 2025 West Fargo Signal Re-Timing and Operations
Action: Approve Task Order

New Information and Recommendation:
Approximately every 5 years the overall traffic signal system in West Fargo undergoes a signal retiming. This effort is completed to optimize traffic flow across the city's signalized roadways.

The previous signal retiming occurred in 2021 so 2025 marks the 4-year anniversary since the last time this work occurred. It is being brought forth after only 4 years as we have added a number of new signals to the system recently along with signal modifications this year along 9th Street and Veterans Blvd.

In addition to the overall signal system retiming, this Task Order includes funds for routine maintenance during the year when issues arise with the system to be able to utilize Bolten and Menk to assist in trouble shooting and providing corrective measures on an as needed basis. This has been standard practice over recent years.

The following documents are attached for review/consideration:

- Task Order No. 5

Staff Recommendation: Approve Task Order No. 5 with Bolton & Menk, INC.

Policy Analysis:

Signal retiming is needed to help maintain traffic operations under normal circumstances. Traffic patterns can change for various reasons. An example of this is commercial development in an area that would add traffic to a roadway. By retiming the signals throughout the community on a reoccurring basis allows traffic to flow effectively.

Financial Analysis:

The signal retiming was originally scheduled for 2026 in the 2024 approved CIP with a cost of $375,000. Task Order No. 5 is in the amount of $89,000 which is substantially lower than the amount identified in the CIP.

Previously Presented Information and Commission Actions:

None

This is Task Order No. 5, consisting of 4 pages.

Task Order 5

In accordance with Paragraph 1.02 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated April 17th, 2023 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

a.	Effective Date of Task Order:	January 13, 2025
b.	Owner:	City of West Fargo, North Dakota
c.	Engineer:	Bolton & Menk, Inc.
d.	Specific Project (title):	2025 West Fargo Signal Re-Timing and Operations

2. Services of Engineer

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

Description: The purpose of this Task Order is to prepare updated signal timings throughout the City of West Fargo, field calibrate new timing plans, evaluate adaptive signal control along Veteran's Boulevard and 9th Street, and provide operational support through 2025.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit A.

4. Task Order Schedule and Payments

Task	Schedule	Payment
Task 1 – Routine Maintenance	Completion by December 31st, 2025	$14,000 Hourly Not To Exceed
Task 2. Data Collection	Completion in Spring of 2025	$15,000 Hourly Not To Exceed
Task 3. Timing Plan Development and Implementation	Timing Plan Development in Summer of 2025, Implementation in Fall of 2025	$50,000 Hourly Not To Exceed
Task 4. Adaptive Signal Control	Completed in Summer of 2025	$10,000 Hourly Not To Exceed
Total	Completed by December 31st, 2025	$89,000 Hourly Not To Exceed

5. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order 5 is January 13, 2025

OWNER:		ENGINEER:	
By:		By:	Mike Bittner
Print Name:	Daniel Hanson	Print Name:	Mike Bittner
Title:	Sr. Director of Community & Development	Title:	Principal-In-Charge
DESIGNATED REPRESENTATIVE FOR TASK ORDER:		DESIGNATED REPRESENTATIVE FOR TASK ORDER:	
Name:	Kyle McCamy	Name:	Jake Rick
Title:	Sr. Director of Community & Development	Title:	Senior Engineering Tech
Address:	2515 6th Street E.	Address:	3168 41st St S
			Suite 2
	West Fargo, ND 58078		Fargo, ND 58104
E-Mail Address:	Kyle.McCamy@westfargond.gov	E-Mail Address:	Jake.Rick@bolton-menk.com
Phone:	701-515-5103	Phone:	701-960-8593

This is **EXHIBIT A**, consisting of 1 page, referred to in and part of the **Task Order** dated January 13, 2025

Engineer's Services for Task Order

SCOPE OF SERVICES – 2025 Signal Re-Timing and Operations

This task Order's purpose is to prepare updated signal timings throughout the City of West Fargo, field calibrate new timing plans, evaluate adaptive signal control along Veteran's Boulevard and 9th Street, and provide operational support through 2025.

Scope of Work:

Task 1. Routine Maintenance

This task involves adjustments to current timing plans based on citizen complaints, intersection-specific changes in traffic patterns, or new traffic signal deployment. Bolton & Menk budgeted for 70 hours for 2025. This does not include the development of any formal documentation and does not include direct coordination with citizens. This task does include detailed e-mail summaries for each work order completed and time for regular coordination with City of West Fargo staff.

Task 2. Data Collection

Bolton & Menk will collect the following field data to support new signal timing information.

- Utilize the Advanced Traffic Analysis Center's Traffic Analysis Tool to collect data at 27 intersections.
- 12-hour turning movement counts using 3rd party AI for up to 8 traffic signals throughout the City. Extra intersections were included to validate ATAC tool or for complicated sites like Sheyenne Street and I-94.
- Radar counts at 10 locations across the community to collect speed data to calibrate corridor progression.

Task 3. Timing Plan Development and Implementation

Bolton and Menk will update timing plans throughout the entire City for five different timing plans. This will include the following tasks

- Clearance interval calculations and approach will be reviewed and reassessed.
- New AM Peak, Midday Peak, Commercial Peak, PM Peak and Off-peak timing plans City-wide.
- New School release time timing plans at five intersections where these plans are already in effect.
- Programming new timing plans into Centracs.
- Coordination with NDDOT to verify new timing plans are acceptable at the I-94 junctions.
- One week of field validation and calibration ensures the timing plans operate effectively.
- Summary document highlighting the benefits of the updated signal timing operations for City Commission and public consumption.

Task 4. Adaptive Signal Control Assessment

Bolton and Menk will review the potential benefits, costs, and impacts of converting certain portions of Veterans Boulevard to adaptive signal control. This effort will include the following sub-tasks;

- Utilization of Metro COG's Streetlight license and ATAC Traffic Analysis Tool to review traffic pattern variability along Veteran's Boulevard/9th Street
- Evaluate multiple study area scenarios to optimize benefits.
- Compare this concept with routinely maintained traffic signals in the following categories; travel times and delays, consistency, costs, and impacts to east-west traffic progression.

CITY OF WEST FARGO ENGINEERING

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

To: West Fargo City Commission
From: Dan Hanson, City Engineer
Date: February 3, 2025
Subject: Intersection Improvements - 52nd Avenue & 9th Street W
Action: Create Improvement District No. 2288 and Approve Task Order

New Information and Recommendation:
The city has secured a Highway Safety Improvement Program (HSIP) grant to install a roundabout at the intersection of 52nd Avenue and 9th Street West.

The anticipated bid date for this project is January of 2028. It is important to begin the planning process for this project to have time to complete the feasibility study, engineer's report, environmental services and land acquisition for the project.

Moore Engineering completed some preliminary layouts for these improvements when it was proposed as Imp. Dist. No. 2276. They have been chosen as the consultant for this project given their history with the improvements and assistance given in the past.

The following documents are attached for review/consideration:

- NDDOT Grant Award Notice
- Conceptual Design Exhibits
- 2021 Traffic Impact Study Summary
- Task Order 92 for Approval
- Associated Resolution with Map

<u>Staff Recommendation</u>: Create Improvement District No. 2288 and Approve Task Order No. 92 with Moore Engineering

Background and Project Summary:
In 2021 a Traffic Impact Study was completed that included this intersection. The recommendation from that study was to install a single lane roundabout within the next 5 years to provide an adequate level of service for traffic flow during peak hours which would also provide additional safety for pedestrians crossing 52nd Avenue.

In May of 2022 a pedestrian crossing study was completed which counted over 200 pedestrians crossing 52nd Avenue at this intersection.

These improvements were previously proposed with Improvement District No. 2276, however when that project was presented the Commission at that time determined that project should not proceed as presented due to opposition from property owners in that Improvement District.

The direction from the Commission at that time was to try to find additional funding for the project and had a 4-way stop installed at the intersection.

Financial Analysis:

The total estimated construction cost of the project when the application was submitted for funding was $2,260,000. The HSIP grant will fund 90% of these costs to $2,034,000 with a local share cost of construction to be $226,000.

This project was included in the 2024 CIP for 2028 construction with an estimated cost of $3,302,000 which factors in inflation and soft costs.

After the grant funds have reduced the project cost, the remaining project costs are proposed to be assessed at 70% with the remaining 30% to be paid for via Capital Improvement Sales Tax.

Previously Presented Information and Commission Actions:

December 18, 2023 –

- **Staff Recommendation:** Approve Highway Safety Improvement Program (HSIP) Application
- **Commission Action:** Commissioner Olson moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

Improvement Dist. No. 2276 Previously Presented Information:

November 20, 2023:

- **Staff Recommendation:** Conduct the Resolution of Necessity Public Hearing; Approve Resolution of Insufficient Protests and Task Order for "Basic Services"; and Direct Engineer to prepare Plans and Specifications
- **Commission Action:**
    - Commissioner Simmons made a motion to place a 4-way stop immediately at this intersection and Commissioner Anderson seconded to approve. No opposition, motion carried.
    - Commissioner Simmons made a motion to dissolve Improvement District No. 2276 and Commissioner George seconded to approve. No opposition, motion carried.

October 16, 2023:

- **Staff Recommendation:** Authorize Engineer to prepare a Task Order for "Basic Services"
- **Commission Action:** Commissioner Olson moved, and Commissioner Anderson seconded to approve. Commissioner Simmons was absent and not voting. No opposition, motion carried.

October 2, 2023:

- **Staff Recommendation:** Authorize Resolution of Necessity
- **Commission Action:** Commissioner Olson moved, and Commissioner Simmons seconded to approve. Commissioners George and Anderson opposed; motion carried on a 3:2 vote.

September 18, 2023:

- **Staff Recommendation:** Create Improvement District No. 2276 and Approve Engineer's Report.
- **Commission Action:** Commissioner Simmons moved, and Commissioner Olson seconded. Commissioner George and Anderson opposed. Motion carried on a 3:2 vote

METROCOG Fargo-Moorhead Metropolitan Council of Governments

Case Plaza Suite 232 | One 2nd Street North
Fargo, North Dakota 58102-4807
p: 701.232.3242 | f: 701.232.5043
e: metrocog@fmmetrocog.org
www.fmmetrocog.org

December 21, 2023

Justin Schlosser, Traffic Operations Engineer
North Dakota Department of Transportation
608 East Boulevard Avenue
Bismarck, ND 58505-0700

Subject: Highway Safety Improvement Program (HSIP) Applications

Dear Justin Schlosser,

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is submitting the following HSIP applications which are being pursued for funding and are located within Metro COG's metropolitan planning area (MPA).

The applications, have been reviewed and approved by Metro COG's Policy Board. Below is a list of the applications:

- West Fargo – Proposed roundabout and intersection improvements to 9th Street West and 52nd Avenue West Intersection
- Fargo – Auxiliary Lane on southbound 45th Street at 1-94 interchange.
- Fargo – Restricted Crossing U-Turn (RCUT) at intersection of 52nd Avenue South and 27th Street.
- Fargo – Pedestrian safety and ADA improvements by University Drive and 24th/25th Avenue South.

Attached you will find the individual HSIP applications. If you have any questions or wish for additional information, don't hesitate to contact Paul Bervik at bervik@fmmetrocog.org or 701-532-5100.

Sincerely,

Paul Bervik
Metro COG, Assistant Transportation Planner

METROCOG Fargo-Moorhead Metropolitan Council of Governments
Case Plaza Suite 232 | One 2nd Street North
Fargo, North Dakota 58102-4807
p: 701.232.3242 | f: 701.232.5043
e: metrocog@fmmetrocog.org
www.fmmetrocog.org

Attachments:

- West Fargo – Roundabout at Intersection of 9th Street W and 52nd Ave W
- Fargo – Axillary lane on southbound 45th St between 19th Ave S and I-94
- Fargo – RCUT on 52nd Ave at 27th St S
- Fargo – Reconfigure of Intersection of University Drive and 24th Ave S

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT APPLICATION

North Dakota Department of Transportation, Programming
SFN 59959 (3-2023)

23 USC § 407 Documents
NDDOT Reserves All Objections

Please attach a location map(s). You may use additional sheets to further describe your project.

Agency Name City of West Fargo		NDDOT District Fargo
Contact Name Andrew Wrucke		Current Date 12/15/23
Email Address andrew.wrucke@westfargond.gov	Telephone Number 701-515-5105	Project Cost Estimate (attach detailed copy) $2,260,000.00

Location Description	Roadway Ownership	Vision Zero Emphasis Area (check all that apply)	Functional Class
Intersection of 9th Street W and 52nd Ave W	☐ State ☐ County ☒ City ☐ Tribe	☐ Younger Drivers ☐ Speeding or Aggressive Drivers ☐ Alcohol-Related ☐ Unbelted Vehicle Occupants ☐ Lane Departure ☒ Intersections	☐ Local Road or Street ☐ Minor Collector ☒ Major Collector ☐ Minor Arterial ☐ Principal Arterial

Improvement Category (check all that apply)

☐ Access Management	☒ Intersection Geometry	☐ Parking	☐ Roadway Delineation
☐ Advanced Technology & ITS	☐ Intersection Traffic Control	☐ Pedestrians & Bicyclists	☐ Roadway Signs & Traffic Control
☐ Alignment	☐ Lighting	☐ Railroad Grade Crossings	☐ Shoulder Treatments
☐ Animal Related	☐ Miscellaneous	☐ Roadside	☒ Speed Management
☐ Interchange Design	☐ Non-infrastructure	☒ Roadway	☐ Work Zone

Describe Current Safety Issues

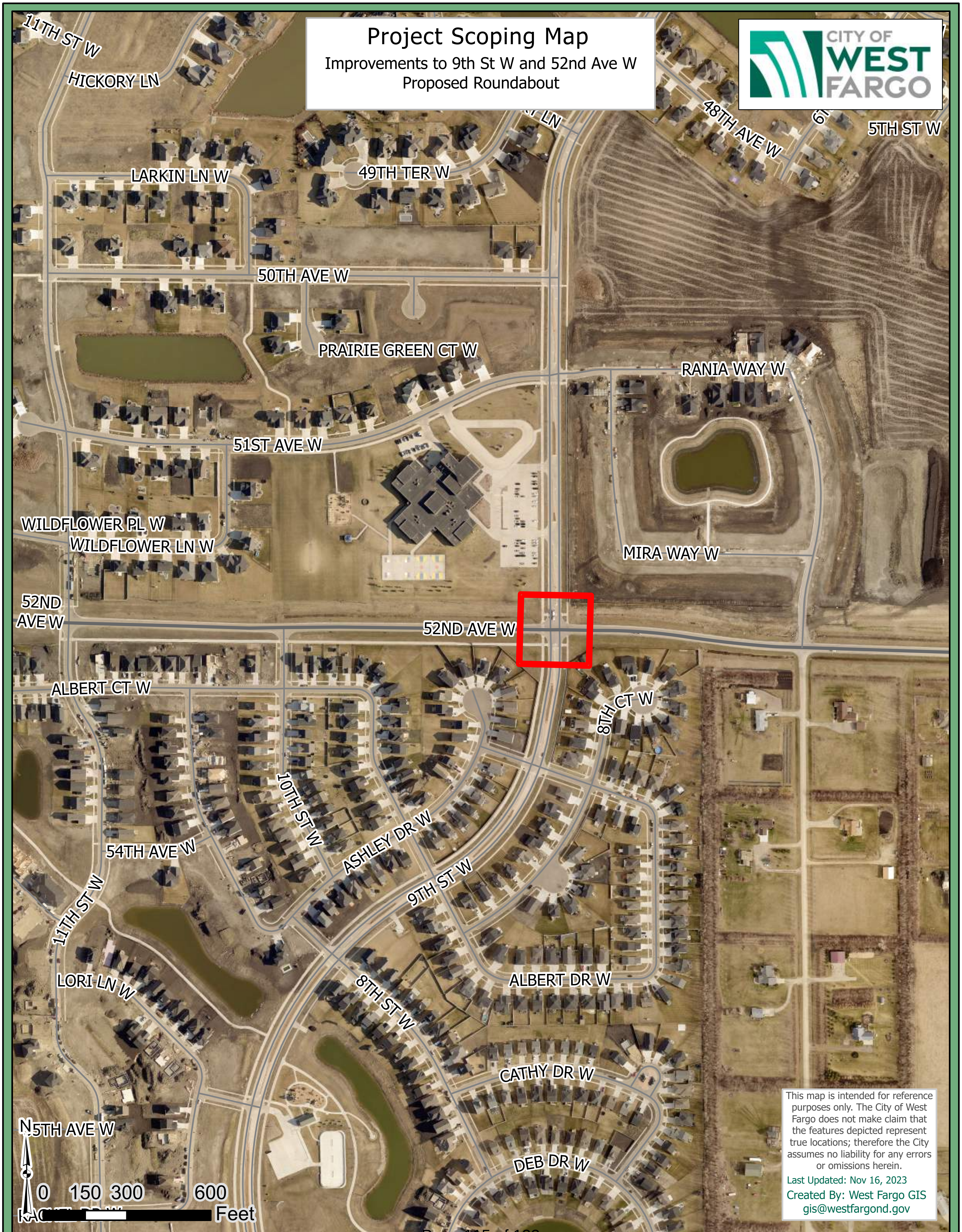
Intersection is of residential collector and major arterial (and future diversion crossing) with a school zone crossing. All elementary school children attend the school on the NW corner of intersection and any that choose to walk/bike cross the major arterial. Arterial is currently posted 35 MPH, but average traffic travels at nearly 40 MPH. 4 Way Stop has been installed at location, but further enhancements are requested.

Describe Proposed Safety Improvements

Install a roundabout at the intersection to improve pedestrian safety at intersection.

For questions or comments contact:
Justin Schlosser
701-328-2673
jjschlosser@nd.gov

Please email completed form to this address: hsip@nd.gov

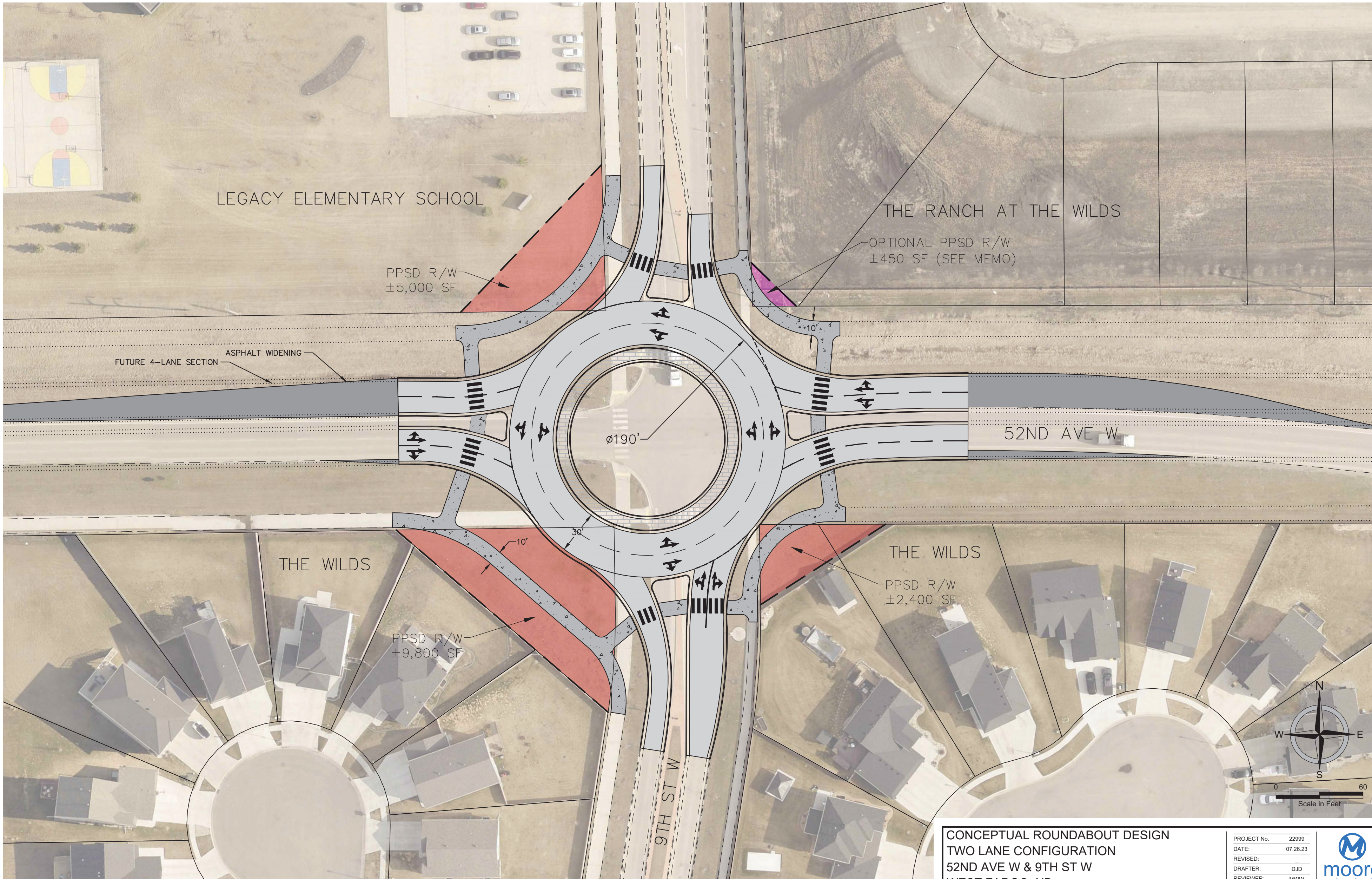

Project Scoping Map
Improvements to 9th St W and 52nd Ave W
Proposed Roundabout
CITY OF WEST FARGO
11TH ST W
HICKORY LN
48TH AVE W
5TH ST W
LARKIN LN W
49TH TER W
50TH AVE W
PRAIRIE GREEN CT W
RANIA WAY W
51ST AVE W
WILDFLOWER PL W
WILDFLOWER LN W
MIRA WAY W
52ND AVE W
52ND AVE W
ALBERT CT W
8TH CT W
10TH ST W
ASHLEY DR W
54TH AVE W
9TH ST W
11TH ST W
LORI LN W
8TH ST W
ALBERT DR W
CATHY DR W
55TH AVE W
DEB DR W
N
0 150 300 600
Feet
This map is intended for reference purposes only. The City of West Fargo does not make claim that the features depicted represent true locations; therefore the City assumes no liability for any errors or omissions herein.
Last Updated: Nov 16, 2023
Created By: West Fargo GIS
gis@westfargond.gov

IMPROVEMENT PROJECT NO. XXXX
ROUNDABOUT - 9TH STREET W AND 52ND AVENUE W
WEST FARGO ND

Engineer's Opinion of Probable Cost - Updated 12/2023

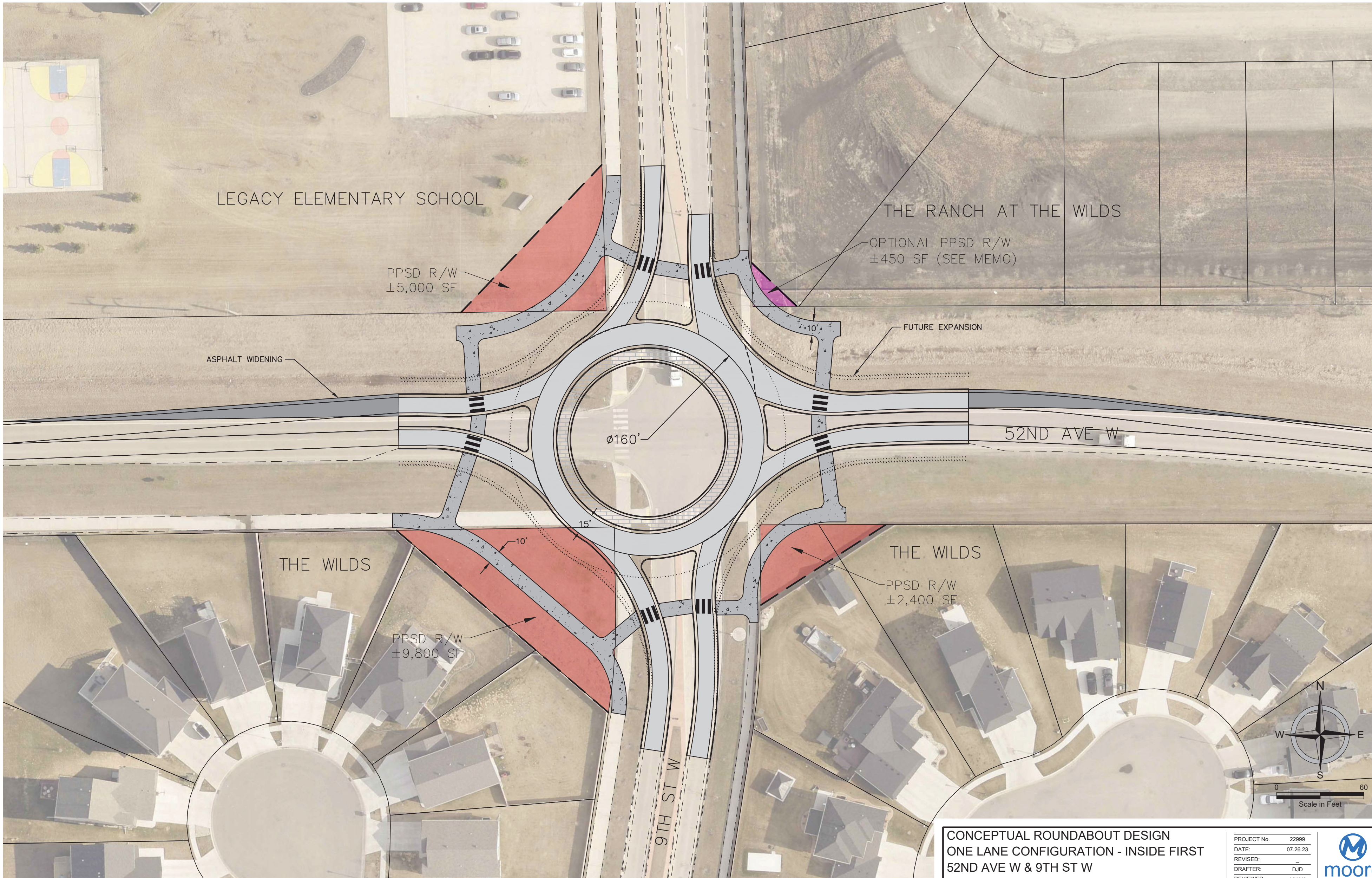
Participating Items

Spec	Code	Description	Units	Qty	Cost/Unit	Cost
103	100	CONTRACT BOND	L SUM	1	$10,000.00	$10,000.00
202	114	REMOVAL OF PAVEMENT	SY	3450	$15.00	$51,750.00
203		COMMON EXCAVATION	L SUM	1	$10,000.00	$10,000.00
230		SUBGRADE PREPARATION	SY	3500	$5.00	$17,500.00
230		TOPSOIL, SEEDING, HYDRAULIC MULCH	L SUM	1	$25,000.00	$25,000.00
230		LANDSCAPING	L SUM	1	$150,000.00	$150,000.00
302	320	AGGREGATE BASE CL 5	TON	1600	$75.00	$120,000.00
430	43	SUPERPAVE FAA 43	TON	450	$250.00	$112,500.00
550	112	8IN NON-REINF CONCRETE PAVEMENT CL AE	SY	3100	$175.00	$542,500.00
702	100	MOBILIZIATION	L SUM	1	$100,000.00	$100,000.00
704		TRAFFIC CONTROL	L SUM	1	$50,000.00	$50,000.00
709	151	GEOSYNTHETIC MATERIAL TYPE R1	SY	3500	$7.50	$26,250.00
714		STORM SEWER	L SUM	1	$150,000.00	$150,000.00
748	100	CURB & GUTTER	LF	2950	$50.00	$147,500.00
750	30	PIGMENTED IMPRINTED CONCRETE	SY	900	$115.00	$103,500.00
750	120	SIDEWALK CONCRETE 5IN REINF	SY	1000	$80.00	$80,000.00
750	2115	DETECTABLE WARNING PANELS	SF	320	$70.00	$22,400.00
754	9095	SIGNING	L SUM	1	$5,000.00	$5,000.00
762		STRIPING	L SUM	1	$15,000.00	$15,000.00
		SUM				**$1,738,900.00**
		30% Contingency				$521,700.00
		TOTAL				**$2,260,600.00**
		FEDERAL SHARE (HSIP FUNDS)				***$2,034,540.00***
		LOCAL SHARE				***$226,060.00***



CONCEPTUAL ROUNDABOUT DESIGN TWO LANE CONFIGURATION 52ND AVE W & 9TH ST W WEST FARGO, ND	PROJECT No. 22999 DATE: 07.26.23 REVISED: _ DRAFTER: DJD REVIEWER: MWW	moore engineering, inc.

FILE LOCATION: R:\Projects\22000\22900\22999\CIVIL\PRESENTATION\22999-Linework.dwg



CONCEPTUAL ROUNDABOUT DESIGN
ONE LANE CONFIGURATION - INSIDE FIRST
52ND AVE W & 9TH ST W
WEST FARGO, ND

PROJECT No.	22999
DATE:	07.26.23
REVISED:	_
DRAFTER:	DJD
REVIEWER:	MWW

moore
engineering, inc.

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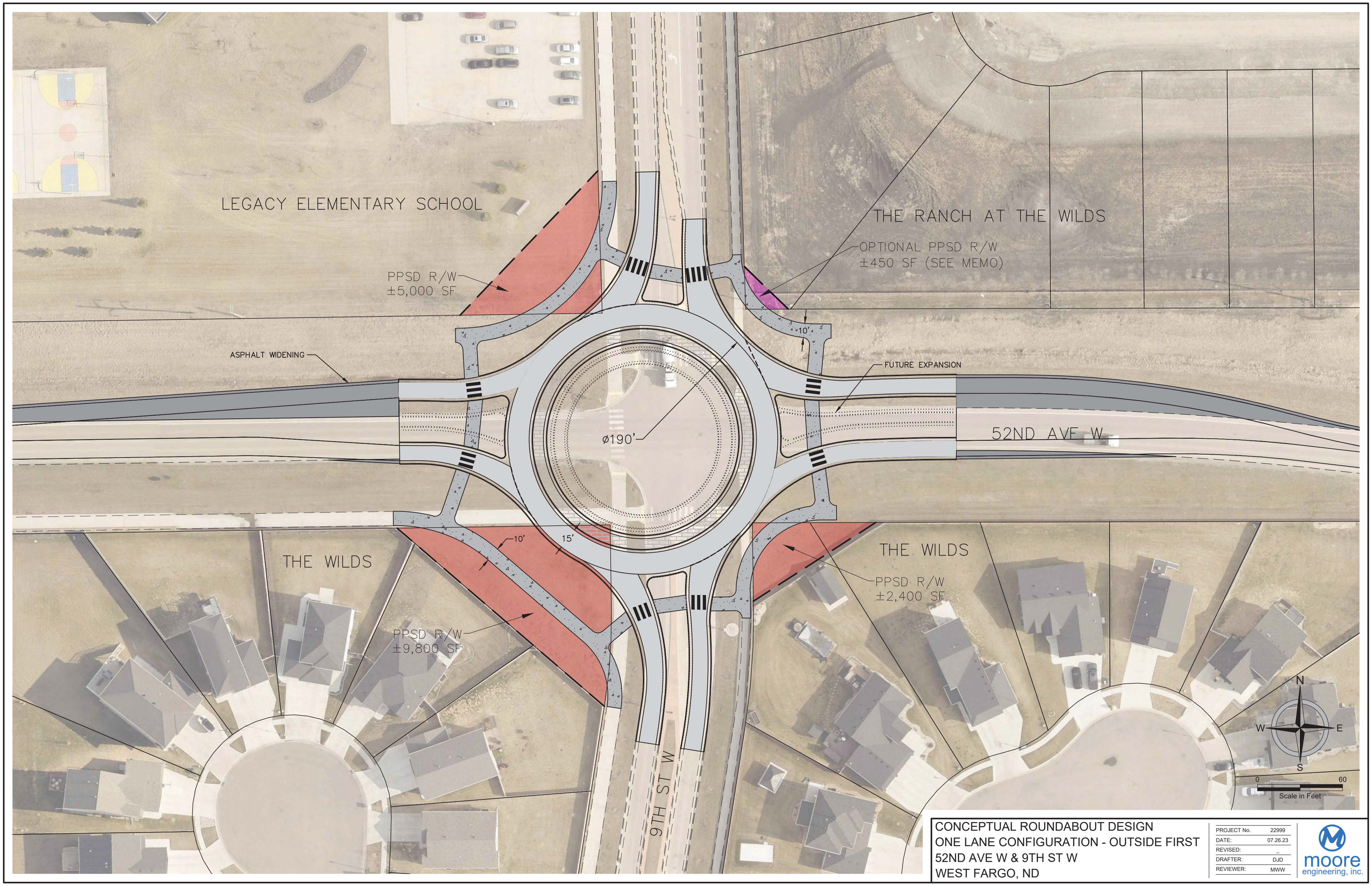

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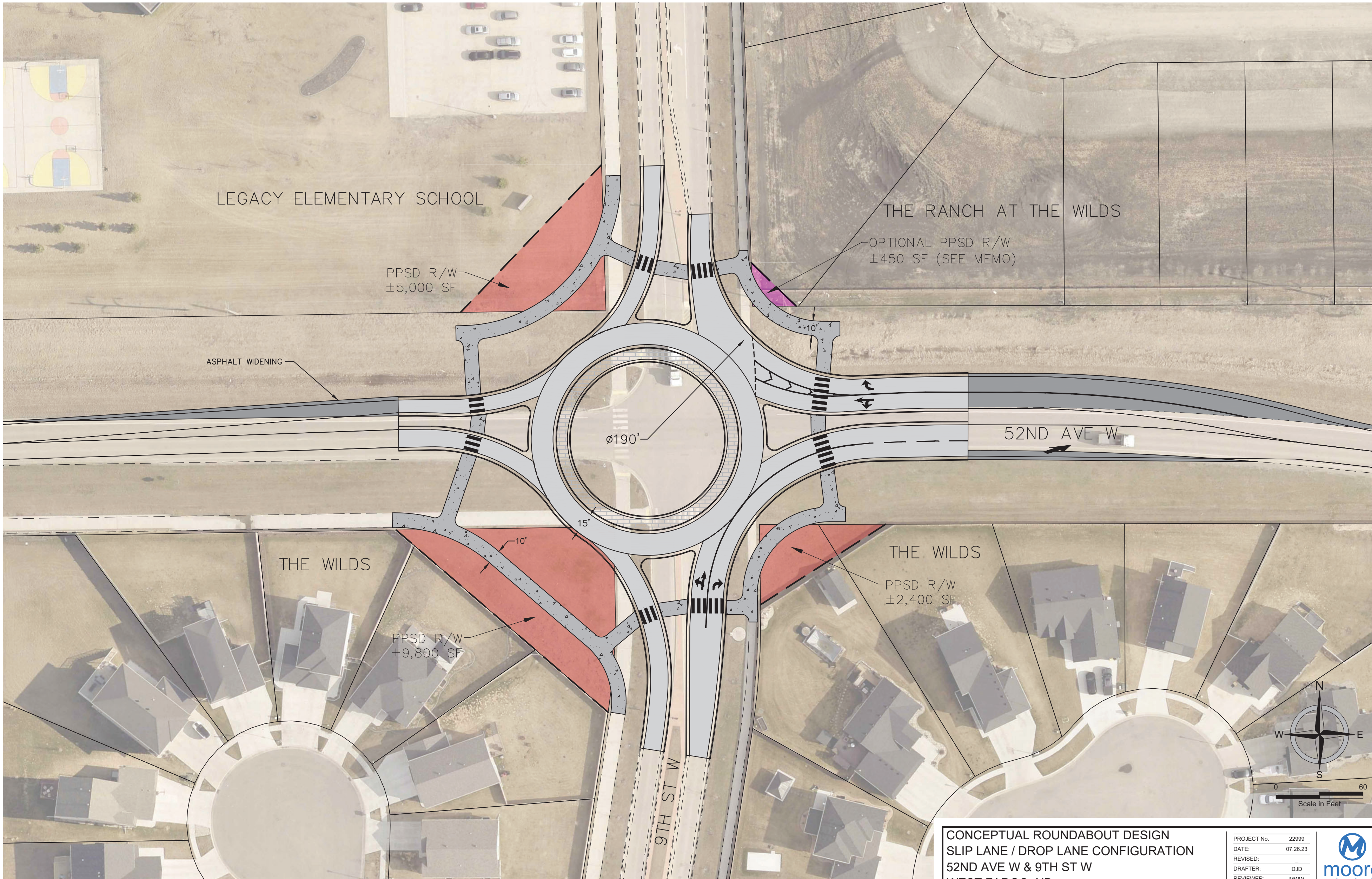
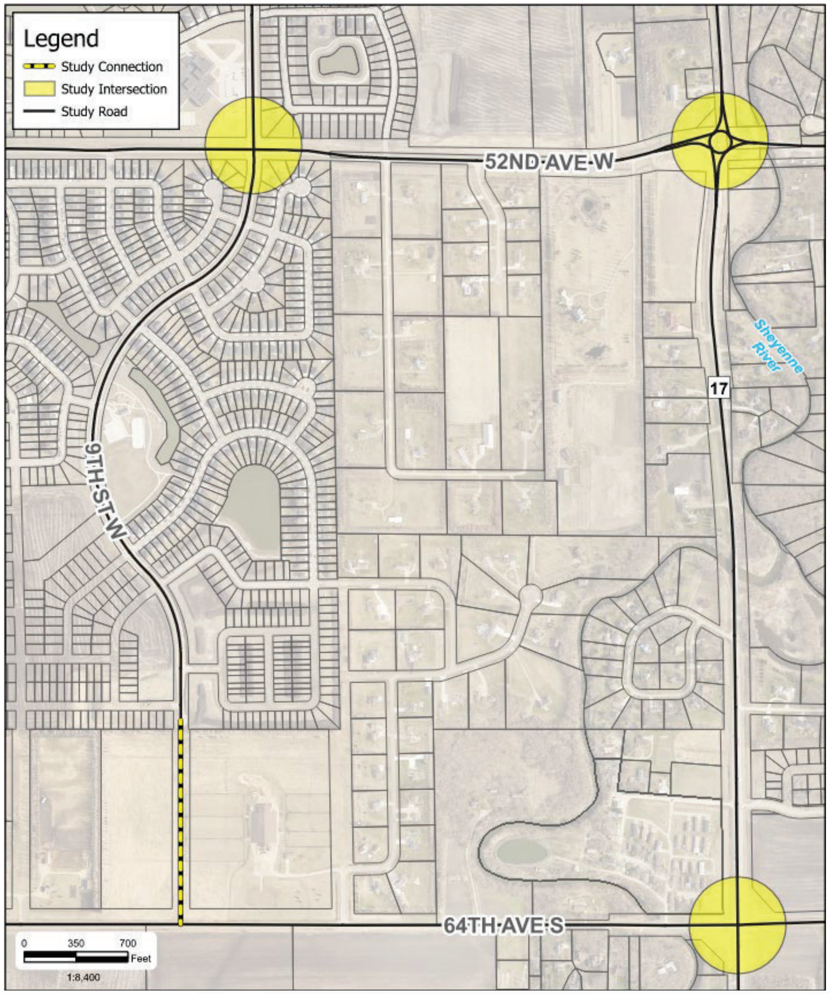


CONCEPTUAL ROUNDABOUT DESIGN SLIP LANE / DROP LANE CONFIGURATION 52ND AVE W & 9TH ST W WEST FARGO, ND	PROJECT No. 22999 DATE: 07.26.23 REVISED: _ DRAFTER: DJD REVIEWER: MWW

moore engineering, inc.

2021-Traffic Impact Study

- Counted vehicles and pedestrians
- Investigated surrounding intersections
- Projected future growth and associated traffic



A CITY ON THE GROW

CITY OF WEST FARGO

Traffic Study Findings

- 52^{nd} Avenue & 9^{th} Street intersection
  - Found traffic would overwhelm intersection in next 5 years (by 2025)
  - Investigated intersection improvement alternatives
  - Recommended a roundabout as best alternative for intersection

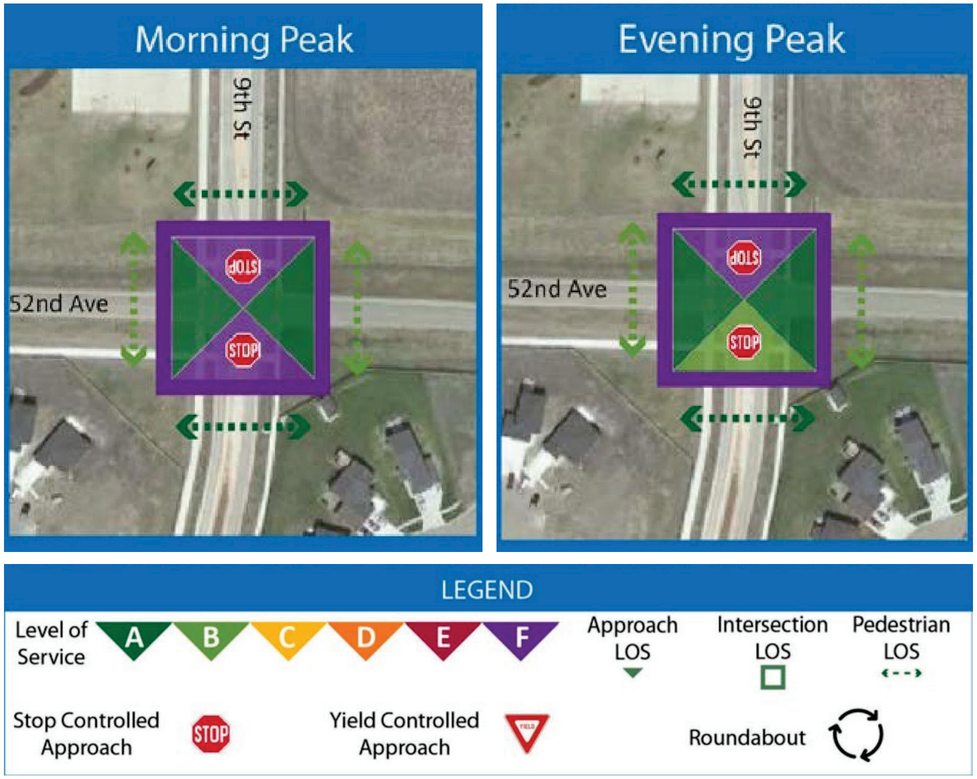


EXHIBIT A to MSA

Task Order for Additional Services

This is Task Order No. 8 consisting of 92 pages.

Task Order 92

In accordance with Paragraph 9 of the Master Agreement for Professional Services, dated January 1, 2024 and approved by the West Fargo City Commission (“Commission) on December 18, 2023 ("Agreement"), the City of West Fargo (“City”) and Moore Engineering, Inc. (“Engineer” or “MEI”) agree as follows:

1. Background Data

a.	Effective Date of Task Order:	January 13, 2025
b.	Owner:	City of West Fargo
c.	Engineer:	Moore Engineering, Inc.
d.	Specific Project Title:	Improvement District No. 2288
e.	Specific Project Description:	Street Reconstruction and Incidentals
f.	Specific Project Location:	52nd Avenue & 9th Street West Intersection Improvements
g.	Summary of Services:	The current intersection of 52nd Avenue & 9th Street West is a challenge for vehicles in high-volume situations due to the adjacent elementary school and rapid residential growth in the neighboring Wilds development. The City previously considered improvements for this intersection and requested concept layouts, cost estimates and a right-of-way needs assessment compiled in a Technical Memorandum under Improvement District No. 2276. This improvement district and therefore project was discontinued in 2023 based on City Commission directive. Since this time, City Staff has applied for project funding and was successful in acquiring HSIP (Highway Safety Improvement Program) funding to help fund the previously scoped improvements. Due to this, City Staff has now requested the preparation of a feasibility study, updated cost estimates, updated project exhibits, and a complete right-of-way, environmental, public outreach, and permitting analysis to help define and evaluate a roundabout project at the identified intersection.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows:

A. *Study and Report Services*

1. Feasibility Study tasks to include the following services:

a. Prepare for and attend project kick-off and scoping meeting with Owner to establish City's expectations for project and Moore's services.

b. Review and expand upon the technical memorandum that was completed under Dist. No 2276 to provide current information on the proposed project scope. Content and/or sections of the previous technical memorandum that will be evaluated and/or expanded upon include:

   1) Review of existing facilities and conditions related to project boundary. Identify and confirm proposed improvements to address issues identified by City and resulting from review of existing facilities and conditions. Additional existing facilities and conditions review may include obtaining, coordinating, and reviewing third party investigation in the form of sewer televising or geotechnical evaluation.

   2) Proposed improvements evaluation including:

      a) Local improvements

      b) Considerations for future arterial reconstruction of 52nd Avenue West while considering technical memorandum's single-lane and multi-lane roundabout project alternatives.

      c) West Fargo Public Schools coordination.

   3) Review and update proposed project alternatives.

   4) Review and update project maps and concept exhibits.

c. Identification of potential utility conflicts and considerations for proposed improvements. This may involve preliminary discussions with utility companies and acquisition of utility maps.

d. Prepare for and attend review meeting with City Staff to determine feasibility and selection of preferred alternative(s) based on previous technical memorandum and current alternative evaluation (1 meeting).

e. Prepare preliminary estimates of cost for proposed improvements and selected alternative(s).

f. Special Assessment Allocation Iterations (defined below) and Funding Administration review related to HSIP funding and preliminary estimates of cost.

g. Compilation of all report content into comprehensive deliverable document.

h. Finalize study and present report to Owner (1 meeting).

i. Project management related administrative tasks.

2. Environmental Document Administration:

   a. Field Review Meeting with NDDOT & City Staff – Kickoff meeting with NDDOT & City Staff discussing purpose and need, scope of work, and area of impact at proposed project location.

   b. Solicitation of View Letters – Coordinate SOV letters to agencies for ability to review environmental impact of project (8 types of letters with a mass mailing spreadsheet).

   c. Wetland Delineation Desktop & Field Delineation Work – Desktop review and field investigation/delineation of potential wetland boundaries within project boundary.

d. Aquatic Resources Delineation Report – Prepare report displaying wetland boundaries and anticipated impacts along with proposed mitigation measures.

e. Cultural Resources Evaluation – Complete investigation of cultural resource impacts (historical buildings, archaeological findings, etc.) and coordination of report document.

f. Environmental Justic Analysis – Prepare summary of disadvantaged community impacts (targeting minorities, access restrictions, discrimination, etc.)

g. Endangered Species Act Evaluation – Complete checklist of endangered species act to review potential impacted species.

h. Documented Categorical Exclusion – Prepare summation of all components with NDDOT template report and checklists.

i. Project Management.

B. *Additional Design Related Services*

1. Right-of-Way Administration

a. Correspondence with assumed four (4) adjacent Property Owners regarding a status update of the project scope and schedule and potential land acquisition or easement needs based on identified right-of-way impacts. The four assumed properties are as follows:

1) Northwest Quadrant: Legacy Elementary School (West Fargo Public School District)
2) Southwest Quadrant: Westport Investments, LLC (The Wilds HOA)
3) Southeast Quadrant: Two (2) private Property Owners.

b. Prepare Conceptual Exhibits of draft easements or land acquisition for each property (Assume 4 properties and two iterations of each concept)

c. Work with City to establish preferred right-of-way acquisition method and process, such as easements, fee title, platting, etc.

d. Prepare any necessary legal descriptions, plats, or other land surveying documents to provide to the Owner’s attorney for document preparation.

e. Participate in negotiation of terms of easement or land acquisition with Property Owner(s).

f. Participate in coordination of land acquisition process between Owner and Property Owner(s) including document correspondence or other related coordination meetings.

g. Circulate agreements between City, Attorney and Property Owner.

2. Public Outreach

a. Coordinate with the City regarding the scheduling, location, and scope of Neighborhood Meeting. Visit meeting location facility to better understand meeting format and functionality.

b. Support City in defining Neighborhood meeting agenda. General agenda assumed to be following:

1) Project update and review of previous neighborhood meeting topics including:

2) Intersection traffic history and problems

a) Intersection Improvement Alternatives (4 alternatives: Roundabout, Traffic Signal, 4-way controlled stop, and no-build)

b) Roundabout Benefits and Safety (Recommended alternative)

c) Update construction impacts documentation including phasing and schedule.

3) Prepare presentation and meeting content.

4) Assist City with advertising mailer and website content

5) Update Roundabout benefits content, such as traffic function, pedestrian safety, aesthetics, & maintenance

6) Prepare one (1) conceptual roundabout layout based on prior Technical Memorandum recommendations and follow up scoping meeting with the City. Assume one iteration based on City review comments

7) Update Construction Phasing Exhibit & Conceptual Detour Plan

8) Update Construction schedule

9) Compile content into PowerPoint presentation and posterboards (Assume five (5) posterboards)

c. Set up, attend, present and clean-up meeting (2 hour meeting)

d. Post recorded presentation to City website and collect comments from neighborhood meeting.

e. Prepare Public Involvement Report as summary of public outreach efforts and responses

3. Permitting Administration

a. Prepare USACE permitting concept exhibits, project narratives, maps, graphics, and other necessary supporting documentation for all appropriate jurisdictional determinations and/or permitting applications.

b. Document and respond to all correspondence and/or attend meetings with permitting agencies during pre-application, application review, and permit closeout processes.

c. Document and respond to all correspondence and/or attend meetings with City during pre-application, application review, and permit closeout processes, and permitting status update meetings.

d. Preparation of record drawings or other necessary documentation as required by permitting agency for permit closeout.

C. *Additional Funding Services*

1. Special Assessment Administration

a. Coordinate with City Engineer to establish updated benefitting area (boundary) and provide legal description along with an illustrative map for the Owner to use in creating the Special Assessment District per ND Century Code requirements.

b. Based on proposed infrastructure at specified project stages, prepare (or update) benefitting area maps, assessment benefit methodology and preliminary special assessment allocations based on City Policy at the following project stages:

1) City Engineer's Report

a) Feasibility Study

~~b) City Preliminary Engineer's Report results (if applicable)~~

c) City Final Engineer's Report results

c. Assist City in Resolution of Necessity process and schedule including but not limited to reviewing parcel data, preparation of mail correspondence, and coordination with print shop/process printing materials

2. Funding Administration - NDDOT

a. Coordinate with North Dakota Department of Transportation regarding project funding, project costs, and general correspondence throughout Engineer's Report (Feasibility Study) portion of project.

3. City's Responsibilities

City shall have those responsibilities as follows:

A. City shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of MEI

B. City shall be responsible for, and MEI may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by City to MEI pursuant to this Agreement. MEI may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require MEI to affirmatively determine the accuracy of information that is prepared for City by other licensed professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by MEI.

C. City shall provide for MEI's right to enter the property owned by City and/or others in order for MEI to fulfill its services.

4. Task Order Schedule

In addition to any schedule provisions provided in the Services of Engineer or elsewhere, the parties shall meet the following schedule:

A. The anticipated start date for these services is upon execution of the Task Order or as specified below.

B. The anticipated completion for these services is as follows:

a. The anticipated completion for these services is within 5 months of an executed Task Order.

5. Payments to Engineer

A. City shall pay Engineer for services rendered under this Task Order as follows:

TASK CATEGORY & TASK	TASK ORDER NO.	PREVIOUS FEE ($)	INCREASED FEE ($)	AMENDED MAXIMUM FEE ($)
Study & Report Services				
Feasibility Study	**92**	$0.00	**$16,500**	**$16,500**
Environmental Document Administration	**92**	$0.00	**$30,000**	**$30,000**
Additional Design Services				
Public Outreach	**92**	$0.00	**$12,500**	**$12,500**
Permitting Administration	**92**	$0.00	**$17,000**	**$17,000**
Right-of-Way Administration	**92**	$0.00	**$9,500**	**$9,500**
Additional Funding Services				
Special Assessment Administration	**92**	$0.00	**$5,000**	**$5,000**
Funding Administration – NDDOT	**92**	$0.00	**$2,500**	**$2,500**
ADDITIONAL SERVICES SUBTOTAL (TO 92)		$0	**$93,000**	**$93,000**

B. Engineer may alter the distribution of compensation between individual phases of the work noted in this Task Order and Task Order Amendments, to be consistent with services actually rendered, but shall not exceed the appropriate percentage of Final Construction plus the total Maximum Fee as defined herein.

C. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

6. Consultants retained as of the Effective Date of the Task Order:

a. None

7. Other Modifications to Agreement and Exhibits:

a. None

8. Attachments:

a. None

9. Other Documents Incorporated by Reference:

a. None

10. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

The Effective Date of this Task Order No. 92 is January 13, 2025.

CITY: City of West Fargo	ENGINEER: Moore Engineering, Inc.
By: ______	By: ______
Print Name: Dan Hanson, PE	Print Name: Lee T. Beauvais, PE
Title: Senior Director of Community & Development Services	Title: Chief Production Officer
	Engineer License or Firm's Certificate No. (if required): 011C
	State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:	DESIGNATED REPRESENTATIVE FOR TASK ORDER:
Name: Dan Hanson, PE	Name: Matt Prochniak, PE
Title: Senior Director of Community & Development Services	Title: Project Manager
Address: 800 4th Ave E. Suite #1 West Fargo, ND 58078	Address: 925 10th Avenue East, West Fargo, ND 58078
E-Mail Address: Daniel.Hanson@westfargond.gov	E-Mail Address: matt.prochniak@mooreengineeringinc.com
Phone: (701) 515-5050	Phone: (701) 282-4692

Commissioner __________ introduced the following resolution and moved its adoption:

RESOLUTION CREATING IMPROVEMENT DISTRICT NO. 2288: 52ND AVENUE AND 9TH STREET WEST – INTERSECTION IMPROVEMENTS 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 Improvement District No.2288: 52nd Avenue and 9th Street West – Intersection Improvements of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish an intersection improvement project within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Improvement District No.2288: 52nd Avenue and 9th Street West – Intersection Improvements of the City of West Fargo, North Dakota, the boundaries of which shall be as shown on the attached map.

Dated: February 3, 2025

APPROVED:

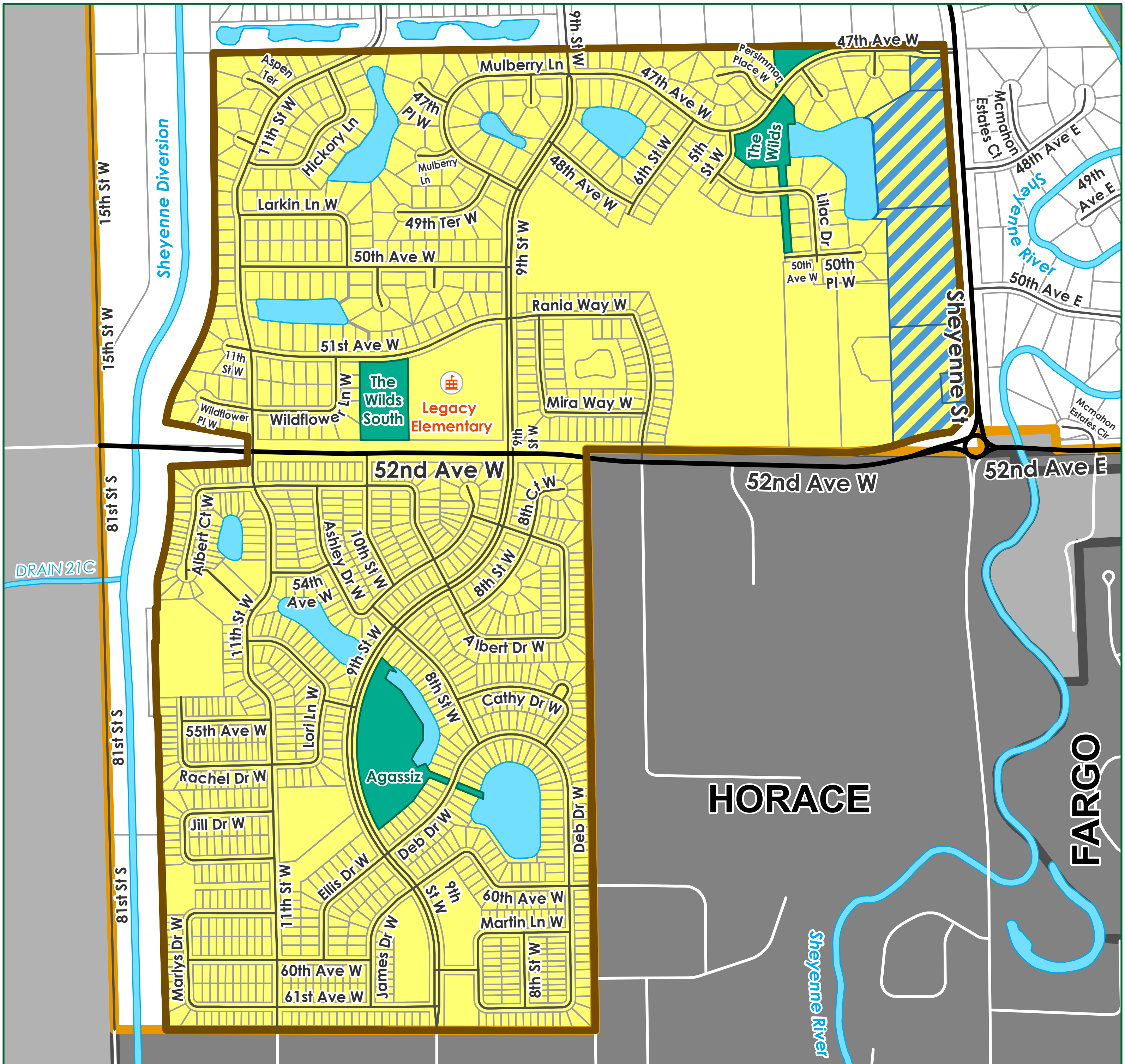
____
President of Board of City Commissioners

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.



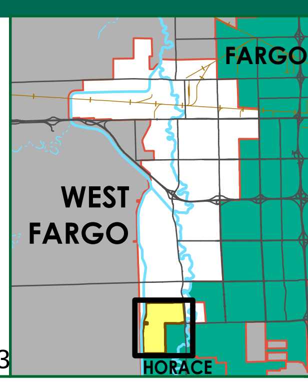
IMPROVEMENT DISTRICT NO. 2288

9th St W./52nd Ave W. Intersection Improvements

Issued: 1/28/2025

Prepared by:

CITY OF WEST FARGO



- Improvement District
- Unassessed District Parcel
- Parcel Boundary
- Park District
- City Limit

N

Feet
0 250 500 1,000